



**COLLEGE TOWNSHIP COUNCIL
REGULAR MEETING MINUTES**

Thursday, May 19, 2022

7:00 PM

1481 E. College Avenue, State College PA 16801

Hybrid Meeting (In-Person or via Zoom)

**ATTENDED BY –
COUNCIL:**

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

STAFF:

Adam T. Brumbaugh, Township Manager/Secretary
Don Franson, P.E., P.L.S., Engineer
Amy Kerner, P.E., Public Works Director
Lindsay Schoch, AICP, Principal Planner
Mark Gabrovsek, Zoning Officer
Robert T. Long, Finance Director

CALL TO ORDER:

Mr. D. Richard Francke, Council Chair, called to order the May 19, 2022, Regular Meeting of the College Township (CT) Council at 7:00 PM, and led in the pledge of allegiance.

OPEN DISCUSSION:

No Open Discussion items were brought forward.

NEW AGENDA ITEMS:

No New Agenda Items were added.

SPECIAL PRESENTATION:

SP-1 Nittany Terrace Lane/Development of Regional Impact

Mr. Tom Songer, Mount Nittany Manor LP, offered that he recently sold three (3) Forest zoned lots at the top of Nittany Terrace Lane. These lots were a part of the four (4) lot Mt. Nittany Manor LP subdivision plan: Lot 2 (3.81 acres), Lot 4 (6.15 acres) and Lot 3 (7.21 acres). All of these lots have obtained the approval of the Township Sewage Enforcement Officer for on-lot sewage and the subdivision plan was recorded. The owners of these three (3) lots have asked Mr. Songer to assist them in requesting that the College Township Council allow them to



connect to the UAJA public sewer system, which is less than 220 feet away. When asked, by Mr. Songer, if the UAJA system has the capacity to serve these three (3) lots, Mr. Corey Miller, UAJA Executive Director, offered in an email that the treatment capacity and collection system has the capacity for three (3) EDU's. Additionally, Mr. Songer added that these lots are serviced by public water.

Mr. Songer opined that the Centre Region Growth Boundary (RGB) and Sewer Service Area (SSA) was created when there was concern that there was not enough sewer capacity at the UAJA treatment plant to serve the Centre Region as it grew. Since the creation of the agreement, UAJA has implemented the Beneficial Reuse Treatment System, increasing the capacity at the treatment plant that would easily accommodate the sewage from the three (3) homes.

Staff offered that the three (3) parcels are outside of the RGB and SSA and therefore, the Centre Region Growth Boundary and Sewer Service Area Implementation Agreement stipulates the process to apply for a connection to the UAJA public sewer system. The next step in the process is to submit a Development of Regional Impact (DRI) Application to request the expansion of the Centre Region RGB and SSA. There is no exemptions from the DRI application process.

Mr. Songer opined the DRI Application process is lengthy and costly.

Mr. Jim May, Centre Region Planning Agency Director, explained the process to submit a DRI application. The host municipality must support the application before it moves to the CRPC and the Land Use Community Infrastructure Committee for recommendation and then onto the General Forum for discussion and approval. Four out of the five municipalities in the COG would have to support the application. Mr. May offered COG reviews the RGB and SSA Implementation Agreement every five (5) years.

Council offered comments and discussion on the following.

- The Centre Region Growth Boundary and Sewer Service Area Implementation Agreement was created to prevent sprawl and manage growth.
- This is a minor request (3 EDU's) but the process must be followed.
- The Centre RGB and SSA Agreement is part of the Centre Region Comprehensive Plan.
- There are tax parcels in College Township that are serviced by public water that are not in the SSA.
- The Comprehensive Plan supports the public sewer system but the process must be followed.
- Council suggested the applicant include the other three (3) neighboring parcels if they choose to submit a DRI application.
- The property owners must decide if the DRI application process is worth the risk.
- The property owners purchased the property with an on-lot septic.

Mr. Songer will take back this information to the property owners and determine their next step.

SP-2 Energy Innovation and Carbon Dividend Act Resolution Request

Ms. Sylvia Neely, Citizens Climate Lobby (CCL), offered a report on the importance of Carbon Pricing. The CCL supports an economy-wide carbon tax, where the money generated from the tax is given to the people, typically referred to as a carbon fee and dividend or carbon tax and



dividend. With a carbon tax, a fee is applied wherever fossil fuels enter the economy. This price flows through the economy, incentivizing businesses and people to switch to clean energy. Putting a price on carbon involves placing a fee on these fossil fuels and carbon pollution. Ms. Neely opined economist of all political points of view agree that putting a tax on carbon is an essential first step in solving climate change.

Ms. Neely continued there are two way to put a price on carbon, a cap and trade system and a carbon tax. A carbon tax is far simpler, transparent, lower in costs and more predictable. A carbon tax will send a price signal to everybody who produces, who transports or who buys anything and then they can make a choice themselves and choose the cheaper fuel.

CCL advocates that money raised from a carbon tax should go back to American households in the form of a carbon fee and dividend. A carbon price will make all other solutions easier to implement because people can recoup the cost of new devices more quickly. It will make the goals of the Climate Action and Adaptation Plan that the Centre Region has set easier to reach.

Ms. Neely opined that everything that runs on fossil fuels should be electrified and all electricity made renewable. It will require federal and international action to make this happen.

Ms. Neely offered that the CCL endorses the Energy Innovation and Carbon Dividend Act. There are other bills in congress that look at putting a price on carbon. Ms. Neely opined it is important to show congress that there is support for carbon pricing.

Council offered support of bringing a resolution forward in support of carbon pricing for discussion at a future meeting. Council discussed holding a public hearing to provide education and public awareness.

Staff will provide Council with sample resolutions to discuss at a future meeting.

REPORTS:

a. Manager's Update

In a written report to Council, Mr. Brumbaugh, Township Manager, offered the following: Pike Street Traffic Calming project restart delayed to May 23, 2022; Draft RFQ Form Based Codes provided to PC/Council for discussion; Council approved Phase 1 Design of the Centre Hill Village Traffic Calming project; Public meeting held for the Spring Creek Park Master Plan; Council to review Draft Resolution and Intergovernmental Agreement for Thompson Woods Preserve; and Staff to prepare Commonwealth Finance Agency Multimodal Transportation Fund application.

b. COG Regional, County, Liaisons Reports

COG Public Safety Committee: Mr. Takac reported the Public Safety Committee met on May 10, 2022, and heard the Annual Emergency Medical Services Report and a recap of the EMS Legislative Breakfast.



Spring Creek Watershed Committee (SCWC): Mr. Takac reported the SCWC met on May 18, 2022, and heard a presentation entitled “When It Rains, It Pours; Examining the Links Between Climate Change, Extreme Rainfall and Flooding” by Tony Buda, USDA Hydrologist. They also approved the initial slate of nominees for Phase III Working Group of the One Water Plan and established the Spring Creek Watershed Mentor Award.

College Township Industrial Development Authority (CTIDA): Mr. Takac offered the CTIDA met on May 18, 2022. Prior to the start of the meeting, the Vice Chair resigned via email. The resignation was accepted and Mr. Lam Hood was unanimously approved as the new Vice Chair. The CTIDA discussed the process/workflow for both new and existing clients/projects as well as regular, administrative business. This recommendation made by the Operational Task Force was approved.

The new workflow highlighted the urgent need for a strong Administrator to manage the workflow and regular business of the CTIDA. The CTIDA expressed their appreciation to CT Council for their support and the temporary three-month appointment of Mr. Adam Brumbaugh as the acting Executive Director. The CTIDA requested that Council consider extending administrative services through the end of the calendar year. The CTIDA appreciates the value of the administrative services of Mr. Brumbaugh and are prepared to consider payment for such services out of existing operational budget.

Council agreed to extend Administrative Services provided by College Township through the end of the year.

COG Parks Capital Committee: Mr. Best reported the COG Parks Capital Committee met on May 12, 2022, and elected a Vice Chair and reviewed the Capital Improvement Program.

Centre County Metropolitan Planning Organization (CCMPO): Mr. Bernier reported that on May 10, 2022, the CCMPO held a required Public Meeting for the 2023-2026 Transportation Improvement Program (TIP). The TIP is the list of all the highway, bridge and transportation projects in the County that will use federal funds over the next four years.

COG Finance Committee: Mr. Francke reported the Finance Committee met on May 12, and; reviewed the recommendation by the Solar Power Purchasing Agreement Working Group; heard a presentation by Mr. Joe Viglione related to the library MEP project – Dielectric Union Replacement; heard a presentation on the CIP; and discussed the COG building ownership transfer.

COG Climate Action and Sustainability Committee (CASC): Ms. Stilson reported the CASC met on May 9, 2022, and discussed the drop off organics pilot program, which will begin on May 24 through the first week of September. This is a drop off for compostable kitchen waste.

c. Staff/Planning Commission/Other Committee Reports

Mr. William McKibben, Planning Commission Liaison Alternate, offered that the PC met on May 18 and discussed three (3) business items; Pedestrian Masterplan process 5th draft flowchart; RFQ for Form-Based Codes; and received the Conditional Use Application for 127 Dale Street.



d. Diversity, Equity & Inclusion Reports (Public Invited to Report)

No *Diversity, Equity & Inclusion Reports* were brought forward.

CONSENT AGENDA:

CA-1 Minutes, Approval of

- a. May 5, 2022

CA-2 Correspondence, Receipt/Approval of

- a. Email from Susan Strauss, dated May 11, 2022, regarding Research detailing risks of gambling to college students
- b. Letter from State College Assembly of God, dated May 3, 2022, regarding Farmer's Market
- c. Email from Bruce Grinder, dated May 4, 2022, regarding Trash Start Time Pilot
- d. Email from Susan Strauss, dated May 16, 2022, regarding Research detailing risks of gambling to college students
- e. Email from Andrew Shaffer, dated May 16, 2022, regarding petitions opposing proposed casino at Nittany Mall

CA-3 Action Items, Approval of

- a. R-22-10 CATA Local Shares
- b. Project 22-02R Fuel Bid Award to Sheetz, Inc. for a bid price of \$0.03/gallons under retail price

Council asked to pull CA-2.c. and CA-3.b. for further discussion.

**Mr. Takac made a motion to approve the May 19, 2022, consent agenda minus CA-2.c. and CA-3.b.
Mr. Best seconded the motion.**

Mr. Takac acknowledged the correspondence received related to the casino. He opined that Council is aware of this public concern and offered Council would address these concerns at an appropriate time.

Motion carried unanimously.

CA-2.c.: Ms. Stilson offered that CA-2.c. addresses a Climate Action and Sustainability Committee (CASC) action test pilot program for early trash pickup starting at 6 AM. This program will run Memorial Day through Labor Day. The CASC gave permission to the refuse and recycling contractor to go ahead and pick up early as a test pilot. This early pickup is due to the heat and humidity in the summer. Council and Staff will gather all the input received related to this test pilot program. A major issue is that many residents cannot put out garbage overnight due to the bears in the area. The decision for this test program was made at the COG Staff level.



CA-3.b.: Mr. Bernier asked for clarification on the \$0.03 off the retail price/gallon in the bid by Sheetz. Ms. Kerner, Public Works Director, offered that this is \$0.03 off the retail price less the taxes. College Township does not have a fuel storage tank nor room for one at the maintenance facility. Ms. Kerner offered the cost of fuel is volatile. The estimated total cost will be determined by the fluctuation of fuel prices over the life of the contract.

Ms. Stilson made a motion to accept and approve CA-2.c. and CA-3.b.

Mr. Bernier seconded the motion.

Motion carried unanimously.

OLD BUSINESS:

OB-1 Thompson Woods Preserve Governance

In a memorandum to Council dated May 12, 2022, Mr. Mike Bloom, Assistant Township Manager, offered that on August 6, 2021, Council received an update regarding several items pertaining to the Thompson Woods Preserve (TWP). Included in the update was an overview of the preliminary discussions between College Township, State College Borough, and ClearWater Conservancy pertaining to constituting a new independent, joint TWP Governance Board. Council directed Staff to continue discussion with the various parties with stakes in the TWP with the goal of crafting a potential board structure, determining this new entity's level of authority and finding the appropriate mechanism to formalize the arrangement between the necessary parties.

Mr. Brumbaugh, Township manager, offered that before Council is a Draft Township Resolution authorizing an Intermunicipal Cooperation Agreement between the joint property owners, College Township and State College Borough, pursuant to establishing the governance structure for the TWP. Also for discussion, the Draft Intermunicipal Cooperation Agreement outlining the purpose, objective(s), structure, duration, power and scope of authority delegated under the newly established governance structure and the manner and extent of any necessary financial obligations pursuant to this agreement. The Township Engineer has reviewed the Intermunicipal Cooperation Agreement.

Council provided clarity to the authority and powers of the Governance Committee and the Advisory Committee in Article IV: Authority and Powers. Council discussed the process for providing a forum for the public on matters related to the Preserve. Council discussed the make-up of members appointed to serve on the two (2) committees and the financial obligation formula.

Council offered appreciation of this draft agreement. Council is pleased to move this forward to the Borough for their review. Council emphasized these agreements do not change or modify any of the underlying or existing agreements currently in place. These documents will add clarity to the process of handling complaints and issues as they arise.

Mr. Takac made a motion authorizing the Township Manager to forward the Draft Township Resolution and Intermunicipal



Cooperation Agreement to the State College Borough for their comments.

Mr. Bernier seconded the motion.

Motion carried unanimously.

NEW BUSINESS:

NB-1 Request for Qualifications – Form Based Codes

In a memorandum to Council, dated May 12, 2022, Mr. Mike Bloom, Assistant Township Manger, offered that in the fall of 2021, Council endorsed the Draft Dale Summit Area Plan. Council then remanded the draft to the Planning Commission (PC) with an emphasis to review the goals and objectives of the Dale Summit Area Plan and develop an understanding of how Form-Based Code works as a planning tool. On March 29, a joint meeting of the CT Council and PC was held to discuss in detail Form-Based codes and determine if there as a consensus to implement Form-Based Code to replace the existing Euclidean Zoning within Dale Summit. At the conclusion of this meeting, Staff was directed to draft a Request of Qualifications (RFQ) to pursue a consultant to develop and guide implementation of Form-Based Code.

Ms. Lindsay Schoch, AICP, Principal Planner, led Council in a discussion of the Draft RFQ, which is broken into ten (10) sections that will help inform potential consultants on the need and provide instructions and expectations for those considering responding. An RFQ will allow the final scope of work to be established later in the process and the cost to perform the work will be negotiated with the preferred consultant.

Ms. Schoch offered this process would follow a two (2) phase schedule with the RFQ being release on June 6, 2022, contract execution in November of 2022, and project commencement in January of 2023. The anticipated timeline for development and implementation of a Form-Based code is 24-36 months.

Ms. Schoch stated the Planning Commission reviewed the draft RFQ at the PC meeting held on May 17, 2022. The PC comments were provided to Council. Mr. William McKibben, PC Liaison to Council, offered further insight to Council related to the comments on the draft RFQ provided by the PC.

Ms. Schoch led Council through a discussion of Section IV – Qualifications, Section V – Suggested Scope of Work and Section IX – Evaluation of Submittals. Council discussed the difference between a Request for Proposal and a Request for Qualifications.

Council added comments to the following sections

- Statement of need – Multimodal Transportation;
- Qualifications – Strong urban design, planning and architectural skills;
- Qualifications – experience with legal research, demographic evaluation and projection, and environmentally challenging locations, such as brownfields;
- Scope of Work – too much detail and specific information;
- Scope of Work – process to change the scope of work;



- Submission Format – Project Team Organizational Chart;
- Background Check – evaluation of experience/reference check; and,
- Evaluation/scoring of submittals.

Staff will provide a revised draft for Council’s review and approval at the June 2, 2022, CT Council meeting.

NB-2 College Township Community Night at the Spikes

Mr. Brumbaugh, Township Manager, offered that in 2021 College Township sponsored a successful Community Night at the Spikes. This event was not added to the 2022 Township Budget but the Township solicited a proposal from the Spikes to sponsor a second College Township Community Night. Two options were presented: Option A for \$5,000 and Option B for \$3,500. Option A includes sponsorship for the post-game fireworks for the Saturday, August 20, 2022, game, 60 diamond club tickets and two radio spots per game broadcast. Option B includes sponsorship of the fireworks and 60-diamond club ticket. College Township residents will get \$3 off per ticket for this game.

Council discussed the two (2) options and the possibility of Staff adding this event as a permanent line item in the budget each year. Council was interested in the radio advertisement as opposed to an ad in the program. Council asked about scoreboard ads.

Mr. Bernier made a motion to approve up to and not to exceed \$5000 for a Community Night at the Spikes and direct Staff to negotiate a favorable deal for College Township.

Ms. Stilson seconded the motion.

Motion carried unanimously.

NB-3 Employee Retirement Bonus

Mr. Brumbaugh offered that Ms. Linda Verdoorn retired following more than 20 years of Township service in the position of Receptionist in the Administrative Department. Per the Township’s Retirement Bonus Policy P-017, Ms. Verdoorn is eligible for a \$3,231 retirement bonus.

Ms. Stilson made a motion to authorize a bonus payment to Ms. Linda Verdoorn in an amount of \$3,231 in recognition of her outstanding service to College Township over the course of her 20+ year career as a College Township employee, and, further, to direct the Township Finance Director to arrange payment from the Township’s un-reserved fund balance.

Mr. Bernier seconded the motion.

Motion carried unanimously.



STAFF INFORMATIVES:

No *Staff Informatives* were pulled for discussion

OTHER MATTERS:

Mr. Takac offered as a reminder that May is Bike Month, this week is Bike to Work Week and tomorrow, May 20, 2022, is Bike to Work Day.

ADJOURNMENT:

**Mr. Takac moved to adjourn the May 19, 2022, Regular
College Township Council Meeting.
Chair seconded the motion.
Motion carried unanimously.**

Chair Francke adjourned the May 19, 2022, Regular College Township Council Meeting at 11:04 PM.

Respectfully Submitted By,

Adam T. Brumbaugh

Adam T. Brumbaugh
Township Secretary