

ATTENDANCE:

BOARD Elliot Abrams, 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

ABSENT Jeff Luck, Vice-Chair
Daniel Treviño, Supervisor

AUDIENCE C-NET (3)
Bryce Boyer, Resident
Sandy Erwin, Resident
Annette Hestres, Resident
Sara Rafacz, Centre Daily Times
Don Kiel, Marywood HOA
Henry Moeller, Marywood HOA
Carol Kennedy, Resident
Rob Bailey, Bailey Property
Brian Bailey, Bailey Property
Jessica Buckland, Resident
Landmark Properties, Athens Georgia
Tony Fruchtl, Penn Terra
Bonnie Benjamin, Resident
George Wolfe, Shaner
Bob Poole, S & A Homes
Cory Miller UAJA

1. **CALL TO ORDER**

The May 10, 2017 Board of Supervisors meeting was called to order at 7:00 PM by Elliot Abrams, Chair.

2. **APPROVAL OF MEETING MINUTES**

Mr. Downsborough moved to approve the April 26, 2017 meeting minutes. Seconded by Mr. Wise, the motion passed 3-0.

3. **PUBLIC COMMENTS**

There were no public comments.

4. **PUBLIC WORKS**

a. **Update on University Area Joint Authority (UAJA) Gray's Woods Interceptor Sewer & Force Main project**

Mr. Miller stated that in 2015 he proposed relocating the primary sewer line (also known as an interceptor sewer) serving the Gray's Woods Planned Community Development. The proposed route shown below runs along Meeks Lane before paralleling a portion of Scotia Road and then running on a cross-country route to Valley Vista Drive; yellow is new gravity main and red is proposed force main:

4. **PUBLIC WORKS (Continued)**

a. **Update on University Area Joint Authority (UAJA) Gray's Woods Interceptor Sewer & Force Main project (Continued)**



A larger, higher resolution version of the mapping is included with the agenda materials. The re-located line could potentially provide service to part of Halfmoon Township in the future.

Residents and property owners along the proposed route were originally invited to attend a public hearing on the matter in March of 2016. A copy of the minutes of that meeting were included with the agenda materials.

A copy of the notice mailed to residents and property owners was included with the agenda materials.

UAJA will need to obtain approval from the Patton Township Board of Supervisors and the Centre Region Council of Governments to proceed with this relocation project. Generally, UAJA's piping and customer base is limited to the designated Sewer Service Area (SSA). The SSA includes the properties that are dark shaded on the map provided with the meeting notice. Part of the proposed relocated line would be outside the SSA. Properties outside the SSA are meant to be served by on-lot septic systems.

Through an intergovernmental agreement among the Centre Region municipalities, the SSA boundary could be expanded to accommodate this project with the approval of Patton Township and four other municipalities. The purpose of this Update is for the Board of Supervisors to obtain public feedback before considering any action.

No action is required or recommended on this issue at this time. Members of the Board should identify any additional information, either from UAJA or Township staff, they would like to consider.

Mr. Miller gave a brief update on the Gray's Woods Interceptor Sewer & Force Main project.

Mr. Miller was asked what the depth is of the excavation and width of the easement. Mr. Miller answered 20 foot wide easement and sometimes a construction easement which could be as much as 40 foot wide.

5. **PUBLIC SAFETY**

a. **Centre Region Building Safety and Property Maintenance Code (CRBSPMC) Update**

Mr. Erickson stated that in 2016 the Centre Region Codes Agency, our building permitting and inspecting agency, proposed a set of revisions to the regulations that primarily govern rental housing in the Region. Some sections of the Code apply to owner-occupied dwellings also, including Sections 108, 109, 110, 111, 302, 303, 304, exterior provisions of 307, 604, and Chapters 2, 9, 10, and 11.

The proposed ordinance to adopt the new Code, to be effective on July 1st, was included with the agenda material. Section 3 of the ordinance adopts the Code as written, then Section 4 lists the sections Patton Township has decided to “opt out.”

Regarding the “opt outs:”

- **§302.11. Trees.** – This is a newly added section that would authorize agents of the Township to order the removal of a dangerous tree on private property. The Board decided to opt out of this section, but encourages all property owners to voluntarily address such issues on their property.
- **Table 404.5.2 Minimum habitable space (square feet [square meters]) applies to all properties receiving a rental housing permit for the first time after January 1, 2003.** – This table only applies to rental units in State College Borough; Table 404.5.1 would apply to Patton Township rentals.
- **§702.6.1. Three story one or two family dwelling.** – This section would require a second means of egress from bedrooms on a third floor. Patton Township, along with College and Harris Townships, opted out of this section in the previous version.
- **§807. Student home license.** – This is a Borough specific issue.

Mr. Downsborough moved to approve Ordinance 2017-585 to adopt the Centre Region Building Safety and Property Maintenance Code, 2017 edition, effective July 1, 2017. Seconded by Mr. Wise, the motion passed 3-0.

6. **PLANNING AND ZONING**

a. **Planning Commission Report**

Mr. O’Neill stated that the Planning Commission discussed The Station Final Subdivision Plan and The Station Final Land Development Plan. He stated that they discussed rezoning of a property on North Atherton Street.

b. **The Station – Final Subdivision Plan**

From the May 1st Planning Commission Agenda:

This plan proposes to subdivide the existing 25.71 acre lot (Lot 1B) into two lots. One will be a 3.95 acre lot (Lot 3) intended for possible future subdivision into single family home lots, while the other will be a 21.76 acre lot (Lot 1BR) intended for construction of a multi-family residential development project known as *The Station*. The property is located on the north side of Toftrees Avenue, and is bordered on the northeast by the Woodledge Drive Development, on the northwest by the Toftrees golf course, and on the west by Squirrel Run Apartments. The area was the subject of revisions to the Toftrees Planned Community Master Plan in January 2017, which modified the proposed development in the area. Per the master plan, the proposed Lot 1BR is in an area with a permitted density of 5.01 – 9.00 DU/acre (Small single-family or medium-density multifamily residential use), while Lot 3 will have a permitted density of 2.01 – 5.00 DU/acre (Medium lot single-family

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

b. **The Station – Final Subdivision Plan (Continued)**

residential use). The Township provided a comment letter to the developer on April 13, 2017.

The following items were included with the agenda:

1. A location map of the property
2. An 11"x17" copy of the subdivision plan
3. A marked up copy of staff's comment letter

End of Planning Commission Agenda materials

The Planning Commission recommends conditional approval of the plan with the following conditions:

1. Completion of all items noted on staff's marked up comment letter.

Mr. Fruchtl gave a brief overview of The Station – Final Subdivision Plan.

Mr. Downs brough moved to conditionally approve The Station – Final Subdivision Plan. Seconded by Mr. Wise, the motion passed 3-0.

c. **The Station – Final Land Development Plan**

From the May 1st Planning Commission Agenda:

This plan proposes to construct *The Station* multi-family housing development. The property is located on the north side of Toftrees Avenue, and is bordered on the northeast by the Woodledge Drive Development, on the northwest by the Toftrees golf course, and on the west by Squirrel Run Apartments. The area was the subject of revisions to the Toftrees Planned Community Master Plan in January 2017, which modified the proposed development in the area.

The proposed land development activities of *The Station* include construction of 162 dwelling units (668 bedrooms), a clubhouse and related outdoor amenity area, and associated parking areas and sidewalks. Onsite parking will include 609 surface parking spaces (13 ADA). The project will be developed in a single phase and will include a variety of attached and detached dwelling cottage-style units. The site has a permitted density of 5.01 – 9.00 DU/acre (Small single-family or medium-density multifamily residential use), and the developers intend to utilize the recent amendments to the Township's Planned Community zoning regulations, which allow for the construction of 4 and 5-bedroom units for unrelated individuals to occupy. A total of 25% (41 out of 162) of the proposed units will have 5 bedrooms. The recent zoning changes to the Toftrees Planned Community have been included for your reference.

This is also the first multi-family development that has been proposed in the Toftrees Planned Community since the Township required the addition of notes to the master plan that relate to a number of anticipated public safety and nuisance concerns associated with common areas in future developments where increased occupancy may be permitted. Recall that the Township met with personnel from the Centre Region Code Agency, Regional Fire Protection Program, and Office of Emergency Management, as well as the Patton Township Police in an effort to identify ways to mitigate negative impacts early-on in the planning stages. The notes relate to occupancy and screening/buffering of communal gathering areas, as well as additional conditions related to parking

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

c. **The Station – Final Land Development Plan**

requirements, and visual design and character of developments. The required master plan notes are included for your information.

Also recall that a traffic study submitted with the January 2017 master plan revisions indicated that a left turn lane was required for eastbound traffic at the intersection of Toftrees Avenue and Cricklewood Drive. Accordingly, this land development plan proposes to restripe the existing cartway of Toftrees Avenue to provide the necessary turn lane. Township staff have reviewed the design and determined that it will sufficiently address the recommendation of the traffic study.

The following items were included with the agenda:

1. A location map of the property
2. An 11"x17" copy of the subdivision plan
3. A marked up copy of staff's comment letter
4. Ordinance No. 2017-583: *Increased Occupancy for a Limited Class of Developments in the Toftrees Planned Community*
5. Toftrees Planned Community - Revised Master Plan (January 2017) Notes Related to Public Safety Concerns

End of Planning Commission Agenda materials

The Planning Commission recommends conditional approval of the plan with the following conditions:

1. Completion of all items noted on staff's marked up comment letter (including complying with comment #70 to obtain an easement for storm water facilities on the Toftrees Golf Course.)
2. The Township shall grant a waiver of the minimum easement width [20 feet per 153-34.B.(1)] for the above storm water easement.
3. All required buffer yard plantings are to be shown on the plans. The owner/developer shall consult with Toftrees Golf Course regarding the placement of required buffer yard plantings along the shared property line.
4. The 8' perimeter fence shall be extended to the northeast corner of the Station's property.

Mr. Fruchtl gave a brief overview of The Station – Final Land Development Plan.

Mr. Downsborough moved to conditionally approve The Station – Final Land Development Plan. Seconded by Mr. Wise, the motion passed 3-0.

7. **ADMINISTRATION**

a. **Pennsylvania Municipal League’s Annual Summit – October 5-7**

Mr. Erickson stated that the 117th Annual Summit (formerly the Annual Convention) will be held this year in Erie from October 5th to 7th. The convention hotels are the Sheraton Erie Bayfront and the Marriot Courtyard Bayfront.

Board members should indicate who plans to go and for which nights that need hotel accommodations.

From the members planning to attend, the Board should consider action to appoint one as the Voting Delegate and another as the Alternate Voting Delegate.

The tentative agenda for the Summit was included with the agenda materials.

b. **CATA Budget**

CATA has published their “Local Match Shares” document for the 2017/2018 operating year. A copy is included with the agenda materials. As approved by the COG General Forum, the “sharing” formula has been revised.

During FY 2015/16 and FY 2016/17, the Miller formula was reassessed by the funding partners, and the group agreed upon a new CATA formula. The CATA formula includes population numbers already used in accepted COG formulas, service miles, and number of stops. These three factors are weighted to soften large shifts based on service changes alone. The amount for contracted municipalities is taken off the top based on a cost per mile that will advance with the overall percentage change for local match, which mirrors how local match share is treated for Penn State University. The remainder is then split amongst the member municipalities using the new CATA formula.

The proposed shares for Patton Township are:

Operating	Total Revenues	\$18,691,361	
	Local Operating Assistance	\$ 578,222	3.1%
	Patton Township’s share	\$ 83,532	21.18%
Capital	Total Capital Funding Need	\$ 9,793,617	
	Local Capital Match Need	\$ 175,000	1.8%
	Patton Township’s share	\$ 25,281	14.4%

The full Draft 2017-2018 CATA Budget is available on their website; www.catabus.com under “About CATA.”

No action is required on this item at this time. Board members should request any additional information that may be required prior to taking action to approve Patton Township’s share at a future meeting.

8. **CONSENT AGENDA**

Mr. Erickson stated that 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) **Purchase Administration Car for Police Department**

The 2017 Budget included funding in the Police Vehicle Replacement Designated Reserve Fund for the replacement of one Detective’s car for the Police Department. Three quotes were obtained through the State’s cooperative purchasing program, COSTARS, from vendors. A memo from Officer In Charge Albright recommending purchase of the vehicle was included with the agenda materials.

It is recommended that the Board approve the purchase of a 2018 Ford Fusion SE from New Holland Auto Group of New Holland, PA, for \$19,321.00.

b. **Administration**

1) **Voucher Report April 2017**

A copy of the 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 April 2017 Voucher Report.

Mr. Downsborough moved to approve the Consent Agenda. Seconded by Mr. Wise, the motion passed 3-0.

9. **MANAGER'S REPORT**

a. **Development Update**

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

b. **Liquid Fuels Tax Audit**

Mr. Erickson stated that the Liquid Fuels Tax Audit came back with no findings.

c. **Solar Energy System Ordinance**

Mr. Erickson stated that the Solar Energy System Ordinance has been rescheduled for June 21, 2017.

10. **COMMITTEE REPORTS**

a. **Human Resources**

Mr. Erickson stated that Mr. Treviño gave him a report about Human Resources meeting. He stated that the Preliminary Personnel Changes was discussed and supported by the Committee. He stated that they are still discussing the cost of living allowance and that they were in favor of the update on the Personnel Policy.

b. **Public Services**

Mr. Erickson stated that Mr. Luck gave him a report about the Public Services meeting. He stated that they discussed Kinber Fiber Optic Infrastructure Study and that Kinber will give a presentation at the July meeting. He stated that they received an update from CRPA Proposal to create full-time position in lieu of hiring an Americorps position.

c. **Public Safety**

Mr. Wise stated that Public Safety discussed the 2018 Program Plan proposals and the HAZMAT response in the Centre Region.

11. **OTHER BUSINESS**

There was no other business.

12. **ADJOURNMENT TO EXECUTIVE SESSION**

Mr. Downsborough moved to adjourn the May 10, 2017 Board of Supervisors meeting to hold Executive Session. Seconded by Mr. Wise, the Chair adjourned the meeting at 8:16PM.

13. **EXECUTIVE SESSION**

The Board will meet in Executive Session with the Solicitor, Manager and Director of Finance and Administration to discuss matters related to the purchase/sale of real estate. There is no anticipated Board action that will be taken following the Executive Session.

Douglas J. Erickson, Township Secretary