



**PATTON TOWNSHIP
CENTRE COUNTY, PENNSYLVANIA**

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BOARD OF SUPERVISORS

BOARD MEETING ROOM
PATTON TOWNSHIP MUNICIPAL BUILDING

**January 3, 2011
7:00 PM**

AGENDA

1. CALL TO ORDER

The meeting will be called to order by 2010 Chair Elliot Abrams, who will serve as Temporary Chair. The Second Class Township Code requires that the Board of Supervisors organize on the first Monday in January.

2. ELECTION OF OFFICERS

The Board should elect a Chair and Vice-Chair for 2011. Mr. Abrams and Mr. Boyer served as Chair and Vice-Chair respectively in 2010.

[The Board will consider additional organizational matters later in the meeting.]

3. APPROVAL OF MINUTES

A copy of the minutes of the December 8, 2010 meeting is enclosed.

4. 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.

5. ADMINISTRATION

a. Organization

(1) Regular Meeting Dates

Since 1985, the Board of Supervisors has met on the second and fourth Wednesdays of each month. The Board should establish its meeting dates for 2011. The Board should also set a starting time for meetings. Since January 1998 the Board meetings have started at 7:00 p.m. Previously the Board started its meetings at 7:30 p.m. A proposed schedule for 2011 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 Wednesdays of each month 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 2011:

Regular Meetings (2nd and 4th Wednesdays unless noted)

January 26 (4 th Wednesday)	July 20 (3 rd Wednesday)
February 9 and 23	August 17 (3 rd Wednesday)
March 9 and 23	September 14 and 28
April 13 and 27	October 12 and 26
May 11 and 25	November 2 (1 st Wednesday)
June 15 (3 rd Wednesday)	December 14 (2 nd Wednesday)

Special Budget Meetings

November 9 (2 nd Wednesday)	Budget presented; work session, tentative adoption
November 16 (3 rd Wednesday)	Public hearing; budget work session

It is also recommended that the 2012 Organizational Meeting be scheduled for Tuesday, January 3, 2012.

5. ADMINISTRATION (CONT'D)

a. Organization (Cont'd)

(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 2010 incumbents:

Committee	2010 Meeting Date	2011 First Meeting	2010 Incumbent
Executive	12:15 PM, Tues prior to GF	12:15 PM, Jan 18	Abrams, Boyer Alt
Public Safety	9:00 AM, 2 nd Wed	9:00 AM, Jan 12	Boyer, Wise Alt
Finance	8:30 AM, 2 nd Tues	8:30 am, Jan 11	Wise
Human Resources	Noon, 1 st Tues	Noon, Jan 4	Troxell, Abrams Alt
Public Svcs. & Env.	Noon, 1 st Wed	Noon, Jan 5	Boyer, Wise Alt
Trans. & Land Use	12:15 PM, 1 st Mon	12:15 PM, Jan 10	Luck, Abrams Alt
Parks Capital	12:15 PM, 2 rd Thurs	12:15 PM, Jan 13	Luck

NOTES: 2011 first meeting dates are tentative and subject to change based upon the schedules of the members.

The General Forum typically meets 7:30 PM, 4th Monday

The Board should consider the COG Committee assignments for 2011 and, if desired, any regular alternates. The Chair and Vice-Chair automatically serve as their municipality's representative on the Executive Committee. No Patton Township Board member will serve in 2011 as a COG officer. The sequence for the rotation of the COG Chair in future years is State College Borough (2011), Halfmoon Township (2012), Ferguson Township (2013), Patton Township (2014), Harris Township (2015) and College Township (2016).

The Board should also determine whether to continue the Patton Township policy whereby alternates, including ad hoc alternates (other Board members and the Manager), may vote at COG Committee meetings when they fill in for the regular Committee member.

5. ADMINISTRATION (CONT'D)

a. Organization (Cont'd)

(3) Board Committee Appointments

The Board should consider appointment of Board members to the following Committees; the 2010 assignments are shown:

Committee

ABC Committee (2 members)	Wise & Troxell
Source Water Protection Project	Boyer
Centre Area Cable Consortium Director	Luck
Patton/Halfmoon Area Plan Steering Committee	Abrams & Boyer
Spring Creek Watershed Commission	Boyer, Bob Donaldson Alt.
Open Space Stewardship Committee Liaison	Wise
Conservation & Efficiency Committee Liaison	Luck

(4) PSATS Convention Voting Delegate and Authorized Attendees

The annual State Convention of the Pennsylvania State Association of Township Supervisors (PSATS) will be held in Hershey on April 17-20, 2011. A copy of the preliminary conference program is enclosed. 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 so that room reservations can be made immediately.

(5) 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.

The following residents are eligible for reappointment and have agreed to serve an additional term. A copy of the Policy on Reappointment to ABCs (Resolution No. 2007-031) is also enclosed. The Board should consider action to reappoint these ABC members:

ABC	Incumbent(s)	Years Served	Yrs in new Term	Term will Expire
Spring Creek Watershed Comm.	Bryce Boyer Bob Donaldson (Alt)	1 1	1 1	Jan. 2012 Jan. 2012
Vacancy Board	Gary Vratarich	2	1	Jan. 2012
Conservation & Efficiency Comm.	Robert Morgan Dirk Grupe Clifford Bastuscheck	3	3	Jan. 2014
Planning Commission	Jeffrey Hermann Jeff Kokoskie	6 5	4	Jan. 2015 Jan. 2015
Recreation Advisory Committee.	Judith Minor Chris Hurley	6 6	3	Jan. 2014 Jan. 2014
Water Authority/ICDA	Majid Allen	4	5	Jan. 2014
Zoning Hearing Board	Dan Trevino	1	3	Jan. 2014

5. **ADMINISTRATION** (CONT'D)

a. **Organization** (Cont'd)

(5) Appointments to Authorities, Boards and Commissions (ABCs) (cont'd)

There are also vacancies on ABC's to be filled with new appointments because the position is new, or because the incumbent has completed the maximum number of terms or is otherwise ineligible or unable to continue serving. These vacancies include the following:

- C-NET Board (1)
- Centre Area Transportation Authority (1)
- Planning Commission (1)
- Sign Review Board (1)
- Zoning Hearing Board Alternate (1)

The ABC Committee will review the applications in the current Talent Bank and present recommendations for new appointments to fill vacancies at the next Board meeting.

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

(6) 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 \$1,500,000 is recommended for 2011, a continuation of the 2010 amount.

(7) Expenditure Approvals

The Board should authorize the Purchasing Officer (Manager) to approve individual purchases of a routine nature up to \$4,000, and of an emergency nature up to \$10,000, with all procurement actions to be reported to the Board of Supervisors. This has been the Board's policy since 2002.

(8) Bank Depository

The Board should continue First National Bank as the general depository 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.

5. **ADMINISTRATION (CONT'D)**

b. **Code Administration Study**

The Centre Region Council of Governments (COG) General Forum has referred the *COG October 2010 Operations Review of Code Administration* to the participating municipalities for comments. **Board members should bring their copy of the report distributed for the November General Forum meeting.**

Comments from the Board are due back to the COG Executive Director by February 7, 2011 for distribution to the Ad Hoc Code Administration Study Committee.

6. **MANAGER'S REPORT**

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

- a. ABC Dinner on Friday, January 28

7. **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

8. **OTHER BUSINESS**

9. **ADJOURNMENT**