

**ATTENDANCE:**

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

STAFF                        Doug Erickson, Township Manager  
                                 Lawrence Pegher, Finance Director  
                                 Betsy Dupuis, Solicitor  
                                 Stephen Casson, Township Engineer  
                                 Greg Garthe, Planner  
                                 John Petrick, Chief of Police

ABSENT                     Daniel Treviño, Supervisor

AUDIENCE                C-NET (2)  
                                 Mark Kozar, Flaherty and O'Hara  
                                 Tabitha Schmitt, Sheetz Inc.

**1.     CALL TO ORDER**

The January 3, 2017 Board of Supervisors meeting was called to order at 4:00PM by Elliot Abrams, Temporary Chair.

**2.     ELECTION OF OFFICERS**

Mr. Luck moved to appoint Mr. Abrams as the 2017 Chair. Seconded by Mr. Downsborough, the motion passed 3-0.

Mr. Downsborough moved to appoint Mr. Luck as the 2017 Vice-Chair. Seconded by Mr. Abrams, the motion passed 3-0.

Mr. Wise arrived to the Board of Supervisors Meeting at 4:02PM.

**3.     APPROVAL OF MINUTES**

Mr. Luck moved to approve the December 14, 2016 meeting minutes. Seconded by Mr. Wise, the motion passed 4-0.

**4.     PUBLIC COMMENTS**

There were no public comments.

5. **PUBLIC HEARINGS AND ACTION CONSIDERATIONS: LIQUOR LICENSE TRANSFERS FOR SHEETZ, INC., AT 101 VALLEY VISTA DRIVE AND 223 COLONNADE BOULEVARD**

Sheetz, Inc., has requested approval of the Board for the transfer of two Restaurant Liquor Licenses:

- 1) No. R-20532 from 706 S. Atherton Street, State College Borough, Pennsylvania to Patton Township. This transfer has been requested under the provisions of the Pennsylvania Liquor Code, which provide for intermunicipal transfers of liquor licenses. The proposed license would be assigned to the Sheetz to be located at 223 Colonnade Boulevard, State College, PA 16803.
- 2) No. R-20077 from the Pennsylvania Liquor Control Board by way of Public Auction, to Patton Township. This transfer has been requested under the provisions of the Pennsylvania Liquor Code, which provide for intermunicipal transfers of liquor licenses. The proposed license would be assigned to the Sheetz to be located at 101 Valley Vista Drive, State College, PA 16803.

The law requires that the Board of Supervisors advertise and hold a public hearing on each request for the transfer within 45 days of the application. The Board may also notify the applicant that the Township is electing to extend the review period for a period of time not to exceed sixty days. If no action is taken by the end of the review period, there "shall be deemed an approval of the application in terms as presented . . ."

The applicant must receive approval from the Township to apply to the PA Liquor Control Board for approval of the transfer. Furthermore the Liquor Code states "A decision by the governing body of the municipality to deny the request may not be appealed." The Liquor Code provides no guidance or criteria for determining if an application is to be approved or denied by the local governing body. A copy of the relevant section of the Liquor Code [47 P.S. 461(B.3)] was included with the agenda materials.

Copies of the applicant's requests were included with the agenda materials, along with copies of legal and display ads for these hearings and a listing of all PLCB licenses in the Township. Mr. Erickson noted he had received one email in opposition to the transfers.

a. **Public Hearing – 223 Colonnade Boulevard**

The Board convened the public hearing at 4:03PM on the proposed transfer of PA Restaurant Liquor License No. R-20532 from the Pennsylvania Liquor Control Board by way of Public to Patton Township.

Mr. Kozar gave a brief overview about Sheetz's policy and procedures on selling liquor.

Mr. Luck moved to close the public hearing at 4:17PM on the proposed transfer of PA Restaurant Liquor License No. R-20532 from the Pennsylvania Liquor Control Board by way of Public to Patton Township. Seconded by Mr. Downsborough, the motion passed 4-0.

b. **Action Consideration – 223 Colonnade Boulevard**

Mr. Downsborough moved to approve the Liquor License Transfers for Sheetz, Inc. at 223 Colonnade Boulevard. Seconded by Mr. Luck, the motion passed 4-0.

5. **PUBLIC HEARINGS AND ACTION CONSIDERATIONS: LIQUOR LICENSE TRANSFERS FOR SHEETZ, INC., AT 101 VALLEY VISTA DRIVE AND 223 COLONNADE BOULEVARD (CONTINUED)**

c. **Public Hearing – 101 Valley Vista Drive**

The Board convened the public hearing at 4:18PM on the proposed transfer of PA Restaurant Liquor License No. R-20077 from 706 S. Atherton Street, State College Borough, Pennsylvania to Patton Township.

Mr. Downsborough asked about the outdoor seating at this location and if the Liquor Code distinguishes between consumption onsite or outdoors. Mr. Kozar answered no.

Mr. Luck moved to close the public hearing at 4:21PM on the proposed transfer of PA Restaurant Liquor License No. R-20077 from 706 S. Atherton Street, State College Borough, Pennsylvania to Patton Township. Seconded by Mr. Downsborough, the motion passed 4-0.

d. **Action Consideration – 101 Valley Vista Drive**

Mr. Luck moved to approve the Liquor License Transfers for Sheetz, Inc. at 101 Valley Vista Drive. Seconded by Mr. Wise, the motion passed 4-0.

6. **ADMINISTRATION**

a. **Organization**

(1) **Regular Meeting Dates**

Since 1985, the Board of Supervisors has generally met on the second and fourth Wednesdays of each month. The Board should establish its meeting dates for 2016. 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 2017 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 Wednesdaysofeachmonth 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 2016:

**Regular Meetings** (2<sup>nd</sup> and 4<sup>th</sup> Wednesdays unless noted)

January 25 (4 <sup>th</sup> Wednesday)	July 19 (3 <sup>rd</sup> Wednesday)
February 8 and 22	August 16 (3 <sup>rd</sup> Wednesday)
March 8 and 22	September 13 and 27
April 12 and 26	October 11 and 25
May 10 and 24	November 1 (1 <sup>st</sup> Wednesday)
June 21 (3 <sup>rd</sup> Wednesday)	December 13 (2 <sup>nd</sup> Wed.)

**6. ADMINISTRATION**

**a. Organization**

Special Budget Meetings

- November 8 (2<sup>nd</sup> Wednesday) Budget presented; work session, tentative adoption
- November 15 (3<sup>rd</sup> Wednesday) Public hearing; budget work session Combined with Regular Meeting

It is also recommended that the 2018 Organizational Meeting be scheduled for Tuesday, January 2, 2018 at 4:00pm.

Mr. Luck moved to approve the above meeting dates. Seconded by Mr. Wise, the motion passed 4-0.

Mr. Downsborough stated that he will be traveling during the month of February and will not be able to attend either meeting.

Mr. Abrams stated that he will not be able to attend the June meeting.

**(2) COG Committee Assignments**

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 2017 appointments:

<b>Committee</b>	<b>2016 Meeting Date</b>	<b>2017 First Meeting</b>	<b>2017 Appts.</b>
<b>Executive</b>	12:15 pm, Tuesday prior to GF	12:00 pm, January 17	Abrams, Luck Alt
<b>Public Safety</b>	Noon, 2 <sup>nd</sup> Tuesday	Noon, January 10	Wise, Treviño Alt
<b>Finance</b>	8:30 am, 2 <sup>nd</sup> Thursday	8:30 am, January 14	Downsborough, Luck Alt
<b>Human Resources</b>	Noon, 1 <sup>st</sup> Wednesday	Noon, January 13	Treviño, Downsborough Alt
<b>Public Services and Environmental</b>	8:30 am, 1 <sup>st</sup> Tuesday	8:30 am, January 12	Luck, Wise Alt
<b>Transportation and Land Use</b>	12:15 pm, 1 <sup>st</sup> Monday	12:15 pm, January 11	Luck, Abrams Alt
<b>Parks Capital</b>	12:15 pm, 2 <sup>nd</sup> Thursday	12:15 pm, January 14	Treviño, Luck Alt

**NOTES:** 2017 first meeting dates are tentative and subject to change based upon the schedules of the members.

The General Forum typically meets 7:30 PM, 4<sup>th</sup> Monday  
First General Forum meeting is January 25 at TBD

The Board should consider the COG Committee assignments for 2017 and, if desired, any regular alternates. The Chair and Vice-Chair automatically serve as their municipality's representative on the Executive Committee. The sequence for the rotation of the COG Chair in future years is: State College Borough (2017), Halfmoon Township (2018), Ferguson Township (2019), Patton Township (2020), Harris Township (2021), and College Township (2022).

6. **ADMINISTRATION (CONTINUED)**

a. **Organization (Continued)**

The Board should also stated they would continue the Patton Township policy whereby alternates, including ad hoc alternates (other Board members and the Manager or a designated representative such as Director of Finance and Administration or the Public Works Director), may vote at COG Committee meetings when they fill in for the regular Committee member.

(3) **Board Committee Appointments**

The Board should consider appointment of Board members to the following Committees; the 2017 assignments are shown:

Committee

ABC Committee (2 members)	Abrams & Downs brough
Source Water Protection Project	Inactive/Vacant
Centre Area Cable Consortium Director	Luck
Spring Creek Watershed Commission	Treviño
Open Space Stewardship Committee Liaison	Wise

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

The annual [State Conference of the Pennsylvania State Association of Township Supervisors \(PSATS\)](#) will be held in Hershey on April 23-26, 2017. A copy of the conference program was provided with the electronic 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 as soon as possible.

Mr. Downs brough stated that he may be able to attend.  
Mr. Luck and Mr. Wise stated that the will not be able to go.

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

With the 2013 Budget, the Board chose to also join the Pennsylvania Municipal League. The 118<sup>th</sup> [Annual Summit of the PML](#) will be held in Erie, October 5 - 7, 2017. The preliminary convention agenda is included with the agenda materials. Board members should indicate their interest in attending the convention.

Both Mr. Downs brough and Mr. Wise stated that they are interested in attending.

Mr. Luck stated that he will probably not attend.

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

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

- Planning Commission

6. **ADMINISTRATION (CONTINUED)**

a. **Organization (Continued)**

- Schlow Regional Library Board of Trustees
- UAJA Board of Directors
- Township Industrial/Commercial Development/ Water Authorities
- Spring Creek Watershed Commission – Alternate

Recommendations

Any recommendations of the ABC committee will be reported at the meeting.

The annual appointment of a Planning Commission member to the Centre Regional Planning Commission will be made at the next Board meeting following receipt of a nomination from the Commission.

The Board had no recommendations at this time.

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

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 2017 by the Township Director of Finance and Administration/Treasurer. This is the same as the 2016 bond amount.

Mr. Luck moved to approve the Treasurer's Bond Limit at \$3,000,000. Seconded by Mr. Downsborough, the motion passed 4-0.

(8) **Expenditure Approvals and Mileage Rate**

In November 2011 the Legislature and Governor approved an increase in bidding limits for Pennsylvania municipalities. Act 84 of 2011 reset the bid threshold to \$18,500, and requires that telephonic or written quotes be obtained for purchases between \$10,000 and \$18,500. The Act also provides that the bid/quote thresholds shall be adjusted annually based on the CPI.

The bid/quote thresholds for 2017, as advertised in the *Pennsylvania Bulletin* (see agenda materials), have been increased to \$19,700 and \$10,700.

The Internal Revenue Service recently announced that the current standard business mileage rate of 54 cents per mile will decrease to 53.5 cents per mile effective January 1, 2017. Additional information is included in the agenda materials.

The Board should consider action to implement the bid/quote thresholds and the mileage rate change.

Mr. Downsborough moved to approve the Expenditure Approvals and Mileage Rate. Seconded by Mr. Luck, the motion passed 4-0.

6. **ADMINISTRATION (CONTINUED)**

a. **Organization (Continued)**

(9) **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. Luck moved to approve 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. Seconded by Mr. Downsborough, the motion passed 4-0.

(10) **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

Pension Plan Administrator

Larry Pegher, Township Director of Finance and Administration

Traffic Engineers

Trans Associates; principally represented by Nick Schaefer, P.E.

Sewage Enforcement Officer and Alternates

Mary Kay Lupton  
Stanley Wallace, Alternate

6. **ADMINISTRATION (CONTINUED)**

a. **Organization (Continued)**

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

Health Official

State College Borough Department of Health and Neighborhood  
Services; 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  
Dennis Harris, Deputy, Centre Region Council of Governments  
Brian Bittner, Deputy, Penn State University

Township Treasurer

Larry Pegher, Township Director of Finance and Administration

Township Secretary

Douglas J. Erickson, Township Manager

Assistant Township Secretary

Lawana Moore, Township Administrative Assistant

Township Engineer and Alternate

Stephen E. Casson, 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  
Douglas J. Erickson, Assistant  
Ryan Confer, Assistant, Assistant, Public Works Technician  
Nicole Harter, Assistant, Public Works Secretary  
Stephen E. Casson, Assistant, Township Dir. of Public Works

Open Records Officer and Alternate

Douglas J. Erickson  
Larry Pegher, Alternate

HIPAA Privacy Officer

Larry Pegher



6. **ADMINISTRATION (CONTINUED)**

a. **Organization (Continued)**

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

Centre County Tax Collection Committee Representative and Alternate  
Larry Pegher  
Douglas J. Erickson, Alternate

Deputy Real Estate Tax Collectors (new title per Act 64 of 014)  
Jackie Benshoof, Lead Tax Specialist  
Lawana Moore, Township Assistant Secretary  
Larry Pegher

Mr. Downsborough moved to reappoint Solicitor, Auditor and other officials/agents as listed. Seconded by Mr. Luck, the motion passed 4-0.

b. **Resolution to Declare the Board's Support and Protection of the Citizens of Patton Township**

Mr. Erickson stated that at the November 16<sup>th</sup> Board meeting, a request was made to the Board to provide "public support and a declaration of protection for all citizens."

A draft Resolution has been prepared by the Manager for the Board's consideration. The draft has been shared with the person who made the request of the Board.

Mr. Luck moved to approve Resolution Declaring the Board's Support and Protection of the Citizens of Patton Township. Seconded by Mr. Downsborough, the motion passed 4-0.

c. **Resolution to Designate the Chamber of Business and Industry of Centre County (CBICC) as the Designated Entity as the Point of Contact for Economic Development**

Mr. Erickson stated from a recommendation from the Municipal Managers, sitting as a committee within the Centre County Economic Development Partnership, the CBICC has requested that the municipal governing bodies and the County Commissioners formally name them as the "Designated Entity" to be the contact point and leaders for economic development activities in Centre County.

Resolution 2017-001 was included in the agenda materials. The Township has been a contributing member to the Partnership since 2013.

Mr. Luck moved to approve Resolution 2017-001 Designating the Chamber of Business and Industry of Centre County (CBICC) as the Designated Entity as the Point of Contact for Economic Development. Seconded by Mr. Downsborough, the motion passed 4-0.

6. **ADMINISTRATION (CONTINUED)**

d. **Intermunicipal Agreement for Police Records Management System**

*From the December 14, 2016 Board Agenda:*

The Police Chief and Manager have been working with their counterparts at State College Borough, Ferguson Township and Penn State to select a vendor to provide a replacement to the current system that is no longer being supported.

This project has been anticipated since 2014 and is included in the Capital Improvement Plan (CIP) and 2017 Budget.

Negotiations have been completed with the selected vendor and an agreement on cost sharing and operations is being reviewed by the consortium. The agreement is expected to be ready for approval in January. Patton's cost share (12.5%) is expected to be between \$110,000 and \$120,000.

*End of prior Board Agenda material*

The proposed agreement and intermunicipal agreement ordinance are included with the agenda materials.

The cost for the system itself is \$935,000, with cost sharing allocated as:

State College Borough = 25%  
Penn State University = 50%  
Ferguson Township= 12.5%  
Patton Township= 12.5%

Patton's share for the system will be \$116,875.

Additionally, the consortium has elected to hire a project manager to facilitate the implementation of the new system. Those costs will be a total of \$180,550, with Patton's share at \$22,568.75.

The Township has encumbered and budgeted a total of \$145,000 for this project since 2014. Total costs for the system and project management will be \$139,443.75.

Mr. Wise moved to adopt Ordinance 2017-580 to approve the Agreement and authorize the Chair to execute such on behalf of the Township. Seconded by Mr. Luck, the motion passed 4-0.

e. **Resolution to Designate Agent for Disaster Relief from October 20/21 Flooding**

Mr. Erickson stated that President Obama signed a federal Disaster Declaration (FEMA 4292 DR PA) on December 2, 2016, providing for reimbursement of cost associated with protecting and restoring public infrastructure damaged during flooding. The Federal Emergency Management Agency (FEMA) will reimburse 75% of eligible expenses and the state, through the Pennsylvania Emergency Management Agency (PEMA), will reimburse the remaining 25%.

6. **ADMINISTRATION (CONTINUED)**

e. **Resolution to Designate Agent for Disaster Relief from October 20/21 Flooding (Continued)**

FEMA requires that the Township designate an “agent” as the sole point of contact for all communications. The Manager recommends designating Larry Pegher, Director of Finance and Administration, as the Township’s Agent. The proposed Resolution, on the required PEMA form, is included with the agenda materials.

Mr. Downsborough moved to adopt Resolution 2017-003 to Designate Agent for Disaster Relief from October 20/21 Flooding. Seconded by Mr. Wise, the motion passed 4-0.

7. **PUBLIC WORKS**

a. **Intermunicipal Agreement for Regional Pollutant Reduction Plan Development**

Mr. Erickson stated that the following is from the December 14, 2016 Board Agenda:

The Centre Region MS4 Partnership engineers, representing the Borough of State College, Penn State and the Townships of Ferguson, Harris, College, and Patton; have been working to engage a consultant to develop a regional Pollution Reduction Plan (PRP) for the Partnership municipalities. The PRP is a Department of Environmental Protection (DEP) requirement for the next MS4 (municipal separate storm sewer system) permit renewal.

The primary goal of the PRP is to reduce pollutants in the runoff by a targeted amount (sediment – 10%, nitrogen - 5 %, phosphorus - 3%) by the end of the five-year permit period. The consultant will compile existing physical information on the urbanized areas of the region that are the subject of the MS4 permit and enter the information into an analytical model. The model, following calibration with actual stream gauge data, will calculate the expected annual pollutant load at a downstream point on each of six watersheds in the region.

The consultant will then model the effect of adding Best Management Practices (BMPs) designed to reduce pollution in each watershed. These BMPs might include practices such as extended detention in basins and increasing infiltration of runoff. The model will calculate the reduction in pollution as a result of the BMPs. Finally the consultant will provide a recommendation on what the most cost effective BMPs will be and where they should be deployed within each watershed.

The partnership issued a request for proposals and received three responses. Interviews were conducted and the partnership has recommended engaging the firm of Newell Tereska & Mackay Engineering.

Discussions on finalizing the scope of work and pricing are underway. Ferguson Township has agreed to be the contracting agency. Costs for the study have been proposed to be shared in proportion to the urbanized area (EPA bases this on the 2010 Census) within each jurisdiction, with Patton’s share at 19%. A full breakdown of shares is included with the agenda materials, along with mapping of the urbanized area in the region and the storm sewer system in Patton Township

**7. PUBLIC WORKS (CONTINUED)**

**a. Intermunicipal Agreement for Regional Pollutant Reduction Plan Development (Continued)**

*From the December 14, 2016 Board Agenda (Continued):*

This project is included in the CIP and 2017 Budget. Patton’s share is expected to be between \$25,000 and \$30,000. A cost sharing agreement is expected to be ready for review and approval in January. The agreement only covers the consultant costs to develop the PRP. Any future regional cost sharing that may be needed for the installation of BMPs would be the subject of another agreement.

*End of prior Board Agenda material*

The proposed agreement and enacting intergovernmental agreement ordinance were included with agenda materials.

The cost for the consultant contract is \$161,550 with cost sharing allocated as below based on the “urbanized area” of each jurisdiction as determined by the 2010 US Census:

MS4 Entity	Urbanized Area (ac)	% of Total Urbanized Area
College Township	3,551.7	21.04%
Ferguson Township	4,748.7	28.13%
Harris Township	1,343.3	7.95%
Patton Township	3,272.8	19.38%
Pennsylvania State University	1,696.6	10.05%
State College Borough	2,270.9	13.45%
Total Area	16,884.0	100%

Patton’s share for the system will be \$31,308.

The Township Engineer has also compiled a document summarizing the Township’s overall Stormwater Management Plan under our MS4 permit. The document was included in the agenda materials as an FYI.

Mr. Luck moved to adopt Ordinance 2017-579 to approve the Agreement and authorize the Chair to execute such on behalf of the Township. Seconded by Mr. Wise, the motion passed 4-0.

7. **PUBLIC WORKS (Continued)**

b. **Access Easement to Gray's Woods Park**

The Township was recently notified of the award of a \$200,000 grant from the Department of Conservation and Natural Resources to assist with the construction costs for Phase 1 of the proposed Gray's Woods Park. The park is located near the Brynwood neighborhood in the Gray's Woods Planned Community. A presentation on the Phase 1 proposed improvements will be provided to the Board at their January 25<sup>th</sup> meeting.

Currently the entrance to the park lies beyond the end of the publically-owned portion of Gray's Woods Boulevard. Staff has requested that the Gray's Woods Partnership provide a public access easement over a portion of the privately-owned portion of the Boulevard as illustrated in the agenda materials. An easement agreement, also included with the agenda materials, has been provided to the Partnership for their approval.

Mr. Luck moved to conditionally accept the easement through passage of Resolution 2017-002. Seconded by Mr. Wise, the motion passed 4-0.

8. **MANAGER'S REPORT**

a. **ABC DINNER**

Mr. Erickson stated that the ABC Dinner will be held on Friday, January 27, 2017.

b. **Housing Starts for 4<sup>th</sup> Quarter 2016**

Mr. Erickson stated that the housing starts graphic for 4<sup>th</sup> quarter 2016 was enclosed with the agenda items.

c. **Snow Parking and Sidewalk Shoveling Regulations**

Mr. Erickson wanted to remind residents of the Snow Parking and Sidewalk Shoveling Regulations

9. **COMMITTEE REPORTS**

a. **Centre County Airport Authority**

Mr. Wise stated that the security is getting better and that taking bids on the parking lots.

10. **OTHER BUSINESS**

There were no other business.

11. **ADJOURNMENT**

Mr. Luck moved to adjourn the January 3, 2017 Board of Supervisors meeting at 5:01PM. Seconded by Mr. Downsborough, the motion passed 4-0.

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Douglas J. Erickson, Township Secretary