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 18, 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 mean exclusive scheduling. While Centre Soccer
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 role of interim Executive Director to assist the CTIDA in moving forward with the hiring of an Executive Director. The Township is reimbursed for his role 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 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*

Adam T. Brumbaugh  
Township Secretary