



**COLLEGE TOWNSHIP COUNCIL  
REGULAR MEETING MINUTES  
Thursday, January 20, 2022**

**7:00 PM**

**Hybrid Meeting (In-Person or via Zoom)**

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**ATTENDED BY –  
COUNCIL:**

D. Richard Francke, Chair  
Carla Stilson, Vice Chair  
Paul Takac L. Eric Bernier  
L. Eric Bernier

**STAFF:**

Adam T. Brumbaugh, Township Manager/Secretary  
Don Franson, Engineer  
Amy Kerner, Public Works Director  
Lindsay Schoch, Principal Planner  
Mark Gabrovsek, Zoning Officer  
Mike Bloom, Management Analyst  
Jennifer Snyder, Executive Assistant

**ABSENT:**

Dustin Best, Council Member

**CALL TO ORDER:**

Mr. D. Richard Francke, Council Chair, called to order the January 20, 2022, Regular Meeting of the College Township Council at 7:00 PM, and led in the Pledge of Allegiance.

**OPEN DISCUSSION:**

*No Open Discussion* items were brought forward at this time.

**PLANS: P-1 Millbrook Marsh Nature Center Land Development Plan**

Mr. Jeffrey Baughman, P.E., Stahl Sheaffer Engineering, addressed Council with an overview of the revised Millbrook Marsh Nature Center Preliminary/Final Land Development Plan dated January 13, 2022. He offered the plan has been updated to provide a 5' wide bituminous asphalt sidewalk adjacent to Puddintown Road. The sidewalk will parallel Puddintown Road for the majority of the property's frontage before turning east and connecting with the existing trail on the south side of the existing wooden pedestrian bridge. The portion of the existing 8' trail – bounded by the existing bituminous trail on the north and the proposed intersection with the 5' bituminous asphalt sidewalk on the south – will be upgraded to a bituminous asphalt surface.



There will be additional signage added at the hard curve on the path. All grading meets ADA compliance.

Mr. Don Franson, Township Engineer, offered that Staff is very happy with the alignment on the revised plan and offered the new revisions meet the conditions set by the Planning Commission.

Council offered the three (3) concerns from the December 16, 2021, CT Council meeting, alignment, surface material and width, were all addressed with the revised plan. Council discussed the 5' asphalt section, which meets the sidewalk standards required, however does not meet the standards of a Shared Use path. They asked for a bid alternate to expand this 5' section into an 8' section when the project is out for bid.

Council discussed entrance lighting. Mr. Franson offered there is some flexibility with the lighting requirement. Mr. Baughman will work with Staff to come up with an acceptable alternative for lighting options.

Kathy Matason, CT resident, asked how a tie-in works from an 8' wide Shared Use Path down to a 5' wide sidewalk. She asked if the Township saw a tie-in with this sidewalk to the proposed path going to campus along College Avenue.

Melissa Kauffman, Millbrook Marsh Nature Center Supervisor, asked for clarification on the path renewal.

Pam Salokangas, CRPR Director, offered the path renewal is a path used by the Puddle Jumpers program. The renewal path will create separation from the main path for the younger users.

Hearing no further comments, Chair Francke called for a motion:

**Mr. Takac made a motion to approve the Millbrook Marsh Nature Center Spring Creek Education Building Phase 2 and Welcome Pavilion Preliminary/Land Development Plan dated October 18, 2021, last revised January 13, 2022, subject to the following conditions:**

- 1. Obtain all required signatures**
- 2. Fully comply with College Township Code Section 180-12**
- 3. Alternate sidewalk with bituminous surface as shown on Land Development Plan dated January 13, 2022**
- 4. Finalize driveway entrance lighting options in consultation with the Township Engineer**
- 5. Request a bid alternate for potential expansion of the proposed path from 5' to 8'**

**Ms. Stilson seconded the motion.**

**Motion carried unanimously.**



## **REPORTS:**

### **a. Manager's Update**

Mr. Brumbaugh, Township Manager, offered the following on his written report: 1) the Planning Commission (PC) held a work session to discuss form-based codes and will meet with Council in a joint meeting to continue discussion; 2) LTAC received neighborhood recommendation and will forward to Council a request to fund engineering on Squirrel Drive closure; and, 3) Director of Public Works worked with consultant to revise deliverable schedule.

Mr. Brumbaugh added that Staff will host an Open House for the Pike Street Project on February 10, 2022, from 6 to 8 PM to review with interested parties the project in more detail. Engineer for the project will be available to answer questions.

Continuing, Mr. Brumbaugh offered that a meeting date has been established to discuss the management of Thompson Woods Preserve. The new Township website will be going live on January 31, 2022. Applications for the Assistant Township Manager have been received.

Lastly, Mr. Brumbaugh offered his sincere thanks to Mr. Mike Bloom, Management Analyst. Mr. Bloom has accepted another position outside of College Township and this is his last meeting. Council expressed their thanks to Mr. Bloom.

### **b. COG Regional, County, Liaisons Reports**

**COG Public Safety Committee:** Mr. Takac reported the COG Public Safety Committee met on Tuesday, January 11, 2022, for their reorganization meeting where he was elected as Chair For 2022. The Committee also discussed leased space for the Alpha Fire Company.

**Spring Creek Watershed Commission (SCWC):** Mr. Takac offered the SCWC met on January 19, 2022, and had their reorganization meeting. Mr. Takac was elected Chair for 2022. The SCWC discussed Phase III work group and soliciting nominations for membership in the group.

**COG Climate Action and Sustainability Committee (CASC):** Ms. Stilson offered the CASC met on Tuesday, January 10, 2022, for their reorganization meeting. Mr. Stilson was elected as Vice Chair of this committee.

**COG Facilities Committee:** Mr. Bernier offered the Facilities Committee met on Thursday, January 11, 2022, for their reorganization meeting where Mr. Bernier was elected as Vice Chair. The Committee discussed the Solar Power Purchasing Agreement update, the Fire Protection Program, reviewed the proposed lease for the Fire Protection Program, and heard an update on the poolside refinishing project.

**COG Land Use and Community Infrastructure Committee (LUCI):** Mr. Bernier offered the LUCI Committee met on Wednesday, January 12, 2022, for their reorganization meeting. Mr. Denny Hameister was elected as Chair and Ms. Lisa Strickland was elected Vice Chair.



**COG Finance Committee:** Chair Francke offered the Finance Committee met on Thursday, January 13, 2022, for their reorganization meeting where he was elected as Chair. The Committee reviewed the 2021 task list completed, reviewed lease for Fire Agency storage, and reviewed the poolside refinishing projects.

**c. Staff/Planning Commission/Other Committee Reports**

**Planning Commission (PC):** Mr. Ed Darrah, PC liaison to Council, offered that the PC met on January 4 and January 18, 2022. He reported that he would continue to serve as the liaison to Council with Ms. Jen Landry as the alternate. The PC held a workshop to review form-based codes. They are ready to proceed with a joint meeting with Council for further review. The PC reviewed the proposed ordinance on Act 50 Wireless Communications Facilities and approved to move to Council.

**CONSENT AGENDA:**

**CA-1 Minutes, Approval of**

- a. January 3, 2022, Reorganization Meeting
- b. January 3, 2022 Regular Meeting

**CA-2 Correspondence, Receipt/Approval of**

- a. Letter from Bryan Rodgers, University Park Airport Director, dated December 30, 2021, regarding United to launch service to Newark Liberty International Airport
- b. Letter from Patricia and John Flohr, dated December 23, 2021, regarding Millbrook Marsh Nature Center
- c. Email from Daniel Materna, dated January 12, 2022, regarding Casino public comments
- d. Email from Lori Gravish, dated January 15, 2022, regarding Centre Hill Village

**CA-3 Action Item; Approval of**

- a. Appointment of Mr. David Lipinski - UAJA Board - 1/1/2022 – 12/31/2026

**Mr. Takac made a motion to approve the January 20, 2022, Consent Agenda.**

**Ms. Stilson seconded the motion.**

**Motion carried unanimously.**

**OLD BUSINESS:**

**OB-1 Pedestrian Facilities Master Plan**

Mr. Mike Bloom, Management Analyst, offered an updated version of the DRAFT Pedestrian Facilities Master with specific refinement in Section 4 and Section 5 taken from Council's discussion at the January 3, 2022, CT regular meeting.



Related to Section 4 – Existing and Future Conditions, Staff added a 3 map series completing the Future Conditions section of the Plan. Related to Section 5 – Recommendations, Staff made significant revision to the following components of this section:

- Pedestrian Fee-In-Lieu
- Waivers
- Official Map Reviews
- Prioritizing Future Pedestrian Facilities
- Project Prioritization Matrix

Due to Council’s expressed concerns at the January 3, 2022, CT Regular Meeting, related to the thresholds outlined in the previous Project Prioritization Matrix and missing elements, Staff revised the matrix and presented it to Council for consideration.

This new matrix has been tested utilizing several requested corridors and past waiver locations to ensure viability. This exercise confirmed the possibility to utilize the matrix as part of the consideration of future waiver requests.

Council expressed consensus agreement in the overarching themes presented in the Pedestrian Master Plan; in particular, the Goals and Objective elements of the plan, the identification of Priority Corridors, and the concepts invoked in the Network Classification and Neighborhood Service distinctions.

After discussion by Council, although not in 100% agreement, Council discussed a remand of the Plan to the Planning Commission (PC) asking them to focus their efforts on:

- The Pedestrian Facility “Fee-In-Lieu” (including a waiver process) and work with Staff on a draft ordinance language revisions to incorporate the Fee-In-Lieu Waiver process;
- Official Map revisions;
- Prioritization of Future Pedestrian Facilities (to include the composition and utilization of the Project Prioritization Matrix); and
- The Implementation Strategy.

Council asked that the PC mark the review of the Plan as high priority as Council would like to see a refined Pedestrian Facilities Master Plan undergo a final round of public comments in late spring or early summer of 2022.

**Mr. Bernier made a motion to remand the draft Pedestrian Facilities Master Plan as amended by consensus to the College Township Planning Commission for their review and assistance in the developing the revised ordinance language to incorporate the new Pedestrian Facility Fee-In-Lieu and Waiver Request process.**

**Ms. Stilson seconded the motion.**

**Motion carried unanimously.**



**STAFF INFORMATIVES:**

Mr. Brumbaugh offered that in the Manager's Update a Zoning Hearing Board decision was included for Council's review.

**OTHER MATTERS:**

Mr. Takac offered that Council consider adding a section on the agenda to report items related to diversity, equity and inclusion. Council was in consensus to add this topic as an item under reports.

Chair Francke offered an overview of the upcoming General Forum meeting.

**ADJOURNMENT:**

**Ms. Stilson moved to adjourn the January 20, 2022, Regular College Township Council Meeting.  
Chair seconded the motion.  
Motion carried unanimously.**

Chair Francke adjourned the January 20, 2022, Regular College Township Council Meeting at 9:48 PM.

Respectfully Submitted By,

*Adam T. Brumbaugh*

Adam T. Brumbaugh  
Secretary