

ATTENDANCE:

BOARD Elliot Abrams, Chair
 Bryce Boyer, Vice-Chair
 George Downsborough, Jr.
 Jeff Luck, Supervisor
 Walt Wise, Supervisor

STAFF Doug Erickson, Township Manager
 Kim Wyatt, Finance Director
 Brent Brubaker, Township Engineer
 John Petrick, Chief of Police
 Betsy Dupuis, Solicitor

AUDIENCE Charles Campbell, Glenn O. Hawbaker

1. **CALL TO ORDER**

The January 6, 2014 Patton Township Board of Supervisors meeting held at the Township Municipal Building was called to order at 4:00 PM by temporary Chair Elliot Abrams.

2. **ELECTION OF OFFICERS**

Mr. Luck nominated Mr. Abrams for Chair and Mr. Boyer for Vice-Chair. Seconded by Mr. Wise, the motion passed 4-0-1 with Mr. Abrams abstaining.

3. **APPROVAL OF MINUTES**

Mr. Luck moved to approve the December 11, 2013 meeting minutes with amendment. Seconded by Mr. Boyer, the motion passed 5-0.

4. **PUBLIC COMMENTS**

Mr. Erickson stated he wanted viewers to know that the Township is still taking comments on the Waddle Road Interchange.

Mr. Abrams asked if an item be added to the next agenda regarding saying the Pledge Allegiance before the Board meetings.

5. **PUBLIC HEARINGS ON PROPOSED ORDINANCES**

a. **Reformatting Article IV, Planned Community Districts, and Article V, Conservation Districts, of Chapter 175, Zoning, of the Patton Township Code**

Mr. Erickson stated that the Planning Commission has been working its way through the Township's Zoning Regulations and producing a new format that is intended to be easier to use and understand. The primary change is moving many of the regulations from a narrative format to a table format. No changes to the zoning regulations are proposed.

Article IV covers the Planned Community (PC) District, and Article V, Conservation Districts, includes the A-1 Rural District, the NR-1 Natural Resource District, the NR-2 Natural Resources and Recycling District, and the Floodplain Conservation District.

The draft ordinance is included with the agenda materials. Also included are 'red-line' copies of the current regulations showing, by strikethrough, the copy that is being taken out of the narrative format and would be included in a table format with adoption of the ordinance.

5. **PUBLIC HEARINGS ON PROPOSED ORDINANCES (CONTINUED)**

a. **Reformatting Article IV, Planned Community Districts, and Article V, Conservation Districts, of Chapter 175, Zoning, of the Patton Township Code (CONTINUED)**

The draft ordinance has been reviewed by the Centre Region Planning Commission and the Centre County Office of Planning and Community Development. Correspondence from the agencies noting they have no formal comments was included in the agenda materials.

1) **Public Hearing**

The Public Hearing for the proposed zoning regulations has been advertised for this meeting. The Board should convene the Public Hearing and receive comments regarding the proposed Reformatting of Article IV, Planned Community (PC) District, and Article V, Conservation Districts, of Chapter 175, Zoning, of The Patton Township Code.

The Board convened the Public Hearing for the Reformatting of Article IV, Planned Community (PC) District, and Article V, Conservation Districts, of Chapter 175, Zoning, of The Patton Township Code at 4:05pm.

The Board closed the Public Hearing for the Reformatting of Article IV, Planned Community (PC) District, and Article V, Conservation Districts, of Chapter 175, Zoning, of The Patton Township Code at 4:06pm.

2) **Action Consideration**

After the Public Hearing is closed, the Board should consider action on the proposed Reformatting of Article IV, Planned Community (PC) District, and Article V, Conservation Districts, of Chapter 175, Zoning, of The Patton Township Code or identify revisions to be included before further consideration. Substantive revisions will require readvertisement and a new Public Hearing.

Mr. Boyer suggested incorporating Regional Growth Bounder and Sewer Service Area instead of Regional Growth Boundary/Sewer Service Area to keep in line with the comprehensive plan.

Mr. Downsborough asked why nursing homes, personal care facilities and group homes are called out separately as they were before and that he expected them to be deleted in the text. Mr. Erickson answered that he is not sure of the reasoning of that since he is not the direct author of these regulations but believes it is an intent to enumerate all the uses permitted in the PC district in Table 1.

Mr. Abrams suggested deleting the lines.

Mr. Boyer moved to approve the Reformatting of Article IV, Planned Community (PC) District, and Article V, Conservation Districts, of Chapter 175, Zoning, of The Patton Township Code with the changes as previously discussed. Seconded by Mr. Luck, the motion passed 5-0.

b. **Requiring Geodetic (GPS) Reference Points on Plan Submissions**

Mr. Erickson stated that the Township received a request from the Centre County GIS Department and Tax Assessment Office to assist them in increasing the accuracy of tax parcel information for newly subdivided properties. The agencies requested that all submitted plans have a minimum of 2, (4 preferred), Geodetic GPS locations for reference purposes. Ideally,

5. **PUBLIC HEARINGS ON PROPOSED ORDINANCES (CONTINUED)**

b. **Requiring Geodetic (GPS) Reference Points on Plan Submissions (CONTINUED)**

these locations would be property corners, but they can be any location on the plan clearly marked as a GPS location. GPS coordinate locations should be evenly distributed on the plan. Each GPS location will be labeled with the GPS coordinates. The coordinates will be noted in Decimal Degrees or Degrees, Minutes, Seconds accurate to the thousandths decimal place.

The current mapping process involves stretching or fitting parcels to existing mapping and thus the results are often not entirely accurate. GPS coordinate locations will provide a greater degree of accuracy and reduce the amount of time spent on correcting parcels.

The draft ordinance has been reviewed by the Centre Region Planning Commission and the Centre County Office of Planning and Community Development. Correspondence from the agencies noting they have no formal comments is included in the agenda materials.

The agenda materials included the proposed ordinance and a "red line" copy of the original regulations showing the changes to the format.

Mr. Erickson stated that there was a minor change to the language to avoid confusion.

1) **Public Hearing**

The Public Hearing for the proposed regulations has been advertised for this meeting. The Board should convene the Public Hearing and receive comments regarding the proposed amendment to Subsection C (7) of Section 153-18 (Preliminary Plan) of Article III (Plan Requirements) of Chapter 153 (Subdivision and Land Development), of The Patton Township Code.

The Board convened the Public Hearing for the amendment to Subsection C.(7) of Section 153-18 (Preliminary Plan) of Article III (Plan Requirements) of Chapter 153 (Subdivision and Land Development), of The Patton Township Code at 4:14pm.

The Board closed the Public Hearing for the amendment to Subsection C.(7) of Section 153-18 (Preliminary Plan) of Article III (Plan Requirements) of Chapter 153 (Subdivision and Land Development), of The Patton Township Code at 4:14pm.

2) **Action Consideration**

After the Public Hearing is closed, the Board should consider action on the proposed amendment to Subsection C.(7) of Section 153-18 (Preliminary Plan) of Article III (Plan Requirements) of Chapter 153 (Subdivision and Land Development), of The Patton Township Code, or identify revisions to be included before further consideration. Substantive revisions will require readvertisement and a new Public Hearing

Mr. Luck moved to approve the amendment to Subsection C (7) of Section 153-18 (Preliminary Plan) of Article III (Plan Requirements) of Chapter 153 (Subdivision and Land Development), of The Patton Township Code. Seconded by Mr. Wise, the motion passed 5-0.

6. **ADMINISTRATION**

a. **Organization**

(1) **Regular Meeting Dates**

Mr. Abrams stated that since 1985, the Board of Supervisors has met on the second and fourth Wednesdays of each month. The Board should establish its meeting dates for 2014. The Board should also set a starting time for meetings. Since January 1998 the Board meetings have started at 7:00 p.m. A proposed schedule for 2014 is provided below.

A schedule similar to that of the last several years is recommended. This schedule generally includes regular meetings on the second and fourth Wednesdays of each month with adjustments as follows:

January	One organization and one regular meeting
June-August	One regular meeting on the third Wednesday
November	One regular meeting and two special budget meetings
December	One regular meeting

If the approach recommended above is accepted, the following specific schedule of meetings is recommended for 2014:

Regular Meetings (2nd and 4th Wednesdays unless noted)

January 22 (4 th Wednesday)	July 16 (3 rd Wednesday)
February 12 and 26	August 20 (3 rd Wednesday)
March 12 and 26	September 10 and 24
April 9 and 23	October 8 and 22
May 14 and 28	November 5 (1 st Wednesday)
June 11 (2 nd Wednesday)	December 10 (2 nd Wednesday)

Special Budget Meetings

November 12 (2 nd Wednesday)	Budget presented; work session, tentative adoption
November 19 (3 rd Wednesday)	Public hearing; budget work session Combined with Regular Meeting

It is also recommended that the 2015 Organizational Meeting be scheduled for Monday, January 5, 2015 at 4:00 pm.

Mr. Wise moved to approve the 2014 Board of Supervisors meeting schedule. Seconded by Mr. Boyer, the motion passed 5-0.

(2) **COG Committee Assignments**

Mr. Abrams stated that members of the Board of Supervisors serve on Centre Region Council of Governments (COG) Standing and Ad Hoc Committees. Each committee consists of one elected official from each municipality.

The following is the list of COG Committees, meeting dates and Patton Township 2013 incumbents:

6. ADMINISTRATION (CONTINUED)

a. Organization (CONTINUED)

Committee	2013 Meeting Date	2014 First Meeting	2013 Incumbent
Executive	12:15 pm, Tuesday prior to GF	12:15 pm, January 22	Abrams, Boyer Alt
Public Safety	9:00 am, 2 nd Wednesday	9:00 am, January 9	Boyer, Wise Alt
Finance	8:30 am, 2 nd Tuesday	8:30 am, January 8	Wise
Human Resources	12:00 pm, 1 st Tuesday	12:00 pm, January 8	Downsbrough, Abrams Alt
Public Services and Environmental	12:30 pm, 1 st Wednesday	12:30 pm, January 9	Boyer, Wise Alt
Transportation and Land Use	12:15 pm, 1 st Monday	12:15 pm, January 7	Luck, Abrams Alt
Parks Capital	12:15 pm, 2 nd Thursday	12:15 pm, January 10	Luck, Downsbrough Alt

NOTES: 2014 first meeting dates are tentative and subject to change based upon the schedules of the members.

The General Forum typically meets 7:30 PM, 4th Monday
First General Forum meeting is January 28 at Patton Township

The Board should consider the COG Committee assignments for 2014 and, if desired, any regular alternates. The Chair and Vice-Chair automatically serve as their municipality's representative on the Executive Committee. The Patton Township Chair will also serve as Chair of COG for 2014. The sequence for the rotation of the COG Chair in future years is, Patton Township (2014), Harris Township (2015), College Township (2016), State College Borough (2017), Halfmoon Township (2018), and Ferguson Township (2019),

The Board also determined to continue the Patton Township policy whereby alternates, including ad hoc alternates (other Board members and the Manager), may vote at COG Committee meetings when they fill in for the regular Committee member.

(3) **Board Committee Appointments**

The Board considered appointment of Board members to the following Committees; the 2012 assignments are shown:

<u>Committee</u>	
ABC Committee (2 members)	Abrams & Downsbrough
Source Water Protection Project	Boyer
Centre Area Cable Consortium Director	Luck
Patton/Halfmoon Area Plan Steering Committee	Boyer
Spring Creek Watershed Commission	Boyer
Open Space Stewardship Committee Liaison	Wise

(4) **PSATS Convention Voting Delegate and Authorized Attendees**

The annual State Conference of the Pennsylvania State Association of the Township Supervisors (PSATS) will be held in Hershey on April 13-16, 2014. A copy of the preliminary conference program is provided with the agenda materials. The Board should designate one of its members or the Manager as the voting delegate. Board members should also indicate their interest in attending the conference, and special events, so that room and event reservations can be made immediately.

6. **ADMINISTRATION (CONTINUED)**

a. **Organization (CONTINUED)**

Mr. Wise stated he wants to wait to see brochure to see what days he would like to go and will let Mr. Erickson know which days.

Mr. Erickson stated that hotel reservations need to be made by January 24th.

Mr. Boyer stated he would like to go for the whole conference.

Mr. Erickson stated he will be attending.

Mr. Boyer was appointed to be the voting delegate.

(5) **Pennsylvania Municipal League (PML) Annual Convention**

With the 2013 Budget, the Board chose to also join the Pennsylvania Municipal League. The annual State Convention of the PML will be held in State College on June 25 - 28, 2013 at the Penn Stater Conference Center Hotel. Convention materials are not yet available. Board members should indicate their interest in attending the convention.

Mr. Luck stated he will plan on going.

Mr. Downsborough stated he will try to attend.

Ms. Wyatt stated that she will attend.

Mr. Erickson stated he will attend.

(6) **Appointments to Authorities, Boards and Commissions (ABCs)**

Mr. Abrams stated the Board must appoint Township residents to serve on Authorities, Boards and Commissions where terms of incumbents have expired or a member has resigned.

The following residents are eligible for reappointment and have agreed to serve an additional term. A copy of the Policy on Reappointment to ABCs (Resolution No. 2007-031) is also enclosed. The Board should consider action to reappoint these ABC members:

ABC	Incumbent(s)	Years Served	Yrs in new Term	Term will Expire
Spring Creek Watershed Comm.	Bob Donaldson (Alt)	5	1	Jan. 2015
Vacancy Board	Gary Vratarich	6	1	Jan. 2015
Planning Commission	John O'Neill	4	4	Jan. 2018
Open Space Stewardship Committee	Dale Reed Linda Lochbaum	6 6	6 6	Jan. 2020 Jan. 2020
Water Authority/ICDA	Charles Ascolese	5	5	Jan. 2019
Zoning Hearing Board	Dan Trevino Joe Viglione (Alt)	4 3	3 3	Jan. 2017 Jan. 2017

6. ADMINISTRATION (CONTINUED)

a. Organization (CONTINUED)

There are also vacancies on ABC's to be filled with new appointments because the incumbent has completed the maximum number of terms or is otherwise ineligible or unable to continue serving. These vacancies include the following:

- C-NET Board (1)
- Open Space Stewardship Committee (1)
- Recreation Advisory Committee (2)
- Sign Review Board (1 full term, 1 partial term)
- Zoning Hearing Board Alternate (1 partial term)

The ABC Committee will review the applications in the current Talent Bank and present recommendations for new appointments to fill vacancies at the next Board meeting.

The annual appointment of a Planning Commission member to the Centre Regional Planning Commission and a RAC member to the Centre Region Recreation Authority will be made at the next Board meeting following receipt of a nomination from the respective committees.

Mr. Luck moved to reappoint the ABC members as noted. Seconded by Mr. Wise, the motion passed 5-0.

Mr. Abrams asked viewers if interested in joining the ABC Talent Bank to please contact the Township.

(6) **Treasurer's Bond Limit**

Mr. Abrams stated that the Second Class Township Code requires that the Board of Supervisors set the bond amount for the Treasurer. The amount of \$3,000,000 is recommended for 2014 by the Township Finance Director / Treasurer. This is the same as the 2013 bond amount.

Mr. Wise moved to set the bond amount for \$3,000,000 for the Treasurer. Seconded by Mr. Boyer, the motion passed 5-0.

(7) **Expenditure Approvals**

Mr. Erickson noted that in November 2011 the Legislature and Governor approved an increase in bidding limits for Pennsylvania municipalities. The prior bid threshold of \$10,000 had been in place since 1990. Act 84 of 2011, effective on January 1, 2012, resets the bid threshold to \$18,500. In addition, the Act requires that telephonic or written quotes be obtained for purchases between \$10,000 and \$18,500. (The prior threshold for written quotes was \$4,000.) The Act also provides that the bid/quote thresholds shall be adjusted annually based on the CPI.

The bid/quote thresholds for 2014, as advertised in the *Pennsylvania Bulletin*, are \$19,100 and \$10,300.

Mr. Luck moved to authorize the Manager to approve individual purchases of a routine nature up to \$10,300, and of an emergency nature up to \$19,100, with all procurement actions to be reported to the Board of Supervisors. Seconded by Mr. Wise, the motion passed 5-0.

6. ADMINISTRATION (CONTINUED)

a. Organization (CONTINUED)

(8) **Bank Depository**

The Board should establish Kish Bank and First National Bank as the general depositories for the Township's checking and savings accounts with the stipulation that any bank, savings institution, or PLGIT may be used for the investment of Township funds.

Mr. Boyer moved to continue designating Kish Bank and First Nation Bank as the general depositories for the Township's checking and savings accounts with the stipulation that any bank, savings institution, or PLGIT may be used for the investment of Township funds. Seconded by Mr. Luck, the motion passed 5-0.

(9) **Reappointment of Solicitor, Auditor and other officials/agents**

Annual appointments are not required for the following officials, but some were originally appointed prior to the Township's start in keeping minutes and agendas in digital format. To provide an easily retrievable record of appointment, the Manager recommends the Board approve the following reappointments:

Solicitor Babst, Calland Attorneys at Law; principally represented by Elizabeth Dupuis, Esq.

Certified Public Accountant and Auditor Brown, Schultz, Sheridan & Fritz; principally represented by John Bonowitz, CPA

Zoning Hearing Board Solicitor Stover McGlaughlin Attorneys at Law; principally represented by Jeffrey W. Stover, Esq.

Police Pension Plan Investment Manager M and T Bank, dba Wilmington Trust; principally represented by Mark J. Stevenson, CFA

Police Pension Plan Actuary Municipal Finance Partners, Inc.; principally represented by Charles Freidlander, F.S.A.

Pension Plan Administrator Kimberly A. Wyatt, CPA, Township Finance Director

Traffic Engineers Trans Associates; principally represented by Mark Magalotti, P.E.

Sewage Enforcement Officer and Alternates
Ralph Houck
Tom Bowes, Alternate
Terry Wilkinson, Alternate

6. ADMINISTRATION (CONTINUED)

a. Organization (CONTINUED)

Health Official

State College Borough Supervisor of Inspections of the Department of Ordinance Enforcement and Public Health; principally represented by Kevin Kasab

Local Services Tax Collector

State College Borough Tax Office; principally represented by Linda Welker

Building Official

Walter Schneider, P.E, PhD; Director of the Centre Region Code Agency

Emergency Management Coordinator and Deputies

Shawn Kaufmann, Centre Region Council of Governments
Steve Bair, Deputy, Centre Region Council of Governments
Brian Bittner, Deputy, Penn State University
Pam Soule, Deputy, Penn State University

Township Treasurer

Kimberly A. Wyatt, CPA, Township Finance Director

Township Secretary and Assistant

Douglas J. Erickson, Township Manager
Lawana Moore, Assistant, Township Administrative Assistant

Township Engineer and Alternate

Brent Brubaker, P.E., Township Director of Public Works
Douglas J. Erickson, P.E., Alternate

Chief of Police

John Petrick, Patton Township Police Department

Township Zoning/Sign Officer and Assistants

Kenneth Soder, Township Zoning/Sign Officer
Brent Brubaker, Assistant
Douglas J. Erickson, Assistant
Ryan Confer, Assistant, Public Works Technician

Open Records Officer and Alternate

Douglas J. Erickson
Kimberly A. Wyatt, Alternate

HIPAA Privacy Officer

Kimberly A. Wyatt

Centre County Tax Collection Committee Representative and Alternate

Kimberly A. Wyatt
Douglas J. Erickson, Alternate

6. **ADMINISTRATION (CONTINUED)**

a. **Organization (CONTINUED)**

Mr. Luck moved to reappointment of Solicitor, Auditor and other officials/agents. Seconded by Mr. Boyer, the motion passed 5-0.

b. **Manager's Employment Agreement**

Legislation in 2011 amended the Second Class Township Code to specifically permit an employment agreement between a Board of Supervisors and a Township Manager. Prior to this legislation the enforceability of such an agreement was questionable, even though many elected governing bodies, including Patton Township, have had agreements with their Managers for many years

The amendment to the Code (subsection a1 of Section 1301) limits the term of any agreement to no more than two years.

Mr. Luck moved to approve the Manager's Employment Agreement for the period January 6, 2014 to January 5, 2016. Seconded by Mr. Boyer, the motion passed 5-0.

c. **Appointment of Tax Collector**

Mr. Erickson stated that the individual elected as Real Estate Tax Collector for 2014-2017 has declined the position. The Township Tax Collector is designated by law as the collector of the Township, County and School District real estate taxes and related assessments such as street light and fire hydrant assessments, and the Board should take action to appoint a replacement, as dictated by the Township Code. The qualifications for the appointment are the same as for election to the office: the person must be an "elector of the Township" (registered voter) and must have resided in the Township continuously for at least a year. The Board must make this appointment within 30 days or the matter is turned over to the Vacancy Board. The person appointed to fill the vacancy at this time will serve only until the first Monday in January 2016.

It is recommended that the Board appoint the Township Manager to serve this term as Real Estate Tax Collector. This is the procedure that has been followed for the past several years. If this appointment is made, the Township Manager will contract with the Township to have the Township Tax Office collect the real estate taxes, and the contract provides that the net commissions paid to the Tax Collector are paid over to the Township for this work. The Township Tax Office cannot be designated directly to collect real estate taxes because the law requires the appointment of a "person" meeting the qualifications noted above.

Mr. Wise moved to appoint the Township Manager to serve this term as Real Estate Tax Collector. Seconded by Mr. Luck, the motion passed 5-0.

d. **Open Space Program Survey**

Mr. Abrams stated a draft of a brief survey designed to gauge our resident's interest in funding another round of open space acquisition is included with the agenda materials. The survey was based on past efforts in 2001 and 2008 on this subject; results of those surveys are also included with the agenda materials. Survey Monkey was used to compile the current draft.

Mr. Erickson stated that the following items should be discussed:

Distribution of the survey – to all residential addresses or to only a portion? Prior surveys have been sent to all residents.

Digital vs. Paper – prior surveys have been exclusively paper. Manager recommends heavily promoting digital responses with a paper alternative on request.

6. ADMINISTRATION (CONTINUED)

d. Open Space Program Survey (CONTINUED)

Timeframe for survey and potential referendum – With the School District presenting a borrowing referendum on the Spring 2014 ballot, it is recommended the Township use the November 2014 ballot. The survey should be conducted at least six months prior to the referendum.

Survey content 1 – Question 2 on prior surveys asked for a ranking of options for preservation efforts. On a test run with Township employees, several commented that the formatting was confusing. Question 2 was revised to now request a rating of the value of preserving each category of land type. This question is asked to provide guidance on the future selection of property for preservation.

Survey content 2 – Question 3; the CIP anticipates a 0.6 mil / \$3.5 million bond issue. Is the range of options provided appropriate?

Survey content 3 – Question 6 has been added to the survey to get a small bit of demographic information and to let people who may own property in the Township but reside outside express an opinion.

Survey content 4 – Question 6 is currently the only question that requires a response. “Skips” or “no responses” have not created issues with prior surveys.

Following discussion, the Board should provide direction to the Manager on proceeding with the survey.

Mr. Erickson stated that the Township would need between 360-380 responses to be considered a valid survey with the number of residents in the Township and that the survey only takes a few minutes to complete.

Mr. Luck stated he supports doing the survey digitally and asked if we have access to doing this online. Mr. Erickson answered that through survey monkey the survey could be done digitally.

Mr. Abrams asked when the survey will be available. Mr. Erickson answered that the survey could be done all most any time in the next few months. The Township needs to submit the referendum questions to the county 45 days prior to elections in November.

Mr. Downsborough suggested putting link on the Spring Newsletter, facebook and the Township Website. Mr. Erickson stated the Newsletter is a good way but uncertain how many residents read the entire newsletter.

Mr. Erickson asked the Board if the Board feels like the Township should send surveys to every resident or to only a portion. Mr. Abrams stated to go ahead with what the Manager thinks will be most suitable.

7. **PUBLIC WORKS & ZONING**

a. **Proposal For New Use on Portion of the NR-2 (Natural Resource and Recycling) Zone**

Mr. Erickson stated that the NR-2 District is a single 73.5 acre parcel also known as the Old Borough Dump and owned by State College Borough. The parcel is bounded by I-99, the Colonnade, the Otto's/Fairfield Inn site and Hawbaker Industrial Park. For many years the Borough has operated a leaf composting operation on the parcel where we take the leaves collected in Patton Township for processing. Under the parcel's former designation as NR-1 (Natural Resources District.) the composting operation was a legal but non-conforming use.

In 2006 the Township developed a new zoning district, NR-2, and rezoned this parcel. The proposal was made to address the following issues (from the July 2006 meeting minutes):

- To align our zoning regulations with the present and continuing use of a portion of the property for composting municipally collected leaves.
- To provide an opportunity for using a portion of the property for an additional recycling activity, namely converting waste concrete and asphalt into a usable gravel or aggregate product.

In 2008 the Borough of State College entered into an agreement with Glenn O. Hawbaker, Inc. (GOH), to operate a construction debris (e.g. waste concrete, asphalt and masonry) recycling center and in 2009 the Township amended the NR-2 regulations to accommodate such a use by reducing the open space requirement from 70% to 60%. The land development plan for the Hawbaker Recycling Center was also approved by the Township in 2009.

Glenn O. Hawbaker, Inc., with the concurrence of State College Borough, now requests that the Township consider an additional use for a portion of the property. Please refer to the request letter and attachments included with the agenda materials. They propose using approximately 3.5 acres that had been designated for recycling operations as an equipment storage area for Best Line Equipment which operates in the Hawbaker Industrial Park immediately adjacent to the area proposed for the new use.

Staff recommends that the proposal be referred to the Planning Commission for further study and a recommendation.

The Board has the options of referring the matter to the Planning Commission, with or without comments, or denying the request either by motion and vote or by a lack of a motion.

Mr. Campbell stated that they were approached by Best Line who is adjacent to the property about expanding with a stone parking area that is part of the Recycling Center. He stated the change would be to create an entrance to those 3 acres and allow Best Line to expand their business.

Mr. Abrams asked what is the time frame for the Planning Commission to look at this. Mr. Erickson stated that the Planning Commission could have this ready to make a recommendation by March.

Mr. Luck moved to refer the proposal to the Planning Commission. Seconded by Mr. Boyer, the motion passed 5-0.

8. **MANAGER'S REPORT**

- a. **ABC Dinner on Friday, January 24, 2014**
Mr. Erickson wanted to remind the Board and ABC Members of the ABC Dinner on Friday, January 24, 2014 at 6pm and invitations went out today.
- b. **Housing Starts for 2013**
Mr. Erickson stated that included with the agenda was the Housing Starts graphic for 2013.
- c. **Snow Parking and Sidewalk Shoveling Reminders**
Mr. Erickson stated that he wanted to remind residents of the Snow Parking Ordinance and Sidewalk Shoveling Regulations.
- d. **Height of fence at Heim Residence on Toftree Avenue**
Mr. Erickson stated that the Zoning Hearing Board will be discussing an appeal related to the height of a fence at the Heim Residence on Toftrees Avenue on February 4, 2014.
- e. **Home Depot – Appeal of Real Estate Assessment**
Mr. Erickson stated that Home Depot dropped their appeal of Real Estate Assessment.

9. **COMMITTEE REPORTS**

There were no committee reports.

10. **OTHER BUSINESS**

Mr. Wise stated that he would like to add the Cul-de-sac issues and Fire Hydrant issues to the next meeting agenda and that he would like to keep them separated.

11. **ADJOURNMENT**

There being no further business, by Mr. Boyer's motion and Mr. Lucks's second, the meeting was adjourned at 5:12pm.

Douglas J. Erickson, Township Secretary