ATTENDED BY –
  COUNCIL: Dustin Best, Chair
       L. Eric Bernier, Vice Chair
       D. Richard Francke
       Susan Trainor
       Tracey Mariner

STAFF: Adam T. Brumbaugh, Township Manager/Secretary
       Mike Bloom, Assistant Township Manager
       Don Franson, P.E., P.L.S., Township Engineer
       Amy Kerner, P.E., Public Works Director
       Lindsay Schoch, Principal Planner
       Jennifer Snyder, CGA, Assistant Township Secretary

CALL TO ORDER: Mr. Dustin Best, Council Chair, called to order the February 15, 2024, regular meeting of the College Township (CT) Council at 7:09 PM and led in the Pledge of Allegiance.

ANNOUNCEMENT: Chair Best announced that Council met in an Executive Session to discuss a real estate matter and personnel.

PUBLIC OPEN DISCUSSION:

Students from the State College Delta program in the Advocacy and Action class, Lydia, Evan, London, Quinn and Shannon, addressed Council and thanked them for continued support of the Schlow Library.

Mr. Jeff Stover, Attorney, representing Channel Communications, offered that his client was notified that two of their tenants, a church and a boxing studio, are not permitted uses in the Industrial Zone. Both tenants have signed a two-year lease. Mr. Stover offered that as the Township is in the process of rezoning the Dale Summit, where Channel Communications is located, he asked that Council consider a deferment of enforcement until the rezoning takes place.

Council offered that the industrial zone does not have the infrastructure to support other uses. There are typically no sidewalks, streetlights, etc. in the Industrial Zone. After a brief discussion, Council asked Staff to add this request to a future agenda for discussion.

Michel Lee Garrett, College Township, offer her thanks to Council for supporting the Schlow library. She currently serves on the Centre LGBT+ Board and looks forward to partnering with College Township in the near future.

NEW AGENDA ITEMS: No New Agenda Items were added to the agenda.
SPECIAL PRESENTATIONS:  SP-1  PA Emergency Management Agency

Mr. Jonathan Risley, Centre Region Council of Government (CRCOG) Regional Fire Protection and Emergency Management Coordinator, offered information regarding Emergency Management (EM) and the role of CRCOG, PSU, and Council. According to the Federal Emergency Management Agency (FEMA), EM is the managerial function charged with creating the framework within which communities reduce vulnerability to threats/hazards and cope with disasters. In the PA Code Title 35, it states Emergency Management is the judicious planning, assignment and coordination of all available resources in an integrated program of prevention, mitigation, preparedness, response and recovery for emergencies of any kind, whether from attack, man-made or natural sources.

The PA Code Title 35 states that each political subdivision of the Commonwealth is directed and authorized to establish a local emergency management organization in accordance with the PA Emergency Management Agency (PEMA). Mr. Risley shared several resources for Council to review: the Department of Community and Economic Development Township Supervisors Handbook, and the PEMA Emergency Management for Municipal Officials Handbook.

Mr. Risley offered that the CRCOG Articles of Agreement and the CRCOG/PSU Joint Plan provide for Emergency Services for the Centre Region, PSU and Centre County.

Elected Officials are required to take the IS-100 and the IS-700 courses through the National Incident Management System (NIMS). Other courses are available should Council want to pursue advance certifications. The Township should track who has taken the required courses so that the Township would be eligible for emergency funding.

REPORTS:

a. Manager’s Update

In his written report, Mr. Adam Brumbaugh, Township Manager, offered that Council and the Planning Commission will meet in a Special Meeting to kick off the draft Form Based Code on March 26, 2024, at 6:00 PM. Further discussion on the Solar Power Purchasing Agreement will take place in the Old Business section of this meeting. Finally, the solicitor sent a letter to Aspen Heights Partners concerning non-payment invoices totaling $273,731.66.

b. COG Regional, County, Liaisons Reports

COG Facilities Committee: Mr. Bernier reported the COG Facilities Committee met on February 6, 2024, and discussed the Solar Power Purchase Agreement, the Long Range Facilities Plan, the Facilities Administrator position and the future activities of the Committee.

COG Human Resource Committee: Ms. Mariner reported the COG Human Resources Committee met on February 7, 2024, and discussed the 2024 Draft Salary Schedule, discussed the Facilities Administrators job description and heard an update on the Firefighter/Fire Inspector job description.

COG Finance Committee: Mr. Francke reported the COG Finance Committee met on February 8, 2024, and discussed the Solar Power Purchase Agreement, the 2025 Capital Improvement Plan Kickoff, and the 2025 Annual Budget Timeline.

COG Public Safety Committee: Ms. Trainer offered the Public Safety Committee was delayed due to a storm.
COG Executive Director Search Committee: Mr. Best offered the Search Committee will be meeting weekly to move forward with the search for a CRCOG Executive Director.

COG Climate Action Sustainability Committee (CAS): Mr. Best reported the COG CAS Committee met on February 12, 2024, and discussed the Solar Power Purchase Agreement, the DEP shared energy manager program, and the residential refuse request for proposals questions and responses. Mr. Best offered that the Township’s Sustainable Communities certification through Sustainable Pennsylvania has expired.

c. Staff/Planning Commission/Other Committees

In a written report, Mr. Fenton, Planning Commission (PC) Liaison to Council, offered the PC met on February 6, 2024, and received a Sketch Plan for the Mt. Nittany Elementary School, and discussed the Workforce Housing Ordinance. The PC had no significant comments regarding the sketch plan.

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

Mr. Mike Bloom, Assistant Township Manager, offered that February 10 is Lunar New Year.

Proclamation P-24-01: Chair Best read into the record Proclamation P-24-01, recognizing February as Black History Month. Dr. Takina Walker and Mr. Gary Abdulah addressed Council with remarks related to Black History Month and the 2024 theme “African Americans and the Arts.”

Mr. Francke made a motion to accept Proclamation P-24-01, recognizing February as Black History Month.
Mr. Bernier seconded the motion.
Motion carried unanimously.

CONSENT AGENDA:

CA-1 Minutes, Approval of
a. February 1, 2024, Regular Meeting

CA-2 Correspondence, Receipt/Approval of
a. Letter from Penn Terra Engineering, dated February 1, 2024, regarding Time Extension request for Jersey Mike’s to June 3, 2024
b. Email from CATA, dated February 7, 2024, regarding support letter for seeking federal funding
c. Letter from First Night State College, dated February 5, 2024, regarding appreciation for sponsorship of a First Night State College ice sculpture
d. Letter from Centre County Interfaith Coalition for Gun Safety, dated February 7, 2024, regarding panel discussion on gun violence

Ms. Mariner made a motion to approve the February 15, 2024, Consent Agenda.
Ms. Trainor seconded the motion.
Motion carried unanimously.

OLD BUSINESS:

OB-1 Capital Improvement Plan
Mr. Mike Bloom, Assistant Township Manager, offered at the January 18, 2024, CT Council meeting, Council reviewed their policy direction for the 2025-2029 Capital Improvement Program (CIP). As part of that review, Council suggested an expansion to the Mission Statement, and offered revisions to various elements of the Strategic Summary. Mr. Bloom provided Council with an updated version of the Vision-Mission-Values & Goals Statement and the 2025-2034 Strategic Summary.

Council reviewed the documents presented by Mr. Bloom and had no further comments or additions.

Mr. Bernier made a motion to endorse both the revised College Township Vision/Mission/Value/Goal Statement and the 2025-2034 Strategic Summary.
Ms. Mariner seconded the motion.
Motion carried unanimously.

OB-2 Solar Power Purchasing Agreement

Mr. Mike Bloom, Assistant Township Manager, offered that in 2018, discussions regarding the potential for a joint power-purchasing program, focusing primarily on procurement of solar energy, began locally. In the years that followed, the Working Group, Project Management Team (PMT) and their Consultant, GreenSky Development Group, have worked through the procurement process for a new Power Purchase Agreement (PPA). The team has reached the final phase of that process and are ready to share the five contracts that comprise the PPA, along with additional resources to aid in decision-making.

Ms. Pam Adams, Centre Region Sustainability Planner, and PMT Member, presented a broad overview of the proposed PPA. She offered that there are 12 entities involved in the 22 MegaWatt (MW) solar array PPA with College Township’s portion at 1.1% and College Township Water Authority’s at 1.3% of the total PPA. The State College Area School District is the largest participant at 54%.

To enter a PPA, there are five contracts that will need to be signed:
1. Retail Commodity Master Agreement (CMA) with Direct Energy;
2. Transaction Confirmation (TC) with Direct Energy;
3. PPA Servicing Agreement with Direct Energy;
4. InSchedule Agreement with Direct Energy and Prospect 14; and
5. PPA Master with Prospect 14.

Ms. Adams shared the PPA structure. The contract with the Solar Developer, Prospect 14, is a 15-year contract. Entities receive a percentage of electricity from solar generation at a fixed price. There is a 1.5% escalator and a settlement cost of +/- 5% annually. The PPA rate starts at a fixed price of $0.0459/kWh for 15 years. The contract with the retailer, Direct Energy, is a 5-year contract. Direct Energy manages the solar distribution and provides energy usage not covered by solar at either a fixed price or left at market price. The energy services contract with Green Sky is a 5-year contract. Green Sky monitors the PPA, submits monthly approvals, conducts periodic review of charges and generation, and advises on non-solar electricity and RECs.

Key Points of the PPA:
1. Extensive effort has gone into making the contracts the best for the group and making sure all organizations are protected.
2. The solar electricity generated by this project will add renewable energy to the PA grid.
3. The PPA will cover 82% of the 12 entities electricity demand.
4. The solar installation will be built in Walker Township in Centre County. The start date for solar generation is October 31, 2026, at the latest.
5. Total costs to explore this project are expected to be $234,725. If the project proceeds, Prospect 14 has offered to reimburse the members who sign contracts by a certain milestone $60,000, making the total project cost $174,725.

6. A working group formed from participating organizations will bid out retail service provider at the end of Direct Energy contract.

7. Under the PPA, each organization will sign their own contracts. Each organization will receive a new monthly bill from Direct Energy in addition to their regular West Penn Power bill. The WWP invoice will be for the normal costs for electricity distribution and the Direct Energy invoice will be for the total electricity usage/generation.

Ms. Adams offered the SPPA Working Group will meet on February 28 to review and forward final contracts to boards/councils for approval. Boards and Council will approve in March/April and PPA contracts can be awarded in April/May.

Council discussed the following:
- Timing/current energy contracts;
- Price stability for budgeting;
- Local source of energy for local users;
- Navigating the divide the solar array is causing in Walker Township; and,
- Legal reviews of the PPA

Overall, Council supports College Township’s participation in the PPA.

NEW BUSINESS: No New Business Items on the agenda.

STAFF INFORMATIVES: No Staff Informatives brought forward for discussion.

OTHER MATTERS: Council and Staff wished Mr. Brumbaugh a Happy Birthday.

ADJOURNMENT:

Chair Best called for a motion to adjourn the meeting.

Mr. Francke moved to adjourn the February 15, 2024, Regular College Township Council Meeting.
Chair seconded the motion.

The February 15, 2024, Regular College Township Council Meeting was adjourned at 9:04 PM.

Respectfully Submitted By,

Adam T. Brumbaugh
Township Secretary