



**COLLEGE TOWNSHIP COUNCIL
REGULAR MEETING MINUTES**

Thursday, October 5, 2023

1481 E. College Avenue, State College PA 16801

Hybrid Meeting (In-Person or via Zoom)

**ATTENDED BY –
COUNCIL:**

Dustin Best, Chair
D. Richard Francke, Vice Chair
L. Eric Bernier
Susan Trainor
Anthony Fragola

STAFF:

Adam T. Brumbaugh, Township Manager/Secretary
Mike Bloom, Assistant Township Manager
Don Franson, P.E., P.L.S., Township Engineer
Lindsay Schoch, AICP, Principal Planner
Mark Gabrovsek, Zoning Officer
Jennifer Snyder, CGA, Assistant Township Secretary

CALL TO ORDER: Mr. Dustin Best, Council Chair, called to order the October 5, 2023, regular meeting of the College Township (CT) Council at 7:00 PM, and led in the pledge of allegiance.

PUBLIC OPEN DISCUSSION: *No Public Open Discussion* brought forward.

NEW AGENDA ITEMS: No items were added to the agenda.

SPECIAL

PRESENTATIONS: SP-1 Thompson Woods Preserve – Governance Committee

Mr. William Keough, Thompson Woods Preserve (TWP) Governance Committee Chair, offered a presentation and update to Council regarding this newly formed Thompson Woods Preserve Governance and Advisory Committees. The TWP consists of two forested parcels of land, 43.34 acres, separated by a utility right-of-way. The primary appeal of the public preserve is its natural setting and the unique features that it contains in an area within walking distance of downtown State College and the Pennsylvania State University. As a preserve, it is restricted to passive outdoor recreation use, which implies that activities would minimize disturbance of sensitive, natural plant and wildlife communities.

Mr. Keough offered a brief historical timeline of the Thompson Woods Preserve. ClearWater Conservancy, College Township and the State College Borough acquired the property in 1999-2000 from the Smith Partnership. In 2003, responsibility for decisions related to maintenance of the property was assigned to the Centre Region Parks and Recreation Authority. In September of 2022, College Township and the State College Borough executed an Intermunicipal Cooperation Agreement to form a new governance structure. The agreement calls for a Governance Committee and an Advisory Committee.

The Governance Committee is responsible for providing purpose-focused oversight of all TWP matters; making requests for maintenance and repairs to the appropriate party(s); coordinating the work and



initiatives recommended by the Advisory Committee; providing a forum for the public on matters related to the TWP; and referring issues and/or projects to the Advisory Committee.

The Advisory Committee is responsible for identifying issues or potential projects within the Preserve for consideration by the Governance Committee; providing insights and/or technical recommendations to the Governance Committee on matters related to the stewardship of TWP consistent with the prevailing management plan and property covenants; and respond to requests made by Governance Committee.

Mr. Keough offered the identified priorities of the Governance Committee are as follows: Branding/Education; Maintenance; Vegetation/Forest Management; and Enforcement.

He asked that Council consider the following. What does Council consider is the larger vision for the future of TWP? How would CT budget for and fund the vision? Finally, who would complete the work that implements the vision?

In conclusion, Mr. Keough offered that immediate work of the Governance Committee includes establishing a web presence for TWP and entry point signage upgrades.

SP-2 Local Traffic Advisory Committee (LTAC)

Mr. Don Hartzell, LTAC Chair, offered a brief update on the LTAC. The purpose of LTAC is to review neighborhood traffic conditions to look for cost effective traffic calming devices when warranted. LTAC consists of four (4) appointed members and five (5) ex-officio members. The LTAC follows the *College Township Traffic Calming Study and Approval Process* booklet and the *PennDOT Traffic Calming Handbook*, both available to view on the Township's website.

The latest traffic-calming project the LTAC tackled was the Centre Hills Village Traffic-Calming project. Mr. Hartzell opined it was a textbook example of the process. A Neighborhood Traffic-Calming Committee (NTCC) was formed. After working through the process, a solution was approved by the neighborhood and Council. Seven watt-style speed humps were approved for both Oak Ridge and Shamrock Avenue in the Centre Hills neighborhood. The cost to complete the project was just over \$100,000.

Mr. Hartzell offered the speed humps were installed this summer. Mr. Franson, Township Engineer, offered that early predictions indicate an 18% decrease in cut-through traffic and a decrease in speed at the humps by 8 miles per hour. Another review and monitoring would take place in August/September of 2024.

Council discussed the experience of the emergency vehicles that responded to a recent fire on Oak Ridge Avenue. Staff reached out and there was no negative feedback from Emergency Services related to the speed humps. Mr. Franson offered that the speed humps are well-marked.

REPORTS:

a. Manager's Update

Mr. Mike Bloom, Assistant Township Manager, offered an update on the Solar Power Purchase Agreement. He reported the SPPA Working Group met on September 27, 2023, and given the uncertainty of participants, the SPPA Management Team asked those that may withdraw to express that intent soon. The Centre County Refuse and Recycling has already withdrawn. State College Borough Water Authority would make a determination on October 19.



b. COG Regional, County, Liaisons Reports

CBICC Luncheon: Mr. Fragola reported that he attended a CBICC luncheon focusing on the State of the County. He offered the County presented some points of interest including: 1) the redevelopment of the old Centre Crest facility; 2) the success of the Ironman race; and, 3) the hotel tax and how this money goes back into the community.

PSATS Regional Fall Forum: Ms. Trainor offered that she attended the PSATS Regional Fall Forum along with Mr. Bernier and Ms. Snyder. She participated in a several interesting workshops that were helpful to her as a new Council member.

COG Facilities Committee: Mr. Francke reported the COG Facilities Committee met on October 3, 2023, and offered that the majority of the meeting was an Executive Session to discuss the potential acquisition of land adjoining the current COG property towards West College Avenue. The Facilities Committee recommended that the Executive Committee seek to acquire the property.

COG Budget Review Session #1: Mr. Francke reported the COG Facilities Committee is conducting the COG 2024 budget review over the next few weeks. He asked Council to offer guidance on the CCMPO request for additional funding. Mr. Brumbaugh opined that the 2024 CT budget would be a challenge but supported the additional funding to the CCMPO. Council offered comments and ultimately offered support of the CCMPO request for additional funding in the COG 2024 budget.

COG Parks and Recreation Governance Committee: Mr. Francke reported the COG Parks and Recreation Governance Committee met on September 27, 2023, and reviewed a matrix worksheet guided by a facilitator.

c. Staff/Planning Commission/Other Committees

Planning Commission (PC): Mr. Hoffman, PC Liaison to Council, offered that the PC meeting scheduled for October 3, 2023, was cancelled. The PC met in an advertised Work Session to discuss an upcoming joint meeting with Council and the PC.

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

Mr. Mike Bloom, Assistant Township Manager, offered October is Community Planning Month and October 18, 2023, is Global Dignity Day. Both of these items are memorialized by resolutions on the Consent Agenda.

CONSENT AGENDA:

CA-1 Minutes, Approval of

- a. September 21, 2023, Public Hearing Ordinance O-23-03 Official Map
- b. September 21, 2023, Public Hearing Ordinance O-23-08 Fireworks
- c. September 21, 2023, Regular Meeting

CA-2 Correspondence, Receipt/Approval of

- a. Email from Deb Nardone, dated September 21, 2023, regarding resignation as Executive Director of ClearWater Conservancy
- b. Letter from Rettew, dated September 26, 2023, regarding time extension request for UAJA Biosolids Upgrade Project to January 16, 2024
- c. First Night State College 2024 request for sponsorship of Ice Sculpture
- d. Email from Steve Allison, dated September 29, 2023, regarding resignation from CTIDA



- e. Letter from CT Water Authority, dated September 25, 2023, regarding CTWA Notice of Application – Spring Creek Park Well 1
- f. Email from Frank Mellot, dated September 29, 2023, regarding Fireworks
- g. Email from Don & Renee Marks, dated October 1, 2023, regarding Fireworks
- h. Email/Letter from Mike Bloom, dated October 2, 2023, regarding Fireworks

CA-3 Action Item, Approval of

- a. Termination of CTIDA/CT Agreement for Township Manager as Interim Executive Director of the College Township Industrial Development Authority
- b. Resolution R-23-23 October as Community Planning Month
- c. Resolution R-23-24 October 18th Global Dignity Day 2023

Council asked to pull CA-2.h., CA-2.c., and CA-3.a. from the Consent Agenda.

**Mr. Fragola made a motion to accept the September 21, 2023, Consent Agenda minus CA-2.c., CA-2.h., and CA-3.a.
Mr. Francke seconded the motion.
Motion carried unanimously.**

CA-2.h.: Ms. Trainor offered her thanks to Staff for handling the concerns from residents in the Fieldstone Development regarding fireworks. Mr. Bloom, Assistant Township Manager, and Mr. Gabrovsek, Zoning Officer, were thanked for their efforts in addressing the concern and providing an educational piece for clarity.

CA-2.c.: Mr. Brumbaugh offered that every year, the Township sponsors an ice sculpture for the First Night State College. Council would like to continue this sponsorship as they have in the past.

CA-3.a.: Mr. Brumbaugh clarified that if Council approved this consent item, the contract between the CTIDA and College Township for interim Executive Director Services would be terminated. No other actions or signatures needed to terminate the contract.

**Ms. Trainor made a motion to accept CA-2.h., CA-2.c., and CA-3.a.
Mr. Fragola seconded the motion.
Motion carried unanimously.**

OLD BUSINESS:

OB-1 Workforce Housing Ordinance; Intent Statement

Ms. Lindsay Schoch, AICP, Principal Planner, offered that at the August 17, 2023, CT Council Meeting, Council discussed and identified that the Workforce Housing Ordinance lacked an intent and purpose statement to support the ordinance. As a result, Staff prepared a Statement of Intent for Council to review, prior to remanding the ordinance to the Planning Commission (PC).

Council discussed the word “guarantee” in the purpose statement and the use of an alternate word with equal meaning. Council discussed some similarities in the proposed intent statements. They asked Staff to consolidate the list and draft a remand letter to the PC for Council to consider.

Council discussed the necessity for the remand letter to be clear and concise. Key things to include in a remand letter: key principles and tasks; includes what Council intends to keep in an ordinance and what areas they are looking for recommendations from the PC.



OB-2 SPIN E-Bike Update

Mr. Mike Bloom, Assistant Township Manager, offered an update to Council regarding the SPIN E-Bike program that Council discussed in April of 2023. To date, Staff's follow up inquiries to Penn State University Transportation Services pertaining to the Master Agreement have gone unanswered. Staff's inquiries to SPIN regarding the potential service expansion into College Township have also gone unanswered.

Mr. Bloom opined that at this point, the interest in a partnership to expand SPIN's services in College Township is limited and Staff has discontinued inquiries. Council is disappointed with the outcome especially on the part of Penn State University. Council agrees that this discussion related to agreements with SPIN E-bikes in CT has reached an end.

OB-3 Ordinance O-23-05 Shiloh Road PRBD Rezoning; De Minimis Changes

Ms. Lindsay Schoch, AICP, Principal Planner, offered that in advance to the Public Hearing for Ordinance O-23-05, scheduled for October 19, 2023, Staff completed another detailed review of the pending ordinance. Staff identified three De Minimis technical corrections to the pending ordinance that may present some uncertainty in interpretation by the Township, developers and their respective agents.

Staff walked Council through each of the corrections and provided some context for interpretation based upon precedent set in interpretation of the zoning ordinance elsewhere in the Township.

After review of all three proposed technical corrections, Council concurred that the proposed corrections remain consistent with Council's intent and purpose for the pending ordinance. Council identified one additional correction to line 320 [§87.46.14.D.(5)] to clarify "width" of sidewalk.

Mr. Bernier made a motion to authorize Staff to incorporate the proposed technical corrections to lines 292 [87.46.13.A.], 309 [87.46.13.D.(1)], and 319 [87.46.13.D.(4)], and include the technical correction to line 320 [§87.46.13.D.(5)] on the Draft Ordinance to clarify "width" of the sidewalk.

Ms. Trainor seconded the motion.

Motion carried unanimously.

NEW BUSINESS

NB-1 No *New Business* Items on the agenda.

STAFF INFORMATIVES: No *Staff Informatives* were included in the meeting packet for discussion.

OTHER MATTERS: No *Other Matters* brought forward for discussion.



ADJOURNMENT:

Chair Best called for a motion to adjourn the meeting.

**Mr. Bernier moved to adjourn the October 5, 2023, Regular College Township Council Meeting.
Ms. Trainor seconded the motion.**

The October 5, 2023, Regular College Township Council Meeting was adjourned at 9:29 PM.

Respectfully Submitted By,

Adam T. Brumbaugh

Adam T. Brumbaugh
Township Secretary