



**PATTON TOWNSHIP  
CENTRE COUNTY, PENNSYLVANIA**

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**BOARD OF SUPERVISORS**

BOARD MEETING ROOM  
PATTON TOWNSHIP MUNICIPAL BUILDING

**October 13, 2010  
7:00 PM**

**AGENDA**

- 1. CALL TO ORDER**
- 2. APPROVAL OF MINUTES**

A copy of the minutes of the September 22, 2010 meeting is enclosed.

- 3. PUBLIC COMMENTS**

Residents may address the Board on issues of interest to the Township. Comments related to specific agenda items should be deferred until that point in the meeting.

A representative of Arms for Peace – A Family Memorial is expected to address the Board. The agenda material includes literature provided by the group.

**4. PUBLIC WORKS**

**a. Project Updates**

The Manager and Public Works Director will briefly review the following items:

Circleville Park	Work is complete; Little Lion Drive is paved
Parking Lot Expansion	Road crew adding spaces for meeting room use

**b. Resolution to Increase Fees for On-Lot Septic Permitting**

In the past, the Pennsylvania Department of Environmental Protection (DEP) has reimbursed municipalities for 50% of many of the expenses related to permitting on-lot septic systems. This reimbursement has been incorporated into our current fee schedule. With the cut-backs made in the State budget the current reimbursement is expected to be 20%.

The Sewage Enforcement Officer (SEO) recommends that the Township increase fees to reflect the change in reimbursement and to reflect increases in the costs of processing applications and permits. The last fee increase occurred in 2006.

The following changes to the fee schedule are proposed:

<b>A. <u>Reimbursable</u></b>	<b>Current Fee</b>	<b>Proposed Fee</b>
1. Permits for new construction	\$250	\$560
2. Permits for new construction proposing individual residential spray irrigation or drip tubing	\$300	to be included with Item 1
3. Permits for repairs to existing systems	\$75 - \$250	\$120 - \$560
4. Re-issuance of expired permits or permit transfers requiring no design changes	\$50	\$80
5. Re-issuance of expired permits or permit transfers requiring design changes	\$75	\$140
6. Minor permits	\$30	\$60
7. Permit for privies	\$90	\$150
8. Permits for holding tanks	\$200	\$320
9. Reimbursable expenses not covered by permit fees	\$30/hour	\$40/hour
10. Full Tank Inspection (\$50 Inspection Fee and \$25 Administrative Fee)	\$75	No change
11. Walk-Over Inspection (\$25 Inspection Fee and \$10 Administrative Fee)	\$35	No change

4. **PUBLIC WORKS (Continued)**

b. **Resolution to Increase Fees for On-Lot Septic Permitting (Continued)**

<b><u>B. Non-Reimbursable</u></b>	Current Fee	Proposed Fee
1. Primary activities performed by SEO	\$40/hour billed at 110%	\$50/hr billed ...
2. Support activities by crew	\$20/hour billed at 110%	\$21/hr billed ...
3. Clerical support	\$16/hour billed at 110%	\$17/hr billed ...
4. Percolation test surcharge for subdivision testing November 15 through March 15	20%	No change
5. Travel reimbursement for billable non-reimbursable activities		At IRS rate (currently \$0.50/mile)

The Board should consider action to adopt a resolution to amend the Township Fee Schedule as proposed.

Included with the agenda packet is a letter from the SEO with an attached memo proposing the above fee changes.

5. **PLANNING AND ZONING**

a. **Planning Commission Report**

The Board will receive a report from Commission member Rory Stenerson on the activities of the Planning Commission.

b. **Preliminary/Final Subdivision Plan: Green And Kathleen Rogers Trust**

Mr. and Mrs. Gary and Karyl Green, and the Kathleen Rogers Trust are the owners of three parcels of land that they are proposing to subdivide and reconfigure. The corresponding Tax IDs for the parcels, which contain approximately 123 acres and are situated within the A-1 Rural Zoning District, are 18-301-43, 43G and 43K. The result of the subdivision will be the creation of one new building lot and 2 lot additions to adjacent parcels.

Of the three properties, Parcel #18-301-43 is currently the only parcel with road frontage and is addressed as 423 Meeks Lane. Part of the purpose of the subdivision is to create adequate road frontage for Parcel 18-301-43G and for the newly proposed building lot. According to the developer, access to the reconfigured lands will be via the existing private rights-of-way and/or frontage along Meeks Lane.

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

**b. Preliminary/Final Subdivision Plan: Green And Kathleen Rogers Trust (Continued)**

The Planning Commission recommends approval with completion of remaining items as noted on staff's marked up comment letter.

The agenda packet includes a location map, a 11" x 17" version of the land development plan and a copy of the staff comment letter.

The Board should consider action on conditionally approving the subdivision plan.

**6. ADMINISTRATION**

**a. Capital Improvement Plan**

The Manager and Finance Director will present the draft of 2011 – 2015 Capital Improvement Plan (CIP). The presentation will include:

- An overview of forecasted revenues, operating expenditures, current debt service, and on-going capital expenditures for the next five years
- The Manager's recommendation for new initiatives (capital projects and other significant expenditures) for inclusion in the five-year plan.
- A forecast of anticipated tax rates required to support the Manager's recommendation.

The Board is asked to receive the Plan and provide direction to the Manager for preparation of the next draft or, potentially, the final version of the Plan to be adopted. The plan for capital projects and other significant expenditures scheduled for 2011 will then be incorporated into the Annual Budget to be presented in November.

The draft Capital Improvement Plan 2011 – 2015 is included with the agenda materials.

**b. First Night State College Support Request**

First Night State College has requested that the Township "renew our partnership" and continue to provide monetary support for the event.

Last year the Board agreed to sponsor two ice sculptures at a cost of \$250 each, but noted that the "contribution is in no way meant to set precedent for expectation of future contributions." (from the November 4, 2009 minutes).

The agenda materials includes the request letter and sponsorship information. The Board should consider action on the request.

**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. Administration**

- 1) *Appoint Township Secretary and Assistant Secretary***
- 2) *Earned Income Tax Rules***
- 3) *Hazard Mitigation Plan***
- 4) *Voucher Report***
- 5) *Resolution for Act 46 Verification Fee***

**9. MANAGER'S REPORT**

The Manager will report on current matters, including the following:

- a. Development Update (enclosed)

**10. COMMITTEE REPORTS**

Board members should report on the meeting(s) of the COG and other committee(s) on which they serve, including:

- a. Standing and Ad Hoc COG Committees
- b. Spring Creek Watershed Commission
- c. Patton/Halfmoon Area Plan Steering Committee

**11. EXECUTIVE SESSION**

The Board may meet in Executive Session to receive an update on the collective bargaining negotiations with the Police Officer’s Association.

**12. OTHER BUSINESS**

**13. ADJOURNMENT**