

**ATTENDANCE:**

|          |  |
|----------|--|
| BOARD    | Elliot Abrams, Chair<br>Bryce Boyer, Vice-Chair<br>George Downsborough, Jr., Supervisor<br>Jeff Luck, Supervisor<br>Walt Wise, Supervisor  |
| STAFF    | Doug Erickson, Township Manager<br>Lawrence Pegher, Finance Director<br>John Petrick, Chief of Police<br>Betsy Dupuis, Solicitor<br>Jim May, CRPA  |
| AUDIENCE | C-NET (3)<br>Mark Torretti, Penn Terra<br>Josh Troxell, Supervisor Elect<br>Jon Houser, Penn Terra<br>Michael Lee, Nittany Valley Sports Centre<br>Jeremy Hartley, CDT<br>Aaron Thomas, WTAJ |

**1. CALL TO ORDER**

The December 9, 2015 Patton Township Board of Supervisors meeting held at the Township Municipal Building was called to order at 4:01 PM by Chair Elliot Abrams.

**2. APPROVAL OF MINUTES**

Mr. Luck moved to approve the minutes of the November 18, 2015 meeting. Seconded by Mr. Boyer, the motion passed 5-0.

**3. PUBLIC COMMENTS**

There were no public comments.

**4. PUBLIC SAFETY**

**a. Police Update**

Chief Petrick stated that the November 2015 Public Safety Report was included with the agenda materials. He stated that he had the opportunity to attend a FBI Active Shooter meeting with Federal, State and Local Law Enforcement. He stated that there was a drop in serious crimes in November.

5. **PUBLIC WORKS**

a. **Fall Road Inspection Report**

Mr. Erickson stated that a copy of the Fall 2015 Road Report was included with the agenda materials. His report included recommendations for the 2016 road maintenance program. Major items scheduled for 2016 include:

| STREET             | FROM                  | TO              | RATING | LENGTH | TYPE OF WORK     |
|--------------------|-----------------------|-----------------|--------|--------|------------------|
| Oakwood Avenue     | Waddle Road           | Vairo Boulevard | 72     | 2,860  | Overlay          |
| Galen Drive        | North Atherton Street | Amblewood Way   | 76     | 2,950  | Overlay/Drainage |
| Park Forest Avenue | Sierra Lane           | N. Oak Lane     | 76     | 1100   | Overlay          |
| Woodledge Drive    | Cricklewood Drive     | Beaumanor Drive | 71     | 1640   | Overlay          |
| Cricklewood Cir.   | Beginning             | End             | 74     | 420    | Overlay          |
| Total Length (ft)  |                       |                 |        | 8,970  |                  |

This item is for information only. The recommended work has been incorporated into the 2016 Budget.

Mr. Downs brough asked if there will be a significant increase in maintenance requirements for 2017-2018. Mr. Erickson stated that about 70% of the roads are considered in good shape, 25% fair and 4% rated poor so the Township is in pretty good shape.

b. **Park Forest Avenue/ North Atherton Street Intersection**

Mr. Erickson stated as part of the on-going discussion regarding PennDOT's proposal to prohibit left turns from Park Forest Avenue to North Atherton Street, the following advertisement was placed in the Centre Daily Times last week.

**ATTENTION: PARK FOREST RESIDENTS**

PennDOT has proposed **prohibiting left-turns from Park Forest Avenue onto North Atherton Street**. The Patton Township Board of Supervisors would like to hear from residents who use this intersection regularly. Would this turn prohibition cause you to change your travel patterns? What alternate route(s) would you use? Do you think the left turn out of Park Force Avenue is a dangerous or unsafe turn?

Comments can be provided by email to [Patton@twp.patton.pa.us](mailto:Patton@twp.patton.pa.us) (please use PF Ave in the subject line) or by mail to Patton Township, 100 Patton Plaza, State College, PA 16803. In your comments, please include what street block you live on such as "the 1800 block of Park Forest Ave."

The Township Manager will hold an information session and "listening post" at the Township Building on Monday, December 7, 2015 from 4 to 6 pm. Written comments may also be submitted at the session.

5. PUBLIC WORKS (Continued)

b. Park Forest Avenue/ North Atherton Street Intersection (Continued)



Copies of comments received through noon December 3<sup>rd</sup> were included in the agenda materials. Additional comments received by email or at the December 7<sup>th</sup> work session will be provided prior to the meeting. Additional background information including a history of crashes at the intersection was also included with the agenda materials.

Comments received between noon December 3<sup>rd</sup> and 10 am December 8 were included with the revised agenda. Any further comments received will be provided to the Supervisors at the meeting.

Mr. Erickson stated that he received 38 comments in which 21 residents stated that they avoid the intersection, 14 stated they use the intersection regularly, and 3 that voiced opinions but did not state whether there are for or against prohibiting left hand turns.

Mr. Luck stated that the Township works hard to move things forward when developers bring projects in and that we depend on our partners (e.g. PennDOT) to work fast as well.

Mr. Downsborough stated that this developer has put a lot of work into this property and supports the developer.

Mr. Erickson stated that he authorized Trans Associates to do a traffic count on some of the local streets in the Park Forest area.

Mr. Abrams asked what kind of a time line is needed to have PennDOT issue the permit the developer needs. Mr. Erickson stated that if the Board prohibited left hand turns that PennDOT will probably move forward with the permits that the developer needs but it will probably be impossible to back away from that.

5. **PUBLIC WORKS (Continued)**

b. **Park Forest Avenue/ North Atherton Street Intersection (Continued)**

Mr. Downsbrough asked if Mr. Erickson could ask PennDOT to define their expectations.

Ms. Dupuis stated that if it is signage or modification that needs to be done that it should be part of the development plan. Mr. Erickson stated that the development plan has not been signed off on yet so this could be brought up.

Mr. Erickson stated that he will get a proposal from Trans Associates to look at other potential options for the intersection, such as the feasibility of installing a traffic signal.

Mr. Boyer asked if PennDOT made any other suggestions other than no left hand turns. Mr. Erickson answered no.

c. **Preparation of Construction Documents for Gray's Woods Park**

Mr. Erickson stated that the Master Plan for what would be the Township's newest park was developed in 2013 and 2014. The Master Plan and Phasing plan were included with the agenda materials.



The Township's Parks budget includes funds to hire a consultant to prepare the construction documents for the initial phases, most likely Phases 1 and 2, with construction currently planned for 2017. While the construction documents are being prepared, township staff will be preparing a grant application to the Department of Conservation and Natural Resources to cover a portion of the construction costs.

This park is expected to be quite unique given its location and proximity to the vernal pools complex in the area. The Master Plan, prepared by the firm of YSM, was developed with a considerable amount of public input and resulted in a plan that emphasized the following elements:

5. **PUBLIC WORKS (Continued)**

c. **Preparation of Construction Documents for Gray's Woods Park (Continued)**

- improvements that promote and enhance environmental education;
- improvements that provide opportunities for passive, low-impact recreation;
- improvements that enhance the sites natural resources and promotes green sustainable development.

For many, but not all, past park development projects, the Township has conducted separate selection processes for the Master Planning and preparation of construction documents. But for this effort, Public Works staff recommends that the Township continue to utilize the talents of YSM to ensure that the finished product reflects the vision of the Master Plan. Public Works staff did solicit a proposal from YSM which is included with the agenda materials. Staff has reviewed the proposal and found the scope of work and pricing to be in-line with prior work on other park projects. YSM's fee for the work is \$59,150.

The Manager has advised staff that the Board may desire to follow the traditional "Request for Proposal (RFP)" process and consider pricing as one of the selection criteria, and not accept the YSM proposal.

Under the Second Class Township Code, contracts or agreements for professional services are exempt from advertising and bidding requirements.

The Board should consider the YSM proposal and decide to accept or direct staff to initiate an RFP process for this work.

Mr. Downsborough stated that it is hard to have an open competition when this bid is public record and asked why it was done this way. Mr. Erickson stated that due to the unique requirements Staff was motivated in using YSM.

Mr. Luck stated that he is inclined to accept YSM Proposal due to pass history of work that has been done and suggested that Park Staff ask the Board prior to getting the proposal.

Mr. Abrams asked for input from Ms. Dupuis. She stated that under the Second Class Township Code, contracts or agreements for professional services are exempt from advertising and bidding requirements

Mr. Luck moved to accept the YSM Proposal. Seconded by Mr. Boyer, the motion passed 5-0.

6. **PLANNING AND ZONING**

a. **Planning Commission Report**

Ms. Bressler stated that the Planning Commission met and discussed the Nittany Valley Sport Centre with one condition that the sidewalks will be considered with each phase of the plan. She stated that the prohibiting left turns at Park Forest/Atherton Street was also discussed.

Mr. Erickson stated that residents can email any comments about the prohibiting left hand turns at Park Forest/Atherton Street.

6. **PLANNING AND ZONING (Continued)**

b. **Planning Commission Recommendations**

Mr. Erickson stated that the Planning Commission had their December meeting on Monday, December 7, 2015.

The Planning Commission recommends conditional approval of the Nittany Valley Sports Centre Master Plan contingent upon:

- Completion of minor/technical items as noted on the Staff's comment letter
- Providing a copy of the NPDES Permit; providing a revised agreement with the Brown's indicating that they have reviewed the Master Plan;
- Revising the parking calculations from 81 stalls to 57 stalls; and
- The installation of sidewalks along Fox Hill and Bernel Roads be considered at each phase of the land development plan approval process.

The Planning Commission's recommendation and comments provided by the CRPA were included with the revised agenda materials.

The developer agreed to provide a 20 day time extension for the Board's review of the plan. The PAD regulations require a 30 day comment period, a Public Hearing on the Plan after the comment period, and notification via certified mail of the Public Hearing to all adjoining property owners.

Mr. Luck suggested making the parking islands depressed for water infiltration. Mr. Torretti stated that this can be looked into.

Mr. Torretti gave a brief presentation of the Nittany Valley Sports Centre Master Plan.

Mr. Boyer stated that because of all the bicycle traffic on Bernel Road to consider providing access or availability to the cyclist. Mr. Torretti stated that serious cyclists normally use the main road. Mr. Boyer stated that if we should still make it available.

Mr. Wise asked about stopping all the water going towards the neighbor property. Mr. Torretti stated that there is an agreement in place with Mr. Brown acknowledging that there will be runoff from the site and that any water damage caused by the runoff will be repaired by the owners of the subject property.

Mr. Luck asked if the traffic counts did not show any modifications needing done with Bernel Road with the Champions Drive entrance. Mr. Torretti stated that traffic studies are being done phase by phase and does not show any improvements needed during phase one but later phases will probably trigger the need to have improvements done, such as left turn lanes.

Mr. Luck moved to hold a Public Hearing on January 27, 2016 meeting. Seconded by Mr. Boyer, the motion passed 5-0.

7. **ADMINISTRATION**

a. **Fee Schedule Changes – Revised to include increase in Restaurant Licensing**

Mr. Erickson stated that the Board should consider action to approve a Resolution amending the Township's Fee Schedule by incorporating the following changes:

- Reduce Building Code Permit Fees (for all categories) from \$0.0070 / dollar of Declared Cost to \$0.0065 / dollar of Declared Cost. (Sections I.A-1, I.A-2 and I.A-3 of the Fee Schedule)
- An approximate 18% increase in fees for restaurant licensing and related work performed by the State College Borough Health Department, as the contracted agent for the Township. See the memo included with the agenda material from the Health Department noting an increase in their hourly charge out rate from \$61.85 to \$73.19.
- Changes to Sewage Enforcement fees to coincide with new Primary SEO for the Township (Section V. of Fee Schedule):
  - Increase fee for new permits by \$50 to \$800 (Section V.A.1)
  - Increase fee for repair permits to \$200-\$800 (Section V.A.2)
  - no change to refuse and recycling rates for 2016

The agenda materials included the revised Resolution updating the fee schedule, and a spreadsheet with a history of refuse and recycling fees from 2009 to 2015. The Board should consider action to adopt Resolution 2015-016 to update the fee schedule.

Mr. Abrams stated if an agency wants to request additional fees that they need to notify us before the budget.

Mr. Downsborough moved to approve Resolution 2015-016 to Update the Fee Schedule. Seconded by Mr. Boyer, the motion passed 5-0.

b. **Adoption of Capital Improvement Plan 2016-2020, 2016 Township Budget, and 2016 Council of Governments Budget**

Mr. Erickson stated that in October the Board received and reviewed the Manager's recommendation for the Township's five year [Capital Improvement Plan](#) (CIP). The CIP provides an additional financial planning tool that serves as a companion to the Township's annual Budget, focusing on major capital projects, significant operational increases (e.g. staff additions or COG programmatic changes), and long-term financing options. The updated 2016-2020 CIP, is included with the agenda materials.

At the November 11, 2015 meeting the Manager presented his recommended budget, incorporating the current elements of the CIP, which the Board tentatively adopted with no change to the proposed tax rates. This Tentative 2016 Township Budget was advertised for a Public Hearing, which was held on November 18, 2014. The Board received no comments from the Public Hearing.

The 2016 Township Budget presented for final adoption provides for a 0.6 mill increase in the real estate tax rate for Open Space acquisition and the following totals:

|                       |              |
|-----------------------|--------------|
| Revenue               | \$13,125,480 |
| Expenditures          | \$14,030,301 |
| Revenue less Expenses | \$ (904821)  |
| Ending Cash Balance   | \$ 1,184,952 |

The 2016 Township Budget must be adopted by December 31, 2015.

7. **ADMINISTRATION (Continued)**

b. **Adoption of Capital Improvement Plan 2016-2020, 2016 Township Budget, and 2016 Council of Governments Budget.**

At the November 23, 2015 General Forum meeting the 2016 Centre Region Council of Governments Budget was approved and referred to the municipalities for adoption. Approval of the 2016 Township Budget would incorporate approval of the 2016 COG Budget.

The Board should consider the following actions to adopt the 2016-2020 CIP and the 2016 Township Budget:

- Approval of a 2016-2020 Capital Improvement Plan Resolution.
- Approval of a 2016 Budget Resolution
- Approval of a 2016 Property Tax Rate Resolution

Mr. Luck moved to adopt the Capital Improvement Plan 2016-2020, 2016 Township Budget, the 2016 Property Tax Rate Resolution and 2016 Council of Governments Budget. Seconded by Mr. Wise, the motion passed 5-0.

c. **Authorization to Place Orders for Purchase of 2016 Public Works Equipment**

The Road Superintendent has advised the Manager that the Township can obtain lower pricing by placing equipment orders, for 2016 delivery, before the end of 2015. The Manager/ Acting Public Works Director recommends the following purchases through the state's COSTARS cooperative purchasing network:

- 1) 12,000# GVW Dump Truck  
2016 Ford F-550 from Hondu Ford (Manheim, PA) for \$78,753.34, including upfit (aluminum dump body, plow, salt spreader, controls) by A&H Equipment (Pittsburgh/Harrisburg/Addison, PA) for \$33,664. This does not include trade-in of 2004 truck which will be sold through Municibid.
- 2) 30,000# GVW Dump Truck  
2016 Peterbilt 348 Single from Hunter Keystone Peterbilt (Lancaster, PA) for \$154,149, including upfit (aluminum dump body, plow, salt spreader, controls) by A&H Equipment for \$61,302.00. This does not include trade-in of 2004 truck which will be sold through Municibid.
- 3) Backhoe/Loader  
2016 John Deere 310SL from Foster F. Wineland (Martinsburg, PA) for net price of \$64,574.15, including trade-in of 2001 backhoe for \$24,000 credit.

All three quotations were included with the agenda materials. These are scheduled replacements included in the Road Equipment Replacement Reserve Fund for 2016. The Board should consider action to authorize these purchases under the recently adopted 2016 Township Budget.

Mr. Luck moved to authorize the purchases of the 12,000 lb GVW Dump Truck, 30,000 lb GVW Dump Truck and Backhoe/Loader. Seconded by Mr. Boyer, the motion passed 5-0.



8. **CONSENT AGENDA**

The items included below are routine in nature and it is not anticipated that any will generate discussion or questions. The actual Consent Agenda with a brief description of each item is included with the agenda packet materials distributed to the Board and will also be available to the public at the sign-in table. At the request of a Board member any single item or all items on the Consent Agenda can be discussed and voted on separately. If no items are "pulled," the Board should consider a motion for "approval of the Consent Agenda items as shown on the agenda."

a. **PUBLIC SAFETY**

1) **Police Pension Plan Employee Contributions for 2016**

The 2013-2016 contract with the Police Officers' Association provides that employee contributions for the Police Pension Plan will be 5.0 percent of base salary for 2016. A confirming resolution is required on an annual basis.

**It is recommended that the Board adopt Resolution 2015-020 (copy enclosed) confirming the 2016 contribution rate of 5.0 percent.**

b. **ADMINISTRATION**

1) **Voucher Report**

A copy of the November 2015 Voucher Report is enclosed. Board members having questions should contact the Township office prior to the meeting so the necessary information can be obtained.

**It is recommended that the Board approve the November 2015 Voucher Report.**

2) **Re-appointments to Authorities, Boards and Commissions**

The following residents are eligible for re-appointment to their various ABC's for at least one more term. All have agreed to serve again.

Wendy Pardee CATA Board of Directors 5 years  
Judith Minor Schlow Centre Region Library 3 years  
George Dohn Open Space Stewardship Comm 6 years  
Bill Steudler Planning Commission 4 years  
Paul Silvis Planning Commission 4 years  
Rich Koch Recreation Advisory Committee 3 years  
Cindy Solic Recreation Advisory Committee 3 years  
Gary Vratarich Vacancy Board 1 year  
Doug Mace Zoning Hearing Board Alternate 3 years  
Majid Allan Open Space Stewardship Comm 6 years  
Majid Allan Water Authority and ICD Authority 5 years

**It is recommended that the Board approve the re-appointments.**

Mr. Luck moved to approve the Consent Agenda including Resolution 2015-020. Seconded by Mr. Downsborough, the motion passed 5-0.

9. **MANAGER'S REPORT**

a. **Development Update**

Mr. Erickson stated that the Development Update was included with the Planning Commission agenda.

b. **Organizational Meeting**

Mr. Erickson reminded the Board that the Organizational Meeting will be held Monday, January 4, 2016 at 4:00PM.

c. **ABC Volunteer Appreciation Dinner**

Mr. Erickson reminded the Board that the ABC Volunteer Appreciation Dinner will be held Friday, January 22, 2016 at the Toftrees Resort and that invitations will be sent out shortly.

d. **Executive Session for Manager's Performance Review**

Mr. Erickson stated that the Board can hold an Executive Session for the Manager's Performance Review.

10. **COMMITTEE REPORTS**

Mr. Luck stated that MPO met and approved adding \$2million to the Waddle Road Bridge Project so it is now fully funded.

11. **OTHER BUSINESS**

There were no other business.

12. **ADJOURNMENT**

There being no further business, by Mr. Luck's motion and Mr. Boyer's second, the meeting was adjourned at 5:15 PM to Executive Session for the Manager's Performance Review. The Board reconvened at 5:45 and adjourned without taking any further actions.

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Douglas J. Erickson, Township Secretary