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
Lindsay Schoch, Principal Planner
Mark Gabrovsek, Zoning Officer
Jennifer Snyder, CGA, Assistant Township Secretary

CALL TO ORDER: Chair Dustin Best called to order the May 2, 2024, regular meeting of the College Township (CT) Council at 7:00 PM and led in the Pledge of Allegiance.

PUBLIC OPEN DISCUSSION: Ms. Melissa Palacios, College Township resident, offered comments regarding the new Refuse and Recycling contract with Burgmeier’s Hauling.
Ms. Sue Smith, College Township resident, offered additional comments about the new Refuse and Recycling contract as it relates to bulk waste pickup.

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

SPECIAL REPORTS: C-NET Annual Update
Ms. Stephanie Yager, Acting Executive Director C-NET and Mr. Bill Caplan, CT Liaison on the C-NET Board offered an annual update to Council.

Highlights in 2023 include:
- 469 Programs were produced by C-NET staff.
- New Cable Franchises were finalized between Shentel and the State College and Bellefonte Borough, Ferguson, College, Patton, and Harris Townships.
- CATA voted to join C-NET in 2024.

College Township Programming in 2023:
- 47.45 Total Programs (Programs + Bulletin Board Messages)

College Township sponsored 9.2% of all programming by C-NET members in 2023.
Over a five-year period, 2019-2023, College Township sponsored 9.52% of all programming by all C-NET members. This is a decrease from the previous five year period, 2018-2022, which was 9.6%. The Funding Formula is determined by a 5-year rolling average.

Residents can view programs at C-NET Channel 7. Council meetings are televised LIVE on C-NET Channel 7. Meetings can also be streamed LIVE on the C-NET YouTube Channel. The CT Planning Commission meetings are not aired live but alternate a rebroadcast schedule with Council meetings on Sundays at 6 AM, Monday at 1 AM and Tuesday at 2 PM. C-NET Channels 7 and 98 are Live Streamed on the CNET1.org. Programs remain available to view “on-demand” with chaptered and clickable agenda items for a minimum of 12 months.

Ms. Yager offered information about the new Franchise Agreement with Shentel. Franchise fees to College Township are equal to 5% of gross revenue within the Township. No customers are anticipated until sometime this year.

**PLANS:**  P-1  Centre Hills Country Club Land Development Plan

Mr. Francke made a motion to un-table the Centre Hills Country Club Land Development Plan for discussion by Council.

Ms. Mariner seconded the motion.

Motion carried unanimously.

Ms. Lindsay Schoch, AICP, Principal Planner, offered that at the April 4, 2024, CT Council meeting, Council reviewed the Centre Hills Country Club Land Development Plan. This review by College Township was limited to the private access, stormwater management, street lighting, and the proposed sidewalk leading to the property.

After discussion of the plan, CT Council requested that a letter be sent to the State College Borough with comments related to mitigating the impacts of Pickleball courts to the surrounding neighborhood. This letter, dated April 23, 2024, was sent to the State College Borough Manager, the Council Chair and the State College Borough Planning Director.

Ms. Melissa Palacios, College Township Resident, offered comments on the proposed plan regarding: sidewalks, golf cart usage on roads, speed bumps, heavy construction traffic using private access, traffic study, environmental study, landscaping, and street lights.

Mr. Mark Torretti, Project Manager, Penn Terra Engineering, and Mr. Don Franson, P.E., P.L.S., Township Engineer, provided responses to Ms. Palacios’ questions.

After this discussion, Chair Best called for a motion on the proposed LDP plan.

Ms. Trainer made a motion to approve the Centre Hills Country Club Final Land Development Plan dated February 20, 2024, and last revised March 11, 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. Establish a road name for the Private Drive in order to have a proper addressing in place prior to occupancy.
8. 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. Adam Brumbaugh, Township Manager, reported a modified remand letter regarding the Dale Summit Small Area plan was forwarded to the PC for the May 7, 2024, PC meeting. He reported that the Township received the full amount owed by Aspen Heights Partners.

Mr. Brumbaugh was happy to report that the Township received a grant in the amount of $1.5 million from PennDOT’s Transportation Alternatives Set-Aside program (received in late April) to be combined with $500,000 from Commonwealth Financing Authority Multimodal Transportation Fund grant (received in March) to offset costs on an anticipated $3.3 million shared use path project. Mr. Brumbaugh shared his thanks for the partnership with State College Borough, by which College Township was able to utilize grant support from the Delta Development Group.

As part of the anticipated land development for new student housing at Graduate Circle, College Township will be investigating opportunities to work with Penn State on their request to install lighting and other infrastructure along portions of the path. This may further help offset costs to the Township.

b. COG Regional, County, Liaisons Reports

COG Human Resource Committee: Ms. Mariner reported the COG Human Resource Committee met on May 1, 2024, and reconsidered the COLA Analysis. They voted to adopt the COLA methodology that utilizes the CPI-U as of June 30th as the basis for calculating COG’s annual COLA and adopted the revised Compensation Policy that captures the new methodology as well as language consistent with the recent Classification and Compensation Study.

Centre County Metropolitan Planning Organization (CCMPO): Mr. Bernier reported the CCMPO Coordinating Committee met on April 25, 2024. He shared the summary report of the meeting for Council’s review.

COG Land Use and Infrastructure Committee (LUCI): Mr. Bernier reported the COG LUCI Committee met on May 2, 2024 and discussed the Initial Comprehensive Plan Update Survey review.

c. Staff/Planning Commission/Other Committees

CT Planning Commission: Mr. Fenton, Planning Commission Liaison to Council offered that the PC did have a meeting since the last CT Council meeting.
d. Diversity, Equity, Inclusion & Belonging (DEIB) Reports (Public Invited to Report)

Mr. Bloom, Assistant Township Manager, reported the following DEIB celebrations:
- Indian Heritage Month;
- Jewish-American Heritage Month;
- National Asian American and South Pacific Islander Heritage Month; and,
- Bike Month – Council passed a resolution last meeting.

Mr. Bloom reported an upcoming Anti-Human Trafficking Training Conference is being held on May 14, 2024, at the Calvary Church. Additionally, on the Consent Agenda, the Community Diversity Group’s request for sponsorship of the Community Diversity Conference to be held on June 25th at the Penn Stater.

Upcoming Event:

CONSENT AGENDA:

CA-1 Minutes, Approval of
a. April 18, 2024, Regular Meeting

CA-2 Correspondence, Receipt/Approval of
a. Email from Patricia Coates, dated April 16, 2024, regarding moratorium on construction of pickleball courts
b. Email from John and Sibyl Gorman, dated April 16, 2024, regarding moratorium on construction of pickleball courts
c. Email from James Coates, dated April 16, 2024, regarding moratorium on construction of pickleball courts
d. Letter from Movin’ On, dated April 23, 2024, regarding Movin’ On Annual Penn State University student sponsored spring music festival

CA-3 Action Item, Approval
a. Proclamation P-24-02 – EMS Week May 19 – 25, 2024
b. Proclamation P-24-03 – CATA’s 50th Anniversary May 17, 2024
c. Appointment of Mr. Stephen Spoonamore to the Mount Nittany Conservancy Board with a term expiration of December 31, 2024
e. Letter from Community Diversity Group, dated March 3, 2024, regarding Community Diversity Conference Sponsorship request

Mr. Bernier made a motion to approve the May 2, 2024, Consent Agenda minus CA-3.e. and CA-3.d.
Ms. Mariner seconded the motion.
Motion carried unanimously.

CA-3.e.: Council discussed the Community Diversity Conference Sponsorship.

Ms. Trainor made a motion to sponsor the Community Diversity Conference Sponsorship in the amount of $1000.
Ms. Mariner seconded the motion.
Motion carried unanimously.

CA-3.d.: Mr. Gabrovsek offered that this request occurs annually. The CT ordinance does not allow amplified sound from vehicles. The ice cream truck, Classic Cones, asks Council for a waiver from the ordinance to run their business.
Mr. Bernier made a motion to accept CA-3.e. and CA-3.d. as part of the Consent Agenda.
Ms. Mariner seconded the motion.
Motion carried unanimously.

OLD BUSINESS:

**OB-1 Attainable/Workforce Housing Ordinance**

**OB-1.a.:** In an effort to ensure that all of Council has a basis for understanding the intent of the DRAFT Attainable/Workforce Housing ordinance, Mr. Brumbaugh, Township Manager, provided a presentation of the concepts involved. A similar presentation was given to the College Township PC and was well received.

Mr. Brumbaugh offered the definition of Affordable Housing is generally defined as housing on which the occupant is paying no more than 30 percent of gross income for housing costs, including utilities. Housing costs for homeowners include monthly mortgage principal and interest payments, plus property taxes, property insurance, utilities, and any HOA/condo/mobile home fees.

Mr. Brumbaugh shared an Income and Housing Spectrum, which includes: Supportive Services – Extremely Low Income <30% Area Median Income (AMI); Affordable Housing – Very Low Income 30% - 50% AMI; Affordable Housing – Low Income 50% - 80% AMI; Workforce Housing - Middle-Income 80% - 120% AMI; and finally, Market-Rate Housing – Upper Income >120% AMI. Workforce housing focuses on housing built to serve families that have income levels between the true affordable housing options and market-rate housing, between 60% and 120% AMI or the left side of the spectrum. Those that qualify for Workforce Housing are middle-income households that have gotten left behind in the housing market.

Mr. Brumbaugh discussed the Centre County’s Area Median Income and the median and average sale price of homes in our region for the past five (5) years. He shared a map of Centre County’s labor shed, which is very broad. An objective of Attainable/Workforce Housing is to assist middle-income households so that they can afford to live in the area that they work.

**OB-1.b.:** Ms. Schoch, AICP, Principal Planner, offered that Council discussed the proposed changes by the PC to the Attainable/Workforce Housing Ordinance at the April 18, 2024, CT Council meeting. Building on the discussion from that meeting, Staff needs clarification and Council’s input on a few additional items before Staff can incorporate changes into a revised DRAFT Ordinance.

Mr. Ara Kervandjian, College Township resident, Developer, offered comments throughout the discussion.

Ms. Schoch identified areas where clarifications/comments were needed. Council offered the following:

- Keep Fee-in-Lieu, land donations, and credits for existing units in the ordinance as tools/incentives. There is some ambiguity regarding the timeline and language for credits for existing units in the ordinance.
- Calculating Density for Attainable Units – use gross site area for calculations.
- Council concerned with making parkland optional. Parkland, Open Space, Sidewalks remain in ordinance as “may” statements as long as provisions for equity is included.
- Council agreed to change the additional bonus to a 1:1 scenario.
- Waiver of Review Fees: Council discussed the use of Fee-In-Lieu to offset costs of waivers and grant funding to cover certain fees.
- Height: Council agrees with the PC recommendation to increase the height restrictions.
- Off-Site Developments: Keep this in the ordinance until other neighboring Township are ready to reciprocate.
- Phasing: Staff will work with developers for accountability procedures when developing in phases.
- Amenities: Attainable unit should be permitted to differ with regards to interior amenities.

A revised DRAFT Ordinance will be provided to Council for discussion at an upcoming meeting before remanding to PC for their review.

Chair Best recessed the meeting at 9:45 PM for a ten minute break. The meeting was called to order at 9:55 PM.

NEW BUSINESS:

NB-1  R-24-21 – Amendment to Thompson Woods Preserve Intermunicipal Agreement

Mr. Mike Bloom, Assistant Township Manager, offered that on September 15, 2022, College Township executed an Intermunicipal Cooperation Agreement with the State College Borough establishing a new governance structure for the jointly-owned Thompson Woods Preserve property. The agreement calls for the following appointments to the Governance Committee: Two (2) College Township appointees, two (2) State College Borough appointees, and one (1) Centre Region Parks and Recreation Authority (CRPRA) appointee. The CRPRA appointee shall be a member of the CRPRA Board who is not a representative from the Township or Borough. Given the small size of the CRPRA Board and the limiting factor that removes CT or SC Borough representatives from consideration, the CRPRA appointment has proven to be challenging to fill from the Board.

As such, Staff is requesting an amendment to the Intermunicipal Cooperation Agreement that would provide greater flexibility to CRPRA for their future appointment(s). The proposed amended language reads as follows:

- One (1) CRPRA appointee, this appointee should be a member of the CRPRA Board or a designee approved by the CRPRA Board, who does not represent or reside in either the Township or Borough.

Mr. Bloom offered Resolution R-24-21 amends Article II: Committee Structure of the Intermunicipal Cooperation agreement between the joint property owners, College Township and the State College Borough.

Council discussed and suggested a de minimis change to line 38 of the Resolution R-24-21 so that it reads “this appointee should be EITHER a member of the CRPRA”.

Mr. Francke made a motion to approve Resolution R-24-21 with de minimis change to line 38 of the resolution.  
Mr. Bernier seconded the motion.  
Motion carried unanimously.

NB-2  2025 Centre Region COG Capital Improvement Plan Review

Mr. Brumbaugh, Township Manager, offered that the Centre Region Council of Government (COG) 2025-2029 Capital Improvement Plan comments are due back to COG by May 16, 2024, at 12 PM.
From the proposed comments provided by Mr. Brumbaugh and Council’s discussion, the following will be provided to the COG.

**COG BUILDING** – Generally agree with CIP expenditures shown in 2025-2029.
- Concerned with Parking Lot pavement in 2025 and EV Charging Stations to be added in 2027 – coordinate the under-pavement infrastructure in 2025.
- Review of all subsurface facilities before paving parking lot. Look to phase the project.

**FIRE** – Generally agree with CIP expenditures shown in 2025-2029.
- Assume vehicle replacement noted are taken from Fire Vehicle Replacement Schedule.
- Marketing and supply change issues for equipment reflected in the CIP.

**LIBRARY CAPITAL** – Generally agree with CIP expenditures shown in 2025-2029.
- Concerned with HVAC replacement work to be done in 2024. Impacts if pushed to 2025.

**PLANNING** – Generally agree with CIP expenditures shown in 2025-2029.
- Replacement vehicles listed as “potentially hybrid/electric vehicles – Is there a commitment to this? If so, this has implications on the COG Building CIP Initiatives parking lot and need for charging stations.

**PARKS CAPITAL** – Generally agree with CIP expenditures shown in 2025-2029.
- Entire Parks Capital CIP is vehicle/machinery based. Zero dollars allocated to any capital project in park.
- Numbers in CIP could change based on Parks Governance Committees resolution of what is a maintenance cost and what is a capital cost of regional parks.

**MILLBROOK MARSH** – Generally agree with CIP expenditures shown in 2025-2029.
- The projected expenditure of $6.1 million in 2027 for the Boardwalk Replacement is highly unlikely to be funded in full but COG member municipalities. Work should begin immediately to secure federal funding earmarked for the project.

**POOLS** – Generally agree with CIP expenditures shown in 2025-2029.

**REGIONAL PARKS** – Generally agree with CIP expenditures shown in 2025-2029.
- Correction needed for Hess Field Lighting expenditure.
- Insufficient narrative for understanding $600,000 NEW restroom facility at Hess Field.
- Whitehall Road Regional Park – All Season Pavilion - $850,000 total project cost – likely non-starter with COG elected officials.

**GENERAL COMMENTS**
- Modifications to the 2025-2029 CIP are a positive.
- Asset management crucial to capture in the CIP.
- COG Borrowing Capacity – All debt across all COG Programs – All COG projects would be subject.
- New Facilities Coordinator should be hired as soon as possible.
- Fleet management program needed.

COG Finance Director, Ms. Kimberlee MacMullan, offered the proposed 2025 budget in the 2025 – 2029 CIP reflects a 4.96% increase for College Township.

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

**OTHER MATTERS:** No *Other Matters* brought forward for discussion.

**ADJOURNMENT:**

Chair Best called for a motion to adjourn the meeting.
Mr. Bernier moved to adjourn the May 2, 2024, Regular College Township Council Meeting. Chair seconded the motion.

The May 2, 2024, Regular College Township Council Meeting was adjourned at 10:33 PM.

Respectfully Submitted By,

Adam T. Brumbaugh

Adam T. Brumbaugh
Township Secretary