



**COLLEGE TOWNSHIP COUNCIL
REGULAR MEETING MINUTES**

Thursday, June 15, 2023

1481 E. College Avenue, State College PA 16801

Hybrid Meeting (In-Person or via Zoom)

**ATTENDED BY –
COUNCIL:**

Dustin Best, Acting Chair
D. Richard Francke
Susan Trainor

STAFF:

Adam T. Brumbaugh, Township Manager/Secretary
Mike Bloom, Assistant Township Manager
Don Franson, P.E., P.L.S, Township Engineer
Robert Long, Finance Director
Amy Kerner, P.E., Public Works Director
Mark Gabrovsek, Zoning Officer
Jennifer Snyder, CGA, Assistant Township Secretary

ABSENT:

Carla Stilson, Chair
L. Eric Bernier

CALL TO ORDER: Mr. Dustin Best, Acting Chair, called to order the June 15, 2023, Regular Meeting of the College Township (CT) Council at 7:00 PM and led in the Pledge of Allegiance.

ANNOUNCEMENT: Chair Best offered that Council met in an Executive Session on Wednesday, June 14, 2023, at 4:30 PM to discuss a personnel matter.

PUBLIC OPEN DISCUSSION: Nothing brought forward.

NEW AGENDA ITEMS: Nothing brought forward.

SPECIAL PRESENTATION:

SP-1 College Township Finance Report

Mr. Robert Long, CT Finance Director, offered a *Year-To-Date Financial* update to Council. He outlined the following information:

- Employee Benefit Package;
- Township Insurance;
- Risk Control;
- Cash and Investing – Account Analysis; and
- Cash and Investing – Bank Account Protections.

Mr. Long reported the year-to-date ending Fund Balance, as of May 31, 2023, of \$5,239,000. To-date, the Township has collected 93% or \$2,546,828 of the 2023 Property Tax Revenue. \$196,732 (face value) remains to be collected.



Mr. Long highlighted the Year-To-Date totals collected for Non-Property Tax Revenues that include Real Estate Transfer Tax - \$362,000, Earned Income - \$826,000, and Local Services Tax - \$262,000. The Township received a refund of \$18,500 for 2022 EIT Collection Costs. The \$62,500 remaining Redevelopment Assistance Grant funds were received and passed through to the sub-grantee. The final reimbursement for the Pike Street Traffic Calming Project of \$118,000 was received.

SP-2 MS4 Report

Mr. Don Franson, P.E., P.L.S., offered the annual update to the MS4 Program, MS4 Permit PA 1134803, managed by CT for stormwater management. Annual practices continue as required. The Township's 5-year cycle concludes June 30, 2025. A renewal application is due to DEP six-months prior December 31, 2024, effectively leaving the summer of 2024 as the final construction window for permit compliance.

Mr. Franson offered the original compliance plan for the Township included three (3) projects: Spring Creek Estates Stream Restoration, Penn Hills Basin Retrofit, and Spring Creek Park Restoration. In lieu of completing the Spring Creek Park Restoration, the Township is reviewing potential alternative projects: Penn State Duck Pond and Millbrook Marsh.

Mr. Franson concluded that MS4 projects are continuing within budget and generally on schedule, allowing for flexibility as projects evolve and final auditing of generated credits occurs.

Mr. Franson clarified the term "credits" as it relates to stormwater. He offered two ways the public can get involved in stormwater management are the Public Involvement and Participation Program (PIPP) and the Public Education & Outreach Program (PEOP). The CT website is a valuable tool for understanding the MS4 program.

REPORTS:

a. Manager's Update

In addition to the written Manager's Update, Mr. Brumbaugh, Township Manager, reported the Solar Power Purchasing Agreement meeting has been pushed to July 23, 2023. At this time, the proposed contract will be shared with the working group.

Ms. Schoch offered details of the Dale Summit Charrette planning exercise to take place during the week of June 19. She encouraged participation in one or more sessions by anyone who lives, works, plays, drives-through or may have an interest in the Dale Summit.

Mr. Brumbaugh was saddened to report that College Township lost a key employee, Mr. Jan Clouser, who passed away this past week. Mr. Clouser worked for College Township for 35 years. He was a very skilled employee whose woodworking projects can be seen around the Township. Mr. Brumbaugh expressed his deepest sympathies to the family. Mr. Clouser will be missed.

b. COG Regional, County, Liaisons Reports

COG Land Use and Community Infrastructure Committee (LUCI): In his written report, Mr. Bernier reported LUCI met on June 1, 2023, and received an update on the Centre County Solutions-Based Affordable Housing Study – Preliminary Opportunities and Challenges in the Center Region. They also received the draft schedule for Centre Region 2040 Comprehensive Plan Update and the draft of the Community Engagement Survey.



COG Human Resources Committee: Mr. Best reported the Human Resources Committee met on June 7, 2023, and provided comments to the Preliminary 2024 personnel requests for the Fire and Code agency full-time positions. The Committee was provided with the results and recommended the Executive Committee receive the 2022-2023 Classification and Compensation Study. The Committee did not approve the implementation of the title changes and range adjustments.

COG Joint Facilities/Finance Committee: Mr. Francke reported the joint Facilities/Finance Committees met on June 8, 2023, and heard a presentation of the Capital Improvement Plan 2024-2028, the COG 2024 Program Plan, the Parks & Recreation Governance Special Committee Facilitator budget authorization and discussed records retention agreement.

COG Climate Action Sustainability (CAS) Committee: In a written report, Ms. Stilson reported the CAS met on June 12, 2023, and reviewed responses to the RFQ for consulting services for the next refuse and recycling contract. They recommend accepting MSW Consultants' quote for \$10,000. The CAS approved a budget amendment to the 2023 Refuse and Recycling program allocating an additional \$11,760 for Whitehall Road Regional Park recycling containers. They also heard a presentation by Joanne Schaffer on recycling nationally and locally.

COG Public Safety Committee: Mr. Trainor reported the COG Public Safety Committee met on June 13, 2023, and heard a presentation on the 2024 COG Program Plan review and the CodeRED Emergency Alerting System.

c. Staff/Planning Commission/Other Committees

Planning Commission (PC): The PC met on June 6, 2023, and discussed the Residential Rental Ordinance. The PC recommended approval of the revisions to the intent section and changing the long-term rental to 15 consecutive days, with the rest remaining the same. The PC also discussed the joint meeting that was held on May 30, 2023.

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

Mr. Mike Bloom, Assistant Township Manager, offered that June 19, 2023, is the federal holiday, Juneteenth, which commemorates the emancipation of enslaved African Americans. He also added Resolution R-23-18 on the Consent Agenda, celebrates and recognizes June as Lesbian, Gay, Bisexual, Transgender, Queer (LGBTQ+) Pride Month.

Mr. Kevin Kassab, Centre LGBTQA Support Network, Member at Large, offered the mission of Centre LGBTQ+ is to bring the community together through LGBTQ+ education, advocacy, and activities in the Centre Region. He offered a history of the Centre LGBTQ+, which was founded in August 2014. The Centre LGBTQA Support Network is committed to working with their neighbors in the Centre Region to create an inclusive and equitable Centre County. They collaborate with a wide variety of organizations to foster cooperation and improve the lives of all vulnerable individuals in the community.

CONSENT AGENDA:

CA-1 Minutes, Approval of

- a.** May 30, 2023, Joint Council/PC Meeting
- b.** June 1, 2023, Regular Meeting
- c.** June 5, 2023, Special CIP Meeting
- d.** June 7, 2023, Special CIP Meeting



CA-2 Correspondence, Receipt/Approval of

- a. Email from Andrew Shaffer, dated May 30, 2023, regarding casino
- b. Letter from Special Olympics, dated May 9, 2023, regarding sponsorship thank you
- c. Email from Cub Scout Pack 67, dated June 2, 2023, regarding thank you
- d. Letter from HRG, dated June 6, 2023, regarding time extension Mounty Nittany Bed Tower LDP to October 3, 2023

CA-3 Action Item, Approval of

- a. Cancellation of advertised July 6, 2023, CT Council Meeting
- b. Resolution R-23-18 LGBTQ+ Pride Month

Ms. Trainor made a motion to accept the June 15, 2023, Consent Agenda.

**Mr. Francke seconded the motion
Motion carried unanimously.**

Council presented Mr. Kassab with a copy of the Resolution R-23-18.

OLD BUSINESS:

OB-1 Ordinance O-23-04 Centre Region Rental Housing & Building Safety Code

Mr. Brumbaugh, Township Manager, offered that before Council is the final DRAT of the 2023 Rental Housing and Building Safety Code. Ordinance O-23-04 is the mechanism that will be used to repeal and replace the previously adopted (2017) Code with the 2023 version of the Code. Upon adoption, the 2023 Code standards will become part of Chapter 152 – Property Maintenance and Fire Code in College Township. If acceptable, Council should set a Public Hearing for July 20, 2023, CT Council meeting.

Mr. Walt Schneider, Centre Region Code Agency Director, offered that changes in section 101.6 regarding tenant rights, has been added and updated. Council had no additional comments.

Mr. Francke made a motion to set a public hearing for Ordinance O-23-04 amending Chapter 152, Property Maintenance and Fire Code of the College Township Code for July 20, 2023.

**Ms. Trainor seconded the motion.
Motion carried unanimously.**

OB-2 Shiloh Road Zoning Amendment

Ms. Schoch, AICP, Principal Planner, offered that at the May 18, 2023, CT Council meeting, Council discussed including multifamily uses (R3) in the Planned Research and Business Park District (PRBD) within the Dale Summit area to allow for expansion of uses, including Planned Residential Developments (PRD). At the June 1, 2023, CT Council meeting, Council continued the discussion and ultimately directed Staff to apply more controls to R3 uses to address potential unintended consequences, while still maintaining the ability to develop residential housing in the zoning district.

Staff prepared two (2) options for Council's consideration:

- Permit R3 Uses in the PRBD by Conditional Use
 - Recommends updating the PRD Ordinance.
 - Incorporating DPZ recommendations to the PRD into the updated Ordinance.



- PRD would apply to R3 uses in the PRBD.
- Permit R3 Uses in the PRBD as a Limited Use
 - Limited Uses are land and building uses within a PRBD that are restricted to certain percentages of the total Floor Ratio for the land planning unit.
 - A Land Planning Unit is a unit of analysis for planning purposes not to exceed a certain acreage defined by district requirements.
 - Limited Uses are restricted to a maximum of 35% of the total Floor Area Ratio shown on the approved Preliminary Plan.

Ms. Schoch outlined the pros and cons for the two (2) options prepared by Staff. She offered that the most control would be achieved through the Conditional Use process. Control that is more moderate would be achieved through the Limited Use process. There would be little or no controls by simply adding R3 uses in the PRBD. This option was remanded to the PC, which after discussion, they denied the recommendation. She also noted that when the Township contracted with DPZ, interim zoning changes were integrated into the contract.

Council discussed the process moving forward. The planning charrette with DPZ is planned for the week of June 19. Mr. Brumbaugh reminded Council that if they were comfortable supporting one of the two proposed options presented by Staff, this change would need to go back to the Planning Commission for discussion and recommendation. A consensus of Council favored the option to allow R3 uses in the PRBD by Conditional Use. After discussion, the following motion was made.

Ms. Trainor made a motion to authorize Staff to prepare a remand letter to the CT Planning Commission to permit R3 uses in the Planned Research Business Park District by Conditional Use – as informed by the charrette process.

Mr. Francke seconded the motion.

Motion carried unanimously.

NEW BUSINESS

NB-1 Centre Region Regional Growth Boundary/Sewer Service Area Implementation Update

Mr. Brumbaugh, Township Manager, offered that the COG Land Use and Community Infrastructure (LUCI) and the Centre Regional Planning Commission (CRPC) is asking municipalities to review the amended Regional Growth Boundary (RGB) and Sewer Service Area (SSA) Implementation Agreement.

Mr. Jim May, Director, Centre Regional Planning Agency, reviewed the purpose of the RGB and SSA agreement. He offered the agreement has helped municipalities implement regional goals, particularly in areas that want to grow and areas that want to maintain their rural character. Mr. May offered added there was not any substantial changes to the agreement. There have been no major comments from any of the other participating municipalities.

Council had no additional comments. They thanked Mr. May for the opportunity to review. Mr. May will take back comments to the LUCI Committee and CRPC and then it will come before the General Forum. A public hearing will take place before adoption of the agreement.

NB-2 College Township Council; Appointment of



Mr. Brumbaugh offered Council received the resignation of Ms. Stilson, Chair of the CT Council, effective July 1, 2023. Her term expires January 2, 2024. Council has 30-days as of the effective date to fill her term. In December of 2022, Council participated in interviews for candidates interested in serving on Council with the resignation of Mr. Paul Takac. Ms. Trainor was appointed to fill his term. Six of those same individuals offered their continued interest in a position on Council.

Chair Best offered that Council met in Executive Session to discuss this appointment. Mr. Fragola was a top candidate, having the most recent experience on Council. Mr. Brumbaugh offered that he was contacted and would be willing to serve if appointed. After discussion, the following motion was made.

Ms. Trainor moved to appoint Mr. Anthony Fragola to the remaining term through January 2, 2024, of Ms. Carla Stilson on the CT Council.

Mr. Francke seconded the motion.

Motion carried unanimously.

Mr. Francke opined that CT is fortunate to have highly qualified candidates interested to fill the open Council seat. The experience of Mr. Fragola allows Council to keep moving forward on key issues.

STAFF INFORMATIVES:

Mr. Francke offered PennDOT held a ceremony earlier today to dedicate the bridge crossing Spring Creek on East Branch Road in Lemont as the Petty Officer John W. Coble Memorial Bridge. Coble, a Lemont native, was a World War II Veteran and PennDOT employee who was killed on the job. Many family and community members were present as well as Representatives Benninghoff and Takac.

OTHER MATTERS:

No *Other Matters* were brought forward for discussion.

ADJOURNMENT:

Chair Best called for a motion to adjourn the meeting.

Mr. Francke moved to adjourn the June 15, 2023, Regular College Township Council Meeting.

Chair seconded the motion.

The June 15, 2023, Regular College Township Council Meeting was adjourned at 8:58 PM.

Respectfully Submitted By,

Adam T. Brumbaugh

Adam T. Brumbaugh
Township Secretary