COLLEGE TOWNSHIP COUNCIL
REGULAR MEETING AGENDA (AMENDED)
Thursday, June 1, 2023 7:00 PM
Hybrid Meeting (In-Person or via Zoom)

General Meeting Information
College Township offers both in-person and virtual meeting attendance for all public meetings. To attend in-person, meetings will be held at 1481 E. College Avenue, State College PA, 16801, 2nd floor meeting room. To attend virtually, please see the information below.

To Attend the LIVE Meeting Via Zoom on Computer or Smart Phone:
- Click HERE to REGISTER for the meeting via Zoom. Once registered, you will receive a confirmation email containing information about joining the meeting.

To Attend the LIVE Meeting Via Phone:
- Dial +1 646 558 8656  Meeting ID: 817 0673 6491  Passcode: 626667

* Click here for detailed instructions on how to participate via zoom.

WRITTEN PUBLIC COMMENTS: For specific agenda items, written public comments may be submitted until 12:00 noon the day of the meeting by emailing jsnyder@collegetownship.org.

COUNCIL MEMBERS: 2023 COMMITTEE ASSIGNMENTS:
Carla Stilson, Chair .............................................. COG Executive Committee
             COG Climate Action and Sustainability Committee (CASC)
Dustin Best, Vice Chair ........................................ COG Human Resources Committee
             COG Parks Capital Committee
             Centre Area Cable Consortium
             Spring Creek Watershed Commission (SCWC)
             CT Industrial Development Authority (CTIDA)
Eric Bernier .......................................................... COG Land Use Community Infrastructure Committee (LUCI)
             COG Facilities
             Centre County Metropolitan Planning Organization Coordinating Comm.
Rich Francke ......................................................... COG Finance Committee
             COG Parks & Recreation Governance Committee
Susan Trainor ....................................................... COG Public Safety
             CT Local Traffic Advisory Committee (LTAC)

COLLEGE TOWNSHIP COUNCIL MEETING

CALL TO ORDER

ANNOUNCEMENT: Council met in an Executive Session to discuss a personnel matter.

PUBLIC OPEN DISCUSSION: For any item not on this agenda. Please limit comments to five minutes.

NEW AGENDA ITEMS: Motion to add NB-3 – Revisions to the DCNR Grant for Spring Creek Park
SPECIAL PRESENTATIONS:  SP-1  Cub Scouts Pack 67; Trash the Trash Event

REPORTS:

a. Manager’s Update  
b. COG Regional, County, and Liaison Reports  
c. Staff/P.C./Other Committee Reports  
d. Diversity, Equity & Inclusion Reports (Public invited to report)  
   To review CT’s Diversity, Equity and Inclusion calendar, please scan:

CONSENT AGENDA:  CA-1  Minutes  
                  CA-2  Correspondence  
                  CA-3  Action Items

OLD BUSINESS:  OB-1  Centre Hills Village Traffic Calming - Bid Award  
                Discussion/Action  
                (D. Franson)  

                OB-2  Shiloh Road Zoning Amendment  
                Discussion  
                (L. Schoch)

NEW BUSINESS:  NB-1  Stoney Batter On-Street Parking  
                Discussion  
                (A. Kerner)  

                NB-2  Trout Unlimited-Growing Greener Grant  
                Discussion/Action  
                (A. Brumbaugh)  

                NB-3  Revisions to the DCNR Grant for Spring Creek Park  
                Discussion/Action  
                (M. Bloom)

STAFF INFORMATIVES (Informational Only)

COUNCIL/STAFF OTHER MATTERS (Informational Only)

ADJOURNMENT
COUNCIL CONSENT AGENDA
June 1, 2023

CA-1 Minutes, Approval of
  a. May 18, 2023, Regular Meeting

CA-2 Correspondence, Receipt/Approval of
  a. Letter from Centre County Planning and Community Development Office, dated May 15, 2023, regarding West Nile Virus Program
  b. Letter from Penn Terra Engineering, Inc., dated May 24, 2023, Time Extension Request for Stocker Auto Body Shop LDP to September 8, 2023
  c. Letter from Carla Stilson, CT Council, dated May 30, 2023, regarding resignation from CT Council effective July 1, 2023

CA-3 Action Item, Approval of
  a. NONE

Photo by Frank Scott IV
June 1, 2023

Status:  (C) = Complete;  (I) – Incomplete;  (D) = Dropped;  
(R) - Rewritten

(I)  21-04 Dale Summit Small Area Plan (SAP)
Comments:  4/3/23  DPZ to provide feedback to PC relative to current rezoning request.
Comments:  4/17/23  PC to review the rezoning request again on 4/18/23.
Comments:  4/20/23  PC reports to Council that it will recommend against rezoning request.
Comments:  5/12/23  CTC to consider rezoning at the 5/18 Council meeting.
Comments:  5/18/23  Council agreed to move forward with rezoning (including R3 use in PRBD District). Council to review ordinance language and set public hearing at 6/1 CTC Meeting.

(I)  19-08 Solar Power Purchasing Agreement
Comments:  3/1/23  CTWA identified power purchase of 50%.
Comments:  3/2/23  CTC identified power purchase of 80%.
Comments:  4/17/23  Working Group will meet on 4/26 to discuss draft contracts. Expectation that CTC and CTWA will be asked to consider action on contracts by 5/31.
Comments:  5/12/23  Consultant reports “hopefully contracts will be available within the next several weeks”.

(I)  20-03 LTAC Evaluation/Recommendation for Centre Hills Village
One bid received (Hawbaker) for approximately $171,000.

CTC rejected all bids at 5/4 meeting. Authorized staff to 1) modify scope of project details and 2) re-bid using Alternates in addition to the base bid of 14 speed humps; Alt. 1 for 10 speed humps and Alt. 2 for 8 speed humps as per Trans Associates February, 2023 recommendation.

Re-scoped bid let (advertised) on May 11th; 2nd advertisement will be on May 15th. Bids due May 26th to allow for potential award at 6/1 CTC meeting. Twp. ENG making direct contact with potential bidders.

Bids received from three (3) qualified bidders. CT Council to consider award at June 1, 2023, CT Council Meeting.

Application to CFA was not funded.

Application to PennDOT rejected.

Next steps to be discussed with CT Council during 2024-2028 Capital Improvement Plan (CIP) development.

Manager spoke with SC Borough Manager and PSU Transportation representative concerning potential for joint grant application to pursue project.
Benner Township Board of Supervisors
1224 Buffalo Run Road
Bellefonte, PA 16823

May 16, 2023

RE: Zoning Ordinance Amendment – College Township Review

Dear Board of Supervisors,

Thank you for the opportunity to review the Proposed changes to the 2021 Benner Township Zoning Ordinance. My comments and suggestions follow:

1) Legislative Findings notes consistency with the Benner Township Comprehensive Plan. If Benner Township does not have a municipal Comprehensive Plan, the Board should ensure the changes are consistent with the 2020-2030 Nittany Valley Region Comprehensive Plan. 

We would like to take this opportunity to inform the Township about the ongoing Master Planning in the Dale Summit area of College Township, located adjacent to the Benner Township line. The Township is currently collaborating closely with DPZ, CoDesign, a Planning Consulting firm hired to facilitate the completion of the Dale Summit Area Plan and subsequently implement the plan by developing a form-based code (or hybrid version) for Dale Summit.

As we progress, we will provide further information as required by the MPC when appropriate. Additionally, we would like to extend an invitation to the Board and your staff to join us during the upcoming Design Charrette. This Charrette will be held during the week of June 19 – 23, offering various opportunities for public input, including the Opening Presentation, Work-in Progress Open House, and the Closing Presentation. For more information, please refer to the attached flier.

As our valued neighbor, we sincerely hope that you can actively participate and share your invaluable thoughts with us regarding the Vision of Dale Summit. Your input is highly appreciated and we look forward to your presence at the Design Charrette.

Thank you again for the opportunity to review the draft ordinance. If you have any questions or wish to discuss anything further, please do not hesitate to contact me at (814) 231-3021 or at lschoch@collegetownship.org. Best of luck!

Sincerely,

Lindsay K. Schoch, AICP
Principal Planner
College Township
DALE SUMMIT AREA REDEVELOPMENT PLAN

SCHEDULE

Monday, June 19th
10am - 12pm: Open Studio
5:30 - 7pm: Opening Presentation

Tuesday, June 20th
10-10:30am: Open Studio
10:30am-12pm: Marketability
1:230pm: Transportation & Infrastructure
2:30 4pm: Parks, Trails, & Schools
4:6:30pm: Open Studio
5:30-7pm: Work-in-Process Open House

Wednesday, June 21st
10-10:30am: Open Studio
10:30am-12pm: Land Use & Zoning

Your Input Matters!

During the charrette, we will explore big ideas for the future of Dale Summit.

We have many different ways for you to engage.

The opening and closing presentations and the Work-in-Progress Open House are public meetings where you can get an overview of the whole project and hear about the developing ideas. The topic meetings give a chance for people interested in specific topics to discuss their issues and provide input. The current discussion...
Hi Kristy,

I’ve copied Jeff on this although this may be of no concern to him. I trust you to get this to the right folks.

Council met last evening and received public comment from the Celtic Soccer Club and heard their concern about not having access to Fogelman Field. After some back-and-forth questioning by Council, we were told by Celtic that they have no access to Fogelman Fields at all. Although I am not convinced that Celtic’s statement is 100% accurate, I do want to provide you with some immediate direction and clarity on this matter from College Township Council.

As the July 7, 2003 letter from me to Centre Soccer Association states (see attached – 2 pages), College Township has granted CSA “priority scheduling” in the use of Fogelman Fields. As of this moment, there is no sunset date at which that priority scheduling status expires. However, Council – and I – want to make clear that priority scheduling IS NOT “exclusive scheduling”. While CSA gets to select days and times for field use, all remaining available daily time slots on any partially-scheduled or fully unscheduled days can (and should) be filled with other teams/groups/uses.

College Township is appreciative of CSA’s financial contributions to the Fogelman Fields project but it is a College Township facility and, thus, open to the broader community. If there has been any exclusivity given to CSA, please immediately implement priority scheduling only for CSA.

College Township Council will be taking up this matter on an upcoming Council agenda to determine the appropriateness of continued priority scheduling for CSA.

Please let me know if I can answer any questions.

Adam Brumbaugh
Township Manager
814-231-3021
May 25, 2023

Mr. Terry Williams, Esq.
Miller Kistler & Campbell
720 S. Atherton St., STE 201
State College, PA 16801-4669

RE: Dr. and Mrs. Ralph O. Mumma; Tax Parcel 19-4-68C

Dear Mr. Williams,

I am in receipt of your letter dated May 19, 2023 concerning the above captioned property.

It does appear as if the rumor mill has been active and it likely stems from discussions by our Parks and Recreation Committee of an update to the College Township Official Map.

Based on direction provided by College Township Council at its May 18th meeting, none of the suggestions made by members of either the College Township Parks and Recreation Committee or the College Township Planning Commission will be incorporated into the upcoming update to the College Township Official Map. The Mumma property had been identified by the Parks and Recreation Committee as a potential “candidate” expansion area for the Township owned open space area known locally as Stoney Batter.

Again, Council has rejected all suggested Parks Committee and Planning Commission suggestions for the Official Map update that will be made later this year. Thus, no, the Mumma property is not being condemned – or included in the Official Map in any way – and I apologize for any undue stress rumors to the contrary may have caused your client.

Sincerely,

[Signature]

Adam Brumbaugh
Township Manager
c: College Township Council
CA-1 Minutes, Approval of
   a. May 18, 2023, Regular Meeting

CA-2 Correspondence, Receipt/Approval of
   a. Letter from Centre County Planning and Community Development Office, dated May 15, 2023, regarding West Nile Virus Program
   b. Letter from Penn Terra Engineering, Inc., dated May 24, 2023, Time Extension Request for Stocker Auto Body Shop LDP to September 8, 2023
   c. Letter from Carla Stilson, CT Council, dated May 30, 2023, regarding resignation from CT Council effective July 1, 2023

CA-3 Action Item, Approval of
   a. NONE
ATTENDEE BY –
COUNCIL:
Dustin Best, Vice Chair
D. Richard Francke
L. Eric Bernier
Susan Trainor

STAFF:
Adam T. Brumbaugh, Township Manager/Secretary
Mike Bloom, Assistant Township Manager
Don Franson, P.E., P.L.S, Township Engineer
Robert T. Long, Finance Director
Mark Gabrovsek, Zoning Officer

ABSENT:
Carla Stilson, Chair

CALL TO ORDER: Mr. Dustin Best, Vice Chair, called to order the May 18, 2023, Regular Meeting of the College Township (CT) Council at 7:00 PM and led in the Pledge of Allegiance.

PUBLIC OPEN DISCUSSION:
No Public Open Discussion items brought forward.

NEW AGENDA ITEMS:
No New Agenda Items added.

SPECIAL PRESENTATION:

SP-1 College Township 2022 Audit Presentation

Mr. Joseph Fedeli, Fiore Fedeli Snyder Carothers, LLP, offered the 2022 College Township Audit Report. He opined that the financial statements present fairly, in all material respect, the financial position of the governmental activities, each major fund, and the aggregate remaining information of the Township, as of December 31, 2022, and the respective changes in financial position for the year ended in conformity with accounting principles generally accepted in the United States of American. The overall financial position of the Township is sound and will continue to improve.

He reported the financial highlights for 2022 consisted of the following:

- Passage of the American Rescue Plan in 2021 resulted in additional federal funding in 2022 in the amount of $539,552, funds crucial to the replacement of reduced and lost revenue during the pandemic.
In April 2022, debt was incurred to provide funding for long term projects ($3.0 million) and to refinance the remaining balances of the general obligation notes issued in 2014 and 2015 ($4.7 million).

- The Commonwealth’s Redevelopment Assistance Capital Program awarded $2.437 million to the Township as Grantee. The funds were passed through to a Sub-Grantee and used for exterior improvements to a light-industrial, mixed-use facility that was necessary to increase occupancy.
- Refunds of prior year expenditures exceeded budget by $96,000.
- Two (2) grants from the Commonwealth of PA totaling $1.2 million together with required Township matching funds provided funding for a traffic light and traffic-calming project.
- Total Government Fund Balances increased by $511,000.
- Capital investment in infrastructure and equipment totaled $2.45 million.

The Audit Report outlined the 2023 Budget Highlights:

- Property tax remained at 6.1 mills for the 2023 budget year.
- Total fund balance across all funds totals 15.9% of budgeted revenue.
- Assessed values used to budget property tax revenue increased by approximately 0.7% ($3 million) from the 2022 value of $456 million, continuing the need to rely more heavily on non-property tax revenues to fund Township operations and services.
- The budget value of 1 mill of property tax equals $449,820.
- 84.6% of total budgeted expenditures is comprised of these 5 items: 1) Capital purchases and construction - $3.2 million; 2) Payroll and benefits - $2.7 million; 3) Police protection - $1.7 million; 4) 2023 Centre Region Council of Governments Budget shares - $1.5 million; and 5) Debt service - $586,000.
- Police services increased from 255 to 265 hours per week.
- Expenditures of the turn back funds totaling $822,000 for infrastructure improvements along Pike Street from Dale Street to College Avenue.
- Continued investment in pedestrian facilities.
- Consulting services to implement form based codes to replace the existing zoning in the Dale Summit Area ($125,000 of the total expected cost of $325,000 is budgeted in 2023).

Mr. Bernier made a motion to accept the 2022 College Township Audit Report.
Mr. Francke seconded the motion.
Motion carried unanimously.

PLANS:

P-1 Summit Park Sketch Plan

Mr. Franson, P.E., P.L.S, Township Engineer, reported that before Council is a Sketch Plan for Tax Parcel 19-002-029c, which proposes a subdivision consisting of 12 lots within the Summit Park Industrial Revitalization Area (IRA). The development will dedicate the rights-of-ways for Summit Industrial Park and Stewart Drive located within the Tax Parcel. Sidewalks are proposed on both sides. The University Area Joint Authority will provide sanitary sewer services to all the lots within the development. The College Township Water Authority will provide water services. Natural gas, electric, and telecom services will be extended throughout the proposed development.

The Planning Commission had the opportunity to review the Sketch Plan at their May 2, 2023, PC meeting and discussed: Sidewalks, Traffic Impacts, Open Space, and allowances in the Industrial Revitalization Area.
Mr. Robert Myers, Hawbaker Engineering, Project Engineer, offered some additional information related to sidewalk development and reviewed at what point in the process they would be required.

Mr. Ralph Stewart, Bellefonte Water Authority, offered support and cooperation of the project.

Council discussed the connection to Stewart Drive and the sidewalk installation timeline.

REPORTS:

  a. Manager’s Update

In the Manager’s Update, Mr. Brumbaugh, Township Manager, reported Council rejected the bids for the Centre Hills Village LTAC traffic-calming project at the May 4, 2023, Council meeting. Staff modified the scope of project details and rebid the project. Bids to be opened on May 26. The Township Engineer is making direct contacts with potential bidders.

Mr. Brumbaugh discussed a potential collaborative grant with the SC Borough, Penn State and College Township related to the Path to Campus. The Borough contracts with Delta Development who would assist with the grant.

He also added a sinkhole opened up in shallow stormwater basin at Fogelman field. Quotes for repair have been received.

  b. COG Regional, County, Liaisons Reports

COG Public Safety Committee: Ms. Trainor reported the COG Public Safety Committee met on May 9, 2023, and received an Emergency Medical Services Annual Update by Scott Rawson, Executive Director. They also discussed plans for a joint Alpha Firefighter/Fire Inspector position. This would be a joint position with the CR Code Agency.

Mr. Walter Schneider, Director, CR Code Agency, added they are looking at an additional four positions to be shared as an Alpha Firefighter and Fire Inspector.

COG Finance and Facilities Committee: Mr. Francke reported a joint meeting of the Finance and Facilities Committees was held on May 11, 2023, and discussed the Capital Improvement Plan 2024-2028 and the Energy Procurement Agreement.

College Township Industrial Development Authority (CTIDA): Mr. Best offered the CTIDA met on May 17, 2023, and discussed the hiring of an Executive Director.

Spring Creek Watershed Commission (SCWC): Mr. Best reported the SCWC met on May 17, 2023, and reported they now have a Treasurer, Kevin Abbey, Ferguson Township. College Township did not pay their membership invoice from 2022. The invoice will be resent.

  c. Staff/Planning Commission/Other Committees

Planning Commission (PC): The PC meeting slated for May 17, 2023, was cancelled.

  d. Diversity, Equity & Inclusion (DEI) Reports (Public Invited to Report)

Nothing to report.
CONSENT AGENDA:

CA-1 Minutes, Approval of
   a. May 1, 2023, CIP Special Meeting
   b. May 4, 2023, Regular Meeting

CA-2 Correspondence, Receipt/Approval of
   a. Email from Rachel Avila, dated May 8, 2023, regarding Cub Scouts Pack 67
   b. Letter from Centre County Commissioners, dated April 19, 2023, regarding Broadband Update
   c. Email from Wayne Pauley, dated May 10, 2023, regarding the Official Map
   d. Email from Dave Fonash, Celtic Soccer Board President, dated May 11, 2023, regarding Equitable use of Fogelman Field
   e. Invitation from Clearwater Conservancy, dated May 10, 2023, to Rockenbeck Property Open House
   f. Email from David Schulte, dated May 16, 2023, regarding Change to Official Map

CA-3 Action Item, Approval of
   a. Resolution R-23-13 CATA Local Share
   b. CTIDA Executive Director Agreement with College Township

Mr. Bernier made a correction to CA-1.b. to include the vote on the motion on OB-1.a.

Council asked to pull the following from the Consent Agenda: CA-2.b., CA-2.d., and CA-3.b.

   Ms. Trainor made a motion to accept the May 4, 2023, Consent Agenda less CA-2.b, CA-2.d., and CA-3.b. and with the correction to CA-1.b.
   Mr. Bernier seconded the motion.
   Motion carried unanimously.

CA-2.b.: Council asked Staff to send a letter of support to the Centre County Commissioners regarding their broadband initiative.

CA-2.d.: Mr. Brumbaugh offered a brief overview of the agreement with the State College Area School District and College Township regarding the fields at the Spring Creek Elementary School/Fogelman Field. A letter written on July 7, 2003, thanking Centre Soccer Association for their donation to the upgrades of the field and in recognition of this contribution, priority scheduling would be granted to Centre Soccer Association for the use of the fields. This information was passed to Centre Region Parks and Recreation who handles the scheduling of the fields. Centre Soccer has contributed approximately $200,000.00 since 2003 for upgrades to the field. Council asked to add this topic to a future agenda.

Owen Griffith, Celtic Soccer Club, Technical Director, offered they were founded in 2011. The Celtic Soccer Club has over 200 participants. They are trying to understand and determine if the 2003 letter is enforceable in terms of continued priority use of Fogelman Field. This is the best facility in the area and they are hoping to have equal/shared use of the space.

Council discussed the term priority scheduling vs. exclusivity. Mr. Brumbaugh offered that his letter in 2003 did not reflect exclusivity. Council asked that in the interim, CRPR should be notified that priority scheduling for Centre Soccer Association does not me exclusive scheduling.
Association gets select days and times for field use, all remaining available time slots should be filled with other teams/groups/uses.

Beau Cleveland, soccer parent, offered it would be great to have access to fields closer to home.

CA-3.b.: Mr. Brumbaugh offered that the search for a full-time Executive Director for the College Township Industrial Development Authority (CTIDA) is underway. In May of 2022, the Township Manager began the roll of interim Executive Director to assist the CTIDA in moving forward with the hiring of an Executive Director. The Township is reimbursed for his roll with the CTIDA. A HR search firm has been hired to move this forward. The CTIDA will use the model between the CT Water Authority and CT.

Mr. Francke made a motion to accept CA-2.b., CA-2.d., and CA-3.b. on the Consent Agenda.
Mr. Bernier seconded the motion.
Motion carried unanimously.

OLD BUSINESS:

OB-1 Shiloh Road Zoning Amendment

Mr. Mike Bloom, Assistant Township Manager, offered a short history of the Dale Summit area and efforts taken to better understand and address the issues present in the Dale Summit. Those efforts include an Economic Impact Study of Shiloh Rod Land Use Options in 2004, Evaluation & Recommendations of Dale Summit General Industrial and General Commercial Zoning Districts by 4Ward Planning in 2017, the DRAFT Dale Summit Area Plan in 2021, and the ongoing preparation of a Form-Based Code.

The DRAFT Dale Summit Area Plan established a vision for the Dale Summit. It further outlined a number of objectives and implementation strategies including the following:

- Allow for Flexibility within Regulations;
- Emphasizing Human-Scale Development;
- Regulate on Form instead of Use; and
- Add Rooftops to Drive Revitalization.

These identified objectives and implementation strategies, led CT to select a consulting team to develop some type of Form-Based Code for Dale Summit. DPZ CoDesign (DPZ) was chosen as the consultant to complete the project.

On February 1, 2023, Penn Terra Engineering, on behalf of their client, submitted a zoning amendment request to allow Planned Residential Development (PRD), mixed-use development, within the Planned Research and Business Park District (PRBD) with the multi-family residential (R3) density of 22 dwelling units per acre. The requested change is located along Shiloh Road in the Dale Summit.

Council reviewed the request and remanded it to the Planning Commission (PC). The PC discussed the zoning amendment over four meetings and at the conclusion, the PC voted 5-1 to deny the zoning amendment request.

Mr. Bloom continued; although it happens infrequently, Staff and PC have a difference of opinions on the recommended course of action on this zoning amendment request. Staff recommends support of an amendment to the PRBD district to allow multi-family (R3) uses and incorporate revisions to the PRD to move closer to what is anticipated through a Form-Based Code.
Council is asked to consider both recommendation and provide direction regarding the zoning request for Shiloh Road in the Dale Summit Area.

Council thanked PC and Staff for their thorough consideration of the request. Council was comfortable moving forward with the requested amendment as it provides an interim change to the existing zoning regulations that builds momentum toward a Form-Based Code. A consensus of Council supports Staff’s recommendation to amend the PRBD district to allow multi-family (R3) uses and incorporate revisions to PRD.

Proposed changes to the zoning ordinance to allow R3 uses to the PRBD will be brought forward to Council as a future agenda item. Council discussed remanding the DPZ modified PRD changes to the PC for consideration. Council does not feel it necessary to review those changes before going to the PC. At the conclusion of the discussion, the following motion was made.

Mr. Bernier moved to remand the DPZ-modified Planned Residential Development changes to the Planning Commission. Ms. Trainor seconded the motion. Motion carried unanimously.

Chair Best called for a recess of the meeting at 9:17 PM. Chair Best re-adjourned the meeting at 9:27 PM.

OB-2 Residential Rental Ordinance Review

Mr. Mark Gabrovsek, Zoning Officer, offered that at the April 20, 2023, CT Council meeting, Council reviewed the Residential Rental Ordinance, which was adopted and has been enforced since December of 2020. During this discussion, Council discussed strengthening the intent statement of the ordinance to better emphasize preserving affordable housing stock and single-family neighborhoods while still allowing property owners to rent their homes for additional income or create accessory dwelling units.

Staff prepared potential additions to the intent statement of the ordinance for both the short-term rentals and long-term rentals for Council’s consideration. After discussion, Council supported the proposed intent list as presented by Staff and asked Staff to prioritize as the lead in statement, the intent to preserve the character of the single-family neighborhoods, followed by the remaining intent statements. Next step, Staff will prepare a remand letter to the PC to fine-tune the revised intent statement and review the ordinance for any needed changes.

OB-3 College Township Official Map

Mr. Mike Bloom, Assistant Township Manager, offered that Council began their review of the DRAFT Official Map at the May 4, 2023, CT Council Meeting, to include a review of the DRAFT Official Map Ordinance text. Now Council is asked to review the mapping portion of the DRAFT Official Map, along with its accompanying spreadsheets. The map and spreadsheets attempt to consolidate the comments and recommendations received from Parks and Recreation Committee members and the Planning Commission into the proposed facility type defined within the ordinance text.

Mr. Bloom explained a conceptual mapping application, which will be utilized during the upcoming public review period. Council will serve as a beta tester of the application to ensure it is understandable and user-friendly in advance of the public review period.

Mr. Bloom referenced two (2) items on the Consent Agenda, CA-2.c. and CA-2.f., related to this agenda item.
Mr. Pauley, Lemont, who wrote a detailed letter to Council, CA-2.c., offered comments related to the lots he owns in the Nittany Orchards. Mr. Pauley noted that the lots in question are labeled “reserved” for parking on the DRAFT Official Map. He is not in favor of the label and requests removal of the lots from the Final Draft Official map.

Council discussed:
- Proposed pedestrian walkways added to the map by Council;
- Conceptual mapping application fixes;
- Path from Orchard Road to the Mount Nittany Medical;
- Embedding the Pedestrian Master Plan to the DRAFT Official Map;
- Motivation/rational of the comments from Parks and Recreation Committee members;
- Stream access reservations on the DRAFT Official Map;
- Official Map review process.
- The need for proposed facilities and reservations to be more fully vetted before inclusion on the Official Map, the example given was the vetting process used for the corridors in the Pedestrian Facilities Master Plan.

After discussion, a consensus of Council agreed to move forward with the DRAFT Official Map, showing elements of the existing Official Map, removing elements on the existing map that are no longer relevant, and incorporating elements of the Pedestrian Facilities Master Plan. The revised DRAFT Official Map will come back to Council to review and set a Public Hearing.

NEW BUSINESS

**NB-1 Ordinance O-23-04 Centre Region Rental Housing & Building Safety Code**

Mr. Brumbaugh, Township Manager, offered that periodically changes to the National and State Building and Code Standards necessitate updates to the exiting Centre Region Rental Housing and Building Safety Code (the code). The last update to the Code occurred in 2017.

The Centre Region Code Director provides Centre Region municipalities with the require changes to the Code and prepares a DRAFT Ordinance necessary to adopt these changes for each participating COG municipality.

Council was presented with the DRAFT CT Ordinance, O-23-04, which is the mechanism used to repeal and replace the previously adopted (2017) Code with the 2023 version of the Code. Upon adoption of O-23-04, the 2023 Code standards will become part of Chapter 152-Property Maintenance and Fire Code in the CT Code.

Mr. Walter Schneider, CR Code Agency Director, offered that this DRAFT 2023 updated Code has been advertised and gone through an extensive public comment period, as well as received input from Staff to achieve the final DRAFT before Council. Mr. Schneider walked Council through the proposed changes to the Code. He offered the three main changes fall under 1) fire alarm ordinance; 2) Chapter 7 updates; and 3) tenant and tenant rights.

Council offered that a Solicitors review of the ordinance is necessary before setting the public hearing. Council discussed and asked this item be added to the June 1, 2023, CT Council meeting to review and set a public hearing with adoption before July 1, 2023.

**STAFF INFORMATIVES:**
No *Staff Informatives* were pulled for discussion.

**OTHER MATTERS:**

Mr. Mike Bloom, Assistant Township Manager, offered that Council should hold June 5th for the next CIP review workshop and that staff is looking at dates for one additional CIP review in June.

A Diversity, Equity and Inclusion workshop to be held at the CR COG will take place next week.

**ADJOURNMENT:**

Mr. Bernier moved to adjourn the May 18, 2023, Regular College Township Council Meeting.

Chair seconded the motion.

The May 18, 2023, Regular College Township Council Meeting was adjourned at 10:51 PM.

Respectfully Submitted By,

Adam T. Brumbaugh
Township Secretary
Dear Centre County Municipal Official:

On May 1, 2023, in partnership with the Pennsylvania Department of Environmental Protection ("PaDEP"), Centre County West Nile Virus ("WNV") Program, kicked off the 2023 tick and mosquito surveillance season. While most insects provide beneficial effects, such as being part of the food web or acting as pollinators for plants, ticks and mosquitoes can become a biting nuisance or more importantly transmit diseases that can make you sick. WNV is a mosquito borne disease that produces severe neurological symptoms in approximately one percent of humans that become infected. There are approximately 60 species of mosquitoes in Pennsylvania, of these, 12 are capable of infecting humans with WNV. Each week the Centre County WNV Program collects environmental samples of tick and mosquito populations from our communities to assess disease transmission potential. Communities with mosquito and tick populations showing elevated disease risks are proactively targeted with control measures and personal protection education. Additionally, PaDEP uses the data collected to publish seasonal risk values throughout Commonwealth. Funding for the collection, testing and control of tick and mosquito populations is supported through a grant provided by PaDEP.

In Centre County in 2022 there were 5 positive tests for WNV, 0 from birds, 5 from mosquitoes, and 0 from horses. Across Pennsylvania, there were 2,817 positive tests on mosquitoes, 6 birds, and 3 horses. There were 34 human cases reported statewide.

Between May and the end of September, adult mosquito trapping will be periodically conducted in your municipality. All surveillance equipment will be labeled as to its purpose and will contain contact information. You may see Centre County WNV Program biologists collecting insects by dragging a white cloth along the edge of local parks or setting mosquito traps, to measure the risk of tick and mosquito populations transmitting diseases in Centre County. While our agency actively monitors tick and mosquito populations, all residents in our community have a shared responsibility to reduce habitat for these insects. We encourage the reduction of standing water and the creation of a tick-safe zone around your property. Further steps to prevent bites from mosquitoes and ticks include:

- Insect repellent, used properly, to keep mosquitoes and ticks off your skin. Now recommended is the use of repellents that are EPA approved containing DEET, picaridin, or oil of lemon eucalyptus, and adults should help apply repellents to children under 12.
• Wear long-sleeve shirts, long pants, and socks to keep bugs off your skin.

• Perform daily tick checks after being outdoors, even in your own yard. Inspect all parts of your body carefully, including your armpits, scalp, and groin. Remove ticks immediately using fine-tipped tweezers.

• Early morning, late afternoon, and early evening are peak biting times for mosquitoes that spread West Nile virus. It’s especially important to use repellent if you’re outdoors at these times.

• Mosquitoes lay their eggs in water, even in small containers. Walk around the outside of your home at least once a week and empty any water that’s collected in toys, pet food and water bowls, bird baths, buckets, and other objects. Check under bushes and other hard-to-see places. Get rid of old tires and other objects that can collect water.

• Create a tick-safe zone around your home. For example: remove leaf litter and clear grasses and brush around your home and the edge of the lawn, and place mulch between lawns and wooded areas to keep ticks off the places you work and play the most.

• Check for and repair holes in window and door screens.

If you have any questions, concerns, or comments, please contact the County Planning & Community Development Office. The Pennsylvania Department of Health website www.westnile.state.pa.us contains more information, as well as up to date local and statewide surveillance results during the mosquito season.

The Centre County Surveillance and Control Program will not be accepting dead birds for testing due to avian influenza (HPAI) in Pennsylvania and its potentially devastating effect on wild and domestic birds. This will be in effect until such time as HPAI is deemed to be no longer a problem. In cases of five or more dead birds at one site, reports can be forwarded to the Pennsylvania Game Commission at: 610-926-3136 or to: pcgwildlifeflight@pa.gov.

Sincerely,
CENTRE COUNTY MOSQUITO DISEASE CONTROL

WAYNE A. LAUBSCHER

BY: Wayne Laubscher, Centre County WNV Program Coordinator
(814) 404-4012 cell
wnlaubscher@centrecountypa.gov
May 24, 2023

College Township Council
1481 East College Avenue
State College, PA 16801

RE: Time Extension Request for Stocker Body Shop LDP

Dear Council Members:

On behalf of my Client, Stocker Chevrolet, I am requesting a 90-day time extension to meet the conditions of approval for the Stocker Auto Body Shop Preliminary/Final Land Development Plan. The current recording deadline is June 10, 2023. With this extension, the new recording deadline will be September 8, 2023.

Enclosed is a check for $2784.38.

If you have any questions or need additional information, please contact me at the phone above, extension 310.

Sincerely,

Mark Torretti
Project Manager

attachments

cc: Stocker Chevrolet
    Joe Green, Esq. Lee, Green & Reiter
    21155.06, General File
May 30, 2023

Dear Members of College Township Council, Manager, and Staff,

I write this letter to inform my dear colleagues that due to personal reasons I will resign from my position as council member effective July 1, 2023. I wish to relinquish my position as chairperson at the conclusion of our next meeting, June 1st. I plan to attend my COG committees during the month of June, but will not be in attendance at the June 15th council meeting.

Thank you all for your professionalism, thoughtfulness, and dedication to democracy. I have been blessed over this past decade to be part of this truly positive organization that in its daily work marches toward the will of its community. It has been an honor and an education beyond compare.

I look forward to engaging with local government in less official ways during this next season of my life. Please feel free to reach out and keep in touch.

With much gratitude,

Carla Stilson
MEMORANDUM

To: College Township Council
Thru: Adam Brumbaugh, Township Manager
From: Don Franson, Township Engineer

Re: Centre Hills Village Traffic Calming Rebid Results

Date: May 29, 2023

At the request of Council, a rebid of this project was set up. The reasons for the rebid were the lack of bidders (only one bid received) and the bid amount of $171,580.00, being much higher than expected. The rebid was set up so that there was a base bid amount for 14 speed humps, a bid alternate 1 for 10 speed humps, and a bid alternate 2 for 8 speed humps. Also, for the rebid the use of thermoplastic pavement markings was replaced with paint. On May 26, 2023 at 2:00PM, the three bids received for the traffic-calming project at Oak Ridge Avenue and Shamrock Avenue were opened. Below are the bid results.

<table>
<thead>
<tr>
<th>Bidder</th>
<th>Base Bid, 14 speed humps</th>
<th>Bid Alternate #1, 10 speed humps</th>
<th>Bid Alternate #2, 8 speed humps</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mid State Paving</td>
<td>$103,477.00</td>
<td>$79,953.00</td>
<td>$70,177.00</td>
</tr>
<tr>
<td>HRI</td>
<td>$137,566.00</td>
<td>$106,302.00</td>
<td>$90,870.00</td>
</tr>
<tr>
<td>GOH</td>
<td>$153,394.00</td>
<td>$113,810.00</td>
<td>$94,018.00</td>
</tr>
</tbody>
</table>

The funding available for the project include $80,000 from the 2023 construction fund and approximately $22,000 from money received from Aspen Heights for traffic calming.

I recommend the following motion:

Suggested Motion:  
I move to award the Centre Hills Village Traffic Calming Base Bid to Mid State Paving in the amount of $103,477.00.
MEMORANDUM

To: College Township Council

Thru: Adam Brumbaugh, Township Manager

From: Donald M. Franson, P.E., P.L.S, Township Engineer

Re: Shiloh Road Zoning Change

Date: May 30, 2023

Introduction:

On May 18, 2023, the College Township Council held a discussion regarding including Multifamily (R3) uses in the Planned Research and Business Park District (PRBD) to allow for the expansion of uses, including Planned Residential Developments (PRD).

What is proposed:

As a result of the discussion, the College Township Council directed staff to draft ordinance language which would outline how multi-family (R3) uses can be permitted in the PRBD. Staff prepared the ordinance which includes:

- Prepared introductory ordinance language.
- Where “working environment” is noted, staff included “living”/working, to better show the intent behind permitting housing in the PRDB.
- Capitalized “Centre Region”
- Included in the intent: “To allow residential development, which may invite more mixed-use development”.
- Allowed all uses permitted in the Multifamily Residential Zoning District (R3).
- Fixed spelling of “Drive-thru”.
- Better worded section regarding Height to make the statement more clear.
- Included Parking Standards for Residential Structures per the requirements in the Zoning Ordinance.
- Included language pertaining to the updating/reviewing of phasing plans on an annual basis.
Next Steps:

Please note the changes are substantive, as we are including a new use in a zoning district, however, not many other changes are being proposed at this time to the PRBD section of the zoning ordinance. In order to expand the potential uses in the PRBD and allow some flexibility in development, the Planned Residential Development (PRD) is being remanded to the Planning Commission, outlining the changes that the Planning Consultant DPZ CoDesign, made to the PRD ordinance for consideration.

Requested Action:

Staff is requesting Council discuss the items outlined above, propose any further changes to the ordinance, and then set a public hearing for August 17, 2023. Once a Public Hearing is scheduled, staff will move forward through the process, ensuring the Centre Regional Planning Agency and Commission has the opportunity to review the changes, and since this change is impacting the Multifamily Residential uses, staff will also notify Patton Township of the changes, since we share R3 and Industrial uses across municipal boundaries.
COLLEGE TOWNSHIP
CENTRE COUNTY, PENNSYLVANIA

ORDINANCE NO. O-23-05
AMENDMENT TO CHAPTER 200 – ZONING

AN ORDINANCE OF THE TOWNSHIP OF COLLEGE, CENTRE COUNTY, PENNSYLVANIA
AMENDING CHAPTER 200, ZONING BY PERMITTING MULTI-FAMILY RESIDENTIAL
USES IN THE PLANNED RESEARCH AND BUSINESS PARK DISTRICT.

GENERAL REFERENCES:
Chapter 145 – Planned Residential Development
Chapter 175 – Stormwater Management
Chapter 177 – Streets and Sidewalks
Chapter 180 – Subdivision and Land Development

BE IT RESOLVED AND ORDAINED, by the College Township Council, Centre County, Pennsylvania and the authority of the same, does hereby adopt, made this ________ day of 2023, by amending the Code of the Township of College, Pennsylvania with the amendment of permitted multi-family residential uses in the Planned Research and Business Park

WHEREAS, pursuant to the Pennsylvania Municipalities Planning Code, a purpose of zoning is to provide for the use of land within the municipality for residential housing of various dwelling types encompassing all basic forms of housing, including single-family and two-family dwellings, and a reasonable range of multifamily dwellings in various arrangements, mobile homes and mobile home parks, provided however, that no zoning ordinance shall be deemed invalid for the failure to provide for any other specific dwelling types;

WHEREAS, pursuant to the Pennsylvania Municipalities Planning Code, zoning shall accommodate reasonable overall community growth, including population and employment growth, and opportunities for development of a variety of residential dwelling types and nonresidential uses.

WHEREAS, the Council of the Township of College has given due public notice of hearings of the proposed ordinance;

SECTION 1. ORDINANCE AMENDMENTS

A. Intent.

(1) It is the intent of the Planned Research and Business Park Districts (PRBD) to provide for development of research and business parks that, while meeting applicable building, health and safety standards, also foster innovative building and open space massing resulting in an aesthetically attractive working/living environment; provide for the preservation and protection of natural resources and the effective use of land and materials; foster internal and external educational, business and research relationships to enhance the economic stability of the Center Region; and provide the flexibility to adapt to changes in markets and technologies.

(2) In addition, the PRBD District is intended to achieve the following objectives:
(a) To provide for screening, landscaping, signing and lighting.

(b) To provide efficient, safe and aesthetic land development.

(c) To provide for adequate light and air, proper building arrangements and minimum adverse effect on surrounding property and to preserve existing topography, trees, amenities, landmarks and natural features.

(d) To develop proper safeguards to minimize the impact on the environment, including but not limited to minimizing soil erosion and sedimentation, air and water pollution and noise levels.

(e) To ensure the provision of adequate water supply, drainage and stormwater management, sanitary facilities and other utilities and services.

(f) To provide this type of development with infrastructure and services supplied by the Township and public authorities.

(g) To allow residential development which may invite more mixed-use development.

B. General requirements.

(1) Design and improvements. The design and physical improvements to the property being developed shall be provided by the developer as shown on the approved plan in accordance with the requirements of this chapter. Unless specifically waived or superseded by this chapter, all parks must comply with all requirements of Chapter 180, Subdivision of Land; Chapter 175, Stormwater Management; Chapter 177, Streets and Sidewalks; and other ordinances and regulations of College Township, as amended.

(2) Location. A park can be constructed in districts so designated on the Official Zoning Map, and such park shall be adjacent to and have the primary vehicle access to an arterial street.

(3) Size. A proposed park shall have no maximum acreage limit but shall contain no less than 35 acres of total land area. The unit of analysis for a development shall be a land planning unit with a maximum size of 300 acres. The land planning unit establishes the maximum size for the calculation of FAR. [Amended 3-19-2015 by Ord. No. O-15-03]

(4) Ownership. All land contained in a proposed park must be filed by a single landowner and be developed as a single entity. The lands of a proposed park may be subdivided into lots smaller than 35 acres and may be sold or leased to entities other than the developer. [Amended 3-19-2015 by Ord. No. O-15-03]

(5) Plan requirements. A land development and/or subdivision plan shall be submitted for the entire area of the established land planning unit pursuant to Article IV of Chapter 180, Subdivision of Land. However, if a master plan is submitted, reviewed, and approved by College Township pursuant to § 200-27.1H (Master Plan), land development and/or subdivision plans can be submitted for each individual building, including expansion thereof. [Added 3-19-2015 by Ord. No. O-15-03]

C. Permitted uses. Land and structures in a park may only be used for the following:

(1) Primary uses:

(a) Public and private institutions of higher education.

(b) Research, engineering, and testing laboratories. [Amended 6-17-2010 by Ord. No. O-10-02; 3-19-2015 by Ord. No. O-15-03]

(d) Business incubators.


(f) Pilot plants, given that they do not exceed 75,000 square feet in gross floor area for any given pilot plant. [Amended 6-17-2010 by Ord. No. O-10-02]

(g) Data centers. [Amended 3-19-2015 by Ord. No. O-15-03]


(j) Any other facilities reasonably related to the intent of the PRBD as established by the property owner, provided that these uses are specifically reviewed and approved by both the property owner and College Township Zoning Officer. [Added 3-19-2015 by Ord. No. O-15-03]

(k) All uses permitted in the Multifamily Residential (R-3) Zoning District

(2) Limited uses. Limited uses constructed in any phase cannot exceed the maximum for the total proposed FAR as noted on the approved preliminary plan or master plan for the park. [Amended 6-17-2010 by Ord. No. O-10-02; 3-19-2015 by Ord. No. O-15-03]

(a) Hotels, motels, inns, and similar public lodging facilities.

(b) Conference facilities, meeting rooms and places of assembly.

(c) Eating and drinking establishments.

(d) Retail and service establishments.

(e) Child and adult day-care centers; see § 200-11E. [Amended 2-18-2016 by Ord. No. O-16-02]

(f) Indoor recreational facility.

(g) Limited uses shall be restricted to a maximum of 35% of the total FAR shown on the approved preliminary plan.

(3) Accessory uses.

(a) Open space improvements and facilities.

(b) Active recreational structures and fitness facilities.

(e) Caretaker residences.

(d) Other incidental operations required to maintain or support a primary or limited use, such as but not limited to maintenance shops, central energy facilities, solar energy systems, and wastewater treatment facilities. [Amended 8-18-2016 by Ord. No. O-16-04]

(4) Drive-through facilities as either a primary, limited or accessory use are prohibited. [Added 6-17-2010 by Ord. No. O-10-02; amended 3-19-2015 by Ord. No. O-15-03]

D. Dimensional requirements.
(1) Density. There shall be no minimum area requirements for individual lots or building sites contained in a land planning unit. However, the density of development shall not exceed 0.40 FAR in any land planning unit.

(2) Maximum coverage.

(a) Maximum building coverage. The total ground floor area of all buildings and structures shall not exceed 35% of the total land area of the park.

(b) Maximum impervious surfaces shall in developments of 50 to 100 acres, not to exceed 60%, and in developments of 100 plus acres, not exceed to 65% of the total land area of the park.

(3) Height. The height of all buildings within 200 feet of the boundary of the park shall not exceed the maximum height permitted in any adjoining zoning district. When the building is located within 200 feet of more than one adjoining zoning district, the height shall not exceed the lowest maximum height allowed in any adjoining district.

(4) Perimeter requirements. The park shall be designed to avoid adverse influences and impacts on surrounding properties. Required setbacks from perimeter boundaries shall be 50 feet for structures and 25 feet for parking areas. Entry features are excluded from setback requirements, provided that they meet requirements of this chapter and Chapter 180, Subdivision of Land, as amended. [Amended 6-17-2010 by Ord. No. O-10-02]

(5) Interior setbacks. Interior setbacks must be proposed by the developer and shown on the preliminary plan and will be approved by College Township Council, as a part of the preliminary plan approval. These setbacks must be consistent with the park's design and intent. Different setbacks may be established for building and/or parking.

E. Open space requirements.

(1) A minimum of 30% of the gross area of the park shall be devoted to open space.

(2) At least 50% of the required open space shall be contiguous.

(3) The Township Council may accept dedication of all or part of the open space shown on plan, provided that:

(a) The land so dedicated is contiguous.

(b) The Council may require that no less than 50% of the land so dedicated shall be located outside of a floodplain shall not be subject to seasonal flooding and shall have a finished grade not exceeding an average existing grade of the land.

(4) For purposes of calculating required acreages specified herein, open space shall not include land occupied by streets, driveways, parking spaces and buildings or structures, other than recreational structures.

F. Environmental design. The environmental design scheme of the park shall be laid out in such a fashion so that all of the elements listed below are incorporated into a harmonious and aesthetically pleasing design. Consideration should be given to the overall character of the development and its visual effect on adjacent uses as well as the tenants of the development, residents of the Township and Centre Region at large.

(1) Existing trees should be inventoried and preserved whenever possible. Existing stands of mature, healthy trees, hedgerows, waterways historic sites, scenic points, views and vistas and other community
assets and landmarks should be preserved.

(2) The park should be designed to minimize grading and other changes to the natural terrain. All graded slopes should blend with the surrounding terrain and development.

(3) All landscaping shall be in conformance with an overall landscaping plan and unifying concept for the development.

(4) The park shall conform to the regulations contained in this chapter concerning floodplain conservation, slope controls, nuisance standards, outdoor storage, waste and sewage disposal, illumination, landscaping, historic properties and temporary uses.

(5) The park shall conform to the regulations on erosion and grading control contained in Chapter 180, Subdivision of Land, as amended.

(6) The park shall conform to the requirements of Chapter 175, Stormwater Management, as amended.

G. Traffic, parking and pedestrian access.

(1) A park shall have an internal system of public streets with the major access to the site be linked to a designated arterial street, such link shall be based on the size and classification warranted by the landowner's transportation impact report.

(2) All streets in the park shall conform to all standards contained in Chapter 177, Streets and Sidewalks, and Chapter 180, Subdivision of Land, as amended, prior to dedication to the Township.

(3) The need for secondary access for emergency vehicle use will be shown at the time of preliminary plan approval and can be provided by a second entrance or an approved alternative solution to the park.

(4) Parking.

(a) Motor vehicle access and off-street parking shall be provided as required in this chapter to correspond with the development phases specified in the preliminary plan, with the exception of parking requirement ratios listed in Subsection G(4)(d) below, within the park. Parking requirements for institutions of higher education shall be based upon the principal use of the building or structure.

(b) Reservation and siting of the excepted parking areas shall be recorded as a condition in the preliminary plan but may be constructed in stages to correspond with employment growth at the site. Submissions shall contain the landowner's plan for phasing and monitoring of employment growth. All parking as required in this section shall be constructed within five years following final plan approval; however, an amendment to the parking phasing may be granted to extend the accepted parking phasing.

(c) The applicant may also submit a plan for alternative on-site and/or off-site parking locations for the limited uses, as defined, which provide shared or substitute parking for up to 25% of the required parking. Plans should include methods of transportation linkage to alternative location and means of implementing and monitoring off-site parking. All approved plans for alternative parking shall be recorded as a condition in the preliminary plan in the form of declarations of covenants.

(d) Excepted parking shall be provided according to the following ratios:

[1] (Reserved)


[3] Research and development uses, including laboratories, offices and other facilities for basic and/or
applied research; business incubators; and pilot plants: one space per 550 gross square feet.

Light manufacturing and production or assembly of prototype products: one space per 625 gross square feet.

Residential structures: 2 per dwelling unit for the first 50 units; 1.5 per dwelling unit for additional unit over 50 units (per Att 200-20 Attachment 20 – Table of Required Parking Spaces)

In order to provide flexibility in parking lot landscaping, foster innovative design and create an aesthetically attractive working/living environment that reduces heat, glare, and visual expansiveness, the parking lot landscaping requirements may be varied. The amount of landscaped open space and materials used shall not be less than what is required in this chapter. The parking lot landscape design shall be at the discretion of the Township pursuant to an approved preliminary plan. [Added 4-9-1992 by Ord. No. O-92-05]

Pedestrian access. A system of pedestrian access, in the form of paved sidewalks or interior walkways, shall be provided to allow walking between every use, structure or recreational facility and shall be connected with existing sidewalks and walkways adjacent to the park. Sidewalks shall be designed in conformance with the construction standards in Chapter 177, Streets and Sidewalks, and Chapter 180, Subdivision of Land, as amended. At the discretion of the Council, interior walkways may be constructed from materials other than those outlined in Chapter 180, Subdivision of Land.

Bike path. Bike paths shall be required along arterial and collector streets within and adjacent to the development. The bike path must connect to an internal network of bike paths, which are separate from the walkway system mentioned above, servicing the development.

H. Master plan. A developer has the option of submitting a master plan for a park prior to submitting land development/subdivision plans. If a master plan is submitted, the developer will not be required to submit land development and/or subdivision plans for the entire land planning unit. The following information shall comprise the content of a master plan pursuant to the following: [Added 3-19-2015 by Ord. No. O-15-03]

(a) Narrative statement. A written statement, including the following:

1. A statement of the ownership of all of the land within the park, including items such as plans to lease or subdivide land.

2. An explanation of the design pattern of the park.

3. A statement describing any proposed innovative design concepts included in the plan.

4. A description of the form of organization proposed to own and maintain the open space recreational facilities and structures or other facilities, if any.

5. A description of proposals to preserve natural features and existing amenities, and a statement of conceptual landscaping designs.

6. A statement describing stormwater management methods to be employed.

(b) A site plan identifying the following:

1. Boundaries of the land planning unit.
Identification of developable areas and required open space areas.

Identification of approximate location of internal private and/or public street networks, including pedestrian and bicycle travel patterns.

Identification of buildable areas, including potential gross floor area and height (in floors) of buildings.

Approximate locations of parking lot and/or structure locations, including approximate number of spaces.

Perimeter setbacks. In addition, setbacks and/or building separations should be listed and shown on the site plan.

(c) Overall square footage of proposed buildings, including a list of proposed uses broken into primary or limited uses.

(d) Phasing schedule.

(2) A stormwater management plan identifying areas of detention, retention and infiltration of stormwater. In addition, Council may require stormwater calculations showing that the areas identified are sufficient to meet the stormwater requirements of Chapter 175 of this Code for the purpose specified in this plan.

(3) A transportation impact report shall be required as part of the master plan. The content of such shall be that which identifies overall potential traffic volumes on adjacent streets and intersections. The report shall also study any internal impacts to public streets.

(4) Review of the master plan shall be done in the same manner as that described for the preliminary plan pursuant to § 180-8.

(5) Master plan compliance. Individual preliminary/final land development or subdivision plans shall be permitted to vary from the master plan. The following shall be thresholds that, if exceeded, shall constitute the need for a revised master plan:

(a) The area of the open space delineated on the master plan is reduced by 5% or more (as percentage of total open space);

(b) The location of the open space is changed in an amount that exceeds 5% as a percentage of total open space;

(c) Gross floor area of all buildings exceeds that which was approved on the master plan by 5% or more; or

(d) The location of access points onto a public collector or arterial street is changed.

(6) Master plan revisions. Land developments and/or subdivisions that exceed the thresholds listed above for master plan compliance will necessitate submittal of revised master plan documents potentially including traffic and stormwater reports.

I. Phasing and scheduling.

(1) A phase of a park shall be able to function independently of the undeveloped phases while being compatible with adjacent or neighboring land uses, even if the remainder of the park were to be discontinued and the plan abandoned.

(2) If a park is to be developed in phases, over a period of years and according to an approved schedule, the gross density of any phase, or in combination with previously developed phases, shall not exceed the
maximum allowed density of the total park.

(3) The Phasing Plan shall be reviewed on an annual basis and updated as the development of the park progresses.

SECTION 2. SEVERABILITY

If any sentence or clause, section, or part of this ordinance is found to be unconstitutional, illegal or invalid, such findings shall not affect or impair any of the remaining parts of this ordinance. It is hereby declared to be the intent that this ordinance would have been adopted had such part not be included.

SECTION 3. EFFECTIVE DATE

This ordinance shall take effect five (5) days after enactment.

ENACTED AND ORDAINED, this _____ day of _________________ 2023, by the College Township Council, Centre County, Pennsylvania.

ATTEST: COLLEGE TOWNSHIP COUNCIL

____________________________  ________________________________________________
Adam T. Brumbaugh, Manager/Secretary   Carla Stilson, Chairwoman
MEMORANDUM

To: College Township Council
From: Amy J. Kerner, P.E., Public Works Director
Thru: Adam Brumbaugh, Township Manager
Re: Mt. Nittany Road/Shale Pit Parking Update
Date: May 30, 2023
There is some confusion as to what Stoney Batter Natural Area (SBNA) refers with some believing that it is the access road that begins at the terminus of Mt. Nittany Road. However, SBNA is a Township park and represents a portion of the 32.90 acres shown on the GIS map (See Above Map No. 1). The remaining area encompasses the 'shale pit' located on West Mt. Nittany Road. Map No. 2 (taken from County GIS in 2020) shows there is no direct access from SBNA to Mt. Nittany Road Right-of-Way. When the land was owned by Lemont Water Company (LWC), Parcel 19-004-068C-000 was subdivided and sold to Mumma (530 Mt Nittany Rd) and this deed includes a 300’ travel easement along the property lines of LWC and Loerch (600 Mt Nittany Rd). Although no specific easement description has been found, it is assumed that LWC retained access rights and when LWC sold to College Township, the rights transferred. (See Map No. 2).

In 2020, concerns about parking and safety were raised due to consistently illegally parked cars which caused congestion and constricted the access with potential delay in response by emergency vehicles. Several photos were submitted that depicted the various concerns.
Note: All of the cars in this photo are parking against traffic which is a vehicle code violation.
In 2020, the following suggestions were presented to Council for consideration:

1. Create additional head-in parking from the trailhead down to the Bell’s property (521 Mt. Nittany Road). Many of the trees along the road are Ash and have died or are declining.  
   *Note: No ordinance was found for the dedication/acceptance of Mt. Nittany Road (MNR), but GIS mapping shows a 40’ Right-of-Way and 16’ cartway. Care would be needed to not extend beyond the 40’ Right-of-Way and encroach upon private property.*

2. Consider posting both sides of Mt Nittany Road as No Parking Anytime from the Bell’s property to and including the current No Parking Anytime zone near Pearl Lane.

3. Designate all of the Shale Pit for parking which would require the Township to find an alternate site for material storage.

Staff was directed to implement #2 and #3 and the photos below depict these actions.

**Signage to create a turn-around at the Trail Head**
NO PARKING ANYTIME along south side of Mt. Nittany Rd from Pearl Lane to the Trail Head.

NO PARKING ANYTIME along north side of Mt. Nittany Rd from Pearl Lane to Bell Property
From the Bell Property to the Trail Head there are approximately 8 head-in and 5 parallel parking spaces, all of which are located along the Duckworth property.

Additional parking was established in the shale pit by dividing the area, placing concrete blocks and painting approximately 18 spaces. A gate was installed on the “Township” side to be closed in the event people parked on that side during work hours and impeded Township operations.
Since 2020, the Township has not experienced any impedance of operations and has never had to close the gate. It has since been removed/repurposed. Additionally, Council had requested that Parks & Rec Committee standardize signs for No Parking between dusk and dawn. All of the signs at the Shale Pit have been re-arranged to send a clear message of where to park and when.
The required width for Fire Apparatus Access is found in Codification Chapter 180, Section 16.2, Subdivision and Land Development. Although it does not specifically note requirements for a two-lane road, it does note the minimum requirement for boulevard lane which is 12 feet. Referencing the GIS mapping and a cartway width of Mt. Nittany Road is 16 feet.

The last item of information for this update is enforcement efforts. A report was requested and will be forwarded when received.

Council is asked to receive and discuss this update.
MEMORANDUM

To: College Township Council

From: Adam Brumbaugh, Township Manager

Re: Centre County Trout Unlimited DEP Grant; Request for Support – Millbrook Marsh project

Date: 05/30/2023

Mr. Ford Stryker, representing the Centre County Chapter of Trout Unlimited (TU), recently contacted College Township requesting support for TU’s grant application to PA DEP for a substantial project in Millbrook Marsh along Slab Cabin Run.

This project is focused on providing structures to limit erosion of the stream banks and on reconnecting the stream with the floodplain in the marsh during high water events. According to grant materials provided by TU, reconnecting Slab Cabin Run with floodplain will serve to moderate downstream peak flows from significant storm events. Because College Township owns property in the proposed project area, the Township is being asked to provide a “Landowner Letter of Commitment” as part of TU’s grant application in support of the project. Note that if the grant is awarded to TU, and because the Township is a landowner of record, a separate “Landowner – Grantee Agreement” will need to be executed to provide for on-going maintenance of stream bank structures constructed as part of the project.

TU is seeking a DEP grant for over $300,000 in support of a total project in excess of $470,000, and, assuming the grant is awarded, the project would be under construction in 2024-2025. Access paths for the work will be coordinated with CRPR with the idea that they can be used for anticipated boardwalk construction in the future. All disturbed areas would be restored in consultation with CRPR.

A secondary element of TU’s project involves additional restoration work in the Marsh involving invasive species removal, creating/repairing Woodcock habitat and the creation of a pollinator plot. TU has requested consideration by College Township for funding of the $7,500.00 cost for the pollinator plot project.

Council should review the materials included in the agenda packet and consider the following motion:

“Move to authorize the Township Manager to execute the Landowner Letter of Commitment in support of Trout Unlimited’s PA DEP grant application. College Township acknowledges that should the grant be awarded, an additional Landowner – Grantee Agreement will be executed to ensure on-going maintenance and upkeep of project elements.”
Additionally, Council should discuss the request by TU to fund the pollinator plot for $7,500.00. Should Council be supportive of making this commitment, the following motion can be considered:

“Move to commit to fund pollinator plot work in Millbrook Marsh in conjunction with Trout Unlimited’s DEP grant work in an amount not to exceed $7,500.00. Should Trout Unlimited not receive the DEP grant, no funding will be provided by College Township for this work.”

End of memo.
LANDOWNER LETTER OF COMMITMENT

I, ____________________________ (property owner) do hereby authorize and agree to permit Trout Unlimited Spring Creek Ch. ___ (Applicant) to enter my property, with the intent to design and/or install Conservation Practices/Best Management Practices (CP/BMPs) on my property for the purpose of improving water quality on Slab Cabin Run ____________________________ (specific waterway).

I understand that if an Environmental Stewardship and Watershed Protection (Growing Greener) grant award is made by DEP, I will be required to execute a Landowner–Grantee Agreement with an Operation and Maintenance Plan. This Agreement will identify specific maintenance tasks and the parties that will be responsible to perform those tasks to ensure that the CP/BMP is properly maintained.

______________________________  ____________________________
Property Owner Signature          Applicant Signature

______________________________  ____________________________
Property Owner Name (Printed)      Applicant Signature (Printed)

______________________________  ____________________________
Date                                Date
June 1, 2023

Pennsylvania, Department of Environmental Protection
Rachel Carson State Office Building
400 Market Street
Harrisburg, PA 17101

Re: Letter of Commitment for:
Growing Greener 2023, Watershed Restoration Slab Cabin Run in Millbrook Marsh.

To whom it may concern,

I am writing to confirm the College Township’s financial commitment to the above referenced project. The Conservancy has budgeted support as follows:

- Pollinator Plot: $7,500

The Spring Creek Chapter of Trout Unlimited (SCCTU) is the grantee for this grant. College Township has had a long-standing partnership with SCCTU to assist them on many of their projects. We are pleased to be able to assist on this project.

Sincerely,

Adam Brumbaugh
Township Manager

cc: College Township Council
Centre Region Parks and Recreation Authority
### BMP SUMMARY

<table>
<thead>
<tr>
<th>Structure</th>
<th>Quantity</th>
<th>Length (ft.)</th>
<th>Bank Height (ft.)</th>
<th>Erosion Rate/yr-ft.</th>
<th>Sediment ft³/yr</th>
<th>Yards yr</th>
<th>Lbs</th>
<th>Tri Axial Loads/yr</th>
<th>N lbs/yr</th>
<th>P lbs/yr</th>
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<td>Cross Vanes - L</td>
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<td>7</td>
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<td>63.00</td>
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<td>0.19</td>
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<td>9</td>
<td>2</td>
<td>0.1</td>
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<td>0.13</td>
<td>2.39</td>
<td>0.44</td>
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**Total**

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<tr>
<th>Sources</th>
<th>Sediment (kg)</th>
<th>Total Nitrogen (kg)</th>
<th>Total Phosphorus (kg)</th>
<th>Slab Cabin Run - Millbrook Marsh</th>
<th>Structure Reductions</th>
<th>Sediment LBS</th>
<th>Nitrogen LBS</th>
<th>Phosphorus LBS</th>
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<td>Cropland</td>
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<td>843251.76 LBS</td>
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<td>Wetlands</td>
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<td>Open Land</td>
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<td>Medium-Density Mixed</td>
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<td>High-Density Mixed</td>
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<td>Low-Density Open Space</td>
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<td>Farm Animals</td>
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<td>Stream Bank Erosion</td>
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<td>Subsurface Flow</td>
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* % Nitrogen and Phosphorus based on Stroud WikiWatershed Model My Watershed calculations. The calculation assumes the soil content is the same as indicated in the model and is calculated for the specific area of the site and the percentage of nitrogen and phosphorus in soil avoiced by stream erosion. It is also based cubic area of erosion avoided by each structure and the soil wet weight.
<table>
<thead>
<tr>
<th>Category</th>
<th>Value 1</th>
<th>Value 2</th>
<th>Value 3</th>
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<tbody>
<tr>
<td>Point Sources</td>
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<tr>
<td>Septic Systems</td>
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<tr>
<td>Stream Bank</td>
<td>5150745.7</td>
<td>0.085116%</td>
<td>0.01579434%</td>
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</tbody>
</table>
Slab Cabin Run - Millbrook Marsh
College Township, Centre County
Site Planning Map - r vierck 5-4-2023

Legend

- Mudsills (28)
  - 1626 ft.
- Brush Mattresses (8)
  - 537 ft.
- Remove/Reuse Debris
- Rock Toe
  - 86 ft.
- Bank Grading
  - 99 ft.
- Log Vanes
- Cross Vanes
- Repair Cross Vanes
- Log Toe (1)
  - 50 ft.
- Restored Riffles
  - 2
- Log Walls
  - 2
- Random Boulder Clusters
  - 20
- Pollinator Plot
  - 3.0 acres
- Woodcock Meadow
  - 1.8 acres
- Invasive Removal
  - 3.4 acres
- Length of Project
  - 4,409 ft.

Flow

400 feet
LANDOWNER – GRANTEE AGREEMENT

This Agreement, made this ____________________________
(Date)

by College Township

____________________________________________________
(Landowner(s))

residing at 1481 E College Avenue, telephone # 814-231-3021

____________________________________________________
State College, PA 1680 (city) (ZIP)

and Spring Creek Chapter Trout Unlimited
(Grantee)

Project description: Watershed Restoration Slab Cabin Run in Millbrook Marsh

The Project is located at: 1100 Puddintown Road, State College, PA 16801

Latitude: 40.818284 Longitude: -77.833375

Section 1 – Agreement Provisions

A. In consideration of the benefits that incur from the investment in the property, and/or monies received, the Grantee and the undersigned Landowner agree to participate in the Pennsylvania Department of Environmental Protection ("PA DEP") Grant Program and comply with the terms set forth in this Agreement.

B. Landowner represents and agrees that he/she is the sole owner of the real property on which the Project is to be performed, or has secured a sufficient property interest, including any easements or right-of-ways, necessary to grant access for the completion and maintenance of the Project. A map of the Project site, including adjacent streams and roads, is attached hereto as Exhibit A ("Premises").

1. Landowner agrees that the PA DEP and/or Grantee, its employees, agents and contractors shall have the right to enter upon the Premises to perform the work described in "Attachment D, Scope of Work" of the DEP Grant Agreement. The right to enter shall also include periodic monitoring visits for the life of this Agreement.

2. By offering the Premises for implementation of this Project, Landowner agrees to allow access, design preparation and implementation and repair of the Project for the duration of construction and for the time period identified in Section 1, Paragraph B (11) of this Agreement.
3. Grantee agrees that the Conservation Practices/Best Management Practices ("CP/BMPs") needed to correct the problems identified in "Attachment D, Scope of Work" of the DEP Grant Agreement shall be performed according to the (Check all that apply):

- a) The NRCS Pennsylvania Field Office Technical Guide,
- b) The Guidelines for Natural Stream Channel Design in Pennsylvania,
- c) The USDA NRCS National Engineering Handbook,
- d) A Handbook for Constructed Wetlands, Volume 4, Coalmine Drainage,
- f) Plans developed by or certified by a Registered Professional Engineer and approved by PA DEP,
- g) Manure Management or Nutrient Management plan developed for the operation.

4. The CP/BMPs shall be maintained pursuant to Section 2, Paragraph C of this Agreement.

5. The ☑️ Landowner ☑️ Grantee shall be responsible for adherence to the standards set forth in Section 2, Paragraph C and shall not act in any manner inconsistent with the terms of this Agreement.

6. The ☑️ Landowner ☑️ Grantee agrees not to destroy, alter or modify the CP/BMPs, except to perform needed repairs, for the period covered by this Agreement, nor to undertake any action on land under the Landowner's control which tends to defeat the purposes of this Agreement.

7. Any marketable credits toward nutrient effluent limits (nutrient reduction credits) that may be realized on account of the Commonwealth funded portion of this Project and recognized by the DEP, are the property of the Commonwealth of PA, which maintains full ownership thereof. The Landowner and Grantee recognize and release all rights, claims, title or ownership to the nutrient reduction credits that are generated as a result of the Commonwealth funded portion of the work specified in this Agreement, for the time period covered by this Agreement.

8. Any aquatic resource compensation credits, including but not limited to wetland, waterway, aquatic habitat, floodplain or riparian credits, realized from the Commonwealth funded portion of the project, and recognized by the Pennsylvania Department of Environmental Protection, are the property of the Commonwealth of Pennsylvania, which maintains full ownership thereof. The Landowner and Grantee recognize and release all rights, claims, title or ownership to the aquatic resource compensation credits, in perpetuity, that are generated as a result of the Commonwealth funded portion of the work specified in this Agreement.

9. Landowner agrees to refund all or a portion of the value of the CP/BMPs installed, as determined by the Grantee and DEP, if before the expiration of the term of this Agreement, the Landowner (a) destroys, alters or modifies the CP/BMPs installed, or (b) voluntarily relinquishes control or title to the land on which the CP/BMPs have been established, and the new landowner and/or operator of the land does not agree to maintain the CP/BMPs for the remainder of the term of this Agreement. If the new landowner agrees to assume Landowner's obligations and to maintain the CP/BMPs for the remainder of the term of this Agreement, then a new Landowner-Grantee Agreement shall be executed by the new landowner.

10. This Agreement shall be binding on the parties, their heirs, legal representatives, successors, and assigns.

11. The term of this Agreement shall be for the duration of Project construction and a period of 20 years thereafter.
Section 2 – Additional Agreement Provisions

A. Tenant provision

“Landowner” is a Tenant under a _______________ (Term of Lease) ________________________________ (Oral/Written)

Lease agreement effective ________________________________, with ________________________________ (Date)

as Landlord, covering property located at ________________________________ (Landlord Name) ________________________________ (Address)

Landowner enters this Agreement subject to the superior rights of the landlord in the Premises, and for a term subject to the duration of Landowner’s leasehold interest.

B. Special Conditions (Site specific concerns)

The site is located along a public walk way alongside Puddintown Road and as such there are a number of bikers and pedestrians on the walkway so any activity needs to be coordinated with the College Township staff.

C. Operation, Maintenance and Repair Plan (To be attached)
Section 3 – Agreement Signatures

(Landowner Signature) __________________________ (Date) __________

(Landowner Name Please Print) __________________________ (Date) __________

(Landowner Signature) __________________________ (Date) __________

(Landowner Name Please Print) __________________________ (Date) __________

(Grantee Representative Signature) __________________________ (Date) __________
Must be an officer of the organization

Jamie SanFilippo, President (Grantee Representative Please Print) __________________________ (Date) __________
OPERATION, MAINTENANCE AND REPAIR PLAN

Proper operation and maintenance of Best Management Practices "(BMPs)" is critical for their success and longevity. The goal of this project is the establishment of Restoration of Slab Cabin Run for improvement of water quality.

1) Components of the Project (List all practices being installed within this project):

<table>
<thead>
<tr>
<th>Mudsills</th>
<th>Log vanes</th>
<th>Cross vanes</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

2) Parties agree to perform all Maintenance Tasks as described in the chart at the end of this document.

3) Allowed activities:
   - Inspect BMPs
   - Debris removal
   - Repair BMPs

Prohibited activities:
   - Destroy BMPs
   - Alter BMPs

4) The ☐ Landowner(s) ☐ Grantee shall be considered to be in breach of this Agreement if he/she does not maintain and repair the project in compliance with this plan or willfully neglects any other terms of this agreement.

5) The ☐ Landowner(s) ☐ Grantee agrees to comply with all Federal, State, local laws, rules and regulations. This would include noxious weed control.

6) The ☐ Landowner(s) ☐ Grantee shall be responsible for all normal, routine maintenance and normal, routine repair of the site and project.

7) Other Special Conditions:
   - Landowner will work with grantee and USFWS to affect repairs
   - ☐
### Maintenance Tasks

<table>
<thead>
<tr>
<th>Practice</th>
<th>Inspect BMPs</th>
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</thead>
<tbody>
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<td>Maintenance required</td>
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<td>Schedule</td>
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<td>Schedule</td>
<td>As needed</td>
</tr>
<tr>
<td>Responsible Party</td>
<td>Owner assisted by SCCTU and USFWS</td>
</tr>
</tbody>
</table>
To: College Township Council  
From: Mike Bloom, Assistant Township Manager  
Re: NB-3 - Revisions to DCNR grant estimate & funding commitment  
Date: June 1, 2023

Earlier today, staff met with Regional Advisor Wes Fahringer in regards to College Township’s request for a Department of Conservation and Natural Resources Community Conservation Partnership Program (C2P2) grant to support the Spring Creek Park Basketball & Tennis Court Rehabilitation project.

Upon initial review of our grant application, DCNR feels College Township presented a compelling and competitive application. However, they also noted that the cost estimate provided by staff may be significantly low based upon recent bid awards that DCNR is seeing for comparable project elements statewide.

Staff was encouraged to more than double the project cost estimate to a total of approximately $350,000.

As Council will recall, one element of the grant submission package is a funding commitment letter from College Township to cover the required 50% grant match. Based upon the new cost estimate, College Township is being asked to increase the local funding commitment from $79,945 to an amount not to exceed $175,000.

Attachment:
- NB-3.a. – Draft funding commitment letter

Action Requested:

Staff is requesting that Council consider supporting the revised project cost estimate and providing DCNR with a funding commitment letter in an amount not to exceed $175,000.

End memo
June 1, 2023

Cindy Adams Dunn, Secretary  
Pennsylvania Department of Conservation and Natural Resources  
Rachel Carson State Office Building  
400 Market St.  
Harrisburg, PA 17105

Dear Secretary Dunn,

College Township recently applied for a Department of Conservation and Natural Resources Community Conservation Partnership Program (C2P2) grant for the Spring Creek Park Basketball & Tennis Court Rehabilitation project. Based upon recent bid awards throughout the state, College Township believes its initial cost estimate for this project was low. As such, College Township is amending its budget to reflect a total project cost of $350,000.

Please accept this letter reflecting College Township’s firm commitment to provide the required 50% matching commitment in the amount not to exceed $175,000. The township match will come in the form of a cash match in an amount up to $172,560 provided through the Township’s 2024 General Fund budget. Additionally, a non-cash match valued at $2,440.00 will be provided to cover the anticipated surveying and design aspects of the project, which will be completed by the Township Engineer, Mr. Don Franson P.E..

If you have any questions related to this commitment letter or grant application, please feel free to contact me at 814-231-3021 or via email abrumbaugh@collegetownship.org.

Sincerely,

Adam Brumbaugh, Manager  
College Township
1. Call to Order

Mr. Ebaugh, Secretary, called the regular meeting to order at 4:01 p.m., Wednesday, April 19, 2023. The meeting was held in the Board Room in the office of the Authority with the following in attendance in person: Messrs. Ebaugh, Auman, Guss, Kunkle, Daubert, and Glebe; Cory Miller, Executive Director; Jason Brown, Assistant Executive Director; Sierra Weight, Administrative Assistant; Daren Brown, Collection System Superintendent; Andy Breon, Plant Superintendent; Holly Martinchek, Assistant Plant Superintendent; Jason Wert, Rettew; Michele Aukerman, Rettew; C-NET; Ben Burns, HRG Consulting Engineer; Jeff Garrigan, HRG Consulting Engineer. The following were in attendance via Zoom: Messrs. Nucciarone; Sam Robbins, State College Borough; Mark Boeckel, Center Region Planning Agency; Shelly Moto, Center Region Planning Agency; Ted Onufak, Centre County Refuse & Recycling; Bill Steudler, Penn State.

2. Reading of the Minutes

UAJA Regular Meeting – March 15, 2023

A motion was made by Mr. Guss, second by Mr. Glebe to approve the meeting minutes of the UAJA meeting held on March 15, 2023. The motion passed unanimously.

3. Public Comment

3.1 Other items not on the agenda

None.

4. Old Business

None.

5. New Business

5.1 2022 Audit Subcommittee

The 2022 audit field work is coming to a close. As in past years, staff would like an audit subcommittee to review the draft audit with our auditors (Maher Duessel) and staff in early May. The 2022 audit will be presented for approval at the May board meeting. The audit subcommittee has traditionally consisted of the Treasurer, Assistant Treasurer and one other board member.

Recommendation: Appoint subcommittee and establish firm date for meeting with Maher Duessel and staff.
The following board members were appointed to the 2022 Audit Subcommittee: Jeff Nuciarone, Mark Kunkle, and Matt Auman.

5.2 Requisitions

<table>
<thead>
<tr>
<th>BRIF #</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>#757</td>
<td>HRG Scott Road Pump Station Upgrade</td>
<td>$1,791.00</td>
</tr>
<tr>
<td>#758</td>
<td>L/B Water N. Oak Lane West Project</td>
<td>$39,272.00</td>
</tr>
<tr>
<td>#759</td>
<td>Morefield Communications IT System Upgrades</td>
<td>$61,959.45</td>
</tr>
<tr>
<td>#760</td>
<td>McCartney’s Office Upgrade</td>
<td>$499.00</td>
</tr>
<tr>
<td>#761</td>
<td>Xylem Water Solutions Haymarket Pump Station Project</td>
<td>$19,654.00</td>
</tr>
<tr>
<td>#762</td>
<td>Glossner’s Concrete N. Oak Lane West Project</td>
<td>$664.50</td>
</tr>
<tr>
<td>#763</td>
<td>Glenn O. Hawbaker N. Oak Lane West Project</td>
<td>$2,200.80</td>
</tr>
<tr>
<td>#764</td>
<td>John Nastase Construction Scott Road Project- Pay App. #6</td>
<td>$70,355.38</td>
</tr>
<tr>
<td>#765</td>
<td>Westmoreland Electrical Services Scott Road Project- Pay App. #9</td>
<td>$17,549.27</td>
</tr>
<tr>
<td><strong>TOTAL BRIF</strong></td>
<td></td>
<td><strong>$213,945.40</strong></td>
</tr>
</tbody>
</table>

A motion was made by Mr. Kunkle, second by Mr. Auman to approve BRIF #757, #758, #759, #760, #761, #762, #763, #764 and #765, in the amount of $213,945.40. The motion passed unanimously.

<table>
<thead>
<tr>
<th>Construction Fund #</th>
<th>Company</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>#077</td>
<td>Rettew Ozone Disinfection Project</td>
<td>$5,318.00</td>
</tr>
<tr>
<td>#078</td>
<td>Rettew Solids Drying Project</td>
<td>$46,752.78</td>
</tr>
<tr>
<td>#079</td>
<td>PSI Pumping Solutions</td>
<td>$285,997.50</td>
</tr>
</tbody>
</table>
Ozone Disinfection Project Pay App. #10 (G)
Construction Fund #080  PSI Pumping Solutions                      $30,419.90
Ozone Disinfection Project Pay App. #5 (E)
Construction Fund #081  McClure Company                                                  $11,806.13

**TOTAL 2020 A CONSTRUCTION FUND**  $380,294.31

A motion was made by Mr. Nucciarone, second by Mr. Guss to approve Construction Fund #077, #078, #079, #080 and #081, in the amount of $380,294.31. The motion passed unanimously.

Revenue Fund #195  Debt Service, Operation and Maintenance Expenses       $1,000,000.00

**TOTAL REVENUE FUND**  $1,000,000.00

A motion was made by Mr. Daubert, second by Mr. Kunkle to approve Revenue Fund #195, in the amount of $1,000,000.00. The motion passed unanimously.

6. Reports to Officers

6.1 Financial Report

The different cost centers of the YTD budget report for the period ending March 31, 2023, were reviewed with the Board by Jason Brown.

6.2 Chairman’s Report

Mr. Ebaugh questioned the status of the Rate Study Committee, to which Mr. Kunkle provided a brief update.

6.3 Plant Superintendent’s Report

Compost & Septage Operations Report

The following comments are as presented to the Board in the written report prepared by Andy Breon, Plant Superintendent.

**COMPOST PRODUCTION AND DISTRIBUTION**
<table>
<thead>
<tr>
<th></th>
<th>UNITS IN CU/YDS</th>
<th>OCT 2022</th>
<th>NOV 2022</th>
<th>DEC 2022</th>
<th>JAN 2023</th>
<th>FEB 2023</th>
<th>MAR 2023</th>
</tr>
</thead>
<tbody>
<tr>
<td>PRODUCTION</td>
<td></td>
<td>722</td>
<td>856</td>
<td>4,045</td>
<td>893</td>
<td>718</td>
<td>840</td>
</tr>
<tr>
<td>YTD PRODUCTION</td>
<td></td>
<td>8,009</td>
<td>8,865</td>
<td>9,910</td>
<td>893</td>
<td>1,611</td>
<td>2,451</td>
</tr>
<tr>
<td>DISTRIBUTION</td>
<td></td>
<td>743</td>
<td>769</td>
<td>147</td>
<td>1,115</td>
<td>840</td>
<td>452</td>
</tr>
<tr>
<td>YTD DISTRIBUTION</td>
<td></td>
<td>7,851</td>
<td>8,620</td>
<td>8,767</td>
<td>1,115</td>
<td>1,955</td>
<td>2,407</td>
</tr>
<tr>
<td>IMMEDIATE SALE</td>
<td></td>
<td>791</td>
<td>794</td>
<td>1,503</td>
<td>1,438</td>
<td>1,491</td>
<td>1,758</td>
</tr>
<tr>
<td>CURRENTLY IN STORAGE</td>
<td></td>
<td>1,563</td>
<td>1,650</td>
<td>2,548</td>
<td>2,331</td>
<td>2,331</td>
<td>2,598</td>
</tr>
</tbody>
</table>

**SEPTAGE OPERATIONS**

<table>
<thead>
<tr>
<th></th>
<th>LBS/SOLIDS</th>
<th>OCT 2022</th>
<th>NOV 2022</th>
<th>DEC 2022</th>
<th>JAN 2023</th>
<th>FEB 2023</th>
<th>MAR 2023</th>
</tr>
</thead>
<tbody>
<tr>
<td>CENTRE HALL- POTTER</td>
<td></td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>PORT MATILDA</td>
<td></td>
<td>1,029</td>
<td>1,138</td>
<td>1,497</td>
<td>1,030</td>
<td>433</td>
<td>2,631</td>
</tr>
<tr>
<td>HOUSTON TOWNSHIP</td>
<td></td>
<td>550</td>
<td>467</td>
<td>534</td>
<td>617</td>
<td>617</td>
<td>300</td>
</tr>
</tbody>
</table>

**TOTAL GALLONS**

<table>
<thead>
<tr>
<th></th>
<th>TOTAL GALLONS</th>
<th>OCT 2022</th>
<th>NOV 2022</th>
<th>DEC 2022</th>
<th>JAN 2023</th>
<th>FEB 2023</th>
<th>MAR 2023</th>
</tr>
</thead>
<tbody>
<tr>
<td>RESIDENTIAL/COMMERCIAL</td>
<td></td>
<td>73,350</td>
<td>17,800</td>
<td>2,500</td>
<td>3,200</td>
<td>5,000</td>
<td>5,200</td>
</tr>
<tr>
<td>PORT MATILDA</td>
<td></td>
<td>13,000</td>
<td>13,000</td>
<td>18,500</td>
<td>13,000</td>
<td>6,500</td>
<td>17,500</td>
</tr>
<tr>
<td>HOUSTON TOWNSHIP</td>
<td></td>
<td>8,000</td>
<td>6,000</td>
<td>6,000</td>
<td>6,000</td>
<td>6,000</td>
<td>6,000</td>
</tr>
<tr>
<td>TOTAL FLOW</td>
<td></td>
<td>94,350</td>
<td>36,800</td>
<td>27,000</td>
<td>22,200</td>
<td>17,500</td>
<td>28,700</td>
</tr>
</tbody>
</table>

**Plant Operation**

The treatment plant is operating well with no exceptions. The 12-month rolling average effluent flow for March was 3.92 MGD with the average for the month being 3.66 MGD. The average monthly **influent** flow was 5.16 MGD.

Treatment units online are as follows: primary clarifiers #1, #2, #5 and #6; aeration basins #2 and #3; secondary clarifiers #1, #2, and #3; and eight tertiary filters.

**Distribution Data**

<table>
<thead>
<tr>
<th></th>
<th>March</th>
<th>Year to date gallons</th>
</tr>
</thead>
<tbody>
<tr>
<td>Best Western Hotel</td>
<td>45,000</td>
<td>95,000</td>
</tr>
<tr>
<td>Centre Hills Golf</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Stewart Drive</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Collections Maintenance Garage</td>
<td>3,000</td>
<td>6,000</td>
</tr>
<tr>
<td>CINTAS</td>
<td>589,000</td>
<td>1,768,000</td>
</tr>
<tr>
<td>Red Line</td>
<td>469,000</td>
<td>1,397,000</td>
</tr>
</tbody>
</table>
Plant Maintenance

- Replaced the vessel mounting straps on RO 1.
- Replaced the lamp wipers in the Wedeco UV unit.
- Replaced the motor bearings in Centrifuge 1.
- Replaced hydraulic hoses on Compost Agitator 1.
- Installed repaired Main Station Pump 1. The motor leads were damaged and were replaced.
- Replaced Dewatering Tank 6 blower.

6.4 Collection Systems Superintendent’s Report

The following comments are as presented to the Board in the written report prepared by Daren Brown, Collection System Superintendent.

**Mainline Maintenance:**

New Laterals – 0
Mainline Cleaning – 18,089 ft cleaned/cut with root cutter
Mainline televising – 25,129 ft televised – 142 manholes inspected
Started North Oak project on 3/20
Replaced 324” of Mainline (N.Oak project)
Completed restoration on all digs performed over the winter
Cleaned all Atherton Street Mainlines while students were on spring break
Brushing Backlots

**Lift Station Maintenance:**

Cleaned (20) wet wells
Replaced E-One grinder pump (341 Round Hill Rd)

**Next Month Projects:**

Mainline replacement (N.Oak)
Continue televising older subdivisions
Flushing mainlines
Casting adjustments on this year’s paving projects
Backlot Mainline repairs

**Inspection:**
Final As-Builts Approved: (0)

Mainline Construction:

a. Whitehall Regional Park – Waiting on final As-Builts
b. Evergreen Heights- Waiting on final As-Builts
c. Toftrees West (Mount Nittany Medical Center) 90% Complete

New Connections:

a. Single-Family Residential 13  c. Commercial 0
b. Multi-Family Residential 0  d. Non-Residential 0

TOTAL 13

PA One-Calls Responded to March 1 thru March 31, 2023: 275

6.5 Consulting Engineer’s Report

The following comments are as presented to the Board in the written report prepared by the Consulting Engineer.

Retainer Services (001178.0693)

- Provided pipe and manhole replacement costs for the annual audit.
- Recommended VFD model for the Haymarket Pump Station.

Meeks Lane Pump Station – Act 537 Plan Special Study (R001178.0663)

- Authority staff is reviewing the alternative pump station location near Waddle and associated cost estimate.

Scott Road Pump Station and Bristol Interceptor (001178.0682)

- The Electrical Contractor is coordinating to have the generator set on April 19th.
- There were two applications for payment submitted this month. The following table summarizes current applications for payment.

<table>
<thead>
<tr>
<th>Contract No.</th>
<th>Application for Payment No.</th>
<th>Amount Due</th>
<th>Current Contract Price</th>
<th>Total Completed and Stored</th>
<th>Balance to Finish Plus Retainage</th>
</tr>
</thead>
<tbody>
<tr>
<td>2021-03</td>
<td>6</td>
<td>$70,355.38</td>
<td>$515,303.23</td>
<td>$515,303.23</td>
<td>$26,850.00</td>
</tr>
<tr>
<td>2021-04</td>
<td>9</td>
<td>$17,549.27</td>
<td>$262,972.92</td>
<td>$174,242.92</td>
<td>$97,442.15</td>
</tr>
</tbody>
</table>
• Both Contractors have submitted time extension requests. A decision regarding these requests is being withheld until the work is substantially complete.

Rate Study and Tapping Fee Update – (001178.0703)
• HRG is available to participate in meetings regarding the rate study.

Borough of State College Act 537 Special Study Impact Review (001178.0717)
• HRG is available to assist with further analysis, if necessary.
• Flow data is being reviewed as it is collected.

Developer Plan Reviews:
• Evergreen Heights (R001178.0721): As-built drawings were reviewed, and comments were returned to the Developer’s Engineer on April 11, 2023.

6.6 Construction Report

WWTP NPDES Permit – Phosphorus Study (094612027)
• Continuous in-stream monitoring of Spring Creek wrapped up at the end of October. We are compiling data for review with DEP.

Phosphorus Study Project Schedule

<table>
<thead>
<tr>
<th>Milestone</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Complete stream monitoring and compile data</td>
<td>November-December 2022</td>
</tr>
<tr>
<td>Review final data with PADEP</td>
<td>TBD Awaiting Feedback</td>
</tr>
<tr>
<td>Conduct High Temperature/Low Flow Monitoring if needed</td>
<td>TBD</td>
</tr>
</tbody>
</table>

Ozone Disinfection for Effluent (094612023)
• The Ozone Building structure has been completed and the General Contractor has been installing process piping in advance of the ozone equipment to begin arriving on site in the next few weeks.
• All three contractors have been notified of the exceedance of contract time. The General Contractor has been requested to provide documentation of the cause of the delay and actions taken to minimize the impacts.

<table>
<thead>
<tr>
<th>Contract Number</th>
<th>Application for Payment #</th>
<th>Current Payment Due</th>
<th>Contract Price to Date incld/CO</th>
<th>Total Work to Date</th>
<th>% Monetarily Complete</th>
<th>Balance of Contract Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>2021-05 GC</td>
<td>10</td>
<td>$285,997.50</td>
<td>$5,448,000.00</td>
<td>$3,174,279.20</td>
<td>58.27%</td>
<td>$2,437,398.73</td>
</tr>
<tr>
<td>2021-06 EC</td>
<td>5</td>
<td>$30,419.90</td>
<td>$350,000.00</td>
<td>$209,350.00</td>
<td>59.81%</td>
<td>$151,177.50</td>
</tr>
<tr>
<td>2021-07 MC</td>
<td>6</td>
<td>$11,806.13</td>
<td>$223,000.00</td>
<td>$194,636.41</td>
<td>87.28%</td>
<td>$38,095.41</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>$457,330.66</td>
<td>$6,021,000.00</td>
<td>59.43%</td>
<td>$2,442,734.39</td>
</tr>
</tbody>
</table>

Contract 2021-05 (PSI) has submitted Application for Payment No.10 in the amount of $285,997.50. We recommend payment in the amount of $285,997.50. Contract 2021-06 (PSI) has submitted Application for Payment No. 05 in the amount of $30,419.90. We recommend payment in the amount of $30,419.90. Contract
2021-07 (McClure) has submitted Application for Payment No. 06 in the amount of $11,806.13. We recommend payment in the amount of $11,806.13.

Contract 2021-05 has submitted a request for time extension citing equipment delays and this is under review.

### Ozone Disinfection for Effluent Project Schedule

<table>
<thead>
<tr>
<th>Milestone</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Notice to Proceed Issued</td>
<td>12/27/2021</td>
</tr>
<tr>
<td>Substantial Completion</td>
<td>03/27/2023</td>
</tr>
</tbody>
</table>

### Anaerobic Digestion Project (094612026)

- We are preparing the appropriate forms to obtain plan approval from the PADEP Bureau of Air Quality to include all new potential sources of emissions from the project.
- RETTEW is completing the final design of the new Waste Receiving and Dryer Buildings, along with the remainder of the process drawings and specifications.
- A tour of a nearby co-digestion and RNG facility was held on March 27th for interested Board Members and staff. Feedback from the operators following that visit is being incorporated into the final design.
- Guidance on the Prevailing Wage Requirements under the Inflation Reduction Act related to the Investment Tax Credit has been published and is under review to determine all bidding requirements.
- RETTEW submitted the application to the Commonwealth Financing Agency (CFA) for the COVID-19 ARPA H2O PA Grant program for a $20 million grant for the project. We anticipate a decision on grant awards at the CFA’s July Board meeting.
- RETTEW is coordinating a meeting with College Township to review the project and answer questions related to land development planning.

### Anaerobic Digestion Project Schedule

<table>
<thead>
<tr>
<th>Milestone</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Updated Biogas Term Sheets and Biosolids Agreements to Stakeholders</td>
<td>Week of December 12th</td>
</tr>
<tr>
<td>Submission of Land Development Plan</td>
<td>Week of April 24th</td>
</tr>
<tr>
<td>Submission of Building Permit Application</td>
<td>Week of April 24th</td>
</tr>
<tr>
<td>Complete Bidding Documents/Advertise for Bids</td>
<td>Week of April 24th</td>
</tr>
<tr>
<td>Bids Due for Construction</td>
<td>July 3, 2023</td>
</tr>
<tr>
<td>(Likely) CFA Meeting Grant Announcement/Bid Award</td>
<td>July 2023</td>
</tr>
<tr>
<td>Bid Expiration (120 Days)</td>
<td>October 2023</td>
</tr>
<tr>
<td>Begin Construction</td>
<td>August 2023</td>
</tr>
<tr>
<td>Complete Construction</td>
<td>December 2024</td>
</tr>
</tbody>
</table>

### Modifications to GD Kissinger Meadow Stream Augmentation

- The Authority’s pending NPDES permit for the discharge of beneficial reuse water to Slab Cabin Run requires a series of modifications in control and monitoring. The changes will require modulation of the flows to the stream via SCADA, to avoid abrupt changes in stream flow. Additionally, we anticipate essentially a non-detect chlorine limit which will require dechlorination prior to stream discharge. We are working with staff to design, permit, and implement these modifications.

### 6.7 Executive Director’s Report
7. Other Business

None.

8. Adjournment

A motion was made by Mr. Guss, second by Mr. Auman, to adjourn the meeting at 4:41 pm. The motion was passed unanimously.

Respectfully submitted,
UNIVERSITY AREA JOINT AUTHORITY

___________________________________________________
Secretary/Assistant Secretary
EXECUTIVE DIRECTOR’S REPORT

May 17, 2023
INFORMATION ITEMS

State College Borough Delinquency

The unpaid balance for the State College Borough is $1,289,230.23. This amount includes penalties.

ACTION ITEMS

3. Public Comment
   
   3.1 Other items not on the agenda

4. Old Business

   None.

5. New Business

   5.1 2022 Audit

      Included in the packet are the following:

      Draft Communication to Those Charged with Governance letter
      Draft Financial Statements
      Draft Management letter

      Board Treasurer, Jeff Nucciarone, Asst. Treasurer, Mark Kunkle, Board Member, Matt Auman, Cory Miller, and Jason Brown met with Maher Duessel (via Zoom) on May 8th to review and comment on the 2022 Draft Audit. Brian McCall, a partner in Maher Duessel, will attend the meeting to review the 2022 Audit with the Board.

      Recommendation: Approve the 2022 Audit.

   5.2 Organics Collection Pilot Program Presentation

      Ted Onufrik, Executive Director of the Centre County Recycling and Refuse Authority, will give a brief presentation on implementing a pilot organics collection project in the Centre Region and the challenges facing the long-term development of an organics collection program to complement UAJA’s Biosolids Project.

   5.3 Resolution 23-01 – Borrowing Resolution

      Included in the packet is Resolution 23-01. The Resolution is required by First Citizens Community Bank to finalize the letter of credit process for the compost facility. The Borrowing Resolution authorizes Cory Miller and/or Jason Brown as signatories.

      Recommendation: Approve Resolution 23-01.
5.4 Greenbriar Special Purpose Tapping Fee

A Special Purpose Tapping Fee for the Greenbriar Sewer Project has been calculated. Most of the property owners participated in the early connection offer while the project was being constructed. The Special Purpose Tapping Fee will apply to the properties that elected to not participate, as well as any empty lots in the development. The fee as determined by HRG at the time of project completion was $7,500.00 per EDU. HRG has also recommended the fee be adjusted based on the construction cost index published by the Engineering News Record. The tapping fee adjusted to 2023 is $8,692.00 per EDU.

Recommendation: Adopt the Special Purpose Tapping Fee for the Greenbriar project in the amount of $8,692.00 per Equivalent Dwelling Unit (EDU).

5.5 Requisitions

<table>
<thead>
<tr>
<th>BRIF #</th>
<th>Vendor</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>#766</td>
<td>HRI, Inc. N. Oak Lane West Project</td>
<td>$2,130.00</td>
</tr>
<tr>
<td>#767</td>
<td>Steelcase, Inc. Office Upgrade</td>
<td>$581.40</td>
</tr>
<tr>
<td>#768</td>
<td>Morefield Communications IT System Upgrade</td>
<td>$2,447.61</td>
</tr>
<tr>
<td>#769</td>
<td>S &amp; C Operations N. Oak Lane West Project</td>
<td>$12,521.25</td>
</tr>
<tr>
<td>#770</td>
<td>Glenn O. Hawbaker N. Oak Lane West Project</td>
<td>$2,118.20</td>
</tr>
<tr>
<td>#771</td>
<td>Westmoreland Electrical Services Scott Road Project- Pay App. #10</td>
<td>$65,125.25</td>
</tr>
</tbody>
</table>

TOTAL BRIF- $84,923.71

Construction Fund #082 Rettew Ozone Disinfection Project $3,996.50
Construction Fund #083 Rettew Solids Drying Project $23,393.34
Construction Fund #084 PSI Pumping Solutions Ozone Disinfection Project Pay App. #11 (G) $661,562.50
Construction Fund #085 PSI Pumping Solutions Ozone Disinfection Project Pay App. #6 (E) $6,840.00
TOTAL 2020 A CONSTRUCTION FUND- $695,792.34

Revenue Fund #196 Debt Service, Operation and $1,000,000.00
Maintenance Expenses

TOTAL REVENUE FUND- $1,000,000.00

6. Reports of Officers

7. Other Business

8. Adjournment

Executive Session