

**ATTENDANCE:**

BOARD	Jeff Luck, Vice-Chair George Downsborough, Jr., Supervisor Daniel Treviño, Supervisor Walt Wise, Supervisor
STAFF	Doug Erickson, Township Manager Lawrence Pegher, Finance Director John Petrick, Chief of Police Stephen Casson, Township Engineer Betsy Dupuis, Solicitor Greg Garthe, Planner
ABSENT	Elliot Abrams, Chair
AUDIENCE	C-NET (2) Scott Miller, Resident Tony Fruchtl, Penn Terra Pam Adams, COG Lisa Maras, COG Rich Franke, UPPC Brian Rater, Planning Commission

**1. CALL TO ORDER**

The September 14, 2016 Patton Township Board of Supervisors meeting held at the Township Municipal Building was called to order at 7:00 PM by Vice-Chair Jeff Luck.

Mr. Luck introduced Mr. Treviño as the newest Board Member and stated that his term will run through the next calendar year.

**2. APPROVAL OF MINUTES**

Mr. Downsborough moved to approve the August 17, 2016 meeting minutes. Seconded by Mr. Wise, the motion passed 3-0-1 with Mr. Treviño abstaining.

**3. PUBLIC COMMENTS**

Mr. Miller stated that Walmart has construction dumpsters and feels that this is against the permit. Mr. Erickson stated that dumpsters do not need permits.

Mr. Miller asked about temporary speed bump or traffic speed sign for Clearview Avenue due to all the traffic. Mr. Luck stated that the Chief could look into putting a speed sign up and that if he wants speed bumps that there is a process that needs to be followed.

**4. PUBLIC SAFETY**

**a. Police Update**

Chief Petrick stated that the August 2016 Public Safety Report was included with the agenda materials. He stated that Officers participated in Camp Cadet Program in Huntingdon County. He stated that in August the Officers participated in a Check Point resulting in 9 arrests. He stated that the Safety Fair this year was very successful and wanted to commend Officer Snyder for all his work in coordinating this event.

Mr. Luck asked Chief Petrick to remind residents of the law about texting and driving. Chief Petrick stated that you are not allowed to text while the vehicle is in motion.

5. **PUBLIC WORKS**

a. **Project Updates**

Mr. Erickson stated that the Waddle Road Interchange Improvements is on schedule and looking at an October 2017 completion date.

Mr. Casson stated that the patching and curbs on Meeks Lane and Sellers Lane was completed last week. He stated that the overlay paving will begin by the end of September with a completion date of October and that letters were sent to residents who will be affected.

b. **Organics Recycling**

Ms. Adams gave a briefing on the development of the organics recycling program.

The General Forum passed a motion requesting the Public Services & Environmental Committee prepare a draft plan for a regional organics recycling program for the residents of Benner, College, Harris, Ferguson, and Patton Townships.

COG Staff is seeking municipal input on some higher level policy questions that will shape the programs direction. Enclosed is a matrix of the five questions that were discussed with the Public Services & Environmental Committee and the Committee's recommendation.

Mr. Downsborough provided the following written comments to some of the questions posed by COG.

2) Carts may not be usable for some residents in the A-1 Rural District with longer driveways. Some residents are transporting their trash and recycling from their homes to the pickup points using vehicles.

3) Residents should have the choice to opt out of the organics recycling program. Some residents, especially in the A-1 districts, are already composting organics on lot and using the compost on their gardens. These residents have already greatly reduced their trash volume. As a matter of fairness, these residents should not have to support the cost of the organics recycling program that they will not use.

4) No. The area outside the RGB is where we will find the greatest proportion of residents who already recycle/compost organics. In addition the lower density in the A-1 districts make these areas relatively more expensive to serve, driving up the cost of the program.

Mr. Luck stated that the program should be available throughout the Centre Region and feels that it is not right to exclude them. He stated that an option is to have an opt out option and make the program available to everyone.

Mr. Downsborough moved to endorse his comments on the Organics Recycling. Seconded by Mr. Treviño, the motion passed 3-1 with Mr. Luck voting no.

c. **Winter Maintenance in Township Parks**

Mr. Erickson stated that on January the Township received two requests to begin plowing/salting walkways in Circleville and Bernel Road Parks. The matter was forwarded to the Township's Recreation Advisory Committee (RAC) for review and a recommendation. The RAC recommended that the walkways not be plowed/salted noting that "Winter park use is encouraged and their (paths) use in a winter condition is an appropriate use."

As a follow-up to that discussion, at least two Board members stated we should consider additional plowing in the parking lots at Circleville and Bernel Road Parks. Current practice is to plow the drive aisles only, leaving the snow on the parking spaces themselves. The Board directed staff to look at the issue and return with a recommendation.

5. **PUBLIC WORKS (CONTINUED)**

c. **Winter Maintenance in Township Parks (CONTINUED)**

The Public Works Staff compiled costs, both in terms of manpower requirements and dollars that would be required for clearing/salting additional parking spots and pathways in the parks. These estimates are included with the agenda materials.

Staff recommends that the status quo be maintained. Staff is not aware of any complaints received regarding the parking stalls, noting that the Road Crew is not prohibited from clearing the parking spots after unusually heavy snow events.

An alternative policy would be to clear at least 50% of the stalls if the measured accumulation exceeds eight inches (8"); this is not anticipated to happen very often. Under any policy, it is strongly recommended that this work is only undertaken after streets and other mandatory facilities have been treated.

The Board agreed to continue with the current policy.

6. **PLANNING AND ZONING**

The Planning Commission meeting was scheduled for September 12<sup>th</sup>. A copy of the Commission's agenda was included with the agenda materials.

a. **Planning Commission Report**

Mr. Rater state that the Planning Commission discussed the Farm Café Ordinance, Family Burial Plots Ordinance and the request to Add Uses to Planned Airport District.

b. **Recommendations from September 12 Planning Commission Meeting**

The Planning Commission took action on the following items:

(1) **Farm Cafés Ordinance**

The Planning Commission recommends approval of the Farm Cafes Ordinance. A draft ordinance was included with the agenda materials; the highlighted sections indicate changes the Planning Commission made from the first version of the ordinance.

If the Board concurs with the Planning Commission's recommendation, a Public Hearing should be scheduled for the Ordinance. The earliest available date would be at the Board meeting scheduled for October 26, 2016.

Mr. Treviño moved to schedule the Farm Cafés Ordinance Public Hearing on October 26, 2016. Seconded by Mr. Downsborough the motion passed 4-0.

(2) **Family Burial Plots Ordinance**

The Planning Commission recommends approval of the Family Burial Plots Ordinance. A draft ordinance was included with the agenda materials; the highlighted sections indicate changes the Planning Commission made from the first version of the ordinance.

If the Board concurs with the Planning Commission's recommendation, a Public Hearing should be scheduled for the Ordinance. The earliest available date would be at the Board meeting scheduled for October 26, 2016.

Mr. Treviño moved to schedule the Family Burial Plots Ordinance Public Hearing on October 26, 2016. Seconded by Mr. Downsborough, the motion passed 4-0.

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

c. **Requests to Add Uses to Planned Airport District (CONTINUED)**

Mr. Erickson stated that the owners of tax parcel 18-2-29C, a 13.6 acre parcel located along Bernel Road in the Planned Airport District (PAD) have requested that the Township revise the PAD zoning regulations to permit a business that would construct and lease self-storage units to the general public. A location map and copy of the requesting letter was included with the agenda materials.

The use, or anything similar, is not currently permitted in the district. A copy of the permitted and prohibited uses was included with the agenda materials.

The PAD prohibits certain uses as a protection of the SCBWA well field that lies east of Fillmore Road. The letter addresses steps the owners are prepared to take to provide protection from ground water contamination.

The owners of parcel 18-2-29B, a 10 acre parcel at the intersection of Bernel Road and Fox Hill Road, have also requested that the Township revise the PAD zoning regulations to permit self-storage units and to permit churches in the Nonresidential area of the district. A location map and copy of the requesting letter was included with the agenda materials.

The Manager recommends that the matter be referred to the Planning Commission for study and a recommendation.

Mr. Downsborough moved to refer the Requests to Add Users to the Planned Airport District to the Planning Commission. Seconded by Mr. Treviño, the motion passed 4-0.

7. **ADMINISTRATION**

a. **ABC Committee Report**

Mr. Downsborough stated that the Authorities, Boards and Commissions (ABC) Committee met on September 9<sup>th</sup> and reviewed applications to fill vacancies on Township resident volunteer boards.

The Committee nominates the following individuals for appointments:

William Burnett	Zoning Hearing Board
Anthony Grillo	Zoning Hearing Board Alternate
Mark Parfitt	Centre Area Transportation Authority (CATA) Board of Directors

Mr. Downsborough moved to appoint William Burnett to Zoning Hearing Board, Anthony Grillo to Zoning Hearing Board Alternate and Mark Parfitt to CATA Board of Directors. Seconded by Mr. Treviño, the motion passed 4-0.

b. **Committee Assignments for Mr. Treviño**

Mr. Erickson stated that Mr. Treviño's predecessor served on the COG Human Resources and Parks Capital Committees, and on the Spring Creek Watershed Commission. The COG positions have been assumed by Mr. Downsborough and Mr. Luck, respectively. In August Mr. Treviño agreed to serve on the Watershed Commission.

Mr. Treviño agreed to serve as the Alternate for the COG committees.

Mr. Wise moved to appoint Mr. Treviño to the Watershed Commission. Seconded by Mr. Downsborough, the motion passed 4-0.

7. **ADMINISTRATION (Continued)**

c. **Minimum Municipal Obligation (MMO) for Pension Plans**

Mr. Pegher stated that the Act 205 requires that the Board receive an initial certification of the municipality's minimum [financial] obligation (MMO) to its employee pension plans no later than September 30, 2016 for the 2017 budget year.

A copy of the Finance Director's report on the contribution calculations was enclosed.

No Board action was required.

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) **Agreement for Aggressive Driving and Buckle-Up PA Enforcement Campaigns**

The Pennsylvania Department of Transportation runs annual campaigns to reduce aggressive driving behaviors and "remind" motorists that the use of seatbelts is mandatory in the Commonwealth. The Patton Township Police Department has participated in this effort for several years. PennDOT provides funding to place additional officers, on overtime shifts, in the Township to enforce traffic regulations and educate drivers on the importance of seatbelt usage.

**It is recommended that the Board approve the Agreement and authorize the Chair, the Police Chief and Finance Director to execute the documents on behalf of the Township.**

b. **Public Works**

1) **Time Extension of Markosky Agreement for Waddle Road Interchange Project**

The current Agreement with the Markosky Engineering Group on the Waddle Road Interchange Improvement Project expires on October 1, 2016. The Township engaged Markosky to:

1) review construction documents being prepared for PennDOT by their contractor for Township facilities (township roads, traffic signals, etc.) and

2) manage the reimbursement process for utility relocations.

The estimated price on the original Agreement was \$85,149. As of the September 1st billing, the Township has expended \$46,220. The charges billed to the Township are based on actual costs plus a fee of 25.66% on direct labor costs. A copy of the original agreement (dated September 16, 2015) is included with the agenda materials.

Most of the design elements have been completed, but the utility relocations and reimbursement process will continue for several months yet.

Markosky has prepared an amendment to extend the term of the agreement out to October 1, 2017. The project is on schedule for an October 2017 completion. The Agreement modification is included with the agenda materials.

**It is recommended that the Board approve the amended Agreement.**

8. CONSENT AGENDA (Continued)

2) Sewage Planning Module Resolution for Barger Fields

In conjunction with the subdivision plan conditionally approved in August 2016 the Pennsylvania Department of Environmental Protection (DEP) requires that the Board affirmatively state that the plan approval serves as a revision to the "Official Sewage Facilities Plan."

**It is recommended that the Board approve the Resolution 2016-012**

3) Grant Application for Adult Fitness Equipment for Circleville Park

Staff and the Recreation Advisory Committee (RAC) have been working with YSM Landscape Architects on the selection and placement of three (3) pieces of adult exercise equipment in Circleville Park. Monies have been budgeted for this in the 2016 Parks Budget (\$8,000.00) and it is planned that the Township Road Crew will install the purchased equipment.

Staff is submitting a grant application to the 2016 [ExoFit Fitness Park Grant Program](#). If successful, the grant will pay for 50% of the purchase price of the pieces. The projected cost for the three (3) pieces is \$4,600.00 and the grant award would be \$2,300.00. The grant application deadline is October 14, 2016, however the grants are awarded on a rolling schedule in advance of that date. Staff will submit the grant application by September 9, 2016.

**It is recommended that the Board endorse the Grant Application as noted above**

4) Replacement of Bucket Truck

The Public Works fleet includes a truck with a lift bucket for maintenance of traffic signals, overhead signs, and tree trimming. A used truck (1994 model) was first acquired in 2008. The 2016 budget provides for \$25,000 to purchase a replacement from the used-vehicle market.

The staff has gathered written quotes for suitable vehicles. The low quote is for a 2001 GMC 3500 with an OSHA certified lift, for \$19,399.00. This price is below the bidding threshold of \$19,400.

**It is recommended that the Board approve the purchase of the noted vehicle from Racey Auto Sales of New Oxford, Pennsylvania.**

5) Grant Application for "Green Light Go" Adaptive Signaling for Valley Vista Drive – due September 30

In August the Board acted to decline a grant award for the subject project because the State has redesigned the grant program to require a smaller local match. Staff is working with Delta Development to revise the prior application package to submit by the September 30<sup>th</sup> deadline. Additional information will be provided prior to the meeting.

**It is recommended that the Board endorse the Grant Application for the subject project**

c. Administration

1) Voucher Report

A copy of the August 2016 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 August 2016 Voucher Report.**

Mr. Downs brough moved to approve the Consent Agenda. Seconded by Mr. Treviño the motion passed 4-0.

9. **MANAGER'S REPORT**

a. **Development Update**

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

b. **Request to County for funding local match for Valley Vista projects**

Mr. Erickson stated that a letter requesting funding from the County for local match for State Grants for Valley Vista projects was included with the agenda materials.

c. **County LFT Grant application period open**

Mr. Erickson stated that looking at putting in an application in to replace the guide rails on Julian Pike.

d. **FEMA approval of Hazard Mitigation Plan** (letter attached)

Mr. Erickson stated that he received a letter from FEMA approving our Hazard Mitigation Plan.

e. **No action items for September 28 meeting**

The Board agreed to cancel the Board of Supervisors September 28, 2016 meeting if no action items come forward in the next week.

f. **DEP Press Release regarding reducing farm runoff to help with Chesapeake Bay pollution reduction**

Mr. Erickson stated that a DEP Press Release was included with the agenda materials.

g. **Economic Development Summit**

Mr. Erickson stated that the Economic Development Summit has been rescheduled and will let the Board know when the new date is scheduled.

10. **COMMITTEE REPORTS**

a. **Finance**

Mr. Downsborough stated that the Finance Committee approved the 2017 COG Program Plan and Capital Improvement Plan and scheduled the Budget Review Sessions.

b. **Public Services and Environmental**

Mr. Luck stated that the committee received a presentation from SEDA-COG.

c. **Human Resources**

Mr. Downsborough stated that the Employee Relations Committee 2017 recommendation was accepted. He stated that Mr. May has asked about reclassifying the half time Senior Planner position to a Part Time Planner Position. He stated that they discussed exempt vs non-exempt employees

d. **Finance**

Mr. Downsborough stated that the State College representative is interested in cablecasting the COG Budget Review Sessions and the cost for CNET to do this is around \$1300. He stated that all three audits for COG came out clean and discussed the 2017 COG Program Plan and Capital Improvement Plan. He stated that COG is going to sell the CNG Civis to CATA. He stated there is a proposal of taking \$15,000 of the rent money for the Oak Hall Rental House to do repairs/improvements.

e. **Parks Capital**

Mr. Downsborough stated that there was a vote to authorize CRPR to proceed with phase one for the Whitehall Road Regional Park and that motion passed. He stated there was a vote on extending Blue Course Drive or using the existing farm lane and the Committee voted 4-1 for extending Blue Course Drive. He suggested drafting up a letter of withdrawal for the Regional Parks at the end of 2017.

10. **COMMITTEE REPORTS (CONTINUED)**

f. **Transportation and Land Use**

Mr. Luck stated that the overview of Adaptive Traffic Signal Control Technology was discussed.

g. **Public Safety**

Mr. Wise stated that they discussed the Code Fee Schedule and Fund Balance. He also stated that the Committee looked into the replacement of Engine #513 thru COSTARS.

11. **OTHER BUSINESS**

There was no other business.

12. **ADJOURNMENT TO EXECUTIVE SESSION**

Mr. Downsborough moved to adjourn the Board of Supervisors Meeting at 8:43PM. Seconded by Mr. Treviño, the motion passed 4-0.

13. **EXECUTIVE SESSION**

The Board will meet in Executive Session with the Solicitor, Manager and Director of Finance and Administration to discuss collective bargaining negotiations with the Patton Township Police Officers Association and other personnel issues.

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Douglas J. Erickson, Township Secretary