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

STAFF:
Mike Bloom, Assistant Township Manager
Don Franson, P.E., P.L.S., Township Engineer
Lindsay Schoch, Principal Planner
Mark Gabrovsek, Zoning Officer
Keri Miller, Economic Development Coordinator
Jennifer Snyder, CGA, Assistant Township Secretary

ABSENT:
L. Eric Bernier, Vice Chair
Adam T. Brumbaugh, Township Manager/Secretary

CALL TO ORDER: Chair Dustin Best called to order the March 21, 2024, regular meeting of the College Township (CT) Council at 7:00 PM and led in the Pledge of Allegiance.

PUBLIC OPEN DISCUSSION: No Open Discussion Items brought forward.

NEW AGENDA ITEMS: No New Agenda Items were added to the agenda.

SPECIAL PRESENTATIONS:

SP-1 Planning Commission Annual Update

Mr. Ray Forziat, Chair, College Township Planning Commission (PC), offered that Council received the College Township Planning Commission 2023 Annual Report put together by CT Staff and approved by the PC. He thanked Staff, especially Ms. Sharon Meyers, for a job well-done. He encouraged Council to review the document.

Mr. Forziat highlighted some of the major projects for the year. Many of those projects were springboards into the work that will be done in 2024. He mentioned projects such as the Workforce Housing Ordinance review, the Planned Research and Business District (PRBD) changes, and participation in the Dale Summit Area Plan Charrette in preparation for the review of a Form-Based Code.

Mr. Forziat offered the joint meetings with Council and PC have helped to foster good relationships and encouraged those meetings to continue. He also added that the change to the remand letters in the 4th quarter was very helpful.
Council thanked Mr. Forziat and the PC for their work and they look forward to getting into the work on the Dale Summit Area Plan revitalization.

PLANS: P-1 Maxwell Struble Road Storage Site Preliminary/Final Land Development Plan

Ms. Lindsay Schoch, AICP, Principal Planner, offered an overview of the Maxwell Struble Road Storage Site Preliminary/Final Land Development Plan, located at 501 Struble Road, State College, PA. The plan proposes the replot of a 3.787 acre portion of Tax Parcel 19-004-78 (Lot 2RR) and Tax Parcel 19-004-078B (Lot 3) to construct an exterior storage area and a shop addition to an existing building.

Ms. Schoch offered that the proposed 3500 sq. ft. shop addition is within the Regional Growth Boundary and serviced by the UAJA and College Township Water Authority.

The developer is requesting to make a fee-in-lieu contribution to meet the sidewalk requirements. Mr. Franson, P.E., P.L.S., offered that the Township will be making significant improvements to the stormwater drainage system over the next three to five years, which would mean that any sidewalk installed would be ripped out and replaced. Mr. Franson offered the PC recommends a Fee-In-Lieu for future sidewalks in the Struble Road right-of-way adjacent to the site.

Mr. Mark Torretti, Penn Terra Engineering, Project Manager, addressed the issue of the sidewalk Fee-In-Lieu contribution with Council. After a brief discussion, the following motion was made.

Ms. Trainor made a motion to approve the Maxwell Struble Road Storage Site Preliminary/Final Land Development Plan dated January 16, 2024, and last revised February 29, 2024, subject to the following conditions:

1. Within ninety days from the date of approval by Council, all conditions must be satisfied, final signatures must be obtained and the plan must be recorded with the Centre County Recorder of Deeds Office. Failure to meet the ninety day recordation time requirement will render the plan null and void.
2. Pay all outstanding review fees.
3. Address, to the satisfaction of the Township Engineer, any outstanding plan review comments.
4. Fully comply with College Township Code Section 180-12.
5. Post surety as approved by the Township Engineer prior to recordation.
6. Provide proof of NPDES approval.
7. Planning Commission recommends the consideration of adding a filtration system to the on-site stormwater system.
8. Planning Commission recommends approval of the sidewalk fee-in-lieu request in the amount of $28,545.00 for future construction of approximately 448 lineal feet of sidewalk in the Struble Road right-of-way adjacent to the site.
9. All conditions must be accepted in writing within seven (7) days from the date of the conditional approval letter from the Township Engineer.

Ms. Mariner seconded the motion. Motion carried unanimously.
REPORTS:

a. Manager’s Update

Mr. Mike Bloom, Assistant Township Manager, offered no additional comments to the written Manager’s update. Highlights from the written report include: CT Water Authority to maintain commitment through the Solar Power Purchasing Agreement at 50% of its power and the Township Solicitor has filed municipal liens and notified surety bond companies regarding the Aspen Heights non-payment obligations.

b. COG Regional, County, Liaisons Reports

CT Industrial Development Authority (CTIDA): Ms. Trainor reported the CTIDA met on March 20, 2024, and heard a presentation by Mr. Todd Eardley, Ben Franklin Technology Partners, Central Regional Director. They received a presentation from Ms. Lindsay Schoch, AICP, CT Principal Planner, regarding the Workforce Housing ordinance review and the Dale Summit Area Revitalization kick off meeting. The Authority approved a resolution to be the applicant for a Business in Our Sites grant for the redevelopment of the Nittany Mall and committed $50,000 to this effort. They also approved a new Investment Policy.

COG Finance Committee: Mr. Francke reported the Finance Committee met on March 14, 2024, and heard an update on the Capital Improvement Plan and the Budget amendment – disposal of class B aqueous film forming foam, discussed the Code Agency vehicle purchase, and reviewed the 2025 Annual Budget Timeline.

COG Executive Committee/COG Climate Action and Sustainability Committee: Mr. Best offered that the Executive Committee met on March 19, 2024, the Climate Action and Sustainability Committee met on March 11, 2024, and both committee discussions revolved around the Refuse and Recycling contract that will be considered at the upcoming General Forum meeting on March 25, 2024.

Spring Creek Watershed Commission: Mr. Best offered that there was not a quorum at the March 20, 2024, meeting. He offered that the State of the Watershed meeting will be held on March 28, 2024 at 12:00 PM.

c. Staff/Planning Commission/Other Committees

CT Planning Commission: Mr. Fenton, Planning Commission Liaison to Council offered that the PC met on March 19, 2024, and reviewed the PSU-Indoor Practice Air Supported Structure Preliminary/Final Land Development Plan and also the Centre Hills Country Club Final Land Development Plan. The PC recommended the PSU plan unanimously and the Centre Hills Country Club was recommended by a vote of 5-0-1 with Ms. Khoury recusing herself from the vote. The PC continued the review of the Workforce Housing ordinance and will have one more meeting to discuss before a recommendation is provided to Council.

CT Parks & Recreation Committee: In a written report, Mr. Dave Schulte, Chair, reported the P&R Committee met on March 11, 2024, and heard a presentation on baseball/softball field best practices and received and reviewed park reports from committee members.

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

Mr. Bloom, Assistant Township Manager, offered that Ramadan has begun and will end Tuesday, April 9, 2024.
CONSENT AGENDA:

**CA-1 Minutes, Approval of**
- March 7, 2024, Regular Meeting

**CA-2 Correspondence, Receipt/Approval of**
- Invitation from ClearWater Conservancy, Site Tour, April 25, 2024
- Letter from Hawbaker Engineering, dated March 11, 2024, regarding Time Extension, Winfield Heights – Phase 2 to June 30, 2024
- Email from Dan Materna, dated March 12, 2024, regarding Casino

**CA-3 Action Item, Approval**
- Letter of support – The District at Dale Summit - Business in Our Sites Application
- Proposed 2024 Pay Range Modifications

Ms. Mariner made a motion to approve the March 21, 2024, Consent Agenda.
Mr. Francke seconded the motion.
Motion carried unanimously.

OLD BUSINESS:

**OB-1** No *Old Business* items on the agenda

NEW BUSINESS:

**NB-1 Retention Bonus Policy – Policy #P-020**

In a written memorandum, Mr. Brumbaugh, Township Manager, offered a number of challenges related to the attraction and retention of Township employees. Because of the challenges of recruitment and employee retention, Mr. Brumbaugh is seeking policy authorization from Council to utilize a retention bonus program as an aid in retaining key and/or highly skilled Township employees.

Mr. Bloom, Assistant Township Manager, reviewed with Council the description, purpose, eligibility and process of the proposed Retention Bonus Policy, Policy #P-020. The policy would provide the Manager with an important tool to aid in the management of Staff and continuity of operations within the Township.

Mr. Francke made a motion to approve College Township Retention Bonus Policy, #P-020, and authorize the Manager to utilize said policy as deemed appropriate.
Ms. Trainor seconded the motion.
Motion carried unanimously.

**NB-2 2024 PSATS Resolutions & Nominations**

Mr. Bloom, Assistant Township Manager, offered that in advance of the Pennsylvania State Association of Township Supervisors (PSATS) Annual Business meeting in April, PSATS has forwarded a listing of resolutions that will be considered. Council is asked to review and provide any comments to the College Township Voting Delegate, Ms. Trainor.

Council had no additional comments for Ms. Trainor.
Mr. Mike Bloom, Assistant Township Manager, offered that representatives from ClearWater Conservancy recently approached Staff with another opportunity to serve as a partner in ClearWater’s efforts to secure additional funding support for the development of a new Community Conservation Center in Houserville. College Township previously agreed to serve as the municipal applicant for a Redevelopment Assistant Capital Program (RACP) grant application, on behalf of ClearWater Conservancy, for this project.

ClearWater is requesting that College Township serve as an applicant, on their behalf, in pursuit of a Community Conservation Partnership Program (C2P2) grant from the Pennsylvania Department of Conservation and Natural Resources (DCNR). The proposed $300,000 grant application, due April 3, 2024, seeks funding to help offset the development costs associated with an ADA-compliant trail providing access from the proposed facility to the property adjacent to Spring Creek. Grant funds would also be used for the construction of a new parking lot for visitors to the center and employees.

As part of the obligations of the grant, DCNR requires the grant applicant, in this case College Township (on behalf of ClearWater), demonstrate long-term ownership or control of the property in question. ClearWater Conservancy is the owner of record on the property. In order for CT to serve as the applicant, the municipality would need to enter a twenty-five year lease agreement for the portion of the property that would be developed using the grant funding.

Mr. Ryan Hamilton, ClearWater Staff, introduced Mr. Ford Stryker and Mr. Marv Bevan, Volunteers and Project Managers to offer further clarification and answer questions regarding the grant and lease. Mr. Stryker offered that non-profits are not eligible for as much grant funding as municipalities, the reason behind the proposal in front of Council. He added that while the application is due April 3, 2024, DCNR would accept the grant without a fully executed lease, as long as it is in the works.

Mr. Bloom reminded Council of the Umberger/Rockenbeck/ClearWater Subdivision and Land Development Plan approved by December 6, 2023. In this plan, CT deferred the construction of sidewalks for no more than two-years or until the land development is proposed, whichever comes first, along Houserville Road for Lot 2. Note that this grant submission includes the trail alignment that ClearWater is intending to include in the Final Land Development plan to address the aforementioned condition. Mr. Bloom added that if CT opts to serve as the applicant for the grant, it should not be viewed as a deemed approval of this alignment. The sidewalk matters would need to be addressed and resolved during the final land development approval process.

Mr. Bloom offered that as a the leaseholder, should Council move forward, CT would likely assume some level of liability associated with the property and, as such, may incur some additional general liability insurance costs. If the grant application is successful, there would be some Staff hours required for administration as well.

If Council is open to the consideration of this application, Council is asked to approve Resolution R-24-18, and review and approve a lease, prepared by ClearWater, to serve as proof to DCNR that that parties are working in good faith on a long-term lease. All is subject to solicitor’s review. The lease will come before Council for review and approval at some future date.

Mr. Stryker offered that the concept and idea of the lease was approved by ClearWater’s Board this morning.

Council offered that the lease provided in the packet is missing some important elements. A solicitor’s review is necessary to meet the intent and provide protections to the Township. Staff is not aware of any
other lease agreement entered into by College Township similar to this. Member of Council opined that with the approval of the resolution, it does not obligate Council to the next steps in the process.

Ms. Trainor made a motion to approve Resolution R-24-18 whereby College Township will serve as an applicant for a Department of Community and Economic Development C2P2 grant application for ClearWater Conservancy.
Mr. Francke seconded the motion.
Motion passed by a 3 -1 vote with Ms. Mariner voting nae.

STAFF INFORMATIVES: No Staff Informatives were pulled for discussion.

OTHER MATTERS:

Reminder: CT Joint Council/Planning Commission Meeting, March 26, 2024, to kick off the Dale Summit Area Plan and revitalization. Also, the Centre County Association of Township Officials Annual Spring Convention, Wednesday, March 27, 2024, at the Central Pennsylvania Institute of Technology at 5:00 PM.

ADJOURNMENT:

Chair Best called for a motion to adjourn the meeting.

Ms. Mariner moved to adjourn the March 21, 2024, Regular College Township Council Meeting.
Chair seconded the motion.

The March 21, 2024, Regular College Township Council Meeting was adjourned at 8:04 PM.

Respectfully Submitted By,

Adam T. Brumbaugh

Adam T. Brumbaugh
Township Secretary