

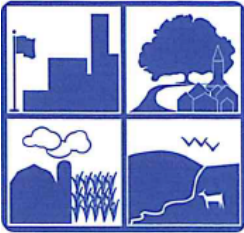
FERGUSON TOWNSHIP BOARD OF SUPERVISORS
Regular Meeting Agenda
Monday, January 18, 2020, 7:00 PM

Join Zoom Meeting:
<https://us02web.zoom.us/j/87979180673>
Meeting ID: 879 7918 0673
[Zoom Access Instructions](#)

- I. CALL TO ORDER**
- II. CITIZENS INPUT**
- III. APPROVAL OF MINUTES**
 - 1. January 4, 2021, Board of Supervisors Reorganizational Meeting Minutes
 - 2. January 4, 2021, Board of Supervisors Regular Meeting Minutes
- IV. SPECIAL REPORTS**
 - a. COVID-19 (Coronavirus) Response Report
- V. UNFINISHED BUSINESS**
 - 1. Public Hearing – Heritage and Significant Trees Ordinance
 - 2. Public Hearing – Extension of Emergency COVID-19 Ordinance
 - 3. Continued Discussion – Stormwater Management Utility Fee
 - 4. Continued Discussion – Whitehall Road Regional Park Phase I Development
- VI. NEW BUSINESS**
 - 1. Consent Agenda
 - 2. Resolution – 2021-2022 CATA Local Match
 - 3. Consideration of Local Regulations of Personal Delivery Devices (PDDs)
- VII. REPORTS**
 - 1. COG Committee Reports
 - 2. Other Regional Reports
 - 3. Staff Reports
- VIII. COMMUNICATIONS TO THE BOARD**
- IX. CALENDAR ITEMS – JANUARY/FEBRUARY**
- X. ADJOURNMENT**



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TOWNSHIP OF FERGUSON

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**Board of Supervisors
Regular Meeting Agenda
Monday, January 18, 2021
7:00 P.M.**

- I. **CALL TO ORDER**
- II. **CITIZEN'S INPUT**
- III. **APPROVAL OF MINUTES**
 1. January 4, 2021, Board of Supervisors Reorganizational Meeting Minutes
 2. January 4, 2021, Board of Supervisors Regular Meeting Minutes
- IV. **SPECIAL REPORTS** 10 minutes
 1. COVID-19 (Coronavirus) Response Report – David Pribulka, Township Manager
- V. **UNFINISHED BUSINESS**
 1. **A PUBLIC HEARING ON AN ORDINANCE OF THE TOWNSHIP OF FERGUSON, CENTRE COUNTY, PENNSYLVANIA AMENDING CHAPTER 25, TREES BY ESTABLISHING A NEW PART IV, HERITAGE AND SIGNIFICANT TREES.** 10 minutes

Narrative

Provided with the agenda is a draft of the Heritage and Significant Tree Ordinance as advertised for Public Hearing. Planning and Public Works staff with input from the Ferguson Township Tree Commission drafted an amendment to Chapter 25, Trees, to include a new part, Heritage and Significant Trees. The intent of the new part is to recognize the voluntary protection of landmark and important trees, establish a process to nominate these trees, distinguish between Heritage and Significant Trees, and establish maintenance responsibilities for the preserved trees.

The Board of Supervisors reviewed this draft ordinance during the December 7, 2020, regular meeting and authorized staff to advertise for a public hearing to amend Chapter 25—Trees for this evening.

Recommended Motion: That the Board of Supervisors adopt the ordinance amending Chapter 25, Trees by establishing a new Part IV, Heritage and Significant Trees.

Staff Recommendation

That the Board of Supervisors **adopt** the ordinance.

2. A PUBLIC HEARING ON AN EXTENSION OF AN EMERGENCY COVID ORDINANCE OF THE TOWNSHIP OF FERGUSON, CENTRE COUNTY, PENNSYLVANIA REQUIRING THE WEARING OF FACE COVERINGS AND IMPLEMENTING ADDITIONAL REGULATIONS TO REDUCE THE RISK OF TRANSMISSION OF THE COVID-19 VIRUS. 10 minutes

Narrative

Provided with the agenda is a copy of an ordinance advertised for public hearing extending the temporary emergency regulations established to reduce the transmission of the COVID-19 virus. The emergency ordinance was adopted by the Board on September 21, 2020, and is set to expire on January 31, 2021. The ordinance that is presented this evening extends those restrictions through June 30, 2021, or at the expiration of the emergency declarations of the Centre Region Council of Governments and the Pennsylvania Department of Health. The public hearing held on January 4th was continued to this evening to reflect the changes that have been incorporated in the draft ordinance.

Recommended Motion: That the Board of Supervisors adopt the ordinance extending the effective date of the temporary emergency COVID Ordinance through June 30, 2021, or the expiration of the emergency declarations passed by the Centre Region Council of Governments and the Pennsylvania Department of Health, whichever is earlier.

Staff Recommendation

That the Board of Supervisors **adopt** the ordinance.

3. CONTINUED DISCUSSION – STORMWATER MANAGEMENT UTILITY FEE ORDINANCE 30 minutes

Narrative

Concluding the Stormwater Management Utility Fee public worksession held on Tuesday, January 12, 2021, the Board requested a discussion on this evening's agenda to review any outstanding items prior to the public hearing scheduled for Monday, February 1, 2021.

Staff Recommendation

That the Board of Supervisors **discuss** the proposed ordinance.

4. CONTINUED DISCUSSION – WHITEHALL ROAD REGIONAL PARK 20 minutes

Narrative

At the Regular Meeting on Wednesday, October 7, 2020, the Board of Supervisors reviewed some questions forwarded by the COG General Forum on September 29, 2020, related to the development of Phase I of Whitehall Road Regional Park. At the conclusion of the meeting, it was determined insufficient information was provided for the Board to reach consensus on the questions, and additional clarification was requested of the COG by several municipalities to further guide their discussion. Provided with the agenda is a matrix of the responses provided to each of those questions. Also provided with the agenda is the original comment guide provided by the Centre Region Parks and Recreation Authority, and the presentation that was provided to the COG General Forum on September 29th. The Board is requested to continue their discussion from the October 7 Regular

Meeting and provide any responses to the COG Executive Director and Centre Region Parks and Recreation Authority Director.

Staff Recommendation

That the Board of Supervisors **discuss** the Phase I development of Whitehall Road Regional Park

VI. NEW BUSINESS

1. CONSENT AGENDA

5 minutes

- a. Contract 2018-PWGG HVAC, Pay App 3: \$228,522.01
- b. Contract 2018-PWGG HVAC, Plumbing, Pay App 5: \$134,187.50
- c. Contract 2018-PWGG General, Pay App 9: \$301,809.26
- d. Contract 2020-C3, Pipe Lining, Pay App 2: \$309,095.44
- e. Adopt-A-Road Application – Old Gatesburg Road
- f. Treasurer’s Report – October 2020 for acceptance

2. A RESOLUTION OF THE TOWNSHIP OF FERGUSON, CENTRE COUNTY, PENNSYLVANIA CERTIFYING PROVISION OF LOCAL MATCH FOR STATE OPERATING AND CAPITAL FINANCIAL ASSISTANCE TO THE CENTRE AREA TRANSPORTATION AUTHORITY FOR FISCAL YEAR 2021 – 2022.

5 minutes

Narrative

Provided with the agenda is a copy of the resolution establishing the Township’s contribution to the Centre Area Transportation Authority (CATA) for operating funds in an amount of \$123,786.00 and capital funding in an amount of \$17,620.00 for the CATA fiscal year beginning July 1, 2021, and ending June 30, 2022. Contributions for the 2020 – 2021 CATA fiscal year totaled \$117,981.00 for operating funds and \$17,619.00 for capital funding. Also provided with the agenda is a copy of a memorandum from Louwana Oliva, CATA Executive Director, received by the Board in November 2020, describing the proposed increase to local match requests for Fiscal Year 2021 – 2022.

Recommended motion: That the Board of Supervisors adopt the resolution certifying provision of Local Match for State Operating and Capital Financial Assistance to the Centre Area Transportation Authority for fiscal year 2021 – 2022.

Staff Recommendation

That the Board of Supervisors **adopt** the resolution.

3. CONSIDERATION OF LOCAL REGULATIONS OF PERSONAL DELIVERY DEVICES (PDDs)

20 minutes

Narrative

On November 1, 2020, Pennsylvania Senate Bill 1199 (Personal Delivery Devices) was enacted. Act 106 will go into effect on January 30, 2021. A Personal Delivery Device is a ground-based delivery device that is designed for the transporting of goods and is operated by a driving system that allows for autonomous or remote operations. PDD’s in the vehicle code are classified as pedestrians and are granted the same rights with a few exceptions.

PDD's can operate in any pedestrian area and shoulder/berm of roadways posted at 25 mph or less.

PDD's will operate in two phases. Phase 1 will operate autonomously with a PDD operator within 30 feet of the PDD and must maintain line of sight of the PDD. After 180 days, the device will transition into Phase 2. In Phase 2, the PDD will be operated through an autonomous system while being monitored remotely so control can be overridden if necessary.

PennDOT is responsible for developing policies governing operations of PDD's and the application process to grant authorization. It will be the responsibility of municipalities to develop a resolution or ordinance as to where to permit the use or restrict the use of PDDs on roadways where the posted speed limit is greater than 25 miles per hour and not greater than 35 miles per hour; determine what hazards would limit the use of the PDD, such as weather; enforcement of any law, rule or regulation as it relates to the operation of the PDD.

Planning Commission reviewed the information provided at the January 11, 2020, regular meeting and voiced concerns about how PDDs would operate with severe weather conditions (snow, ice, etc.) and questioned if the devices would have continuous audible and visible warning that would pass ADA requirements. Ron Seybert, Township Engineer, and Chris Albright, Chief of Police, also reviewed Act 106.

Provided with the agenda packet is an informational flyer, a draft Policy Application as well as comments provided by the Centre County MPO that will be sent to PennDOT on January 22, 2021. The link to Act 106 is provided below. PennDOT has also schedule a PDD webinar for January 20, 2021, at 2:00 PM and questions/comments can be submitted to pdd@pa.gov prior to the webinar to have questions/comments addressed. The Director of Planning & Zoning will send out the webinar link to the Board as well as Planning Commission.

[PA 2020 Act 106](#)

Staff Recommendation

That the Board of Supervisors *discuss* local regulations of Personal Delivery Devices.

VII. STAFF AND COMMITTEE REPORTS

1. **COG COMMITTEE REPORTS** 35 minutes
 - a. Transportation Land Use Committee
 - b. Public Safety Committee
 - c. Climate Action & Sustainability Committee
 - d. Human Resources Committee
 - e. Finance Committee
 - f. Joint Parks Capital Committee and CRPRA
 - g. Public Services & Environmental Committee

2. **OTHER COMMITTEE REPORTS** 5 minutes

3. STAFF REPORTS

20 minutes

- a. Manager's Report
- b. Public Works Director – *No written report.*
- c. Planning and Zoning Director
- d. Chief of Police

VIII. COMMUNICATIONS TO THE BOARD

IX. CALENDAR ITEMS – JANUARY/FEBRUARY

X. ADJOURNMENT

FERGUSON TOWNSHIP BOARD OF SUPERVISORS

Organizational Meeting
Monday, January 4, 2021
7:00 PM

ATTENDANCE

The Board of Supervisors held its Organizational meeting on Monday, January 4, 2021, via Zoom in a webinar format. In attendance were:

Board:	Steve Miller, Chairman	Staff:	Dave Pribulka, Township Manager
	Laura Dininni, Vice Chair		Dave Modricker, Director of Public Works
	Prasenjit Mitra		Jenna Wargo, Director, Planning and Zoning
	Patty Stephens		Eric Endresen, Director of Finance
	Lisa Strickland		Chris Albright, Chief of Police
			Centrice Martin, Assistant to the Township Manager

Others in attendance included: Rhonda Demchak, Recording Secretary

I. CALL TO ORDER

Mr. Miller called the Monday, January 4, 2021, organizational meeting to order at 7:05 p.m.

Mr. Pribulka noted that the Organizational and the Board of Supervisors meeting had been advertised in accordance to the PA Sunshine Act as a virtual meeting via Zoom in a webinar format. There was also an audio conference bridge that was accessible by dialing the Ferguson Township's main line at 814-238-4651 and then dialing extension 3799. Persons attending the webinar as members of the public and wanted to participate were asked to enter their name, municipality, and topic by utilizing the Q&A bubble at the bottom of the screen. C-NET is recording as well. Mr. Pribulka took Roll Call and there was a quorum.

Mr. Miller noted that there would be no public comment during the Organizational meeting. Also, Mr. Miller noted that there were two executive session involving personnel issues on December 17th and 22nd.

II. ELECTION OF OFFICERS

Ms. Dininni made a motion to designate Mr. Pribulka to act as temporary Chair. Ms. Stephens seconded the motion. The motion passed unanimously.

Mr. Pribulka asked for nominations for the 2021 Chairperson.

Mr. Miller made a motion nominating Ms. Dininni. No other nominations were made.

ROLL CALL: Ms. Dininni – YES; Mr. Miller – YES; Ms. Stephens – YES; Ms. Strickland – YES
(please noted that Mr. Mitra was delayed signing onto the meeting, thus no vote)

Ms. Dininni thanked the Board for her nomination. Ms. Dininni asked for nominations for the 2021 Vice Chair.

Mr. Miller made a motion nominating Ms. Strickland. No other nominations were made.

ROLL CALL: Ms. Dininni – YES; Mr. Miller – YES; Ms. Stephens – YES; Ms. Strickland – YES
(please noted that Mr. Mitra was delayed signing onto the meeting, thus no vote)

Ms. Dininni asked for a motion nominating Mr. Pribulka as Secretary/Treasurer.
Ms. Stephens made a motion nominating Mr. Pribulka as Secretary/Treasurer. Ms. Stephens seconded the motion. The motion passed unanimously.

III. ANNUAL APPOINTMENTS

Mr. Pribulka noted that the appointments are listed in the agenda. The Board requested qualifications for the Solicitor position and conducted a search. Mr. Pribulka did not have a recommendation for the Solicitor position, but the other appointments listed are being recommended as follows:

Position	Manager's Recommendation
Solicitor	No Recommendation
Local Services Tax Collector	Linda Welker
Health Officer	Brian O'Donnell
Certified Public Accountant – Auditor	Baker Tilly Virchow Krause, LLP
Sewage Enforcement Officer	Walk Schneider – Primary Cory Warner – Alternate James Royer – Alternate Robert Royer – Alternate
Earned Income and Net Profits Tax	Centre Tax Agency
Tax Administrator	Eric Endresen
Consulting Engineers	NTM Engineering – Stormwater/Lighting
Vacancy Board	Josh Potter
Certified Appraiser	Chris Aumiller

Ms. Stephen moved that the Board of Supervisors **appoint** those individuals or agencies as recommended by the Township Manager as Annual Appointments for the year 2021.

No other nominations were made. The motion passed unanimously.

Ms. Dininni asked for nominations for the Solicitor.

Mr. Miller nominated Betsy Dupuis as the Township Solicitor for 2021. No other nominations were made.

ROLL CALL: Ms. Dininni – YES; Mr. Miller – YES; Mr. Mitra – Yes; Ms. Stephens – YES; Ms. Strickland – YES

IV. APPOINTMENTS TO AUTHORITIES, BOARDS & COMMISSIONS (ABCs)

Mr. Pribulka noted that each of the vacancies are listed in the agenda.

The Planning Commission has one open vacancy.

Ms. Strickland made a motion nominating William Keough for Planning Commission. No other nominations were made. The motion passed unanimously.

The Planning Commission Alternate has one open vacancy.

Mr. Miller made a motion nominating Lewis Steinberg for Planning Commission Alternate. No other nominations were made. The motion passed unanimously.

The Zoning Hearing Board has one open vacancy.

Mr. Miller made a motion nominating Swamy Anatheswaran for Zoning Hearing Board. No other nominations were made. The motion passed unanimously.

Ms. Dininni noted that there are two vacancies for the Zoning Hearing Board Alternate and requested Board members to recruit members of the Township.

The Tree Commission has one open vacancy.

Ms. Strickland made a motion nominating Mike Jacobson. No other nominations were made. The motion passed unanimously.

The Tax Review Board has three open vacancies.

Mr. Mitra made a motion nominating Matthew Patch and Vicki Hewitt. Mr. Pribulka was notified that Kristina Whitaker moved out of the Township and will no longer be able to serve on the Tax Review Board. No other nominations were made. The motion passed unanimously.

The State College Borough Water Authority has one vacancy.

Mr. Mitra made a motion nominating Ford Stryker. No other nominations were made. The motion passed unanimously.

There is one vacancy for the C-Net Representative.

Ms. Strickland made a motion nominating Thomas Giles. No other nominations were made. The motion passed unanimously.

The Schlow Library Board of Representatives has one vacancy.

Ms. Strickland made a motion nominating Barbara Ziff. Mr. Mitra made a motion nominating Chandra Bose. The motion for Barbara Ziff passed unanimously.

The University Area Joint Authority Representative has two vacancies.

Mr. Mitra made a motion nominating Mr. Miller. Mr. Miller made a motion nominating Mark Kunkle. The motion passed unanimously for Mr. Miller and Mr. Kunkle.

V. APPOINTMENT TO COG AND REGIONAL COMMITTEES

Ms. Dininni noted that the table of appointments is included in the packet with one vacancy that is not listed for the Climate Action Committee. Mr. Mitra will be the representative for the Committee.

Mr. Miller moved that the Board of Supervisors **appoint** the slate of officials recommended by the Chairperson as COG and Regional Committee representatives for the year 2021. Mr. Mitra seconded the motion. The motion passed unanimously.

VI. APPOINTMENT TO POLICE PENSION ADVISORY BOARD

Mr. Pribulka noted that the Police Pension Advisory Board is made up of four members, two pension members, a member of the Board of Supervisors, and the Township Manager. This advisory board meets four times per year to review the performance of the pension plan, add or remove investment managers of the pension assets, and keep the plan within the investment policy established by the Pension Trustees. The former Board member appointed to the Police Pension Advisory Board was Steve Miller.

Mr. Mitra made a motion nominating Mr. Miller. No other nominations were made. The motion passed unanimously.

VII. ESTABLISH MEETING DATES FOR 2021

Mr. Pribulka noted that provided in the agenda is a copy of the proposed meeting schedule. It has been the Board's practice to hold its regular meetings at 7:00 p.m. on the first and third Monday of each month, with the exception of December when the Board meets on the first two Mondays because of the holiday season. Mr. Pribulka noted that the Board will meet virtually until further notice.

Additionally, if the regular meeting date were to fall on a holiday, the Board typically held its meeting on the Tuesday following the holiday. The Board has already set the first January meeting on Monday, January 4th. In 2021, there will be two (3) additional regular meeting dates that will need to be held on the Tuesdays following the recognized holidays. Staff recommends that the regular meetings held normally on Monday, February 15th (President's Day), Monday, July 5th (in observance of Independence Day) and Monday, September 6th (Labor Day) to be changed to Tuesday, February 16th, Tuesday, July 6th and Tuesday, September 7th since all Township offices will be closed on these regular meeting dates in recognition of the stated holidays. Provided with the agenda is a copy of the proposed meeting schedule.

Mr. Miller moved that the Board of Supervisors **establish** its regular meeting schedule for 2021 as the first and third Monday of each month except that it will meet on February 16th, July 6th and September 7th and on the first two Mondays in December. Ms. Stephens seconded the motion. The motion passed unanimously.

VIII. DESIGNATION OF DEPOSITORY

Mr. Pribulka noted that this is an annual exercise for the Board to make an appointment with the Township's primary depository. The Finance Director investigates rates at different banks to determine which one is best for the Township's funds and investments. Staff recommends that the Board appoint as the Township's primary depository Jersey Shore State Bank and any FDIC insured bank and the PA Local Government Investment Trust for investments per Township investment policy.

Mr. Mitra moved that the Board of Supervisors **appoint** Jersey Shore State Bank as the township's primary depository and any FDIC insured bank and the PA Local Government Investment Trust for investments per the township's investment policy. Ms. Stephens seconded the motion. The motion passed unanimously.

IX. PUBLIC HEARINGS

1. Public Hearing on a Resolution Establishing the Agenda Order of Business for 2021

Mr. Pribulka introduced the resolution and noted that provided with the agenda is a resolution adopting the agenda order of business for 2021. This resolution is presented in compliance with the Administrative Code. The proposed agenda closely follows the agenda set forth in Roberts' Rules of Order.

Public Hearing – No Comments were made.

Mr. Miller moved that the Board of Supervisors **adopt** the resolution establishing the agenda order of business for 2021. Ms. Stephens seconded the motion.

ROLL CALL: Ms. Dininni – YES; Mr. Miller – YES; Mr. Mitra – Yes; Ms. Stephens – YES; Ms. Strickland – YES

2. Public Hearing on a Resolution Adopting the Ferguson Township Board of Supervisors Procedures

Mr. Pribulka introduced the resolution and noted that the Procedures Manual has not changed from the 2020 version and is included in the agenda packet.

Public Hearing – No Comments were made.

Ms. Strickland moved that the Board of Supervisors **adopt** the resolution adopting the Ferguson Township Board of Supervisors Procedures Manual. Mr. Miller seconded the motion.

ROLL CALL: Ms. Dininni – YES; Mr. Miller – YES; Mr. Mitra – Yes; Ms. Stephens – YES; Ms. Strickland – YES

X. ADJOURNMENT

With no further business to come before the Board of Supervisors, Ms. Dininni motioned to adjourn the meeting. The meeting adjourned at 7:35 p.m.

Respectfully submitted,

David Pribulka, Township Manager
For the Board of Supervisors

FERGUSON TOWNSHIP BOARD OF SUPERVISORS

Regular Meeting
Monday, January 4, 2021
7:00 PM

ATTENDANCE

The Board of Supervisors held its first regular meeting of the month on Monday, January 4, 2021, via Zoom in a webinar format. In attendance were:

Board:	Laura Dininni, Chair	Staff:	Dave Pribulka, Township Manager
	Lisa Strickland, Vice Chair		Dave Modricker, Director of Public Works
	Steve Miller		Jenna Wargo, Director, Planning and Zoning
	Prasenjit Mitra		Chris Albright, Chief of Police
	Patty Stephens		Centrice Martin, Assistant to the Township Manager

Others in attendance included: Rhonda Demchak, Recording Secretary; Diana Griffith, Centre County PACE Program Coordinator; Bill Keough, Ferguson Township Resident; Jeremie Thompson, Ferguson Township Resident.

I. CALL TO ORDER

Ms. Dininni called the Monday, January 4, 2021, regular meeting to order at 7:36 p.m.

II. CITIZENS INPUT

None.

III. APPROVAL OF MINUTES

Ms. Stephens moved that the Board of Supervisors **approve** the Minutes of December 7, 2020 and December 14, 2020. Mr. Mitra seconded the motion. The motion passed unanimously.

IV. SPECIAL REPORTS

a) COVID-19 (Coronavirus) Response Report

Mr. Pribulka noted that local or regional updates can be found on the Centre Region Ready [Facebook page](#) or the [COG website page](#). Also, information can be found on the [Township website](#) and [State College Borough](#). The Municipal Building remains closed to the general public until further notice. Staff is shifting between in person and working remotely to limit interaction in order to provide a safe environment. The drop-off-box is available and is checked daily. The Public is encouraged to make appointments with staff virtually when possible. The police lobby remains open for walk-ins Monday-Friday during normal hours of operation, but residents are encouraged to meet virtually. The Crisis Team will meet this week to evaluate if staff can return safely to work in the coming weeks. Notifications will be posted to the Township Website.

There have been 8,645 confirmed cases and 52,710 negative cases in the State College area. There have been 145 deaths due to the virus in Centre County. The 16801-zip code is reporting the most cases in Centre County. There have been 595,600 reported cases in Pennsylvania and 16,361 deaths. There were several state-wide restrictions that were in place due to the holiday season that were lifted on January 4, 2021. The PA Dept. of Health is still encouraging safety protocols.

Mr. Pribulka thanked residents and business owners for their patience and understanding as the Township recovers.

b) CENTRE COUNTY PURCHASE OF AGRICULTURAL CONSERVATION EASEMENTS (PACE) PROGRAM REPORT

Mr. Pribulka noted that the presentation was a request from a Board member to get better educated and evaluate the Township's position with the program. Mr. Pribulka noted that there is information included in the agenda.

Ms. Diana Griffith, Centre County PACE Program Coordinator, presented. Ms. Griffith expressed gratitude to the Board for their support and making them aware of the recent cut in the Township's 2021 budget. State Legislators remain committed with sustaining the program and recognizing its benefits. The County's contribution to the program remains constant at \$50,000. Ms. Griffith read from the attachment that was included in the agenda.

Ms. Dininni noted that she is very supportive of the PACE program but is interested in how it works.

Mr. Miller asked if the \$150 is part of the payment that farmers would receive and is it in addition to what they receive through the program. Ms. Griffith noted they would not receive any additional funds through the program.

Mr. Pribulka asked for clarification with the part ownership of the conservation easements and what it means for the Township to be part owners. Ms. Griffith indicated that it should be a point of pride for Ferguson Township to be part owners to preserve the farms in the Township. Mr. Pribulka asked that if the easements were to be sold back or removed, would the Township have a say if the easements were permitted to be sold back. Ms. Griffith noted that once the easement is in place, the farm is preserved forever, even if the farm is sold.

Ms. Strickland asked what the easement means in terms of the Township's participation in the program as the years go on. Ms. Griffith stated that the PACE Board is entrusted with the farms and do yearly inspections to ensure the terms are being abided by. Ms. Strickland inquired if the Township receives the annual inspections. Ms. Griffith noted that only the State receives a report, but thinks it is a good idea for the Township to receive and will start sending.

Ms. Dininni asked more in-depth questions on how the program works. Ms. Griffith referred to the handout that was provided in the agenda.

Mr. Bill Keough, Ferguson Township Resident, noted that he was the Chair for the Centre County Ag Land Board for over 20 years. The County Commissioners appointed Mr. Keough. Mr. Keough noted that his silence over the program should not be a sign that he is supportive of the Board's decision to cut the line item from the budget. Mr. Keough's family has a farm that is to be preserved in 2021 and doesn't want a conflict of interest. Mr. Keough clarified that preserved rights can be removed, but it is a very difficult process. Mr. Keough stated that he is not in favor of removing from the budget. Ms. Dininni noted that there would be no conflict of interest for Mr. Keough.

Mr. Pribulka asked for clarification on how the funds are leveraged in the fund balance with some of the county funding. Ms. Griffith will obtain information and send to the Manager.

Mr. Bill Keough, Ferguson Township Resident, noted that there was a time that the Township took money from the budget and placed in the county budget. However, there were concerns with that practice because the Township didn't have control with buying easements and has since stopped.

V. UNFINISHED BUSINESS

1. PUBLIC HEARING – EXTENSION OF EMERGENCY COVID ORDINANCE

Mr. Pribulka introduced the ordinance and noted that provided with the agenda is a copy of an ordinance advertised for public hearing extending the temporary emergency regulations established to reduce the transmission of the COVID-19 virus. The emergency ordinance was adopted by the Board on September 21, 2020 and is set to expire on January 31, 2021. The ordinance that is presented this evening extends those restrictions through June 30, 2021, or at the expiration of the emergency declarations of the Centre Region Council of Governments and the Pennsylvania Department of Health. If the Board agrees to modifying any of the temporary restrictions in the ordinance, the public hearing can be continued to January 18, 2021 for consideration of any amendments prior to the current regulations expiring.

Public Hearing – No Comments were made.

Mr. Miller moved that the Board of Supervisors **adopt** the ordinance extending the effective date of the temporary emergency COVID Ordinance through June 30, 2021, or the expiration of the emergency declarations passed by the Centre Region Council of Governments and the Pennsylvania Department of Health, whichever is earlier. Ms. Stephens seconded the motion.

Mr. Miller noted that this ordinance is important because the virus is worse than when the Board initially enacted the ordinance.

Mr. Mitra noted he supports in extending but asked if the Board should include what the state is recommending in regard to gathering sizes. Mr. Pribulka stated Mr. Mitra's suggestion is a good idea; however, noted that if the Board were to include the state recommendations, but suggested having a "ceiling" because there have been times that the state department has said it is up to the localities to determine. Mr. Mitra concurred.

Mr. Miller moved that the Board of Supervisors **amend** the ordinance stating that if the PA Department of Health guidelines for gathering sizes is less than what would be included in the ordinance, the Township would apply those limitations. Mr. Mitra seconded the motion. The motion passed unanimously.

Mr. Miller moved that that Board of Supervisors **extend** the Public Hearing on the ordinance for January 18, 2021. Mr. Mitra seconded the motion. The motion passed unanimously.

2. PUBLIC HEARING – WORKFORCE HOUSING ORDINANCE

Ms. Wargo presented the ordinance and noted it is included in the agenda packet. In response to the Workforce Housing Ordinance amendments, Planning Staff reviewed the Terraced Streetscape (TS) Zoning District and the Traditional Town Development (TTD) Zoning District and is recommending that Chapter 27, Zoning; Part 3, Residential Planned Development and Mixed Use; Section 204, Terraced Streetscape (TS) District be amended by adding the following to §27-304.3.B.3. Building Height Incentives to read:

3. If a building is complying with §27-716. Workforce Housing, the by right maximum height of 55 feet may be increased to accommodate bonus market rate units, not to exceed 65 feet.

The Workforce Housing Ordinance is codified under Supplemental Regulations in Chapter 27, Zoning and applies to zoning districts where the provisions of workforce housing units are required or incentivized. Currently, the Township requires a contingency of workforce housing to be built in

the Traditional Town Development (TTD) Zoning District and is incentivized in the Terraced Streetscape (TS) Zoning District. Provided with the agenda is the draft amendment to the Workforce Housing Ordinance. This ordinance would be applicable to the following development within the TTD and TS Zoning Districts:

- Ten or more residential dwelling units;
- Renovation of a residential structure that results in ten or more additional residential dwelling units within five years; and
- Conversion of a nonresidential property to a residential property that results in ten or more residential dwelling units within five years.

It expands upon the legacy workforce program by allowing for rentals or owner-occupied units; and provides workforce housing units to be built on-site, off-site, and/or paid through fee-in-lieu. The draft has been received and reviewed by all local, regional and county reviewers.

Public Hearing

Mr. Jeremie Thompson, Ferguson Township Resident, stated that he is opposed of the ordinance because of the high-income ranges to be eligible and there are people commuting from outside of the Centre Region. Mr. Thompson noted that the Township could reduce the carbon footprint of the commuters from outside the region.

Mr. Mitra stated that he supports Mr. Thompson's concerns.

Mr. Miller noted that he believes that trying to extend the ordinance to lower income levels becomes a problem for people because they won't be able to obtain a mortgage.

Ms. Strickland noted that she appreciated Mr. Thompson's comments and thanked the Planning Commission for their hard work on the ordinance.

Public Hearing - Ended

Mr. Miller moved that the Board of Supervisors **adopt** the ordinance amending Chapter 27, Zoning, Part 3, Residential Planned Development and Mixed Use, Section 304, Terraced Streetscape District by amending §27-304.B.3. and amending Chapter 27, Zoning, Part 7, Supplemental Regulations; Section 716, Workforce Housing by repealing it and replacing it in its entirety. Ms. Strickland seconded the motion.

ROLL CALL: Mr. Miller – YES; Mr. Mitra – Yes; Ms. Stephens – YES; Ms. Strickland – YES; Ms. Dininni – YES

3. PUBLIC HEARING – FEE SCHEDULE AMENDMENT RESOLUTION

Provided with the agenda is a copy of the resolution advertised for public hearing amending Resolution 2020-36 by establishing fees in lieu of workforce housing. The additional fees were removed from the resolution considered on December 14, 2020, by establishing fee-in-lieu of Workforce Housing that was approved tonight. The Workforce Unit Fee-in-Lieu for Single Family Attached/Detached Units is \$86,775 and Workforce Unit Fee-in-Lieu for Multifamily Units is \$53,000.

Public Hearing – No comments were made

Mr. Mitra moved that the Board of Supervisors **adopt** the resolution amending Resolution 2020- 36 by establishing fees in lieu of workforce housing. Ms. Stephens seconded the motion.

ROLL CALL: Mr. Mitra – Yes; Ms. Stephens – YES; Ms. Strickland – YES; Ms. Dininni – YES; Mr. Miller

4. CONTINUED DISCUSSION – WEST WHITEHALL ROAD STORMWATER RUNOFF

Mr. Modricker noted that the agenda item is a request from Mr. Bender at 6315 W Whitehall Road. Staff looked at a number of options, completed a site visit, and met with the owner. Mr. Modricker presented a drawing that was included in the agenda packet. Mr. Modricker explained the issue and asked the Board for next steps.

Mr. Modricker reviewed different ways to correct the problem such as installing a cross culvert that would eliminate upstream drainage but would not eliminate anything below the culvert.

Mr. Miller stated that he supports moving forward with the project this year and not going through the CIP process. Mr. Miller reviewed four projects that the Township took on regarding runoff over the past years.

Mr. Mitra asked how much water is being contributed by public and private. Mr. Modricker estimates half of the drainage area including more than half of the impervious area would be directed elsewhere. Of that that area it would be directed elsewhere because it is public right-of-way.

Ms. Strickland asked who is affected by the runoff. Mr. Modricker noted it is only the Bender property.

Mr. Modricker gave a summary of where the water is flowing and where it would not flow if a culvert were placed.

Mr. Pribulka noted that some of the infrastructures can't handle the amount of rain that has increased over the years and that is part of the issue.

Ms. Strickland noted that she would support looking further into this issue and thanked Mr. Modricker for bringing this issue to the Board.

Ms. Stephens asked for Mr. Modricker to elaborate about the concerns of the water line if it is diverted. Mr. Modricker stated that under Whitehall Road there is a Rock Spring Water line in that location but is hoping to be able to go under the water line. There is a process if it can't be lowered because it is in the public right-of-way.

Mr. Pribulka recommended staff to develop a cost estimate before there is a design. Mr. Pribulka encouraged the Board to have this be a part of the Capital Improvement Plan process.

Mr. Miller noted that after the discussions he agrees that it should be part of the CIP now.

Mr. Miller moved that the Board of Supervisors **include** West Whitehall Road Stormwater Runoff project into the Capital Improvement Plan and **authorize** staff to proceed with preliminary work. Ms. Dininni seconded the motion.

Mr. Mitra noted that in this case he would be in favor of a private/public partnership. Mr. Pribulka noted that it could be feasible but complex. Mr. Miller noted he would not support a partnership.

Mr. Miller reviewed his motion.

The motion passed unanimously.

VI. CONSENT AGENDA

- a. Contract 2020-C5, Pay App 1: \$14,603.83
- b. Contract 2018-PWGG Electrical, Pay App 8: \$97,989.39
- c. Contract 2018-PWGG HVAC, Pay App 4: \$46,706.75

Mr. Miller moved that the Board of Supervisors **approve** the Consent Agenda. Ms. Strickland seconded the motion. The motion passed unanimously.

VII. BOARD MEMBER REQUEST – PARKS AND RECREATION ORDINANCE AMENDMENT

Ms. Dininni introduced her request to the Board. Provided with the agenda are several documents for review and consideration by the Board pertaining to the proposed amendment to the Ferguson Township Parks and Recreation Ordinance. Ms. Dininni reviewed the documents.

The following items were reviewed:

- CRPR 1-1122 – Articles of Incorporation.
- CRPR 1-1124 – Amendments to the Articles of Incorporation of the Authority. Mr. Pribulka will follow up with the Township Solicitor regarding the name change.
- Chapter 16 -101 – Definitions – Ms. Dininni felt there are some definitions that lack clarity and noted that it should state Centre Region Parks and Recreation Authority.
 - Police Officer – Chief Albright stated that they have never appointed a peace officer. Mr. Mitra suggested removing peace officer and adding Ferguson Township Police Officer.
- Chapter 16-102–D-Acts not Unlawful and E-Permits – Ms. Dininni stated that the language is not clear.
- Chapter 16-107-A-To fix Time – Ms. Dininni suggested changing the code. Ms. Stephens suggested changing Time to Hour. Mr. Mitra suggested making the language gender neutral.
- Chapter 16-107-E– Collect Fees
- 27-723 – Food Trucks - Ms. Dininni suggested opening up Ferguson Township Parks for uses in ways that other townships do not.
- Ms. Dininni noted that Centre Region Parks and Recreation recently passed a rule for certain entities to store items in parks. Ms. Dininni expressed concerns over third party's storing items.

VIII. STAFF AND COMMITTEE REPORTS

1. COG COMMITTEE REPORTS

- a. Executive Committee – No Report, but the agenda is attached to the packet.
- b. Transportation & Land Use Committee – No Report, but the agenda is attached to the packet.

2. OTHER COMMITTEE REPORTS

- a. Climate Action & Adaption Technical Advisory Group – No Report, but the agenda is attached to the packet.

3. STAFF REPORTS

- a. Manager's Report - Mr. Pribulka noted that he has accepted to be on the screening of applications for the Schlow Library Executive Director. This week, Mr. Pribulka will be attending a Hazard Mitigation Webinar; meeting with the Stormwater Fee Consultant, Elizabeth Treadway, Wood; and noted that the Stormwater Work Session will be held on January 12, 2021.
- b. Public Works – Mr. Modricker noted that the road crew is in winter operation and continued work is being done to the Public Works Building.
- c. Planning and Zoning – No report.

IX. COMMUNICATIONS TO THE BOARD

None

X. CALENDAR ITEMS – JANUARY

Stormwater Fee Work Session – January 12, 2021 at 6:00 p.m.
Virtual Coffee and Conversation – January 16, 2021 at 8:00 a.m.

XI. ADJOURNMENT

With no further business to come before the Board of Supervisors, Mr. Mitra motioned to adjourn the meeting. The meeting adjourned at 10:40 p.m.

Respectfully submitted,

David Pribulka, Township Manager
For the Board of Supervisors

ORDINANCE NO. _____

**AN ORDINANCE OF THE TOWNSHIP OF FERGUSON, CENTRE COUNTY, PENNSYLVANIA,
AMENDING CHAPTER 25, TREES TO ESTABLISH A NEW PART 4, HERITAGE AND
SIGNIFICANT TREES.**

The Board of Supervisors of the Township of Ferguson hereby ordains:

Section 1—Chapter 25, Trees, is hereby amended by establishing Part 4, Heritage and Significant Trees attached hereto as Exhibit “A”.

Section 2—The forgoing Section 1 shall be effective immediately upon the date of the enactment of this ordinance.

ORDAINED and ENACTED this 18th day of January 2021.

TOWNSHIP OF FERGUSON

By: _____
Laura Dininni, Chair
Board of Supervisors

[S E A L]

ATTEST:

By: _____
David G. Pribulka, Secretary

Exhibit “A”

CHAPTER 25, TREES; PART 4, HERITAGE AND SIGNIFICANT TREES.
ORDINANCE NO. _____

§25-401. Purpose.

The purpose of this chapter is to recognize, appreciate and provide for voluntary protection of trees that are of landmark importance due to age, size, species, horticultural quality or historic importance.

§25-402. Definitions.

Words and terms in this part shall have the meanings given herein. Unless expressly stated otherwise, and pertinent word or term not part of this part but vital to the interpretation of this part shall be construed to have their legal definition, or in absence of a legal definition, their meaning as commonly accepted.

1. Words used in the present tense shall include the future tense;
2. Words used in the plural number shall include the singular and plural number, and the plural number shall include the singular number;
3. The words “shall” and “will” are mandatory and are not discretionary;
4. The word “may” is permissive;
5. The word “lot” shall include the words “place,” “parcel,” and “premises”;
6. The word “building” means a structure, including any part thereof having a roof and used for shelter or enclosure for persons or property;
7. The phrase “used for” shall include the phrases “arranged for,” “designed for,” “intended for,” “maintained for,” or any other legal activity;
8. The word “person” shall include the words “individual,” “corporation,” “Governmental agency,” “trust,” “estate,” “partnership,” “association,” “venture,” “joint venture,” “participant,” or any other legal activity;

As used in this part, the following terms shall have the meanings indicated;

APPLICANT—The property owner or authorized representative; the term includes “developer”.

ARBORIST—The Arborist for Ferguson Township. The Arborist is a professional in the practice of arboriculture. This term shall include the Township Arborist as well as any consultants engaged to perform similar services in the promulgation and enforcement of this Part and the Ferguson Township Tree Ordinance.

TREE RISK RATING—A method that ranks both the relative degree of risk and consequence of tree failure by considering tree condition and defects, the size of the tree part prone to failure and the vulnerability and value of any target that may be struck. Tree risk ratings include:

Improbable—Tree is not likely to fail even in severe weather.

Possible—Failure could occur but is unlikely during normal weather conditions.

Probable—Tree failure is expected under normal weather conditions.

Imminent—Tree failure has started or will occur in near future.

HERITAGE TREE—Any tree or stand of trees located on public or private property, of landmark importance due to age, size, species horticultural quality or historic importance that has a DBH greater than 36 inches or an age greater than 75 years, and has been approved as a heritage tree by the Board of Supervisors and which has been accepted by the tree owner or responsible party.

PROPERTY OWNER—Any person, agent, operator or corporation having a legal or equitable interest in the property; or recorded in the official records of the Commonwealth of Pennsylvania, County of Centre or Ferguson Township as holding title to the property; or otherwise having control of the property, including the guardian of the estate of any such person, and the executor or administrator of the estate of such person if ordered to take possession of real property by a court.

SIGNIFICANT TREE—Any tree or stand of trees located on public or private property that is of landmark importance due to age, size, species, horticultural quality or historic importance that has been approved as a significant tree by Ferguson Township’s Tree Commission and which status has been accepted by the tree owner or responsible party.

TREE COMMISSION—Ferguson Township’s Tree Commission.

TREE—Any hard-wooded perennial plants, whether evergreen or deciduous, or a species which normally reaches a height of eight feet or more at maturity.

TREE CONDITION—An assessment of tree health and structure by the Arborist or a qualified arborist as approved by Ferguson Township’s Arborist.

§25-403. General Provisions.

1. Heritage and Significant Trees may be of equivalent landmark importance due to age, size, species, horticultural quality or historic importance.
2. The Tree Commission may approve designation as a Significant Tree for a tree nominated as a Heritage Tree if the review body determines the tree is of lesser landmark importance, and still worthy of recognition.
3. A tree owner or responsible party may choose to nominate a tree as a Significant Tree rather than a Heritage Tree if they determine the tree is of lesser landmark importance, and still worthy of recognition, or if they desire no regulatory protection of the tree they would like to have recognized.

§25-404. Nomination and Designation of Heritage Trees.

1. Any person may nominate a tree or group of trees to be designated as a Heritage Tree. The nomination shall be submitted by the tree owner or responsible party or accompanied by the tree owner or responsible party’s written consent. If the nominated tree is located on Township property, the nomination shall be submitted by the Township Manager or designee. Upon completion of the nomination process, the remaining portions of this subsection shall apply in the order listed.
2. After reviewing the nomination materials, and any supplemental information provided by the Township Arborist, the Tree Commission may decide by majority vote to:
 - a. Recommend approval of the tree to be designated as a Heritage Tree upon finding it is of landmark importance due to age, size, species, horticultural quality or historic importance, and forward their recommendation to the Board of Supervisors.

- b. Approve the tree to be designated as a Significant Tree upon finding it is of landmark importance due to age, size, species, horticultural importance. Upon receipt of the tree owner's or responsible party's written consent for designation as a Significant Tree, the tree shall be included in a publicly accessible inventory of trees.
 - c. Deny the tree as a Heritage Tree and Significant Tree.
- 3. When the Tree Commission recommends that the Board of Supervisors designate a tree as a Heritage Tree, the Township Arborist shall prepare for the tree owner or responsible party the paperwork necessary to record the Heritage Tree designation on the owner's or responsible party's deed, noting on such deed that the tree is subject to the provisions of this chapter. If the tree owner or responsible party fails to sign the necessary paperwork, the Heritage Tree Designation shall be void, the matter shall not move forward to the Board of Supervisors, and the provisions of this chapter shall cease to apply to the tree.
- 4. After reviewing the nomination materials, any supplemental information provided by the Township Arborist, and the Tree Commission's recommendation, the Board of Supervisors may decide by majority vote to:
 - a. Approve the tree to be designated as a Heritage Tree upon finding it is of landmark importance due to size, age, species, horticultural quality or historic importance, at which point the Township shall execute the necessary paperwork to record the Heritage Tree designation on the tree owner's or responsible party's deed, noting on such deed that the tree is subject to the provisions of this chapter. In addition, the tree shall be included in a publicly accessible inventory of trees.
 - b. Approve the tree to be designated as a significant tree upon finding it is of landmark importance due to size, age, species, horticultural quality or historic importance. Upon receipt of the tree owner's or responsible party's written consent for designation as a significant tree, the tree shall be included in a publicly accessible inventory of trees.
 - c. Deny the tree as a Heritage Tree and Significant Tree.
- 5. Ferguson Township Board of Supervisors may designate up to two (2) Heritage Trees per calendar year.

§25-405. Incentives for Heritage Tree Designation.

Designated Heritage Trees shall be eligible for the following incentives subject to availability of Township Funding and the Board of Supervisors approval.

- 1. Plaques which may be placed on or near Heritage Trees; and
- 2. Maintenance of Heritage Trees by the Ferguson Township Public Works Department or its contractor in a manner consistent with tree care industry standards including, but not limited to:
 - a. Pruning,
 - b. Pest control,
 - c. Unwanted plant removal along the perimeter,
 - d. Fertilization,
 - e. Soil amendment, and
 - f. Cabling and bracing.
 - g. Tree removal.

§25-406. Removal of Heritage Tree Designation.

Heritage Trees and Heritage Tree designations shall not be removed without prior written approval obtained through:

1. The Board of Supervisors shall use their discretion when issuing their decision of removal of Heritage Tree designation and should include but not be limited to the following considerations:
 - a. Quality of tree species, condition and location; contribution to the environment;
 - b. Tree presents such a clear and present danger to people, structures, infrastructure or utilities; and
 - c. Contribution to the community.
2. The tree owner or responsible party are encouraged to take photographs of the subject tree and obtain written documentation from the Township Arborist.
3. If the Board of Supervisors permits the removal of the Heritage Tree designation and the tree is cut down, the property owner shall pay the Township the appraised value of the tree. The appraised value shall be determined by an ISA Certified Arborist. The property owner is responsible for the cost of appraisal
4. If the Heritage Tree is deemed hazardous by the Township Arborist and approved by the Board of Supervisors, the tree may be removed without penalty.

§25-407. Removal of Heritage Tree.

1. No heritage tree shall be removed for any reason without the prior approval of the Board of Supervisors after recommendation by the Tree Commission and Township Arborist.

§25-408. Nomination and Designation of Significant Trees.

1. Any person may nominate a particular tree or group of trees to be designated as a Significant Tree. The nomination shall be submitted by the tree owner or responsible or accompanied by the tree owner or responsible party's written consent. If the nominated tree is located on Township property, the nomination shall be submitted by the Township Manager or designee. Upon completion of the nomination process, the remaining portions of this subsection shall apply.
2. After reviewing the nomination materials, and any supplemental information provided by the Township Arborist, the Tree Commission may decide by majority vote to:
 - a. Approve the tree to be designated as a Significant Tree upon finding it is of landmark importance due to size, age, species, horticultural quality or historic importance. The tree shall be included in a publicly accessible inventory of trees.
 - b. Deny the tree as a Significant Tree.

§25-409. Removal of Significant Tree Designation.

1. Significant tree designation shall be removed when requested in writing by the tree owner or responsible party.
2. The tree owner or responsible party shall notify the Township in writing of the removal of any Significant Tree.

§25-410. Administration and Enforcement.

1. Enforcement Officer.

- a. The Ferguson Township Arborist is hereby designated as the enforcement officer for this part. In furtherance of his/her authority as such enforcement officer, the Arborist shall have the following duties and powers:
 - i. Review all applications for Significant and Heritage Tree designations.
 - ii. Conduct an annual or more frequent inspection of all designated Heritage Trees in the Township of Ferguson to ensure compliance with the provisions of this chapter.
 - iii. Issue notices of violation to the owner, agent or person having the beneficial interest in the premises on which a Heritage Tree is located which is found to be in violation of this part.
 - iv. Maintain all records necessary to the appropriate administration and enforcement of this part, including applications for designation and appeals.
2. The Board of Supervisors of Ferguson Township.
 - a. The Board of Supervisors is hereby vested with the following jurisdiction and authority:
 - i. An appeal may be taken to the Board of Supervisors by any person aggrieved by an order, requirements, decision, or determination by the Arborist acting within the authority of this part.
3. Petition for Appeal.
 - a. An appeal shall be filed within 30 days after the alleged erroneous order, requirement, decision, or determination.
 - b. An appeal shall be filed on the official Township Heritage Tree Appeal Application form which includes the following:
 - i. The name(s), address(es), and telephone number(s) of the petitioner(s), the owner(s) of the property on which the Heritage Tree is located.
 - ii. A description of the appeal.
 - iii. Justification of the appeal.
 - iv. The location of the property on which the Heritage Tree is located.
 - v. A site plan of the property involved, showing accurate placement thereon of the Heritage Tree.
 - vi. Any other information as the Township Arborist may require to determine full compliance with this and other applicable ordinance of the Township of Ferguson.
 - c. Fees. Each appeal to the Board of Supervisors shall be accompanied by a fee as set by resolution of the Ferguson Township Board of Supervisors.
4. The Board of Supervisor's Decision. Within 30 days after reviewing the Heritage Tree Appeal Application at a public meeting, the Board of Supervisors shall provide a written conclusion to grant or deny the appeal.

§25-411. Violations and Penalties.

1. Any heritage tree removed without approval by the Board of Supervisors:
 - a. The applicant shall plant similar trees to replace the equivalent total cross-sectional area of the Heritage Tree which was unlawfully cut, broken, destroyed or removed. In all instances of replacement pursuant to this subsection, such replacement trees shall be sufficient to replace the total cross-sectional area as measured at diameter at breast height (DBH) of the tree removed. For example, a removed Heritage Tree that is thirty-six-

inches in diameter, shall be replaced with one thirty-six-inch tree, or eighty-one (81) four-inch trees, all in a manner satisfactory to and in locations approved by the Township Arborist.

- b. The applicant shall pay a fine of \$1,000.00 to Ferguson Township, as well as the appraised value of the Heritage Tree as determined by the Township Arborist in accordance with established ISA tree appraisal standards.
2. The penalties for any violation of this chapter, including, without limitation shall be guilty of a summary offense and upon conviction thereof shall be subject to the enforcement remedies within the Ferguson Township Code and any other applicable law.
3. Any person who violates this chapter, including property owners, occupants tree companies and gardeners, may be held for a violation of this chapter.

ORDINANCE NO. _____

AN EXTENSION OF A TEMPORARY EMERGENCY ORDINANCE OF THE TOWNSHIP OF FERGUSON, CENTRE COUNTY, PENNSYLVANIA, REQUIRING THE WEARING OF FACE COVERINGS AND IMPLEMENTING ADDITIONAL REGULATIONS TO REDUCE THE RISK OF TRANSMISSION OF THE COVID-19 VIRUS.

WHEREAS, Ferguson Township is currently in the midst of a pandemic resulting from the aggressive spread of the COVID-19 virus across the globe. The Commonwealth of Pennsylvania has issued a Disaster Declaration directing behavioral modifications and limitations as expressed herein. Until such time as an effective cure or vaccine is developed, the only effective method to combat the spread of COVID-19 is through limiting exposure to the virus; and

WHEREAS, in accordance with the obligation of the Ferguson Township Board of Supervisors to promulgate regulations in the interest of the general health, safety, and welfare of the Township and its residents, the restrictions enacted are intended to minimize risk to the public health, and reduce pressure on healthcare providers and pharmaceutical companies by lowering the rate and risk of infection; and

WHEREAS, the governments of the United States of America, Commonwealth of Pennsylvania, Centre County, and the Centre Region Council of Governments have each declared states of emergency in response to the COVID-19 pandemic, and the primary purpose of this Ordinance is to clarify the requirements of public behavior throughout the recovery process; and

WHEREAS, on September 21, 2020, the Board of Supervisors adopted Ordinance #1060 establishing limitations on gathering sizes and requiring the wearing of face coverings in certain settings.

NOW, THEREFORE, BE IT ORDAINED, in an effort to combat the spread of the COVID-19 virus, the Board of Supervisors hereby extends the temporary emergency ordinance (Ordinance #1060) as amended and attached hereto as Exhibit "A" through the expiration of the Pennsylvania Department of Health and Centre Region Council of Governments Emergency Declarations or June 30, 2021, whichever date is earlier.

ORDAINED AND ENACTED this 18th day of January, 2021.

TOWNSHIP OF FERGUSON

By: _____
Laura Dininni, Chair
Board of Supervisors

[S E A L]

ATTEST:

David G. Pribulka, Secretary

Exhibit "A"

ORDINANCE NO. 1060

A TEMPORARY EMERGENCY ORDINANCE OF THE TOWNSHIP OF FERGUSON, CENTRE COUNTY, PENNSYLVANIA, REQUIRING THE WEARING OF FACE COVERINGS AND IMPLEMENTING ADDITIONAL REGULATIONS TO REDUCE THE RISK OF TRANSMISSION OF THE COVID-19 VIRUS.

WHEREAS, Ferguson Township is currently in the midst of a pandemic resulting from the aggressive spread of the COVID-19 virus across the globe. The Commonwealth of Pennsylvania has issued a Disaster Declaration directing behavioral modifications and limitations as expressed herein. Until such time as an effective cure or vaccine is developed, the only effective method to combat the spread of COVID-19 is through limiting exposure to the virus; and

WHEREAS, in accordance with the obligation of the Ferguson Township Board of Supervisors to promulgate regulations in the interest of the general health, safety, and welfare of the Township and its residents, the restrictions described herein are intended to minimize risk to the public health, and reduce pressure on healthcare providers and pharmaceutical companies by lowering the rate and risk of infection; and

WHEREAS, the governments of the United States of America, Commonwealth of Pennsylvania, Centre County, and the Centre Region Council of Governments have each declared states of emergency in response to the COVID-19 pandemic, and the primary purpose of this Ordinance is to clarify the requirements of public behavior throughout the recovery process; and

WHEREAS, this Ordinance is intended to expire with the lifting of the states of emergency declarations by the political subdivisions described above.

NOW, THEREFORE, BE IT ORDAINED, in an effort to combat the spread of the COVID-19 virus, the following regulations and restrictions are in effect:

SECTION 1. Definitions

Business. All commercial, retail, wholesale, professional, and service establishments, whether for profit or not for profit, if members of the public, guests, clients, customers, and/or persons who are not family or household members may enter or otherwise come into contact with owners, operators, or employees.

Face Covering. A clean cloth, fabric, or other soft or permeable material, without holes, that covers both the mouth and nose, including, but not limited to surgical masks, respirators, face shields, handmade or homemade masks, bandanas, neck gaiters, scarves, or wraps made up on tightly woven fabric such as denim or cotton.

Household. All persons living in the same dwelling unit. It does not include the residents of separate dwelling units at the same location, such as may be the case at a residence hall, apartment complex, or other multi-unit residence.

In Contact. The act of an individual or group of individuals coming within proximity of six (6) feet or less to another individual or group of individuals.

Person(s). All persons typically not exempted from wearing face coverings or masks in this ordinance. The terms include business employees, as well as customers, visitors, guests, clients and invitees.

Public Places. All publicly-owned property, but also includes business properties to which members of the public and/or customers, clients or guests are allowed or invited.

SECTION 2. Face Coverings Required

All persons in the Township of Ferguson shall be required to wear a face mask when in contact another person or persons as set forth herein in Section 2, Paragraphs A through G:

- A. Inside any building open to the public, such as, but not limited to, grocery stores, pharmacies, business locations, home improvement stores, retail stores, service establishments, and medical and dental treatment facilities;
- B. Inside all municipal and other governmental buildings;
- C. On all transport and transit vehicles, including, but not limited to Centre Area Transportation Authority (CATA) buses, rideshare vehicles (such as Uber or Lyft) and shuttle vehicles;
- D. While waiting to enter any building open to the public, any municipal and other governmental building, or waiting to board any transport or transit vehicle, unless a distance of at least six feet is maintained from any person who is not that person's family or household member;
- E. When in contact with any person who is not that person's family or household member, whether indoors or outdoors, including, but not limited to contact during gatherings, curbside pickup, drive-thru and food truck purchases, deliveries, and service calls;
- F. While working in all jobs that entail coming in contact with any member of the public, including, but not limited to, all work, involving the preparation or packaging of food and/or beverage unless separated by a physical barrier between the employee and the public; and
- G. Parents or guardians are responsible for ensuring that minor children wear face coverings, unless such children are exempt as set forth herein.

SECTION 3. Location Exemptions

The wearing of face coverings may be advisable, but shall not be required:

- A. In personal private vehicles and resident private dwellings;
- B. In private business locations, or in individual private offices, at times when members of the public, clients, customers, guests, or other invitees are not present, as long as there is a distance of at least six (6) feet between individual(s) maintained;
- C. Individuals who are under two years of age;

- D. While participating in recreational physical activities, whether outdoor or indoor as long as there is a distance of at least six (6) feet between individual(s) maintained; and
- E. When amongst family members and/or members of the same household.

SECTION 4. Wearing of Face Coverings Not Required

Wearing of face coverings shall not be required under the following circumstances:

- A. Persons with a medical condition, mental health condition, or disability that prevents wearing a face covering; as described in Section 3 of the Order of the Secretary of Pennsylvania Department of Health Requiring Universal Face Coverings dated July 1, 2020;
- B. Persons who are hearing impaired, or who are communicating with a person who is hearing impaired, where the ability to see the mouth is essential for communication;
- C. Persons for whom wearing a face covering would create a risk to the person related to their work, as determined by local, state or federal regulators or workplace safety guidelines;
- D. Persons who are obtaining a service or treatment involving the nose or face or a medical procedure for which temporary removal of the face covering is necessary to perform the service; and
- E. Persons who are seated at a restaurant or other establishment that offers food or beverage service, and all requirements as established by the Pennsylvania Department of Health are followed.

SECTION 5. Limitations on Gathering Sizes

Gatherings of persons that are not from the same household shall be limited as follows:

- A. Outdoor gatherings of more than fifty (50) persons shall be prohibited. Any exception to this limitation requires prior approval from the Township;
- B. Residential gatherings of more than twenty-five (25) persons shall be prohibited.
- C. Gatherings at or in Ferguson Township public parks and other municipal property of more than fifty (50) persons shall be prohibited;
- D. Gatherings in other private commercial property shall be restricted by the limitations established by the Pennsylvania Department of Health;
- E. The gathering size restrictions set forth in this Ordinance shall apply for the property, regardless of indoors and/or outdoors;
- F. Any restrictions on indoor and outdoor gathering sizes promulgated by the governments of the United States of America or the Commonwealth of Pennsylvania which are more restrictive than the provisions described in this Section shall supersede this Ordinance.
- G. The provisions of this section limiting sizes of gatherings only applies to residential properties and municipal parks. The provisions of this section limiting sizes of gatherings shall not apply to non-residential properties or functions or events including private business locations; private offices; public and private schools; Centre Region Parks and

Recreation (CRPR) programming; outdoor religious and faith-based functions; private outdoor sports and recreation activities; and events such as weddings, funerals, or protest demonstrations. Any pavilion rental or group use that exceeds the fifty (50) person restriction that was approved prior to September 14, 2020 is exempt.

SECTION 6. Enforcement

Law enforcement and other public safety, health officers, ordinance enforcement officers, and emergency management personnel shall be charged with the enforcement of this ordinance.

- A. Any person found to have violated any mandatory provisions of this Ordinance shall be found guilty of a civil infraction, punishable by a fine of not more than one hundred dollars (\$100);
- B. Any business found not requiring their employees to comply with this Ordinance shall be found guilty of a civil infraction, punishable by a fine of three hundred dollars (\$300). Each day of a continuing violation of this Ordinance shall be considered a separate and distinct offense;
- C. In addition to these enforcement measures, repeated violations by a person or business are hereby declared to be a public nuisance, which may be abated by the Township through all other legal means.

SECTION 7. Severability

If any subsection, sentence, clause, phrase, or word of this Ordinance or any application of it to any person, structure or circumstance is held to be invalid or unconstitutional by a decision of a court of competent jurisdiction, then such holding shall not affect the validity of the remaining portions or applications of this Ordinance.

SECTION 8. Effective Date

This Ordinance shall take effect within five (5) days of adoption and shall remain in effect until the Pennsylvania Department of Health, and the Centre Region Council of Governments rescinds their Emergency Declarations or on January 31, 2021, whichever date is earlier.

ORDAINED AND ENACTED this 21st day of September, 2020.

TOWNSHIP OF FERGUSON

By: _____
Steve Miller, Chairman
Board of Supervisors

[S E A L]

ATTEST:

David G. Pribulka, Secretary

Municipality	Municipal Board Comment	COG Staff Response																																								
College	Do you utilize amortization schedules for the Pool and/or Parks loan? If so, could we get a copy?	See attached – 2011 Renegotiate in 2020 is the Parks Loan, use the first column. We managed to extend the fixed rate for an additional 6 months but did not get a revised amortization schedule due to the short term nature of the borrowing (looking to change the loan).																																								
College	If no amortization, could we get original principle, current balance, current interest rate, compounding period, remaining term/maturity date and current payment (have annual, looking for per period) for each? Any of this not on the amortization schedule would be appreciated in addition.	N/A – see above																																								
College	For the Parks loan, confirming the current already drawn being held amount as \$1,285,047.	Still working on this, believe it to be correct but not 100% tied down – Loan Draws Spreadsheet. Will be confirmed prior to General Forum.																																								
College	For the Parks loan, amount remaining to be drawn?	See Loan Draws spreadsheet.																																								
College	For the Parks loan, original principle already paid back?	Not completed at this time however staff will note that all amounts drawn currently match the loan balance - meaning the entire loan could be repaid with funds on hand.																																								
College	For the Parks loan, confirming that the current debt service level is only on the already drawn amount and will obviously increase if fully drawn.	Correct. Amount drawn to date has been for Oak Hall plus amounts in escrow only. Oak Hall portion of the debt has been fully repaid.																																								
College	<i>In addition, please refer to responses in the Comment Guide</i>																																									
Patton	<i>What is the Centre Region Population Exepected Forecast</i>	<table border="1" data-bbox="1045 829 2018 1065"> <thead> <tr> <th>Municipality</th> <th>2010 Census</th> <th>2019 Population Estimates</th> <th>2030 Forecast</th> <th>2040 Forecast</th> </tr> </thead> <tbody> <tr> <td>College</td> <td>9,521</td> <td>10,055</td> <td>11,823</td> <td>12,893</td> </tr> <tr> <td>Ferguson</td> <td>17,690</td> <td>19,462</td> <td>22,203</td> <td>24,704</td> </tr> <tr> <td>Halfmoon</td> <td>2,667</td> <td>2,833</td> <td>3,543</td> <td>4,031</td> </tr> <tr> <td>Harris</td> <td>4,873</td> <td>6,040</td> <td>6,703</td> <td>7,281</td> </tr> <tr> <td>Patton</td> <td>15,311</td> <td>15,805</td> <td>18,925</td> <td>20,648</td> </tr> <tr> <td>SCB</td> <td>42,034</td> <td>42,160</td> <td>43,506</td> <td>44,553</td> </tr> <tr> <td>Centre Region</td> <td>92,096</td> <td>96,355</td> <td>106,704</td> <td>114,110</td> </tr> </tbody> </table> <p data-bbox="1045 1065 1486 1089">Source: Centre Regional Planning Agency, 2010</p>	Municipality	2010 Census	2019 Population Estimates	2030 Forecast	2040 Forecast	College	9,521	10,055	11,823	12,893	Ferguson	17,690	19,462	22,203	24,704	Halfmoon	2,667	2,833	3,543	4,031	Harris	4,873	6,040	6,703	7,281	Patton	15,311	15,805	18,925	20,648	SCB	42,034	42,160	43,506	44,553	Centre Region	92,096	96,355	106,704	114,110
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Ferguson	<p>What are the precise penalties and costs to municipalities if the loan is repaid and the project abandoned? What remaining loan payments for the regional park would still need to be met? What would the costs amount to by municipality?</p>	<p>If the project is abandoned from a loan perspective the amounts held in escrow would match the amount outstanding on the loan, therefore the loan could be repaid in full with nothing remaining in debt service for the municipalities. The 2008 acquisition grant for the 75-acre parcel was \$159,000 and the 2011 acquisition grant for the 25-acre parcel was \$183,566. The 2011 Master Site Plan grant was \$19,100. The municipalities would be required to pay the grants back in full (\$361,666) plus penalty interest. The penalty is 10% annual interest compounded 4x annually (2.5%/quarter) from original grant date. That would be 12 years for the first grant, 9 years each for the second grant and the master site plan grant. The estimated penalty payments are \$702,784, for a total repayment of \$1,064,450. The costs to each municipality would most likely be based on the COG Modified Formula that was in place at the time these three grants were secured. The playground grant started in 2019 and the lighting grant started in 2020. While the COG/Authority is in possession of some of these funds, none have been spent yet; we are on the precipice of purchasing the playground equipment and lighting equipment via PA Costars as we have locked-in pricing at this time. The playground is being funded through \$300,000 from the loan and the rest of the cost through donations and grants. The lighting project is being funded solely through grants and donations. Requirement for projects funded under the Project 70 "Land Acquisition and Borrowing Act," Act 8 of 1964: i. Approved uses: Project 70 provided that, "Lands to be acquired by any political subdivision shall be such that they may be utilized for recreation, conservation and historical purposes, and contribute to meet the recreation or conservation needs of the community." ii. Restrictions on use: Project 70 provides that, "No lands acquired with funds made available under this act shall be disposed of or used for purposes other than those prescribed in this act without the express approval of the General Assembly: Provided, That the Commonwealth or a political subdivision, as the owner of such lands, may issue permits, licenses or leases for the exploration, development, storage and removal of oil, gas or other minerals, or for the installation and use of water, gas, electric, telephone, telegraph, oil or oil product lines, under the reasonable regulations prescribed by the owner consistent with the primary use of such lands for "recreation, conservation and historical purposes." If this project did not move forward and the land was sold or converted, not only are grant repayments required, with penalty, but the PA General Assembly must provide approval. Additionally, the acquisition of equivalent replacement land is required.</p>
Ferguson	<p>If the loan is refinanced and the additional funding turned back into the park's development, what would it enable to be purchased with the Phase I scope that is currently unfunded?</p>	<p>If the \$300,000 estimated in the matrix scenarios is what is being referred to, those funds could be allotted to site development which is the most expensive piece of the park's development. The \$300,000 only reduces the overall shortfall from \$2.011m to to \$1.71m approximately. The \$300,000 could also be used as 1-to-1 matching dollars for DCNR/DCED grants to increase the funding available for the underfunded project.</p>

Ferguson	<p>What <i>priority use agreements</i> are in place with other local organizations for the fields? Will this impact the ability of the park to be used by local organizations? If so, how? Also, will the lack of funding to provide restrooms at the park impact any priority use agreements? If so, does CRPR anticipate any lost funding as a result?</p>	<p>The priority use agreement with the Happy Valley Adventure Bureau includes tournament use on the larger fields; funds were provided to assist with the purchase of the LED Sports Field Lighting. The priority use agreement with Centre Soccer includes league and tournament use. Neither of these agreements preclude any use by CRPR's leagues and programs nor by other third-party user groups. Restrooms would be an ideal addition for this project; based on the volume of use at Oak Hall Regional Park, the volume of use at this park could be higher. Regional use has been in place at Hess Softball Complex for years without flushing restrooms. Porta-johns are provided and while users do not prefer them, they are available and are utilized. They would be utilized at this park as well, and a higher amount of accessible handicap porta-johns would be needed to accommodate users of the all-ability playground.</p>
Ferguson	<p>What is the guarantee that the connection to the Musser Gap Greenway will be made and what is the cost associated with it? What agreements exist between Penn State University and Clearwater Conservancy that may guarantee this connection? Generally, the Board would like to see this documentation to make a more informed decision on whether or not to recommend removal of the trail.</p>	<p>That is a question can be asked of Penn State and ClearWater Conservancy.</p>
Ferguson	<p>What is able to be built with the available funding? What can be built with the additional \$2 million that is currently not funded?</p>	<p>There are no individual costs for the park development other than for the playground and for the LED Sports Field Lighting projects (see budget pages from Zoom & Learn or GF Presentation Slides), and that is because these are grant funded projects. The budget includes site development work, stormwater management, water system, sanitary system, etc. There is no single cost per field or per the trail's linear foot. The project is set to include two medium natural grass fields, two large tournament natural grass fields, a 12,000 LF walking trail, a 15,000+ SF all-ability playground, LED Sports Field Lighting for the tournament fields, all stormwater management, water system, sanitary sewer system, a maintenance storage building, a restroom building (Phase 1 of the larger restroom/concession/year-round pavilion building), all parking lots, all landscaping, and all the "dressings" to include benches, goals, trash cans, etc. The project is \$2.01m short; these additional funds allow the completion of the reduced Phase I as designed and approved per the Land Development Plan, approved by the Ferguson Township Planning Commission and the Ferguson Township Board of Supervisors in December 2019.</p>

Ferguson	<p>Would the municipalities support eliminating the fields from the park and include the remainder of the proposed amenities? Is there any regional interest in converting this to a passive-use park and include the all-abilities playground? This would maintain the loan but reduce the cost of the park's development. What are the cost savings associated with not installing the fields and only performing the site work for the amenities that remain?</p>	<p>Please see responses from other municipalities on the Comment Guide. This park is part of the Regional Parks project and has always been intended to be a mix of active and passive recreation. The acquisition grants from 2008 and 2011 included language that this park was to be an active park facility with sports fields; the intent was clear from the moment the Authority applied for the funds. The Master Site Plan funds were to develop the master plan to include sports fields for the entire 100-acre facility, with a small mix of passive use areas such as the trails. The sports fields located at this park will reduce the shortfall of playing fields that this community faces now; additional sports fields are earmarked for Phases 2, 3, and 4 for this park, per the original acquisition grant applications and master site plan work.</p>
Ferguson	<p>What grant funding that has been secured or is pending is contingent on the development of the full first phase of the park? Is the grant for the all-abilities playground tied to other development of the park, as well? Specifically, the Board is interested in knowing whether significantly changing the park's development scope would impact grant funding that is tied to the amenities that remain.</p>	<p>The DCNR Playground Grant is only for the playground designated for Whitehall Road Regional Park. The DCNR Lighting Grant is only for the lights designated for the Whitehall Road Regional Park. If either item is eliminated, the grant funding would need to be returned.</p>
St College	<p>Considering the current budget climate and the pandemic, I am questioning the assumptions about economic drivers of the plan. Are the projections appropriate given the different environment from when the assumptions were made? For instance, please demonstrate that there aren't enough soccer fields in the Centre region.</p>	<p>In 2002, the Centre Region was short 12 rectangular fields; the area gained four rectangular fields in 2005/2006 when fields were created at Fogleman Field Complex and Circleville Park. That left the area with a shortage of eight rectangular fields. Whitehall Road Regional Park's reduced Phase I will include four rectangular fields, leaving the area still short four rectangular fields. Right now, as noted in the Zoom and Learn and GF Presentation, the rectangular fields used now, across municipal parks with rectangular fields, are overused. They are not allowed appropriate rest and renovation time. The Agency is not able to take any fields out of rotation due to demand; when a field is damaged beyond a quick repair, taking it out of rotation causes much undo burden on other fields and typically the reservation schedule is impacted greatly for the youth sports organizations. Projections of use at Whitehall Road Regional Park are still valid, despite the pandemic. Softball/baseball tournaments were still held throughout the 2020 summer months, and soccer, football, flag football, lacrosse, and field hockey activities all restarted this fall with COVID-19 safety plans in place.</p>
St College	<p>If the debt is refinanced for a savings of approximately \$300,000 and that amount is added to the \$4.8 million that has been borrowed, what will the Park look like? What will the Borough be paying in debt service assuming all of the \$4.8 million is used for construction?</p>	<p>For the first question, see the answer to a similar question from Ferguson Township above. For the second question, the debt service should mirror the attachment as requested above by College Township.</p>

St College	The COG should ask the Water Authority to assume the costs of providing potable water throughout the site in exchange for the preservation of the 100 acres as a permanent recharge area. This cost of providing water in Phase I is estimated at \$419,000.	The Regional Parks plan designated Oak Hall Regional Park, Hess Softball Complex, and Whitehall Road Regional Park to be active recreation sites with a mix of passive recreation opportunities as well. At this time, Hess Softball Complex does not have any passive use areas, but the facility can be used for passive or low-use events. These larger, active parks are to help with the burden of use currently in place at the municipal parks.
St College	The COG should ask the UAJA to contribute the \$175,000 costs of providing sanitary sewer within the site.	The UAJA will assume/has assumed the maintenance and operation of the pump station that was built on-site at the regional park. The pump station serves the regional park as well as the student housing complex built along Whitehall Road. Every developer is responsible for installing their own sewer sanitary system and paying the fees to connect the service to the local sanitary system.
St College	If the park is abandoned, how much will be lost in grants and interest?	See answer included in Ferguson Township section. That number is not able to be calculated at this time, but the original grant amount plus 10 years of 10% interest compounded 4x annually will be due to DCNR for the two acquisition grants and the master site plan grant.
St College	If the existing debt is refinanced and the 2.0 million is added to the new financial package, assuming a rate of 1.4 percent over 20 years, what would the borough's 24% share of the annual debt service amount to?	This question, answered directly based on staff estimates is approximately \$400,000 per year in debt service over the life of a 20 year loan, with the Borough's share being \$96,000 per year based on that amount. Staff cautions reading too much into this number at this point and recommends more research be done in terms of getting bids from contractors and more exact interest rates from bond counsel once a path forward is determined.
St College	<p>Re Phase 1 possible cost cuts:</p> <p>a. Should not include cuts to the walking trail as it is an important connector. It provides outdoor recreation for those who do not have small children or play active team sports.</p> <p>b. Please clarify that if the fields are removed, how many fields are we short? If I interpret this correctly, we are short 8 rectangular fields? Also, please explore cheaper irrigation options.</p> <p>c. Can we scale back the size of the all-ability playgroups?</p> <p>d. Can we explore creative building architecture re: restrooms/storage/maintenance.</p>	Duly noted. Will explore. For response to b., please see above.

St College	<p>Re: financing. I propose moving forward with refinancing with savings to go to invest in Phase 1 (option 1) but Option 4 is also something to consider seriously. ClearWater Conservancy had a hydrologist on staff a few years ago and she argued the need to safeguard these lands. The site I believe still sits on a groundwater recharge area for our water supply.</p>	<p>Duly noted. Staff will talk with our investment advisor once the various options are pared down. Because this land is no longer being farmed, the land is being improved. We have shared our data for treatment levels for municipal/regional park turf fields with the SCBWA and they are acceptable; the applications to the farm land, when it was being leased for farming, were 4x higher than any applications our Agency applies to turf fields. The site plan includes stormwater basins planted with grasses and pollinators, and several rain gardens to help filter all run-off. The percentage of permeable is greater than the impermeable surfaces percentages within the Phase I design.</p>
St College	<p>I believe that comment 2 where the current plan would be approved so long as a refinancing does not increase the debt service is the best way to go. It appeared from discussions by the authority with input from the consultants the Borough has used for a long time is possible. Using only the approved funding (\$4.8MM) would cut the project down to too large a portion necessary for infrastructure work necessary for future additions and would not provide a reasonable park. Cutting the original budget from the about 9MM 8+ years ago seemed reasonable at the time, but prices have increased considerably over the past 4 years. The General Forum should discuss with short statements from the Authority and the Finance Committee preceding the discussion. This is the way I believe was the best solution from the Authority discussions.</p>	<p>Duly noted. Staff will talk with our investment advisor once the various options are pared down and the municipalities have consensus options they would like to be investigated.</p>
St College	<p>The letter from Miller, Kistler and Campbell, raised some serious questions-what were the original State DCNR and DCED grants for specifically and should we modify the agreement? Have we already used the DCNR and DCED grant funds and what is the SC borough 's obligation if we should walk away from the project? Is there a low-cost low-impact option where we can keep the land in a holding pattern until our finances and future is more certain for example, a nature preserve with trails. I think this plan needs more discussion.</p>	<p>See answer included in Ferguson Township section.</p>
St College	<p>As this is a recharge area, the parking areas should be permeable. This can be done in a number of ways including permeable asphalt paving.</p>	<p>Permeable asphalt paving was explored; while the cost was similar to traditional asphalt, the required maintenance and machinery needed for this small square footable was not ideal. The parking lot is currently partially pavement and partially gravel; in the future, it could be fully paved and it would still meet our stormwater management requirements due to the acres of green space still in Phase I.</p>

St College	I do not know what the formula is for sharing regional park costs, but I would point out that the nonstudent population of the Borough is approximately 13,000. The student population is provided active recreation facilities by the University.	Students will use this facility however, whether through organized non-university sports/leagues or because they live within proximity of the park. All municipal parks are open to students as well, and many are used for student activities and gatherings, both university-organized and non-university-affiliated. The formula for sharing the costs is based on the standard COG formula modified for Parks (to exclude Halfmoon) which considers three factors (Earned Income Wages, Assessed Value of Real Estate, and Population excluding students).
St College	Phase I shows 609 parking spaces while the total number of spaces for the entire 100 acres is 720. This seems to be out of balance.	Based on the parking issues at Oak Hall Regional Park during tournaments and large events, parking available in Phase I was increased. The parking in the original Master Site Plan is not supportive of the type of activities that will be hosted at the facility on the high-peak weekends. The original Maser Site Plan parking may not even accommodate general use during the week at full build-out for the indoor/outdoor facilities. OHRP has major parking issues with an under-sized parking lot; we find that we are parking in overflow areas or there is illegal parking along the main driveway which creates other issues.
St College	The plan for the 100 acre development shows a walking trail or 1.7 miles. The plan for phase I indicates a walking trail of 2.27 miles. Which is correct?	The current Phase I walking trail is 12,000 LF and includes the outer perimeter as well as the internal connector trails between fields and through the wooded area and meadows. Additional grass trails will be available in the undeveloped land, but those distances are not available at this time. The original Master Site Plan includes the measurement for the perimeter trail only and is considerably shy of the total distance.
St College	<i>In addition, please refer to responses in the Comment Guide</i>	

Whitehall Road Regional Park Municipal Comments Guide

September 29, 2020

Question #1

If your municipality supports only utilizing the current \$4.8 million dollar loan, plus any grants and donations, what amenities of the already reduced Phase I scope should be removed from the park to meet the budget?

Consider the following factors for this question:

- If fields are removed, the current field shortages at 2005/2006 field levels remain despite significant population growth, increased pressure on community parks, and higher sports participation levels. No rest/no repair for the community parks' sports fields and general areas.
- If site development is done for the four fields, but they are not "finished" fields, community leagues will play on unfinished fields, and the Authority will need to find additional funding to finish the fields. When time to renovate the fields to a finished sport field, the fields will be removed from usable inventory for the duration of renovation and then for two growing seasons afterwards. Leagues will continue to play on softball/baseball outfields and on non-sports fields.
- There is not a suitable location for the "We Play Together" All-Ability Playground at this time; Oak Hall Regional Park's master plan includes a playground, but the park would require major improvements to its parking lots and drainage, and access paths to the playground would require an upgrade to concrete/paving.
- Oak Hall Regional Park is not the ideal setting for the ONLY accessible playground; Whitehall Road Regional Park is connected to town through sidewalks, walking paths, vehicular access, and bus routes. It is close to town and to other services that users may seek.
- If the trail is removed, we lose the connectivity of the Musser Gap Greenway and the James C. Steff Trailhead as the trail would end at the shared boundary between the park and the PSU preserved land, without an identified connection to Blue Course Drive and Whitehall Road.
- LED Sports Field Lighting is funded through grants and donations—no municipal funding at this time. Shortage of \$73,950.
- All-Ability Playground has \$300,000 from the loan funds in its budget; the rest of the funding is through grants and donations.

Municipal Comments:

Following are four options related to this question. If the municipal Council / Board has additional options to propose for consideration, there is space at the end, on page 5, to share those options.

Option 1

Should the Authority and municipalities refinance all debt (Pools and Parks; approximately \$300,000 in estimated savings), keeping the current debt schedule and debt payment the same, applying the \$300,000 savings to the Whitehall Road Regional Park budget, while securing some additional funding for the park project?

Consider the following when answering:

- Original debt payment level when loan was first secured was \$566,000/year.
- Loan re-negotiations and loan management have dropped that debt payment level to \$396,000 in 2019.
- Interest rates appear favorable right now.
- The savings could be used for future grant matches or to offset unfunded projects, grants shortfall, etc.
- Funding has driven park development versus park development and costs driving the funding.
- Consider which desired Phase I amenities should be prioritized.

Municipal Comments:

Option 2

Should the Authority and municipalities refinance all debt (Pools and Parks; approximately \$300,000 in estimated savings), keeping the current debt schedule and debt payment the same, providing the savings back to the municipalities, while securing some additional funding for Whitehall Road Regional Park?

Consider the following when answering:

- Original debt payment level when loan was first secured was \$566,000/year.
- Loan re-negotiations and loan management have dropped that debt payment level to \$396,000 in 2019.
- Interest rates appear favorable right now.
- Funding has driven park development versus park development and costs driving the funding. Consider which desired Phase I amenities should be prioritized.

Municipal Comments:

Option 3

The request is for assistance with funding of the under-budgeted project. What sources of additional funding for the Whitehall Road Regional Park is your municipality willing to consider for funding? Will your municipality consider providing additional resources to build Phase I? If so, please list.

Consider the following factors for this question:

- Consistent with the debt service levels projected over the next 10 years.
- There are timing consequences for decision-making on the loan/unfunded items: site development, utilities, development sequencing, etc.
- Current window of construction access to park is closing. The gap between The Yards completing its construction before the park breaks ground is lengthening. Will Blue Course Drive be available for construction traffic and large deliveries once Ferguson takes that road, or will new access be required?
- DCNR / DCED grants all have timelines; some could be extended, but only if a firm timeline is in place. Playground grant expires in December 2021. LED Sports Field Lighting grant expires in December 2022.
- If the project begins with the current funds in-hand and the Authority pays permit fees to Centre Region Codes to begin construction, but the project halts due to funding issues, those funds are non-refundable.
- The Authority has paid escrow to Ferguson Township for the LDP. If the project begins with the current funds in-hand and the project is not completed (does not receive CO), those funds are possibly lost and the Authority could be at risk of not meeting the five-year deadline for completing the land development plan (additional fees, legal issues).
- Bid packages for site work, earthwork, and concrete, pavement, line striping and signage, landscaping, seeding, fencing playground construction, electrical work, and alternate bid packages for synthetic turf are all in draft form and approved by DCNR and the Authority. Authority intends to go to bid in the next 45-60 days to get actual costs for these packages to compare budget to actual, which could determine if budget is accurate, low, or high. If high, budget can be reworked to offset other shortages.
- Consider what has been expended to date for engineering, soil testing, electrical and architectural planning, cost estimating, and project management fees, plus the time invested by Agency staff on grant writing, fundraising, and manhours to research, estimate, and decide on amenities, costs, design, etc.
- Continuing the project makes good strides toward the community's sports field inventory and lessens the burden on the other community parks being used for sports.
- Community parks' sports fields are not rested and rotated now; WRRP's field inventory will allow other community fields to be rested and renewed.
- If the sports field lighting is lost, the Agency is not able to maximize the seasons and the back-to-back play of youth and adult leagues.
- A regional park should not be built without restrooms; the demand for restrooms is very high. Hess Sports Complex is a perfect example; teams do not want to play there due to lack of amenities.
- The funding has driven the park development versus the park development and costs driving the funding.
- Consider which desired Phase I amenities should be prioritized.

Municipal Comments:

Option 4

Is it the request of your municipality that the Authority close out the loan/repay outstanding balance, and then abandon the project? If so, why?

These consequences should be considered if the project doesn't move forward at all:

- DCNR requires that acquisition grant funds, master site plan funds, and grants received-to-date be repaid. The grants must be paid in full plus 10% annual interest compounded 4x annually from original grant date until the date it is repaid. *If land is sold or converted, DCNR requires acquisition of equivalent replacement land.*
- Returning DCNR / DCED grant funding could risk the Authority's reputation for grant execution and project completion. The Agency intends to continue applying for grants from DCNR/DCED for Millbrook Marsh Nature Center and possible future projects.
- By returning donor funding, the Agency risks those donor relationships for other donor-funded projects such as future Phase 2 developments of the regional parks, Millbrook Marsh Nature Center, and community pools.
- Pump station is a permanent fixture at this park facility, and it would require permanent access by the UAJA for maintenance.
- Utilities have been stubbed at the park's entrance, ready for extension into the park facility.
- Abandoning this project will continue the current field shortages at 2005/2006 field levels despite significant population growth, increased pressure on community parks, and higher sports participation levels. No rest/no repair would continue.
- There is not a suitable location for the "We Play Together" All-Ability Playground at this time; Oak Hall Regional Park's master plan includes a playground, but the park would require major improvements to its parking lots and drainage, and all paths would require an upgrade to concrete/paving for this all-ability playground.
- Oak Hall Regional Park is not the ideal setting for the ONLY accessible playground; Whitehall Road Regional Park is connected to town through sidewalks, walking paths, vehicular access, and bus routes.
- By abandoning this project, we lose the connectivity of the Musser Gap Greenway and the James C. Steff Trailhead as the trail would end at the shared boundary between the park and the PSU preserved land, without an identified connection to Blue Course Drive and Whitehall Road.
- The community's leagues will still be playing football, lacrosse, and soccer on softball/baseball outfields and on non-sports fields.
- The funding has driven the park development versus the park development and costs driving the funding.
- Consider which desired Phase I amenities should be prioritized. There is no timeline for the future Phase 2, 3, and 4 for this park.

Municipal Comments:

Other

If your municipality has consensus regarding any other options or proposed solutions to offer, staff would be happy to investigate those and report back.

Municipal Comments:

Whitehall Road Regional Park Follow-Up from Zoom & Learn

(as requested by the COG Executive Committee)

September 29, 2020



CENTRE REGION
**Parks &
Recreation**

REGIONAL PARK HISTORY

Through the work of the Ad-Hoc Regional Parks Committee, formed in approximately 2002, it was determined that larger, more centrally-located regional park facilities were needed to overcome the shortfall of rectangular playing fields and baseball/softball diamonds.

The shortfall was based on the 1988 NRPA National Standards, the 2002 CRPR Sports Field Demand and Supply Analysis, and the PA Statewide Comprehensive Outdoor Recreation Plan (SCORP) which is updated every five years. It was determined that the community was short:

- 4 Baseball fields
- 4 Softball fields
- 12 Rectangular fields

The work was purposeful: the goal was to locate and build the active recreation areas in larger regional parks to accommodate the demand of sports fields. The regional parks were designed to be active parks, with some passive elements.



REGIONAL PARK HISTORY

By 2005-2006, the community gained:

- 1 rectangular field at Circleville Park
- 3 rectangular fields at Fogleman Field
- These additions left the community with a shortage of 8 rectangular fields based on 2002 data.
- *The full build-out of Whitehall Road Regional Park planned for 10 rectangular fields (1 field as potential area for indoor turf facility), 3 large baseball diamonds, and 2 small softball diamonds, as well as other amenities.*
- *Because of this planned work, other municipal park master plans have NOT included rectangular fields into master plans since Oak Hall Regional Park and Whitehall Road Regional Park contained a large number of these fields in the full master plans.*



By 2015, the community gained

- 4 baseball / softball fields at Hess Softball Complex
- 4 baseball / softball fields at Oak Hall Regional Park
- These additions left the community without a deficit for baseball / softball fields based on 2002 data. However, rectangular field shortages continued.



REGIONAL PARK HISTORY (Continued)

- Since 2002, despite gaining ground with some sports fields, our community's sports participation has grown by leaps and bounds. Additionally, Penn State facilities are no longer available for public use, putting a higher demand on the municipal- and school district owned-fields.
- Demand has increased but the number of fields has not reached the planned inventory with the delay of Whitehall Road Regional Park.
- The Ad-Hoc Regional Parks Committee opted for a three-prong approach for regional parks by purchasing the Hess Softball Complex and by purchasing land for what would become the Oak Hall Regional Park and the Whitehall Road Regional Park.
- **November 2006: COG signed the “Joint Articles of Agreement for Planning, Development, and Operation of ‘Regional Parks’” for the purpose of creating these Regional Parks.**
- Each Regional Park has:
 - an ownership agreement with the various municipality in which the park is located;
 - a lease agreement, providing the development consistent with the approved Master Site Plans and operation oversight to Centre Region Parks and Recreation Authority. This was a crucial step because COG did not have the ability to borrow funds for these developments, and the Authority did.

During the early discussions, the group members felt it important to have a regional facility in each of the participating municipalities:

- Park Forest Pool – already located in Patton Township
- Welch Pool – already located in State College Borough
- Hess Softball Complex – already located in Harris Township
- Oak Hall Regional Park – became the regional facility in College Township
- Whitehall Road Regional Park – became the regional facility in Ferguson Township



REGIONAL PARK HISTORY (Continued)

Whitehall Road Regional Park Acquisition #1 (75-acres, May 2008)

- In 2005 the lands were officially appraised at \$15,000 per acre; the purchase price was \$3,077 per acre.
- The acquisition was completed on May 30, 2008 and the parklands are now jointly owned by the Centre Region COG and Ferguson Township.
- In total, the 75-acre parkland acquisition cost \$249,506.24.
- Funds for this purchase were provided *in part* by:
 - The PA DCNR grant of \$159,000 (Acquisition Project #BRC-ACQ-12-70).
 - Ferguson Township provided payments totaling \$89,306 between 2006 and 2008 (\$21,400 – 2006; \$12,792 – 2007; \$55,104 – 2008)

Whitehall Road Regional Park Master Site Plan (2008-2010)

- On April 21, 2008, COG was notified that DCNR would assist in funding a Master Site Plan for the entire 100-acre site. A selection process then got underway for a consulting firm to prepare the plan. The Master Site Plan was then developed. On August 23, 2010, the COG General Forum approved the plan. The final cost of the plan was \$63,332; 50% of which was paid by the state. The remaining cost of \$31,666 was provided by the five participating municipalities.

Whitehall Road Regional Park Acquisition #2 (25-acres, May 2011)

- This purchase occurred on May 27, 2011 and the parklands continue to be jointly owned by the Centre Region COG and Ferguson Township.
- In total, the 25-acre acquisition cost \$382,987.
- Funds for this purchase were provided *in part* by:
 - The PA DCNR grant was requested in the amount of up to \$191,000 (Acquisition Project #BRC-ACQ-16-21). The actual amount awarded and received was \$183,566.
 - Ferguson Township provided \$57,750.

REGIONAL PARK HISTORY (Continued)

Master Site Plan Updated (2013)

- In 2013, the master site plan was updated to include widening the two lower rectangular fields, and to include future conversion to synthetic turf as well as the addition of sports field lighting.
- General Forum discussed and approved the removal of the Central Maintenance Facility from this Master Site Plan.

Land Development Plan (2013)

- The Land Development Plan process began in 2013 once the Master Site Plan was updated. The plans went through several revisions and the Ferguson Township Planning Commission's last document review was November 2013. The plans never went forward to Ferguson Township's Board of Supervisors.

Toll Brothers Litigation (July 2016-December 2017)

- Litigation regarding the student housing property being developed by Toll Brothers began in the local courts in July 2016 and ended at the Superior Court level in December 2017.
- The CRPR Authority and COG Parks Capital Committee decided to wait for the litigation results because Toll Brothers' student housing project was located between the park and Whitehall Road, and they were going to provide approximately **\$1.5 million** worth of infrastructure to include:
 - ***Main access road built to park's boundary (the park is landlocked)***
 - ***Traffic study, main intersection light and improvements, and all required off-site improvements***
 - ***Utilities to include water, electricity, and natural gas—all stubbed at park's boundary***
 - ***Sewer utility through the construction of the shared pump station, built on park land, to serve both the park and the student housing development; regional growth boundary was relocated to include the park land so that flushing toilets could be included in this regional park (similar to Oak Hall Regional Park).***

- ① **Diamond-Shaped Fields**
- 250' center field, 200' base lines
- one could be Challenger Field with artificial surface
- ② **Small Shelter (typical)**
- 20'x28'
- ③ **West Core Area**
- spray park and court games
- restrooms and concessions
- 68'x40' pavilion
- ④ **Parking Lot D**
- 188 spaces (4 accessible)
- drop-off
- perimeter parking - aggregate surface
- internal parking - stabilized turf
- ⑤ **Diamond-Shaped Field**
- 410' center field, 325' baselines
- field lighting
- meets PIAA standards
- ⑥ **Emergency Access Road**
- gravel road gated at Whitehall Road and Park boundary
- ⑦ **Diamond-Shaped Fields**
- 350' center field, 300' baselines
- ⑧ **Perimeter Trail**
- 8' wide, aggregate surface
- 1.7 miles long
- ≤ 5% slope with ≤ 2% cross slope
- ⑨ **Vegetated Buffer Strip**
- 50' buffer for infiltration of stormwater and trail
- replicate hedge row
- ⑩ **Rectangular Field (typical)**
- Soccer, Lacrosse, Rugby, Ultimate Frisbee, Field Hockey, Football
- ⑪ **Stormwater Basin**
- rectangular field set in basin to store stormwater during large rain events
- ⑫ **Parking Lot C**
- 154 spaces (4 accessible)
- drop-off
- perimeter parking - aggregate surface
- internal parking - stabilized turf
- ⑬ **Practice Field**
- ⑭ **Potential Indoor Turf Facility**
- ⑮ **Potential Indoor Court Facility**
- ⑯ **Grand Boulevard**
- street trees
- sidewalks (≤5% slope with ≤2% cross slope)
- traffic tables at pedestrian crossings
- minimal road width
- grassed swales to filter and infiltrate runoff
- ⑰ **Parking Lot B**
- 154 spaces (4 accessible)
- drop-off
- perimeter parking - aggregate surface
- internal parking - stabilized turf
- ⑱ **Outdoor Tennis Courts**
- 6 outdoor courts with lighting
- ⑲ **Infiltration Trenches**
- placed downhill of each field
- filter out pollutants and infiltrates runoff from fields
- ⑳ **East Core Area**
- destination playground
- restrooms and concessions
- 68'x40' pavilion / stage
- seasonal ice skating on lawn
- amphitheater lawn
- ㉑ **Parking Lot A**
- 224 spaces (5 accessible)
- drop-off
- perimeter parking - aggregate surface
- internal parking - stabilized turf
- trailhead
- ㉒ **Rectangular Fields**
- potential for two artificial surfaces
- field lighting
- perimeter fencing
- ㉓ **Potential Trail**
- interpretive trail loop through Water Authority Property
- ≤ 5% slope with ≤ 2% cross slope
- ㉔ **Preserved Wood Lot**
- ㉕ **Future Sewer Pump Station** (by others)
- ㉖ **Park Entrance Road**
- extension of Blue Course Drive (by others)
- ㉗ **Park Entrance Feature**
- ㉘ **Potential Centralized Maintenance Facility**
- 9 parking spaces (2 accessible with additional parking in Lot A)
- serves all parks
- ㉙ **Stormwater Treatment and Infiltration (typical)**
- ㉚ **Potential Site for Agency Headquarters**
- future building location, if required
- ㉛ **Mountain View Picnic Grove**
- 40'x68' shelter
- Views of meadow and mountains
- ㉜ **Community Gardens**
- 20'x28' shelter and tool shed
- cistern collects stormwater for garden use
- several raised planting beds for accessible gardening
- ㉝ **Dog Park**
- one area for large dogs, one for smaller dogs
- ㉞ **Proposed Musser Gap Bikeway**
- ㉟ **Meadows on Steep Slopes**



Green Parking with Rain Gardens

- 44% of total parking spaces are stabilized turf
- minimally sized stalls and aisles
- trees reduce heat island and absorb water
- rain gardens in parking islands

Accessibility

- all facilities to be ADA accessible
- accessible routes provided to stands, benches, and other public spaces
- walks, paths, and trails will not exceed 5% slope, nor 2% cross slope and will meet parking and street pavement flush
- picnic areas will have some tables with overhangs for wheelchairs
- benches and stands will have adjacent paving for wheelchairs
- accessible parking spaces will be signed, marked, and have a maximum 2% cross slope and accommodate van parking

Legend

- Accessibility
- Stormwater BMPs
- Potential Building Site

Whitehall Road Regional Park
Master Plan Update
2/25/2013

STAHL SHEAFFER ENGINEERING, LLC
Battaglia Jones
Landscape Architects

PASHEK ASSOCIATES
A geosynthetic corporation

Parking Inventory			
Lot	Paved	Turf	Total
A	124	100	224
B	102	52	154
C	102	52	154
D	74	114	188
Total	402	318	720

Structure Inventory			
Structure	Unit SF	Quantity	Area in SF
Agency Maintenance Facility Bldgs.	19,330	1	19,330
Agency Headquarters Bldg.	8,000	1	8,000
Large Picnic Shelters	2,720	3	8,160
Small Shade Shelters	560	19	10,640
Restrooms and Concessions	2,400	2	4,800
Larger Dugouts	256	4	1,024
Small Dugouts	192	6	1,152
Subtotal			53,106
Indoor Court Facility	51,750	1	51,750
Indoor Turf Facility	112,000	1	112,000
Total			216,856

Per Ferguson Township Zoning Ordinance, total structure square footage permitted under current zoning is 100,000 square feet. The revised Whitehall Road Regional Park Master Plan (dated 2/25/2013) will be required to comply with current Ferguson Township Ordinance in effect at the time zoning and building permits are applied for structures shown on the revised master plan.

2010 Phase 1 budget compared to 2020 Phase I budget

2010 Amenities/Acreage	Budget	2020 Amenities/Acreage	Budget
Aggregate Entrance Road		Paved Entrance Road (predicted heavy use)	
Traffic Study, Right Turn Lane, Traffic Control Signs, Signalization at Blue Course Road		None (all handled by Toll Brothers)	N/A
Sanitary: None, using holding tank on interim basis. (Unclear to the meaning of this statement.)		Sanitary Line/Pump Station	N/A
Flushing toilet restrooms were listed as a priority in 2010.		All handled by Toll Brothers (pump station built on park land; internal sanitary line to be run to restroom building)	
Grading, erosion, and sedimentation control and stormwater management for 75 acres.		Grading, erosion, and sedimentation control and stormwater management (designed to meet updated standards since 2010 master plan) for 54 acres.	
All parking and interior roads for 75 acres.		All parking and interior roads for 54 acres.	
Perimeter and interior trails across 75 acres.		Perimeter and interior trails across 54 acres.	
7 rectangular fields and 1 practice field		4 rectangular fields and 1 practice field	
1 diamond shaped field		None	
9 irrigated fields		2 irrigated fields; large spray irrigation heads on 2 fields	
Maintenance Building		Maintenance Storage Building	
Underground utilities for 75 acres		Underground utilities for 54 acres	
Regional Playground		All-Ability Playground	
Basketball and Volleyball Courts		None	
Shelters		None	
General Seeding on 42 acres (field turf and general turf not described) 234 Trees on 75 acres (not sure why 2020 Master Plan didn't account for landscaping ordinance requirements)	2010 Phase I: \$6,376,428	General Seeding on 35 acres (approx.) Field Turf Seeding on four fields Pollinator /Upland Meadow/Flowering Roadside seeding on 1.76 acres 437 Trees on 54 acres 230 Shrubs on 54 acres (changes required by Ferguson Twp. ordinance)	2020 Phase I: \$7,776,256

WHITEHALL ROAD REGIONAL PARK BUDGET

2018

- Once the Toll Brothers litigation was complete, the Agency, Authority, and COG Parks Capital worked to determine what the Phase I development could include based on available funding.
- The focus at that time was to “make the project fit the budget.”
- Therefore, the Phase I development was reduced to:
 - 2 large grass rectangular playing fields with sports field lighting (synthetic turf option to be privately funded)
 - 2 medium grass rectangular playing fields
 - “We Play Together” All-Ability Playground
 - 12,000 LF Walking Trail
 - All-Season Pavilion/Restroom/Concession Stand Building, now only a Restroom Building
 - Required infrastructure, utilities, main driveway, roads, and parking lots
- At that time, it was known that grants and donations would be needed to supplement the \$4.8 million loan funds due to:
 - the general inflation of construction and material costs from the original 2010 master plan cost projections;
 - items not included in the original 2010 master plan cost projects such as permit fees, additional soil testing, driveway feasibility study, escrow funds, additional engineering/architectural work, etc.



WHITEHALL ROAD REGIONAL PARK BUDGET

2020

Remaining loan proceeds = \$4.8 million

- Project cost estimates were updated in January 2020, bringing the total Phase I project to \$5,995,429.
- **SHORTFALL between 2020 numbers and loan proceeds = \$1,195,429**

Outside grants / private donations were secured to remove some projects from the budget, and to allow loan funds to be used elsewhere. Grants and donations to date = \$964,612.09

- Some grants were awarded at a lower amount, so some projects remain with some shortfall.
- **SHORTFALL = \$81,215**

There remain some unfunded projects, ranked by priority, with \$0 donations, grants, or loan funds tied to them. This project does NOT include :

- Restroom Building (a reduced option from the Restroom/Pavilion/Concession Stand building, approx. \$500,000-\$600,000);
- Maintenance Storage Building (approx. \$75,000);
- Two irrigation grids for upper grass fields (\$60,000).
- **SHORTFALL = \$735,000.**

Loan proceeds shortfall:	\$1,195,429
Grants/donations shortfall:	<u>\$ 81,215</u>
Subtotal from initial scope of 2013 project:	\$1,276,644
Unfunded priorities:	<u>\$ 735,000</u>
TOTAL NEED:	\$2,011,644

Whitehall Road Regional Park

PHASE 1:

Fields (4 Game, 2 Practice), Playground, Trail, 2 Parking Areas (No Buildings)

Opinion of Probable Construction Costs

Updated by
Stahl Sheaffer Engineering
January 2020

Section Updated by CRPR - September 15,
2020

Item Description	Quantity	Unit	Unit Cost	Total Item Cost	Costs to be covered by grants/donations
GENERAL CONDITIONS					
Mobilization & Supervision	1	LS	\$335,000	\$ 335,000	
Construction Layout	1	LS	\$62,500	\$ 62,500	
Construction As-Builts	1	LS	\$7,500	\$ 7,500	
Engineering Services through Construction	1	LS	\$24,300	\$ 24,300	
Engineering/Electrical/Architectural Services & Permits Already Paid	1	LS	\$181,336	\$ 181,336	\$30,000 in in-kind services provided by Stahl Sheaffer Engineering; amount to left accounts for this discount.
Architectural Services	1	LS	\$69,600	\$ 69,600	
Electrical Engineering Services	1	LS	\$24,800	\$ 24,800	
CRPR CM Oversight	1	LS	\$78,824	\$ 78,824	
<i>Subtotal General Conditions</i>				\$783,860	
EROSION & SEDIMENT CONTROL					
Construction Entrance	1	LS	\$1,900	\$ 1,900	
Construction Staging Area	2,500	SY	\$9	\$ 22,500	
12" Compost Filter Sock	2,695	LF	\$7	\$ 18,865	
18" Compost Filter Sock	530	LF	\$10	\$ 5,035	
24" Compost Filter Sock	1,010	LF	\$14	\$ 13,635	
32" Compost Filter Sock	250	LF	\$22	\$ 5,500	
36" Compost Filter Sock	2,240	LF	\$32	\$ 71,680	
Concrete Wash Outs	4	EA	\$1,990	\$ 7,960	
Pond Skimmers	2	EA	\$2,750	\$ 5,500	
Inlet Protection	10	EA	\$185	\$ 1,850	
Orange Protective Fence @ Basins	2,080	LF	\$7	\$ 14,560	
Rip Rap Aprons	22	EA	\$1,250	\$ 27,500	
Swale Grading	4,325	LF	\$4	\$ 17,300	
Rock Filters	30	EA	\$250	\$ 7,500	
R/S Maintenance	1	LS	\$10,000	\$ 10,000	
<i>Subtotal Erosion & Sediment Control</i>				\$231,285	
EXCAVATION					
Topsoil Strip to Stockpile, 8" Depth	48,135	CY	\$3.75	\$ 180,600	
Excavation, Cut to Fill	62,500	CY	\$5	\$ 312,500	
Excavation, Import to Fill	12,500	CY	\$12	\$ 150,000	
Rock Allowance	1	LS	\$175,000	\$ 175,000	
Place Topsoil, 6" Depth w/o Matting	27,500	CY	\$12	\$ 330,000	
Place Topsoil, 6" Depth w/ Matting	1,175	CY	\$16	\$ 18,800	
Place Amended Soil in Gardens/Basins	824	CY	\$120	\$ 98,900	NFWF Grant was denied. Another opportunity comes in the Fall of 2020. Attempting to reduce these costs if possible and apply those funds elsewhere.

Temporary Seeding, 25% of Respread Area	42,900	SY	\$0.40	\$	17,200	
Final Seeding, All Respread Areas	171,595	SY	\$1	\$	171,600	NFWF Grant was denied. Another opportunity comes in the Fall of 2020. Attempting to reduce these costs if possible and apply those funds elsewhere.
<i>Subtotal Excavation</i>					\$1,454,600	
WATER SYSTEM						
6" DIP Water Line	3,440	LF	\$60	\$	206,400	
4" PVC Irrigation Water Line	1,615	LF	\$52	\$	84,000	
1" Service Laterals	640	LF	\$22	\$	14,100	
1" Service Lateral to Drink Fountain	50	LF	\$28	\$	1,400	
Fire Hydrant Complete	2	EA	\$8,500	\$	17,000	
Water System Meter Pit	1	EA	\$60,000	\$	60,000	
Water Line Fittings	1	LS	\$30,000	\$	30,000	
SCBWA Line Tap (x2 for 6" and 1")	1	LS	\$7,000	\$	7,000	
<i>Subtotal Water System</i>					\$419,900	
SANITARY SEWER SYSTEM						
Sanitary Manhole	8	EA	\$3,000	\$	24,000	
Sanitary Sewer (8" SCR-35)	1810	LF	\$80	\$	144,800	
Sanitary Cleanouts	2	EA	\$400	\$	800	
Sanitary Lateral (6" SDR 35)	58	LF	\$95	\$	5,600	
<i>Subtotal Sanitary System</i>					\$175,200	
SITE ELECTRICAL AND LIGHTING						
Parking Lot Fixtures	34	EA	\$4,000	\$	136,000	
Primary Electrical Service Line	2600	LF	\$12.50	\$	32,500	
Electrical Service Lot Lighting - Line	9000	LF	\$11.50	\$	103,500	
Electric Service Lot Lighting - Trenching	9000	LF	\$4.50	\$	40,500	
Transformer pads	2	EA	\$1,500	\$	3,000	
Miscellaneous underground branch circuits	1	LS	\$3,000	\$	3,000	
<i>Subtotal Site Utilities - Electrical</i>					\$318,500	
MUSCO FIELD LIGHTING						
(2) Soccer Fields, Furnished & Installed "Subpanel Out"	1	LS	\$570,000	\$	-	\$496,050 secured (grants & donations.) Need to complete this funding via grants/donations (\$73,950). This is 2020-2021 pricing. 85% funded.
<i>Subtotal MUSCO Field Lighting</i>					\$0	
NATURAL GAS SERVICE						
Trench, Bed, Backfill, for Gas Line (by others)	1270	LF	\$15	\$	-	Not running gas line at this time.
Gas Service Line	1270	LF	\$10	\$	-	
Gas Connection, Valve, and Regulator	1	LS	\$4,000	\$	-	
Gas Meter	1	LS	\$2,000	\$	-	
<i>Subtotal Natural Gas Service</i>					\$0	
STORMWATER MANAGEMENT						
4" Perforated HDPE	2430	LF	\$15	\$	36,500	
4" Cleanout for 4" HDPE	9	EA	\$475	\$	4,300	
6" Perforated HDPE	540	LF	\$20	\$	10,800	
6" HDPE	190	LF	\$25	\$	4,800	

6" Nyloplast Yard Drain	2	EA	\$800	\$	1,600
8" Perforated HDPE	2,420	LF	\$20	\$	48,400
6" Cleanout for 6" HDPE	10	EA	\$600	\$	6,000
6" Cleanout for 8" HDPE	9	EA	\$600	\$	5,400
8" Cleanout for 8" HDPE	2	EA	\$750	\$	1,500
10" HDPE	230	LF	\$32	\$	7,400
12" Peforated HDPE	230	LF	\$34	\$	7,900
12" HDPE	1,010	LF	\$31	\$	31,400
15" HDPE	473	LF	\$40	\$	19,000
Nyloplast Yard Drain for 15" HDPE	7	EA	\$1,250	\$	8,800
18" HDPE	416	LF	\$44	\$	18,400
24" HDPE	1,574	LF	\$49	\$	77,200
PE End Sections	22	EA	\$375	\$	8,300
Type M Inlet, 2'x2'	4	EA	\$1,375	\$	5,500
Type M Inlet, 2'x4'	5	EA	\$2,500	\$	12,500
Storm Manhole	4	EA	\$3,275	\$	13,100
Storm Manhole, 4'x4' Junction Box	1	EA	\$8,250	\$	8,300
Outlet Structures	2	EA	\$3,375	\$	6,800
Subtotal Stormwater Management					\$343,900
LANDSCAPING					
All Trees & Shrubs, Landscaping Plants & Pollinator Seed	1	EA	\$	\$	-
					\$51,235 (Several donations and one grant). Pending: 20 Large Caliper Tree Grant & Conversion Grant for Seed. Of \$51,235, \$875 is dedicated to Memorial Gardens. This project is not yet fully funded as we estimate the purchase of these items plus delivery and installation costs for just overstory and understory trees and the meadow preparation and seeding is approximately \$13,500; total project is estimated to be approximately \$58,500. \$7,265 unfunded.
Subtotal Landscape Features					\$0
HARDSCAPE					
Aggregate Trail, 6" 2A, 3" TSA Stone w/CL4 Geo	9,600	SY	\$30	\$	288,000
Concrete Sidewalk, 4" 2A, 4" Concrete	1,496	SY	\$105	\$	157,100
Truncated ADA Domes, 2'x4'	17	EA	\$375	\$	6,400
Concrete Steps w/Handrail	7	SETS	\$15,000	\$	105,000
Driving Surface Aggregate, 6" 2A w/CL4 Geo	11,380	SY	\$14	\$	159,400
Prep Playground w/6" 2B Stone	1,930	SY	\$14	\$	26,100
Prep Shed Areas w/6" 2B Stone	90	SY	\$38	\$	3,500
Dumpster Pad	165	SY	\$120	\$	19,800
Dumpster Pad Enclosure Allowance	1	IS	\$3,100	\$	3,100
Asphalt Paving, 6", 3.5", 1.5"	16,412	SY	\$35	\$	574,500
Pavement Markings	1	LS	\$3,500	\$	3,500
Bumper Blocks	487	EA	\$200	\$	97,400
Site Signage Allowance	23	EA	\$245	\$	5,700
Parking Lot Island Curb, 6"x18"	3,720	LF	\$33	\$	122,800

<i>Subtotal Hardscape</i>				\$1,572,300	
SITE AMENITIES					
Playground	1	LS	\$684,000	\$ 300,000	\$384,514.09 secured (donations & grant); Pending: \$5,000 in 2021.
3' High Chain Link Fence	995	LF	\$15	\$ 15,000	
6' High Chain Link Fence	1200	LF	\$20	\$ 24,000	
15' High Safety Field Netting (scaled back to 130' each side)	520	LF	\$85	\$ 44,200	
Entrance Sign	1	LS	\$3,000	\$ 3,000	
Drinking Fountains	2	EA	\$5,000	\$ 10,000	
Trash Receptacles	12	EA	\$250	\$ 3,000	
Park Benches	12	EA	\$400	\$ 1,987	\$2,813 secured (donations)
Bleachers	8	EA	\$800	\$ 6,400	
Player Benches	8	EA	\$350	\$ 2,800	
<i>Subtotal Site Items/Amenities</i>				\$410,387	
SUBTOTAL (BASE BID)				\$5,709,932	
<i>Contingency 5%</i>				\$285,497	
TOTAL BASE BID				\$5,995,429	
ALTERNATE - (2) Fields Synthetic Turf					
Rectangular Field Synthetic Surfacing, Pad & Infill	26,000	SY		\$ -	Found a new grant opportunity but will take us to a new product with an organic fill. 10% funding is available but 50% of total funds needed must be in place at time of application. Specs are being developed for bidding, so that we have updated 2020 prices for synthetic turf, organic infill, and shock pad.
Field Border Curb, 6"x18"	3,802	LF	\$34	\$ 129,300	
Subbase, 6" 2A w/CL4 Geo	26,000	SY	\$5	\$ 130,000	
Field Drainage Allowance	2	EA	\$100,000	\$ 200,000	
Professional Fees	1	LS	\$15,000	\$ 15,000	
SUBTOTAL (ALTERNATE 1)				\$474,300	
<i>Contingency 5%</i>				\$23,715	
TOTAL ALTERNATE 1				\$498,015	

ALTERNATE NOTE: All-Season Pavilion/Concession Stand/Restroom Building is being split into a restroom building (Phase I) and the future All-Season Pavilion/Concession Stand (Phase II). Staff await updated costs estimates for this project, as an Alternate, which will be added to the budget. The utility work for this building is already in the budget; we're just awaiting construction costs. Original building was estimated at \$900,000. Restroom-only portion is ballparked at **\$500,000-\$600,000**.

ADDITIONAL BUDGET NOTES:

ALTERNATE NOTE: The Maintenance Storage Building is being priced at this time. We are looking for additional designs and bidding options for this project. We're using a hold of \$75,000 for this building at this time until we have more information.

ALTERNATE NOTE: The Agency received an irrigation price tag of \$90,000 from Hunter Industries. This is a very high quote; the Agency received local pricing for approx. \$60,000. However, \$60,000 is without prevailing wage; so Agency is looking for a possible donor to handle this project. We're also identifying the large-throw irrigation heads for the lower fields. Options to water the upper fields if traditional grid irrigation is not installed during construction include possible single large-throw irrigation heads or using a water wheel and spray nozzle via quick connects. Quick connects will remain with or without grid irrigation for use with a water wheel for the fields and for watering the large amount of landscaping.

Unfunded items were prioritized at CRPR Authority work session on July 28: Restrooms, maintenance storage building, lights (87% funded), and synthetic turf. Irrigation was not on this list as the group felt a donor may handle this project.

LOAN HISTORY

POOLS LOAN

- At closure, the debt service was anticipated to be \$589,000 per year
- In 2012, the debt service was to be approximately \$549,000 per year
- In 2019, the debt service was approximately \$446,600 per year

PARKS LOAN

- In 2012, the debt service was to be approximately \$566,000 per year
- In 2019, the debt service was projected to be \$396,000, increasing
- Recent renegotiation fixed the interest rate at 2.59% until 12/2024

COMBINED INVESTMENT

- In 2012, the debt service on both loans was 3.5% of tax revenue
- In 2019, the debt service on both loans was 1.9% of tax revenue

The

benefits

of Regional Parks

Big Picture

- Whitehall Road Regional Park is a key piece of the COG Regional Parks system, as dreamed back in 2002
- The Phase I development of this park completes a shortfall in rectangular fields that can be used for multiple sports while providing the area's first-ever All-Ability Playground
- Completing Whitehall's Phase I development allows the Authority and COG as a team to begin looking toward the future and how to complete the additional phases, upgrades, and renovations for the three regional parks.
- The Whitehall Road Regional Park is an integral piece of a local recreation corridor that starts in town using sidewalks and bike paths, connecting to Orchard Park and then to Whitehall Road Regional Park.
- The Musser Gap Greenway trailhead will be located in this park, and that trail will traverse the 365 protected acres that abut this park and that are owned by Penn State, known as the Musser Gap to Valleylands (MG2V) project, across Route 45 and then into Rothrock State Forest. These connections help to drive outdoor recreation dollars to this community.

The

benefits

of Regional Parks

Economic Driver

- This park will be an economic force for the area, similar to Oak Hall Regional Parks' current draw. Oak Hall Regional Park, in a typical year, hosts between 18-20 tournaments.
- Tournaments and special events support the local hospitality industry.
- By the 3rd operational year, this park expects to be hosting upwards of 10 tournaments a year, generating \$18,600 in rental revenue and \$60,000 in concessions revenue.
- Using data from Oak Hall Regional Park, Whitehall Road Regional Park could generate, by the 2nd operational year, 31,392 visitors and 4,032 hotel room nights.
- Using data from Oak Hall Regional Park, Whitehall Road Regional Park could generate, by the 2nd operational year, \$405,216 in annual restaurant spending.

Stimulate Economy

- Quality of life amenities key part of location decision for businesses and individuals
- Regional Parks add another element to an already-quality parks program in State College

Question Matrix



Agency and COG staff are presenting several questions to the elected officials. This matrix should be discussed at municipal board/council meetings during October.

Answers to the questions should be submitted to Mr. Eric Norenberg no later than October 19 so that Agency/COG staff can update the matrix with all responses and sort the Q & A via support / non-support.

This matrix will be discussed at the October 26 General Forum meeting and a direction chosen for this project.

Question #1:

If the municipalities remain supportive of only utilizing the current \$4.8 million dollar loan, plus any grants and donations, what amenities of the already reduced Phase I scope should be removed from the park to meet the budget?

Consider the following factors for this question:

- If fields are removed, the current field shortages at 2005/2006 field levels remain despite significant population growth, increased pressure on community parks, and higher sports participation levels. No rest/no repair for the community parks' sports fields and general areas.
- If site development is done for the four fields, but they are not “finished” fields, community leagues will play on unfinished fields, and the Authority will need to find additional funding to finish the fields. When time to renovate the fields to a finished sport field, the fields will be removed from usable inventory for the duration of renovation and then for two growing seasons afterwards. Leagues will continue to play on softball/baseball outfield and on non-sports fields.
- There is not a suitable location for the “We Play Together” All-Ability Playground at this time; Oak Hall Regional Park’s master plan includes a playground, but the park would require major improvements to its parking lots and drainage, and access paths to the playground would require an upgrade to concrete/paving.
- Oak Hall Regional Park is not the ideal setting for the ONLY accessible playground; Whitehall Road Regional Park is connected to town through sidewalks, walking paths, vehicular access, and bus routes. It is close to town and to other services that users may seek.
- If the trail is removed, we lose the connectivity of the Musser Gap Greenway and the James C. Steff Trailhead as the trail would end at the shared boundary between the park and the PSU preserved land, without an identified connection to Blue Course Drive and Whitehall Road.
- LED Sports Field Lighting is funded through grants and donations—no municipal funding at this time. Shortage of \$73,950.
- All-Ability Playground has \$300,000 from the loan funds in its budget; the rest of the funding is through grants and donations.

Option #1 for consideration:

Should the Authority and municipalities refinance all debt (Pools and Parks; approximately \$300,000 in estimated savings), keeping the current debt schedule and debt payment the same, applying the \$300,000 savings to the Whitehall Road Regional Park budget, while securing some additional funding for the park project?

Consider the following when answering:

- Original debt payment level when loan was first secured was \$566,000/year.
- Loan re-negotiations and loan management have dropped that debt payment level to \$396,000 in 2019.
- Interest rates appear favorable right now.
- The savings could be used for future grant matches or to offset unfunded projects, grants shortfall, etc.
- Funding has driven park development versus park development and costs driving the funding. Consider which desired Phase I amenities should be prioritized.
- A new loan could potentially provide a break from debt-service payments in 2021.

Option #2 for consideration:

Should the Authority and municipalities refinance all debt (Pools and Parks; approximately \$300,000 in estimated savings), keeping the current debt schedule and debt payment the same, providing the savings back to the municipalities, while securing some additional funding for Whitehall Road Regional Park?

Consider the following when answering:

- Original debt payment level when loan was first secured was \$566,000/year.
- Loan re-negotiations and loan management have dropped that debt payment level to \$396,000 in 2019.
- Interest rates appear favorable right now.
- Funding has driven park development versus park development and costs driving the funding. Consider which desired Phase I amenities should be prioritized.

Option #3 for consideration:

We're requesting assistance with the funding of the under-budgeted project. What sources of additional funding for the Whitehall Road Regional Park are the municipalities willing to consider for funding? And, are municipalities willing to consider providing additional resources to build Phase I?

Consider the following factors for this question:

- Consistent with the debt service levels projected over the next 10 years.
- There are timing consequences for decision-making on the loan/unfunded items: site development, utilities, development sequencing, etc.
- Current window of construction access to park is closing. The gap between The Yards completing its construction before the park breaks ground is lengthening. Will Blue Course Drive be available for construction traffic and large deliveries once Ferguson takes that road, or will new access be required?
- DCNR / DCED grants all have timelines; some could be extended, but only if a firm timeline is in place. Playground grant expires in December 2021. LED Sports Field Lighting grant expires in December 2022.
- If the project begins with the current funds in-hand and the Authority pays permit fees to Centre Region Codes to begin construction, but the project halts due to funding issues, those funds are non-refundable.
- The Authority has paid escrow to Ferguson Township for the LDP. If the project begins with the current funds in-hand and the project is not completed (does not receive CO), those funds are possibly lost and the Authority could be at risk of not meeting the five-year deadline for completing the land development plan (additional fees, legal issues).
- Bid packages for site work, earthwork, and concrete, pavement, line striping and signage, landscaping, seeding, fencing playground construction, electrical work, and alternate bid packages for synthetic turf are all in draft form and approved by DCNR and the Authority. Authority intends to go to bid in the next 45-60 days to get actual costs for these packages to compare budget to actual, which could determine if budget is accurate, low, or high. If high, budget can be reworked to offset other shortages.
- Consider what has been expended to date for engineering, soil testing, electrical and architectural planning, cost estimating, and project management fees, plus the time invested by Agency staff on grant writing, fundraising, and manhours to research, estimate, and decide on amenities, costs, design, etc.
- Continuing the project makes good strides toward the community's sports field inventory and lessens the burden on the other community parks being used for sports.
- Community parks' sports fields are not rested and rotated now; WRRP's field inventory will allow other community fields to be rested and renewed.
- If the sports field lighting is lost, the Agency is not able to maximize the seasons and the back-to-back play of youth and adult leagues.
- A regional park should not be built without restrooms; the demand for restrooms is very high. Hess Sports Complex is a perfect example; teams do not want to play there due to lack of amenities.
- Consider which desired Phase I amenities should be prioritized.

Option #4 for consideration:

Is it the request of the municipalities that the Authority close out the loan/repay outstanding balance, and then abandon the project? If so, why?

These consequences should be considered if the project doesn't move forward at all:

- DCNR requires that acquisition grant funds, master site plan funds, and grants received-to-date be repaid. The grants must be paid in full plus 10% annual interest compounded 4x annually from original grant date until the date it is repaid. *If land is sold or converted, DCNR requires acquisition of equivalent replacement land.*
- Returning DCNR / DCED grant funding could risk the Authority's reputation for grant execution and project completion. The Agency intends to continue applying for grants from DCNR/DCED for Millbrook Marsh Nature Center and possible future projects.
- By returning donor funding, the Agency risks those donor relationships for other donor-funded projects such as future Phase 2 developments of the regional parks, Millbrook Marsh Nature Center, and community pools.
- Pump station is a permanent fixture at this park facility, and it would require permanent access by the UAJA for maintenance.
- Utilities have been stubbed at the park's entrance, ready for extension into the park facility.
- Abandoning this project will continue the current field shortages at 2005/2006 field levels despite significant population growth, increased pressure on community parks, and higher sports participation levels. No rest/no repair would continue.
- There is not a suitable location for the "We Play Together" All-Ability Playground at this time; Oak Hall Regional Park's master plan includes a playground, but the park would require major improvements to its parking lots and drainage, and all paths would require an upgrade to concrete/paving for this all-ability playground.
- Oak Hall Regional Park is not the ideal setting for the ONLY accessible playground; Whitehall Road Regional Park is connected to town through sidewalks, walking paths, vehicular access, and bus routes.
- By abandoning this project, we lose the connectivity of the Musser Gap Greenway and the James C. Steff Trailhead as the trail would end at the shared boundary between the park and the PSU preserved land, without an identified connection to Blue Course Drive and Whitehall Road.
- The community's leagues will still be playing football, lacrosse, and soccer on softball/baseball outfields and on non-sports fields.
- Consider which desired Phase I amenities should be prioritized. There is no timeline for the future Phase 2, 3, and 4 for this park.

In conclusion:

The options previously listed are the four most straight forward options.

If the elected officials have any other options to investigate or have solutions to put forth, staff would be happy to investigate those and report back.

We'd only ask that they be consensus requests by municipality rather than individual requests (similar to the Program Plan comments) so we aren't chasing ideas at this time; we are at a crucial point with this project.

APPLICATION FOR PAYMENT

TO OWNER: Ferguson Township Public Works Dept PROJECT : New Public Works Bldg (HVAC)
 3147 Research Drive
 State College, PA 16801

APPLICATION NO. **3**
 PERIOD TO :: 11/30/2020
 PROJECT #'s : 12-19-018
 CONTRACT DATE:
 Invoice: 53851

- Distribution to :
- OWNER
 - ARCHITECT
 - CONTRACTOR
 -
 -

FROM CONTRACTOR: Allied Mechanical & Elec. Inc. ARCHITECT :
 2141 Sandy Drive
 State College, PA 16803

CONTRACT FOR:

CONTRACTOR'S SUMMARY OF WORK

Application is made for payment as shown below.
 Continuation Page attached.

1. ORIGINAL CONTRACT AMOUNT	\$1,100,000.00
2. NET CHANGE BY CHANGE ORDERS.....	\$0.00
3. CONTRACT AMOUNT TO DATE (Line 1+/- 2).....	\$1,100,000.00
4. TOTAL COMPLETED AND STORED TO DATE	\$298,899.50
(Column G on Continuation Page)	
5. RETAINAGE:	
a. 5 % of Completed Work.....	14,944.99
(Columns D + E on Continuation Page)	
b. 0 % of Stored Material	0.00
(Column F on Continuation Page)	
Total Retainage (Line 5a + 5b or	
Column I on Continuation Page)	\$ 14,944.99
6. TOTAL EARNED LESS RETAINAGE	\$283,954.51
(Line 4 minus Line 5 Total)	
7. LESS PREVIOUS APPLICATIONS FOR PAYMENT	\$55,432.50
(Line 6 from prior Application)	
8. CURRENT PAYMENT DUE	\$228,522.01
9. BALANCE TO FINISH, INCLUDING RETAINAGE	
(Line 3 minus Line 6)	\$816,045.49

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Changes approved in previous months by Owner		
Total approved this Month		
TOTALS		
NET CHANGES by Change Order		

Contractor's signature below is his assurance to Owner, concerning the payment herein applied for, that: (1) the Work has been performed as required in the Contract Documents, (2) all sums previously paid to Contractor under the Contract have been used to pay Contractor's costs for labor, materials and other obligations under the Contract for Work previously paid for, and (3) Contractor is legally entitled to this payment.

CONTRACTOR: Allied Mechanical & Elec. Inc.
 By: Steve Horner

Date: 12.23.20

State of: Pennsylvania
 County of: Centre

Subscribed and sworn to before me this 23rd day of December 2020

Notary Public: Todd E. Horner
 My Commission Expires: 06-28-2023

Commonwealth of Pennsylvania - Notary Seal
 Todd E. Horner, Notary Public
 Centre County
 My commission expires June 28, 2023
 Commission number 1354041
 Member, Pennsylvania Association of Notaries

ARCHITECT'S CERTIFICATION

Architect's signature below is his assurance to Owner, concerning the payment herein applied for, that: (1) Architect has inspected the Work represented by this Application, (2) such Work has been completed to the extent indicated in this Application, and the quality of workmanship and materials conforms with the Contract Documents, (3) this Application for Payment accurately states the amount of Work completed and payment due therefore, and (4) Architect knows of no reason why payment should not be made.

AMOUNT CERTIFIED: \$228,522.01

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Page that are changed to conform to the amount certified.)

Construction Manager: Brad E. Wade
 Brad E. Wade, PE

Contract: 2018-PWGG
 Fund: 30.409.750

By: on behalf of David Modricker Date: 12/28/20

Neither this Application nor payment applied for herein is assignable or negotiable. Payment shall be made only to Contractor, and is without prejudice to any rights of Owner or Contractor under the Contract Documents or otherwise.

CONTINUATION PAGE

APPLICATION FOR PAYMENT
 containing Contractor's signed Certification is attached
 One Column I when variable retainage for line items may apply

Project: 12-19-018 / New Public Works Bldg (HVAC)

APPLICATION NO. :

PROJECT #'S : 12-19-018

PERIOD TO : 11/30/2020

Invoice: 53851

A ITEM #	B WORK DESCRIPTION	C SCHEDULED VALUE	D COMPLETED WORK		F STORED MATERIALS (NOT IN D OR E)	G TOTAL COMPLETED AND STORED (D + E + F)		H BALANCE TO COMPLETION (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		% (G / C)			
10	Pre-construction Services	3,000.00	2,250.00	750.00		3,000.00	100.00		150.00
20	General Conditions	16,000.00	8,000.00	8,000.00		16,000.00	100.00		800.00
30	Mobilization	8,000.00	4,000.00	4,000.00		8,000.00	100.00		400.00
40	LEED Activities	2,000.00						2,000.00	
50	VRF Svstem	75,325.00		7,532.50		7,532.50	10.00	67,792.50	376.63
60	VRF Svs Install Labor	17,975.00		1,797.50		1,797.50	10.00	16,177.50	89.88
70	ERU-1	27,255.00		27,255.00		27,255.00	100.00		1,362.75
80	ERU-1 Install Labor	2,760.00		2,484.00		2,484.00	90.00	276.00	124.20
90	ERU-2	70,570.00		70,570.00		70,570.00	100.00		3,528.50
100	ERu-2 Install Labor	3,450.00		3,105.00		3,105.00	90.00	345.00	155.25
110	Boilers & Pumps	31,500.00		23,625.00		23,625.00	75.00	7,875.00	1,181.25
120	Boilers/Vent/Pump Inst Labor	15,870.00		1,587.00		1,587.00	10.00	14,283.00	79.35
130	Cabinet & Unit Heaters	10,120.00						10,120.00	
140	Cabinet/Heater/Vent Inst Labo	6,210.00						6,210.00	
150	Vehicle Exhaust Svstem	18,560.00		1,856.00		1,856.00	10.00	16,704.00	92.80
160	Vehicle Exhaust Install Labor	3,450.00						3,450.00	
170	Exhaust Fans & Gravity Vent	9,270.00						9,270.00	
180	Exhaust Fan/Gravity Vent Lab	3,600.00						3,600.00	
190	Propeller Fans	17,250.00						17,250.00	
200	Biqass Fan Install Labor	3,450.00						3,450.00	
210	Ductless Split Svstem	7,130.00						7,130.00	
220	Ductless Slit Svstem Labor	6,900.00						6,900.00	
230	Refriaerant Pipina	29,400.00						29,400.00	
240	Refriaerant Pipina Inst Labor	52,700.00						52,700.00	
250	Radiant Floor Pipina	10,350.00	5,175.00	5,175.00		10,350.00	100.00		517.50
260	Radiant Flr Heat Tubina Labor	19,200.00	9,600.00	9,600.00		19,200.00	100.00		960.00
270	Hot Water Pipina	9,465.00						9,465.00	
280	Boiler Rm HW Pipina Inst Lab	6,900.00						6,900.00	
290	Condensate Pipina	8,900.00						8,900.00	
300	Condensate Drain Pipina Labc	11,420.00						11,420.00	
310	Pipe Insulation	1,700.00						1,700.00	
320	Pipe Insulation Labor	5,000.00						5,000.00	

CONTINUATION PAGE

APPLICATION FOR PAYMENT
 containing Contractor's signed Certification is attached
 Use Column I when variable retainage for line items may apply

Project: 12-19-018 / New Public Works Bldg (HVAC)

APPLICATION NO. :

PROJECT #S : 12-19-018

PERIOD TO : 11/30/2020

Invoice: 53851

A	B	C	D		E	F	G		H	I
ITEM #	WORK DESCRIPTION	SCHEDULED VALUE	COMPLETED WORK		STORED MATERIALS (NOT IN D OR E)	TOTAL COMPLETED AND STORED (D + E + F)	% (G/C)	BALANCE TO COMPLETION (C - G)	RETAINAGE (IF VARIABLE RATE)	
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD						
325	BAS Svstem:									

CONTINUATION PAGE

APPLICATION FOR PAYMENT
 containing Contractor's signed Certification is attached
 One Column I when variable retainage for line items may apply

Project: 12-19-018 / New Public Works Bldg (HVAC)

APPLICATION NO. :
 PROJECT #'S : 12-19-018
 PERIOD TO : 11/30/2020
 Invoice: 53851

A ITEM #	B WORK DESCRIPTION	C SCHEDULED VALUE	D COMPLETED WORK		F STORED MATERIALS (NOT IN D OR E)	G TOTAL COMPLETED AND STORED (D + E + F)		H BALANCE TO COMPLETION (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		% (G / C)			
330	BAS Engineering	25,300.00	18,975.00			18,975.00	75.00	6,325.00	948.75
340	BAS Software	13,800.00	10,350.00			10,350.00	75.00	3,450.00	517.50
350	BAS Equip & Material	181,700.00						181,700.00	
360	BAS Instll Labor	126,270.00						126,270.00	
370	Startup & Checkout Labor	26,450.00						26,450.00	
380	Ductwork	47,250.00		23,625.00		23,625.00	50.00	23,625.00	1,181.25
390	Ductwork Install Labor	90,475.00		45,237.50		45,237.50	50.00	45,237.50	2,261.88
400	Duct Insulation	14,310.00						14,310.00	
410	Duct Insulation Install Labor	22,230.00						22,230.00	
420	GRDs and Wall Louvers	6,050.00						6,050.00	
430	GRD/Wall Louvers Install Labor	3,600.00						3,600.00	
440	Balancing (Mostly Labor)	12,535.00						12,535.00	
450	Crane & Rigging	4,350.00		4,350.00		4,350.00	100.00		217.50
460	Commissioning	8,000.00						8,000.00	
470	O&Ms/Closeout	3,000.00						3,000.00	

Totals	\$ 1,100,000.00	\$ 58,350.00	\$ 240,549.50		\$ 298,899.50	27	\$ 801,100.50	\$ 14,944.99
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**CONTRACTOR ACKNOWLEDGMENT OF PROGRESS PAYMENT
AND RELEASE OF LIENS AND CLAIMS**

Allied Mechanical & Electrical, Inc. ("Contractor") hereby acknowledges upon receipt from Ferguson Township ("Owner") of the sum of \$228,522.01 (the "Progress Payment"), which Progress Payment, together with all payments previously paid by Owner to or for the account of Contractor, constitutes payment in full of all sums presently due from Owner to Contractor for labor performed and materials and equipment furnished by Contractor, and any and all of its subcontractors and suppliers, pursuant to that certain contract between Owner and Contractor dated November 21, 2019 as modified by and including any and all change orders, extras, additions and substitutions (the "contract"), in connection with Contract 2018-PWGG New Public Works Building -HVAC (the "Project") together with all related site improvements (the "Property").

The Progress Payment is more particularly described in the Contractor Application for Payment dated November 30, 2020 (the "Contractor Application") previously submitted by Contractor to Owner which Invoice is incorporated herein by this reference.

Contractor hereby represents and warrants to Owner that (I) except for retainage in the amount of fourteen Thousand Nine Hundred Forty Four Dollars and Ninety Nine Cents (\$14,944.99) (the "Retainage"), the Progress Payment constitutes payment in full of all amounts due from Owner to Contractor for labor performed and materials and equipment furnished arising out of or relating to the Contract as of the effective date of the Invoice, (II) no notice of unpaid balance and right to file lien or mechanic's or materialman's lien or claim has been filed against the Property by Contractor, (III) to the best of Contractor's knowledge, information and belief, no notice of unpaid balance and right to file lien, stop notice or mechanic's or materialman's lien or claim has been filed against the Property by any of its subcontractors or suppliers of Contractor who performed labor or furnished materials or equipment with respect to the Project, (IV) there is no known basis for the filing of any mechanic's or materialmen's lien, claim or stop notice with respect to the Project, and (V) all subcontractors and suppliers of contractors who were entitled to receive a portion of any progress payment previously paid to Contractor with respect to the Project have been paid in full.

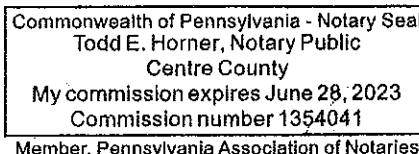
Contractor, on behalf of itself and its subcontractors and suppliers, in consideration of the Progress Payment, hereby forever waives, releases and relinquishes any and all actions, causes of actions, liens, claims and demands whatsoever, which it now has or might or could have on or against the Project, the Property, Owner, Owner's surety, Owner's successors and assigns, for labor performed or materials or equipment furnished in connection with the Project; provided, however, that this release does not apply to the Retainage or to any labor performed or materials furnished by Contractor pursuant to the contract after the effective date of the Invoice.

Contractor further declares that, by signing and sealing this instrument, Contractor shall be completely barred from filing or maintaining any and all liens, and claims against the Project and the Property for or with respect to the work described in the Contractor Application, and that in the event that any such lien, claim or stop notice is filed, Contractor shall immediately take steps to cause such lien, or claim to be discharged and satisfied. Contractor shall indemnify, defend and hold harmless Owner from and against all claims, damages, losses and expenses, including, but not limited to, attorney's fees, arising out of or resulting from the assertion by Subcontractor, or any of its subcontractors or suppliers, of any mechanic's lien or claim or the filing of any mechanic's lien, claim, or notice of intention against the Project or the Property or the failure to discharge mechanic's liens, claims and other filings, as aforesaid.

IN WITNESS WHEREOF, Contractor, intending to be legally bound hereby, has caused this instrument to be executed, under seal, as of this 23 day of December, 2020.

CONTRACTOR:

By Diane Horner
Diane Horner Accounting Manager
State of: **Pennsylvania**
County of: **Centre**



Sworn to and Subscribed before me this 23rd day of December, 2020.

Todd E. Horner
Notary Public

My Commission Expires: 06.28.2023

APPLICATION FOR PAYMENT

TO OWNER: Ferguson Township Public Works Dept PROJECT : New Public Works Bldg (PL)
 3147 Research Drive
 State College, PA 16801

APPLICATION NO. **5 Revised**

PERIOD TO :: 11/30/2020
 PROJECT #'s : 12-19-019
 CONTRACT DATE:
 Invoice: 53903

Distribution to :
 OWNER
 ARCHITECT
 CONTRACTOR

FROM CONTRACTOR: Allied Mechanical & Elec. Inc. ARCHITECT :
 2141 Sandy Drive
 State College, PA 16803

CONTRACT FOR:

CONTRACTOR'S SUMMARY OF WORK

Application is made for payment as shown below.
 Continuation Page attached.

1. ORIGINAL CONTRACT AMOUNT \$480,000.00
 2. NET CHANGE BY CHANGE ORDERS \$0.00
 3. CONTRACT AMOUNT TO DATE (Line 1+/- 2)..... \$480,000.00
 4. TOTAL COMPLETED AND STORED TO DATE \$274,645.00
 (Column G on Continuation Page)
 5. RETAINAGE:
 a. 5 % of Completed Work..... 13,732.25
 (Columns D + E on Continuation Page)
 b. 0 % of Stored Material 0.00
 (Column F on Continuation Page)
 Total Retainage (Line 5a + 5b or
 Column I on Continuation Page) \$ 13,732.25
 6. TOTAL EARNED LESS RETAINAGE \$260,912.75
 (Line 4 minus Line 5 Total)
 7. LESS PREVIOUS APPLICATIONS FOR PAYMENT \$126,725.25
 (Line 6 from prior Application)
 8. CURRENT PAYMENT DUE \$134,187.50
 9. BALANCE TO FINISH, INCLUDING RETAINAGE
 (Line 3 minus Line 6) \$219,087.25

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Changes approved in previous months by Owner		
Total approved this Month		
TOTALS		
NET CHANGES by Change Order		

Contractor's signature below is his assurance to Owner, concerning the payment herein applied for, that: (1) the Work has been performed as required in the Contract Documents, (2) all sums previously paid to Contractor under the Contract have been used to pay Contractor's costs for labor, materials and other obligations under the Contract for Work previously paid for, and (3) Contractor is legally entitled to this payment.

CONTRACTOR:
 By : Todd E. Horner Allied Mechanical & Elec. Inc.

Date : 12-23-20

State of: Pennsylvania
 County of: Centre

Subscribed and sworn to before
 me this 23rd day of December 2020
 Notary Public Todd E. Horner

Commonwealth of Pennsylvania - Notary Seal
 Todd E. Horner, Notary Public
 Centre County
 My commission expires June 28, 2023
 Commission number 1354041
 Member, Pennsylvania Association of Notaries

My Commission Expires : 06-28-2023

ARCHITECT'S CERTIFICATION

Architect's signature below is his assurance to Owner, concerning the payment herein applied for, that: (1) Architect has inspected the Work represented by this Application, (2) such Work has been completed to the extent indicated in this Application, and the quality of workmanship and materials conforms with the Contract Documents, (3) this Application for Payment accurately states the amount of Work completed and payment due therefore, and (4) Architect knows of no reason why payment should not be made.

AMOUNT CERTIFIED..... **\$ 134,187.50**

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Page that are changed to conform to the amount certified.)

Construction Manager: Brad E. Wade

Brad E. Wade, PE

By : on behalf of David Modricker Date : 12/28/2020

Contract: 2018-PWGG
 Fund: 30.409.750

Neither this Application nor payment applied for herein is assignable or negotiable. Payment shall be made only to Contractor, and is without prejudice to any rights of Owner or Contractor under the Contract Documents or otherwise.

CONTINUATION PAGE

APPLICATION FOR PAYMENT

containing Contractor's signed Certification is attached
 One Column I when variable retainage for line items may apply

Project: 12-19-019 / New Public Works Bldg (PL)

APPLICATION NO. :

PROJECT #'S : 12-19-019

PERIOD TO : 11/30/2020

Invoice: 53903

A ITEM #	B WORK DESCRIPTION	C SCHEDULED VALUE	D COMPLETED WORK		F STORED MATERIALS (NOT IN D OR E)	G TOTAL COMPLETED AND STORED (D + E + F)		H BALANCE TO COMPLETION (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		% (G/C)			
10	General Conditions	16,000.00	16,000.00			16,000.00	100.00		800.00
20	Mobilization	4,500.00	4,500.00			4,500.00	100.00		225.00
30	LEED Activities	1,500.00	750.00			750.00	50.00	750.00	37.50
40	Underground Plumbing Labor	30,100.00	24,080.00			24,080.00	80.00	6,020.00	1,204.00
50	Underground Plumbing Materi	15,000.00	12,000.00			12,000.00	80.00	3,000.00	600.00
60	Above Grade DWV Labor	15,000.00	10,500.00	3,000.00		13,500.00	90.00	1,500.00	675.00
70	Above Grade DWV Material	16,000.00	11,200.00	3,200.00		14,400.00	90.00	1,600.00	720.00
80	Domestic Water Svstem Labor	25,000.00	6,250.00	11,250.00		17,500.00	70.00	7,500.00	875.00
90	Domestic Water Svstem Mater	22,000.00	5,500.00	9,900.00		15,400.00	70.00	6,600.00	770.00
100	Gas Pipina Labor	18,000.00		9,000.00		9,000.00	50.00	9,000.00	450.00
110	Gas Pipina Material	14,000.00		11,200.00		11,200.00	80.00	2,800.00	560.00
120	Air Pipina Labor	16,000.00						16,000.00	
130	Air Pipina Material	5,000.00						5,000.00	
140	Lubrication Pipina Labor	9,000.00						9,000.00	
150	Lubrication Pipina Material	9,000.00						9,000.00	
160	Fixture Labor	17,000.00	1,700.00	1,700.00		3,400.00	20.00	13,600.00	170.00
170	Fixture Material	40,500.00	6,075.00	4,050.00		10,125.00	25.00	30,375.00	506.25
180	Water Heater	1,500.00						1,500.00	
190	Air Compressors	28,000.00						28,000.00	
200	Wate Softener	21,000.00	13,650.00	3,150.00		16,800.00	80.00	4,200.00	840.00
210	Insulation Labor	7,400.00	740.00			740.00	10.00	6,660.00	37.00
220	Insulation Material	4,500.00	450.00			450.00	10.00	4,050.00	22.50
230	Sprinkler Svstem	106,000.00		84,800.00		84,800.00	80.00	21,200.00	4,240.00
240	Excavation	25,000.00	20,000.00			20,000.00	80.00	5,000.00	1,000.00
250	Weldina	5,000.00						5,000.00	
260	Commissionina	5,000.00						5,000.00	
270	O&M/Closeout	3,000.00						3,000.00	
Totals		\$ 480,000.00	\$ 133,395.00	\$ 141,250.00		\$ 274,645.00	57	\$ 205,355.00	\$ 13,732.25

**CONTRACTOR ACKNOWLEDGMENT OF PROGRESS PAYMENT
AND RELEASE OF LIENS AND CLAIMS**

Allied Mechanical & Electrical, Inc. ("Contractor") hereby acknowledges upon receipt from Ferguson Township ("Owner") of the sum of \$ 134,187.50 (the "Progress Payment"), which Progress Payment, together with all payments previously paid by Owner to or for the account of Contractor, constitutes payment in full of all sums presently due from Owner to Contractor for labor performed and materials and equipment furnished by Contractor, and any and all of its subcontractors and suppliers, pursuant to that certain contract between Owner and Contractor dated November 21, 2019 as modified by and including any and all change orders, extras, additions and substitutions (the "contract"), in connection with Contract 2018-PWGG New Public Works Building - Plumbing (the "Project") together with all related site improvements (the "Property").

The Progress Payment is more particularly described in the Contractor Application for Payment dated November 30, 2020 (the "Contractor Application") previously submitted by Contractor to Owner which Invoice is incorporated herein by this reference.

Contractor hereby represents and warrants to Owner that (I) except for retainage in the amount of Thirteen Thousand Seven Hundred Thirty Two Dollars and Twenty Five Cents (\$ 13,732.25) (the "Retainage"), the Progress Payment constitutes payment in full of all amounts due from Owner to Contractor for labor performed and materials and equipment furnished arising out of or relating to the Contract as of the effective date of the Invoice, (II) no notice of unpaid balance and right to file lien or mechanic's or materialman's lien or claim has been filed against the Property by Contractor, (III) to the best of Contractor's knowledge, information and belief, no notice of unpaid balance and right to file lien, stop notice or mechanic's or materialman's lien or claim has been filed against the Property by any of its subcontractors or suppliers of Contractor who performed labor or furnished materials or equipment with respect to the Project, (IV) there is no known basis for the filing of any mechanic's or materialmen's lien, claim or stop notice with respect to the Project, and (V) all subcontractors and suppliers of contractors who were entitled to receive a portion of any progress payment previously paid to Contractor with respect to the Project have been paid in full.

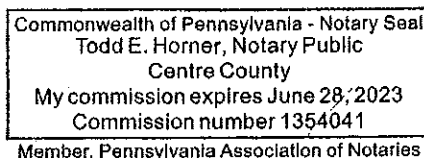
Contractor, on behalf of itself and its subcontractors and suppliers, in consideration of the Progress Payment, hereby forever waives, releases and relinquishes any and all actions, causes of actions, liens, claims and demands whatsoever, which it now has or might or could have on or against the Project, the Property, Owner, Owner's surety, Owner's successors and assigns, for labor performed or materials or equipment furnished in connection with the Project; provided, however, that this release does not apply to the Retainage or to any labor performed or materials furnished by Contractor pursuant to the contract after the effective date of the Invoice.

Contractor further declares that, by, signing and sealing this instrument, Contractor shall be completely barred from filing or maintaining any and all liens, and claims against the Project and the Property for or with respect to the work described in the Contractor Application, and that in the event that any such lien, claim or stop notice is filed, Contractor shall immediately take steps to cause such lien, or claim to be discharged and satisfied. Contractor shall indemnify, defend and hold harmless Owner from and against all claims, damages, losses and expenses, including, but not limited to, attorney's fees, arising out of or resulting from the assertion by Subcontractor, or any of its subcontractors or suppliers, of any mechanic's lien or claim or the filing of any mechanic's lien, claim, or notice of intention against the Project or the Property or the failure to discharge mechanic's liens, claims and other filings, as aforesaid.

IN WITNESS WHEREOF, Contractor, intending to be legally bound hereby, has caused this instrument to be executed, under seal, as of this 23 day of December, 2020

CONTRACTOR:

By Diane Horner
Diane Horner Accounting Manager
State of: **Pennsylvania**
County of: **Centre**



Sworn to and Subscribed before me this 23rd day of December, 2020

Todd E. Horner
Notary Public

My Commission Expires: 06-28-2023

APPLICATION AND CERTIFICATE FOR PAYMENT

INVOICE # 14171

PAGE 1 OF 6 PAGES

OWNER: Ferguson Township
3147 Research Drive
State College, PA 16801

PROJECT: Contract 2018-PWGG
New Public Works Building
General Construction

CONTRACTOR: Leonard S. Fiore, Inc.
5506 Sixth Avenue, Rear
Altoona, PA 16602

ARCHITECT: Greenfield Architects
1853 Wm Penn Way
Lancaster, PA 17601

APPLICATION NO: Nine
Distribution to:
 OWNER
 ARCHITECT
 CONTRACTOR

PERIOD TO: 12/31/20
LSF Job #: FT-0412

CONTRACT NO:
% COMPLETE: 84%

CONTRACT DATE: 11/15/19

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, is attached.

1. ORIGINAL CONTRACT SUM \$ 4,416,000.00
2. Net change by Change Orders \$ 51,173.20
3. CONTRACT SUM TO DATE (Line 1 + 2) \$ 4,467,173.20
4. TOTAL COMPLETED & STORED TO DATE \$ 3,735,862.78
(Column G on Continuation Sheet)
5. RETAINAGE:
 - a. 5% of Completed Work \$ 185,758.14
(Columns D + E on Continuation Sheet)
 - b. 5% of Stored Material \$ 1,035.00
(Columns F on Continuation Sheet)

Total Retainage (Line 5a + 5b or
Total in Column I of Continuation Sheet \$ 186,793.14
6. TOTAL EARNED LESS RETAINAGE \$ 3,549,069.64
(Line 4 less Line 5 Total)
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT
(Line 6 from prior Certificate) \$ 3,247,260.38
8. CURRENT PAYMENT DUE \$ 301,809.26
9. BALANCE TO FINISH INCLUDING RETAINAGE
(Line 3 less Line 6) \$ 918,103.56

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	15,345.84	0.00
Total approved this Month	35,827.36	0.00
TOTALS	51,173.20	0.00
NET CHANGES by Change Order	51,173.20	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: LEONARD S. FIORE, INC.
By: Sara Fiore
State of: PENNSYLVANIA
County of: BLAIR
Subscribed and sworn to before me this
30 day of December, 2020

Date: 12/30/2020

Notary Public: Peggy M. Socie
My Commission expires: 3/19/2021

COMMONWEALTH OF PENNSYLVANIA
NOTARIAL SEAL
Peggy M. Socie, Notary Public
City of Altoona, Blair County
My Commission Expires March 19, 2021
MEMBER, PENNSYLVANIA ASSOCIATION OF NOTARIES

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 301,809.26

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and the Continuation Sheet that changed to conform to the amount certified.)

Construction Manager: Brad E. Wade, PE
on behalf of David Modricker

Contract: 2018-PWGG
Fund: 30.409.750

By: Brad E. Wade Date: 1/06/2021

This certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment, and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CONTINUATION SHEET

Contract 2018-PWGG

APPLICATION AND CERTIFICATE FOR PAYMENT,
containing Contractor's signed Certification, is attached.

APPLICATION NO.: **Nine**
 APPLICATION DATE: **12/31/20**
 PERIOD TO: **12/31/20**
 ARCHITECT'S PROJECT NO.: **FT-0412**

A ITEM NO.	B DESCRIPTION	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D + E + F)		H BALANCE TO FINISH	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E + F)	% COMP.						
General Conditions										
1	Mobilization	1 LS	8,000.00	8,000.00	0.00	0.00	8,000.00	100%	0.00	400.00
2	Performance & Payment Bond	1 LS	27,220.00	27,220.00	0.00	0.00	27,220.00	100%	0.00	1,361.00
3	Builders Risk Insurance	1 LS	3,100.00	3,100.00	0.00	0.00	3,100.00	100%	0.00	155.00
4	Supervision/Project Management	6 MO	98,500.00	74,860.00	7,880.00	0.00	82,740.00	84%	15,760.00	4,137.00
5	General Conditions	6 MO	74,000.00	56,240.00	5,920.00	0.00	62,160.00	84%	11,840.00	3,108.00
6	Final Cleaning	1 LS	4,500.00	0.00	0.00	0.00	0.00	0%	4,500.00	0.00
7	Dumpsters	1 LS	16,000.00	12,160.00	1,280.00	0.00	13,440.00	84%	2,560.00	672.00
8	Layout	6 MO	10,000.00	10,000.00	0.00	0.00	10,000.00	100%	0.00	500.00
9	Construction Fencing	1 Ls	6,500.00	6,045.00	325.00	0.00	6,370.00	98%	130.00	318.50
Site Construction										
10	Site Demolition	1 LS	19,500.00	19,500.00	0.00	0.00	19,500.00	100%	0.00	975.00
11	Earthwork	1 LS	251,600.00	246,568.00	0.00	0.00	246,568.00	98%	5,032.00	12,328.40
12	Erosion & Sediment Control	1 LS	22,200.00	21,090.00	0.00	0.00	21,090.00	95%	1,110.00	1,054.50
13	Site Storm Water	1 LS	118,000.00	112,100.00	3,540.00	0.00	115,640.00	98%	2,360.00	5,782.00

CONTINUATION SHEET

Contract 2018-PWGG

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APPLICATION NO.: Nine
APPLICATION DATE: 12/31/20
PERIOD TO: 12/31/20
ARCHITECT'S PROJECT NO.: FT-0412

A ITEM NO.	B DESCRIPTION	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D + E + F)		H BALANCE TO FINISH	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E + F)	% COMP.						
14	Asphalt Paving	1 LS 100,700.00	100,700.00	0.00	0.00	100,700.00	100%	0.00	5,035.00	
15	Concrete Walks	1 LS 34,500.00	32,775.00	0.00	0.00	32,775.00	95%	1,725.00	1,638.75	
16	Concrete Pavement	1 LS 29,800.00	29,800.00	0.00	0.00	29,800.00	100%	0.00	1,490.00	
17	Concrete Slabs (Exterior)	1 LS 37,940.00	37,940.00	0.00	0.00	37,940.00	100%	0.00	1,897.00	
18	Bollards	1 LS 16,200.00	14,580.00	810.00	0.00	15,390.00	95%	810.00	769.50	
19	Concrete Curbing	1 LS 6,200.00	5,580.00	310.00	0.00	5,890.00	95%	310.00	294.50	
20	Site Signage	1 LS 1,300.00	1,300.00	0.00	0.00	1,300.00	100%	0.00	65.00	
21	Bike Racks	1 LS 2,500.00	0.00	0.00	0.00	0.00	0%	2,500.00	0.00	
22	Segmental Retaining Wall	1 LS 35,600.00	35,600.00	0.00	0.00	35,600.00	100%	0.00	1,780.00	
23	Landscaping	1 LS 35,000.00	0.00	0.00	0.00	0.00	0%	35,000.00	0.00	
Building Construction										
24	Rebar	1 LS 51,500.00	51,500.00	0.00	0.00	51,500.00	100%	0.00	2,575.00	
25	Foundation Excavation	1 LS 43,500.00	43,500.00	0.00	0.00	43,500.00	100%	0.00	2,175.00	
26	Strip Footers	1 LS 28,900.00	28,900.00	0.00	0.00	28,900.00	100%	0.00	1,445.00	
27	Spread Footers	1 LS 39,500.00	39,500.00	0.00	0.00	39,500.00	100%	0.00	1,975.00	

CONTINUATION SHEET

Contract 2018-PWGG

APPLICATION AND CERTIFICATE FOR PAYMENT,
containing Contractor's signed Certification, is attached.

APPLICATION NO.: **Nine**
APPLICATION DATE: **12/31/20**
PERIOD TO: **12/31/20**
ARCHITECT'S PROJECT NO.: **FT-0412**

A ITEM NO.	B DESCRIPTION	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D + E + F)		H BALANCE TO FINISH	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E + F)				% COMP.			
28	Columns	1 LS 30,500.00	30,500.00	0.00	0.00	30,500.00	100%	0.00	1,525.00	
29	Trench Drain Walls/Slabs	1 LS 8,400.00	8,400.00	0.00	0.00	8,400.00	100%	0.00	420.00	
30	Lift Pit Walls/Slabs	1 LS 10,200.00	10,200.00	0.00	0.00	10,200.00	100%	0.00	510.00	
31	Wash Equipment Walls/Slabs	1 LS 9,800.00	9,800.00	0.00	0.00	9,800.00	100%	0.00	490.00	
32	Slab on Grade 4"	1 LS 41,500.00	41,500.00	0.00	0.00	41,500.00	100%	0.00	2,075.00	
33	Slab on Grade 8" (cr)	1 LS 112,000.00	112,000.00	0.00	0.00	112,000.00	100%	0.00	5,600.00	
34	Concrete Stoops	1 LS 22,500.00	22,500.00	0.00	0.00	22,500.00	100%	0.00	1,125.00	
35	Slab on Deck	1 LS 14,500.00	14,500.00	0.00	0.00	14,500.00	100%	0.00	725.00	
36	Stair pans/Landing Concrete	1 LS 1,900.00	1,900.00	0.00	0.00	1,900.00	100%	0.00	95.00	
37	Concrete Waterproofing	1 LS 10,200.00	10,200.00	0.00	0.00	10,200.00	100%	0.00	510.00	
38	Unit Masonry	1 LS 440,000.00	431,200.00	0.00	0.00	431,200.00	98%	8,800.00	21,560.00	
39	Structural & Miscellaneous Steel	1 LS 464,000.00	464,000.00	0.00	0.00	464,000.00	100%	0.00	23,200.00	
40	Rough Carpentry	1 LS 15,200.00	14,440.00	0.00	0.00	14,440.00	95%	760.00	722.00	
41	Finish Carpentry	1 LS 31,500.00	0.00	0.00	0.00	0.00	0%	31,500.00	0.00	
42	Urethane Insulation	1 LS 2,300.00	2,300.00	0.00	0.00	2,300.00	100%	0.00	115.00	

CONTINUATION SHEET

Contract 2018-PWGG

APPLICATION AND CERTIFICATE FOR PAYMENT,
containing Contractor's signed Certification, is attached.

APPLICATION NO.: Nine

APPLICATION DATE: 12/31/20

PERIOD TO: 12/31/20

ARCHITECT'S PROJECT NO.: FT-0412

A ITEM NO.	B DESCRIPTION	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)		H BALANCE TO FINISH	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D+E+F)	% COMP.						
43	Metal Wall Panels	1 LS 364,000.00	327,600.00	0.00	0.00	327,600.00	90%	36,400.00	16,380.00	
44	TPO Roofing	1 LS 206,000.00	181,280.00	0.00	0.00	181,280.00	88%	24,720.00	9,064.00	
45	Intumescent Fireproofing	1 LS 16,300.00	16,300.00	0.00	0.00	16,300.00	100%	0.00	815.00	
46	Fire Stopping/Caulking	1 LS 10,000.00	500.00	7,500.00	0.00	8,000.00	80%	2,000.00	400.00	
47	Doors/Frames/Hardware	1 LS 56,800.00	28,400.00	11,360.00	0.00	39,760.00	70%	17,040.00	1,988.00	
48	Overhead Coiling Doors	1 LS 79,100.00	3,955.00	63,280.00	0.00	67,235.00	85%	11,865.00	3,361.75	
49	Entrances/Storefront	1 LS 142,500.00	54,105.40	31,394.60	0.00	85,500.00	60%	57,000.00	4,275.00	
50	GWB/Metal Stud Framing	1 LS 191,500.00	95,750.00	47,875.00	0.00	143,625.00	75%	47,875.00	7,181.25	
51	Resilient Flooring	1 LS 48,400.00	2,420.00	0.00	20,700.00	23,120.00	48%	25,280.00	1,156.00	
52	Resinous Flooring	1 LS 16,500.00	825.00	0.00	0.00	825.00	5%	15,675.00	41.25	
53	Painting	1 LS 60,900.00	13,398.00	17,052.00	0.00	30,450.00	50%	30,450.00	1,522.50	
54	Interior Signage	1 LS 5,600.00	280.00	0.00	0.00	280.00	5%	5,320.00	14.00	
55	Toilet Compartments/Accessories	1 LS 14,000.00	0.00	0.00	0.00	0.00	0%	14,000.00	0.00	
56	Wall Protection	1 LS 740.00	0.00	0.00	0.00	0.00	0%	740.00	0.00	
57	F.E. Cabinets	1 LS 2,000.00	0.00	0.00	0.00	0.00	0%	2,000.00	0.00	

CONTINUATION SHEET

Contract 2018-PWGG

APPLICATION AND CERTIFICATE FOR PAYMENT,
containing Contractor's signed Certification, is attached.

APPLICATION NO.: Nine
APPLICATION DATE: 12/31/20
PERIOD TO: 12/31/20
ARCHITECT'S PROJECT NO.: FT-0412

A ITEM NO.	B DESCRIPTION	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)		H BALANCE TO FINISH	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D+E+F)	THIS PERIOD		% COMP.			
58	Lockers 1 LS	20,500.00	1,025.00	0.00	0.00	1,025.00	5%	19,475.00	51.25
59	Fuel Dispensing System 1 LS	425,400.00	340,320.00	42,540.00	0.00	382,860.00	90%	42,540.00	19,143.00
60	Truck Wash System 1 LS	171,000.00	119,700.00	0.00	0.00	119,700.00	70%	51,300.00	5,985.00
61	Projection Screen/Projector Kit 1 LS	8,400.00	0.00	0.00	0.00	0.00	0%	8,400.00	0.00
62	Window Shades 1 LS	8,100.00	0.00	0.00	0.00	0.00	0%	8,100.00	0.00
63	Vehicle Lifts 1 LS	164,500.00	24,675.00	0.00	0.00	24,675.00	15%	139,825.00	1,233.75
64	Vehicle Lube Equipment 1 LS	67,000.00	3,350.00	20,100.00	0.00	23,450.00	35%	43,550.00	1,172.50
CO-01	PCO-002 COVID 19 Associated Shutdown Cost	6,350.49	6,350.49	0.00	0.00	6,350.49	100%	0.00	317.52
CO-02	PCO-001R Concrete Slab over Buried Fuel Tank	8,995.35	5,936.93	0.00	0.00	5,936.93	66%	3,058.42	296.85
CO-04	PCO-004R Add Girts per RFI 020	30,253.82	0.00	30,253.82	0.00	30,253.82	100%	0.00	1,512.69
	PCO-005 Added Sag Rods per SK-S5	5,573.54	0.00	5,573.54	0.00	5,573.54	100%	0.00	278.68
TOTALS:		4,467,173.20	3,418,168.82	296,993.96	20,700.00	3,735,862.78	84%	731,310.42	186,793.14

PARTIAL LIEN WAIVER AND RELEASE UPON PROGRESS PAYMENT
(CONTRACTOR)

THIS PARTIAL LIEN WAIVER AND RELEASE UPON PROGRESS PAYMENT is executed this 30th day of December, 2020 by Leonard S. Fiore, Inc. ("Contractor").

WHEREAS, on or about January 15th, 2020, Contractor entered into an agreement with the Ferguson Township, State College, PA ("Owner"), pursuant to which Contractor agreed to provide certain construction services in connection with the New Public Works Building, Contract 2018-PWGG (the "Project").

NOW THEREFORE, contingent only upon Contractor's receipt of the partial payment of \$301,809.26 for sums attributable to any claims for payments on the Project through 12/31/20, Contractor does hereby release and forever discharge Owner and its respective officers, directors, shareholders, partners, successors, assigns, agents, insurers, sureties and legal representatives of and from any and all manner of actions, causes of action, suits, demands, damages, debts, contracts, contributions, claims, mechanic's liens, public improvement liens, rights in materials or goods furnished, stop notices, claims against a bond, judgments and executions whatsoever, in law or equity or otherwise, which Contractor ever had, now has or may hereafter have, whether known or unknown, against Owner related to, created by or arising out of any claim for payments (excluding retainage) relating to the Project as of 12/31/20. This release and partial waiver of liens is contingent only upon Contractor's receipt of payment as set forth herein, and Contractor agrees that this partial lien waiver and release shall become unconditional upon Contractor's receipt of said payment.

This release covers only progress payments (excluding retainage) for all goods, materials, equipment, labor and/or services furnished directly or indirectly to or on behalf of Owner on the Project as of 12/31/20 such that all claims for goods, materials, equipment, labor and/or services furnished to or on behalf of Owner as of 12/31/20 are hereby released to the full extent of payment received for such work. This release does not cover retention or items furnished after 12/31/20.

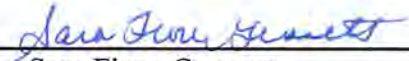
In executing this release, Contractor represents that all labor charges, wages, taxes and applicable fringe benefits have been paid in full on behalf of Contractor's employees and laborers who performed work on the Project as of 12/31/20 and that all subcontractors and suppliers who provided labor, goods, materials and/or services to Contractor in connection with the Project have also been or will be paid in full as of 12/31/20. Contractor further agrees that it shall, at its sole cost and expense, forever defend and hold harmless Owner and its respective insurers and sureties, if any, from any and all claims, demands, damages, judgments and liens asserted or brought by any employee, supplier or subcontractor of Contractor in connection with the Project.

In the event that any of the work performed by Contractor on the Project (including the materials used or incorporated therein and the workmanship thereof) is the subject of any guaranty or warranty by Contractor, neither the giving of this release and waiver of liens by Contractor nor its acceptance by Owner shall operate in any way to reduce or modify such

guaranty or warranty or to release the undersigned therefrom. Contractor further agrees that if it hereafter performs any labor or furnishes any materials, tools, equipment, supplies, or services pursuant to such guaranty or warranty, it will fully pay for the same, will pay any and all taxes and charges in connection therewith and will release, discharge, defend and hold harmless Owner from any and all claims, demands, liens and claims of lien arising in connection therewith all in a like manner and to the same extent as is herein provided with respect to labor, materials, etc., heretofore furnished.

In executing this partial lien waiver and release, Contractor states under penalty of perjury that the sum to be paid herewith is the entire and complete sum owed or due to Contractor for goods, materials, equipment, labor and/or services on the Project as of **12/31/20** and for which payment has not previously been made by Owner or any other person or entity.

Contractor: Leonard S. Fiore, Inc.
Address: 5506 Sixth Ave., Rear
Altoona, PA 16602

Signature: 
Title: Sara Fiore-Gunnett
Director of Finance

Witness: 
Kimberlee Vincent

TO: LEONARD S FIORE, Inc
5506 6TH AVENUE (REAR)
ALTOONA PA 16602

PROJECT: FERGUSON PUBLIC WORKS
3137 RESEARCH DRIVE
STATE COLLEGE, PA 16801
JACOB GOLDYN

APPLICATION NO: 001
PERIOD TO: 12/31/20

Distribution to:
OWNER
ARCHITECT
CONTRACTOR

FROM: DeGol Carpet
851 Plank Road
Duncansville, PA 16635

VIA ARCHITECT:

PROJECT NO:
CONTRACT DATE: 7/14/20
INVOICE NO: 21935

CONTRACT FOR: Ferguson Public Works Building

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

1. ORIGINAL CONTRACT SUM.....\$	46,437.00
2. Net change by Change Orders.....\$.00
3. CONTRACT SUM TO DATE (Line 1+2).....\$	46,437.00
4. TOTAL COMPLETED & STORED TO DATE.....\$ (Column G on G703)	23,000.33
5. RETAINAGE:	
a. 10.00% of Completed Work.....\$ (Column D+E on G703)	.00
b. 10.00% of Stored Material.....\$ (Column F on G703)	2,300.03
Total Retainage (Line 5a+5b or.....\$ Total in Column I of G703)	2,300.03
6. TOTAL EARNED LESS RETAINAGE.....\$ (Line 4 less Line 5 Total)	20,700.30
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate).....\$.00
8. CURRENT PAYMENT DUE.....\$	20,700.30
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6).....\$	25,736.70

CONTRACTOR: DEGOL BROTHERS CARPET LP

By: Jacob L. Goldyn Date: 12/19/2020

State Of: PA
County Of: Blair

Subscribed and sworn to before me this _____ day of _____, 20____

Notary Public: Marilyn Hamp
My Commission expires: 11/10/20

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the work has progressed as indicated, the quality of the work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED..... \$ _____
(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT:

By: _____ Date: _____

This certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	.00	.00
Total approved this month	.00	.00
TOTALS	.00	.00
NET CHANGES by Change Order	.00	.00

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT containing Contractor's signed Certification, is attached. In tabulations below, amounts are stated to the nearest dollar. Use Column I on contracts where variable retainage for line items may apply.

APPLICATION NO: 001
 APPLICATION DATE: 12/19/20
 PERIOD TO: 12/31/20
 ARCHITECT'S PROJECT NO:

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUES	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% G/C	H BALANCE TO FINISH (C - G)	I RETAINAGE IF VARIABLE RATE
			PREVIOUS APPLICATION (D + E)	THIS PERIOD					
5	LVT-1: Material	4,950.00	.00	.00	3,258.62	3,258.62	66	1,691.38	325.86
10	LVT-1: Labor	2,750.00	.00	.00	.00	.00	0	2,750.00	.00
15	CPT-1: Material	6,600.00	.00	.00	4,446.85	4,446.85	67	2,153.15	444.69
20	CPT-1: Labor	825.00	.00	.00	.00	.00	0	825.00	.00
25	CPT-2: Material	2,400.00	.00	.00	1,832.51	1,832.51	76	567.49	183.25
30	CPT-2: Labor	300.00	.00	.00	.00	.00	0	300.00	.00
35	CPT-3: Material	2,600.00	.00	.00	2,105.02	2,105.02	81	494.98	210.50
40	CPT-3: Labor	325.00	.00	.00	.00	.00	0	325.00	.00
45	WOM-1: Material	2,160.00	.00	.00	1,630.85	1,630.85	76	529.15	163.09
50	WOM-1: Labor	240.00	.00	.00	.00	.00	0	240.00	.00
55	PVC-1: Material	7,560.00	.00	.00	5,522.80	5,522.80	73	2,037.20	552.28
60	PVC-1: Labor	1,200.00	.00	.00	.00	.00	0	1,200.00	.00
65	PVC-2: Material	6,500.00	.00	.00	3,825.68	3,825.68	59	2,674.32	382.57
70	PVC-2: Labor	1,000.00	.00	.00	.00	.00	0	1,000.00	.00
75	VB-1: Material	1,080.00	.00	.00	378.00	378.00	35	702.00	37.80
80	VB-1: Labor	540.00	.00	.00	.00	.00	0	540.00	.00
85	VNL-1: Material	4,060.00	.00	.00	.00	.00	0	4,060.00	.00
90	VNL-1: Labor	847.00	.00	.00	.00	.00	0	847.00	.00
95	Mobilization/Misc. - Material	250.00	.00	.00	.00	.00	0	250.00	.00
100	Mobilization/Misc. - Labor	250.00	.00	.00	.00	.00	0	250.00	.00
TOTALS		46,437.00	.00	.00	23,000.33	23,000.33	50	23,436.67	2,300.03



Altro USA Inc., 80 Industrial Way - Suite 1, Wilmington, MA 01887

Phone: 800.583.4244
Fax: 978.694.0433

www.altrofloors.com
support@altrofloors.com

Invoice No. 70013583
Page 1 of 1
Date 11/16/2020
Customer No. 5486530

INVOICE

Sold To:

DEGOL BROTHERS LP
ATTN: ACCTS PAYABLE
851 PLANK ROAD
DUNCANSVILLE PA 16635
United States

Ship To:

DEGOL BROTHERS LP
ATTN: ACCTS PAYABLE
851 PLANK ROAD
DUNCANSVILLE PA 16635
United States

12-9

SHEET VINYL

Business Unit Ohio, W PA, W VA
Sales Person Dwayne Davis
Order Entered By Kate Menounos
Customer Ordered By
Carrier 5471371 R&L PPD/ADD

Order Number	Customer P.O.	Sidemark
70015698	JG 025984	Ferguson Public Works

No.	Product Code	Description	Quantity	UOM	Price	Value
1.000	AQI2012	AQUARIUS - SWAN (291/01) 6.58' X 65'5" (47.84 SY/RL)	95.6800	SY	41.35	3,956.36
2.000	WR291	WELD ROD SWAN/ICE RINK LIGHTHOUSE	1.00	EA	51.70	51.70
3.000	AL302.0	ALTROFIX 30 POLYURETHANE 2 GALLON (300-360 SF APPROX)	3.00	EA	185.70	557.10
4.000	PH2002	SYMPHONIA RYE (400/265) 6.58' X 65'5" (47.84 SY/RL)	95.6800	SY	33.20	3,176.58
<p>ALL SHIPMENTS MUST BE INSPECTED AT THE TIME OF DELIVERY. ANY DAMAGE OR SHORTAGE MUST BE NOTED ON THE DELIVERY RECEIPT. ANY CONCEALED DAMAGE MUST BE REPORTED TO ALTRO IMMEDIATELY. CREDIT FOR DAMAGED OR MISSING MATERIAL WILL ONLY BE ISSUED IN CASES OF A SUCCESSFUL FREIGHT CLAIM WITH THE DELIVERING CARRIER.</p>						
5.000	PH2002	SYMPHONIA RYE (400/265) 6.58' X 65'5" (47.84 SY/RL)	25.5900	SY	33.20	849.59
6.000	WR400	ALTRO WELD ROD RYE 165LF/RL	1.00	EA	51.70	51.70
7.000	EC20E4.0	ECOFIX 20 E ACRYLIC ADHESIVE 4.0 GALLON (800-1000 SF APPRX)	3.00	EA	150.15	450.45
8.000	AM_MEDIUM_PALLET	Medium Pallet	1.00	EA	25.00	25.00
9.000	AM_SHIP_HAND	Shipping & Handling	1.00	EA	230.00	230.00
						<p>Sub - 9093.48</p> <p>F - 255</p>

Payment Terms: NET 30

R

Total: 9,348.48

Sales Tax:

Total Order: 9,348.48

Currency: USD

Tax Rate	Taxable Amount	Sales Tax
0 %		

Contact us for our bank details

INVOICE

Interface

Interface Americas, Inc.

Orchard Hill Road P.O. Box 1503
LaGrange, GA 30241-1503
Phone 706-882-1891

INVOICE DATE	INVOICE NUMBER
09/16/20	2034148
B/L NUMBER	ORDER NUMBER
3701647	1159278
REMIT TO:	
LOCKBOX ADDRESS: PO BOX 743162, ATLANTA, GA 30374-3162	
Wire Transfers: Bank of America Merrill Lynch, 100 West 33rd St, New York, NY 10001 RTN# 026009593 Account# 334037101508 Swift BIC: BOFAUS3N	
ACH Transfers: Bank of America Merrill Lynch, 100 West 33rd St, New York, NY 10001 RTN# 081000052 Account# 334037101508 Swift BIC: BOFAUS3N	
Tax ID 58-2132517	Bus Num 85882 3461

NOTICE: ALL SALES SUBJECT TO TERMS AND CONDITIONS OF SALE ON REVERSE OR ATTACHED

SOLD TO:

DEGOL CARPET
851 PLANK RD
DUNCANSVILLE PA 16635

70.9


SHIP TO:

DEGOL CARPET
851 PLANK ROAD
814.695.1111
DUNCANSVILLE PA 16635

INV CODE	FOB	CUSTOMER ORDER	CQR NO.	SALESPERSON	CUST NO.		
	FOB Mill	JG 025335		100480 MONCRIEF, BARBARA	111154		
CARRIER		FREIGHT TYPE	TERMS		JOB NAME		
FEDEX FREIGHT		Prepay & Add	3% 30 Net 31		FERGUSON TWP MUNICIPAL BLDG		
LINE NO.	ITEM NUMBER	DESCRIPTION	LOT NO.	BOX/ROLLS	QUANTITY	PRICE	AMOUNT
1.000	A00704039020202XX0	STUDIO SET	191127	38 (Sq. Ft.)	1022.5802 (1022.5802)	3.0000 (3.0000)	3,067.74
1.010	SHIPPING AND HANDLING	SHIPPING AND HANDLING		(Sq. Ft.)	1.0000 Sales Tax	190.8800 (1.0000) 0 %	190.88

LVT

OK
Per
JACOBY



Click and pay online today!
Easily view, search, download or print your bills anytime, anywhere.
Go to <http://interfaceamericas.billtrust.com>

The use of TacTiles® connectors to install modular flooring is patented by Interface. Only Interface products may be installed with TacTiles® connectors.

Make checks payable in U.S. Dollars to Interface Americas, Inc.	TOTAL	TOTAL	INV. TOTAL
Terms discount: Applicable discount of \$ 92.03, if payment submitted by 10/16/20	38	1,023.5802	3,258.62

A service charge equal to the lesser of one and one-half percent (1-1/2%) per month, or the maximum rate permitted by applicable law shall be imposed on all payments past due hereunder.

TO VIEW AND PAY YOUR BILL ONLINE GO TO: <http://interfaceamericas.billtrust.com> USE THIS ENROLLMENT CODE: RWP FVD KZB

-310
-92.03
3166.59
Pay Page 1 of 1
OK

INVOICE

Interface

Interface Americas, Inc.

Orchard Hill Road P.O. Box 1503
LaGrange, GA 30241-1503
Phone 706-882-1891

INVOICE DATE	INVOICE NUMBER
11/01/20	2048786
B/L NUMBER	ORDER NUMBER
3701513	1159275
REMIT TO:	
LOCKBOX ADDRESS: PO BOX 743162, ATLANTA, GA 30374-3162	
Wire Transfers: Bank of America Merrill Lynch, 100 West 33rd St., New York, NY 10001 RTN# 028009593 Account# 334037101508 Swift BIC: BOFAUS3N	
ACH Transfers: Bank of America Merrill Lynch, 100 West 33rd St., New York, NY 10001 RTN# 081000052 Account# 334037101508 Swift BIC: BOFAUS3N	
Tax ID 58-2132517	Bus Num 85882 3461

NOTICE: ALL SALES SUBJECT TO TERMS AND CONDITIONS OF SALE ON REVERSE OR ATTACHED

SOLD TO:

DEGOL CARPET
851 PLANK RD
DUNCANSVILLE PA 16635

11-23

SHIP TO:

DEGOL CARPET
851 PLANK ROAD
814.695.1111
DUNCANSVILLE PA 16635

INV CODE	F.O.B.	CUSTOMER ORDER	CQR NO	SALESPERSON	CUST NO.		
	FOB Mill	025333 <i>16</i>		100480 MONCRIEF, BARBARA	111154		
CARRIER		FREIGHT TYPE	TERMS	JOB NAME			
BRAUN'S EXPRESS, INC.		Freight Collect	3% 30 Net 31	FERGUSON TWP MUNICIPAL BLDG			
LINE NO.	ITEM NUMBER	DESCRIPTION	LOT NO.	BOX/ROLLS	QUANTITY	PRICE	AMOUNT
1.000	1491009999G15S001	PRAIRIE GRASS.2349 PAMPAS.009313 GLASBAC®	BB8219.5	28 (Sq. Ft.)	155.4801 (1399.3209)	28.9800 (2.9978)	4,194.85
2.000	1458056999R45S001	MONOCHROME.3857 SECRET GARDEN.101855 GLASBAC®RE	BB8220.9	11 (Sq. Ft.)	65.7800 (592.0200)	28.1700 (3.1300)	1,853.02
4.000	7993006999G15S001	SR799.3885 SABLE.104916 GLASBAC®	BB5455.5	6 (Sq. Ft.)	35.8800 (322.9200)	38.4300 (4.2700)	1,378.87
5.000	1001417	ADH,XL BRANDS 2000 PLUS 4GL	ADHES	6 (Sq. Ft.)	6.0000	95.0000 (1.0000)	570.00
7.000	1197009999G15S001	FARMLAND.2348 PAMPAS.009296 GLASBAC®	BB2162.5	10 (Sq. Ft.)	59.8000 (538.2000)	26.4300 (2.9367)	1,580.51
					Sales Tax	0 %	

CARPET

R



Click and pay online today!
Easily view, search, download or print your bills anytime, anywhere.
Go to <http://interfaceamericas.billtrust.com>

The use of TacTiles® connectors to install modular flooring is patented by Interface. Only Interface products may be installed with TacTiles® connectors.

Make checks payable in U.S. Dollars to Interface Americas, Inc.	TOTAL	TOTAL	INV. TOTAL
Terms discount: Applicable discount of \$ 287.33, if payment submitted by 12/01/20	59	322.9401	9,577.25

A service charge equal to the lesser of one and one-half percent (1-1/2%) per month, or the maximum rate permitted by applicable law shall be imposed on all payments past due hereunder.

TO VIEW AND PAY YOUR BILL ONLINE GO TO: <http://interfaceamericas.billtrust.com> USE THIS ENROLLMENT CODE: RWP FVD KZB

-287.33
-35/10
9,289.73
Page 1 of 1
PA
ON



ORIGINAL INVOICE Page 1/1

DATE
11/01/20

PRO NUMBER
64103244

BILL TO CODE: **DEDUPA** CNTRCT

SHIP TO CODE: **DEDUPA**

B I L L T O
DEGOL CARPET
851 PLANK ROAD
DUNCANSVILLE, PA 16635

S H I P T O
DEGOL CARPET
851 PLANK ROAD
DUNCANSVILLE, PA 16635



11-13

QTY	HM	DESCRIPTION	SQ YDS	WEIGHT	RATED AS	RATE	CHARGES
2		CARPET TILE/BOXED, ON PLT(S) ADHESIVES, BY WGT(PAILS/BOXES) 1 OF 2 PLTS 2 OF 2 PLTS 2 PLTS STC 59 CASES ***PROTECT FROM FREEZING*** INCLUDES \$.10 ZIP 302 UPCHG HIGH TOLL AREA FEE FUEL SURCHARGE	316.94	2431 210	2431 210	.9500 25.5000	301.09 53.55
*****			TOTALS *****	*****		*****	
2			316.94	2641			437.98

*CARPET
FREIGHT*

*Job # 007092
Ferguson Public Works*

PAYMENT TERMS: NET 15 DAYS

CUSTOMER CODE	DEDUPA	INVOICE NUMBER	64103244	INVOICE DATE	11/06/20	INVOICE AMOUNT	437.98
---------------	---------------	----------------	-----------------	--------------	-----------------	----------------	---------------

SHIPPER: INTERFACE/UNION CIT
BL#: 3701513
PO#: 025333 JG
S/M:

PLEASE REMIT PAYMENT TO:
Braun's Express, Inc.
10 Tandem Way
Hopedale, MA 01747

Thank You For Shipping Via Braun's!



FISHMAN FLOORING SOLUTIONS #27
 509 BLAIR ST
 HOLLIDAYSBURG PA 16648-1807
 814-696-9114 Fax 814-696-9339

INVOICE

www.lfishman.com

For e-billing and payment options, please call 800-633-0366 x6211

INVOICE DATE	DUE DATE
12/04/20	01/03/21
INVOICE NUMBER	
S6922821.001	
REMIT TO:	
L FISHMAN & SON, INC PO BOX 45763 BALTIMORE MD 21297-5763	

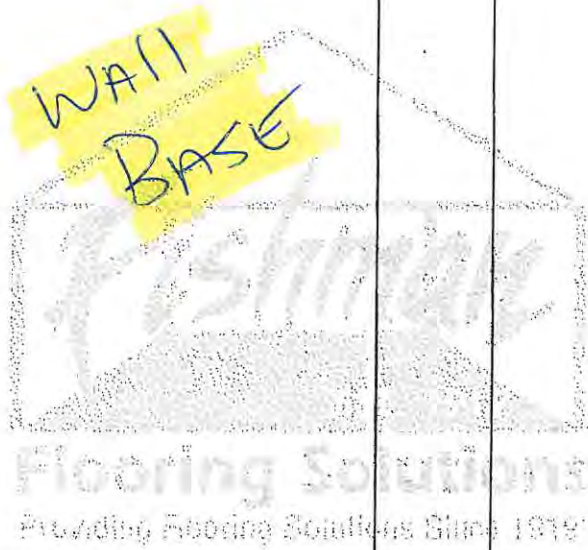
12-29
 12-30

SHIP TO:

DEGOL ORGANIZATION dba DEGOL CARPET
 851 PLANK RD
 DUNCANSVILLE PA 16635-9432

DEGOL ORGANIZATION dba DEGOL CARPET
 851 PLANK RD
 DUNCANSVILLE PA 16635-9432

ORDER DATE	SHIP DATE	SHIPPED VIA		CUSTOMER P.O. NUMBER	
11/11/20	12/04/20	PT POOL TRUCK		JG025972	
WRITER	ORDERED BY	SALESMAN	BRANCH	JOB/RELEASE NUMBER	
Andrea Gigliotti	Jacob	Tim Clark #208	27	Ferguson Public	
ORDER QTY	SHIP QTY	DESCRIPTION	ITEM #	UNIT PRICE	EXT. AMOUNT
6	6	JOHN DC-63 4x120 1/8 COIL 120' RUBBER COVE BASE BURNT UMBER	7738	63.000ct	378.00



Invoice is due by 01/03/21.

TERMS ARE NET 30; N.S.C. DAYS FROM INVOICE DATE.

PAST DUE INVOICES ARE SUBJECT TO A 1.5% SERVICE CHARGE PER MONTH.
 RETURN POLICY: A RETURN GOODS AUTHORIZATION (RGA) IS REQUIRED FOR ALL ITEMS. RETURNED GOODS MAY BE SUBJECT TO A RESTOCK AND/OR HANDLING CHARGE.

WARRANTY DISCLAIMER: OUR COMPANY WARRANTS THAT IT HAS TITLE TO

THE GOODS SOLD. IT MAKES NO OTHER WARRANTIES, EXPRESSED OR IMPLIED INCLUDING WITHOUT LIMITATION WARRANTIES OF MERCHANTABILITY AND FITNESS FOR USE WITH RESPECT TO THE GOODS REFERRED TO IN THIS INVOICE. ANY WARRANTY AFFECTING THESE GOODS IS PROVIDED SOLELY BY THEIR MANUFACTURER, TERMS OF WHICH WILL BE FURNISHED UPON REQUEST. IF THE GOODS ARE DAMAGED OR DEFECTIVE AND THE MANUFACTURER ACKNOWLEDGES RESPONSIBILITY UNDER ITS WARRANTY, OUR COMPANY MAY, BUT SHALL NOT BE REQUIRED TO REPLACE THE DAMAGED OR DEFECTIVE GOODS FROM OUR COMPANY INVENTORY, IF AVAILABLE OR ALLOW THE PURCHASE A CREDIT FOR THE AMOUNT OF THE PURCHASE PRICE OF SUCH GOODS.

Net Amount	378.00
Freight	0.00
Handling	0.00
Sales Tax	0.00
Total Amount	378.00



DEGOORG-01

JBOBIK

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
12/22/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Laurel Insurance Management PO Box 324 129 St Benedict Street Carrolltown, PA 15722	CONTACT NAME: Jane Bobik PHONE (A/C, No, Ext): (814) 344-6506 FAX (A/C, No): (814) 344-8225 E-MAIL ADDRESS:
INSURED DeGol Carpet 3229 Pleasant Valley Blvd Altoona, PA 16602	INSURER(S) AFFORDING COVERAGE INSURER A: Pennsylvania Lumbermens Mutual Insurance Company NAIC # 14974 INSURER B: Cincinnati Insurance Company 10677 INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD, WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A X	COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR X LUM145 Broad Form GEN'L AGGREGATE LIMIT APPLIES PER: POLICY X PRO-JECT LOC OTHER:	X X	37-D144-02-20	8/23/2020	8/23/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A X	AUTOMOBILE LIABILITY X ANY AUTO OWNED AUTOS ONLY SCHEDULED AUTOS X HIRED AUTOS ONLY X NON-OWNED AUTOS ONLY	X X	37-D144-03-19	8/23/2020	8/23/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A X	UMBRELLA LIAB X OCCUR EXCESS LIAB CLAIMS-MADE X DED X RETENTION \$ 0	X X	37-D144-04-20	8/23/2020	8/23/2021	EACH OCCURRENCE \$ 15,000,000 AGGREGATE \$ 15,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y/N If yes, describe under DESCRIPTION OF OPERATIONS below					PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
B	Installation Floater		ENP 0178887	2/1/2020	2/1/2021	Job Transit/Storage \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Project: Ferguson Public Works
Leonard S. Fiore, Inc. and Owner are added as Additional Insured on all above policies. Additional Insured coverage applies on a primary/non-contributory basis for ongoing & completed operations. Copies of Additional Insured endorsements are attached. Leonard S. Fiore Inc. will receive at least 30 days advanced notice of cancellation of all policies above. Waiver of Subrogation applies to all policies referenced above.
Materials stored at DeGol Carpet, 851 Plank Road, Duncansville, PA 16635 (23,000.33)

CERTIFICATE HOLDER Leonard S. Fiore, Inc. 5506 Rear 6th Avenue Altoona, PA 16602	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE C. Bobik
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Ferguson
Public Works
7092

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA Form

TO OWNER: Ferguson Township
3147 Research Drive
State College, PA 16801

PROJECT: Contract 2020-C3
CIPP Lining

APPLICATION NO: 002
PERIOD TO: '10/13/20-01/07/202'
CONTRACT FOR: 2020-C3
CONTRACT DATE: 9/25/2020

FROM National Water Main Cleaning
CONTRACTOR: 1806 Newark Turnpike
Kearny, NJ 07032

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet is attached.

1. ORIGINAL CONTRACT SUM.....	\$386,262.00
2. Net change by Change Orders.....	-\$8,634.00
3. CONTRACT SUM TO DATE (Line 1+2).....	\$377,628.00
4. TOTAL COMPLETED AND STORED TO DATE.....	\$ 337,868.88
5. RETAINAGE (5% of completed work)	\$ 16,893.44
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5)	\$ 320,975.44
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT	\$ 11,880.00
(Line 6 from prior Certificate)	
8. CURRENT PAYMENT DUE	\$ 309,095.44
9. BALANCE TO FINISH, INCLUDING RETAINAGE	\$56,652.56
(Line 3 less Line 6)	

CONTRACTOR CERTIFICATION

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief

the Work covered by this Application for Payment has been completed in accordance with the Contract

Documents, That all amounts have been paid by

CONTRACTOR:

National Water Main Cleaning
1806 Newark Turnpike
Kearny, NJ 07032


BY: _____ Date: _____

ENGINEER'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, Based on on-site observations and the data comprising this application, the Engineer certifies to the Owner that to the best of the Engineer's knowledge, information and belief the Work has progresses as indicated, the quality of the Work is in accordance with Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

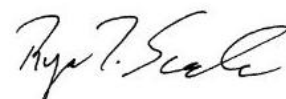
AMOUNT CERTIFIED **\$309,095.44** Pay
RTS

(Attach an explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

Engineer:  **Date:** 1/13/21

This certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment & acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$0.00	\$0.00
Total approved this Month	\$0.00	\$8,634.00
TOTALS	\$0.00	\$0.00
NET CHANGES by Change Order		-\$8,634.00

2020-C3 Pay App #2
Acct#: 32.439.610
Pay: \$309,095.44


Township of Ferguson, Centre County, Pennsylvania
ADOPT-A-ROAD AGREEMENT

THIS AGREEMENT, made this _____ day of _____, 20____, between the Township of Ferguson, hereinafter called the Township,

AND

_____, with its address at _____, hereinafter called the APPLICANT.

BACKGROUND:

- A. In order to rid Township roads and streets of litter and to improve the environment, the TOWNSHIP has established an anti-litter program known as “Adopt-A-Road” (the Program), in which volunteer groups adopt a Township road or street, or portion thereof in their community, in order to pick up litter.
- B. The APPLICANT desires to participate in the TOWNSHIP’s Adopt-A-Road Program and the TOWNSHIP desires to provide certain materials and information to the APPLICANT.

NOW, THEREFORE, in consideration of the mutual benefits to be received by the TOWNSHIP and the APPLICANT from participation in this Program, the parties hereto agree to the following:

- 1. The above recitals are incorporated into the body of this Agreement.
- 2. Subject to the conditions set forth below and attached exhibits, the APPLICANT adopts a TOWNSHIP road or street, or portion thereof as set forth in Exhibit A which is attached to and made a part of this Agreement (the Site), for a minimum period of two (2) years beginning on the date to be inserted on page 1 subject to the TOWNSHIP’s rights of termination.
- 3. The TOWNSHIP will provide safety materials for use by the APPLICANT.
- 4. (A) The APPLICANT will conduct litter pickup at the Site as set forth in Exhibit A a minimum of two (2) times per year.

- (B) The APPLICANT shall not conduct any litter pickups on busy holidays or holiday travel weekends or preceding days such as the Wednesday before Thanksgiving, Thanksgiving Day, the Monday following Thanksgiving, Christmas Eve Day, Christmas Day, New Year's Day, Fourth of July or a Fourth of July Weekend (Friday-Monday), Easter weekend (Friday-Monday), or a Memorial Day or Labor Day weekend (Friday-Monday). All activities must be conducted between one hour after sunrise and one hour before sunset.
5. The APPLICANT shall conduct safety orientation meetings to review, at a minimum, safety and other guideline materials supplied by the TOWNSHIP. Safety materials provided by the TOWNSHIP must be reviewed by every person who will participate in the litter pickup. No participant may be involved in the litter pickup unless he/she has attended at least one safety orientation meeting conducted by the APPLICANT, and has executed a release, a copy of which is attached as Exhibit B and made a part of this Agreement. An authorized representative of the APPLICANT must present the safety information to any potential participant and shall provide the TOWNSHIP with a listing certifying the names of all individuals who received safety orientation. The APPLICANT shall submit the form to the TOWNSHIP and shall submit an amended form each time that there will be new participants in the litter pickup. Further, the APPLICANT shall conduct an on-site safety briefing prior to each pickup.
6. The APPLICANT agrees to comply with the Safety Requirements set forth in Exhibit C which is attached to and made part of this Agreement.
7. Prior to each scheduled pickup, the TOWNSHIP will supply the APPLICANT with adequate numbers of safety vests and plastic trash bags.
8. If the APPLICANT cannot dispose of any or all filled trash bags, the TOWNSHIP, through the TOWNSHIP's Public Works Department, will arrange to pick up the bags. The APPLICANT must provide notification to the TOWNSHIP of all scheduled litter pickup dates at least one week prior to each scheduled pickup.
9. (A) The TOWNSHIP, at its cost, will provide, install and maintain two (2) permanent signs noting the Program and the APPLICANT name at the beginning of the Site, one sign in each direction. Further, the TOWNSHIP will, at its cost, provide the APPLICANT with a "Litter Crew Ahead" sign for placement by the APPLICANT during litter pickups. Proper use and storage of the temporary "Litter Crew Ahead" signs will be the responsibility of the APPLICANT. The TOWNSHIP will replace the Adopt-A-Road signs as necessary due to normal wear and tear. The APPLICANT shall be responsible for the replacement of the name plate sign except when made necessary due to normal wear and tear.
- (B) There shall be no business logo or commercial advertising used or displayed by the APPLICANT.

10. After each litter pickup, the APPLICANT shall file a report setting forth the date of the pickup, the number of people involved, the number of bags of litter picked up, and the number of hours spent for the pickup. These reports will be filled out on pre-printed forms furnished by the TOWNSHIP and the APPLICANT shall be responsible for filing said forms with the TOWNSHIP's Director of Planning and Zoning.
11. (A) The TOWNSHIP shall have the right to terminate this Agreement at any time by providing written notice to the APPLICANT if the APPLICANT does not comply with the Agreement; at any time, the APPLICANT's work is unsatisfactory, unsafe, or if it causes a conflict with traffic; at any time, such termination is deemed to be in the best interest of the TOWNSHIP.

(B) After the initial two-year period, the APPLICANT shall have the right to terminate this Agreement upon sixty (60) days' written notice to the TOWNSHIP.
12. Any notice to or communication with the TOWNSHIP by the APPLICANT shall be with the TOWNSHIP's Director of Planning and Zoning. Any notice to or communication with the APPLICANT shall be to the authorized signatory of this Agreement at the address above shown.
13. The APPLICANT, by entering into this Agreement, certifies that it does not represent an elected official or candidate for public office.
14. The APPLICANT has been provided with TOWNSHIP criteria for eligibility to participate in the Program and by signing this Agreement, certifies that it meets all such criteria. These criteria are attached as Exhibit D, and made a part of this Agreement.
15. The TOWNSHIP encourages the GROUP to separate and recycle appropriate materials. However, where required by law or ordinance, the APPLICANT shall separate and recycle appropriate materials.
16. This Agreement constitutes the entire understanding between the parties.

IN WITNESS WHEREOF, the parties have executed this Agreement, effective on the date written above.

ATTEST:

TOWNSHIP OF FERGUSON

Secretary

By: _____
Chairman, Ferguson Township
Board of Supervisors

ATTEST:

Title:

By: _____
Title:

**ADOPT-A-ROAD
APPLICATION FORM**

Date: _____

Adopting Group/Individual:

Address: _____

Contact Person: _____

Telephone Number (s): _____

Requested Road or Street (Route Number, Location, Specific Portion):

Second Choice:

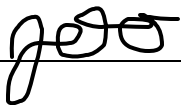
Expected Number of Participants: _____

**Return this form to Faye A. Drawl, Adopt-A-Road Coordinator, Ferguson Township, 3147
Research Drive, State College, Pennsylvania 16801.**

EXHIBIT B

RELEASE – To be signed by all persons participating in the program.

I understand that participation in the Adopt-A-Road Program litter pickup involves standing and walking near a Township road or street and that there are certain risks involved with such participation. I hereby release the Township of Ferguson from any liability associated with the risks involved with participation in the Adopt-A-Road Program. I have also reviewed the Adopt-A-Road safety materials as a prerequisite to participation in the Adopt-A-Road Program.

1) _____ * _____
Signature  Date

* If signatory is less than 18 years of age,
This must also be signed by parents or guardian.

Parent/Guardian

EXHIBIT C

ADOPT-A-ROAD SAFETY REQUIREMENTS

Participants shall:

- Pick up litter one side of the road at a time. Vehicles shall remain on the same side of the road as the volunteers.
- Never cross over to pick up trash on the traveled pavement.
- Upon arriving at the work site, immediately display the “Litter Crew Ahead” safety sign in advance of pickup site.
- Not possess or drink alcoholic beverages.
- Use the Township provided safety-training materials.
- Conduct at least one safety orientation meeting during the year.
- Provide appropriate and adequate adult supervision when youth groups are involved in litter pickups; that is one adult per eight participants between the ages of (10) and seventeen.
- Avoid peak traffic hours, holiday weekends, and extreme inclement weather conditions.
- Stay clear of all construction areas.
- Conduct pre-pickup safety talks.
- Avoid all horseplay or demonstrations of any nature on the right-of-way.
- Wear the safety vest provided by the Township.
- Avoid hazardous materials such as old car batteries or any unidentified questionable items and animal carcasses.
- Be aware of all known allergies of volunteers before participation.

Available roads to be adopted are:

EXHIBIT D

ADOPT-A-ROAD CONDITIONS

1. Local community organizations, such as civic, social or school groups, will be eligible to adopt-a-road as will individuals eighteen (18) years of age or older. Corporations, partnerships, and sole proprietorships who wish to sponsor groups may do so; however, there will be no business logo or commercial advertising used or displayed by a group or any of its participants.
2. The Township will not enter into an Agreement with any elected official or candidate for public office.
3. The Group will be required to adopt-a-road, or portion thereof, for at least two years from the effective date of the Agreement. The Agreement may be assigned to another group or business subject to prior written approval by the Township.
4. The minimum age for participation is ten (10) years of age. Groups with members between the ages of ten (10) and seventeen (17) must be supervised by adults eighteen (18) years of age or older in the ratio of the one adult per eight participants between ages ten (10) and seventeen (17) whenever there is a litter pickup.

LITTER PICK-UP STATISTICAL REPORT

Organization's Name: _____

Date of litter pick up: _____

Number of hours spent collecting: _____

Number of people participating: _____

Numbers of bags of litter collected: _____

Do the bags need collected by township crews: YES _____ NO _____

*** Please place this form in the box when you return it to the office.**

ADOPT-A-ROAD SAFETY RECOMMENDATIONS

Participants should:

- Know emergency procedures such as the location of the nearest emergency facility, and how to quickly summon the police or ambulance.
- Provide their own First-Aid Kit, and include kit with other supplies during litter pickups.
- Avoid over exertion and heat problems by drinking water and taking breaks.
- Carpool to the litter pickup site.
- Wear the recommended attire: Long sleeves, blue jeans or long pants, leather shoes or boots, and gloves.
- Be careful of contact with poisonous plants, bees, wasps, hornets, fireants, and snakes. The recommended attire will usually prevent irritations from most poisonous plants.
- Pay special attention to the handling of broken glass. Participants must be careful not to step or kneel on broken glass.
- Be aware of visibility problems.
- Be prepared for any unexpected behavior of motorists.
- Park vehicles a safe distance from the traveled roadway.
- Attempt to walk facing on-coming traffic.
- Not stand or jump on guiderails, drainage pipes or on concrete walls.

FERGUSON TOWNSHIP ADOPT-A-ROAD PROGRAM

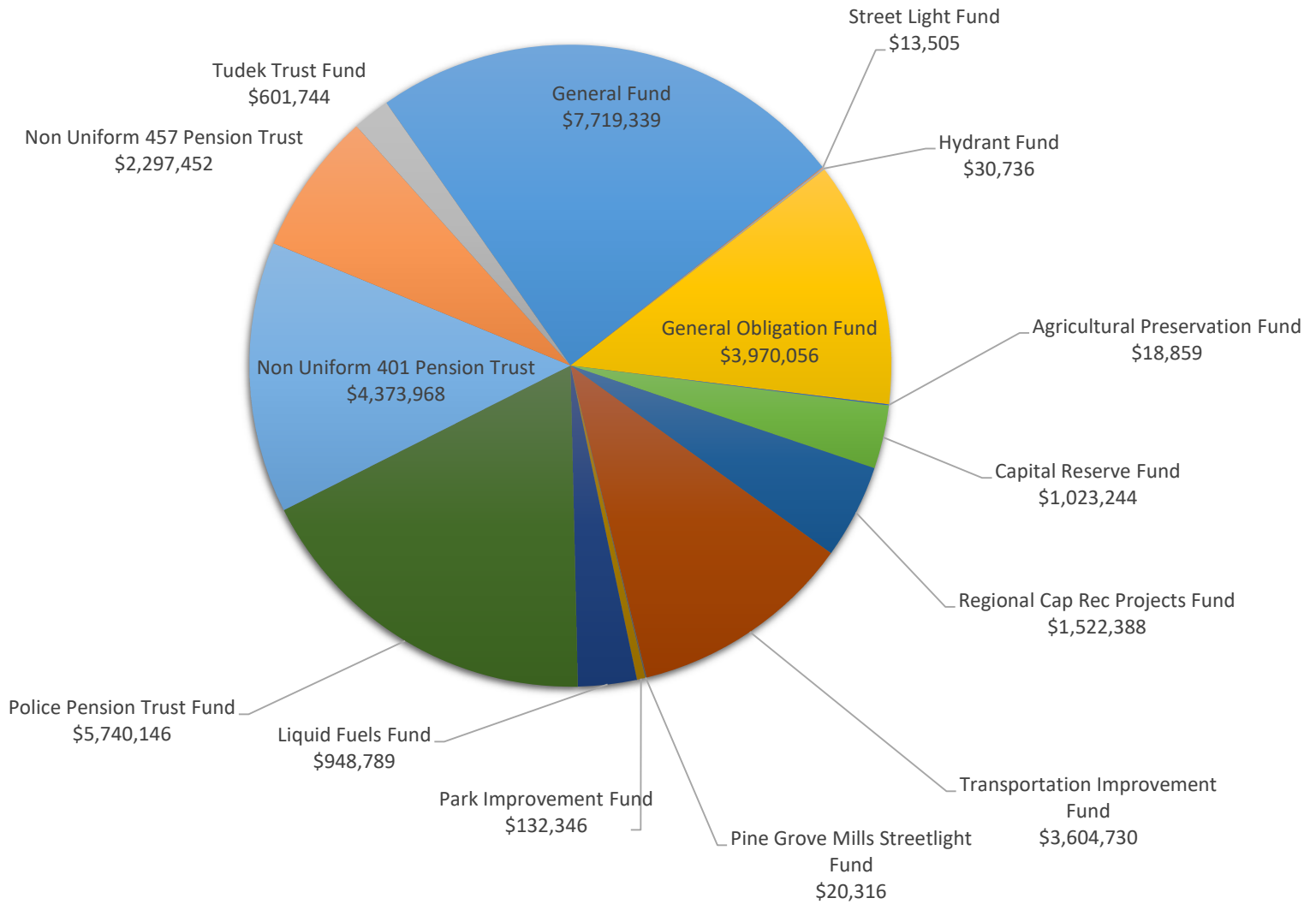
ORGANIZATIONAL IDENTIFYING SIGN IS TO READ:



MONTHLY TREASURERS REPORT

OCTOBER 2020

CASH BALANCES BY FUND - OCTOBER 31, 2020



Ferguson Township Treasurer's Report

October 31, 2020

Statement of Cash Balances

General Fund

Checking

Jersey Shore State Bank Operating (3245)	5,641,068.57
JSSB Flex Plan Checking (8757)	8,899.27
Ameriserv Money Market 2602	262,431.67
Ameriserv CD (0210) (matures 12/3/21)(1/3 of total)	268,156.08
PLGIT General Fund Classs (3017)	417,506.21
PLGIT General Fund Prime (3017)	802,697.75
PLGIT General Fund CD (matured 6/30/20)	0.00

Investments

JSSB/Voya Brokerage Account (@ market)	318,579.37
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TOTAL GENERAL FUND

7,719,338.92

Other Funds

Fund 02 Street Lights

JSSB Checking (4836)	13,504.72
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Fund 03 Fire Hydrant

JSSB Checking (4844)	30,735.71
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Fund 16 General Obligation

JSSB Checking (4852)	429,462.38
JSSB 2019 Bond Checking	3,540,593.66

Fund 19 Agricultural Preservation

JSSB Checking (4879)	18,858.51
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Fund 30 Capital Reserve

Paypal Account	30,683.05
JSSB Checking (Employee Wellness Sinking Fund)(4909)	15,523.89
JSSB Capital Reserve Checking (3555)	116,418.62
JSSB Checking (Police Equipment Sinking Fund) (1711)	95.48
JSSB Checking (PW Equipment Sinking Fund)(4895)	576,296.63
JSSB Checking (Bldg Equipment Sinking Fund)(4887)	284,226.31

Fund 31 Regional Capital Recreation Projects

JSSB Checking (3547)	991,800.69
Ameriserv Money Market 2818	262,431.67
Ameriserv CD (0210) (matures 12/3/21)(1/3 of total)	268,156.08

Fund 32 Transportation Improvement

JSSB Checking (3539)	1,755,322.65
PLGIT Checking (Class & Plus)(3261)	66,165.84
PLGIT Checking (Prime)(3261)	1,006,653.66
PLGIT CD (matures 11/6/20)	246,000.00
Ameriserv Money Market 2693	262,431.67
Ameriserv CD (0210) (matures 12/3/21)(1/3 of total)	268,156.08

Fund 33 Pine Grove Mills Street Lights

Ferguson Township Treasurer's Report

October 31, 2020

Statement of Cash Balances

JSSB Checking (4917)	20,316.37
<u>Fund 34 Park Improvement</u>	
JSSB Checking (4925)	132,346.09
<u>Fund 35 Liquid Fuels</u>	
JSSB Checking (4933)	229,794.55
PLGIT Checking (Class) (3020)	317,603.58
PLGIT Checking (Prime) (3020)	401,391.19
PLGIT CD (3020)	0.00
<u>Fund 93 Tudek Memorial Trust</u>	
JSSB Checking (4976)	9,667.23
FNB Investments (@market)	153,262.99
Centre Foundation Investments	438,813.53
TOTAL OTHER FUNDS	11,886,712.83
TOTAL NON PENSION FUNDS	19,606,051.75
Employer Pension Trust Funds	
<u>Fund 60 Police Pension Trust</u>	
JSSB Checking (4941)	21,066.78
PNC Enterprise Checking (9642)	50,597.36
PNC Investments (@market)(includes accrued interest)	5,668,481.38
<u>Fund 65 Non Uniformed 401a Pension Trust</u>	
JSSB Checking (4968)	102.62
ICMA-RHS (801695) Employee Retirement Health Savings Trust (@ market)	90,180.57
ICMA-401 (108860) Employer Pension Investment Trust (@ market)	4,283,684.84
TOTAL PENSION TRUST FUNDS	10,114,113.55
GRAND TOTAL	29,720,165.30
Employee Pension Trust Funds	
<u>Fund 66 Non Uniformed 457 Pension Trust</u>	
ICMA-457 (300747) Employee Pension Investment Trust (@ market)	2,253,339.49
ICMA-ROTH IRA (706007) Employee Pension Investment Trust (@ market)	44,112.28
	2,297,451.77

Bank Reconciliation

Uncleared Checks by Fund

User: eendresen
Printed: 12/31/2020 - 11:06AM
Checks Before: 10/31/2020



Fund/Check No.	Check Date	Clear Date	System	Vendor/Employee No.	Vendor/Employee Name	Amount
01	GENERAL FUND					
0	09/15/2020	Uncleared	AP	10870	PNC INSTITUTIONAL INVESTMENTS	3,409.25
0	09/15/2020	Uncleared	AP	11216	VANTAGEPOINT TRANSFER AGENTS 401	8,338.28
0	09/15/2020	Uncleared	AP	11218	VANTAGEPOINT TRANSFER AGENTS 457	7,076.32
0	09/15/2020	Uncleared	AP	11381	VANTAGEPOINT TRANSFER AGENTS-706007 ROTH	181.28
0	09/30/2020	Uncleared	AP	10870	PNC INSTITUTIONAL INVESTMENTS	3,444.06
0	09/30/2020	Uncleared	AP	11216	VANTAGEPOINT TRANSFER AGENTS 401	8,289.06
0	09/30/2020	Uncleared	AP	11218	VANTAGEPOINT TRANSFER AGENTS 457	6,940.53
0	09/30/2020	Uncleared	AP	11381	VANTAGEPOINT TRANSFER AGENTS-706007 ROTH	181.28
0	10/15/2020	Uncleared	AP	10870	PNC INSTITUTIONAL INVESTMENTS	6,890.91
0	10/15/2020	Uncleared	AP	11216	VANTAGEPOINT TRANSFER AGENTS 401	16,671.89
0	10/15/2020	Uncleared	AP	11218	VANTAGEPOINT TRANSFER AGENTS 457	13,884.14
0	10/15/2020	Uncleared	AP	11381	VANTAGEPOINT TRANSFER AGENTS-706007 ROTH	362.56
0	10/31/2020	Uncleared	AP	10870	PNC INSTITUTIONAL INVESTMENTS	3,440.03
0	10/31/2020	Uncleared	AP	11216	VANTAGEPOINT TRANSFER AGENTS 401	8,375.28
0	10/31/2020	Uncleared	AP	11218	VANTAGEPOINT TRANSFER AGENTS 457	6,942.07
0	10/31/2020	Uncleared	AP	11381	VANTAGEPOINT TRANSFER AGENTS-706007 ROTH	181.28
9001	08/22/2019	Uncleared	AP	10263	CORMANS MAIL SERVICE	2,873.11
9183	10/15/2019	Uncleared	AP	11593	HOME DEPOT CREDIT SERVICES	288.05
9272	11/15/2019	Uncleared	AP	10035	ALS TECHNOLOGIES INC	1,145.00
9297	11/15/2019	Uncleared	AP	11253	INFRADAPT LLC	3,221.44
9340	11/29/2019	Uncleared	AP	11855	ANDERSON INDUSTRIAL MACHINERY	769.80
9437	12/31/2019	Uncleared	AP	10035	ALS TECHNOLOGIES INC	1,145.00
9562	01/20/2020	Uncleared	AP	11173	WALKER & WALKER EQUIPMENT II LLC	43.19
9725	02/28/2020	Uncleared	AP	11248	CENTRO PRINT SOLUTIONS	100.17
9806	03/15/2020	Uncleared	AP	11797	LANDPRO EQUIPMENT LLC	759.15
9874	03/31/2020	Uncleared	AP	11877	RUSSIAN CHURCH OF CHRIST	78.11
9937	04/30/2020	Uncleared	AP	11219	COMMONWEALTH OF PENNSYLVANIA	50.00
10091	05/31/2020	Uncleared	AP	11490	RECONYX, INC	970.51
10309	07/31/2020	Uncleared	AP	11903	TOLL BROTHERS APARTMENT LIVING	35.00
10331	08/14/2020	Uncleared	AP	10244	COMCAST	1,050.00

Fund/Check No.	Check Date	Clear Date	System	Vendor/Employee No.	Vendor/Employee Name	Amount
10444	09/15/2020	Uncleared	AP	10208	CENTRE REGION COUNCIL OF GOVERNMENTS	22.50
10471	09/15/2020	Uncleared	AP	10813	PARK TRAVIS	16.10
10472	09/15/2020	Uncleared	AP	10819	PATTON TOWNSHIP SUPERVISORS	1,264.25
10513	09/30/2020	Uncleared	AP	11909	HOMEFRONT PROTECTIVE GROUP INC	850.00
10524	09/30/2020	Uncleared	AP	10819	PATTON TOWNSHIP SUPERVISORS	1,736.72
10539	09/30/2020	Uncleared	AP	11192	WEST PENN POWER	2,972.25
10541	10/15/2020	Uncleared	AP	10004	A & H EQUIPMENT COMPANY	273.21
10542	10/15/2020	Uncleared	AP	11242	AMAZON CAPITAL SERVICES INC	420.83
10543	10/15/2020	Uncleared	AP	10047	AMSOIL INC	180.99
10546	10/15/2020	Uncleared	AP	10085	BASTIAN TIRE & AUTO CENTERS	1,350.59
10550	10/15/2020	Uncleared	AP	10126	BRADCO SUPPLY COMPANY	137.86
10551	10/15/2020	Uncleared	AP	11507	BURKETT RICHARD	9,232.06
10553	10/15/2020	Uncleared	AP	11221	CENTRE AREA TRANSPORTATION AUTHORITY	33,877.50
10554	10/15/2020	Uncleared	AP	10194	CENTRE COUNTY HOUSING & LAND TRUST	5,000.00
10555	10/15/2020	Uncleared	AP	10197	CENTRE COUNTY RECYLING & REFUSE AUTHORITY	59.87
10556	10/15/2020	Uncleared	AP	10201	CENTRE COUNTY UNITED WAY	54.00
10557	10/15/2020	Uncleared	AP	10203	CENTRE DAILY TIMES	1,780.47
10558	10/15/2020	Uncleared	AP	10142	CNET	6,526.50
10559	10/15/2020	Uncleared	AP	11376	COLONIAL AUTO SUPPLY	233.43
10560	10/15/2020	Uncleared	AP	10244	COMCAST	1,050.00
10561	10/15/2020	Uncleared	AP	11760	COMCAST	139.09
10562	10/15/2020	Uncleared	AP	10282	CUMBERLAND TRUCK EQUIPMENT CO	514.47
10563	10/15/2020	Uncleared	AP	10346	ECOLAWN	315.00
10566	10/15/2020	Uncleared	AP	10374	FEDERAL EXPRESS	159.20
10568	10/15/2020	Uncleared	AP	10396	FISHER AUTO PARTS	936.34
10569	10/15/2020	Uncleared	AP	10409	FRED CARSON DISPOSAL INC.	234.00
10570	10/15/2020	Uncleared	AP	11913	GILLILAND LANDSCAPE	300.00
10571	10/15/2020	Uncleared	AP	11635	GREAT AMERICA FINANCIAL SERVICES	217.64
10572	10/15/2020	Uncleared	AP	11286	HUNTER KEYSTONE PETERBILT, LP	337.76
10573	10/15/2020	Uncleared	AP	11253	INFRADAPT LLC	656.29
10574	10/15/2020	Uncleared	AP	11833	IRON MOUNTAIN	65.00
10575	10/15/2020	Uncleared	AP	10565	JOHN TENNIS TOWING	290.00
10578	10/15/2020	Uncleared	AP	11797	LANDPRO EQUIPMENT LLC	203.22
10579	10/15/2020	Uncleared	AP	10622	LEE GREEN & REITER INC	5,000.00
10580	10/15/2020	Uncleared	AP	10644	LOWES COMPANIES INC	1,714.92
10581	10/15/2020	Uncleared	AP	11704	MADISON NATIONAL LIFE	3,232.79
10582	10/15/2020	Uncleared	AP	10762	MARCO	708.39
10583	10/15/2020	Uncleared	AP	11699	MARQUIS DEVELOPMENT LLC	50.00
10585	10/15/2020	Uncleared	AP	11812	MEDEXPRESS	247.00
10588	10/15/2020	Uncleared	AP	11807	MODEL UNIFORMS	332.85
10590	10/15/2020	Uncleared	AP	10720	MORRISON SHAWN	8.25

Fund/Check No.	Check Date	Clear Date	System	Vendor/Employee No.	Vendor/Employee Name	Amount
10591	10/15/2020	Uncleared	AP	10760	NOERRS GARAGE	1,524.83
10592	10/15/2020	Uncleared	AP	11332	NTM ENGINEERING INC	1,632.92
10593	10/15/2020	Uncleared	AP	10773	OLD DOMINION BRUSH COMPANY INC.	124.17
10594	10/15/2020	Uncleared	AP	10779	OVERHEAD DOOR COMPANY OF NITTANY VALLEY/MILI	95.00
10595	10/15/2020	Uncleared	AP	11378	P & A GROUP	126.00
10597	10/15/2020	Uncleared	AP	11879	PA TURNPIKE	18.20
10598	10/15/2020	Uncleared	AP	10836	PENN STATE UNIVERSITY	3.84
10599	10/15/2020	Uncleared	AP	10845	PENNSYLVANIA MUNICIPAL HEALTH INSURANCE CO OF	76,370.00
10600	10/15/2020	Uncleared	AP	10864	PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC	361.38
10601	10/15/2020	Uncleared	AP	11902	PRECISE TRIAL, LLC	1,213.24
10602	10/15/2020	Uncleared	AP	10893	PRINT O STAT INC	1,849.00
10603	10/15/2020	Uncleared	AP	10973	SAMS CLUB DIRECT	363.87
10604	10/15/2020	Uncleared	AP	11915	SMITH'S FARM EQUIPMENT, LLC	221.68
10605	10/15/2020	Uncleared	AP	11017	SOSMETAL PRODUCTS INC	253.72
10606	10/15/2020	Uncleared	AP	11029	STAHL SHEAFFER ENGINEERING LLC	5,927.28
10610	10/15/2020	Uncleared	AP	11844	TACTICAL WEAR	2,710.32
10612	10/15/2020	Uncleared	AP	10493	THE HITE COMPANY	287.12
10613	10/15/2020	Uncleared	AP	11729	THE HR OFFICE	149.50
10614	10/15/2020	Uncleared	AP	11113	TRACTOR SUPPLY CREDIT PLAN	123.94
10615	10/15/2020	Uncleared	AP	11137	ULINE	1,391.32
10616	10/15/2020	Uncleared	AP	11159	VERIZON WIRELESS	274.38
10617	10/15/2020	Uncleared	AP	11173	WALKER & WALKER EQUIPMENT II LLC	297.74
10618	10/15/2020	Uncleared	AP	11199	WILLIAMS BROTHERS	66.66
10619	10/15/2020	Uncleared	AP	11205	WOODRINGS FLORAL GARDENS	48.95
10620	10/31/2020	Uncleared	AP	10004	A & H EQUIPMENT COMPANY	120.02
10621	10/31/2020	Uncleared	AP	10016	AFLAC	118.17
10622	10/31/2020	Uncleared	AP	10031	ALLIED MECHANICAL & ELECTRICAL	311.28
10623	10/31/2020	Uncleared	AP	11242	AMAZON CAPITAL SERVICES INC	1,398.09
10624	10/31/2020	Uncleared	AP	10047	AMSOIL INC	324.18
10625	10/31/2020	Uncleared	AP	11560	BARTLETT TREE EXPERTS	210.00
10626	10/31/2020	Uncleared	AP	10085	BASTIAN TIRE & AUTO CENTERS	1,848.98
10627	10/31/2020	Uncleared	AP	10122	BOROUGH OF STATE COLLEGE	1,504.84
10628	10/31/2020	Uncleared	AP	10201	CENTRE COUNTY UNITED WAY	27.00
10629	10/31/2020	Uncleared	AP	10203	CENTRE DAILY TIMES	1,525.15
10630	10/31/2020	Uncleared	AP	10234	CLEVELAND BROTHERS EQUIP CO INC	2,242.65
10631	10/31/2020	Uncleared	AP	10142	CNET	2,600.00
10632	10/31/2020	Uncleared	AP	10252	COMPROS INC	484.26
10633	10/31/2020	Uncleared	AP	10346	ECOLAWN	270.00
10634	10/31/2020	Uncleared	AP	10372	FASTENAL COMPANY	416.20
10635	10/31/2020	Uncleared	AP	10373	FAYETTE PARTS SERVICE INC	327.94
10636	10/31/2020	Uncleared	AP	11217	FERGUSON TOWNSHIP POLICE ASSOCIATION	420.00

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10637	10/31/2020	Uncleared	AP	10420	GAVEK GRAPHICS	10.00
10638	10/31/2020	Uncleared	AP	10432	GEORGE T BISEL CO INC	148.63
10639	10/31/2020	Uncleared	AP	10474	HALDEMAN GEORGE K	139.20
10640	10/31/2020	Uncleared	AP	11593	HOME DEPOT CREDIT SERVICES	162.85
10641	10/31/2020	Uncleared	AP	10515	HYDRAULIC SOLUTIONS INC	855.45
10642	10/31/2020	Uncleared	AP	10568	K & S DISTRIBUTION	578.61
10643	10/31/2020	Uncleared	AP	10586	KIMBALL MIDWEST	60.51
10644	10/31/2020	Uncleared	AP	11704	MADISON NATIONAL LIFE	2,236.59
10645	10/31/2020	Uncleared	AP	10762	MARCO	430.03
10646	10/31/2020	Uncleared	AP	11839	MARCO TECHNOLOGIES LLC	115.11
10647	10/31/2020	Uncleared	AP	10701	MILLER WELDING SERVICE	5.30
10648	10/31/2020	Uncleared	AP	11807	MODEL UNIFORMS	221.06
10649	10/31/2020	Uncleared	AP	10773	OLD DOMINION BRUSH COMPANY INC.	497.74
10650	10/31/2020	Uncleared	AP	11916	PITTSBURGH PUBLIC SAFETY SUPPLY	800.75
10651	10/31/2020	Uncleared	AP	10916	R C BOWMAN INC	13,480.87
10652	10/31/2020	Uncleared	AP	10927	REDLINE SPEED SHINE	280.33
10653	10/31/2020	Uncleared	AP	10932	RESERVE ACCOUNT	1,344.50
10654	10/31/2020	Uncleared	AP	10997	SIGNAL CONTROL PRODUCTS INC	48.14
10655	10/31/2020	Uncleared	AP	11017	SOSMETAL PRODUCTS INC	300.31
10656	10/31/2020	Uncleared	AP	11045	STEPHENSON EQUIPMENT INC	411.07
10657	10/31/2020	Uncleared	AP	11058	STOVER MCGLAUGHLIN	1,173.00
10658	10/31/2020	Uncleared	AP	11887	STUCK ENTERPRISE CO	15,430.00
10659	10/31/2020	Uncleared	AP	11074	SWEETLAND ENGINEERING & ASSOCIATES INC	2,485.00
10660	10/31/2020	Uncleared	AP	11089	TEL POWER INC	716.44
10661	10/31/2020	Uncleared	AP	10481	THE HARTMAN GROUP	4,250.00
10662	10/31/2020	Uncleared	AP	11729	THE HR OFFICE	304.75
10663	10/31/2020	Uncleared	AP	11847	VOYA FINANCIAL	3,000.00
10664	10/31/2020	Uncleared	AP	11192	WEST PENN POWER	6,039.72
10665	10/31/2020	Uncleared	AP	11205	WOODRINGS FLORAL GARDENS	97.90
Fund 01 Total:						355,045.77
02	STREET LIGHT FUND					
135	10/15/2020	Uncleared	AP	10977	SCHAEDLER YESCO DISTRIBUTION	73.96
136	10/15/2020	Uncleared	AP	11192	WEST PENN POWER	1,165.33
137	10/31/2020	Uncleared	AP	11192	WEST PENN POWER	1,365.09
Fund 02 Total:						2,604.38
30	CAPITAL RESERVE FUND					
14	10/31/2020	Uncleared	AP	10184	CENTRE COMMUNICATIONS INC	1,777.50
777	10/15/2020	Uncleared	AP	10236	CMT LABORATORIES	2,112.50

Fund/Check No.	Check Date	Clear Date	System	Vendor/Employee No.	Vendor/Employee Name	Amount
778	10/15/2020	Uncleared	AP	11881	LEONARD S. FIORE INC	588,012.69
779	10/15/2020	Uncleared	AP	11332	NTM ENGINEERING INC	393.50
781	10/15/2020	Uncleared	AP	11888	WESTMORELAND ELECTRIC SERVICES LLC	162,145.05
782	10/15/2020	Uncleared	AP	11676	WOOD ENVIRONMENT & INFRASTRUCTURE SOLUTIONS	12,263.38
783	10/31/2020	Uncleared	AP	10031	ALLIED MECHANICAL & ELECTRICAL	29,188.75
784	10/31/2020	Uncleared	AP	10032	ALLSTEEL	41,632.29
785	10/31/2020	Uncleared	AP	10236	CMT LABORATORIES	3,400.00
786	10/31/2020	Uncleared	AP	11911	FORSITE	6,420.90
787	10/31/2020	Uncleared	AP	10420	GAVEK GRAPHICS	1,350.00
788	10/31/2020	Uncleared	AP	11332	NTM ENGINEERING INC	2,227.25
789	10/31/2020	Uncleared	AP	10820	PBCI ALLEN MECHANICAL AND ELECTRICAL	1,921.32
790	10/31/2020	Uncleared	AP	11880	WHITMAN, REQUARDT & ASSOCIATES, LLP	24,220.00
791	10/31/2020	Uncleared	AP	11262	X-PERT COMMUNICATIONS	3,093.00
Fund 30Total:						880,158.13
32	TRANSPORT IMPROVEMENT FUND					
2017084	10/15/2020	Uncleared	AP	11651	M AND B SERVICES, LLC	29,994.57
2017085	10/31/2020	Uncleared	AP	10997	SIGNAL CONTROL PRODUCTS INC	189,148.00
Fund 32Total:						219,142.57
34	PARK IMPROVEMENT FUND					
49	10/31/2020	Uncleared	AP	11332	NTM ENGINEERING INC	12,309.68
Fund 34Total:						12,309.68
35	LIQUID FUELS FUND					
371	10/15/2020	Uncleared	AP	10034	ALPHA SPACE CONTROL COMPANY INC	7,755.87
374	10/15/2020	Uncleared	AP	10275	CRAFCO INC-BIRMINGHAM	2,672.96
375	10/31/2020	Uncleared	AP	10034	ALPHA SPACE CONTROL COMPANY INC	7,755.87
376	10/31/2020	Uncleared	AP	10185	CENTRE CONCRETE COMPANY	477.40
377	10/31/2020	Uncleared	AP	11730	GLOSSNERS CONCRETE INC	449.50
378	10/31/2020	Uncleared	AP	10475	HANSON AGGREGATES PA INC	905.73
379	10/31/2020	Uncleared	AP	10509	HRI INC	1,429.07
Fund 35Total:						21,446.40
93	TUDEK PARK TRUST FUND					
20200902	09/30/2020	Uncleared	AP	11192	WEST PENN POWER	19.67
20200903	10/15/2020	Uncleared	AP	11907	GREENSTAR LANDSCAPING, LLC	2,555.00
20200904	10/31/2020	Uncleared	AP	11139	UNIVERSITY AREA JOINT AUTHORITY	104.00
20200905	10/31/2020	Uncleared	AP	11192	WEST PENN POWER	35.17

Fund/Check No.	Check Date	Clear Date	System	Vendor/Employee No.	Vendor/Employee Name	Amount
					Fund 93Total:	2,713.84
					Grand Total:	1,493,420.77

RESOLUTION NO. _____

A RESOLUTION OF THE TOWNSHIP OF FERGUSON, CENTRE COUNTY, PENNSYLVANIA CERTIFYING PROVISION OF LOCAL MATCH FOR STATE OPERATING AND CAPITAL FINANCIAL ASSISTANCE TO THE CENTRE AREA TRANSPORTATION AUTHORITY FOR FISCAL YEAR 2021 - 2022.

The Board of Supervisors of the Township of Ferguson resolves and certifies that it will provide to the Centre Area Transportation Authority local funds in the amount of \$123,786.00 to match state funds provided pursuant to 74 Pa. C.S. Section 1513 in Fiscal Year 2021 - 2022.

Further, the Board of Supervisors resolves and certifies that the required amount of local matching funds will be provided no later than the end of the State Fiscal Year, June 30, 2022. The following schedule indicates dates and payments of eligible local matching funds:

<u>Payment Date</u>	<u>Payment Amount</u>
July 31, 2021	\$30,946.50
October 31, 2021	\$30,946.50
January 31, 2022	\$30,946.50
April 30, 2022	\$30,946.50

In addition to the local operating funds shown above, the Township of Ferguson also resolves and certifies that it will provide capital funding for the fiscal year in the amount of \$17,620.00 to be paid in quarterly payments on the same dates noted above.

RESOLVED this 18th day of January 2021.

TOWNSHIP OF FERGUSON

By: _____
Laura Dininni, Chair
Board of Supervisors

[S E A L]

ATTEST:

By: _____
David G. Pribulka, Secretary

I, David G. Pribulka, Secretary of the Board of Supervisors of the Township of Ferguson do hereby certify that the foregoing is a true and correct copy of the Resolution adopted at a regular meeting of the Board of Supervisors held the 4th day of November 2019.

By: _____
(Signature) (Date)



memo

TO: Municipal Managers of CATA's Member Municipalities

FROM: Louwana Oliva, Executive Director/CEO

DATE: November 16, 2020

SUBJECT: Pandemic Impacts on Local Match and Suggested Solution

Like all of you, CATA has been greatly impacted by the COVID-19 pandemic. Early in the pandemic we significantly reduced service, laid off about a two-thirds of our workforce and eliminated fares while we determined what level of service was safe for both the community and our employees. During this time our ridership fell about 97 percent and we focused on getting essential workers to their jobs and assisting community members where we were their only option to get to medical appointments such as dialysis and chemotherapy. We instituted new cleaning protocols including the use of electrostatic cleaners and disinfecting agents, installed temporary barriers to protect passengers and employees when boarding the bus, and introduced new processes for needed close-up procedures like wheelchair securements.

When Penn State announced over the summer that classes and all students would return, they had no data yet to share concerning the number of classes offered on-line versus in person or the number of students still planning to return. With no data we had to plan for the possibility that all students could return and follow previous riding patterns. We geared up by eliminating some services including the Blue and White Loop on campus so that we could have all our buses available to handle crowding in the community. With masking orders, barriers, and stepped up cleaning efforts, we were able to reintroduce fares in August.

Once classes began, with the high percentage of classes held online, ridership did not return. We are currently at a 43 percent reduction in our service. Between layoffs and not filling open positions, our workforce is down approximately 25 percent. Because we realize our CATARIDE service for older adults and people with disabilities is so crucial, while those passengers may not have service late at night or on Sunday, we have not pulled the service out of areas where we have eliminated bus service. As of the end of October, only 12 percent of our ridership has returned. Because between 45 and 50 percent of our operating revenue comes from our contracts and the farebox, we are being impacted much more severely than some other transit systems in the country that have lower farebox recovery and much higher community ridership not associated with a single large entity. Had we not received CARES Act funding in the spring, we estimate we would be closing our doors by the end of the calendar year.

Typically, we would have come out to speak with elected officials in our member and contracted municipalities in October, but we recognized that with the multiple levels of service cuts we have experienced since last March, there would likely be large impacts to the CATA formula, which is based on miles, population and stops in the member municipalities, and is based on a cost per mile in the contracted municipalities. Local match, which is legislated by the state to increase by 5 percent a year, is not based on service operated or our budget, so it will need to increase overall by 5 percent for our next fiscal year, which begins next July 1. While we reduced service in every community, the local match and the way we determine

share is a zero-sum process. When we ran a practice CATA formula process, member municipalities experienced large increases in share, partly because the microtransit services that are running in the Bellefonte, Spring and Benner areas are still a pilot, and we are still working out a good way to capture the service for those areas, and reductions in service at PSU.

Because of these issues, CATA is suggesting that we take the same approach the federal government is taking with transit system data for the next two years. They are going to use our pre-Covid data for a period of two years when determining federal subsidies to allow systems time to determine what might be the outcome of the pandemic. Without this approach we could have lost 90 percent or more of our federal subsidies when we need them most. We believe the best way to approach the local match for this year, and we may find for next year as well, is to simply take what everyone paid last year and increase that amount by 5 percent. This will allow us to meet state legislated requirements and continue to accept the state funding we need to keep in operations to ride out this storm.

I have attached a table that shows the local match that would be paid by each entity. I will be attending an upcoming council meeting for each of the member municipalities to answer any questions you may have.

2021/22 CATA Formula Breakdown by Municipality

Funding Partner	Partner	2020/21 Cost	2021/22 Cost	\$ Change
	Penn State University	\$163,270	\$171,434	\$8,164

Contracted Municipalities	Municipality	2020/21 Individual Cost	2021/22 Individual Cost	\$ Change
	Spring Township	\$27,503	\$28,878	\$1,375
	Bellefonte Borough	\$23,012	\$24,162	\$1,150
	Benner Township	\$5,613	\$5,893	\$280

Member Municipalities	Municipality	2020/21 Cost	2021/22 Cost	\$ Change
	State College Borough	\$126,718	\$133,054	\$6,336
	Ferguson Township	\$117,891	\$123,786	\$5,895
	Patton Township	\$96,363	\$101,181	\$4,818
	College Township	\$77,154	\$81,012	\$3,858
	Harris Township	\$31,585	\$33,164	\$1,579

Summary Table	Municipality	2020/21 Cost	2021/22 Cost	\$ Change
	Penn State	\$163,270	\$171,434	\$8,164
	Contracted	\$56,128	\$58,933	\$2,805
	Members	\$449,710	\$472,197	\$22,487
	Total	\$669,108	\$702,564	\$33,456



Personal Delivery Devices (PDD)

What Local Municipalities Need to Know

On November 1, 2020, Senate Bill 1199 (Personal Delivery Devices) was enacted without Governor Wolf’s signature. It is now [Act 106 of 2020](#) and will go into effect on January 30, 2021. Pennsylvania is one of 20+ states that allow for Personal Delivery Devices (PDD).

What is a PDD?

A PDD is ground-based delivery device that is manufactured for transporting cargo or goods and is operated by a driving system that allows for autonomous and/or remote operations.

Per the Pennsylvania vehicle code, PDDs are classified as pedestrians and are afforded the same rights. PDDs must operate like a pedestrian with three exceptions:

1. PDDs must yield the right-of-way to all pedestrians and pedalcyclists in a pedestrian area.
2. PDD must travel in the same direction of traffic when traveling on a roadway or shoulder/berm.
3. In specific circumstances, a PDD may operate within the travel lane of a roadway.

Where can a PDD operate?

PDDs are permitted to operate in any pedestrian area (i.e. sidewalk, crosswalk, safety zone, pedestrian tunnel, overhead pedestrian crossing or similar area for pedestrians), and on a roadway or shoulder/berm of a roadway posted at 25mph or less.

Assuming there are no limiting safety restrictions and use is practicable, PDDs shall operate using the following priority:

1. Utilize the shoulder or berm of a roadway.
2. Utilize a pedestrian area such as a sidewalk.
3. Utilize the roadway as practicable to the outside edge.

PDDs will operate in two Phases.

Phase 1 (0-180 days) – The PDD will be operated through an autonomous or remote driving system. However, a PDD operator must be within 30 feet of the PDD and maintain line of sight of the PDD. After 180 days, a PDD will automatically transition to Phase 2 unless the authorized entity agrees to remain within Phase 1.

Phase 2 (180 days+) - The PDD will be operated through an autonomous or remote driving system. However, a PDD must be monitored remotely and, if necessary, controlled or overridden remotely.

PDD CHARACTERISTICS

A PDD comes in all different shapes, sizes, and use cases. However, Act 106 does establish some limitations.

Width

32 inches or less

Length

42 inches or less

Height

72 inches or less

Weight (w/o cargo)

550 pounds or less

Speed (pedestrian areas)

12mph or less

Speed (shoulder/roadway)

25mph or less

Although the law establishes maximums, the majority of PDDs in the US are less than 3 feet tall and travel at 5mph or less.

How is a PDD Authorized?

Per the law, PennDOT is responsible for developing policies governing the operations of PDDs and the application process to grant authorization. PennDOT has the sole authority to issue, approve, renew, revoke, suspend, condition or deny issuance or renewal of PDD authorizations. Per the law, a PDD application must contain:

1. Contact information;
2. List of municipalities where the PDD will operate;
3. Anticipated roadways/pedestrian areas where the PDD will operate;
4. Description of Operator training procedures;
5. Manufacturer/model of the PDD;
6. Description of how first responders would stop or disable the PDD;
7. Description of cargo the PDD will be carrying (hazardous material is prohibited);
8. Safety and maintenance inspection schedule;
9. Operating phases the PDD is capable of operating in;
10. Proof of insurance (minimum \$100,000 liability);
11. Details on education campaign PDD developed for municipalities, motorists, and the general public;
12. Accident procedures;
13. List of unique identifier numbers; and
14. Any information or records deemed reasonably necessary to aid PennDOT's review of the submitted application and for the administration, enforcement and ongoing compliance.

Once authorized, an application is good for 1 year.

What authority does a municipality have?

A municipality may, by ordinance or resolution, do the following:

1. Permit the use of a PDD on a roadway, or shoulder or berm of a roadway, under their jurisdiction where the posted speed limit is greater than 25mph, but not greater than 35mph.
2. Prohibit the use of a PDD on any roadway, or shoulder or berm of a roadway, or pedestrian area under their jurisdiction where the municipality, **after consultation with the authorized entity**, determines that the operation of the PDD would constitute a hazard.

In addition, municipalities can identify a "weather emergency or other hazardous events," and PDDs must temporarily cease or restrict operations.

What must an authority PDD entity provide a municipality?

Per the law, authorized entities must:

- Notify the municipality at least 30 days prior to commencing operations.
- Employ an educational campaign to educate and bring awareness of PDDs to the municipality, motorists, and the general public.
- Self-report to local law enforcement any accidents involving a PDD that resulted in bodily injury, death or damage to property within 24 hours of the accident.

Additional Information

Additional information can be found at www.penndot.gov/pdd. If you have any questions, please email pdd@pa.gov.



POLICY AND PROCEDURES FOR PDD OPERATIONS

Draft Document

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DRAFT

1 Introduction

On November 1, 2020, Act 106 of 2020 was enacted and permitted the operation of Personal Delivery Devices (PDD) in pedestrian areas, on select shoulders or berms of roadways, and on select roadways. Prior to operating, an applicant must receive a PDD Authorization from the Pennsylvania Department of Transportation (PennDOT). Per Act 106, PennDOT is charged with establishing policies and guidelines to administer the authorization of PDDs. Per Act 106, PDD are classified as pedestrians.

The policy does not apply to PDDs operated on private property.

2 Responsibilities and Powers

Act 106 Title 75, Chapter 85, Subpart C establishes the following responsibilities and powers.

PennDOT

- Issue, approve, renew, revoke, suspend, condition or deny issuance or renewal of PDD authorizations.
- Authorize transition from Phase 1 to Phase 2 operations prior to 180 days.
- Establish policies and guidelines to administer PDD authorizations and ensure ongoing compliance.
- By order of the secretary, prohibit the use of a PDD on any roadway, or shoulder or berm of a roadway, under the jurisdiction of the department where the secretary determines that the operation of the PDD could constitute a hazard.
- By order of the secretary, authorize the use of PDDs on roadways, shoulders or berms with posted speed limits greater than 25 mph but no greater than 35 mph.
- Display the following information on the PennDOT website:
 - A list of authorized entities that includes the authorized operational phase of each authorized entity.
 - Any order issued by the secretary regarding PDDs.
 - Policies or guidelines issued by the department consistent regarding PDDs.
- Notify applicable authorized entities when PennDOT determines conditions constitute a weather emergency or hazardous event.

Applicant/Authorized Entity

- Apply for or renew a PDD authorization. An authorized entity shall have the right to appeal PDD authorization suspensions or revocations.
- Notify the governing body of the municipality of the authorized entity's intent to operate PDD within the municipality no less than 30 days prior to the date on which the authorized entity commences PDD operations within the municipality.
- Self-report to the Department and the law enforcement agency of the municipality governing the right-of-way containing the pedestrian area or roadway, or shoulder or berm of the roadway, an accident involving any of the authorized entity's PDDs that resulted in bodily injury, death or damage to property within 24 hours of the accident.

- Develop and maintain a list of unique identification numbers assigned to each of the PDDs, which shall be updated prior to an authorized entity operating a PDD not listed in the application.
- Provide any information or records on an ongoing basis that may be required by the department and is reasonably necessary for the administration and enforcement as identified in this policy.
- Only operate a PDD according to the operational phase for which the authorized entity has been authorized by the department.
- Only operate a PDD according to the operational plan authorized by the department.
- Maintain an insurance policy that includes general liability coverage of not less than \$100,000 per incident for damages arising from the operation of the PDD.
- Ensure a PDD will yield the right-of-way, or safely navigate around, to all pedestrians and pedalcyclists in a pedestrian area.

Municipalities

- Create an ordinance or resolution as required to do the following:
 - Permit the use of a PDD on a roadway or shoulder or berm of a roadway, under the jurisdiction of the municipality where the posted speed limit is greater than 25 miles per hour but not greater than 35 miles per hour
 - Prohibit the use of a PDD on any roadway, or shoulder or berm of a roadway, or pedestrian area under the jurisdiction of the municipality where the municipality, after consultation with the authorized entity, determines that the operation of the PDD would constitute a hazard.
 - Enforce any law, rule or regulation as it relates to the operation of the PDD in this Commonwealth.
- Notify applicable authorized entities when PennDOT determines conditions constitute a weather emergency or hazardous event.

Municipalities are prohibited, except as identified above, from regulating the operation of a PDD operated in a pedestrian area, roadway, or shoulder or berm of a roadway, under the jurisdiction of the municipality.

Law Enforcement

- Enforce compliance in accordance to Title 75 Chapter 85 Subchapter C § 8521 (Criminal penalties).

3 Authorization

3.1 Application

Prior to submitting an application to PennDOT, the applicant shall contact the municipality they intend to operate within. PennDOT may engage others as necessary in the review. After consulting with the municipality, the applicant shall submit an application available on the www.penndot.gov/pdd webpage.

3.1.1 Application Elements

1. Applicant Information
 - a. Entity's name

- b. Address
 - c. Mailing address (if different)
 - d. Principal Point of Contact
 - i. Name
 - ii. Title
 - iii. Telephone Number
 - iv. Email Address
 - e. Proof of insurance
2. Information on the municipality the applicant contacted including:
 - a. Name of Municipality
 - b. Name of Municipality representative
 - c. Date of contact
 - d. Method of contact
 - e. Concerns raised by the municipality, if any
3. PDD Information
 - a. Year, Make, and Model
 - b. Engine Type
 - c. Average Travel Distance of a fully loaded PDD on a single charge/Full tank of fuel
 - d. Dimensions (L, W, H)
 - e. Weight without cargo
 - f. Maximum weight with cargo
 - g. Unique Identification Number(s)
 - h. Picture of the PDD
 - i. Indented operating phase
 - j. Maximum range of the PDD
4. PDD Operator Information
 - a. Name (Last, First, MI)
 - b. Acknowledgment of having a valid driver license
 - c. Training completion date
 - d. Type of Operator (field, remote, or both)
5. Operational Design Domain
 - a. A general overview of the intended ODD including:
 - i. Physical Infrastructure (e.g., roadway types)
 - ii. Operational Constraints (e.g., speed limit or traffic conditions)
 - iii. Objects (e.g., roadway users and non-roadway users obstacles/objects)
 - iv. Connectivity (e.g., remote fleet management system).
 - v. Environmental Conditions (e.g., weather, particulate matter, and illumination)
 - vi. Zones (e.g., geo-fencing)
6. Operation Information
 - a. Route Information
 - i. Route (start and end point by intersection)
 1. State if the PDD will be operating in a pedestrian area, on the shoulder of a roadway.
 2. State if the PDD may operate on a roadway.

- ii. Municipality
 - iii. Acknowledgement that the routes are within the PDD's ODD
 - iv. Acknowledgement that a field visit was performed and proposed routes are within the ODD.
 - v. Acknowledgement if there is a bridge along the route
 - b. Operating Speed
 - i. Maximum operating speed
 - ii. Intended operating speed (pedestrian area)
 - iii. Intended operating speed (roadway/shoulder of a roadway)
 - c. Description of the cargo the PDD intends to transport
 - d. Intended hours of operation
 - e. A description of where the PDD will be stored between deliveries
7. Emergency Responder Information
- a. A description on how to stop or disable a PDD.
 - b. A description of post-crash considerations.
 - c. Any additional considerations, if applicable.
8. Acknowledgements
- a. The applicant has taken reasonable steps (e.g., controlled testing in simulation, closed track or on-road) to ensure the PDD is capable of operation within the parameters of the Operational Design Domain (ODD).
 - b. That the PDD will yield the right-of-way, or safely navigate around, to all pedestrians and pedalcyclists in a pedestrian area.
 - c. That PDD is capable of operating in compliance with all applicable laws and regulations
 - d. The PDD can obey traffic control devices within its ODD.
 - e. During Phase 1, the PDD operator will always stay within 30 feet and line of sight of the PDD.
 - f. The PDD operator has the skills, knowledge, and ability to take over control of the PDD.
 - g. The PDD can safely alert the PDD operator, when applicable, that the PDD operator must take control back of the PDD.
 - h. The PDD has a mechanism to engage and disengage the automation that is easily accessible to the PDD operator, and a means for an Emergency Service Responder, to stop or disable the PDD, if necessary.
 - i. That the PDD is equipped with a means to store operational data before a collision occurs. The data shall be made available to PennDOT and applicable law enforcement agencies upon request in the event a crash occurs.
 - j. That the applicant has considered and implemented reasonable measures, which may include industry standards, best practices, company policies, or other methods, to mitigate cybersecurity risk.
 - k. That quality controls are deployed and monitored to ensure the acknowledgements checked above are implemented, adhered to and measured to ensure safe operation.
 - l. The PDD will comply with all PennDOT policies and guidelines related to the authorization and operation of PDDs.
 - m. The applicant maintains an insurance policy that includes general liability coverage of not less than \$100,000 per incident for damages arising from the operation of the PDD.

9. Safety Questions

- a. A description of how a PDD determines when it is safe to transition between a pedestrian area, shoulder of a roadway, and roadway.
- b. A description of how the applicant ensures remote operations has no impact on the safe operations of the PDD.
- c. A description of all accommodations made for pedestrians with disabilities.
- d. A description of the actions that a PDD and/or PDD operator will take if they are unable to yield the right-of-way or navigate around a pedestrian or pedalcyclist.
- e. A description of the proposed schedule for safety and maintenance inspections of PDDs.
- f. A description of the training procedures for PDD operators.
- g. Details, and copies if available,, of the educational campaign to be employed by the applicant to educate and bring awareness of PDDs to municipalities, motorists and the general public.
- h. A description of steps taken to ensure the autonomous operations align with industry standards and best practices (e.g., compliance with UL 4600 or ISO26262).
- i. A description of accident procedures in the event of an accident involving injury to a person or damage to property or an accident causing damage to the PDD.

3.2 Review

Upon receipt of the application, PennDOT's Office of Transformational Technology will initiate the review process with applicable areas of PennDOT including PennDOT's Policy Office, Office of Chief Counsel, Driver and Vehicle Services Deputate, Highway Administration Deputate, Bicycle and Pedestrian Coordinator, and the local Engineering District. PennDOT will also engage the applicable municipalities and any other stakeholders deemed necessary.

Throughout the review process, PennDOT reserves the right to ask for clarification and additional information where needed to properly evaluate the application. PennDOT will have the sole authority to issue, approve, renew, revoke, suspend, condition or deny issuance or renewal a PDD authorization.

PennDOT will notify the applicant in writing of the status of their application within 30 days of submission. If approved, authorization shall be valid for one (1) year.

3.3 Operating Phases

Phase 1 - The operation of a PDD through a driving system that allows remote or autonomous operation by an authorized entity where the device is controlled remotely and a PDD operator is within 30 feet of the PDD and within the line of sight of the PDD. Upon the initial issuance of a PDD authorization, an authorized entity shall be limited to Phase 1 operation to demonstrate safe operation of PDDs by the authorized entity and its PDD operators.

Phase 2 - The operation of a PDD through a driving system that allows remote or autonomous operation by an authorized entity where the device is monitored remotely by a PDD operator and the driving system is capable of being controlled and overridden remotely by the PDD operator.

3.3.1 Transition from Phase 1 to Phase 2 (at 180 days)

PennDOT may not limit an authorized entity to Phase 1 operation for less than 90 days¹ and not more than 180 days from the date the PDD authorization was issued, or less than 90 days and not more than 180 days from the date the authorized entity's Phase 2 operation was revoked by the department, whichever is applicable, unless agreed to by the authorized entity.

The authorized entity shall notify PennDOT and the applicable municipalities 30 days prior to the transition from Phase 1 to Phase 2. The notice should include:

- Certification that the PDDs is capable of safely operating in Phase 2 and that the PDD make, model, and software is the same or similar to the PDD that was used in Phase 1.
- Number of accidents or violations in the last 180 days. The authorized entity should not transition to Phase 2 until it can successfully operate a consecutive 180 days without an accident or violation.
- Certification that any applicable municipality supports the transition to Phase 2.
- Description of how, if at all, the operations of the PDD will differ in Phase 2 compared to Phase 1. The ODD and general operations of the PDD should not differ from Phase 1 to Phase 2.
- Total miles traveled during Phase 1 operations in the last 180 days.
- Total number of deliveries during Phase 1 operations in the last 180 days.
- Total number of occurrences when the PDD operator had to override autonomous operations during Phase 1 operations in the last 180 days.
- Any additional information that demonstrates the PDD's ability to safely operate in Phase 2.

3.3.2 Early Transition from Phase 1 to Phase 2

If the authorized entity wishes to transition to Phase 2 prior to 180 days, the authorized entity shall notify PennDOT and the applicable municipalities 45 days prior to the desired date for the transition from Phase 1 to Phase 2. The notice shall include:

- Certification that the PDDs is capable of safely operating in Phase 2 and that the PDD make, model, and software is the same or similar to the PDD that was used in Phase 1.
- Number of accidents or violations in the last 180 days. The authorized entity shall not transition to Phase 2 if the PDD was at fault for any accident or committed a violation.
- Certification that any applicable municipality supports the transition to Phase 2.
- Description of how, if at all, the operations of the PDD will differ in Phase 2 compared to Phase 1. The ODD and general operations of the PDD should not differ from Phase 1 to Phase 2.
- Total miles traveled in the last 180 days.
- Total number of deliveries in the last 180 days.
- Total number of occurrences when the PDD operator had to override autonomous operations in the last 180 days.
- Any additional information that demonstrates the PDD's ability to safely operate in Phase 2.

¹PennDOT may exempt an authorized entity from Phase 1 operations upon initial issuance of a PDD authorization if the authorized entity can certify, to the department's satisfaction, safe PDD operations in the Commonwealth or other jurisdictions.

3.4 Modification

After receiving PDD authorization, the authorized entity shall notify PennDOT if there are material changes in the submission or if there are material modifications to the ODD such that the submission no longer accurately or adequately describes the scope of operations.

3.5 Renewal

An application for the renewal of a PDD authorization shall be submitted at least 45 days prior to the expiration of the PDD authorization and include an update of the information contained in the initial application. In addition, the applicant shall provide:

- The total number of trips each personal delivery device performed within the previous 12 months; and
- A list of accidents resulting in personal injury or property damage and any violations of this subchapter issued to the authorized entity for a personal delivery device operated by the authorized entity within Pennsylvania in the previous 12 months.

3.6 Suspension and Revocation

3.6.1 Suspension of Authorization

PennDOT may suspend PDD authorization if operations are deemed unsafe or if the authorized entity violates aspects of the PDD authorization.

3.6.2 Revocation of Authorization

Following notice and an opportunity for an administrative hearing, PennDOT may revoke a PDD authorization where a knowing and willful violation of Title 75, Chapter 85, Subpart C occurred that resulted in death, serious bodily injury or property damage or when the authorized entity has demonstrated an inability to operate safely in accordance with Title 75, Chapter 85, Subpart C.

3.6.3 Appeal

An authorized entity shall have the right to appeal PDD authorization suspensions or revocations in accordance with 2 Pa.C.S. Chs. 5 Subch. A (relating to practice and procedure of Commonwealth agencies) and 7 Subch. A (relating to judicial review of Commonwealth agency action).

3.6.4 Prohibition

PennDOT may not suspend or revoke the PDD authorization of an authorized entity that self-reports an accident involving an authorized entity's PDD where the accident was not the fault of the authorized entity or the authorized entity's PDD operator.

3.6.5 Reinstatement of Authorization

Upon the suspension or revocation of authorization, the authorized entity shall be entitled to request reinstatement. PennDOT may consider any actions taken by the authorized entity to correct deficiencies, if any, that caused the suspension or revocation or evidence that the PDD or the PDD operator was not at fault in the incident that led to the suspension or revocation of authorization.

3.7 Ongoing Compliance

To ensure ongoing compliance, the authorized entity shall provide a quarterly performance report. The report shall contain the following information regarding the quarter:

- Roadway segments where operations occurred
- Total miles traveled
- Total number of deliveries
- Approximate average speed when operating on in a pedestrian area
- Approximate average speed when operating on a roadway or shoulder of a roadway
- Total number of occurrences when the PDD operator had to override autonomous operations
- Total number of violations
- Total number of accidents
- Peak number of devices simultaneously operating (by municipality)

The report shall be submitted to PennDOT as prescribed on the www.penndot.gov/pdd webpage.

3.8 Enforcement/Criminal Penalties

Per Title 75, Chapter 85, Subpart C Section 8521, the following criminal penalties are applicable.

- a. Penalty - An authorized entity that violates a provision of Title 75, Chapter 85, Subpart C shall be guilty of a summary offense and shall, upon conviction, be sentenced to pay a fine of not less than \$25 and no more than \$1,000.
- b. Unauthorized operation - A person that violates section 8512 (relating to general prohibition) shall be guilty of a summary offense and shall, upon conviction, be sentenced to pay a fine of not less than \$500.
- c. Suspended or revoked authorization - A person that knowingly violates section 8512 (relating to general prohibition) and whose authorization was suspended or revoked by the department shall be guilty of a summary offense and shall, upon conviction, be sentenced to pay a fine of not less than \$1,000.

3.9 Right-to-Know Law

Per Title 75, Chapter 85, Subpart C Section 8515:

- a. Applicability - Except as provided in subsection (b), the following shall not be subject to the act of February 14, 2008 (P.L.6, No.3), known as the Right-to-Know Law:
 - 1) Information contained in an application for a PDD authorization or renewal application submitted to the department by an applicant under this section or section 8514 (relating to application).
 - 2) Additional information requested by the department and submitted by an applicant as part of the review of the applicant's application for a PDD authorization or renewal application under this section or section 8514.
 - 3) Information and records submitted by an authorized entity to the department under this section or section 8514.
- b. Applicability exception - Subsection (a) shall not apply to the following:
 - 1) Information or records submitted to the department under section 8514(b)(2)(i), (ii) or (iv), (4), (8) or (9)(ii).
 - 2) Information or records required to be posted on the department's publicly accessible Internet website under section 8513(b)(3)(ii) (relating to powers of department).

4 Operating Requirements, Recommendations, and Constraints

4.1 Equipment

4.1.1 Requirements

1. The PDD shall be equipped with a driving system that allows remote or autonomous operation, or both.
2. The PDD shall have a maximum width of 32 inches.
3. The PDD shall have a maximum length of 42 inches.
4. The PDD shall have a maximum height of 72 inches.
5. The PDD shall have a maximum weight 550 pounds (not including cargo or goods).
6. The PDD shall be equipped with a braking system that brings the PDD to a complete stop from an initial speed of 25 miles an hour or less².
7. The PDD shall be equipped with a lamp that emits a beam of white light intended to illuminate a PDD's path and is visible from a distance of at least 500 feet to the front and a lamp emitting a red flashing light, light emitting diode or device visible from a distance of 500 feet to the rear. An authorized entity may supplement the required front lamp with a white flashing lamp, light-emitting diode or similar device to enhance its visibility to other traffic.
8. The PDD shall be equipped with software, equipment or technologies that allows a police officer or other emergency responder to stop or disable the PDD.
9. The PDD shall be equipped with retroreflective material on the left and right side of the PDD if operating between dusk and dawn³.
10. The PDD shall be capable of indicating to motorists when transitioning from a shoulder of a roadway to a roadway.
11. The PDD shall be capable of reverting to a minimum risk condition if an error occurs.

4.1.2 Recommendations

1. The PDD should emit warning sounds designated to alert pedestrians to the presence of the PDD.

4.2 Fleet size

4.2.1 Constraints

1. The maximum fleet size allowed per authorized entity will be based on the size of the population of the municipality. A municipality with a population up to 50,000 shall have a maximum of five (5) active PDDs per authorized entity. An additional PDD shall be allowed for every additional 10,000 residents.
 - a. Additional PDDs shall be allowed if the authorized entity can document a use case, demonstrate the additional fleet will not create any mobility or safety impacts, and receives the concurrence of the municipality for additional PDDs.

² Based on the weight of the PDD and the weight of the intended cargo.

³ The retroreflective material shall meet the requirements specified in Federal Motor Vehicle Safety Standards - § 571.108 (Standard No. 108; Lamps, reflective devices, and associated equipment).

4.3 PDD Operator

4.3.1 Requirements

1. PDD operators shall possess a valid driver's license from a licensing authority in the United States.
2. A PDD operator shall have the ability to remotely control, monitor or otherwise operate the PDD.
3. A PDD operator shall be within 30 feet and line of sight of the PDD during Phase 1.
4. PDD operators shall have successfully completed training prescribed in the PDD application. The training shall include, at a minimum:
 - a. Confirmation of basic operating skills including, but not limited to,
 - i. Basic PDD operation
 - ii. Visual search
 - iii. Night operations, if applicable
 - iv. Hazard perception
 - v. Responses to PDD malfunctions
 - vi. Responses to sudden emergencies
 - vii. Responses to distractions
 - viii. Responses to aggressive road users
 - ix. Responses to adverse weather conditions
 - x. Post-crash procedures
 - xi. Interactions with road users (e.g., strollers, wheelchairs, children, bicycles, outdoor dining)
 - b. Basic knowledge of PDD controls, instruments, and safety components
 - c. Basic trip procedures, including, but not limited to:
 - i. Pre-trip inspection of the PDD
 - ii. Trip planning
 - iii. Post-trip procedure
 - d. Divided visual and mental attention tasks for the PDD Operator
 - e. A description of how refresher training is conducted

4.3.2 Constraints

1. A PDD operator shall be responsible for monitoring one (1) PDD during Phase 1 (i.e. 1:1 ratio).
2. A PDD operator shall be responsible for monitoring no more than ten (10) PDDs during Phase 2 for the first year (i.e. 10:1 ratio).
 - a. After the first year, the authorized entity may request to expand the ratio by demonstrating that the PDD operator is capable of monitoring additional PDDs without reducing safety and intervention time.
3. A PDD operator shall be responsible for only monitoring a PDD in a geographic region they are familiar with.⁴

⁴ In the event a PDD operator must remotely control the PDD, they should be familiar with the surrounding environment and what to expect from local road users. Driver/pedestrian behavior and geographic environment may be different in Pennsylvania than other states.

4.4 Operations

4.4.1 Requirements

1. The PDD shall only operate according to the operational phase for which the authorized entity has been authorized by PennDOT.
 2. The PDD shall be prohibited from operating outside of the submitted ODD.
 3. The PDD shall utilize the shoulder or berm of a roadway as far as practicable from the edge of the roadway whenever a shoulder or berm is available, and its use is practicable.
 4. The PDD shall utilize a pedestrian area when a shoulder or berm of a roadway is not available or its use is not practicable.
 5. The PDD shall operate as near as practicable to the outside edge of the roadway when neither a pedestrian area nor a shoulder or berm of a roadway is available⁵.
 6. The PDD shall cross roadways in accordance with Title 75 Chapter 35 Subchapter C § 3542 and § 3543.
 7. The PDD shall obey all traffic control devices and directions from police officers.
 8. The PDD shall not be parked and/or docked within a pedestrian area or on a shoulder of roadway in between deliveries.
 9. If the PDD becomes inoperable, the authorized entity shall retrieve the PDD within a timely manner and ensure safety around the device until it can be removed.
 10. Prior to first operating, an authorized entity shall physically inspect the intended route to ensure the PDD can safely operate.
 11. The PDD shall not operate a pedestrian area, shoulder of a roadway, or roadway that PennDOT or the municipality has prohibited⁶.
- Roadways and Shoulders of a Roadway
12. The PDD shall follow all applicable local ordinances and regulations related to pedestrians and abide by Title 75 Chapter 35 Subchapter C (Rights and Duties of Pedestrians).
 13. The PDD shall only operate on roadways posted 25 miles per hour or less.⁷
 14. The PDD shall not exceed 25 miles per hour when operating on a roadway or shoulder of a roadway.
 15. The PDD shall travel in the same direction as vehicles and on the right side of the roadway when operating on roadway or shoulder a roadway.
 16. The PDD shall travel along the shoulder as far away from the travel lane as practicable.
 17. When transitioning from the shoulder of a roadway to the roadway, the PDD shall make an indication to surrounding motorists.
 18. When operating on a roadway, the PDD shall make an indication to following motorists when braking.
 19. PDD operator shall use reasonable efforts so as not to impede the normal and reasonable movement of traffic.

Sidewalks

⁵ The PDD shall immediately return to a pedestrian area or shoulder of a roadway when available and safe to do so.

⁶ In accordance with Title 75 Chapter 85 Subsection C § 8516 and § 8517. Prohibited areas are identified in PennDOT's website.

⁷ PDDs may operate on roadways posted between 25 and 35 miles per hour per Title 75 Chapter 85 Subsection C § 8516 and § 8517.

20. The PDD shall yield the right-of-way, or safely navigate around, to all pedestrians and pedalcyclists in a pedestrian area^{8 9 10}.
21. The PDD shall yield right-of-way, or safely navigate around, all animals within a pedestrian area (e.g., pets or service animals).
22. The PDD shall not exceed 12 miles per hour while operating in a pedestrian area.
23. The PDD shall not block curb cuts or impede access to driveways.
24. The PDD shall leave the sidewalk perpendicular to the shoulder of the roadway when transitioning to the shoulder.
25. The PDD shall not operate in a pedestrian area less than 48 inches wide.

4.4.2 Recommendations

1. The PDD should not dwell in a pedestrian area for more than 5 minutes while waiting to start or complete a delivery.
2. The PDD should only operate when performing deliveries or conducting essential functions such as mapping or calibrating.
3. When encountering another PDD, the larger PDD should yield to the smaller PDD.
4. Any images collected by the PDD during operations should be used for operational purposes only.
5. The PDD should avoid operations during peak hours and on roadways with higher annual average daily traffic.

4.4.3 Constraints

1. The PDD shall be prohibited from operating on a roadway or shoulder of a roadway if the height of the PDD, excluding attachments such as flags or antennae, is less than 42 inches.
2. The PDD shall be prohibited from operating on a shoulder of a roadway that is less than sum of the width of the vehicle with an additional 1 foot of clearance.
3. The PDD shall operate at a relative walking speed when in proximity of pedestrians and pedalcyclists.
4. The PDD shall operate at a relative walking speed in high pedestrian zone¹¹. Shall maintain a map of all applicable roadway segments on the www.penndot.gov/pdd webpage.
5. The PDD shall maintain a speed differential no greater than 5 mph from the posted speed limit when operating on a roadway.
6. The PDD shall be prohibited from operating on a roadway or shoulder of a roadway with high pedestrian crash rate¹². PennDOT shall maintain a map of all applicable roadway segments on the www.penndot.gov/pdd webpage.
7. The PDD shall be prohibited from operating in/on:

⁸ Per the Americans with Disability Act and PennDOT Publication 13M(DM-2), the minimum clear width for a single wheelchair is 36 inches and according to FHWA, 2.5 feet is the minimum width for a single pedestrian. The authorized entity shall consider this information when determining routes.

⁹ If a PDD is unable to yield the right-of-way or safely navigate around, the operator shall resume control of the PDD within 60 seconds of notification.

¹⁰ The PDD shall never put a pedestrian in a position of danger due to the inability of the PDD to yield or navigate around.

¹¹ A high pedestrian zone is defined a Downtown Center zone, Commercial Neighborhood zone, and a residential zone above 60 dwelling units per acre. PennDOT will maintain a map on the www.penndot.gov/pdd webpage.

¹² Pedestrian crash corridors are based on 5 years of crash data over specific roadway segments

- a. Work zones¹³
- b. Active school zones
- c. Trails and other shared use paths that prohibit motor vehicles¹⁴
- d. Unpaved surfaces in the public right-of-way including dirt, gravel, or grass¹⁵.
- e. Bike-only lanes
- f. Roadways adjacent to designated or metered on-street parking

4.5 Weather Emergency and Other Hazardous Events

4.5.1 Restrictions

1. The authorized entity shall temporarily cease/restrict the operation of PDDs due to a weather emergency or other hazardous event identified by PennDOT or a municipality¹⁶.
The authorized entity shall not resume operations until the extreme weather or hazardous event has been clear¹⁷.

4.6 Cargo

4.6.1 Requirements

1. The PDD shall not transport hazardous materials regulated under 49 U.S.C. § 5103 (relating to general regulatory authority) and required to be placarded under 49 CFR Pt. 172 Subpart F (relating to placarding).
2. The PDD shall not transport age restricted items that require age verification including, but not limited to alcohol, tobacco products, and weapons.
3. The PDD shall not transport live animals.
4. All cargo shall be enclosed within the PDD.
5. The authorized entity shall ensure that the weight of the cargo does not cause structural damage to any roadway, shoulder of a roadway, or pedestrian area where the PDD will operate¹⁸.

4.7 Public Education/Community Engagement

4.7.1 Requirements

1. When developing an educational campaign, the applicable municipalities and PennDOT shall be consulted to ensure the content, material, and approach meets the needs of local stakeholders and community.
2. The authorized entity shall grant permission for PennDOT and applicable local stakeholders, including municipalities, to utilize all developed materials in their own education campaigns and training.

¹³ Unless there are pedestrian protections in place. If sidewalks are closed for construction, the PDD shall utilize the pedestrian detour or other streets.

¹⁴ Trails and shared use paths utilize federal funds that prohibit the use of PDDs.

¹⁵ Unpaved surfaces in public right-of-way are not maintained and may cause PDDs to become immobile.

¹⁶ To the extent possible, PennDOT and local municipalities will attempt to provide three (3) days' notice of upcoming events that could be deemed hazardous.

¹⁷ As defined by PennDOT or the applicable municipality.

¹⁸ Per PennDOT DM-4 (Structure) 3.6.1.6, "A pedestrian load of 0.075 ksf shall be applied to all sidewalks wider than 2.0 ft. and considered simultaneously with the vehicle design live load."

3. The educational campaign shall be factually correct and not conflict with Act 106 or information published by PennDOT.
4. The educational campaign shall be focused on the authorized entity's PDD.
5. The educational campaign shall be tailored to the specific municipality where the PDD will operate and provide necessary safety and operational information (i.e. not just generic, national marketing material).¹⁹
6. Accessibility shall be accounted for when developing the educational campaign.
7. PennDOT and any applicable municipalities shall have the ability to review the educational campaign and request changes.

4.7.2 Recommendation

1. The authorized entity should coordinate and establish a relationship with local stakeholders including, but not limited to, municipalities, metropolitan planning organizations, emergency service responders, and advocacy organizations.
2. The authorized entity should coordinate with municipalities to identify potential data needs including operational data (e.g., Average number of daily deliveries by zip code of destination, Average wait time for same day deliveries, Average cost of a delivery) and sensor data (e.g., help identify missing signs or debris on a roadway).
3. The authorized entity should operate a service center that can provide real-time support in multiple languages to any person interacting with a PDD by phone, online, or in-person. The service should also be capable of accepting calls/re-routed information from existing city service centers, such as a 311 or equivalent service.

4.8 Accident Procedures

4.8.1 Requirements

1. The authorized entity shall self-report to PennDOT²⁰ and the law enforcement agency²¹ of the municipality governing the right-of-way containing the pedestrian area or roadway, or shoulder or berm of the roadway, an accident involving any of the authorized entity's personal delivery devices that resulted in bodily injury, death or damage to property within a reasonably practicable timeframe, but in no case to exceed 24 hours from the time of the accident.
2. The authorized entity shall provide information regarding accident procedures including:
 - a. The duties of the authorized entity and its PDD operators with respect to removing the PDD or accident debris from roadways, or shoulders or berms of a roadway, and pedestrian areas of the personal delivery device so as not to impede traffic or pedestrians in the event that the personal delivery device is rendered inoperable or damaged to the extent it cannot be safely operated.²²
 - b. The process where the applicant will exchange, if necessary, insurance information to all parties involved in the accident within 24 hours of the accident.

¹⁹ Coordination with the applicable municipalities is necessary to ensure the appropriate content is included in the educational campaign.

²⁰ The PennDOT contact information and required accident reporting information will be accessible on the www.penndot.gov/pdd webpage.

²¹ Prior to operations, the authorized entity shall receive the appropriate contact information from local law enforcement and required accident information.

²² Debris cleanup should be performed in accordance to all applicable laws and regulations.

- c. The safety inspection and maintenance protocols for personal delivery devices damaged in an accident.
3. A PDD shall not resume operations after an accident until a safety inspection is performed and the authorized entity can certify the PDD is capable of safely operating.
4. The PDD shall be equipped with a means to store operational data before an accident occurs.²³ The data shall be made available to PennDOT and applicable law enforcement agencies upon request in the event a reportable accident occurs²⁴.
5. The authorized entity shall cooperate with law enforcement and PennDOT on any accident investigation.
6. The authorized entity shall comply with all applicable law and regulations related to accident reporting.
7. The authorized entity and/or PDD operator shall take all appropriate steps to ensure safety following an accident.

4.9 Safety and Maintenance for PDDs

4.9.1 Requirements

1. The authorized entity shall perform routine maintenance on their PDD fleet.
2. The authorized entity shall perform an inspection prior to commencing daily operations.
3. The authorized entity shall perform a comprehensive inspection on a periodic basis to ensure the PDD is capable of safely operating within the intended ODD and meeting all applicable requirements.
4. If mechanical or software failure occurs, the authorized entity shall identify the cause of the failure and inspect all similar PDDs.²⁵
5. The authorized entity shall take reasonable steps (e.g., controlled testing in simulation, closed track or on - road) to ensure the PDD is capable of operation within the parameters of the Operational Design Domain (ODD).

5 Identifying Markings

The authorized entity shall ensure the following information is permanently placed on the front and right side of the PDD²⁶:

- The name of the authorized entity.
- The unique identification number assigned to the PDD.
- Telephone number of the authorized entity to report a violation, an accident, or an insurance claim.

²³At a minimum, the PDD should have the capability to store what the PDD observed and how the PDD reacted to the information.

²⁴ Such request shall specify the type of data that is being requested, shall be narrowly construed to include only relevant information, and shall be provided within a reasonable time in a reasonable format.

²⁵ Regardless if the failure occurs in a PDD in Pennsylvania or another location.

²⁶ If it is infeasible to place the identifying marking on one or more of the specified locations, the authorized entity shall notify PennDOT and work to find a comparable solution.

The text shall be in a font compliant with the Americans with Disabilities Act (ADA) and have a minimum character height of 5/8" (16 mm). All text shall meet ADA requirements for sign visual characters (ADA 2010 Standards, Section 703.5).

To avoid duplicate identification numbers across multiple authorized entities, the unique identification number shall use the following naming scheme:

- XXX - #### - ZZZZZ
 - XXX –3 letter code will be the first 3 letters of the authorized entity’s name
 - #### – 4-digit sequential serial number assigned by the authorized entity
 - ZZZZZ – optional information the authorized entity wishes to assign

The authorized entity should include the required information in braille when feasible.

6 Policy Disclaimer

This policy is a living document and may be updated to reflect technological changes and national best practices.

Authorized entities will be notified of any policy changes via email and shall confirm receipt.

7 Glossary of Terms

“Accident.” For purposes of required reporting for PDD operation, an accident involving either injury to or death of any person; or damage to any vehicle or property involved.

“Active PDD.” A PDD operating in a pedestrian area, on a shoulder or berm of a roadway, or on a roadway.

“Applicant.” A person or an educational institution applying for PDD Authorization.

“Authorized Entity.” A person or an educational institution holding a PDD authorization.

“Autonomous Operations.” The hardware and software that is collectively capable of performing the entire dynamic driving task on a sustained basis for a PDD.

“Dynamic Driving Task.” The operational (steering, braking, accelerating, monitoring the device and trafficway) and tactical (responding to events, determining when to change lanes, turn, use signals, etc.) aspects of driving, but not the strategic (determining destinations and waypoints) aspect of the driving task.

“Hazardous Event.” A nonrecurring event that results in an environmental condition that may impact the safe operations of a PDD.

“Intervention Time.” The time it takes for PDD operator to take control of a PDD from being made aware of a need to intervene.

“Minimum Risk Condition.” A condition to which a user or an autonomous system may bring a device after performing the Dynamic Driving Task fallback in order to reduce the risk of a crash when a given trip cannot or should not be completed.

“Municipality.” A city, borough, incorporated town, township, or similar unit of government.

“Operational Design Domain (ODD).” The PDD Entity’s definition of the conditions in which the autonomous operations, or the differing automated components thereof, is intended to operate with respect to roadway types, geographical location, speed, range, lighting conditions for operation (day and/or night), weather conditions, and other operational domain constraints, including a description of how the automation provides for object and event detection and response under of normal driving scenarios, expected hazards (e.g., vehicles, pedestrians), and unspecified events (e.g., emergency vehicles, temporary construction zones) that could occur within the operational domain.

“Operational Phase.” Phase 1 or phase 2.

“PDD Authorization.” An authorization issued by the department under section 8515 (relating to authorization issuance and renewal) permitting the operation of a personal delivery device in accordance with this subchapter.

“PDD Operator.” An employee of an authorized entity permitted by the authorized entity to remotely control, monitor or otherwise operate a personal delivery device on behalf of the authorized entity as provided under this subchapter. The term does not include an individual who requests a delivery or service provided by the personal delivery device or dispatches the personal delivery device.

“Pedestrian” A natural person afoot. Any of the following: (1) An individual afoot. (2) An individual with a mobility-related disability on a self-propelled wheelchair or an electrical mobility device operated by and designated for the exclusive use of an individual with a mobility-related disability. (3) A personal delivery device.

"Pedestrian Area." A sidewalk, crosswalk, safety zone, pedestrian tunnel, overhead pedestrian crossing or similar area for pedestrians.

"Person." A natural person, firm, co-partnership, association, or corporation.

“Personal Delivery Device (PDD)” A ground delivery device that is manufactured for transporting cargo or goods; is operated by a driving system that allows remote or autonomous operation, or both; and weighs 550 pounds or less without cargo or goods.

"Phase 1." The operation of a personal delivery device through a driving system that allows remote or autonomous operation by an authorized entity where the device is controlled remotely and a PDD operator is within 30 feet of the PDD and within the line of sight of the PDD.

"Phase 2." The operation of a personal delivery device through a driving system that allows remote or autonomous operation by an authorized entity where the device is monitored remotely by a PDD operator and the driving system is capable of being controlled and overridden remotely by the PDD operator.

"Range." The horizontal distance to which a PDD can travel.

"Roadway." That portion of a highway improved, designed or ordinarily used for vehicular travel, exclusive of the sidewalk, berm or shoulder even though such sidewalk, berm or shoulder is used by pedalcycles. In the event a highway includes two or more separate roadways the term "roadway" refers to each roadway separately but not to all such roadways collectively.

“Weather Emergency.” A weather event that results in a warning or advisory from the National Weather Service.

“Work Zone.” The area of a trafficway where construction, maintenance or utility work activities are being conducted which is properly signed as a work zone in accordance with PennDOT regulations, policies and publications.

1. A PDD permit application should be used to collect information from vendors. If a PDD permit application is available, it should be provided to municipalities for review.
2. A PDD factsheet should be distributed to municipalities to clarify the role of municipalities and the guidelines and timeframe for providing comments to PennDOT.
3. Similar to the PennDOT Highway Occupancy Permit (HOP) process other entities such as transit operators and utilities should be consulted. Operations of non-municipal entities may significantly impact PDD operations.
4. Emergency responders such as ambulance and fire should be contacted to provide input as part of the permitting process.
5. The 30-day application review process should be clarified. Does the vendor consult the municipal government, does PennDOT consult municipalities or do both entities coordinate with municipalities? Also, we are very concerned that 30 days is too restrictive for municipal governing bodies that only meet once a month and have little or no paid staff.
6. PennDOT should encourage PDD operators to work with local municipalities before an application is submitted to PennDOT. This will ensure municipalities have the necessary time to provide meaningful comments.
7. A maximum speed should be established for pedestrian ways that is no greater than the average speed of pedestrian travel. Twelve (12) mph in heavily traveled corridors seems unreasonable and potentially dangerous.
8. Operations on shared use paths may require additional coordination based on trail ownership. According to the Federal Highway Administration (FHWA) it is up to the state or local trail manager to determine whether or not motorized vehicles should be allowed on federally funded facilities. In the six municipalities that comprise the Centre Region area of Centre County (State College area) many shared use paths were constructed with federal Transportation Enhancements (TE) and Transportation Alternatives Program (TAP) funds. Federal law prohibits the operation of motorized vehicles on these paths as follows with few exceptions:

23 U.S.C. § 217. Bicycle Transportation and Pedestrian Walkways -(h) Use of Motorized Vehicles.-- Motorized vehicles may not be permitted on trails and pedestrian walkways under this section, except for:(1) maintenance purposes; (2) when snow conditions and State or local regulations permit, snowmobiles; (3) motorized wheelchairs; (4) when State or local regulations permit, electric bicycles; and (5) such other circumstances as the Secretary deems appropriate.

The Centre Region municipalities allow for the operation of electric assist pedalcycles as defined by the PA Vehicle Code on shared use paths. 23 U.S.C 217 is silent on PDDs.

9. Clarification should be provided about operation on private property, including large business parks, retail shopping centers, and colleges and universities. Penn State University is a large landowner in the State College area. Roadways and pedestrian ways that cross Penn State University lands are private. How will coordination be handled for these types of facilities? Will the underlying municipal government be given an opportunity to provide comment? Will property owners be consulted if PDDs are proposed on private property?

CENTRE REGION COUNCIL OF GOVERNMENTS

Centre Regional Planning Agency
2643 Gateway Drive, Suite #4
State College, PA 16801
Phone: (814) 231-3050 Fax: (814) 231-3083

TRANSPORTATION & LAND USE (TLU) COMMITTEE

Zoom Meeting Platform
Monday, January 11, 2021
12:15 p.m.

AGENDA

1. CALL TO ORDER AND INTRODUCTIONS - Mr. May will call the meeting to order and provide time for introductions of Committee members and staff.

2. PUBLIC COMMENTS

Members of the public are invited to comment on any items not already on the agenda (**five minutes per person time limit, please**). Comments relating to specific items on the agenda should be deferred until that point in the meeting.

3. ELECTION OF OFFICERS

The TLU Committee should elect a Chair and Vice Chair for 2021. During 2020, Ms. Theresa Lafer (State College Borough) served as the Chair of the Committee, and Mr. Frank Harden (Harris Township) served as the Vice Chair. Mr. May will call for nominations for Chair and turn the meeting over after a successful vote for the Chair.

The 2021 membership of the TLU Committee is as follows:

Eric Bernier	College Township
Lisa Strickland	Ferguson Township
David Piper	Halfmoon Township
Frank Harden	Harris Township
Pamela Robb	Patton Township
Theresa Lafer	State College Borough
Neil Sullivan	Penn State University

4. ACCEPTANCE OF MINUTES

The minutes of the December 7, 2020 TLU Committee meeting are *enclosed*.

5. OPEN DISCUSSION FOR COMMITTEE MEMBERS

This time is provided for open discussion of issues by members.

6. MEETING DATES, TIME, AND LOCATION – presented by Jim May

The Committee should choose the dates, time, and location for its 2021 meetings. During 2020, the Committee met on the first Monday of the month at 12:15 p.m. Virtual meetings will continue for the time being. In the past, COG committees have tried to schedule their meetings during the first two weeks of the month. This sequencing provides adequate time to refer issues to the Executive Committee and the General Forum for action. The following table shows meeting dates for 2021, should the Committee continue to meet on the first Monday of the month at 12:15 p.m.

COG TLU COMMITTEE POTENTIAL MEETING DATES – 2021	
February 1	August 2
March 1	September 13 (second Monday to accommodate Labor Day holiday)
April 5 (joint meeting with the Centre Regional Planning Commission at the regular TLU meeting time)	*October 4 – (joint meeting with the CRPC at the regular TLU Committee meeting time)
May 3	November 1
June 7	December 6
July 12 (The COG is closed for the Independence Day holiday on Monday July 5)	January 10, 2022 (2 nd Monday to accommodate municipal reorganizational meetings)

* Committee members should consider maintaining the regular TLU Committee meeting time for the fall joint meeting with the CRPC. The meeting was moved to the TLU time because the CRPC meeting conflicts with a College Township Council meeting. This also requires approval by the CRPC.

7. COG ARTICLES OF AGREEMENT – presented by Jim May

The CRPA Director will briefly review the COG Articles of Agreement as it relates to the TLU Committee. According to the Articles, the duties of the Committee are:

- i. To study and prepare recommendations on coordinating major land use and transportation plans.
- ii. To discuss, as appropriate, matters considered by the Centre County Metropolitan Planning Organization (CCMPO) [e.g. Centre County Long Range Transportation Plan and Centre County Transportation Improvement Program].
- iii. To meet semi-annually with the Centre Regional Planning Commission to discuss regional planning issues of common interest.
- iv. To provide input to the Centre Area Transportation Authority on an annual basis about proposed changes in service.

- v. To study and prepare recommendations on transportation policy, issues, or projects as requested by the Executive Committee.

Action: This item is for information only.

Attachments: None

Next Steps: None

8. POTENTIAL TLU COMMITTEE ACTIVITIES – *presented by Jim May and Tom Zilla*

This item provides a list of potential agenda items that the TLU Committee may consider in 2021 based upon activities in the CRPA Comprehensive Plan Implementation Program (CHIP) and the CCMPO Unified Planning Work Program (UPWP):

- a. Complete a recommendation regarding the reorganization of the COG TLU, Public Services and Environmental, and Public Safety Committees, including potential consolidation of committees and assignment of committee responsibilities.
- b. Conduct a joint meeting with the Centre Regional Planning Commission (CRPC) in April to review the status of ongoing CHIP projects for 2021 and preliminary priority projects for 2022 - 2023.
- c. Conduct a joint meeting with the CRPC in October to review progress on CHIP projects and develop initial draft priority projects for the 2022 - 2023 CHIP.
- d. Receive a presentation on CRPA activities related to the result of the 2020 US Census. It is not clear how the closure of Penn State University due to the COVID-19 Pandemic will affect the count in Centre County.
- e. Receive an update on potential implementation actions in the Draft Centre Region Climate Action and Adaptation Plan that relate to land use, transportation, and infrastructure activities.
- f. Receive reports and provide comments on several CHIP projects including efforts regarding response to COVID-19 issues.
- g. Receive an annual report in March about roadway and bridge projects advancing to construction in the Centre Region and surrounding areas, and provide input on actions the CRPA, CCMPO, municipalities, and other organizations can take to notify residents and businesses about projects that may cause delays on major transportation corridors.

- h. Receive updates about status of highway, bridge, transit, and pedestrian/bicycle improvements being planned for the Centre Region and surrounding areas, including but not limited to: Atherton Street Drainage/Repaving Section 153; Route 26/45 Intersection; I-99/I-80 Exit 161 Interchanges; State College Area Connector; and future PennDOT maintenance paving projects.
- i. Receive a presentation about the League of American Bicyclists feedback reports about the Centre Region's Bicycle Friendly Community designation, and COG's designation as a Bicycle Friendly Business.
- j. Receive updates about actions taken by the municipalities and Penn State University to implement recommendations in the Centre Region Bike Plan and amend the Bike Plan to reflect updated information about bike facilities in the Region.
- k. Receive an annual update in May about bicycle planning, education and promotion activities, with a particular focus on activities planned for National Bike Month.
- l. Receive an annual report about the activities of the Centre Region Bicycle Advisory Committee (CRBAC).
- m. Receive updates about the potential deployment of Personal Delivery Devices (PDDs), as authorized by PA Act 106 of 2020, which becomes effective on January 30, 2021.
- n. Receive an annual "State of Transit" report from CATA in September, including the service planning process for fall 2022.
- o. Receive updates about CATA's efforts to advance "Mobility as a Service" activities that enhance the integration of transit with other modes of transportation and discuss the advancement of potential planning studies to identify and assess transit options.
- p. Receive reports on land use/transportation-related projects, such as the potential implementation of a "road diet" on Boal Avenue (Business Route 322) in Harris Township; and potential implementation of recommendations in the Pine Grove Mills Small Area Plan in Ferguson Township. Reports will focus on action items that require regional coordination.

Action: This item is for information only.

Attachments: None

Next Steps: None

9. MEETING GUIDELINES – *presented by Jim May*

During its November 26, 2018 meeting, the General Forum adopted the *enclosed* Resolution and the corresponding Guidelines for Meeting Etiquette. The intent of these documents is to encourage all COG related entities to foster and maintain an environment in which all individuals are treated with respect and dignity. The *Code of Conduct* section of the Guidelines offers suggestions for behavior at meetings. The *Notes for the Chair* section provides insights for meeting facilitation.

This information was not prepared in response to a particular problem in the COG. Rather, the General Forum believes the Meeting Guidelines can be a useful tool in helping COG related groups to set expectations for creating a respectful environment that is conducive to exploring alternatives and finding solutions that everyone can live with.

Action: This item is for information only.

Attachments: 1. Meeting Guidelines, adopted November 26, 2018
2. COG Resolution 2018-4

Next Steps: None

10. POTENTIAL CHANGES TO THE RESPONSIBILITIES AND REORGANIZATION OF THE TRANSPORTATION AND LAND USE, PUBLIC SERVICES AND ENVIRONMENTAL COMMITTEE, AND PUBLIC SAFETY COMMITTEE – *presented by Jim May*

This item is a continuation of the discussion from the December 7, 2020 TLU meeting. Since that time, CRPA staff has prepared draft recommendations regarding responsibilities of the Public Safety Committee and requested feedback from the COG Executive Director, COG Finance Director, Fire Administrator, Emergency Management Administrator, Code Agency Director, Sustainability Planner, and Principal Transportation Planner. CRPA staff will meet with the Public Safety Committee on January 12, 2021 and the Public Services and Environmental Committee on January 14, 2021 to provide information and receive initial comments.

The TLU Committee had several issues from the December 7 meeting which are addressed below:

1. Overlap of committee responsibilities – Staff is working diligently to eliminate redundant responsibilities between committees. When there has been potential overlap in the past, COG staff and individual committees have worked together to determine the appropriate committee to which to assign work. The COG Executive Committee can also assign specific issues or projects to individual committees in cases where an assignment is not clear cut.

2. Meeting schedule – Committee meetings will be scheduled monthly and cancelled on an as needed basis.
3. Affordable housing – This item has been added to the draft committee responsibilities along with responsibility for consumer and business broadband/internet connectivity issues as requested by the TLU Committee.
4. Joint meeting with the PSE Committee - This meeting will be discussed with the PSE Committee at its meeting on January 14, 2021.

Staff also completed a draft of the new Land Use, Transportation, and Infrastructure (LUTI) Committee’s responsibilities for the TLU Committee to review and comment upon. The Committee should review the draft responsibilities and provide any issues, comments, or questions to staff.

Action: This item is for information only.

Attachments: Draft Committee Responsibilities

Next Steps: Staff will receive comments, incorporate changes into the committee responsibilities and review with the affected committees in February.

11. OTHER BUSINESS

- A. Matter of Record – The next TLU Committee meeting will be held on Monday, February 7, 2021 at 12:15 p.m. via the Zoom Platform pending approval of the 2021 meeting schedule. Tentative items include continuation of the COG committee restructuring process.
- B. Matter of Record – The next meeting of the CCMPO Coordinating Committee will be held on Tuesday, February 23, 2021 at 6:00 p.m. via the Zoom Platform. Agenda items will include election of officers; approval of updated targets for federally required safety, bridge, pavement, and travel time performance measures; funding changes to the 2021-2024 Centre County Transportation Improvement Program (TIP); and a status report about the State College Area Connector project.

- C. Matter of Record - In December 2020, the League of American Bicyclists announced that the Centre Region's Bicycle Friendly Community (BFC) designation was renewed and elevated from Bronze to Silver. Nationally, only 101 communities have been awarded the silver designation. The CRPA will provide more information at a future meeting after the League's BFC Feedback Report is received and reviewed by staff. The CRPA is also anticipating an announcement from the League in January regarding COG's application to be designated as a Bicycle Friendly Business.



- D. Matter of Record - *Enclosed* is a flyer from PennDOT summarizing what municipalities need to know regarding Personal Delivery Devices (PDDs). PA Act 106 of 2020 authorizes the use of PDDs beginning on January 30, 2021. More than 20 states allow these devices. The CRPA has reviewed information about PDDs and provided comments to PennDOT about the process that will be utilized in Pennsylvania to authorize the use of PDDs. The CRPA is providing information to the municipal managers and secretaries at all Centre County municipalities and is monitoring PennDOT's preparations for when the law takes effect on January 30.

12. ADJOURNMENT

CENTRE REGION COUNCIL OF GOVERNMENTS

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PUBLIC SAFETY COMMITTEE

Via ZOOM

2643 Gateway Drive

Tuesday, January 12, 2021

12:15 pm

AGENDA

During the COVID-19 health emergency, to continue business operations of the COG and ensure the safety of municipal officials and staff, and to adhere to health emergency recommendations while remaining in compliance with Pennsylvania's guidelines for public meetings, the Public Safety Committee meeting will be held via video conference. Written public comment or requests to speak to the Public Safety Committee for items not on the agenda and requests to comment to specific agenda items below, may be submitted in advance by emailing tes@crcog.net

1. CALL TO ORDER

Ms. Dininni will convene the meeting.

2. PUBLIC COMMENT

Members of the public are invited to comment on any items not already on the agenda (five minutes per person time limit, please). Comments relating to specific items on the agenda should be deferred to that point in the meeting.

3. APPROVAL OF MINUTES

Copies of the minutes from the October 13, 2020 meeting of the COG Public Safety Committee and the November 10, 2021, joint meeting of the COG Public Safety and Public Services and Environmental Committees are **enclosed**.

4. ELECTION OF OFFICERS

The Committee should elect a Chair and a Vice-Chair for 2021. In 2020, Ms. Laura Dininni (Ferguson Township) served as Chair, and Mr. Paul Takac (College Township) served as Vice-Chair. The 2021 members of the Public Services Committee are:

Randy Brachbill	Bellefonte Borough
Paul Takac	College Township
Laura Dininni	Ferguson Township
Bob Strouse	Halfmoon Township
Bruce Lord	Harris Township
Pamela Robb	Patton Township
Peter Marshall	State College Borough

5. MEETING DATES, TIMES, AND LOCATION

The Public Safety Committee should choose the location, time, and dates for its 2021 meetings. In 2020, the Committee met the second Tuesday of the month at 12:15 pm.

In the past, COG Committees have tried to schedule their meetings during the first two weeks of the month. This sequencing provides adequate time to refer issues to the Executive Committee and General Forum for action.

6. COG ARTICLES OF AGREEMENT – presented by Eric Norenberg

Mr. Norenberg, COG Executive Director, will briefly review the COG Articles of Agreement related to the Public Safety Committee. According to the Agreement, the duties of the Committee are:

- *To study and prepare recommendations on emergency management, fire protection, emergency medical services, and code administration as requested by the Executive Committee.*
- *To provide policy guidance on the operation, apparatus, and facilities of the Regional Fire Protection program and to prepare recommendations for the General Forum.*
- *To provide policy guidance on the operation of the Centre Region Code Administration (CRCA) agency and to make recommendations for permit fee and policy changes to the participating municipalities through the General Forum.*
- *To consider for possible referral to the General Forum, recommendations from the Centre Region Emergency Management Council regarding the joint emergency management program.*
- *To coordinate studies, plans, and proposals with the Public Services & Environmental Committee as they relate to energy, energy conservation, or environmental sustainability.*
- *To consult with the fire and emergency services providers regarding the emergency services needs of the Centre Region municipalities and to prepare recommendations for addressing those needs for the General Forum to consider.*

7. MEETING ETIQUETTE GUIDELINES – presented by Eric Norenberg

Mr. Norenberg will briefly review the **enclosed** COG Resolution for Meeting Etiquette, and the Guidelines for Meeting Etiquette. During its November 26, 2018 meeting, the General Forum adopted the Resolution and the corresponding Guidelines for Meeting Etiquette. These documents intend to encourage all COG related entities to foster and maintain an environment in which all individuals are treated with respect and dignity. The *Code of Conduct* section of the Guidelines offers

suggestions for behavior at meetings. The *Notes for the Chair* section provides insights for meeting facilitation.

Combining the Code of Conduct and Notes for the Chair sections will help set a welcoming tone for Committee members who want to offer new ideas or provide comments on agenda items.

8. POTENTIAL CHANGES TO RESPONSIBILITIES AND REORGANIZATION OF THE PUBLIC SERVICES AND ENVIRONMENTAL, TRANSPORTATION AND LAND USE, AND PUBLIC SAFETY COMMITTEES – *presented by Jim May*

This item provides a summary of actions regarding potential changes to responsibilities and reorganization of several COG committees in 2021. Mr. Jim May, CRPA Director, will briefly provide some background and review draft changes to Public Safety Committee responsibilities. This item is for discussion, and no formal action is required.

At its meeting on November 23, 2020, the COG General Forum approved resolutions establishing a Climate Action and Sustainability (CAS) Committee and a Facilities Committee. The creation of the CAS Committee, in particular, will result in the responsibilities of some COG committees transitioning to other committees or becoming redundant. The General Forum action also specifically requested that the responsibilities of the Public Safety, Transportation and Land Use, and Public Services and Environment Committees be reviewed because there was a clear overlap in responsibilities between these committees and existing COG committees.

Draft changes to the responsibilities of the Public Safety Committee are summarized below. These changes allow energy conservation and sustainability to be transitioned to the COG Facilities and Climate Action and Sustainability Committees. Several attachments are included that provide more context for this item.

PUBLIC SAFETY COMMITTEE

Draft Recommendations:

The Public Safety Committee should continue to provide oversight to emergency management, fire protection, emergency medical services, and code administration. Energy conservation responsibilities directly related to COG facilities should be transitioned to the Facilities Committee. Community-wide energy conservation and sustainability responsibilities should be transitioned to the Climate Action and Sustainability Committee. The Sustainability Planner and Facilities Coordinator will have a high degree of interaction regarding these responsibilities.

Draft Responsibilities:

- i. To study and prepare recommendations on emergency management, fire protection, emergency medical services, and code administration as requested by the Executive Committee.
- ii. To provide policy guidance on the regional fire protection program's operation, apparatus, and facilities and prepare recommendations for the General Forum.
- iii. To provide policy guidance on the Code Administration Agency's operation and make recommendations for permit fee and policy changes to the participating municipalities through the General Forum.
- iv. To consider for possible referral to the General Forum, recommendations from the Centre Region Emergency Management Council regarding the joint emergency management program.
- v. ~~To coordinate studies, plans, and proposals with the Public Services and Environmental Committee, they relate to energy/energy conservation and/or environmental sustainability.~~
- vi. To consult with the fire and emergency services providers regarding the emergency services needs of the Centre Region municipalities and to prepare recommendations for addressing those needs for the General Forum to consider.

No formal motion is required for this item to move forward; however, the Committee should discuss potential issues and questions to include in future meetings. A joint meeting of the Public Safety, TLU, and PSE Committees is expected to occur in early 2021.

Enclosed for your information are Examples of Future Committee Activities, the resolutions creating the Climate Action and Sustainability Committee and the Facilities Committee. Also **enclosed** is a list of current responsibilities for the PSE, TLU, and Public Safety Committees.

9. FUTURE COMMITTEE ACTIVITIES

Following is a list of potential agenda items that may be considered by the Public Safety Committee in 2021:

- a. Codes: Review recommendations from the Centre Region Code Administration Director on the appointments and reappointments of members to the Centre Region Building and Housing Code Board of Appeals and refer these recommendations to the General Forum for approval (February).
- b. Fire: Receive the annual fire service report (February).

- c. Fire: Fire Director will review the strategic plan for the Regional Fire Protection Program with the Committee.
- d. Fire: Fire Director will provide regular updates to the Committee regarding metrics to monitor key indicators.
- e. Fire: Fire Director will review current plans to develop the infrastructure needed to add career staff in 2022.
- f. Emergency Management: The Emergency Management Coordinator will review the COVID-19 After Action Report with the Committee.
- g. Emergency Management: Schedule a meeting with emergency medical service providers to identify potential concerns. The General Forum is also interested in this topic (May).
- h. General: Review the 2021 Program Plan proposals for the Code Agency, Fire Protection Program, and Emergency Management Program. (May/June 2021).
- i. Code: Receive a report from a COG/municipal staff committee regarding a new software package to replace the Code Agency and several of the municipalities' current Tyler software package.
- j. General: Review the draft 2022 Code Agency, Fire Protection Program, and Emergency Management Program budgets (mid-2021).
- k. General: Conduct an annual joint meeting of fire, police, PennDOT, and utility providers to review emergency response plans (November 2021).
- l. Emergency Management: The Emergency Management Coordinator will update the Committee on updates to the Centre Region/Penn State Emergency Operations Plan.
- m. COG Committee Reorganization: Finalize any proposed changes to the Committee responsibilities in conjunction with preparing the COG-wide Strategic Plan.

10. STAFF UPDATES

COG Staff will provide updates on the following topics:

- **Code Administration** (*Walt Schneider*) – The Codes Director will report on current items.
- **Fire Protection** (*Steven Bair*) – The Fire Director will report on:
 - ✓ 2021 Alpha Fire Command Officers that will be confirmed at the January General Forum meeting. **Enclosed** is the annual bio sheet for the Operational Officers for 2021.
 - ✓ Additional reports and data from the Fire Study performed by ESCI and presented at the October Public Safety Committee meeting (**enclosures**).

- **Emergency Management Program** (*Shawn Kauffman*) – The Emergency Management Coordinator will report on current items.

11. OTHER BUSINESS

- A. Matter of Record - The November and December 2020 monthly comparison of code statistics, permits issued/permits closed reports are **enclosed**.

12. ADJOURNMENT

CENTRE REGION COUNCIL OF GOVERNMENTS

2643 Gateway Drive, Suite 3

State College, PA 16801

Phone: (814) 231-3077 Fax: (814) 231-3083 Website: www.crcog.net

CLIMATE ACTION & SUSTAINABILITY COMMITTEE

Centre Region Council of Governments Office Building
2643 Gateway Drive

Monday, January 13, 2020
12:15 p.m.

MEETING INFORMATION

Please refer to the links below to **REGISTER** to attend the meeting via Zoom and to **LOCATE** the agenda and attachments.

STEP 1: [CLICK here to register to attend the meeting via Zoom](#)

After registering you will receive a confirmation e-mail from Centre Regional Planning Agency containing information about attending the meeting via Zoom.

STEP 2: [CLICK here to locate the AGENDA and ATTACHMENTS](#)

To attend this meeting via phone:

+1 301 715 8592 | Meeting ID: 813 4763 0371 | Passcode: 415130

Meeting Contact: Marcella Laird (mlaird@crcog.net - 231-3050)

- This meeting will be recorded, and electronic files of the meeting will be made available on the COG website upon its conclusion.
 - We ask that non-voting participants remain muted with their video turned off unless recognized or are actively speaking. To reduce audio interference, please remain off speakerphone during the meeting.
 - **VOTING PROCEDURES:** Members will provide their vote by voice. Clarification will be sought by the Chair if the vote is unclear. Members opposed to a motion should vote “No”.
 - **PUBLIC COMMENT GUIDELINES:** Members of the public may comment on any items not already on the agenda (five minutes per person). Comments relating to specific items on the agenda should be deferred until that point in the meeting. For additional information on COG public meeting guidelines, please click [HERE](#).
 - To access agendas and minutes of previously held meetings, and to learn more about the COG General Forum on our website, please click [HERE](#).
-

CENTRE REGION COUNCIL OF GOVERNMENTS

Centre Regional Planning Agency
2643 Gateway Drive, Suite #4
State College, PA 16801
Phone: (814) 231-3050 Fax: (814) 231-3083

CLIMATE ACTION & SUSTAINABILITY COMMITTEE

Zoom Platform

Monday, January 13, 2021

12:15 p.m.

During the COVID-19 health emergency, to continue business operations of the COG and ensure the safety of municipal officials and staff, and to adhere to health emergency recommendations while remaining in compliance with Pennsylvania's guidelines for public meetings, this Climate Action and Sustainability Committee meeting will be held via video conference. Written public comment or requests to speak to the Climate Action and Sustainability Committee for items not on the agenda, and requests to comment to specific agenda items listed below, may be submitted in advance by emailing mlaird@crcog.net.

AGENDA

1. CALL TO ORDER AND ROLL CALL – Mr. May will convene the meeting. Ms. Laird will review the meeting procedures.

2. PUBLIC COMMENTS

Members of the public are invited to comment on any items not already on the agenda (**five minutes per person time limit, please**). Comments relating to specific items on the agenda should be deferred until that point in the meeting.

3. ELECTION OF OFFICERS

The Climate Action and Sustainability Committee should elect a Chair and Vice Chair for 2021 for the newly formed COG committee. Mr. May will call for nominations for Chair and turn the meeting over after a successful vote for the Chair.

The 2021 membership of the committee is as follows:

Carla Stilson	College Township
Prasenjit Mitra	Ferguson Township
Bob Strouse	Halfmoon Township
Bud Graham	Harris Township
Betsy Whitman	Patton Township
Jesse Barlow	State College Borough

4. COG MEETING ETIQUETTE

The Centre Region Council of Governments (COG) is committed to an environment in which all individuals are treated with respect and dignity. Each individual has the right to participate in a professional atmosphere that promotes equal opportunities to be heard and to participate in the decision-making process. At the same time, conducting the meeting is to be handled efficiently, so the time that people invest at meetings is well spent and concludes within a reasonable timeframe. Please respect each other, as well as the Chair and their role in facilitating the expeditious conduct of business.

On November 26, 2018, the COG General Forum adopted the *enclosed* Meeting Etiquette Guidelines and Resolution 2018-4. The Committee should be familiar with these guidelines. More information, including frequently asked questions and guidelines for public comment, can be found on the COG’s website at www.crcog.net.

5. MEETING DATES, TIME, AND LOCATION

The Committee should choose the dates, time, and location for its 2021 meetings. In the past, COG committees have tried to schedule their meetings during the first two weeks of the month. This sequencing provides adequate time to refer issues to the Executive Committee and the General Forum for action. The following table shows the 2020 meeting dates for other COG Committees.

	Mon	Tues	Wed	Thur	Fri
1 st week of month	12:15 TLU	8:30 Facilities	12:15 HR	12:15 PSE	
2 nd week of month		12:15 PSafety		8:30 Finance 12:15 Parks	
3 rd week of month		12:15 Exec			

Note: The Climate Action and Adaptation Technical Advisory Group (TAG) met on the 3rd Monday of the month in 2020.

6. COMMITTEE RESPONSIBILITIES

The CRPA Director will briefly review the draft responsibilities that are identified in the *enclosed* COG Resolution 2020-8 that was adopted by the General Forum at its November 23, 2020 meeting. According to the resolution, the drafted duties of the committee are:

- i. To review state and federal policy, provide guidance, and recommend programs and COG policies, and project initiatives relating to climate adaptation and reductions in greenhouse gas emissions.

- ii. To provide oversight of how to measure, monitor, and assess reductions in greenhouse gas emissions and to meet reduction targets over time.
- iii. To promote local climate preparedness and collective risk management efforts that improve resiliency and adapt to climate change in the Centre Region.
- iv. To advance the Centre Region as a leader in diverse sustainable practices that contribute to environmental and human health, economic prosperity, environmental justice and social equity.
- v. To recommend bidding specifications for the Refuse and Recycling Program to the General Forum and to recommend actions on major policy issues affecting that program.
- vi. To coordinate studies, plans, and proposals with other COG Committees as they relate to major land use policy, transportation projects, and other infrastructure projects.
- vii. To study and prepare recommendations on sustainability policy, issues or projects in the Centre Region as requested by the Executive Committee

The committee should note that a future work task will be to deliberate and ratify its mission, responsibilities, and member representation by mid-2021.

7. CLIMATE ACTION AND ADAPATION PLANNING – presented by Pam Adams

This agenda item provides the Climate Action & Adaptation Committee with an overview of the climate action and adaptation planning process, including work that has been completed and planned tasks for 2021.

The Centre Region Council of Governments (COG), in collaboration with the six member municipalities, is currently developing a Climate Action and Adaptation Plan (CAAP) to make the Centre Region a more healthy, equitable, resilient, and sustainable community. As shown in the figure to the right, there are seven milestones identified for the Centre Region’s CAAP process, and we are currently engaged in Milestone #3 and #4.



As part of this process, the following actions have occurred:

- ✓ The General Forum authorized the formation of the [Climate Action and Adaptation Technical Advisory Group](#) (TAG) in September 2019. TAG was formed to provide technical assistance to the Sustainability Planner and the corresponding COG Committees during preparation of the (CAAP).
- ✓ CRPA completed a community [inventory of greenhouse gas \(GHG\)](#) emissions of 2016 data in March 2020. (Milestone #1)
- ✓ The General Forum passed [Resolution 2020-1](#) at its July 27, 2020 meeting, which set climate goals and targets for the region. (Milestone #2)
- ✓ From May through December 2020, the TAG hosted [5 Climate Actions for our Community sessions](#) and met with over 70 subject matter experts to identify best practices for reducing emissions and adapting to climate change in our region.

Ms. Adams has been participating in the County's Hazard Mitigation Plan (HMP) update. The intent is to use the risk assessment data from the HMP to identify the Centre Region's top climate related vulnerabilities to ensure that strategies are included in the CAAP that will prepare the region for a changing climate and reduce the associated risks.

The next phase of the climate action and adaptation planning process will be public outreach from January through July 2021. The Centre Regional Planning Agency (CRPA) is interested in initiating and facilitating community conversations about climate action to:

- Promote an understanding of the purpose and motivation for the creation of the Climate Action and Adaptation Plan (CAAP).
- Use the input to guide decision making and prioritization of strategies to include in the CAAP.
- Build broader ownership of the decisions that must be made.
- Enhance community readiness to participate in collective problem-solving.

The focus of the outreach will occur February through April and is discussed in more detail in agenda item 10. CRPA is planning to have a draft CAAP available for the Committee's review in May for possible adoption by the General Forum at its July 26, 2021 meeting, which would complete Milestone #5.

The Committee should consider any questions or suggestions they have regarding the climate action and adaptation planning process. This item is for informational purposes only and does not require Committee action.

8. REGIONAL GREENHOUSE GAS INITIATIVE (RGGI) – presented by Peter Buck

This agenda item requests the Climate Action & Adaptation Committee to consider comments received from the TAG and to submit comments on behalf of the COG to the Pennsylvania Environmental Quality Board (EQB) in support of the Regional Greenhouse Gas Initiative (RGGI).

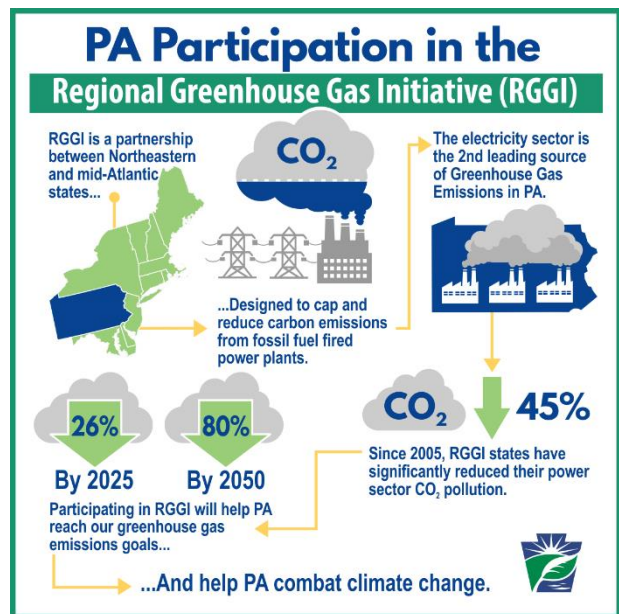
The PA EQB is accepting comments through January 14, 2021 on the proposal for Pennsylvania to take part in the Regional Greenhouse Gas Initiative (RGGI) to reduce climate change pollution from electric power plants.

To understand more about RGGI, there is an infographic on RGGI to the right and enclosed is a DEP summary of RGGI and a PSU research brief. For additional information, visit:

<http://www.dep.pa.gov/RGGI> .

Enclosed is a letter from TAG providing comments as a result of their December and November meeting discussions. Dr. Seth Blumsack, Director of Penn State's Center for Energy Law and Policy attended their November 16, 2020 meeting and spoke about their research analyzing RGGI for the state. The entire report, *Prospects for Pennsylvania in the RGGI*, is available at this link:

https://sites.psu.edu/celp/files/2021/01/CELP_RGGI.pdf



Comments may be submitted through the eComment system. The EQB hosted 10 virtual public hearings from December 8 through December 14, 2020. All comments received whether written or in spoken testimony are given equal weight.

The committee should discuss and consider submitting comments on behalf of the COG to the PA EQB.

9. PUBLIC OUTREACH - presented by Pam Adams

This agenda item provides the Climate Action & Adaptation Committee with information on upcoming outreach that is planned and is interested in feedback on the initiatives and potential dates for the community forum.

Preparing for and managing climate change-related risks goes beyond local government and will require collective action from across our community. It is important to engage with

stakeholders and the public to guide the formation of the Climate Action and Adaptation Plan (CAAP) and to build momentum for implementation of CAAP.

There are three main initiatives planned at this time which will be part of the overall outreach strategy, which will include smaller focus group sessions, traditional communication methods (news media, newsletters, website) and a social media presence.

Community Survey: Planned for release in early March through April, the survey will help to gauge community knowledge of and interest in various sustainable practices and provide key teaching points for future outreach. Madison McCormick, a PSU MBA student, is assisting the CRPA with the survey creation and execution. Several PSU professors and municipal staff are reviewing and providing input on the survey. *Enclosed* is a draft of the survey for the Committee's review. A final draft will be presented to the committee at its February meeting for its input and approval.

Community Forum: PSU Law Professor Lara Fowler's Environmental Mediation Class will facilitate a virtual climate forum in April for stakeholders and interested citizens to learn what's happening, hear what local government is doing regarding climate action, and share their perspectives on priorities, issues, and challenges. The date recommended for this event is April 13, 2021 from 6:30 – 8:30pm. The Committee should provide feedback on the forum and date selected. The other options for dates are April 20 or 22.

CentreSustains: Ms. Adams has been collaborating with Lachlan Campbell, a State High graduate and current NYU student and they have created an engagement website to promote the survey, the forum, and provide information on how climate change is relevant to central PA. Lachlan's work can be seen at www.centresustains.com. This site will be used in outreach communications for community members to go to learn about the survey and forum.

The survey and forum will provide valuable input that will guide TAG's recommendations and the CAS Committee's decisions for what strategies are included in the final CAAP report.

10. POTENTIAL CLIMATE ACTION & SUSTAINABILITY COMMITTEE ACTIVITIES –
presented by Jim May and Pam Adams

This item provides a list of potential agenda items that the committee may consider in 2021:

- a. **Survey:** Review the final draft community survey on sustainable practices in February and receive a report on the results in May.
- b. **Responsibilities:** Complete a visioning session to assist with defining the Committee’s mission, responsibilities, and member representation.
- c. **Technical Advisory Group:** Discuss the need for a technical advisory group to assist in the implementation phase of the Climate Action and Adaptation Plan (CAAP). The current TAG will complete its mandate in July with the completion of the CAAP report.
- d. **CAAP Implementation:** Provide recommendations on the implementation, tracking, and reporting of the strategies and actions from the CAAP.
- e. **Solar Power Purchase Agreement (SPPA):** Informational update by SPPA chair on the project which is expected to move forward in 2021.
- f. **Community Forum:** Participate in discussions leading up to the forum and receive a report on the community forum results in May.
- g. **Refuse & Recycling:** Provide feedback on projects that could include recycling, food waste, and future contract initiatives. In the 4th quarter, receive information on 2022 residential refuse and recycling rates.

11. OTHER BUSINESS

- A. Matter of Record – *Enclosed* is the December 21, 2020 meeting summary of the Climate Action and Adaptation Technical Advisory Group (TAG). The TAG’s next meeting is January 25, 2021 at 8:30am virtually through Zoom.

- B. Matter of Record - In December 2020, the League of American Bicyclists announced that the Centre Region's Bicycle Friendly Community (BFC) designation was renewed and elevated from Bronze to Silver. Nationally, only 101 communities have been awarded the silver designation. The CRPA is also anticipating an announcement from the League in January regarding COG's application to be designated as a Bicycle Friendly Business.



13. ADJOURNMENT

CENTRE REGION COUNCIL OF GOVERNMENTS

2643 Gateway Drive, Suite 3

State College, PA 16801

Phone: (814) 231-3077 • Fax: (814) 231-3083 • Website: www.crcog.net

HUMAN RESOURCES COMMITTEE

COG Forum Room

2643 Gateway Drive

Wednesday, January 13, 2021

12:15 PM

During the COVID-19 health emergency, to continue business operations of the COG and ensure the safety of municipal officials and staff, and to adhere to health emergency recommendations while remaining in compliance with Pennsylvania's guidelines for public meetings, the Human Resources Committee meeting will be held via video conference. Written public comment or requests to speak to the Human Resources Committee for items not on the agenda, and requests to comment to specific agenda items below may be submitted in advance by emailing rpetitt@crcog.net

AGENDA

1. CALL TO ORDER

Chair Nigel Wilson will convene the meeting.

2. PUBLIC COMMENTS

Members of the public are invited to comment on any items not already on the agenda (five minutes per person time limit, please). Comments relating to specific items on the agenda should be deferred until that point in the meeting.

3. APPROVAL OF MINUTES

A copy of the minutes from the November 4, 2020 Human Resources Committee meeting is **enclosed** for approval.

4. ELECTION OF OFFICERS

The Committee members should elect a Chair and a Vice Chair for 2021. During 2020, Mr. Wilson served as Chair and Mr. Strouse served as Vice Chair, the unofficial 2021 roster, is as follows:

Anthony Fragola	College Township
Patty Stephens	Ferguson Township
Bob Strouse	Halfmoon Township
Nigel Wilson	Harris Township
Anita Thies	Patton Township
Katherine Oh Yeaple	State College Borough

5. MEETING DATES, TIMES, AND LOCATION

The Committee members should choose the time, location, and dates for their 2021 meetings, *including January 2022*. Most recently during 2020, the Committee met on the first Wednesday of the month at 12:15PM via Zoom. In the past, COG committees have tried to schedule their meetings during the first two weeks of the month. This sequencing provides adequate time to refer issues to the Executive Committee and the General Forum for action.

6. COG MEETING ETIQUETTE

The Centre Region Council of Governments (COG) is committed to an environment in which all individuals are treated with respect and dignity. Each individual has the right to participate in a professional atmosphere that promotes equal opportunities to be heard and to participate in the decision-making process. At the same time, conducting the meeting is to be handled efficiently, so the time that people invest at meetings is well spent and concludes within a reasonable timeframe. Please respect each other, as well as the Chair and their role in facilitating the expeditious conduct of business.

On November 26, 2018, the COG General Forum adopted the **enclosed** Meeting Etiquette Guidelines and Resolution 2018-4. The Committee should be familiar with these guidelines. More information, including frequently asked questions and guidelines for public comment can be found on the COG's website at www.crcog.net

7. COG ARTICLES OF AGREEMENT

Mr. Norenberg will briefly review the COG Articles of Agreement as it relates to the Human Resources Committee. According to the Agreement the duties of the Committee are:

- To periodically review the Centre Region COG's Personnel Policy, Position Classification Plan and Employee Evaluation Procedures to keep them current and operating effectively.
- To approve new or revised job descriptions as proposed by the Executive Director.
- To serve as the Anti-Harassment Representatives and to perform other personnel duties as identified in the COG's Personnel Policy or other related policy documents.
- To study and prepare recommendations on the Centre Region COG personnel policies and procedures as requested by the Executive Committee.

8. ANTI-HARASSMENT POLICY

Under the terms of the COG's Anti-Harassment Policy, the Human Resources Committee should designate one female and one male to review informal harassment complaints. During 2020, Ms. Stevens and Mr. Strouse were the designated individuals. The Human Resources Committee should appoint two individuals (one female and one male) to serve during 2021.

9. SALARY SCHEDULE

This agenda item asks the Human Resources Committee to approve the **enclosed** 2021 COG Salary Schedule which has increased by 1.6% COLA (Cost of Living Allowance) as approved through the 2021 COG budget process. If the Committee approves the 2021 COG Salary Schedule, then a potential enacting motion is:

“That the COG Human Resources Committee approved the 2021 COG Salary Schedule dated January 13, 2021.”

10. NEGATIVE LEAVE ACCRUAL PROCEEDURE & AGREEMENT (pilot program)

In the wake of the COVID-19 pandemic, the COG Executive Director granted 15 days of emergency COVID-19 leave time to all regular part-time and full-time staff. The Executive Committee granted an additional 20 days to be released at the discretion of the Executive Director, for a total of 35 days. The COG's emergency leave allotment came prior to the release of federal guidance under the Families First Coronavirus Response Act and was more generous than the 80-hour requirement established under the federal regulation. COG's goal was to enable employees to stay home when ill, care for an ill family member, and help families through childcare barriers, such as daycare and school closures.

Through the course of 2020, many employees, particularly those in positions that are unable to work from home due to the nature of their job, have depleted their emergency leave time balances, while many employees still have large or even untouched balances of emergency leave available to them. With the pandemic still on-going, we need a method for employees to cope with school or daycare closures and/or COVID-19 related illnesses and quarantines. With both the COG and federal policies for emergency COVID-19 leave set to expire on December 31, 2020, the Executive Committee authorized an extension of the emergency COVID-19 leave balances through February 2021 while COG staff monitor for new federal regulations, as well as explore other avenues to replace the original emergency COVID-19 leave.

The extension will benefit staff with emergency leave balances, but it does not address those staff with low or depleted balances. The COG Executive Director, HR Officer, and Agency Directors have discussed a negative leave accrual program that would allow an employee to go into the negative (up to 80 hours) for COVID-19 related reasons, and

slowly pay back the leave hours over time. This method would replace the emergency COVID-19 leave and allow every employee an emergency plan if needed without distributing more emergency leave time.

Enclosed is a negative leave time accrual procedure and agreement that has been discussed with the COG Agency Directors and is currently being piloted with staff that have exhausted emergency COVID-19 leave time. The Committee is asked to review and discuss the procedure and agreement. If there is agreement amongst the Committee that this program is worth implementing, a potential motion to consider is as follows:

“That the Human Resources Committee recommends that the Executive Committee authorize the COG Executive Director to implement a negative leave program during 2021 to address impacts of the pandemic on COG staff.”

11. POTENTIAL 2021 WORK TASKS

For 2021, the following is a list of **potential** agenda items that may be considered by the Human Resources Committee:

1. Continue the practice implemented in 2012 to review all proposed personnel changes for the upcoming 2022 budget by June 2021. This single “big picture” will help the Committee to recommend priorities to the Finance Committee and other elected officials.
 - i. In conjunction with the COG strategic planning process and the General Forum, the HR Committee should provide recommendations to help clarify the process of bringing new positions forward. It is unclear who has the final recommendation authority for the General Forum (the originating committee, HR Committee, Finance Committee, etc.)
2. Research COLA and merit across municipalities. This item is a high priority on the Finance Committee 2021 Work Tasks that has a personnel component as well.
3. Review the need for and develop a scope for a COG wage study.
 - i. As discussed in previous years it is highly recommended that funds be budgeted to conduct a COG-wide wage survey. The last COG-wide wage survey was completed in 2005, with a partial conducted in 2014, and CRCA in 2017.
 - ii. Part of this potential task may include the development of a part-time COG-wide pay schedule. Currently, the part-time pay schedules are independently set by each agency. Other possible work tasks may include researching and developing methods for staff recruitment, retention, and succession planning.

- iii. If the wage study does not stay on track, at least the Committee will need to review the COG Agency Directors positions (job descriptions and salaries) following the increase in the salary range for the Executive Director position and to prepare as COG has several Agency Directors nearing retirement.
4. A comprehensive overview of the employee performance evaluation; the forms and the process. Discuss how performance evaluations tie into merit raises. Supervisory staff training should be completed on how to complete evaluations. The COG policy on employee performance evaluations may need to be updated depending the outcome of this review.
5. Review the 2021 budget proposals for the COG wellness program as proposed by the Employees Relations Committee.
6. A periodic review of the COG Personnel Policy Handbook to determine if any policies need to be updated or revised. A more comprehensive review should be planned for 2024, 5 years following General Forum adoption of the Handbook. Potential new policies may include the Work From Home policy (in process), Negative Leave Accrual (see agenda item 10), Paid Family Leave and/or Leave Time Donation.
7. Review results of the Fire Study and outcomes that pertain to personnel or staffing.
8. Review results of the Staffing Study for the Centre Region Parks and Recreation Agency as proposed in the Parks Regional Comprehensive Plan.
9. Participate in the development of the COG organizational strategic plan and review any outcomes that pertain to personnel or staffing.
10. Review the need for and develop a scope for updating job descriptions.
 - i. Job Descriptions were last overhauled over 10 years ago. The format is extremely lengthy.
 - ii. Desire to add consistent boiler-plate language including language about values and sustainability principles.
 - iii. Receive updates regarding legal guidance on the classification of employment position as to be in accordance with the Fair Labor Standards Act.
11. Review some of COG Benefits to be more efficient and stay competitive.
 - i. Review and respond to a staff review of the COG dental/vision plan.
 - ii. Potentially switch Flexible Spending Account (FSA) from P&A Group to BENECON for better service.

There are other tasks that may or may not require the direct attention of the HR Committee, yet are important to note so the Committee has an understanding of staff workloads. Such tasks may also impact workloads for other staff and Committees, such as Finance, and are as follows:

1. Review the fundamental operations of the Administration office, including more centralization and oversight for risk management purposes of I-9 forms, leave time tracking, personnel records, etc. This may be associated with a HRIS system/software.
2. Review of the current hiring and recruitment process, including implementation of the employment application and tracking of EEO data.
3. Review reimbursements offered across agencies to identify inequities and to ensure regulatory compliance.

The Committee should review and discuss this proposed list of work items, noting revisions, deletions, and additions. A discussion of priorities is also important, remaining mindful of what can realistically be accomplished during the course of one year, particularly as the pandemic continues.

12. REAL TRAINING

In early-2020, Borough Manager Tom Fontaine reached out to then-COG Executive Director Jim Steff to invite COG Agency Directors and other key staff to participate in racial equity training and planning work. The reasoning was that the COG provides direct services to State College residents in several COG programs. The initial training program was intended to occur in the spring but was delayed due to COVID. It was ultimately repackaged to take place online. Part of the National League of Cities' Race Equity and Leadership (REAL) program, the first stage of training was held in July and the second stage was held in November.

The Borough of State College has been working with the NLC Race Equity and Leadership team to develop a racial equity plan that focuses on three areas:

- Training and technical assistance to local government leaders to identify racial disparities and to use policy and practice to challenge and address them;
- Providing network building opportunities that promote peer-to-peer learning and showcase local government leaders who advance efforts through REAL; and
- Establishing a field of practice that uses new and existing partnerships and shares knowledge and resources across peer institutions and cities that are promoting creative solutions to racial equity challenges in local government.

COG staff have found the initial training valuable and plan to continue to participate in future sessions. In addition, a survey is planned to be conducted in early-2021. The same survey would be sent to all COG and Borough staff to gather foundational perspectives from individual, agency and COG levels. The survey will be anonymous, but respondents

are asked to identify their agency or department. The survey data will help customize future training, programs and practices.

NLC is providing racial equity and leadership training in more than 30 cities across the country. Here are links to more background on the NLC Real Program:

One-page flyer:

https://www.nlc.org/wp-content/uploads/2019/09/REAL_Intiative20One20Pager-1.pdf

Advancing Racial Equity in Your City:

<https://www.nlc.org/wp-content/uploads/2017/10/NLC20MAG20on20Racial20Equity.pdf>

13. OTHER BUSINESS

A. Matter of Record - In the first quarter of 2021, in lieu of the annual supervisory training, Ms. Pettitt will be coordinating an all staff training session. The session is expected to focus on team building and successfully navigating change. The 2021 Administration budget contains an appropriation of funds to conduct this training program for COG staff.

B. Matter of Record - The following represents a list of vacancies of COG full-time and part-time, year-round positions:

Admin - Facilities Coordinator - Following second round interviews, Mr. Harold (Lou) Brungard accepted the offer of employment and started his employment on Monday, January 4, 2021.

Code - Code Division Manager - Following a CRCA staff survey, the position was posted internally. Applications were due on December 21st and interviews are expected to be held in January.

Parks - Parks Caretaker I (2 positions) - Applications have been narrowed down and interviews will be held in January.

Schlow - Library Director - Deadline for applications was Friday, December 11, 2020. The pool of applicants is currently under review by the Screening Committee. The Screening Committee is scheduled to meet on January 7, 2021, and invitations to first-round interviews will be extended shortly thereafter. Ultimately, the Screening Committee will be responsible to pass on two or three candidates to the Selection Committee for final interviews and selection.

C. Matter of Record - At the November HR Committee meeting, Mr. Bair shared the challenges of out-sourcing janitorial services and proposed a modest cost saving measure that involved bringing the janitorial services in-house. The Committee agreed that Mr. Bair should pursue the option. As of January 4, 2021, four part-time employees have taken on the janitorial tasks. **Enclosed** please find a copy of the job description and scope of work for the services.

- D. Matter of Record - Work Task Status - The Work From Home policy received legal review, however, management staff feel that trying to implement this in the midst of the surging pandemic will cause confusion and complications amongst staff. The policy will likely be brought back to the Committee in February. The COG Employment Application is still a work in progress and has not yet been submitted for legal review.
- E. Matter of Record - Ms. Pettitt will present the **enclosed** report on merit awards for 2021 and achievement awards for 2020.
- F. Matter of Record - The following COG employees were recognized for length of service at the end of the year recognition dinner organized by the COG's Employee Relations Committee:

5 YEAR AWARDS

Andrew Foor	Parks
Wes Fouse	Code
Carrie Harris	Library
Dave Hartzell	Parks
Mandy Maguffey	Parks
Lu Skidgel	Parks
Cory Warner	Code

10 YEAR AWARDS

Cathi Alloway	Library
Jada Light	Parks
Joe Viglione	Admin

15 YEAR AWARDS

Karen Lambert	Library
Mike Faustina	Code
Ted Weaver	Parks

30 YEAR AWARDS

John Hoffman	Code
Ron Soltis	Code

35 YEAR AWARD

Diane Schmidt	Library
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14. ADJOURNMENT

CENTRE REGION COUNCIL OF GOVERNMENTS

2643 Gateway Drive, Suite 3

State College, PA 16801

Phone: (814) 231-3077 Fax: (814) 231-3083 Website: www.crcog.net

FINANCE COMMITTEE

Video Conference

January 14, 2021

8:30 AM

During the COVID-19 health emergency, to continue business operations of the COG and ensure the safety of municipal officials and staff, and to adhere to health emergency recommendations while remaining in compliance with Pennsylvania's guidelines for public meetings, this Finance Committee meeting will be held via video conference. Written public comment or requests to speak to the Finance Committee for items not on the agenda, and requests to comment to specific agenda items listed below, may be submitted in advance by emailing casendorf@crcog.net.

AGENDA

1. **CALL TO ORDER**

Mr. Myers will convene the meeting. Mr. Asendorf will review the meeting procedures and perform a roll call of members.

2. **PUBLIC COMMENTS**

Members of the public are invited to comment on any items not already on the agenda (five minute per person time limit, please). Comments relating to specific items on the agenda should be deferred until that point in the meeting.

3. **APPROVAL OF MINUTES (Action)**

A copy of the minutes from the December 10, 2020 Finance Committee meeting is **enclosed** for approval.

4. **ELECTION OF OFFICERS (Action)**

The Committee should elect a Chair and Vice Chair for 2021. During 2020, Mr. Myers served as Chair and Mr. Francke served as Vice Chair. The 2021 membership of the Finance Committee is as follows:

Rich Francke	College Township
Patti Hartle	Halfmoon Township
Bud Graham	Harris Township
Steve Miller	Ferguson Township
Dan Trevino	Patton Township
Evan Myers	State College Borough

5. **MEETING DATE, TIME & LOCATION (Action)**

The Finance Committee should choose the date, time, and location for its 2021 meetings. During 2020, the Committee met on the second Thursday of the month at 8:30 AM in the COG General Forum Room.

In the past, COG committees have tried to schedule their meetings during the first two weeks of the month. This sequencing provides adequate time to refer issues to the Executive Committee and the General Forum for action.

6. **COG ARTICLES OF AGREEMENT**

The Executive Director will briefly review the COG Articles of Agreement as it relates to the Finance Committee. According to the Agreement, the duties of the Committee are:

- i. *To recommend an annual budget to the General Forum.*
- ii. *To recommend revisions of the annual budget to the General Forum as necessitated by changing conditions.*
- iii. ~~*To review and present the annual Centre Area Transportation Authority budget to the General Forum.*~~
- iv. *To recommend a capital improvement budget to the General Forum with annual and multiple year elements.*
- v. *To approve monthly vouchers for payment as may be recommended by the Executive Director.*
- vi. *To study and prepare recommendations on COG financial matters as requested by the Executive Committee.*

7. **MEETING ETIQUETTE GUIDELINES**

The Centre Region Council of Governments (COG) is committed to an environment in which all individuals are treated with respect and dignity. Each individual has the right to participate in a professional atmosphere that promotes equal opportunities to be heard and to participate in the decision-making process. At the same time, conducting the meeting is to be handled efficiently, so the time that people invest at meetings is well spent and concludes within a reasonable timeframe. Please respect each other, as well as the Chair and their role in facilitating the expeditious conduct of business.

On November 26, 2018, the COG General Forum adopted the **enclosed** Meeting Etiquette Guidelines and Resolution 2018-4. The Committee should be familiar with these guidelines. More information, including frequently asked questions and guidelines for public comment can be found on the COG's website at www.crcog.net.

8. **RETENTION OF CONCORD PUBLIC FINANCIAL ADVISORS**
(DISCUSSION/ACTION) (time estimate 15-30 minutes)

The Committee should receive an update from the Parks and Recreation Director regarding the Whitehall Road Regional Park bid estimates and discuss retaining Mr. Chris Gibbons and in what capacity.

Over the past few months staff has provided regular updates about the Whitehall Road Regional Park project. Based upon the Zoom and Learn, Committee discussion, and municipal discussion, staff was directed to continue with the bid process. Bids for Phase I of Whitehall Road Regional Park were received on December 15, 2020 and staff has been meeting internally, with their engineers (Stahl Sheaffer) and with their construction management team (Poole Anderson), and are in the process of holding descoping meetings with the apparent low bidders as of the date of agenda distribution. Staff expects to distribute information late in the afternoon on Wednesday that includes the latest financial picture as a result of the descoping meetings held earlier that day.

Ms. Pam Salokangas, Parks and Recreation Director, will provide an update regarding the status of the project estimates. The Committee should listen to this information and ask any questions they deem pertinent.

Mr. Chris Gibbons, Concord Public Financial Advisors, will provide a brief update of the borrowing environment noting any changes since he last presented in August 2020.

Based on the information provided above, the Finance Committee should make a recommendation of whether to retain Concord Public Financial Advisors and in what capacity.

9. **FINANCE COMMITTEE WORK TASKS (Informational)** (time estimate 5 minutes)

The Committee should receive an update on the actions taken by the Executive Committee pertaining to the Finance Committee's work tasks.

At its December meeting the Finance Committee reviewed the 2021 Work Tasks as outlined and forwarded them to the Executive Committee for consideration. The Executive Committee received the Work Tasks and discussed them at length at their December meeting.

At that December meeting the Executive Committee requested that staff bring back all items with a 2.0 or lower ranking to its January meeting with a listing of the staff (COG and municipal), Committees, Boards, and Councils impacted. Staff is allocating additional time on the Executive Committee's January agenda for further discussion.

10. **UPDATE ON SCHLOW LIBRARY AND THE LIBRARY FOUNDATION**
(Informational) (time estimate 20-30 minutes)

Ms. Cathi Alloway, Library Director, will be in attendance to provide an update pertaining to Schlow Library and the Schlow Library Foundation. This presentation was requested in conjunction with the 2020 budget but was delayed due to the impact of COVID-19 on staff and committee.

Specifically, the topics to be covered include:

- Purpose of the Foundation
- Explain its investments and their value
- Emphasize the need for these funds for emergency operating and mid to long-term capital needs
- Share key points of the development plan.
- Discussion on funding elements and what should be the focus of the Library Foundation versus municipal governments via the COG (such as operating versus capital)

The Committee should receive the report from Ms. Alloway and ask questions they deem appropriate.

11. **REVISION TO THE COG DETAILED BUDGET DOCUMENT (Discussion)** (time estimate 5 minutes)

The Committee should review the **enclosed** section of the detailed budget and begin discussing if amending the detailed budget document might be appropriate. This will be on ongoing discussion covering multiple meetings.

Enclosed is a draft section of the detailed budget developed and reviewed by Staff. Staff is attempting to streamline the detailed budget document in an effort to save a significant amount of time for COG and municipal staff and the elected officials serving on the Finance Committee while still providing similar information and the same level of transparency that is a hallmark of the COG budget document.

The document proposes two significant changes:

- Expanding the number pages to add two columns, a dollar change and a percentage change – comparing the current budget year to the proposed budget year

- Condensing the text pages to provide text on summary budget line items (contained on the Summary Budget Rollforward page) versus detailed budget line items

Staff estimates that this change could eliminate up to 100 pages from the current detailed budget document while providing the elected officials the information in a similar format to the one they have become accustomed to.

The Finance Committee should review the proposed change to the budget document and provide comments on the appropriateness, transparency, and functionality of the document, and, if they deem the changes to be worthy of consideration, also provide suggestions to Staff as to how to improve it beyond the proposed format.

12. **FINANCIAL UPDATE (Informational)**

This is an informational agenda item. The Committee should receive the update from COG staff and ask questions they deem appropriate.

Since the May meeting COG staff has continued to monitor its financial condition on a monthly basis. In addition to the feared decreases in municipal income, some of the programmatic functions at COG have been impacted as well. In addition, staff has taken selected actions related to hiring freezes, furloughs, and postponement of capital expenses.

To track these variations and their impact on the 2020 operating budgets, COG staff analyzed the April through December monthly reports noting any significant differences. In addition, COG staff assessed the changes in the April through December analyses and assessed the continuing impact of COVID-19 shut down on the assumptions in the 2020 COG operating budgets.

The Committee should review the **enclosed** analysis presented by Mr. Asendorf and ask questions they deem pertinent. COG staff intends to continue rolling this analysis forward on a monthly basis to identify variations from the budget and trend them appropriately.

13. **FACILITIES COMMITTEE (Informational)**

This is an informational agenda item. The Committee should receive the update from Ms. Hartle and ask questions they deem appropriate.

Ms. Patti Hartle will provide an update on the Facilities Committee's January meeting.

14. **MONTHLY REPORTS (Action)**

This is an action agenda item. The Committee should review and approve the voucher report.

Copies of the December 2020 **voucher** report are **enclosed** with this agenda. To proceed, the Committee should consider the following motion:

“That the Finance Committee approves the December 2020 voucher report for the Centre Region COG.”

Copies of the December 2020 COG financial reports (electronically, only) are also **enclosed**. If the Committee has any questions about the items in these reports, please let Finance Director Joe Viglione (jviglione@crcog.net or 231-3062) know as soon as possible so that the information can be researched prior to the next Committee meeting.

15. **OTHER BUSINESS**

A. **Matter of Record** - The following is an update of the status of planning and evaluation studies currently underway at the COG.

	Planning Activity	Status
1	IT Study	The RFP for the IT Study was updated and refreshed with the help of an intern from PSU during the fall semester. The latest draft of the RFP was circulated for comment from Agency Directors in November and is now nearly finalized. Our intern also researched companies that may possibly submit proposals and sites to advertise the RFP. Staff is now formatting the RFP and adding standard boilerplate text (updated for COVID-19). It is on track for release in the first quarter.
2	Code Software Study	TRAISS and OpenGov provided demonstrations. Coordinating group representatives will perform site visits to multiple software client locations in March. (Update: The working group will soon be convened to discuss any possibility of proceeding with the project.)
3	COG Facilities Evaluation	No significant update beyond the Facilities Committee report.
4	Solar Power Purchase Agreement Working Group	The Working Group is in the process of updating its project timeline for the project due to COVID. Staff believes this project will still occur during 2021 despite the delay. Since the September meeting staff has been attending webinars with the Rocky Mountain Institute and World Resources Institute to gain more information about the project prior to the release of the RFP.
5	Fleet Management Plan/COG Building Parking Lot Study	There is agreement among COG staff and the elected officials that this should be a priority work objective for 2021 and has been included on the Finance Committee’s Priority Work Task List. Staff is soliciting examples of fleet management plans. If any Committee members have such plans in your municipality or work

		place that would be good examples, we would appreciate a copy.
6	Evaluation of Boardwalk at Millbrook Marsh Nature Center	The Feasibility Study Working Group received from LAN Associates their Basis of Design Memorandum for the Part I Feasibility Study. This document was reviewed by the Working Group with LAN Associates at the December 30 project meeting, and all team members were in agreement with the direction of the project. The groups will continue to meet every two weeks to receive project updates; the next milestone will be to receive the 70% Feasibility Study Report which will be share for review and comment. The grant extension letter was sent to PA DCNR in late December and the grant request through December 31, 2021 has been granted. Ms. Salokangas met with her DCNR grant coordinator in mid-December to determine the next best path for acquiring funding for the Part II Feasibility Study.

16. ADJOURNMENT

CENTRE REGION COUNCIL OF GOVERNMENTS

Centre Region Parks and Recreation
2040 Sandy Drive, Suite A
State College, PA 16803
Phone: (814) 231-3071 Fax: (814) 235-7832

JOINT MEETING OF THE PARKS CAPITAL COMMITTEE AND THE CENTRE REGION PARKS AND RECREATION AUTHORITY

Virtual Meeting
Thursday, January 14, 2021, 12:15 PM

During the COVID-19 health emergency, to continue business operations of the COG and ensure the safety of municipal officials and staff, and to adhere to health emergency recommendations while remaining in compliance with Pennsylvania's guidelines for public meetings, this Joint Meeting will be held via video conference. Written public comment or requests to speak to the Joint Meeting members for items not on the agenda, and requests to comment to specific agenda items listed below, may be submitted in advance by emailing crpr@crcog.net.

AGENDA

1. CALL TO ORDER

Chair Laura Dininni will convene the meeting.

2. PUBLIC COMMENTS

Members of the public are invited to comment on any items not already on the agenda (five minutes per person time limit, please). Comments relating to specific items on the agenda should be deferred to that point in the meeting.

3. APPROVAL OF MINUTES

A copy of the minutes from the October 26, 2020 joint meeting of the COG Parks Capital Committee and Centre Region Parks and Recreation Authority is **enclosed** (attachment #1).

4. ANNUAL REORGANIZATION - 2021 CALENDAR YEAR

A. The Committee is asked to conduct the Election of Officers (Chair and Vice-Chair) for 2021. The following officers were elected for 2020:

Chair	Ms. Laura Dininni, Ferguson Township
Vice-Chair	Ms. Anita Thies, Patton Township

The official 2021 Parks Capital Committee roster includes the following members based on the most recent municipal appointments:

Ms. Janet Engeman, Borough of State College	Mr. Bruce Lord, Harris Township
Ms. Laura Dininni, Ferguson Township	Mr. Eric Bernier, College Township
Ms. Anita Thies, Patton Township	Ms. Charima Young, PSU (non-voting)

- B. The Committee is asked to set their 2021 joint meeting schedule, and it is suggested that the Parks Capital Committee continue to schedule joint meetings on a quarterly basis. If additional meetings are needed, they can be scheduled at the discretion of the Chair.

The proposed dates below continue the current quarterly schedule of joint meetings on the 2nd Thursday of at 12:15 PM either virtually or in the COG Forum Room. The CRPR Authority will likely continue to meet on the 3rd Thursday of each month, and that group is scheduled to take action on their schedule on January 21, 2021. Upon approval of the meeting dates, a Public Notice will be published.

Suggested 2021 Joint Meeting Dates: 2nd Thursday (quarterly) 12:15pm, COG Forum Room
April 8 July8 October 14 January 13, 2022

The Parks Capital Committee should review and discuss the Joint Meeting Dates for 2021. Should the Parks Capital Committee decide to approve the dates as proposed, a possible motion is:

“That the Parks Capital Committee approve the 2021 meeting dates as proposed with all meetings being held at 12:15pm either virtually or in the COG Forum Room.

The Centre Region Parks and Recreation Authority should review and discuss the Joint Meeting Dates for 2021. Should the Authority decide to approve the dates as proposed, a possible motion is:

“That the Centre Region Parks and Recreation Authority approve the 2021 meeting dates as proposed with all meetings being held at 12:15pm either virtually or in the COG Forum Room.

- C. Monthly Reporting & Disbursement of Agenda Packets (Ms. Salokangas and Ms. Light)
As part of the reorganizational meeting, Ms. Salokangas requests that the Parks Capital Committee members select to receive their Agenda packet by 1) email only, 2) email and a mailed paper copy, or 3) email and a paper copy provided at the meeting. All Parks Capital Committee members should confirm with Ms. Salokangas the correct email address to use for correspondence.
5. MEETING ETIQUETTE GUIDELINES (Mr. Eric Norenberg)
Mr. Eric Norenberg, COG Executive Director, will briefly review the **enclosed** (attachment #2) approved Resolution of Meeting Etiquette as well as the **enclosed** (attachment #3) Guidelines for Meeting Etiquette.

The Centre Region Council of Governments (COG) is committed to an environment in which all individuals are treated with respect and dignity. Each individual has the right to participate in a professional atmosphere that promotes equal opportunities to be heard and to participate in the decision-making process. At the same time, conducting the meeting is to be handled efficiently, so the time that people invest at meetings is well spent and concludes within a reasonable timeframe. Please respect each other, as well as the Chair and their role in facilitating the expeditious conduct of business.

During its November 26, 2018 meeting, the General Forum adopted the Resolution and the corresponding Guidelines for Meeting Etiquette. The intent of these documents is to encourage all COG related entities to foster and maintain an environment in which all individuals are treated with respect and dignity. The *Code of Conduct* section of the Guidelines offers suggestions for behavior at meetings. The *Notes for the Chair* section provides insights for meeting facilitation. In combination the *Code of Conduct* and *Notes for the Chair* sections will help to set a welcoming tone for Committee members who want to offer new ideas or provide comments on agenda items. More information, including frequently asked questions and guidelines for public comment, can be found on the COG's website at www.crcog.net.

6. COG ARTICLES OF AGREEMENT (Parks Capital Chairperson)

The current Parks Capital Committee Chairperson will briefly review the COG Articles of Agreement as they relate to the Parks Capital Committee. According to the 2008 Agreement, the duties of the Committee are:

- A. *To recommend the designation of regional park facilities (i.e., facilities involving joint capital funding such as regional parks, swimming pools, nature centers, etc.) to the General Forum.*
- B. *To develop and recommend a funding strategy for the planning, development, and operation of regional park facilities to the General Forum.*
- C. *To cooperate with the Centre Region Parks and Recreation Authority in the preparation of recommended master site plans for regional recreation facilities for referral to the General Forum and/or the participating municipalities.*
- D. *To study and prepare recommendations on regional parks as requested by the Executive Committee.*

7. COG COMMITTEE RESTRUCTURING (Mr. Norenberg)

At its April 21, 2020 meeting, the Executive Committee and staff began an initial discussion on the idea of creating a COG Climate Action and Sustainability Committee, as well as reviewing the COG committee structure more broadly. At its May 19, 2020 meeting, Executive Committee members reported that it was the consensus of their municipalities that they were in favor of taking steps to discuss the possible creation of a COG Climate Action and Sustainability Committee, but noted it should be done concurrently with a broader review of the COG committee structure. Mr. Norenberg will provide a status overview of this project-to-date and what may be the next steps for other committees.

8. PARKS AND RECREATION REGIONAL COMPREHENSIVE STUDY UPDATE (Ms. Kathy Matason)

The Centre Region Parks and Recreation Authority has been holding monthly Work Sessions to discuss the Action Plan of the Comprehensive Study. The first work session was held in July and the most recent work session was held on December 17. At the September work session, the Authority members reviewed feedback from the municipalities per the comments in the study's appendix, and additional feedback received this past summer, in order to prioritize the larger topics. It seemed that focusing on "Taking Care of What We Have" and "Governance" remain the two top priorities, while a third focus of working toward a Memorandum of Understanding with the State College Area School District became an additional priority that should become active once COVID-19 is no longer an issue for the schools.

Within each of the priority items, the Authority worked through prioritizing the action steps as well as assigning the task to either the Agency Staff, the Authority, the COG, member municipalities/managers, or municipal staff, or a combination of several of these.

Enclosed with this agenda packet is the most up-to-date Action Plan (attachment #4). The next work session will be held in February and the next two work items include a review of suggested items for a new Memorandum of Understanding (MOU) with the State College Area School District and further discussion on the Governance priority and how to move forward with that in-depth work.

9. WHITEHALL ROAD REGIONAL PARK UPDATE (Ms. Salokangas)

The bidding process for six bid packages and one alternate bid package opened on November 13 and closed on December 15. The bidding process was handled through the online PennBid portal; 23 vendors provided 25 bidding options across the various bid packages.

Since bidding closed, Stahl Sheaffer and Poole Anderson have been reviewing the various bid documents and are in the process of scheduling de-scoping meeting with three vendors to discuss their bid packages. Simultaneously, Agency Staff and the Finance Director are reviewing the bid packages against the project budget to include the loan proceeds and grant funds. Overall, the bids are very good and the Agency wants to prepare the most accurate financial report for further discussion in January.

10. MILLBROOK MARSH NATURE CENTER FEASIBILITY STUDY (Ms. Salokangas)

The Millbrook Marsh Nature Center Feasibility Working Group continues to meet bi-monthly as we work with LAN Associates on this study. On December 30, LAN Associates provided their Basis of Design Memorandum which guides the rest of their work on this project. The Feasibility Working Group was in agreement that LAN Associates is moving in the right direction as they begin to discuss design options and alternatives, begin to gather a materials list, and continue to review of the current and future permitting needs for this project.

The project timeline was extended at the end of 2020 through December 31, 2021 via DCNR's approval. Therefore, the current grant funding will roll to 2021 and keeps open the Comp. Study grant project, under which this project was funded. It is anticipated that a final report—Part I—will be available in June 2021 after a thorough DCNR review as well as COG Committee and CRPR Authority review.

11. OTHER BUSINESS

- A. Matter of Record –The next Joint Meeting of the Parks Capital Committee and the CRPR Authority will be based on the approved meeting schedule set during the January 14, 2021 Joint Meeting (tentatively scheduled for April 8, 2021).
- B. Matter of Record – Ms. Melissa Kauffman will be back from furlough in time to prepare an update for the MMNC Spring Creek Education Building project at the next Joint Meeting. The decision on awarding the PA DCED grant has been delayed to March/April 2021, so that impacts the currently funding levels for the Phase II development project.

12. ADJOURNMENT

Enclosures:

Attachment #1 - October 26, 2020 Meeting Minutes

Attachment #2 - Resolution of Meeting Etiquette

Attachment #3 - Guidelines for Meeting Etiquette

Attachment #4 - Comprehensive Study Action Plan

PUBLIC SERVICES AND ENVIRONMENTAL COMMITTEE

**Video Conference
December 3, 2020
12:15 PM**

AGENDA

During the COVID-19 health emergency and in compliance with Pennsylvania's guidelines for public meetings, this Public Services and Environmental Committee meeting will be held via video conference. Written public comment or requests to speak to the Public Services and Environmental Committee for items not on the agenda and for specific agenda items below may be submitted in advance by emailing smato@crcog.net

1. **CALL TO ORDER AND ROLL CALL**

Chair Hameister will convene the meeting.

Ms. Mato will take a roll call of members to ensure that they can hear and be heard.

2. **PUBLIC COMMENTS**

Members of the public are invited to comment on any items not already on the agenda (five minutes per person time limit, please). Comments relating to specific items on the agenda should be deferred until that point in the meeting. Submitted comments will be read into the record by the Committee Chair or Recording Secretary at the appropriate time in the meeting.

3. **APPROVAL OF MINUTES**

A copy of the minutes of the December 3, 2020 Public Services and Environmental Committee meeting are **enclosed**.

4. **COG MEETING ETIQUETTE**

The Centre Region Council of Governments (COG) is committed to an environment in which all individuals are treated with respect and dignity. Each individual has the right to participate in a professional atmosphere that promotes equal opportunities to be heard and to participate in the decision-making process. At the same time, conducting the meeting is to be handled efficiently, so the time that people invest at meetings is well spent and concludes within a reasonable timeframe. Please respect each other, as well as the Chair and their role in facilitating the expeditious conduct of business.

On November 26, 2018, the COG General Forum adopted the **enclosed** Meeting Etiquette Guidelines and Resolution 2018-4. The Committee should be familiar with these guidelines. More information, including frequently asked questions and guidelines for public comment, can be found on the COG's website at www.crcog.net

5. COG ARTICLES OF AGREEMENT

The Executive Director will briefly review the COG Articles of Agreement as it relates to the Public Services and Environmental Committee. According to the Agreement the duties of the Committee are:

- ~~To recommend and/or review programs, project initiatives, or other actions relating to the energy/energy conservation and/or environmental sustainability of the Centre Region. (Transitioned to the COG Climate Action and Sustainability Committee).~~
- ~~To recommend bidding specifications for the refuse/recycling program to the General Forum and to recommend actions on major policy issues affecting that program. (Transitioned to the COG Climate Action and Sustainability Committee).~~
- To recommend and/or review actions relating to the operation of sewer, water, stormwater and other public infrastructures.
- To coordinate studies, plans and proposals with the Public Safety Committee as they relate to public utilities and public safety.
- To study and prepare recommendations on public services and the sewage management program as requested by the Executive Committee.

6. ELECTION OF OFFICERS

The Committee should elect a Chair and a Vice Chair for 2021. During 2020, Mr. Hameister served as Chair and Ms. Stilson served as Vice Chair. The 2021 membership of the Public Services and Environmental (PSE) Committee is as follows:

Carla Stilson	College Township
Prasenjit Mitra	Ferguson Township
Danelle DelCorso	Halfmoon Township
Dennis Hameister	Harris Township
Betsy Whitman	Patton Township
Deanna Behring	State College Borough

7. MEETING DATES, TIME, AND LOCATION

The Public Services & Environmental Committee should choose the location, time, and dates for its 2021 meetings. During 2020, the Committee met on the first Thursday at 12:15 PM in the Forum Room of the COG Building or in virtual meetings via Zoom. In the past, COG committees have tried to schedule their meetings during the first two weeks of the month. This sequencing provides adequate time to refer issues to the Executive Committee and the General Forum for action.

Committee activities, other than items relating to the three responsibilities in item 5 “COG Articles of Agreement” have been deferred to February or March when there is a better understanding of the responsibilities being developed during the restructuring of COG committees.

8. POTENTIAL CHANGES TO THE RESPONSIBILITIES AND REORGANIZATION OF THE TRANSPORTATION AND LAND USE, PUBLIC SERVICES AND ENVIRONMENTAL COMMITTEE AND PUBLIC SAFETY COMMITTEE – *presented by Jim May*

This item is a continuation of the discussion from the December 3, 2020 PSE meeting. Since that time, CRPA staff has proposed recommendations regarding responsibilities of the Public Safety Committee and requested feedback from the COG Executive Director, COG Finance Director, Fire Administrator, Emergency Management Administrator, Code Agency Director, Sustainability Planner, and Senior Transportation Planner. CRPA staff will meet with the Public Safety Committee on January 12, 2021 and the Transportation and Land Use Committee on January 11, 2021 to provide information and receive initial comments.

Several issues from the December 3 meeting are addressed below:

1. Overlap of committee responsibilities – Staff is working diligently to eliminate redundant responsibilities between committees. When there has been potential overlap in the past, COG staff and individual committees have worked together to determine the appropriate committee to which to assign work. The COG Executive Committee can also assign specific issues or projects to individual committees in cases where an assignment is not clear cut.
2. Meeting schedule – Committee meetings in 2021 will be scheduled monthly and cancelled on an as needed basis.

Staff has also completed a draft of committee responsibilities for the PSE Committee to review and comment upon. The Committee should review the draft responsibilities and provide any issues, comments, or questions to staff.

Action: This item is for information only.

Attachment: Draft PSE and TLU Committee Responsibilities, **enclosed**

Next Steps: Staff will receive comments, incorporate changes into the committee responsibilities and review with the affected committees in February.

9. OTHER BUSINESS

A. Matter of Record - The annual Christmas Tree collection by Advanced Disposal for COG residential customers will take place during the week of January 18 - 22. Trees will be delivered to the State College Borough Compost Facility to be ground into mulch. Scheduling of the Spring and Fall Bulk Waste Collections has been delayed as Advanced Disposal requires more time to schedule extra drivers due to the merger with Waste Management and the uncertainty caused by the COVID-19 pandemic. Dates for the Spring collection will be included in the April newsletter and posted online as soon as possible. Future Matters of Record regarding the Refuse and Recycling Program will be in the Climate Action and Sustainability agendas.

10. ADJOURNMENT

ENCLOSURES:

<u>Item#</u>	<u>Description</u>
03	PSE Minutes December 2020
04.1	Meeting Etiquette Guidelines
04.2	Resolution 2018-4
08	Draft PSE and TLU Committee Responsibilities



Manager's Report January 18, 2021

1. Staff has been approached by the Pennsylvania Municipal League to host a Community Resilience Building Workshop in partnership with Sustainable Pittsburgh and The Nature Conservancy. Provided with my report is a communication from PML providing more information on the pilot project. Additional details and a tentative date for the workshop are forthcoming.
2. An initial meeting of the Screening Committee for the Schlow Centre Region Library Director recruitment was held on January 7th. The committee conducted an initial review of the qualified applicants and discussed the process for evaluating candidates.
3. The Manager attended a Centre County Hazard Mitigation Plan meeting on January 7th. A draft of the HMP can be found at the following link:

[DRAFT Centre County Hazard Mitigation Plan](#)
4. A transition meeting with the Manager and the newly appointed Solicitor, Betsy Dupuis of Babst Calland, was held on January 8th to review outstanding legal matters involving the Township. An engagement letter is being drafted and a "kickoff" meeting will be scheduled with senior staff. The outgoing Solicitor is also coordinating with Attorney Dupuis on the transition.
5. The Climate Action Committee met on January 11th and discussed the inventory and greenhouse gas reduction strategy. A report will tentatively be made to the Board on February 16th. The Committee also discussed the Community Resilience Building Workshop described in the attached communication.

Pribulka,David

From: Anne McCollum <AMcCollum@pml.org>
Sent: Friday, December 18, 2020 4:15 PM
To: Pribulka,David
Subject: Community Resilience Building Pilot

Hi Dave,

I hope this finds you and your family safe and well!! We are partnering with Sustainable Pittsburgh and The Nature Conservancy to offer Community Resilience Building Workshops. Below is a canned letter that will give you a little more info. We hope to offer a pilot program in western, central and eastern PA. If you think this maybe something that would be off interest to your community, let me know and we can discuss in further detail. Pam Adams from Centre Region COG has pledged her support to the project too.

I look forward to hearing from you – Happy Holidays!!

Anne

Dear Community Members,

Given previous and ongoing events, we now find ourselves in a new era of more unpredictable and severe weather that can potentially cause more damage to our municipalities and regions. The need for all of us to build community resilience and adapt to extreme weather and hazards is now strikingly evident. Ongoing events continuously reinforce this urgency and compel leading communities to proactively plan and act.

To be as proactive as we can in preparing and protecting our communities, I would like to personally invite you to consider being part of a new pilot program designed and managed via a partnership between the Pennsylvania Municipal League, Sustainable Pittsburgh and The Nature Conservancy. This partnership is looking for a few municipalities to take a leadership role and sign up to have a Community Resilience Building Workshop.

Over the last decade, over 425 municipalities across 9 states have utilized the Community Resilience Building Workshop. Community Resilience Building provides a friendly “anywhere at any scale” approach for developing community resilience action plans for municipalities and regions. The process employs a unique community-driven process, rich with information, experience, and dialogue, where participants identify top hazards, current challenges, strengths, and priority actions to improve their community’s resilience to all natural and climate-related hazards today, and in the future.

Ultimately, the Community Resilience Building process offers a timely way to bring together community members like you to comprehensively identify and prioritize steps to reduce risk and improve resilience across your municipality. This workshop will also help clarify and advance comprehensive community resilience planning and hazard mitigation efforts. More information on the process is available at www.CommunityResilienceBuidling.org.

The workshop’s objectives are as follows:

- Strengthen understand between hazards and local planning efforts.
- Evaluate strengths and vulnerabilities of the community, infrastructure, and natural resources.

- Develop and prioritize resilient actions for the municipality, local organizations, businesses, neighborhoods, COGs, land trusts, and community-based organizations.

We sincerely hope you will consider joining in on this pilot and becoming one of the first municipalities to do so in Pennsylvania. If you are interested, please free feel to reach out to discuss further, I look forward to hearing from you.

ANNE McCOLLUM Director of Training and Development
amccollum@pml.org • 717-236-9469 ext. *255



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PML.org | Our mission is to strengthen, empower
and advocate for effective local government.



TOWNSHIP OF FERGUSON

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PLANNING & ZONING DIRECTOR'S REPORT

Monday, January 18, 2021

PLANNING COMMISSION

The Planning Commission met January 11th to review the Tree Preservation Ordinance and 2020 Act 106—Personal Delivery Devices. The Tree Preservation Ordinance was tabled until the next meeting for further review and approval.

LAND DEVELOPMENT PLANS AND OTHER PROJECTS

1. Active Plans are listed below for the Board of Supervisors (10/12/20).
 - Harner Farm Subdivision (24-004-067 and replot 24-004-067C)
 - Orchard View Subdivision (24-004-,067)
 - Whitehall Road Sheetz Land Development Plan (24-004-067)
 - State College Borough Water Authority (24-006-055E)
 - West College Student Housing Lot Consolidation and Land Development Plan (24-002A-015; 24-002A-016; 24-002A-017; 24-002A-018; and 36-010-006)
 - IMBT Subdivision Plan (24-0040-017A)
 - Wasson/Ash Ave. Subdivision Plan (24-002A-132; 24-002A-134; 24-002A-135)
2. Community Planner received responses back for W. College Student Housing Land Development Plan and distributed updated plans for the third round of reviews.
3. PZ Staff met with applicants for Centre Animal Hospital on potential building additions.
4. PZ Staff review 2020Act 106—Personal Delivery Devices.
5. Community Planner and PZ Director met with Dan Meehan and Borough Planning Staff on potential partnership for a grant opportunity to study West End and Terraced Streetscape District.
6. Zoning Administrator completed zoning inspections for The Cottages.
7. PZ Director attended the Centre County Housing and Land Trust Board Meeting.
8. PZ Director attended the Leadership Team Meeting and the VOYA Transition Meeting.



FERGUSON TOWNSHIP POLICE DEPARTMENT

December 2020 Calls for Service

Part I Crimes Summary	Previous Month Dec. 2019	Current Month Dec. 2020	Previous YTD Dec. 2019	Current YTD Dec. 2020
Homicide	0	0	0	0
Rape	0	0	4	10
Robbery	0	0	0	1
Assault	2	3	51	39
Burglary	0	0	35	2
Theft	5	7	65	56
Auto Theft	0	0	0	3
Arson	0	0	0	0
Total	7	10	155	111

Part II Crimes Summary	Previous Month Dec. 2019	Current Month Dec. 2020	Previous YTD Dec. 2019	Current YTD Dec. 2020
Forgery	0	0	5	3
Fraud	4	5	64	58
Embezzlement	0	0	0	0
Receiving Stolen Property	0	0	1	1
Criminal Mischief	1	3	33	46
Weapons Violation	1	0	2	1
Prostitution and Commercialized Vice	0	0	1	0
Sex Offense	0	0	5	5
Drug Violation	0	0	13	13
Offenses Against Family	0	0	0	2
DUI	6	0	37	24
Liquor Laws (minors law, furnishing, false ID)	3	0	12	6
Public Intoxication	0	1	29	10
Disorderly Conduct	13	12	196	247
Vagrancy	0	0	0	0
All Other Criminal	4	1	34	30
Total	32	22	432	446

Total Crimes	Previous Month Dec. 2019	Current Month Dec. 2020	Previous YTD Dec. 2019	Current YTD Dec. 2020
Part I Crimes	7	10	155	111
Part II Crimes	32	22	432	446
Total	39	32	587	557



FERGUSON TOWNSHIP POLICE DEPARTMENT

December 2020 Calls for Service

Other Calls for Service	Previous Month Dec. 2019	Current Month Dec. 2020	Previous YTD Dec. 2019	Current YTD Dec. 2020
Vehicle Code - Crashes	14	19	298	154
Vehicle Code - Other Traffic Incidents	43	42	574	403
Health and Safety – EMS Assist	59	64	688	630
Health and Safety – Fire Assist	11	5	106	79
Other Health and Safety Incidents	26	15	225	216
Alarms	22	13	196	182
Suspicious Activity	21	26	321	381
Unsecure Property	1	0	14	12
Found Property	6	4	61	44
Lost Property	6	2	50	35
Community Relations/ Crime Prevention	0	1	83	37
Car Seat Check	0	0	13	9
School Check	17	0	257	132
Township Ordinances	11	15	99	116
Request for Assistance – Attempt to locate	2	3	34	27
Request for Assistance – Can-Help	0	0	8	1
Request for Assistance – Civil Matter	7	10	89	85
Request for Assistance - Other	46	44	569	687
Missing Persons/ Runaways	0	1	14	4
Animal Complaints	5	13	197	201
Department Information	2	0	37	32
Assist Other Agencies	17	12	206	169
Total	316	289	4139	3636

Total Calls for Service	Previous Month Dec. 2019	Current Month Dec. 2020	Previous YTD Dec. 2019	Current YTD Dec. 2020
Part I Crimes	7	10	155	111
Part II Crimes	32	22	432	446
Other Calls for Service	316	289	4139	3636
Total	355	321	4726	4193



FERGUSON TOWNSHIP POLICE DEPARTMENT

December 2020

	2019	2020	Previous YTD	Current YTD	Notes:
Traffic Citations	34	8	810	381	
Parking Tickets	45	10	1178	520	
Traffic Stops	139	67	2338	1793	
Criminal Arrests	9	5	149	98	
Supplements	80	69	1804	1430	
Hearings	12	0	198	132	
Med Return	15.15	21.03	303.19	220.48	

Note:

- *Traffic Stops may not include pre scheduled selective enforcement details where two or more police vehicles are assigned for specific enforcement purposes (such as Aggressive Driving Grant details).*
- *Criminal Arrests are the number of people arrested, not the number of charges, counts or cases cleared. These include arrests made at the time of the incident as well as those filed after an extended investigation.*

Department Notes:

- The December 16 snowstorm kept officers busy. Officers responded to five crashes and 25 stuck or disabled vehicles. There were no injuries.
- Officers investigated a report of a missing 43-year-old man. He was located.
- Officers investigated a physical roommate dispute. Both parties sustained minor injuries. Both parties declined prosecution.
- Officers are investigating an assault between acquaintances. Two males were struck in the face with a wine bottle. The victims sought treatment at the hospital. The case is active.

- A resident lost \$3,000 to a gift card scam. The suspect claimed to represent a computer service company. The suspect told the victim that he owed the company money for excessive email usage. The victim offered his debit card number. In a follow-up communication, the suspect told the victim that they credited his account instead of billing him. The suspect requested repayment using gift cards. The victim purchased gift cards and provided the card numbers to the suspect.

Investigations:

- Two, fraudulent Pennsylvania Game of Skill tickets were cashed at a local convenience store. The business lost \$1,000. A suspect has been identified. The case is active.
- An international student purchased a gaming unit from an online seller. The victim never received the unit.
- A detective investigated a child abuse allegation. The allegation was determined to be unfounded.

Community Relations:

- We partnered with officers from Patton Township for No Shave November and Shop with a Cop. The events raised approximately \$4,000 and helped 14 children.

Record List - Total:320

Contact or caller	Nature	Area	Reported	Incident
911DUP (6)				
MISTAKE DISPATCH	911DUP		09:00:49 12/27/20	20FT05973
MISTAKENLY ASSIGNED CALL	911DUP		10:38:17 12/25/20	20FT05954
PTPD CALL ASSIGNED TO FTPD IN ERROR	911DUP	PTPD	23:01:03 12/20/20	20FT05896
MISTAKEN DISPATCH	911DUP	FT2H1	10:21:02 12/13/20	20FT05781
MISTAKEN DISPATCH	911DUP	RPSP	07:47:23 12/08/20	20FT05719
HARASSMENT CALL FORWARDED TO PSP	911DUP	FT2H1	22:10:55 12/01/20	20FT05633
911NON-EMER (1)				
CHILD CALLING 911 ON DISCONNECTED PHONE	911NON-EMER	FT2G2	17:06:33 12/31/20	20FT06003
911NOVOICE (2)				
911 NO VOICE - NO ONE HOME	911NOVOICE	FT1C1	12:34:57 12/24/20	20FT05949
911 NO VOICE	911NOVOICE	FT1C1	08:47:50 12/15/20	20FT05798
ABANDVEHICL (2)				
ABANDONED VEHICLE	ABANDVEHICL	FT2G1	12:48:23 12/31/20	20FT06000
ABANDONED VEHICLE	ABANDVEHICL	FT2G1	11:06:20 12/01/20	20FT05627
ACCSSDEVFRD (1)				
FRAUDULENT CREDIT CARD TRANSACTION	ACCSSDEVFRD	FT1F2	06:26:00 12/12/20	20FT05863
ALARM BURGLAR (10)				
COMMERCIAL BURGLAR ALARM, UNSECURE DOOR	ALARM BURGLAR	FT1B1	14:23:15 12/30/20	20FT05994
RESIDENTIAL BURGLAR ALARM	ALARM BURGLAR	FT1B1	16:31:54 12/26/20	20FT05969
RESIDENTIAL BURGLAR ALARM	ALARM BURGLAR	FT2H1	17:07:02 12/23/20	20FT05943
RESIDENTIAL BURGLAR ALARM	ALARM BURGLAR	FT1B1	13:35:44 12/23/20	20FT05939
RESIDENTIAL ALARM	ALARM BURGLAR	FT1A1	05:14:32 12/22/20	20FT05917
COMMERCIAL BURGLAR ALARM	ALARM BURGLAR	FT2H1	00:37:12 12/18/20	20FT05857
COMMERCIAL BURGLAR ALARM	ALARM BURGLAR	FT2H1	08:43:57 12/17/20	20FT05841
COMMERCIAL BURGLAR ALARM	ALARM BURGLAR	FT2H1	17:17:53 12/16/20	20FT05817
COMMERCIAL BURGLAR ALARM - UNKNOWN	ALARM BURGLAR	FT2H1	00:50:57 12/12/20	20FT05773
BURGLAR ALARM, CANCELLED PRIOR TO ARRIVAL	ALARM BURGLAR	FT1B1	15:15:02 12/06/20	20FT05694
ALARMFIREPDONLY (2)				
APT. FIRE ALARM SOUNDING	ALARMFIREPDONLY	FT1F2	11:16:30 12/05/20	20FT05681
FALSE ALARM -RUNNING TEST FOR NEW BUILDING	ALARMFIREPDONLY	FT2H1	10:51:51 12/01/20	20FT05625
ALARMUNKTYPE (1)				
SMOKE ALARM ACTIVATION	ALARMUNKTYPE	FT1B1	13:03:55 12/12/20	20FT05776
ALCOHOL (1)				
27 YOM INTOXICATED YELLING AT STAFF	ALCOHOL	FT2H1	00:26:15 12/20/20	20FT05882
ANIMAL (13)				
DOG AT LARGE	ANIMAL	FT1E1	15:42:42 12/26/20	20FT05967
DOG AT LARGE	ANIMAL	FT1E1	23:45:43 12/21/20	20FT05914
DOG AT LARGE	ANIMAL	FT1C1	23:31:40 12/21/20	20FT05915
RABID RACCOON/DISPATCHED	ANIMAL	FT3K1	15:26:31 12/21/20	20FT05910
FOUND DOG - RETURNED TO OWNER.	ANIMAL	FT1E1	15:17:42 12/21/20	20FT05909
DEAD DEER IN YARD	ANIMAL	FT2M1	07:28:16 12/20/20	20FT05884
COWS LOOSE ON THE ROADWAY	ANIMAL	FT3L1	23:26:10 12/18/20	20FT05869
BLACK LAB WITH PINK COLLAR RUNNING AROUND	ANIMAL	FT1C1	12:33:27 12/17/20	20FT05845
DOG AT LARGE	ANIMAL	FT3P1	10:02:58 12/14/20	20FT05791
DOG NOT UNDER HANDLER'S CONTROL	ANIMAL	FT1B2	09:54:51 12/10/20	20FT05754
CAT POSSIBLY ON ROADWAY	ANIMAL	FT1C1	11:29:12 12/08/20	20FT05725
DOG AT LARGE	ANIMAL	FT1F1	17:19:41 12/05/20	20FT05685
ANIMAL BITE / NO INJURIES	ANIMAL	FT2H3	11:13:32 12/04/20	20FT05670
ASSAULT (1)				
TWO INDIVIDUALS HIT IN FACE WITH BOTTLE	ASSAULT	FT1C1	04:49:45 12/24/20	20FT05946
ASSAULTEARLIER (1)				
PHYSICAL ROOMMATE ASSAULT	ASSAULTEARLIER	FT1F2	02:51:39 12/16/20	20FT05805
COMMRELATIONS (1)				

SHOP WITH A COP	COMMRELATIONS	FT2H1	14:20:53 12/22/20	20FT05926
CRIMMISCHIEF (3)				
DAMAGE TO LIGHTS	CRIMMISCHIEF	FT1D1	09:57:51 12/21/20	20FT05903
VEHICLE SPRAY PAINTED	CRIMMISCHIEF	FT1F2	13:57:58 12/20/20	20FT05889
CALLER REPORTED CLOTHES STOLEN FROM LAUNDROMAT	CRIMMISCHIEF	FT1B1	20:08:42 12/03/20	20FT05662
DISORDERLYCOND (7)				
NOISE COMPLAINT AND SMOKING IN HOTEL ROOM	DISORDERLYCOND	FT1A1	22:18:15 12/31/20	20FT06004
MALE NOT WEARING MASK IN STORE	DISORDERLYCOND	FT2H1	12:02:44 12/28/20	20FT05978
LOUD MUSIC	DISORDERLYCOND	FT1B1	04:20:56 12/19/20	20FT05871
LOUD MUSIC	DISORDERLYCOND	FT1B1	02:07:30 12/18/20	20FT05858
MALE YELLING IN ROOM	DISORDERLYCOND	FT1A1	11:50:39 12/15/20	20FT05800
MALES YELLING OUTSIDE	DISORDERLYCOND	FT1A1	21:02:02 12/06/20	20FT05699
LOUD MUSIC	DISORDERLYCOND	FT1F2	21:27:52 12/04/20	20FT05679
DOMESTICDISPUTE (9)				
VERBAL DOMESTIC AT HOTEL	DOMESTICDISPUTE	FT1B1	11:21:26 12/31/20	20FT05999
DOMESTIC BETWEEN HUSBAND AND WIFE	DOMESTICDISPUTE	FT2H1	13:55:19 12/28/20	20FT05979
FATHER VS SON - VERBAL DOMESTIC	DOMESTICDISPUTE	FT3O1	02:23:57 12/26/20	20FT05960
FEMALE YELLING FOR POLICE ON THE PHONE	DOMESTICDISPUTE	FT1A1	01:25:36 12/25/20	20FT05952
MALE VS FEMALE DOMESTIC	DOMESTICDISPUTE	FT1A1	23:40:23 12/24/20	20FT05951
MOTHER/DAUGHTER DOMESTIC DISPUTE	DOMESTICDISPUTE	FT2G2	17:07:01 12/22/20	20FT05929
CHECK WELFARE OF CHILD/DOMESTIC	DOMESTICDISPUTE	FT2H1	19:54:04 12/12/20	20FT05779
DOMESTIC WITH MHID, 302 ISSUED AND LATER SERVED	DOMESTICDISPUTE	FT1B1	08:29:10 12/10/20	20FT05751
MOTHER AND DAUGHTER ARGUMENT OVER CELL PHONE	DOMESTICDISPUTE	FT2H1	00:20:30 12/09/20	20FT05733
FRAUD (4)				
FAKE TICKET SLIP USED TO GET MONEY FROM PA SKILL MACHINE	FRAUD	FT1A1	16:24:50 12/28/20	20FT05983
INDIVIDUAL PHONE SCAMMED OUT OF \$3,000.00	FRAUD	FT3J1	17:30:48 12/10/20	20FT05759
ONLINE SCAM; MONEY LOSS	FRAUD	FT1F2	21:39:59 12/08/20	20FT05732
GIFT CARD SCAM	FRAUD	FT2H1	20:10:15 12/05/20	20FT05686
HARASSMENT (5)				
SUSPICIOUS/THREATENING LETTER	HARASSMENT	FT1A1	16:14:43 12/18/20	20FT05865
FATHER/SON DOMESTIC DISPUTE	HARASSMENT	FT2G1	14:50:40 12/13/20	20FT05785
UNWANTED TEXT MESSAGES	HARASSMENT	FT3I1	12:55:49 12/12/20	20FT05775
POSSIBLE SCAM CALL WITH INTIMIDATING LANGUAGE.	HARASSMENT	FT2H1	15:57:32 12/03/20	20FT05660
ARGUMENT IN LOT	HARASSMENT	FT1A1	08:00:41 12/02/20	20FT05635
HLTHSFTY (15)				
MAILBOX FULL - MAILMAN CONCERNED	HLTHSFTY	FT1A1	13:05:20 12/31/20	20FT06001
93 YOF FOUND DECEASED - COVID EXPOSURE	HLTHSFTY	FT1F2	06:36:41 12/31/20	20FT05998
CONCERN FOR HER BOYFRIEND'S SISTER	HLTHSFTY	FT3H1	16:45:46 12/26/20	20FT05970
OUT OF COUNTY CRISIS CALLING ABOUT RESIDENT	HLTHSFTY	FT2G2	12:01:45 12/22/20	20FT05924
POSSIBLE WIRES DOWN-GOA	HLTHSFTY	FT3O1	16:47:03 12/20/20	20FT05894
CONCERNS ABOUT POST ON REDDIT	HLTHSFTY	FT2I2	14:04:38 12/20/20	20FT05888
41 YOF FEELING SUICIDAL; MHID	HLTHSFTY	FT2H1	00:11:13 12/18/20	20FT05856
SAFE TO SAY WELFARE CHECK	HLTHSFTY	FT1C1	09:48:12 12/14/20	20FT05790
32 YOF ATTEMPTED OD	HLTHSFTY	FT3J1	12:34:52 12/13/20	20FT05782
18 YOM FEELING DEPRESSED.	HLTHSFTY	FT1F1	21:14:24 12/10/20	20FT05764
77 YOM WITH DEMENTIA TAKEN HOME AFTER LEAVING RESIDENCE	HLTHSFTY	FT1A1	05:19:34 12/09/20	20FT05734
LOUD EXPLOSION NEAR POWER SUBSTATION-NOTHING FOUND	HLTHSFTY	FT2H1	09:12:55 12/04/20	20FT05669
WOMAN WALKING ALONG THE ROADWAY	HLTHSFTY	FT3R1	23:02:52 12/03/20	20FT05664
BICYCLE RIDER WITH IMPROPER LIGHTING.	HLTHSFTY	FT2F1	17:35:10 12/03/20	20FT05661
CONCERNS FOR 25 YOM WITH MHID	HLTHSFTY	FT1B1	12:39:45 12/03/20	20FT05656
HLTHSFTYEMSASST (64)				
72 YOM SEIZURE	HLTHSFTYEMSASST	FT3L1	22:54:48 12/31/20	20FT06005
23 YOM PASSED OUT AND HAD CHEST PAINS	HLTHSFTYEMSASST	FT1B1	15:55:52 12/31/20	20FT06002
83 YOF GROUND LEVEL FALL; UNCONCIOUS	HLTHSFTYEMSASST	FT2H1	14:48:35 12/30/20	20FT05995

31 YOM PASSED OUT	HLTHSFTYEMSASST FT2H3	01:23:27 12/29/20	20FT05986
56 YOM WITH SURGERY COMPLICATIONS.	HLTHSFTYEMSASST FT1B3	19:08:37 12/28/20	20FT05984
87 YOM CHEST PAIN.	HLTHSFTYEMSASST FT3N1	15:55:18 12/28/20	20FT05982
89 YOF, TROUBLE BREATHING	HLTHSFTYEMSASST FT1E1	10:46:44 12/28/20	20FT05977
89 YOF, CHEST PAIN	HLTHSFTYEMSASST FT2H1	10:09:14 12/28/20	20FT05976
89 YOF, COVID-19 POSITIVE	HLTHSFTYEMSASST FT1C1	10:21:21 12/26/20	20FT05962
72 YOM NOT FEELING GOOD AND HIGH BLOOD PRERSSURE	HLTHSFTYEMSASST FT3K1	06:17:54 12/26/20	20FT05961
79 YOM, COVID POSITIVE, FELL	HLTHSFTYEMSASST FT3K1	15:09:24 12/25/20	20FT05959
76 YOM, PANIC ATTACK	HLTHSFTYEMSASST FT2H1	14:40:59 12/25/20	20FT05958
76 YOF, GENERAL WEAKNESS	HLTHSFTYEMSASST FT1D1	19:01:19 12/23/20	20FT05944
70'S YOF, COVID-19 BREATHING ISSUES	HLTHSFTYEMSASST FT1C1	11:37:45 12/23/20	20FT05938
93 YOM COVID-19, TROUBLE BREATHING	HLTHSFTYEMSASST FT1E1	09:25:19 12/23/20	20FT05937
79 YOF, POSSIBLE COVID-19, TROUBLE BREATHING	HLTHSFTYEMSASST FT1E1	07:12:23 12/23/20	20FT05936
81 YOM, CHILLS	HLTHSFTYEMSASST FT1D1	00:24:34 12/23/20	20FT05934
58 YOM, INFECTION FROM RECENT SURGERY	HLTHSFTYEMSASST FT1B3	16:48:19 12/22/20	20FT05928
93 YOM, COVID-19 TROUBLE BREATHING	HLTHSFTYEMSASST FT1C1	04:35:45 12/22/20	20FT05916
74 YOM - STOMACH PAIN	HLTHSFTYEMSASST FT3J1	23:18:42 12/20/20	20FT05897
96 YOM, COVID-19 POSITIVE PATIENT	HLTHSFTYEMSASST FT1F2	21:16:30 12/20/20	20FT05895
66 YOF NON EMERGENCY TRANSPORT	HLTHSFTYEMSASST FT3J1	14:28:58 12/20/20	20FT05890
66 YOF, FALL PATIENT	HLTHSFTYEMSASST FT3J1	04:11:13 12/20/20	20FT05883
78 YOM, COVID-19 POSITIVE PATIENT	HLTHSFTYEMSASST FT2H1	16:19:15 12/19/20	20FT05878
91 YOM, COVID-19 POSITIVE PATIENT.	HLTHSFTYEMSASST FT1C1	16:06:19 12/19/20	20FT05876
82 YOF, FALL VICTIM NO INJURY	HLTHSFTYEMSASST FT2H1	10:59:42 12/18/20	20FT05862
53 YOF ALCOHOL/GENERAL SICKNESS	HLTHSFTYEMSASST FT2H1	22:34:22 12/17/20	20FT05853
87 YOM: COVID-19 POSITIVE PATIENT.	HLTHSFTYEMSASST FT1C1	20:34:50 12/17/20	20FT05850
65 YOM SLIPPED ON ICE AND INJURED HIS KNEE	HLTHSFTYEMSASST FT1E1	18:19:35 12/16/20	20FT05820
85 YOM, FALL VICTIM WITH HIP PAIN.	HLTHSFTYEMSASST FT1A1	07:50:19 12/16/20	20FT05806
55 YOF WITH CHEST PAIN.	HLTHSFTYEMSASST FT1A1	16:24:43 12/15/20	20FT05803
33 YOM, LOGGING ACCIDENT, FLOWN FROM SCENE	HLTHSFTYEMSASST FT3I1	10:30:17 12/15/20	20FT05799
21 YOF, COVID-19 SYMPTOMS	HLTHSFTYEMSASST FT1C1	06:57:15 12/15/20	20FT05797
96 YOM GORUND LEVEL FALL/COVID POSITIVE	HLTHSFTYEMSASST FT1F2	02:21:23 12/15/20	20FT05796
68 YOM TOOK ROACH POISON	HLTHSFTYEMSASST FT1A1	08:49:25 12/14/20	20FT05789
88 YOF, SICK WITH POSSIBLE COVID-19	HLTHSFTYEMSASST FT1C1	18:16:43 12/13/20	20FT05786
88 YOM TROUBLE BREATHING; COVID EMS ASSIST CANCELLED	HLTHSFTYEMSASST FT1C1	14:07:24 12/13/20	20FT05784
43 YOM CHEST PAIN AT DOCTORS OFFICE.	HLTHSFTYEMSASST FT1D1	13:52:40 12/13/20	20FT05783
77 YOM, COVID-19 POSITIVE, FELL	HLTHSFTYEMSASST FT1B1	17:38:30 12/12/20	20FT05778
84 YOM GROUND LEVEL FALL	HLTHSFTYEMSASST FT2H1	00:56:32 12/11/20	20FT05767
86 YOF, POSSIBLE COVID-19, TROUBLE BREATHING	HLTHSFTYEMSASST FT3K1	00:07:07 12/11/20	20FT05766
66 YOF FEMALE CHEST PAIN	HLTHSFTYEMSASST FT1C1	23:18:27 12/10/20	20FT05765
77 YOF FELL AND HIT HER HEAD	HLTHSFTYEMSASST FT3J1	20:55:06 12/10/20	20FT05761
71 YOM, SEMI RESPONSIVE/DIABETIC	HLTHSFTYEMSASST FT2H1	16:56:26 12/10/20	20FT05758
86 YOF, FALL WITH HIP PAIN	HLTHSFTYEMSASST FT3P1	06:25:45 12/10/20	20FT05749
MALE WITH CHEST PRESSURE EARLIER	HLTHSFTYEMSASST FT3J1	18:46:40 12/09/20	20FT05744
16 YO FEMALE POSSIBLE SEIZURE	HLTHSFTYEMSASST FT1A1	13:43:57 12/08/20	20FT05728
72 YOF NOT VERBALLY RESPONDING "COVID"	HLTHSFTYEMSASST FT1C1	21:45:33 12/07/20	20FT05714
84 YOF FELL	HLTHSFTYEMSASST FT1E1	15:38:40 12/07/20	20FT05710
43 YOM, LOW BLOOD PRESSURE	HLTHSFTYEMSASST FT1A1	08:01:15 12/07/20	20FT05702
76 YOM CARDIAC ARREST	HLTHSFTYEMSASST FT1A1	19:37:22 12/06/20	20FT05698
89 YOM IS CONFUSED	HLTHSFTYEMSASST FT1E1	13:03:14 12/06/20	20FT05692
74 YOM - GROUND LEVEL FALL WITH INJURY	HLTHSFTYEMSASST FT1E1	10:17:54 12/06/20	20FT05689
17 YOM WITH CHEST PAINS	HLTHSFTYEMSASST FT2H1	20:36:23 12/04/20	20FT05678
23 YOF, STOMACH PAIN POSSIBLE COVID-19	HLTHSFTYEMSASST FT3J1	13:30:46 12/04/20	20FT05674
72 YOM, SHORTNESS OF BREATH, CANCER	HLTHSFTYEMSASST FT3J1	12:32:39 12/04/20	20FT05672
32 YOF SEVERE PAIN AND VOMITING	HLTHSFTYEMSASST FT3L1	05:48:12 12/04/20	20FT05665
36 YOF CONSCIOUS ALCOHOL/OPIOD OVERDOSE.	HLTHSFTYEMSASST FT1B1	11:34:39 12/03/20	20FT05655
96 YOF WITH POSSIBLE PNEUMONIA AND COVID.	HLTHSFTYEMSASST FT1D1	17:58:56 12/02/20	20FT05644
85 YOF PASSED OUT - WAITING ON COVID TEST RESULTS	HLTHSFTYEMSASST FT1E1	12:21:43 12/02/20	20FT05639
57 YOM - GROUND LEVEL FALL	HLTHSFTYEMSASST FT2G1	11:38:00 12/02/20	20FT05638
89 YOF, POSSIBLE STROKE	HLTHSFTYEMSASST FT2G1	04:44:44 12/02/20	20FT05634
	HLTHSFTYEMSASST FT2H1	18:33:04 12/01/20	20FT05631

75 YOM, VOMITING.	HLTHSFTYEMSASST	FT2H1	15:22:00	12/01/20	20FT05630
HLTHSFTYFIREAST (5)					
COMP. SMELLED GAS ODOR	HLTHSFTYFIREAST	FT2M1	01:00:46	12/23/20	20FT05935
GAS ODOR	HLTHSFTYFIREAST	FT1D1	12:58:21	12/16/20	20FT05810
FIRE ALARM	HLTHSFTYFIREAST	FT2H1	12:58:45	12/10/20	20FT05757
SMOKE DETECTOR ALARM.	HLTHSFTYFIREAST	FT2H1	14:04:10	12/03/20	20FT05658
FIRE ALARM	HLTHSFTYFIREAST	FT2H1	11:19:38	12/01/20	20FT05628
MISSINGPERSON (1)					
43 YOM DID NOT RETURN HOME FROM WORK, LOCATED	MISSINGPERSON	FT1C1	15:05:29	12/02/20	20FT05642
ORDVIOL (7)					
SUBJECT NOT WEARING A MASK./COVID 19	ORDVIOL	FT1B1	13:48:23	12/30/20	20FT05993
SNOW VIOLATION	ORDVIOL	FT2H1	10:12:56	12/21/20	20FT05904
SNOW VIOLATION	ORDVIOL	FT1B1	09:59:44	12/21/20	20FT05902
SNOW VIOLATION	ORDVIOL	FT2H1	13:02:32	12/19/20	20FT05875
SNOW VIOLATION	ORDVIOL	FT1A1	10:22:12	12/19/20	20FT05874
SNOW VIOLATION	ORDVIOL	FT1B1	09:14:51	12/19/20	20FT05872
MUD ON ROADWAY	ORDVIOL	FT2M1	15:01:02	12/02/20	20FT05641
OUTAGNCYASST (12)					
ASSIST FLORIDA SHERRIFF/ FBI WITH ID THEFT	OUTAGNCYASST	FT1B1	12:16:11	12/30/20	20FT05992
SUSPICIOUS VEHICLE / SUSPECTED DRUG INVOLVEMENT	OUTAGNCYASST	PTPD	23:55:35	12/28/20	20FT05985
DISABLED CAR W/IN SCPD	OUTAGNCYASST	SH6VA	08:11:27	12/27/20	20FT05972
STOP VEHICLE FOR SCPD	OUTAGNCYASST	SB2G5	12:38:05	12/26/20	20FT05965
ASSIST PTPD WITH POSSIBLE IMPAIRED DRIVER	OUTAGNCYASST	PTPD	15:51:04	12/24/20	20FT05950
BURGLAR ALARM FOR PATTON TWP-RESIDENT WAS TESTING SYSTEM	OUTAGNCYASST	PTPD	11:25:55	12/21/20	20FT05907
VEHICLE STUCK IN SNOW	OUTAGNCYASST	PTPD	18:54:03	12/16/20	20FT05821
ASSISTED PTPD WITH A DISABLED VEHICLE	OUTAGNCYASST	PTPD	16:14:23	12/16/20	20FT05814
ASSIST SCPD WITH SUSPICIOUS VEHICLE	OUTAGNCYASST	FT2G1	15:05:56	12/16/20	20FT05812
ASSIST PTPD WITH DOMESTIC	OUTAGNCYASST	PTPD	20:56:42	12/14/20	20FT05795
SCPD REQUESTED I CHECK A RESIDENCE FOR A VEHICLE.	OUTAGNCYASST	FT1C1	15:26:46	12/05/20	20FT05683
ASSISTED PTPD WITH BURGLAR ALARM	OUTAGNCYASST	PTPD	00:19:37	12/03/20	20FT05649
PARKING (8)					
CALLER REPORTED A DISABLED VEHICLE PARKED CAR AT WEIS	PARKING	FT1B1	19:27:01	12/29/20	20FT05990
CAR PARKED AT JO HAYES VISTA COVERED IN SNOW	PARKING	FT3R1	11:00:32	12/22/20	20FT05922
TRUCK PARKED ALONG ROADWAY	PARKING	FT3Q1	08:37:17	12/22/20	20FT05919
VEHICLE TOWED BY WALK'S	PARKING	FT1F2	23:50:28	12/18/20	20FT05870
CATA REPORTED A VEHICLE BLOCKING THE ROADWAY	PARKING	FT1F2	22:44:55	12/17/20	20FT05854
VEHICLE PARKED ON ROAD	PARKING	FT1F2	21:25:22	12/17/20	20FT05851
PARKING AGAINST TRAFFIC	PARKING	FT2G1	10:01:05	12/17/20	20FT05842
TRUCK PARKED IN LOT - EMPLOYEE OWNED	PARKING	FT2H1	10:17:10	12/03/20	20FT05653
PROFOUND (4)					
FOUND IPHONE	PROFOUND	FT2G1	16:27:56	12/27/20	20FT05974
FOUND PHONE	PROFOUND	FT1B1	10:47:55	12/20/20	20FT05886
SET OF KEYS FOUND ALONG THE SIDEWALK.	PROFOUND	FT1B1	14:05:20	12/19/20	20FT05879
FOUND RAZOR SCOOTER	PROFOUND	FT2G1	13:25:32	12/03/20	20FT05657
PROPLOST (2)					
LOST WALLET	PROPLOST	FT1B1	09:51:56	12/19/20	20FT05873
LEFT CELL PHONE IN UBER	PROPLOST	FT1B1	19:56:32	12/18/20	20FT05868
RFACIVILDISP (10)					
DISPUTE OVER ITEMS IN TOWED VEHICLE	RFACIVILDISP	FT2G1	13:44:05	12/28/20	20FT05980
CIVIL DISPUTE REGARDING A CELL PHONE	RFACIVILDISP	FT3H1	12:35:13	12/26/20	20FT05964
QUESTIONS ABOUT A TENANT	RFACIVILDISP	FT3N1	14:21:27	12/23/20	20FT05941
DISPUTE OVER PROPERTY	RFACIVILDISP	FT1A1	17:43:32	12/22/20	20FT05931
CIVIL DISPUTE OVER THE LOCATION OF A CHILD CUSTODY SWAP.	RFACIVILDISP	FT2H1	17:28:08	12/18/20	20FT05867
ACCIDENTAL DAMAGE TO VEHICLE CAUSED BY HOTEL STAFF	RFACIVILDISP	FT1B1	12:27:32	12/17/20	20FT05844

BIKE PARTS PURCHASED ON LINE AND WRONG ITEMS SHIPPED	RFACIVILDISP	FT1B3	08:12:37	12/10/20	20FT05752
DISPUTE BETWEEN TENANT AND LANDLORD	RFACIVILDISP	FT2H1	12:33:45	12/09/20	20FT05737
CIVIL DISPUTE OVER A PROPERTY EXCHANGE.	RFACIVILDISP	FT1C1	20:37:49	12/03/20	20FT05663
PROPERTY NOT DELIVERED TO CORRECT LOCATION	RFACIVILDISP	FT2H1	14:57:26	12/03/20	20FT05659
RFAKEYVHCL (1)					
ASSIST BELLEFONTE BOROUGH WITH KEYS IN A VEHICLE	RFAKEYVHCL	FT2H1	09:20:44	12/02/20	20FT05636
RFALOCATECONT (3)					
CALLER HADN'T HEARD FROM GIRLFRIEND	RFALOCATECONT	FT1B1	10:36:50	12/24/20	20FT05948
HELP NEEDED IN LOCATING RELATIVE	RFALOCATECONT	FT1B1	10:45:29	12/21/20	20FT05906
CHECK THE WELFARE	RFALOCATECONT	FT1B1	22:14:08	12/17/20	20FT05852
RFAOTHER (25)					
GROUP BROUGHT CHRISTMAS TREATS TO STATION.	RFAOTHER	FT2H1	14:03:51	12/25/20	20FT05957
WATER HEATER FLOODED APARTMENT	RFAOTHER	FT1B2	13:21:12	12/25/20	20FT05956
QUESTIONS REGARDING ROOMMATES SMOKING MARIJUANA	RFAOTHER	FT1B1	06:10:40	12/24/20	20FT05947
QUESTION ABOUT FIREARM RELINQUISHMENT	RFAOTHER	FT1B1	21:58:03	12/23/20	20FT05945
ROOMMATE FIGHT	RFAOTHER	FT1B1	21:09:19	12/22/20	20FT05933
CHILD CUSTODY DISPUTE	RFAOTHER	FT2H1	16:00:16	12/22/20	20FT05927
TRAFFIC LIGHT NOT CYCLING	RFAOTHER	FT1F1	10:51:51	12/22/20	20FT05923
SNOW REMOVAL IN DEVELOPMENT	RFAOTHER	FT1E1	08:54:17	12/18/20	20FT05860
SNOW PLOWING CONCERNS	RFAOTHER	FT2G1	19:28:58	12/16/20	20FT05824
CALLER HAD ISSUES WITH NEIGHBOR	RFAOTHER	FT2G2	15:00:36	12/14/20	20FT05792
WELFARE CHECK ON A DOG	RFAOTHER	FT2H1	15:58:21	12/12/20	20FT05777
CALLER HAD QUESTIONS ABOUT OBTAINING INFORMATION	RFAOTHER	FT2G1	14:58:13	12/09/20	20FT05741
ASSISTED COMP. OBTAIN A PHONE FROM CENTRE SAFE	RFAOTHER	FT1C1	11:38:40	12/09/20	20FT05736
HARRASMENT REPORT	RFAOTHER	FT2G1	18:24:37	12/08/20	20FT05731
MAILBOX HIT BY FEDEX TRUCK	RFAOTHER	FT1F1	12:53:49	12/08/20	20FT05727
CHECK RESIDENCE FOR DELIVERED PACKAGE	RFAOTHER	FT1D1	17:49:42	12/07/20	20FT05711
CONCERNS OVER WITHDRAW FROM ACCOUNT	RFAOTHER	FT1B1	15:10:27	12/06/20	20FT05695
RESIDENT WANTED TO DROP OFF MEDS FOR DROP BOX	RFAOTHER	FT2H1	13:22:28	12/06/20	20FT05693
STAFF LOOKING TO REPORT INCIDENT TO OFFICE OF AGING	RFAOTHER	FT1C1	16:00:15	12/05/20	20FT05684
KNOWN MALE REFUSING TO LEAVE AREA	RFAOTHER	FT1F2	17:09:52	12/04/20	20FT05677
ANONYMOUS COMPLAINT OF COVID 19 VIOLATIONS	RFAOTHER	FT1A1	15:35:03	12/04/20	20FT05675
REPORT OF EMPLOYER COVID VIOLATIONS	RFAOTHER	FT1F2	12:40:34	12/04/20	20FT05673
MALE WAS STUCK IN THE BATHROOM WITH A BROKEN WHEEL CHAIR	RFAOTHER	FT1C1	10:39:34	12/03/20	20FT05654
CALLER REPORTED POSSIBLE TRESPASS	RFAOTHER	FT2I2	16:27:27	12/02/20	20FT05643
ENTERPRISE WANTED TO KNOW IF A VEHICLE WAS AT AN ADDRESS.	RFAOTHER	FT2G1	11:06:51	12/01/20	20FT05626
SUPPLEMENT (1)					
	SUPPLEMENT		13:34:55	12/20/20	20FT05887
SUSPACTY (23)					
BAGS FOUND IN CAR LOT	SUSPACTY	FT2H1	13:44:41	12/28/20	20FT05981
FOUND PLASTIC BOTTLE WITH MESSAGE ON IT IN HER YARD.	SUSPACTY	FT3H1	14:00:25	12/26/20	20FT05966
MAIL BOX POSSIBLY TAMPERED WITH	SUSPACTY	FT1E1	13:49:54	12/23/20	20FT05940
CALLER BELIEVES HE IS BEING STALKED	SUSPACTY	FT3K1	18:25:03	12/22/20	20FT05932
SUSPICIOUS LETTER	SUSPACTY	FT2H1	09:40:32	12/22/20	20FT05921
ATTEMPTED SCAM - NO INFORMATION OR MONEY GIVEN.	SUSPACTY	FT2G1	17:30:33	12/21/20	20FT05911
BOX TRUCK IN PARKING LOT	SUSPACTY	FT1B1	16:40:02	12/20/20	20FT05893
ATTEMPTED GIFT CARD SCAM	SUSPACTY	FT1B1	15:01:28	12/20/20	20FT05891
EMBER SMOLDERED ON RUG IN HOUSE	SUSPACTY	FT2G1	10:57:39	12/18/20	20FT05861
PHONE SCAM	SUSPACTY	FT2G1	20:34:40	12/17/20	20FT05849
DRUG INFORMATION	SUSPACTY	FT2H1	14:29:15	12/17/20	20FT05846
POSSIBLE SCAM	SUSPACTY	FT3Q1	11:30:04	12/16/20	20FT05809

CALLER REPORTED PEOPLE OUTSIDE APARTMENT	SUSPACTY	FT1B1	20:14:16 12/15/20	20FT05804
PHONE SCAM	SUSPACTY	FT2H1	17:23:44 12/14/20	20FT05794
PERSON ON CALLERS PORCH	SUSPACTY	FT1C1	03:22:56 12/13/20	20FT05780
POSSIBLE APARTMENT RENTAL SCAM	SUSPACTY	FT2H1	12:03:54 12/10/20	20FT05756
LOUD BANG IN THE AREA	SUSPACTY	FT1C1	03:56:03 12/10/20	20FT05748
MALE SAID HE WAS BEING HARASSED THEN HUNG UP.	SUSPACTY	FT1F2	16:31:12 12/09/20	20FT05742
CHECK SCAM; NO LOSS	SUSPACTY	FT1B1	18:03:55 12/08/20	20FT05730
VEHICLE RUNNING IN PARKING LOT	SUSPACTY	FT1B5	22:14:00 12/07/20	20FT05715
911 NO VOICE	SUSPACTY	FT1C1	18:35:59 12/07/20	20FT05712
CALLER BELIEVED SOMEONE WAS IN HOUSE	SUSPACTY	FT1E1	10:27:11 12/02/20	20FT05637
MONEY MISSING FROM MAILED LETTER	SUSPACTY	FT1B2	10:32:04 12/01/20	20FT05623

THEFT (7)

CHRISTMAS CARD WAS STOLEN FROM MAILBOX	THEFT	FT3O1	17:48:11 12/27/20	20FT05975
STOLEN PACKAGE	THEFT	FT1B1	12:35:20 12/25/20	20FT05955
PURSE REMOVED FROM PARKED VEHICLE	THEFT	FT3N1	10:40:39 12/21/20	20FT05905
BIKE WAS TAKEN FROM BIKE RACK	THEFT	FT1B1	19:10:41 12/13/20	20FT05787
ITEMS TAKEN FROM APARTMENT	THEFT	FT2G1	10:51:19 12/11/20	20FT05771
GAS DRIVE OFF	THEFT	FT3J1	18:43:56 12/09/20	20FT05745
MULTIPLE VEHICLES ENTERED AND ITEMS STOLEN	THEFT	FT1B1	06:49:10 12/07/20	20FT05701

TRAFFIC (40)

DEAD DEER IN THE ROADWAY	TRAFFIC	FT2H1	02:13:46 12/31/20	20FT05997
FALLEN TREE BLOCKING EASTBOUND TRAFFIC	TRAFFIC	FT3Q1	18:19:36 12/30/20	20FT05996
KIDS NOT RESTRAINED IN CAR SEATS	TRAFFIC	FT1E1	16:22:13 12/26/20	20FT05968
DRIVER RAN RED LIGHT AND SUSPENDE	TRAFFIC	PTPD	09:59:57 12/25/20	20FT05953
CALLER SAW A CAR DRIVING WITH A BENT FRONT WHEEL.	TRAFFIC	FT2H1	16:43:57 12/23/20	20FT05942
VEHICLES RUNNING STOP SIGN	TRAFFIC	FT1C1	13:13:12 12/22/20	20FT05925
DISABLED CAR ON ROADWAY TOWED	TRAFFIC	FT3Q1	07:00:17 12/22/20	20FT05918
WIRE DOWN ON THE ROADWAY	TRAFFIC	FT2L1	16:15:56 12/20/20	20FT05892
DEBRIS ON THE ROADWAY	TRAFFIC	FT1B1	23:24:03 12/19/20	20FT05881
ASSISTED PUBLIC WORKS WITH TRAFFIC CONTROL	TRAFFIC	FT2G1	16:28:35 12/17/20	20FT05847
VEHICLE STUCK IN SNOW	TRAFFIC	FT2G1	04:14:00 12/17/20	20FT05840
VEHICLE ABANDONED IN ROADWAY; TOWED	TRAFFIC	FT1B1	02:19:09 12/17/20	20FT05839
VEHICLE STUCK IN SNOW	TRAFFIC	FT1B1	01:56:17 12/17/20	20FT05838
VEHICLE STUCK IN PARKING LOT	TRAFFIC	FT1F1	01:49:41 12/17/20	20FT05837
VEHICLE STUCK IN SNOW	TRAFFIC	FT2G1	01:40:03 12/17/20	20FT05836
VEHICLE STUCK IN SNOW	TRAFFIC	FT1C1	01:16:30 12/17/20	20FT05835
VEHICLE STUCK IN SNOW	TRAFFIC	PTPD	01:12:13 12/17/20	20FT05834
VEHICLE STUCK IN PARKING LOT	TRAFFIC	FT2G1	01:11:56 12/17/20	20FT05833
VEHICLE/S STUCK IN SNOW	TRAFFIC	FT1A1	00:49:02 12/17/20	20FT05832
VEHICLE STUCK IN ROADWAY	TRAFFIC	FT1A1	00:26:07 12/17/20	20FT05831
VEHICLE/S STUCK IN ROADWAY	TRAFFIC	FT1A1	23:56:25 12/16/20	20FT05830
VEHICLE STUCK IN SNOW	TRAFFIC	FT2H1	22:37:15 12/16/20	20FT05829
VEHICLE/S STUCK IN ROADWAY	TRAFFIC	FT1A1	22:27:25 12/16/20	20FT05828
VEHICLE STUCK IN SNOW	TRAFFIC	FT1B1	22:22:04 12/16/20	20FT05827
VEHICLE STUCK IN THE SNOW	TRAFFIC	FT1E1	20:44:33 12/16/20	20FT05826
VEHICLE STUCK IN THE SNOW	TRAFFIC	FT2H1	20:26:03 12/16/20	20FT05825
VEHICLE STUCK IN THE SNOW	TRAFFIC	FT1B2	19:31:58 12/16/20	20FT05823
VEHICLE STUCK IN SNOW	TRAFFIC	FT1F1	19:13:27 12/16/20	20FT05822
VEHICLE STUCK IN THE SNOW.	TRAFFIC	FT2H1	17:22:40 12/16/20	20FT05818
VEHICLE STUCK IN SNOW	TRAFFIC	FT1C1	17:22:06 12/16/20	20FT05819
VEHICLE STUCK IN THE SNOW.	TRAFFIC	FT1B1	16:25:21 12/16/20	20FT05815
VEHICLE STUCK IN SNOW	TRAFFIC	FT1C1	15:54:54 12/16/20	20FT05813
GREEN TRAFFIC SIGNAL OUT	TRAFFIC	FT2G1	11:25:57 12/12/20	20FT05774
DISABLED JEEP ON SIDE OF ROAD	TRAFFIC	FT3L1	08:04:13 12/11/20	20FT05768
VEHICLE ALL OVER THE ROADWAY.	TRAFFIC	FT2H1	17:17:40 12/09/20	20FT05743
RECKLESS OPERATION	TRAFFIC	FT3L1	15:25:57 12/07/20	20FT05709
LARGE AIR MATTRESS IN ROAD	TRAFFIC	FT2H1	14:41:45 12/05/20	20FT05682
REPORT OF A LOUD CAR	TRAFFIC	FT1B1	23:30:06 12/04/20	20FT05680
CATA BUS BROKE DOWN ON ROADWAY.	TRAFFIC	FT1A1	16:11:32 12/04/20	20FT05676
TREE DOWN ON THE ROADWAY	TRAFFIC	FT1D1	15:45:25 12/01/20	20FT05616

TRESPASS (1)

MAN ON CALLERS PROPERTY LOOKING FOR SURVEILLANCE EQUIPMENT.	TRESPASS	FT3L1	16:28:25 12/22/20	20FT05930
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VACHOMECHK (2)

VACATION HOME CHECK	VACHOMECHK	FT1E1	23:39:00 12/31/20	20FT06006
VACATION HOME CHECK	VACHOMECHK	FT1C1	11:18:59 12/21/20	20FT05908

VHCLCRSHHITRUN (2)

PARKED VEHICLE STRUCK	VHCLCRSHHITRUN	FT1B1	11:41:39 12/26/20	20FT05963
HIT AND RUN, PARKING LOT CRASH	VHCLCRSHHITRUN	FT1B1	03:15:38 12/21/20	20FT05898

VHCLCRSHNOINJ (16)

CAR STRUCK CURB AND POPPED TIRE	VHCLCRSHNOINJ	FT2H1	11:44:17 12/29/20	20FT05988
MINOR PARKING LOT ACCIDENT	VHCLCRSHNOINJ	FT2G1	11:27:50 12/29/20	20FT05987
3 VEHICLE REPORTABLE CRASH/NO INJURY	VHCLCRSHNOINJ	FT3I1	18:09:24 12/21/20	20FT05912
ONE VEHICLE CRASH, NO INJURIES / NO TOWING	VHCLCRSHNOINJ	FT1B1	09:39:12 12/20/20	20FT05885
1 VEHICLE REPORTABLE CRASH.	VHCLCRSHNOINJ	FT1F2	21:03:44 12/19/20	20FT05880
TWO VEHICLE CRASH; NON-REPORTABLE	VHCLCRSHNOINJ	FT1F2	16:02:36 12/19/20	20FT05877
TWO VEHICLE CRASH, NO INJURIES	VHCLCRSHNOINJ	FT3J1	13:43:38 12/18/20	20FT05864
VEHICLE TURNED LEFT INTO PATH OF VEHICLE, NO INJURIES	VHCLCRSHNOINJ	FT1B1	08:02:20 12/18/20	20FT05859
SINGLE VEHICLE CRASH ROLLOVER, NO INJURIES, SLUSHY	VHCLCRSHNOINJ	FT3I1	12:17:56 12/17/20	20FT05843
TWO VEHICLE NON REPORTABLE CRASH	VHCLCRSHNOINJ	FT2G1	17:05:38 12/16/20	20FT05816
SINGLE VEHICLE CRASH-SNOW STORM	VHCLCRSHNOINJ	FT2G1	13:50:56 12/16/20	20FT05811
TWO VEHICLE REAR END CRASH	VHCLCRSHNOINJ	FT2H1	11:36:45 12/16/20	20FT05808
2 CAR REPORTABLE CRASH	VHCLCRSHNOINJ	FT1C1	11:36:16 12/16/20	20FT05807
VEHICLE STRUCK A DEER	VHCLCRSHNOINJ	FT3I1	18:51:15 12/10/20	20FT05760
TWO VEHICLE, NO INJURIES / NO TOWING	VHCLCRSHNOINJ	FT3Q1	07:41:52 12/10/20	20FT05750
PARKING LOT TWO VEHICLE CRASH	VHCLCRSHNOINJ	FT1B1	13:17:10 12/02/20	20FT05640

VHCLCRSHUNKN (1)

SINGLE VEHICLE CRASH	VHCLCRSHUNKN	FT2H1	19:34:19 12/07/20	20FT05713
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USE OF FORCE SUMMARY REPORT

Reported 12/1/2020 12:00:01AM to 12/31/2020 11:59:59PM

1/11/2021

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Arrest Distribution Report

Printed On: 01/11/2021

Beginning Date: 12/01/2020

Ending Date: 12/31/2020

Page 1 of 1

Arrestee Race

Agency: Ferguson Township

Offense: All

Offense	White	Black Or African American	American Indian Or AlaskaNa	Asian	Native Hawaiian Or Other	Total
Other Assaults	-	-	-	1	-	1
Vandalism	1	-	-	-	-	1
Driving Under The Influence	3	-	-	-	-	3
Total	4	-	-	1	-	5



Arrest Distribution Report

Printed On: 01/11/2021

Beginning Date: 12/01/2020

Ending Date: 12/31/2020

Page 1 of 1

Arrestee Ethnicity

Agency: Ferguson Township

Offense: All

Offense	Hispanic Or Latino	Not Hispanic Or Latino	Total
Other Assaults	-	1	1
Vandalism	-	1	1
Driving Under The Influence	-	3	3
Total	-	5	5

Arrestee Ethnicity



Arrestee Ethnicity





Arrest Distribution Report

Printed On: 01/11/2021

Beginning Date: 12/01/2020

Ending Date: 12/31/2020

Page 1 of 1

Arrestee Age Category

Agency: Ferguson Township

Offense: All

Offense	Juvenile	Adult	Total
Other Assaults	-	1	1
Vandalism	-	1	1
Driving Under The Influence	-	3	3
Total	-	5	5

Arrestee Age Category




Arrestee Age Category

- Adult
- Juvenile



Your kindness
made a difference...



...and your
thoughtfulness
touched my heart.

THANK YOU

Thank you SO much for
being so kind this morning.
It has been an extremely
rough few months for me &
I'll never forget your
kindness. Stay safe★

3711

Dear Hero

We appreciate you every day and every night. We hope that you know how much you mean to us. That without your service and sacrifice we would all lose. This gift is to meant to say **THANK YOU**, for your service and that we pray for your safety.

From your friends at
Baileyville Grange
#1991