

FERGUSON TOWNSHIP BOARD OF SUPERVISORS

Regular Meeting
Monday, February 3, 2014
7:00 pm

I. ATTENDANCE

The Board of Supervisors held its first regular meeting of the month on Monday, February 3, 2014 at the Ferguson Township Municipal Building. In attendance were:

Board:	Richard Mascolo, Chairman	Staff:	Mark Kunkle, Township Manager
	Drew Clemson, Vice Chairman		David Pribulka, Assistant Manager
	Elliott Killian		David Modricker, Public Works Director
	Steve Miller		Eric Endresen, Director of Finance
	Janet Whitaker		

Others in attendance included: Heather Bird, Recording Secretary; Bill Keough

II. CALL TO ORDER

Mr. Mascolo called the Monday, February 3, 2014, regular meeting to order at 7:00pm.

III. PUBLIC HEARING – RESOLUTIONS

1. A PUBLIC HEARING ON A RESOLUTION OF THE TOWNSHIP OF FERGUSON, CENTRE COUNTY, PENNSYLVANIA, AUTHORIZING THE CHAIRMAN AND SECRETARY TO EXECUTE A RESOLUTION WITH JERSEY SHORE STATE BANK DESIGNATING THE AUTHORIZED SIGNATORIES ON THE TOWNSHIP'S VARIOUS BANK ACCOUNTS.

Mr. Kunkle stated that with the change in the Chairman and Vice Chairman of the Board for 2014 new signature cards are required by Jersey Shore State Bank.

Mr. Killian made a motion to ADOPT Resolution #2014-04 authorizing the Chairman, Vice Chairman and Township Manager to be signatories on checks drawn on Jersey Shore State Bank accounts. Mr. Miller seconded the motion.

ROLL-CALL VOTE: Mr. Clemson: YES; Mr. Killian: YES; Mr. Mascolo: YES; Mr. Miller: YES; Ms. Whitaker: YES

2. A RESOLUTION OF THE TOWNSHIP OF FERGUSON, CENTRE COUNTY, PENNSYLVANIA, AMENDING RESOLUTION 2014-03 BY ADDING AN ACCELERATED PLAN REVIEW OR INSPECTION OUTSIDE NORMAL BUSINESS HOURS AND RENUMBERING OTHER CODE ADMINISTRATION FEES.

Mr. Kunkle stated that due to a staff oversight the Township Fee Schedule needs amended to include the accelerated plan review for outside normal business hour fee for the Centre Region Code Administrative fees. This would allow an applicant to have their plan reviewed outside of normal hours and accelerate the time of the plan review.

Mr. Killian made a motion to ADOPT Resolution #2014-05 amending the Township Fee Schedule to add the request of accelerated plan review or inspection outside normal business hours as part of Code Administration Fees. Mr. Clemson seconded the motion.

ROLL-CALL VOTE: Mr. Clemson: YES; Mr. Killian: YES; Mr. Mascolo: YES; Mr. Miller: YES; Ms. Whitaker: YES

IV. ACTION ITEMS

1. APPOINTMENTS TO THE CENTRE REGION CODE APPEALS BOARD

Mr. Kunkle stated the recommendations for appointment to the Centre Region Code of Appeals are to the Plumbing Board: Moses D. F. Ling, P.E., R.A., Leed AP; the Mechanical Board: as an Alternate, Moses D. F. Ling, P.E., R.A., Leed AP; the Property Maintenance Board: Nicole Woodring Primary and Alternate Lianne Semion; and the Electrical Board: Richard Harris, P.E., Primary and Alternate, Kirk Lauer, P.E.. These are for three year terms beginning February 15, 2014.

Mr. Killian made a motion to APPOINT Moses D. F. Ling to the Plumbing Board and Mechanical Board, Nicole Woodring as Primary and Lianne Semion as Alternate to the Property Maintenance Board and Richard Harris as Primary and Kirk Lauer as Alternate to the Electrical Board for a 3 year term commencing February 15, 2014. Ms. Whitaker seconded.

The motion passed unanimously.

2. CONSIDER APPOINTMENT TO THE FERGUSON TOWNSHIP PLANNING COMMISSION

Mr. Kunkle stated that effective January 27, 2014 Stephen Foster has resigned his position as a member from the Ferguson Township Planning Commission. Mr. Foster's term expires December 31, 2017. It is the responsibility of the Board to make appointments to the Authorities, Boards and Commission of the Township. Included with the packet were three applicants for this position: William Keough, Lisa Strickland and Chris Harner.

Mr. Mascolo stated that since three applicants have applied the Board must do a two person committee interview. Mr. Miller and Mr. Killian will handle these interviews and return their recommendation to the Board for approval.

3. VARIANCE APPLICATION – CENTRE REGION PARKS AND RECREATION AUTHORITY, WHITEHALL ROAD REGIONAL PARK

Mr. Kunkle stated the variance is requested from Chapter 27, Zoning, Section 807.16.D. This section of the zoning ordinance requires that raised islands be incorporated within the parking bays for every 10 parking spaces. The variance request claims there is an impact for the loss of parking spaces.

Mr. Killian made a motion to SUPPORT the variance request submitted by the Centre Region Parks and Recreation Authority providing a variance from Chapter 27, Section 807.16.D. Mr. Clemson seconded the motion.

Mr. Clemson asked why this is required for every 10 parking spaces. Mr. Kunkle stated that often the islands include a tree and this does assist with shading and cooling of the lot.

The motion passed unanimously.

4. 4TH QUARTER 2013 FINANCIAL REPORT – MR. ERIC ENDRESEN

Mr. Endresen provided the 4th quarter financial report. Mr. Endresen reminded the Board that the information provided is preliminary and does not contain year-end adjustments. Also, the report does not include the fiduciary funds which include the pension funds and the Tudek Trust Fund. Expenditures exceeding budgeted amount by fund require a budget amendment to comply with legal standards. There are two funds that the Board may need to make adjustments to be legally compliant.

The tTransportation Improvement Fund makes up a 95% decrease in the fund balances. This was a budgeted and planned for reduction. In 2013 the Township made a \$1 million transfer to the Capital Reserve Fund.

In summary the Township actual results are better than the 2013 budgeted amounts. This is not unusual as the Township is conservative in its budgeting practices. The main component of this was increased tax revenues which provided additional monies for the Transportation Improvement Fund. The other major component is the timing of the Capital Projects expenditures which typically lag.

The General Fund total is better than budgeted due in a large part to the increased tax revenues but also includes fund transfers. The Township received more transfer tax revenues and a portion of those are transferred out of the General Fund to Transportation Improvement Fund.

Real estate tax revenue is consistent and we know what those amounts are going to be. Earned income tax exceeded budget by \$450-\$460,000, based on conservative budgeting and the State College Borough's efficient collection. The transfer tax was more than double budgeted due to large property sales.. These additional revenues should not be expected in 2014.

Capital Projects are broken into seven categories including: Piney Ridge, Ag Preservation, Capital Reserve Fund, Capital Recreation Projects, Transportation Improvement Fund, Pine Grove Street Light Fund and the Park Improvements Fund. In total the capital projects funds are better than budgeted.

Special revenue funds include Street Light, Fire Hydrant Funds and Liquid Fuels Funds. The Board would have to make a budget amendment to the Hydrant Fund for the overage of \$108. Liquid Fuels are funds received based on road mileage and population. In total the revenue and expenditures are both slightly under budget for all of the special revenue funds.

General Obligation Funds represent the debt and debt service the Township has. At this time the Township only has one loan, it was recently refinanced without changing the maturity date.

Encumbrances are something that needs to be accounted for as we cross years. This includes purchase orders, which are legal contract with a Vendor. During the year encumbrances show as a restriction or use of current budgeted dollars. These account for unspent funds. At or near the end of the year these encumbrances need to be accounted for in the new year budget. Adjustments are made to include these encumbrances into the current year budget.

In summary the Township cash balances remain healthy as well as the fund balances. The balances were kept more aligned with current account standards by transferring monies to other funds. No large projects are planned for 2014. Lastly the debt levels we have are well within state standards.

V. CONSENT AGENDA

Mr. Clemson made a motion to APPROVE the consent agenda including Surety Reductions for Foxpointe Phase 11 in the amount of \$45,556.70; Hunter's Chase Phase 10 in the amount of \$467,910; The Landing, Phase 5 in the amount of \$10,162 and a Time Extension for Musser Gap. Mr. Killian seconded the motion.

The motion passed unanimously.

VI. REPORTS

1. Manager

Mr. Kunkle reported that a meeting of the Rock Springs Water Company shareholders, customers, representatives of the Pennsylvania Department of Environmental Protection, Pennsylvania Public Utility Commission, Alpha Fire Company, State Representatives Conklin and Fleck has been scheduled for Thursday, February 27th at 6:30 pm at the Fairbrook United Methodist Church in the community room. The agenda is not available yet. The goal of this meeting is to have a good dialogue on what to do to ensure a reliable, sustainable future for the water company.

The Township installed their new phone system this past Tuesday.

The Ferguson Township Garden Club will be having a program at the Township Building February 6th at 7pm and hopefully some of the Board members will be able to attend. Dave Pribulka and Ronda Reid, Township staff, will be attending.

2. Public Works Director

Mr. Modricker stated that residents will be sent a mailing for those that are adjacent to road projects that are on Westerly Parkway, Vairo Blvd, Marjorie Mae Street, Gateway Circle, Abbey Place, Deepwood Drive and a portion of East Park Hills Avenue for an open house, March 3rd from 4:30 to 6:30.

Mr. Modricker mentioned that staff is working on the design of the Rosemont/Selders Circle box culvert and drainage improvement project with quite a bit of utility work to be completed before the Township can move forward on the project.

Staff did issue a purchase order for the upgraded door security and camera upgrade. Staff will also be looking a fuel dispenser, island and canopy. Staff will be looking at a design for a building for fire safety training trailers and vehicle.

Mr. Mascolo questioned if any response was received from Foxpointe Homeowners Association on the tree planting. Mr. Modricker replied that this week the bids will be going out and that he had reached out to residents about if they have opinions on tree types that they would prefer to have. Some responses were received from Hunters Chase, with the request of some trees being removed from the planting list per their request.

3. COG Committee Reports

a. Transportation and Land Use

Mr. Miller stated that the committee met today. The main items discussed were CATA service planning process for 2014-2015. Basically everything is up with a significant increase in ridership due to student housing contracts. CATA is beginning to put together information for fall

next year and requesting any comments from municipalities. The committee also received a report on the State College Borough Redevelopment Authority Community Education Program.

4. MPO MEETING

The main topic was the funding changes with the recent transportation bill. At this time we do not know the real impact. The MPO did put the extension of 322 into Potter's Mills on the long range transportation plan. This will be a very extensive project over the next several years. Some of the projects questioned for support included the high speed and local interchanges with 99 and 80, which did not receive support needed and the other was the rail to trails from Toftrees to Bellefonte, which also did not receive support needed. Spring Township has withdrawn as a funding partner and the committee is looking for ways to establish stability with funding partners.

VII. MINUTES

Mr. Killian made a motion to APPROVE the January 20, 2014 Regular Meeting Minutes. Mr. Miller seconded the motion.

The motion passed unanimously.

VII. ADJOURNMENT

Mr. Killian made a motion to ADJOURN the meeting. Mr. Miller seconded the motion.

The motion passed unanimously.

With no further business to come before the Board of Supervisors, Mr. Mascolo adjourned the regular meeting at 7:45 pm to a worksession.

Respectfully submitted,

Mark Kunkle, Township Manager
For the Board of Supervisors

Date approved by the Board: 02/18/2014