

FERGUSON TOWNSHIP BOARD OF SUPERVISORS

**Regular Meeting Agenda
Tuesday, February 1, 2022**

7:00 PM

MEETING PARTICIPATION OPTIONS

VIRTUAL:

Join Zoom Meeting Updated Link:
<https://us02web.zoom.us/j/87031665680>
Meeting ID: 870 3166 5680
[Zoom Access Instructions](#)

IN-PERSON:

**Ferguson Township Municipal Building
Main Meeting Room
3147 Research Drive
State College, PA**

- I. CALL TO ORDER**
- II. CITIZENS INPUT**
- III. APPROVAL OF MINUTES** - none
- IV. AUTHORITIES, BOARDS, AND COMMISSION REPORTS**
- V. SPECIAL REPORTS**
 - a. COVID-19 Local Response Report
- VI. COG REGIONAL REPORTS**
- VII. STAFF REPORTS**
- VIII. UNFINISHED BUSINESS**
 - 1. Project Status on Ferguson Township Strategic Plan Update
 - 2. Cherry Lane and Martin Street Multi-Way Stop Study Summary and Recommendation
 - 3. Public Hearing– Resolution Approving Master Plan for Songbird Sanctuary Park
 - 4. Anti-Discrimination and Regional Human Relations Commission Ordinance Discussion
- IX. NEW BUSINESS**
 - 1. Consent Agenda
 - 2. Discussion on Council of Governments Finance Committee Priorities
 - 3. Consideration of Establishing a Standing Monthly Worksession
- X. COMMUNICATIONS TO THE BOARD**
- XI. CALENDAR ITEMS**
- XII. ADJOURNMENT**





TOWNSHIP OF FERGUSON

3147 Research Drive • State College, Pennsylvania 16801
Telephone: 814-238-4651 • Fax: 814-954-7642
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BOARD OF SUPERVISORS

Regular Meeting Agenda

Tuesday, February 1, 2022

7:00 p.m.

- I. CALL TO ORDER**
- II. CITIZEN'S INPUT**
- III. APPROVAL OF MINUTES – None**
- IV. AUTHORITIES, BOARDS, AND COMMISSIONS REPORT – None**
- V. SPECIAL REPORTS** 10 minutes
 - a. COVID-19 Local Response Report – David Pribulka, Township Manager
 - b. Diversity, Equity, and Inclusionary Initiatives – none
 - c. Township and Fiscal Responsibility – none
 - d. Community and Economic Development – none
 - e. Environment – none
- VI. COG AND REGIONAL COMMITTEE REPORTS** 10 minutes
 - 1. COG COMMITTEE REPORTS**
 - a. Executive Committee
 - b. Solar Power Purchasing Agreement Working Group
 - 2. OTHER COMMITTEE REPORTS**
 - 1. Spring Creek Watershed Commission
- VII. STAFF REPORTS**
 - 1. Manager's Report
 - 2. Public Works Director Report
 - 3. Planning and Zoning Report
- VIII. UNFINISHED BUSINESS**
 - 1. PROJECT STATUS ON THE FERGUSON TOWNSHIP STRATEGIC PLAN UPDATE DISCUSSION**
Peter Melan, Polity, Inc. 10 minutes

Narrative

At a Regular Meeting held on September 20, 2021, the Board of Supervisors authorized the Township Manager to execute an agreement to engage Polity, Inc., to facilitate an update to the Ferguson Township Strategic Plan. Provided with the agenda is a copy of the

proposal for consulting services. The schedule for this engagement is expected to conclude in March 2022. The community engagement efforts have been organized for data gathering to supplement the results of the 2019 community survey conducted by the National Research Center (NRC). To date, the consultant facilitated a public meeting at Discovery Space, a business luncheon as well as engaged the Board of Supervisors at a Board Retreat, and two status update reports presented at a regular meeting. Additionally, public feedback is being received in the form of a public opinion survey posted on the Township's website. Staff introduced the public opinion survey to members of the Authorities, Boards, and Commissions (ABC) that met in the month of January for increased public engagement. Provided with the agenda is the first draft of the Strategic Plan Update for review and discussion. Peter Melan, Chief Consultant at Polity, will be in attendance to review the proposal and to respond to any questions from Board members and the public.

[2014 Strategic Plan for Information Technology](#)

[2017 Strategic Plan](#)

Staff Recommendation

That the Board of Supervisors *receive the status update.*

2. CHERRY LANE AND MARTIN STREET MULTI-WAY STOP STUDY SUMMARY AND RECOMMENDATION

David Modricker, Director of Public Works

10 minutes

Narrative

As requested by the Board of Supervisors, a multi-way stop study for the intersection of Cherry Lane and Martin Street was performed for the intersection of Cherry Lane and Martin Street. The multi-way stop also aligns with one of the driveways to Radio Park Elementary School. This multi-way stop study was complete after signing and markings were installed for a crosswalk on the east side of the intersection to cross Cherry Lane at this same intersection. Provided with the agenda packet is a full copy of the engineering study and memo prepared by the Township Engineer Ron Seybert and Public Works Director David Modricker with a summary and recommendation on the multi-way stop study.

Staff Recommendation

That the Board of Supervisors *accept the summary and recommendation prepared on the Cherry Lane and Martin Street Multi-Way Stop Study.*

3. A PUBLIC HEARING ON A RESOLUTION OF THE TOWNSHIP OF FERGUSON, CENTRE COUNTY, PENNSYLVANIA APPROVING A MASTER PLAN FOR SONGBIRD SANCTUARY PARK.

Centrice Martin, Assistant Township Manager

10 minutes

Narrative

Provided with the agenda is a copy of a resolution advertised for public hearing approving a master plan for Songbird Sanctuary Park. On January 18th, the Board received the prefinal draft of the Songbird Sanctuary Park Master Plan describing the plan and the public involvement process. If approved, staff will plan to use the funds allocated in the 2022 Operating Budget to construct Songbird Sanctuary – Phase 1 and incorporate the improvements into the Capital Improvements into the Capital Improvement Program Budget

for construction as funding is available. The Master Plan rendering will be made part of the resolution and is provided with the agenda.

Recommended Motion: Move that the Board of Supervisors adopt the resolution approving a revised master plan for Songbird Sanctuary Park.

Staff Recommendation

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

4. ANTI-DISCRIMINATION AND REGIONAL HUMAN RELATIONS COMMISSION ORDINANCE DISCUSSION

David Pribulka, Township Manager

20 minutes

Narrative

Provided with the agenda is a proposed draft version of the Regional Discrimination Ordinance as well as a copy of a draft Memorandum of Understanding (MOU). State College Borough and Patton Township continue to work Ferguson Township to develop a regional Human Relations Commission (HRC) with an agreeable MOU signed by all parties. While Bellefonte Borough Council will no longer be a participant in this regional initiative, College Township and Millheim Borough are interested in partnering on this initiative. The ordinance, if adopted, would provide for a local adjudicatory body to review allegations of discrimination related to several protected classes on the basis of housing, employment, and public accommodations. The ordinance would provide for local relief to complainants in lieu of the Pennsylvania Human Relations Commission.

Items that remain to be resolved include consideration of protected classes particularly pertaining to support animals, and the dual filing with the Pennsylvania HRC. This item is for discussion only and is intended to update the Board and public on the current status of this draft ordinance. It is recommended that the Board provide feedback on the outstanding issues and staff will continue to develop an ordinance for advertisement for public hearing.

Staff Recommendation

That the Board of Supervisors **review and discuss** the draft Anti-Discrimination Ordinance and Regional Human Relations Commission Memorandum of Understanding.

IX. NEW BUSINESS

1. CONSENT AGENDA

5 minutes

- a. Contract 2021-C15 Street Tree Pruning Final: \$58,480.00
- b. Voucher Report - Dec 2021

2. DISCUSSION ON THE COUNCIL OF GOVERNMENTS FINANCE COMMITTEE PRIORITIES

Laura Dininni, Township Supervisor

25 minutes

Narrative

At its January meeting, the Finance Committee (FC) received a listing of work tasks from staff with COG Office of Administration that was updated from the 2021 priorities to reflect items completed as well as additional work tasks identified during 2021. At the January meeting the Committee requested these tasks be ranked in terms of importance, on an "A,B,C" scale by each municipal representative and by COG staff. Provided with the agenda

is the FC Prioritization – 2022 (Municipal) document that addressed that request. Also provided with the agenda is the FC Work Task Prioritization – 2021 which can be used as a resource to help in the completion of the FC Prioritization – 2022 (Municipal) spreadsheet if so desired. Instructions are listed below in *italics*:

At the January meeting, the Finance Committee initially discussed the prioritization exercise and requested that it be brought back at the March meeting to discuss after the members of the Committee have an opportunity to discuss the potential work tasks with their fellow board members and key municipal staff. After the January Finance Committee meeting, the Committee requested that a matrix be developed and that the projects be ranked in one of three categories:

- *A – This classification is the highest priority level and members wish that these items be completed in 2022.*
- *B – This is the next highest classification and represent items that the Committee feel should be completed during 2022 but are willing to defer until after all “A” level items are completed.*
- *C – This is the lowest classification and represents items that the Committee would like to see addressed in 2022 but would be willing to defer until after all “A” and “B” levels items are completed.*

Enclosed is a matrix that staff is requesting that the Committee members assigned a grade to. Each letter will contain a point value (A = 1, B = 2, C = 3) and those values will be averaged among the 6 individual municipal rankings, both with and without the staff ranking, to obtain a weighted ranking.

In addition to the impact on staff, the Committee will also need to be aware that some of these work tasks will extend beyond the Finance Committee and COG Finance Office to other COG staff, COG committees, and municipal staff. Staff recommends for the specific items impacting other committees that the request be made to the Executive Committee to ask the committee to incorporate that work task into their 2022 work plan, at a priority level consistent with the Finance Committee’s recommendation.

The Committee member should assign a priority (letter) to each work task and, if the Committee member deems it appropriate, add a comment to further explain their grade/enhance the discussion. All rankings and comments are to be provided to the COG Finance Director, Joe Viglione, by no later than 5:00 p.m. on Wednesday, February 23, 2022.

Staff Recommendation

That the Board of Supervisors *discuss* and *identify* main priorities.

3. CONSIDERATION OF ESTABLISHING A STANDING MONTHLY WORKSESSION

Lisa Strickland, Township Supervisor

20 minutes

Narrative

The Board has discussed the establishment of a standing monthly worksession in 2022. If approved, the Board could consider including all staff and special reports, including ABC reports, as well as major discussion items on the worksession agenda. The Board is asked to consider this request and, if authorized, schedule dates and times for the same. Pending the outcome of the discussion, the Agenda Order of Business Resolution adopted at the

January 3rd meeting may need revision, as well, to accommodate any changes in format. This item is presented for discussion and consideration.

Staff Recommendation

That the Board of Supervisors *discuss* establishing a standing worksession.

X. COMMUNICATIONS TO THE BOARD

XI. CALENDAR ITEMS – February

- a. Ferguson Township Upcoming Meetings
 - 1. Planning Commission, Monday, February 14, 28
 - 2. Parks and Recreation Committee, February 10
 - 3. Tree Commission, February 28
 - 4. Pine Grove Mills Small Area Advisory Committee, February 24

XII. 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

EXECUTIVE COMMITTEE

Hybrid Meeting

January 18, 2022

12:15 PM

GENERAL MEETING INFORMATION	
<u>RSVP</u>	To ensure an overall quorum of members, please let us know how you intend to participate: https://us02web.zoom.us/meeting/register/tZ0uc-GprDIsG9Wzkmz_IM6PYXq45XZTprBs
Remote Participants	To attend via Zoom: https://us02web.zoom.us/meeting/register/tZ0uc-GprDIsG9Wzkmz_IM6PYXq45XZTprBs To attend this meeting by phone: +1 929 205 6099 Meeting ID: 893 4812 9611
In-Person Participants	COG Building – Forum Room 2643 Gateway Drive, State College, PA 16801
Meeting Contact: Scott Binkley email: sbinkley@crcog.net 814-235-7818	
Click HERE to locate the AGENDA and ATTACHMENTS <i>Should you desire to annotate any attachments you must download them first.</i>	

- To simplify meeting management and to ensure that all attendees have equal ability to participate, the Chat feature has been disabled on the Zoom platform. A recording of the meeting will be made available on the COG website upon its conclusion.
- We ask that non-voting participants that are attending remotely remain muted with their video turned off unless recognized to speak. 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. For additional information on COG Voting Procedures, click [HERE](#).
- **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](#). Written public comment or requests to speak to the Executive Committee for items not on the agenda, and requests to comment on specific agenda items listed below, may be submitted in advance by emailing sbinkley@crcog.net.
- To access agendas and minutes of previously held meetings, and to learn more about the COG Executive Committee on our website, please click [HERE](#).

EXECUTIVE COMMITTEE

Hybrid Meeting
January 18, 2022
12:15 PM

AGENDA SUMMARY

1.	CALL TO ORDER AND ROLL CALL
2.	PUBLIC COMMENTS
3.	INTRODUCTIONS COMMITTEE MEMBERS AND STAFF
4.	COG MEETING ETIQUETTE
5.	COG ARTICLES OF AGREEMENT
6.	NOMINATION OF OFFICERS
7.	NEW AGENDA ITEMS
8.	CONSENT AGENDA
CA-1	Approval of Minutes: December 9, 2021, Special Executive Committee Meeting, and December 15, 2021, Regular Executive Committee meeting
CA-2	Act 537 Facilities Plan Special Study for the Calder Way and Atherton Street Sewer Main Replacement
CA-3	Resolution 2022-1 Record Disposition
CA-4	Confirmation of Alpha Fire Company Command Officers
CA-5	Reappointment of Centre Region Fire Marshals
CA-6	Appointment of Centre Region Assistant Fire Marshal
CA-7	General Forum Meeting Dates
CA-8	Executive Committee Meeting Dates
CA-9	Mount Nittany Medical Center (MNMC) Update
9.	APPOINTMENTS TO EXTERNAL BODIES (SPPA Working Group, PACOG)
10.	POOL SLIDE REFINISHING PROJECT
11.	2022 EVALUATION PROCESS FOR EXECUTIVE DIRECTOR
12.	EXECUTIVE DIRECTOR'S REPORT
13.	OTHER BUSINESS
14.	CALENDAR
15.	HELPFUL REFERENCE LINKS
16.	ADJOURNMENT

CENTRE REGION COUNCIL OF GOVERNMENTS

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State College, PA 16801

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EXECUTIVE COMMITTEE

Hybrid Meeting

January 18, 2022

12:15 PM

AGENDA

1. CALL TO ORDER AND ROLL CALL

Mr. Norenberg will convene the meeting (*Executive Director presides until Chair is selected*).
Mr. Binkley will take a roll call of committee members.

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 Recording Secretary at the appropriate time in the meeting.

3. INTRODUCTIONS COMMITTEE MEMBERS AND STAFF

The representatives of the six participating municipalities and the municipal and COG staff supporting the committee should introduce themselves.

The 2022 membership of the Executive Committee is:

Rich Francke	College Township
Laura Dininni	Ferguson Township
Bob Strouse	Halfmoon Township
Bruce Lord	Harris Township
Pamela Robb	Patton Township
Jesse Barlow	State College Borough

4. COG MEETING ETIQUETTE – Presented by Eric Norenberg

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 – Presented by Eric Norenberg

The Executive Director will briefly review the COG Articles of Agreement as they relate to the Executive Committee. According to the Agreement, the duties of the Committee are:

- *To nominate officers to the General Forum for approval and election.*
- *To set the meeting agenda for the General Forum.*
- *To annually evaluate the work performance of the Executive Director.*
- *To refer studies, projects, and questions to the appropriate COG committee.*
- *To study and prepare recommendations on topics requested by the General Forum.*
- *To declare a local emergency or disaster emergency as defined in the Joint Articles of Agreement for the Regional Emergency Management Program.*

6. NOMINATION OF OFFICERS – Conducted by Eric Norenberg

The COG Articles of Agreement require that the General Forum annually select a Chair and a Vice Chair, and further state that “*officers shall be elected at the Centre Region COG’s organizational meeting from the membership of the General Forum, and shall hold office for one year from the organizational meeting until their respective successors have been duly elected.*” The Agreement does not recommend a special rotation of officers among the participating municipalities; however, the General Forum took action in 1999 to formalize a rotation schedule.

The COG Chair and Vice-Chair automatically serve as their municipality’s representative to the Executive Committee. In 2022, it is College Township’s turn to have a member of Council serve as COG Chair, and State College Borough’s turn to have a member of Council serve as Vice-Chair. The sequence for this rotation in future years is Halfmoon Township, Ferguson Township, Patton Township, Harris Township.

The Articles of Agreement require that two COG officers serve as Chair and Vice Chair of the Executive Committee. In accordance with the approved rotation, Mr. Rich Francke should be elected Chair and Mr. Jesse Barlow, Vice Chair of the Executive Committee. The Executive Committee should consider the following motion:

“That the Executive Committee appoints Rich Francke as Chair and Jesse Barlow as Vice Chair of the Executive Committee for 2022.”

All municipalities should vote on this motion.

In accordance with the approved rotation, Mr. Rich Francke should also be elected Chair and Mr. Jesse Barlow, Vice Chair of the General Forum. Members should consider forwarding the following recommendation to the General Forum:

“That the Executive Committee recommends that the General Forum appoint Rich Francke as Chair and Jesse Barlow as Vice Chair of the Centre Region Council of Governments for a term beginning January 24, 2022, and ending with the General Forum’s first meeting during January 2023.”

All municipalities should vote on this motion.

The Vice Chair of the COG is also a member of the Centre Region Emergency Management Council.

7. NEW AGENDA ITEMS

Executive Committee members may request additional items of business be added to this meeting’s agenda. If approved by a majority vote of the members, the proposed new agenda item(s) will be placed on the agenda at the discretion of the Chair.

8. CONSENT AGENDA

The following items listed on the Consent Agenda portion of the Executive Committee agenda may be approved with a single motion by the Executive Committee unless a Committee member or member of the public requests that an item be removed from the Consent Agenda for a question or further discussion.

CA-1 APPROVAL OF MINUTES

Enclosed is a copy of the minutes of the December 9, 2021, Special Executive Committee Meeting and December 15, 2021, Regular Executive Committee meeting **enclosed**.

Approval of this item approves the listed minutes of previous meetings.

CA-2 ACT 537 FACILITIES PLAN SPECIAL STUDY FOR THE CALDER WAY AND
ATHERTON STREET SEWER MAIN REPLACEMENT

This item requests that the Executive Committee recommend that the General Forum refer information on the Act 537 Sewage Facilities Plan Special Study for the Calder Way and Atherton Street sewer main replacement to the municipalities for adoption as recommended by the Transportation and Land Use/Public Services and Environmental Committee.

- Receive a brief presentation presented by CRPA Senior Planner, Corey Rilk outlining the Act 537 Sewage Facilities Plan Special Study regarding sewer main line replacement for the Calder Way Sewer Basin.

Summary of Act 537 Plan Special Study for the Calder Way and Atherton Street Sewer Main Replacement

The State College Sewer Authority (SCSA) operates a collection-only authority with all sewage generated within State College Borough (Borough) being transferred to the University Area Joint Authority (UAJA). The service area for the SCSA includes only the area located within the Borough and does not include the Pennsylvania State University (PSU) grounds. Additionally, the Borough operates under the 2006 Act 537 Regional Sewage Plan, which requires regional approval of any proposed amendments to that plan.

The Borough has identified areas of the Calder Way Sewer Basin (Calder Way Main Line and Atherton Street Main Line) that have significant growth potential due to associated municipal zoning. Historical peak flows during PSU events and/or storm events have been approaching the capacity limits within the main lines. As such, portions of the Calder Way Sewer Basin have limited capacity to convey projected flows.

Listed below are the alternative options that the Special Study considered:

Alternative 1 – Atherton Street and Calder Way Structural Alternative

- Atherton Street Sewer Main Replacement – This option proposes replacement along West College Avenue from South Sparks Street to Atherton Street, Atherton Street from West College Avenue to West Calder Way (1 block), and West Calder Way from South Atherton Street to Burrowes Street. Approximately 2,100 linear feet of 8-inch pipeline would be replaced. The following pipe size alternatives were evaluated: 8-inch (existing size), 10-inch, 12-inch, 15-inch, and 18-inch. This evaluation determined that a 12-inch replacement should be sufficient.
- The Calder Way Sewer Main Replacement – This option proposes replacement along Calder Way from Heister Street to High Street, then on High Street over to East College Avenue, then along the trunkline on East College Avenue up to University Drive. Approximately 5,150 linear feet of pipeline would be replaced. Pipe size alternatives ranged between 8-inch to 24-inch. The proposed upgrade alternative for the Calder Way sewer conveyance pipeline is to replace the existing sewer pipelines with new PVC pipes ranging in sizes from 12 to 24 inches. In general, most existing 8-inch and 10-inch pipes will be replaced with 12-inch pipes, most 12-inch and 15-inch pipes will be replaced with 18-inch pipes, and most 18-inch pipes will be replaced with 24-inch pipes.

Alternative 2 – Non-structural Alternative

- Under this alternative, planning processes would be adopted to limit development within this area. As described in Section 4 of the Special Study, regional development planning has prioritized maximizing the value of infrastructure through higher density development in the existing areas to avoid out a geographically sprawling system to serve low-density customers. This is a financially sound approach. The non-structural alternative to limit development in the downtown would only push development into surrounding, sparse areas

that have a higher cost per customer served. For this reason, the non-structural planning alternative is not recommended.

Alternative 3 - No Action Alternative

- The no-action alternative represents a situation in which the Borough does not replace the existing sanitary sewer lines along Atherton Street and Calder Way. The no-action alternative is not considered viable because of the surcharging that is predicted by the model under future growth conditions and the deteriorating condition of the existing clay pipelines. The no-action alternative is also not consistent with the West End Revitalization Plan's goal of improving infrastructure within the Atherton Street area.

The alternatives are evaluated for multiple reasons including cost and consistency with the Regional Comprehensive Plan. The chosen alternative for the Special Study is Alternative 1.

A 30-day public review and comment period began on October 27, 2021, and concluded on November 26, 2021. The Special Study is available by clicking on the link: <https://bit.ly/3Ec7VSI>.

Approval of this item would place it on the January 24, 2021, General Forum Agenda.

CA-3 RESOLUTION 2022-1 RECORD DISPOSITION

This item asks the Executive Committee to forward on to the General Forum draft Resolution 2022-1 **enclosed** declaring an intent to follow the procedures for the disposition of records as set forth in the Municipal Records Manual approved by the PA Historical & Museum Commission, Division of Archival and Records Management Services. By way of example, COG documents proposed for disposition includes items such as contract files, financial interest statements, and employee dental/vision records. A records retention schedule, Attachment A to Resolution 2022-1 is **enclosed**.

Approval of this item would place it on the January 24, 2021, General Forum Agenda.

CA-4 CONFIRMATION OF ALPHA FIRE COMPANY COMMAND OFFICERS

As recommended by the Public Safety Committee, the Executive Committee is asked to consider forwarding the following list of individuals to the General Forum for appointment. Each January, the COG General forum formally confirms the recommendation of the Fire Director, the Command Officers of the Alpha Fire Company. A biographical summary of all Regional Fire Protection Officers is **enclosed** with this agenda.

2022 Alpha Fire Company Officers Command Officers of the Regional Fire Protection Program

Jason Troup
Randy Clouser

Michael Eckenrode
Todd Johnson

Louis (Tony) Berrena
Robert Nese

Sven Pedersen

Approval of this item would place it on the January 24, 2021, General Forum Agenda.

CA-5 REAPPOINTMENT OF CENTRE REGION FIRE MARSHALS

As recommended by the Public Safety Committee, the Executive Committee is asked to consider forwarding the following list of individuals to the General Forum for appointment. The Fire Marshal and Assistant Fire Marshals are typically appointed for two-year terms by the General Forum. Except for Tim Knisely, all current Marshals are seeking reappointment. A biographical summary of all Regional Fire Marshals is **enclosed** with this agenda. The Fire Director recommends the reappointment of all current Marshals.

Barrett Smith – Centre Region Fire Marshal

Reappointments as Assistant Fire Marshals with each reappointed to a two-year term:

Brian Bittner

Todd Johnson

Timothy Townsend

Robert Nese

Approval of this item would place it on the January 24, 2021, General Forum Agenda.

CA-6 APPOINTMENT OF CENTRE REGION ASSISTANT FIRE MARSHAL

As recommended by the Public Safety Committee, the Executive Committee is asked to consider forwarding the following individual to the General Forum for appointment. The approved complement of Fire Marshals is six. With the resignation of Tim Knisely, there is a vacancy. Following past practice, the Fire Director invited the region's Police Chiefs to propose candidates to fill this vacancy. No law enforcement candidates were proposed, making Code and Fire personnel eligible. In consultation with the Fire Marshals, Law Enforcement, and the Fire Company, the Fire Director recommends the appointment of Mr. Wesley Fouse to the position of Assistant Fire Marshal. Mr. Fouse is an active member of Alpha Fire Company and is a Fire and Life Safety Inspector for Centre Region Code. Mr. Fouse has already completed a significant portion of the state-required training for this position.

Appointment as Centre Region Assistant Fire Marshal for a two-year term:

Wesley Fouse

Approval of this item would place it on the January 24, 2021, General Forum Agenda.

CA-7 GENERAL FORUM MEETING DATES

During 2021, the General Forum typically met using a hybrid format on the fourth Monday of each month at 7:00 PM at the COG Building and remotely via Zoom. This schedule seemed to work well and if possible, staff recommends retaining it for 2022.

The Executive Committee should consider recommending the following meeting schedule with all sessions beginning at 7:00 PM to the General Forum:

Date	Location
January 24	COG Building/Zoom
February 28	COG Building/Zoom
March 28	COG Building/Zoom
April 25	COG Building/Zoom
May 23	COG Building/Zoom
June 27	COG Building/Zoom

Date	Location
July 25	COG Building/Zoom
August 22	COG Building/Zoom
September 29	COG Building/Zoom*
October 24	COG Building/Zoom
November 28	COG Building/Zoom
December 20	COG Building/Zoom**

*Date changed to accommodate Rosh Hashanah and a municipal meeting.

**Date changed to accommodate the Christmas Holiday and a municipal meeting.

Approval of this item would place it on the January 24, 2021, General Forum Agenda.

CA-8 EXECUTIVE COMMITTEE MEETING DATES

The Executive Committee should choose the time, and dates for its 2022 meetings. During 2021, the Committee typically met using a hybrid format on the Tuesday prior to the General Forum meeting at 12:15 PM in the COG Forum Room at the COG Building and remotely via Zoom.

In the past, Tuesday meetings have worked well in providing administrative staff sufficient time to prepare and distribute the General Forum agenda in advance of its meetings.

The Executive Committee should consider the staff recommended meeting dates and times for 2022:

Date	Location
January 18	COG Building/Zoom
February 22	COG Building/Zoom
March 22	COG Building/Zoom
April 19	COG Building/Zoom
May 18*	COG Building/Zoom*
June 21	COG Building/Zoom

Date	Location
July 19	COG Building/Zoom
August 18**	COG Building/Zoom
September 22***	COG Building/Zoom
October 18	COG Building/Zoom
November 22	COG Building/Zoom
December 13****	COG Building/Zoom

*Date changed to accommodate election day.

**Date changed to accommodate the COG Budget process.

***Date changed to accommodate the ICMA Conference.

****Date changed to accommodate the Christmas holiday.

Approval of this item would adopt the above noted 2022 meeting schedule for the Executive Committee with all sessions beginning at 12:15 PM.

CA-9 MOUNT NITTANY MEDICAL CENTER (MNMC) UPDATE

This item requests that the Executive Committee approve that an update be provided at the January 24, 2022, General Forum meeting by Tom Charles, the Executive Vice President System Development, Chief Strategy Officer at the Mount Nittany Medical Center on the COVID-19 pandemic and how it continues to affect the hospital.

Consent Agenda Approval Motion:

“That the Executive Committee approves items CA-1 – CA9 as listed on the January 18, 2022, Executive Committee Consent Agenda.”

All municipalities should vote on this motion.

9. APPOINTMENTS TO EXTERNAL BODIES – Presented by Joe Viglione and Eric Norenberg

A. COG SOLAR POWER PURCHASING WORKING GROUP APPOINTMENT

This agenda item asks the Executive Committee to recommend that the General Forum designate a COG representative to the Solar Power Purchase Agreement (SPPA) regional working group. These individuals have been tasked with investigating the advantages/disadvantages and organizational options for a Solar Power Purchase Agreement (SPPA).

Each organization that participates in the Working Group is asked to appoint a representative. Because the General Forum during its March 25, 2019, meeting endorsed COG’s participation in the Working Group, a representative from the COG should be appointed.

Most recently Mr. Peter Buck has represented the COG on the Working Group. Mr. Buck will become the State College Area School District representative leaving the COG with a vacancy.

It is recommended that Danelle Del Corso be appointed to represent the COG on the Working Group because of her knowledge of local government and solar installations.

B. PACOG MUNICIPAL APPOINTMENT

This item requests that the Executive Committee ask the General Forum to appoint its representative to the Pennsylvania Association of Councils of Governments (PACOG) Board of Delegates for 2022.

PACOG Article VI Board of Delegates

- i. The governing body of PACOG shall be a Board of Delegates. Each member organization shall annually designate a delegate to PACOG by action of the member organization.
- ii. Each member organization shall annually designate by action of the member organization an alternate delegate to PACOG to serve in the absence of its delegate.
- iii. A member organization may designate a substitute delegate to attend the annual meeting if neither the delegate nor the alternate will attend. The substitute may be anyone selected by the member organization and must present a letter from the member organization stating that he/she is the substitute delegate.

Most recently **Bud Graham**, Harris Township Supervisor, has served in this role for the COG. The COG Executive Director has also served as an alternate delegate to PACOG. Mr. Graham

is willing to continue to serve for another term.

10. POOL SLIDE REFINISHING PROJECT – Presented by Mr. Todd Roth and Ms. Pam Salokangas

As part of the Capital Improvement Program for 2021, funds were budgeted to complete pool slide refurbishment at Welch and Park Forest Pools. Work would include structural and joint inspections, sanding, power-washing, and applying paint and a gel coat. An earlier bidding process resulted in the rejection of two bids due to two reasons: 1) bid specifications were not met, and 2) bids were over budget. The work was re-bid in October with a slightly redefined scope and an adjusted schedule for all work to be completed in 2022, prior to the pools opening for the public swim season (Saturday of Memorial Day weekend). The lowest most qualified bid is **enclosed** for review. Prior to the meeting, an updated five-year capital plan for the Pools Capital fund will be provided.

Based on the request from the CRPR Authority, the Facility Committee reviewed the proposal during its January 11, 2022, meeting and moved to recommend accepting the bid for work to complete the refinishing of pool slides at Welch and Park Forest Pools. Further, it recommended that the Finance Committee discuss this item to consider a funding strategy.

At its January 13, 2022, meeting, the Finance Committee unanimously approved the following motion:

That the Finance Committee recommends to the Executive Committee, the General Forum, and the Centre Region Parks & Recreation Authority to move forward with the water slide resurfacing and gel-coating project at both the Park Forest and Welch Pools in 2022 by approving a budget amendment to repurpose existing funds noting that no additional municipal contributions be requested in 2022. The motion was approved.

Staff has prepared an updated five-year CIP for the Aquatics program that includes adjustments to accommodate fully funding the work on the pool slides. If the Committee concurs, the Executive Committee is asked to consider recommending the General Forum approve the necessary change in the Capital Improvement Program to enable the CRPR Authority to award the bids by way of the following motion:

“That the Executive Committee, as recommended by the Facilities and Finance Committees, recommends that the General Forum approve the amendment to the Pools Capital budget to repurpose funds for the water slide resurfacing project and furthermore recommends that the CRPR Authority take the same action and award the bid for the project.”

All municipalities may vote on this motion.

11. 2022 EVALUATION PROCESS FOR EXECUTIVE DIRECTOR

For several years, the annual evaluation of the Executive Director has included nine categories. During the Executive Committee discussion regarding the 2021 evaluation of the Executive Director, the Committee felt that the third item should be divided into two categories. **Enclosed** is a proposal for separating item 3 into two new categories for the Committee’s consideration. If the Committee concurs with the change, members will be asked to review draft goals provided by the Executive

Director and provide any suggested additional goals by February 4 so there may be a goal-setting discussion with the Executive Director during the February Executive Committee meeting.

12. EXECUTIVE DIRECTOR'S REPORT

The Executive Director will update the Executive Committee on other items of current interest.

- As the members of the General Forum have become comfortable with the use of Consent Agendas in COG meetings and municipal meetings, it is proposed that routine items on General Forum agendas be placed on a Consent Agenda. For the January 24, 2021, General Forum agenda items proposed for the Consent Agenda are:

CA-1	Approval of Minutes: December 9, 2021, Special Executive Committee Meeting, and December 15, 2021, Regular Executive Committee meeting
CA-2	Act 537 Facilities Plan Special Study for the Calder Way and Atherton Street Sewer Main Replacement
CA-3	Resolution 2022-1 Record Disposition
CA-4	Confirmation of Alpha Fire Company Command Officers
CA-5	Reappointment of Centre Region Fire Marshals
CA-6	Appointment of Centre Region Assistant Fire Marshal
CA-7	General Forum Meeting Dates

13. OTHER BUSINESS

- A. Matter of Record - The next meeting of the Executive Committee is scheduled to be a hybrid meeting on **Tuesday, February 22 at 12:15 PM.**
- B. Matter of Record - At its January 11, 2022 meeting, the Facilities Committee discussed its role regarding the Solar Power Purchasing Agreement (SPPA). The committee was agreeable to overseeing decisions that will need to be made as these relate directly to COG operations/utilities. These committee decisions will ultimately be forwarded to the Executive Committee and General Forum for concurrence.
- C. Matter of Record - Linked below is an article from Government Finance Review magazine about Accountability. It notes the importance of being accountable and judged on process rather than results. By focusing on process, you are focused on achievements rather than results - which could change/impact organizational mindsets. The article is called "The Accountability Trap" and runs from pages 34-40 (online is 36-42).
<https://www.gfoa.org/online-gfr-december-2021>
- D. Matter of Record - Solar United Neighbors is hosting its final information session for the Centre County Solar and EV Charger Co-op. The Co-op closes its membership on January 31st. There are 89 members of our 100-member goal. Please share with your residents and share their tweets using the #CentreTheSUN hashtag to amplify the message!

- January 26 @ 7:30 – 9:00 pm, Centre County Solar 101: Final Info Session
<https://www.solarunitedneighbors.org/event/centre-county-solar-101-final-info-session-1-26-2022/>

14. CALENDAR

A calendar with upcoming COG committee, General Forum, and municipal meetings can be found by clicking the following link: [COG and Municipal Meeting Overlay Calendar](#)

15. HELPFUL REFERENCE LINKS

Repositories of helpful COG information have been assembled for use by the elected officials and COG staff:

- Governance policies, procedures, and other related documents can be viewed on SharePoint by clicking [here](#) or going to <https://www.crcog.net/governance>.
- The Whitehall Road Regional Park project site facilitates easy access to documents, resources, and current information about the project. Staff continues to develop and update the site which can be found at <https://www.crcog.net/wrrpinfoguide>.
- COG Facilities Reference information can be found at: <https://bit.ly/3qnEbMA>. The Facilities Committee uses this information as a collection point and serves as a resource for new members of the Committee as well as others.

Please contact Eric Norenberg with feedback and suggestions.

16. ADJOURNMENT

ENCLOSURES

<u>Item #</u>	<u>Description</u>
04-A	Meeting Etiquette Guidelines
04-B	Meeting Etiquette Guidelines Resolution 2018-4
08	
CA-1A	December 9, 2021 – Special Executive Committee Meeting Minutes
CA-1B	December 15, 2021 – Regular Executive Committee Meeting Minutes
CA-3A	Resolution 2022-1 Records Disposition
CA-3B	Records Retention Schedule
CA-4	2022 Alpha Command Officers – Biographical Summary
CA-5	2022 Fire Marshals – Biographical Summary
10	Pool Refurbishment Bid-Vendor Summary
11	2022 Executive Director Goals

FERGUSON TOWNSHIP
REGIONAL AND ABC MEETING REPORT
(One Meeting Report Per Form)

1. **NAME OF MEETING ATTENDEE(S):** Eric Endresen

2. **REPORTING ON WHICH COMMITTEE:** Solar Power Purchase SPPA **DATE:** Jan 26, 2022

3. **REQUIRES COMMENTS BACK TO BOARD OF SUPERVISORS:** YES NO

If YES, describe briefly:

4. **BRIEF OVERVIEW OF MEETING:**

Organizational meeting. Peter Buck declined being chair due to being on the school board and Randy Brown and Kevin Stahl already representing the school. Gretchen Brandt of the school district was elected chair. Jason Grottini of the SC Borough Water Authority was elected Vice Chair.

The working group subcommittee was reviewed for changes of personnel.

The meeting will be Zoom same dates and times as 2021.

Electricity usage has been submitted to the consultant Greensky.

Project is progressing. Will know more in 30 to 60 days.

5. **LINK TO COG COMMITTEE MEETING AGENDA:** <https://www.crcog.net/index.asp?SEC=2D865CFF-AEB4-4691-8BA6-16014BD1B39D>

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

SOLAR POWER PURCHASE AGREEMENT WORKING GROUP

Video Conference

January 26, 2022

9:00 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, the SPPA Working Group will hold its meeting via video conference. Written public comment or requests to speak to the SPPA Working Group for items not on the agenda and for specific agenda items below may be submitted in advance by emailing jviglione@crcog.net.

AGENDA

1. CALL TO ORDER

Mr. Buck will convene the meeting.

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. INTRODUCTION OF COMMITTEE MEMBERS AND STAFF

Mr. Buck will lead introductions of the representatives of the participating entities as well as the municipal and COG staff supporting the committee.

4. MEETING ETIQUETTE GUIDELINES

Mr. Buck will lead this discussion.

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. **ELECTION OF OFFICERS (Action)**

The Working Group should elect a Chair and Vice Chair for 2022. During 2021, Mr. Buck served as Chair and Ms. Brandt served as Vice Chair.

6. **NEW AGENDA ITEMS (Discussion/Action)**

Members may request additional items of business be added to this meeting's agenda. If approved by a majority vote of the members, the proposed new agenda item(s) will be placed on the agenda at the discretion of the Chair.

7. **MEETING DATE, TIME & LOCATION (Discussion/Action)**

The Solar Power Purchasing Agreement Working Group should choose the date, time, and location for its 2022 meetings. During 2021, the Working Group met on the fourth Wednesday of the month at 9:00 AM in the COG General Forum Room or on Zoom.

8. **APPROVAL OF MINUTES**

A copy of the minutes of the October 27, 2021 Solar Power Purchase Agreement (SPPA) Working Group meeting is **enclosed**.

9. **UPDATE FROM THE PROJECT MANAGEMENT TEAM**

The Working Group will receive an update from the Project Management Team (PMT) on the following two meetings held with GreenSky Development Group since the approval of the contract.

October 28, 2021: Received presentation from GreenSky

January 12, 2022: Received Request for Information (RFI) information about potential projects for rates to help determine quantity of electricity that should be included in RFP.

In addition to these meetings with the consultant, the PMT has met to discuss the information provided by GreenSky and determine the next steps for the Working Group. The project management team will review the questions that the Working Group will need to consider to help structure the RFP for the SPPA.

The Working Group should discuss and determine what additional information is needed, what questions they have, and how to best inform the board/councils.

10. **OTHER BUSINESS**

- A. **Matter of Record** – The Centre Region Climate Action and Adaptation Plan (CAAP) was adopted Monday, November 22, 2021 by the COG General Forum. The COG, in collaboration with its six member municipalities, developed the CAAP to support our community’s transition to a low carbon future, prepare for the impacts of climate change, and create a healthier and more prosperous community. The CAAP full report, executive summary and infographic can be found here: <https://www.crcog.net/caap>
- B. **Matter of Record** – Ms. Pam Adams provided an update on the COG Facilities Committee on January 11, 2022 about the SPPA Project. The update can be seen at beginning at the 11:45 mark: www.crcog.net | [General Forum-Committees-Authorities](#) | [Facilities Committee](#) | [Audio - Video](#)

11. **ADJOURNMENT**

FERGUSON TOWNSHIP
REGIONAL AND ABC MEETING REPORT
(One Meeting Report Per Form)

1. NAME OF MEETING ATTENDEE(S): _____

2. REPORTING ON
WHICH COMMITTEE: _____ DATE: _____

3. REQUIRES COMMENTS BACK TO BOARD OF SUPERVISORS: YES NO

If YES, describe briefly:

4. BRIEF OVERVIEW OF MEETING:

5. LINK TO COG COMMITTEE
MEETING AGENDA: _____

4. OVERVIEW CONTINUED:

Spring Creek Watershed Commission

January 2022

Hybrid – In-Person and Via Zoom

January 19, 2022 SCWC Meeting

Time: January 19, 2021 07:00 PM Eastern Time (US and Canada)

In-Person;

Bellefonte Borough Council Chambers

236 W. Lamb Street

Bellefonte, PA 16823

Zoom Connection:

<https://us02web.zoom.us/j/89897415182?pwd=QU5uRVp1UWhKRTRVSkZPUSd1NIQT09>

1) Call to Order: Joanne Tosti-Vasey will call the meeting to order

2) Introduce members: – Establish which municipalities are present and who the new/returning representatives/alternates are for each municipality. Circulate membership list for confirmation and any needed updates.

3) Reorganization: Elect new officers

- **Chair – must be an elected official**
- **Vice-Chair – must be an elected official**
- **Secretary – can be anyone on the Commission (elected, municipal rep, or an alternate)**
- **Treasurer – can be anyone on the Commission (elected, municipal rep, or an alternate)**

Approval of minutes, Approve September and November 2021 minutes

4) Citizen Comments: The public is invited to address the Commission on items not on the agenda. (5 minutes per commentary). Electronic copy of comments should be submitted to SCWC & will be added to meeting minutes.

5) Educational Topic:

- Title: PFAS Contamination in Spring Creek
- Speaker: Dave Roberts

6) Old Business:

a. One Water Report:

- a. **Status – Paul Takac**
- b. **Proposal from Executive Committee to create working group for Phase III project.**
 - o **. d. Atlas Project – Bob Carline**
 - c. Current Status
 - d. Award proposal from the Atlas Workgroup - status

- e. **Education Committee** – Educational Topics for 2022 committee for 2022 Doug Mason, Jasmine Fields
 - o **Confirmed presentations**
 - March 2022 Lexi Buck her dissertation on the Spring Creek Watershed
 - May 2022 Tony Butta – Climate Modeling of the Spring Creek Watershed in light of increasing extreme weather
 - July 2022 – Carolyn Hatley & Sarah Kania -- the Senior Environmental Corps program & other volunteer opportunities available through Clearwater Conservancy
 - September 2022 PSU Professor Lauren McPhillips – Walnut Springs Constructed Wetland in the Borough
 - November – Kimberlie Gridley – tentative title Pennsylvania’s One Water Task Force
- f. **SCWC Facebook Page** – Izen Lingenfelter

7) New Business:

- a. **Groundwater Symposium, May 5. Save the Date. Request for proposals. Registration scholarships for Commission members and alternates (motion needed) – Bill Sharp**

Save the date: the 2022 PA Groundwater Symposium will take place May 5, 2022. Registration to open soon. Abstracts for presentation and sponsorships due March 4, 2022.

Pennsylvania Groundwater Symposium – A Virtual Event

Symposium Date: May 5, 2022

Abstract Deadline: 5:00 PM, March 4, 2022

In celebration of National Drinking Water Week, Penn State Extension, the Master Well Owner Network, and the Pennsylvania Department of Environmental Protection along with numerous other sponsors and partners are seeking presenters and sponsors for the 2022 Pennsylvania Groundwater Symposium to be held online. The PA Groundwater Symposium provides a forum for researchers, students, professionals and educators working in the groundwater field to exchange information and promote protection of groundwater resources throughout the state. The day-long symposium will include a mix of recorded and live sessions. Plenary and concurrent session speakers will address numerous important groundwater issues in Pennsylvania. Registrants can also receive continuing education credits for attending all sessions. The complete Symposium agenda and registration will be available in March.

Call for Presenters

Abstracts for presentation can be submitted on a wide variety of groundwater topics including but not limited to: groundwater monitoring, climate impacts on groundwater, data availability and access, groundwater processes, karst groundwater systems, wellhead protection, water well studies, emerging contaminants, aquifer studies, groundwater/surface water interactions, issues related to energy extraction, and education and outreach.

8) Financials -UPDATE

- a. **Report:** October-December – Bill Sharp, Jon Eaton

October 2021 (LAST REPORT)

Project Fund: **Debit: \$0.00 Credit: \$00.00 Balance: \$2,015.63**

General Fund: **Debit: \$0.00 Credit: \$2228.60 Balance: \$28,093.24**

Note: Credit is for 2022 membership contributions from Ferguson and Walker Townships

November 2021

Project Fund: **Debit: \$0.00 Credit: \$00.00 Balance: \$2,015.63**

General Fund: **Debit: \$0.00 Credit: \$2228.60 Balance: \$28,093.24**

December 2021

Project Fund: **Debit: \$0.00 Credit: \$00.00 Balance: \$2,015.63**

General Fund: **Debit: \$0.00 Credit: \$2228.60 Balance: \$28,093.24**

9) Once Around the Watershed: Members are asked to share relevant water related news from their municipality.

10) Remaining Meetings for 2022:

March 16, 2022

May 18, 2022

July 20, 2022

September 21, 2022

November 16, 2022

The January 19 SCWC meeting will air on C-NET channel 7 at the following times. The coverage is sponsored by Ferguson Township.

Saturday, January 22 - Noon

Monday, January 24 - 9:00 a.m.

Tuesday, January 25 - 12:00 a.m. (midnight Monday night) Wednesday, January 26 - 10:00 p.m.

Sunday, January 30 - 4:00 p.m.

Joanne Tosti-Vasey is inviting you to a scheduled Zoom meeting.

Topic: SCWC Meeting

Time: Jan 19, 2022 07:00 PM Eastern Time (US and Canada)

Every 2 months on the Third Wed, 6 occurrence(s)

Jan 19, 2022 07:00 PM

Mar 16, 2022 07:00 PM

May 18, 2022 07:00 PM

Jul 20, 2022 07:00 PM
Sep 21, 2022 07:00 PM
Nov 16, 2022 07:00 PM

Please download and import the following iCalendar (.ics) files to your calendar system.

Monthly:

<https://us02web.zoom.us/meeting/tZ0sd-irrTsuHNNHYPBBYoFkeb0CKcG6OYgr/ics?icsToken=98tyKuGhrzsrGdeVtB-ARpx5BYigd-nztmJbgo1ztCbVIQJqbSX9M-ASEZI8N47>

Join Zoom Meeting

<https://us02web.zoom.us/j/89101330467?pwd=eVNINDk1T2xacWxLWFJWWmF5azJuQT09>

Meeting ID: 891 0133 0467

Passcode: 677245

One tap mobile

+13017158592,,89101330467#,,,,*677245# US (Washington DC)

+13126266799,,89101330467#,,,,*677245# US (Chicago)

Dial by your location

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

Meeting ID: 891 0133 0467

Passcode: 677245

Find your local number: <https://us02web.zoom.us/u/kUY3bPIN>



**Manager's Report
February 1, 2022**

1. The Pine Grove Mills Small Area Plan Advisory Committee met on Thursday, January 27th. The Committee conducted its Reorganizational Meeting and continued its review of the Small Area Plan Implementation as well as the Strategic Plan and Draft Official Map amendment.
2. The Parks and Recreation Committee met on Thursday, January 20th and conducted its Reorganizational Meeting. The Committee discussed fitness equipment options for the Phase I Development of Suburban Park. The meeting adjourned to an open house conducted by HRG, Inc. for the Recreation, Park, and Open Space Plan Update.
3. A meeting of the Ferguson Township Industrial and Commercial Development Authority is scheduled for Wednesday, February 2nd at 10 a.m. via Zoom and in Conference Room 2. The Authority will conduct its Reorganizational Meeting and appoint a new Executive Secretary. No other discussion or action items are scheduled for the meeting.
4. The Township's auditor at Baker Tilly conducted its annual fraud interview with the Township Manager. The interview is required as part of the annual audit process to determine whether any concerns about past or potential fraud exist in the Township's internal controls.
5. Provided with the report is a response letter from the Director of Centre Region Parks and Recreation, Pam Salokangas, to the request for monthly revenue reporting from the agency. The letter notes that the agency is able to provide quarterly revenue reporting disaggregated by municipality, but that a more frequent report may be difficult to demands on staff time.



January 25, 2022

Ms. Centrice Martin, Asst. Township Manager
Ferguson Township
3147 Research Drive
State College, PA 16801

Dear Centrice:

Thank you for speaking with Eric Norenberg and me on Friday, January 14, regarding Ferguson Township's request for monthly data reporting for pavilion and sports field rentals. It was a perfect opportunity to explain our data gathering processes using RecDesk, our registration software, and capabilities (and limits) of the software.

As previously reported, our former software —ActiveNet— did not allow us to track needed data (such as residency/non-residency or rentals by municipality), which is a small part of why we abandoned that software. There is some history in paper form from when we exported records for 2019 and original rental forms, but the data is not very helpful because it is provided in totality (revenue for the year) and without a breakdown across municipalities. When we selected RecDesk, it was because the system had a better reporting structure even though it still could not produce all of the needed data. So, based on past requests, we purchased a custom-created data report that must be generated manually by RecDesk staff on a quarterly basis (i.e., this report is not automated or available to staff using the RecDesk system locally). In addition to creating the custom report, the agreement requires RecDesk staff to produce the report quarterly. Since this is a manual task; a monthly report is not an option available to us. RecDesk launched on February 1, 2020, so we have partial Q1 data, and then data from Q2, Q3, and Q4 for 2020. And, we have all four quarterly reports from 2021.

This custom report allows us to track detailed population-related information about our users. This tracking includes season pool passes purchasing data (residency/non-residency), as well as pavilion rentals (by the municipality of renter and by the municipality of the pavilion) and some sports field rental data (by the municipality of renter and by the municipality of the field). These reports are strictly data and do not include revenue, but staff has the ability to match these reports with the financial and rental reports to provide quarterly information about rentals by municipality. Once financial and rental reports are matched, monthly data is available, but only on a quarterly basis.

The Agency is prepared to provide quarterly reports to each of the municipalities, starting with the first quarter of 2022. The report would be available in mid-April and can be included in the monthly Authority report and distributed to the municipal managers for distribution to the elected officials. If Ferguson Township would like Agency staff to compile the information from 2020 and 2021, it will require several hours of work to tabulate the information. Accordingly, we expect that the information could be available by late Spring.

Should you need further information, please feel free to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Pamela J. Salokangas".

Pamela J. Salokangas, CPRP, CPSI
Director



TOWNSHIP OF FERGUSON

3147 Research Drive • State College, Pennsylvania 16801

Telephone: 814-238-4651 • Fax: 814-238-3454

Public Works Director's Report to the Board of Supervisors (BOS) for the regular meeting on February 1, 2022

- 1. Public Works Road Crew Activities** Winter operations are in progress. Vehicle and equipment maintenance by the mechanics is ongoing. When not snowfighting, the road crew is performing body work and maintenance on vehicles, painting building interior walls, and completing various work orders.
- 2. Arborist and Ferguson Township Tree Commission (FTTC) Activities-** [The FTTC held their organizational meeting on January 24th and approved a work plan for the year. The FTTC will meet on the following dates in 2022: Feb 28, March 21, April 18, May 16, June 21, July 18, Aug 15, Sept 19, Oct 17, Nov 21. A subcommittee reviews land development plans and a subcommittee meets monthly to discuss and prepare educational articles. A new arborist will begin employment with the Township on February 7, 2022.](#)
- 3. New Public Works Facility Rooftop Solar Installation:** [WPP approved the interconnect and the solar system can start generating power as soon as 1/28/22.](#)
- 4. Stormwater** – The implementation phase of the stormwater fee program including outreach and education, and preparation of work flow and applications for credits and exemptions, processing of credit and exemption applications, and finalization of the master billing account is complete. Fees will be sent in March with the real estate tax bills. [Need to prepare an application form and evaluation criteria for private/public partnership projects.](#)
- 5. Work Orders and Asset Management** – Work orders are now being prepared in Survey 123 for GIS. All work for the road crew and tree trimmers including labor hours, equipment, and materials will be collected in Survey 123. The Code office is launching TRAIRS in 2022 and is establishing working groups, of which one is public works. When TRAIRS is launched, all data collected in Survey 123 will be ported to TRAIRS. Future asset management will be done using TRAIRS.
- 6. Paver** – Each year, in the spring, staff inspects the road surface conditions, documents the conditions in Paver software, and subsequently uses the data for development of the 5 year Capital Improvement Plan.
- 7. Contract 2016-C11 Traffic Signal Performance Metrics** – A contract was awarded in 2021 to Wyoming Electric and Signal Company to construct this project including and interconnection of the traffic signals using radio signals to allow for more efficient and timely optimization of signals from the Township office. Work is to be completed this summer.

8. **Contract 2018-C20 Park Hills Drainageway** – Final design, permitting, and utility relocation design continues. To progress this project to construction in 2022, final design must be complete, and easements acquired for stormwater and construction.
9. **Contract 2019-C21 Pine Grove Mills Street Light Conversion:** Design work continues to interconnect the 25 ornamental street lights on Pine Grove Road and the 10 street lights on Nixon Road and install power disconnects to allow FTPW to work on and repair the lights. Work also includes consideration for replacement of the street light tops (luminaires) on Pine Grove Road with new 2700K LED fixtures. Prior to putting the project out to bid, a permit is necessary from PaDOT, and staff will review any proposed fixture type with the BOS.
10. **Contract 2020-C4 Suburban Park** This project includes features shown in the master plan including play equipment, a perimeter walk path, restoration of a stream channel, installation of bridges. Upon approval of the plan prepared by the Engineering Section by the Assistant Manager and Park and Rec Committee, the project will progress.
11. **Contract 2020-C18 Science Park and Sandy Drive Signal Design** – Design work continues. This project is expected to go to bid and construction in 2022.
12. **Contract 2020-C20 Pine Grove Mills Mobility Study** – [The working group met again on 1/26/22. Our consultant, MTA, presented concept plans for consideration to advance to the next public meeting, yet to be scheduled.](#)
13. **Contract 2021-C1 Harold Drive** – This project includes reconstruction of a section (east) of Harold Drive, and drainage improvements taking into consideration any wetland impacts.
14. **Contract 2021-C16 Chesapeake Bay Pollutant Reduction Plan (CBPRP) Design and Permitting** – In compliance with our MS4 permit and CBPRP, certain projects need to be advanced through the design and permitting phase.
15. **Contract 2021-C18 Homestead Park Play Equipment Installation** – This project includes redesign and installation of a play set at an accessible location and an alternative for fall protection. [Work should begin in February.](#)
16. **Contract 2021-C20 Songbird Sanctuary Plan Implementation** – Once a formalized scope of work including a perimeter walking path and tree planting is put forward by the Park and Recreation committee and the Manager, the project will be moved forward by FTPW.
17. **Contract 2022-C1 Street Improvement Projects (in town)** – This contract includes primarily paving and some related curb, stormwater, and ancillary improvements to (or sections of) the following roads: **W. Aaron Drive, N. Allen Street, Circleville Road, Park Crest Lane, Research Drive, Sleepy Hollow Drive.** [A hybrid in person and virtual public open house is planned in February.](#) Property owners adjoining the project will be mailed letters describing the project and inviting them to the open house. Design work is underway. The project is planned to be bid in March, with anticipated award in April, followed by work this summer.
18. **Contract 2022-C2 Street Improvement Projects (west end)**– This contract includes primarily paving and some related stormwater, and ancillary improvements to **Marengo Road, Oak Glenn Road, W. Whitehall Road** from Tadpole Road through the Meadows, **Old Gatesburg**

Road from Science Park Road to Nixon Road. [A hybrid in person and virtual public open house is planned in February.](#) Property owners adjoining the project will be mailed letters describing the project and inviting them to the open house. Design work is underway. The project is planned to be bid in March, with anticipated award in April, followed by work this summer.

19. **Contract 2022-C3 Cured in Place Pipe Lining** – This project includes repairing corrugated metal storm pipes with a pipe liner allowing pipe repair from the inside without the need for digging. The contract is prepared based on a completed video assessment of the pipes. The process includes ultraviolet light cured in place pipe lining. The project is planned for bidding in June.
20. **Contract 2022-C4 Pavement Base Repair (mill and fill)** – This project includes milling failed sections of pavement and repairing with an asphalt patch on certain roads. A bid opening is planned for March.
21. **Contract 2022-C5 Storm Sewer Cleaning and Video Assessment** – [This work was awarded to Insight Pipe Contracting, LLC.](#)
22. **Contract 2022-C6 Concrete curb and ADA ramp upgrades** – This is an annual assessment and upgrade of curb ramps associated with road paving and microsurfacing projects and is expected to be bid in February.
23. **Contract 2022-C7 a Fuel** – Annually the Township bids gasoline and diesel fuel.
24. **Contract 2022-C7b Street signs and supplies** – Annually the Township receives quotes for street signs and supplies.
25. **Contract 2022-C7c Asphalt and Aggregate** – Annually the Township bids asphalt and aggregate. The bid is usually advertised in March.
26. **Contract 2022-C8 Pavement Markings** – Each year the Township bids pavement markings and long lines. A dozen municipalities piggyback on this popular contract. As with many capital projects, this project should be bid in February or March.
27. **Contract 2022-C9 Microsurfacing** – This work is bid each year and typically performed in late July when school is out of session and temperatures are favorable for this type of work. Work includes the placement of two layers of a slurry of fine aggregate, minerals, asphalt emulsion and water on the pavement surface as a preventative maintenance measure to cost effectively extend the life of the pavement. The project may be bid in 2 sections: one in town and one on the westernmost roads. Advertisement of bids is expected in late March.
28. **Contract 2022-C10 Sealcoat bikepaths** – Certain bikepaths and multi-use paths are sealcoated to extend the life of the asphalt path. In advance of work, FTPW will edge and sweep the paths, seal any cracks, and repair the asphalt as needed. Work is performed in the summer months. This project is expected to be bid in April.
29. **Contract 2022-C11 Sidewalk Repairs** – FTPW Engineering Section will inspect a portion of the public sidewalks each year. Property owners are sent notices to fix deficient sidewalk

sections and given an opportunity to fix it themselves or have the Township perform the work by contract and bill the property owner.

30. **Contract 2022-C12 Traffic Signal LED Replacements** – Signal LEDs are replaced approximately every 7 years.
31. **Contract 2022-C13 Traffic Signal UPS Batteries** – Batteries are needed in the event of power outages and are replaced at the end of their useful life.
32. **Contract 2022-C14 Signal Luminaire Conversion** – Staff will continue its evaluation of traffic signals with high pressure sodium luminaires as candidates for conversion to LED resulting in energy savings and longer lasting lighting.
33. **Contract 2022-C15 Street Tree Pruning** – Each year a certain number of street trees are pruned to include shaping while they are young, clearance over sidewalks and roadways, deadwood removal as the trees mature, and hazard mitigation.
34. **Contract 2022-C16 Audible Pedestrian Signal (APS) Push Buttons** – This project (in design) includes upgrades to the traffic signals at the College/Bristol intersection and the College/Blue Course intersection to install audible pedestrian signals. An APS provides audible information along with the visual indicators to let blind pedestrians know when to safely cross an intersection.
35. **Contract 2022-C17 Guide Rail Replacement** – Quotes are obtained to replace certain sections of guiderail as needed.
36. **Contract 2022-C18 Johnson Road Drainage Improvements** – This project involves relocating stormwater flow near the intersection of Johnson Road and Whitehall Road to lessen impacts on a residential property on lot septic system. Work must be coordinated with Rock Spring Water to determine impacts to the water line. Work is in the design phase.
37. **Contract 2022-C19 FTPW Building 3 Roof Repair** -The existing rubber roof on FTPW building 3 has failed and the roof needs replaced. Staff is evaluating options including shingles, metal, and rubber. Consideration is being given to structural support for any future solar installation and a white color to lessen urban heat island impacts.
38. **Contract 2022-C20 Green Light Go (GLG) Round 6 Radar Detection Upgrades** – For the 6th year, staff has been successful securing this grant to offset the majority of the cost to install radar detection at traffic signals, replacing the in ground loop detectors.
39. **Contract 2022-C21 Pine Grove Mills bike and pedestrian Improvements (survey and design) (subject to grant award)** – Subject to a grant award for construction, funding is in place to begin survey and design of certain bike a ped improvements as outlined in the grant application.
40. **Contract 2022-C22 Playground Safety and Update Program** – Each year funding is provided to update playground equipment found to be deficient based on playground inspections.

41. **Contract 2022-C23 Pine Grove Mills Lighting Design (18 new lights)** – Work includes the design of new ornamental lights in Pine Grove Mills mostly to the west of the flashing light.



TOWNSHIP OF FERGUSON

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PLANNING & ZONING DIRECTOR'S REPORT

Tuesday, February 1, 2022

PLANNING COMMISSION

The Planning Commission met January 24, 2022, to conduct their reorganizational meeting, review the Strategic Plan survey, and the State of Planning Report.

LAND DEVELOPMENT PLANS AND OTHER PROJECTS

1. Active Plans are listed below for the Board of Supervisors (1/10/2022).
 - **Rogan/Sycamore Drive Subdivision**
(24-009A-254)
 - **The Peace Center/Cemetery—Islamic Society Land Development Plan**
(24-004-078C-0000)
 - **JL Cidery Land Development Plan**
(24-004-092B-000)
 - **Farmstead View Subdivision**
(24-022-306-0000)
 - **Orchard Square Land Development Plan**
(24-004-067F-0000)
 - **Tussey Tracks (Centre Animal Hospital) Land Development Plan**
(24-019-0074-0000)
 - **Centre Volunteers in Medicine (CVIM) Land Development Plan**
(24-433-022-0000)
 - **264 Sycamore Drive Land Development Plan**
(24-009A-254-0000)
2. PZ Director and Ordinance Enforcement Officer attended the Public Meeting for the RPOS Plan Update.
3. PZ Director attended the Parks and Recreation Meeting.
4. Community Planner and PZ Director met with Trish Meek, CRPA, to discuss the Regional Bike Plan Update.
5. PZ Director met with representatives from ESRI to discuss future steps with utilizing ArcGIS Urban for future planning projects.
6. PZ Staff and Township Engineer met with representatives from Penn Terra Engineering about the Farmstead Subdivision Plan and a potential land development plan on Sandy Drive.
7. Community Planner and PZ Director attended the Municipal/CRPA Joint Staff Meeting.

8. PZ Director attended the Leadership Team Meeting, Executive Session, and met with the Township's consultants for the Strategic Plan Update.
9. Community Planner and PZ Director attended the Pine Grove Mills Small Area Plan Committee Meeting.
10. PZ Staff and Township Engineer attended the TSD RFP Pre-Response Conference.

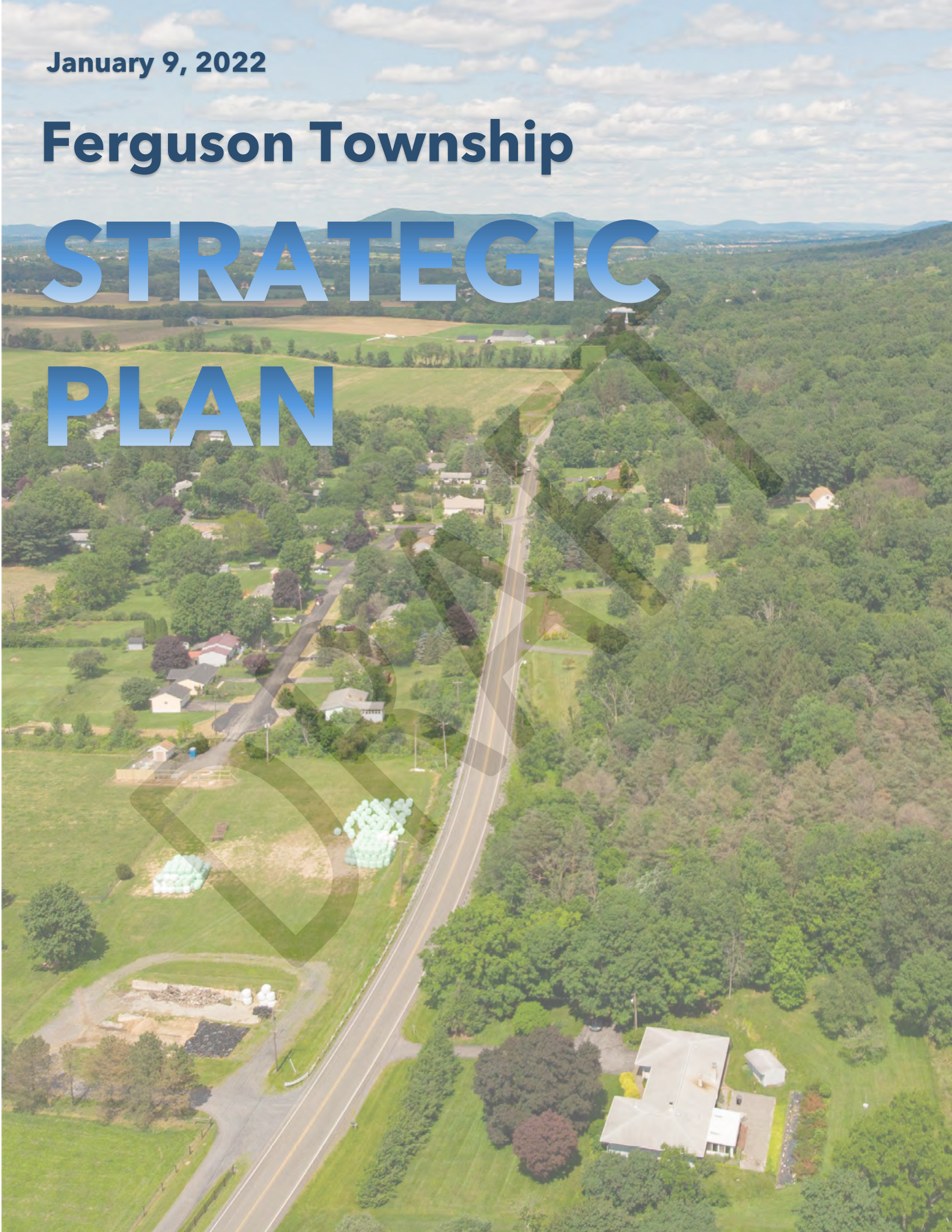
ZONING HEARING BOARD

Zoning Hearing Board did not meet for the month of January and will not be meeting for the month of February.

January 9, 2022

Ferguson Township

STRATEGIC PLAN



Preface

Ferguson Township is a naturally beautiful mix of urban, suburban, and rural land that has seen a nearly 7.5% increase in population over the past ten years and 35.2% over the past twenty years. In fact, the township has been steadily growing since the 1940 Census when the population was 1,936, about 10% of today's population of 19,009. Throughout the years of growth, the township has maintained a blend of residential options from the higher density of the east to the lower density to the west.

The mix of housing and neighborhood types help to support the wide range of businesses. The township is home to agricultural, defense, education, manufacturing, and service industries, providing for a variety of *live here - work here* opportunities.

Adding to working where you live, residents also can *play here* with the ever-present open space and recreational opportunities. The township is home to many parks and has been recognized as a "Bronze" bike-friendly community by the League of American Bicyclists.

Perhaps the greatest attribute of the township is its people. In addition to the talented professional staff, Ferguson Township is home to many engaged residents who bring their expertise and knowledge to make it the great place that it is. The people had shown their love of community when describing it as "A great place to raise a family", "I love living in Ferguson Township", and "A friendly community which has been developed with attention to quality of life."

The following pages were written as an ongoing planning process where the township's leadership reviews and revises its planning documents. Peter Melan and Stephen Nowroski of Polity Inc. bring more than 30 years of municipal experience to the plan. Throughout the process, we have enjoyed the beauty of the township and engaging with the elected officials, township staff, and the residents.



Chapter 1: Who We Are

Our Mission

It is Ferguson Township's mission to provide efficient, cost effective, professional services to our residents in a fair, cooperative, ethical and honest manner. The Township will endeavor to manage its resources allowing planned, sustainable growth while preserving the quality of life and its unique characteristics.

Our Vision

The Township will strive to appropriate staff and resources to maintain its infrastructure, be a leader in conservation and green energy, provide exemplary service, keep Township operations financially stable, promote diversity, and keep pace with technology. As a result, the Township can continue to be a model for the Centre Region and other Home Rule municipalities.

The Township is considered a 'Best Place to Live' by aspiring to create a sense of place, preserving agriculture and environmentally sensitive areas, and establishing a vibrant town center. Ferguson Township is home to a strong, diversified community and provides an effective transportation system, a rural, small-town atmosphere, and the location and availability of open space.

We Value...

Effective, efficient, professionalism in delivering services to our residents.

Residents, elected and appointed officials expect the highest quality service delivery from Township staff. It is our duty to meet and exceed those expectations in our daily work.

Preserving the unique character of the Township. The Township proudly boasts a diverse community of all ages and professions including farmers, scholars, small and large business employers and employees, professionals, and students. Each give the area a character all its own. It is our responsibility to ensure that policies and service delivery are directed at maintaining that character for generations to come.

A well-maintained and safe environment. Every resident and guest deserve to live, work, study, and recreate in a high quality environment. Therefore, it is our responsibility to properly maintain and provide for the safety of our community's neighborhoods, streets, parks, and common areas.

Managing our resources wisely. It is recognized that resources, including tax revenue, public utilities such as water and sewer, and services such as police and fire, are finite and must be allocated in the most efficient manner. It is our responsibility to continuously review and refine our practices to improve the management of public resources to provide the highest quality service delivery.

Partnering with our neighboring municipalities to provide cost effective services. The Centre Region is home to one of the premier and oldest Council of Governments in the Commonwealth. For decades, the municipalities that comprise the Centre Region have recognized the benefits of regional cooperation to improve the effectiveness and efficiency of service delivery. It is our responsibility to maintain our commitment to the Centre Region Council of Governments and neighboring municipalities for programs where regional cooperation maximizes our return on investment.

Ethical and honest behavior. As elected officials and employees of the Township, every official, employee and service provider to the Township is directly accountable to conduct themselves in an ethical and honest manner. It is our responsibility to ensure that all who perform work for the Township operate with the highest standards of ethical and honest behavior.



Chapter 2: Executive Summary

History

Since its formation in 1801, Ferguson Township has grown into a diverse community, combining the characteristics of residential life with those of high-technology industry and agriculture interests. Named for Thomas Ferguson, an early settler who operated a mill in the Village of Pine Grove Mills at the base of Tussey Mountain, the Township sits on the southern edge of Centre County. The Township encompasses an area of approximately 50 square miles and is home to more than 19,000 residents. Several high-tech industries have found a home in Ferguson Township, including AccuWeather, Minitab, Sound Technology, Avail, the Applied Research Lab and Raytheon. The Township is also home to major research facilities of The Pennsylvania State University, one of the nation's premier agricultural and engineering institutions.

Organization

Ferguson Township is a council-manager form of government, consisting of a Board of five elected Supervisors (one from each of the three wards that make up the Township and two at-large) and a Township Manager who is responsible for administering the programs and policies authorized by the Board of Supervisors. Additionally, the Township government includes the Planning Commission, Zoning Hearing Board, and other appointed authorities, boards, and commissions that convene on an as-needed basis to address a variety of issues. Since the 1960s, Ferguson Township has been an active participant in the Centre Region Council of Governments (COG). The Centre Region COG is a voluntary association of the Borough of State College and the townships of College, Ferguson, Halfmoon, Harris, and Patton. It is responsible for administering several programs including regional planning, refuse and recycling, code enforcement, the regional library, fire protection, and parks and recreation.

On March 14, 1974, a Government Study Commission recommended the Township modify its governing structure and become a Home Rule municipality. The electorate's approval of Home Rule permitted the Township to adopt its own Charter outlining the way the Township would be governed. Home Rule in Pennsylvania permits the municipality to enact its own regulations except where explicitly superseded by state or federal law. This is different from, for example, a second class township that can only carry out duties assigned to it by the Second Class Township Code. Since becoming Home Rule, the Board of Supervisors has codified and adopted a code of ordinances.

Ferguson Township consists of five departments, each responsible for the provision of services enumerated by the governing body. The Police Department is charged with criminal and traffic regulation enforcement and protecting the health, welfare, and safety of students, residents, businesses, and visitors. The Public Works Department maintains Township roads and infrastructure and assists the departments of Planning & Zoning and Police in their duties. The Finance Department is responsible for managing the Township's finances and preparing the Annual

Operating Budget and 5-year Capital Improvement Program (CIP) Budget. For the purposes of this document, the Finance Department also includes oversight of the Township's Information Technology operations. The Department of Planning and Zoning manages growth and development in the Township and is responsible for ordinance enforcement. The Department of Administration includes the Township Manager, Assistant Manager, and staff dedicated to the oversight of Township operations. For this Strategic Plan update, the Administration Department also includes the Board of Supervisors, where the completion of a goal, objective, or action step is contingent upon their actions.

The staff of Ferguson Township is guided in its decision-making by several documents. The Township's ordinances, resolutions, budgets, comprehensive plan, and the CIP are all examples of guiding documents that staff utilize daily for the allocation of resources to provide effective services. However, with all these supporting documents there remain several questions. How do we know our actions today are leading towards where residents want the Township to be in the coming years? How can we be sure that our resource allocation is advancing the Township's mission and vision? How are the decisions we make on a staff level related to the goals of our elected officials?

An effective Strategic Plan can address these questions and more. The purpose of this Strategic Plan is to identify the goals of the elected officials and map out the objectives associated with each of them. With a clear direction, staff are better positioned to achieve those goals. The document is not meant to serve as a specific work plan, nor is it meant to be a formal authorization. Rather, it is meant to provide a true north that all Township departments can move toward for the good of the community. The Ferguson Township Manager is primarily responsible for ensuring that these goals and the steps needed to achieve them are kept in front of the Board of Supervisors and the staff. Only through constantly measuring Township operations against these goals that progress can be made to achieve them.



Resident meeting

The first public meeting was held at Discovery Space on November 18th, where residents were invited to participate in a live survey, and engage in discussion regarding the current plan, status, and future goals. Conversation with the residents was very engaging, exceeding the planned time for the event. It was clear that some of the important topics of five years ago have changed or shifted.



Participants expressed the following as the highest areas of importance:

1. Financial stability
2. Park availability
3. Affordable housing
4. Environmental issues
5. Open space
6. Economic development
7. Agriculture & Staff retention [tie]
8. Blight
9. Business growth

Specific areas of concern were:

- Overdevelopment
- Overpriced housing/affordable housing
- Traffic congestion
- Infrastructure resilient to climate change

The SWOT (Strengths, Weaknesses, Opportunities, and Threats) discussion. The participants of this meeting identified the following:

Strengths	Weaknesses	Opportunities	Threats
<ul style="list-style-type: none"> • Safe neighborhoods • Recreational opportunities 	<ul style="list-style-type: none"> • Transportation options • Lack of affordable housing 	<ul style="list-style-type: none"> • Major employers • Recreation • Open space/farmland 	<ul style="list-style-type: none"> • Housing developments • Fossil fuels • Transient population

Business meeting

The second meeting on November 30th, was held at the Township Municipal Main Meeting Room, with business stakeholders. Not surprisingly, business representatives had several different concerns than the residents. A lot of discussion was focused on improving transportation and the conveniences of working within the township, and improved feedback from the township. Perhaps the most significant outgrowth was the idea of a business-leader group that would advise and provide recommendations to township leadership. For this group to be effective, it is believed that it needs to be community-driven, and the township would maintain open lines of communication with representatives.



When asked if the business anticipated future investment in workforce, 80% said yes. Considering business growth, participants were asked if there was consideration for land acquisition to growth, 33% said that it was a possibility.

The SWOT (Strengths, Weaknesses, Opportunities, and Threats) discussion. The participants of this meeting identified the following:

Strengths	Weaknesses	Opportunities	Threats
<ul style="list-style-type: none"> • Environment infrastructure • Infrastructure support (roads/sidewalks) • Planning for the future 	<ul style="list-style-type: none"> • Agriculture needs • Policy-making inclusion • Zoning and land use regulations 	<ul style="list-style-type: none"> • Business development growth • Preserve open space 	<ul style="list-style-type: none"> • Overdevelopment and overcrowding • Competition from other municipalities for development

Leadership meeting

On December 18th, on the second floor of Pine Grove Hall and through Zoom, the township held a leadership retreat and public meeting where community leaders and residents participated in a robust discussion about the future of the township. This meeting was attended by all member of the Board of Supervisors, including newly elected supervisors, who have not yet sworn in. Additionally, Township Manager, David Pribulka, Assistant Manager, Centrice Martin, Police Chief, Chris Albright, and was facilitated by Peter Melan of Polity.



This workshop involved a full review of the existing strategic plan, status of action items, and the relevance of goals as we looked to the future. Through several hours of discussion, the group was able to set clear the goals for the future. Participants made the following observations regarding the existing plan:

1. **Financial stability:** The township has done an excellent job in this area, but its relevance is ongoing. The concern is that the township has a lack of control over regional costs, and that the other communities do not have the same goals for estimating and cost-containment.
2. **Economic development:** There is “warm” support for this goal, with some believing it is necessary for the orderly growth of the township, while others do not believe it should be a function of government. Concerns include bringing on additional staff and the funding for that staff.
3. **Growth management:** Although there was a consensus that the township has done well here, there is work to be done. Concerns include the regional land-use plan being reactive and the role of the regional partners in the sharing in the growth management. More planning is necessary throughout the township for many goals, such as workforce housing, up-zoning, and conservation, among other important topics.
4. **Environmental stewardship:** Significant progress has been made and this remains a priority item. The discussion involved combining this goal with goal seven “Promotion of clean renewable energy”. Concerns include encouraging property owners to take on green practices and the source of the township’s energy to charge green technology, such as batteries and cars.
5. **Best management practices:** An accredited police department and record of good finances is a good indicator of progress in this area. Concerns remain regarding the staffing levels and the broad range of “priority” goals. At times staff is spread too thin and projects get delayed.
6. **Participatory government:** Participants were split on this topic, as there are signs the township has done well to garner public participation and the hybrid meeting environment has been beneficial. Like many municipalities, residents do not get involved unless there is a controversial topic; there is belief that low participation means the township is doing a good job. A concern is that the meetings run long and township meetings conflict with school board and other meetings, which may hurt participation.
7. **Promotion of a municipal identity:** There seems to be less support for this topic than previously. The concern is that the idea of a “town center” is challenging for this township because of the three identities, it is hard to create a “sense of place”. A few town center ideas were discussed such as Pine Grove Mills and terraced streetscape zoning. An idea that came up was developing marketing strategy and how economic development personnel would play a role.
8. **Partnerships and regional thinking:** Mixed feelings about this item. Concerns include the challenges of moving policy through the COG and that there can be an over-reliance on the organization. In some regards, it is easier to work directly with other municipalities and not through the COG.

The SWOT (Strengths, Weaknesses, Opportunities, and Threats) discussion. The participants of this meeting identified the following:

Strengths	Weaknesses	Opportunities	Threats
<ul style="list-style-type: none">• Stability in staff• Financial stability	<ul style="list-style-type: none">• Competing views of the three wards	<ul style="list-style-type: none">• Resources due to growth	<ul style="list-style-type: none">• Two very different populations in the township

A “perfect” Ferguson Township

Survey respondents and participants what a perfect Ferguson Township would look like five years from now. The following trends developed:

- Development control and preservation of open space and parks.
- Green energy including more solar and electric vehicle charging options.
- Expansion of bike paths, including the connection thereof.
- Reducing vehicle traffic through roadway evaluation and improvements, and improved transportation options.
- Lower taxes and fees.



Chapter 4: Data Analysis

Survey Response Analysis

(Note: In each chart, the data was weighted based on the importance given by the respondents. The blue bar shows the topic had a higher priority and the orange bar shows the topic was a lower priority.)

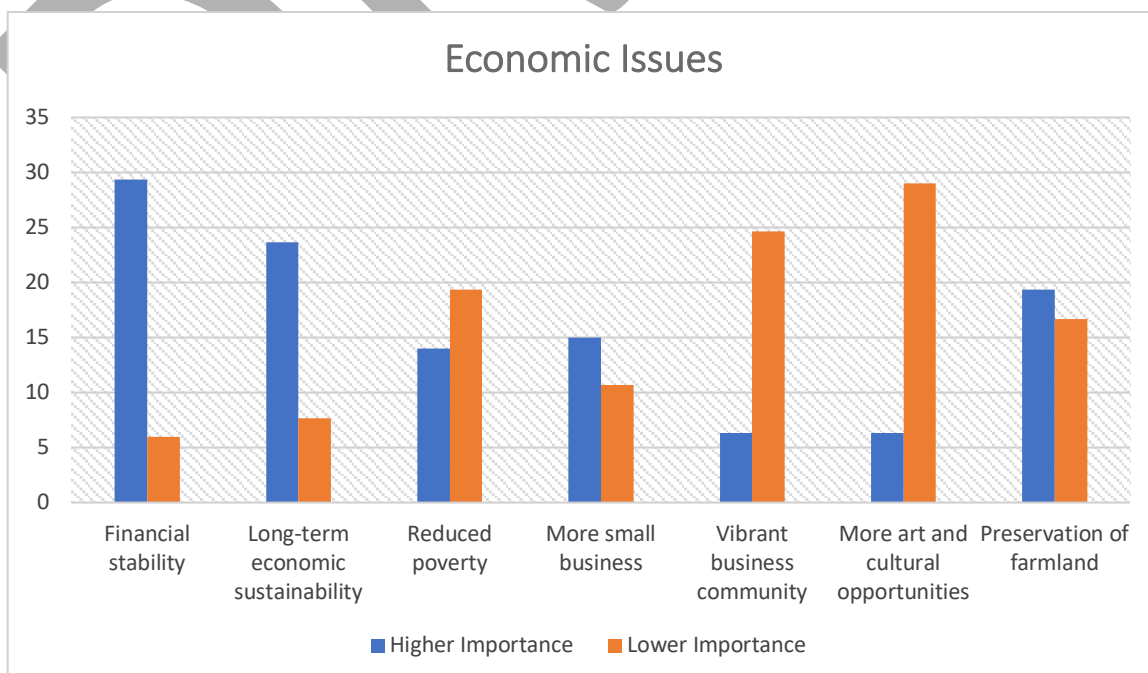
ECONOMIC ISSUES

When asked about economic issues, Financial Stability was a clear top priority of the seven choices presented, with Long-term Economic Sustainability coming in second place. Preservation of Farmland came in as the third-highest priority, but interestingly, this topic had equal support as the most important and least important.

Another interesting outcome was that there was a moderate level of importance given to More Small Business with over 47% of the votes considering it to be the third or fourth highest priority, but there is a strong opinion that A Vibrant Business Community is of low importance with nearly 67% considering it to be one of the three lowest priorities.

Reduced Poverty was also considered to be of a moderate level of importance, but the votes were spread across the levels of importance with 50% ranking it as one of the three lowest levels of importance and nearly 40% ranking it as one of the three highest levels of importance.

Finally, More Art and Cultural Opportunities was considered the least important economic issue, with over 31% of the votes considering it the lowest importance and 71% voting it as one of the three lowest levels.

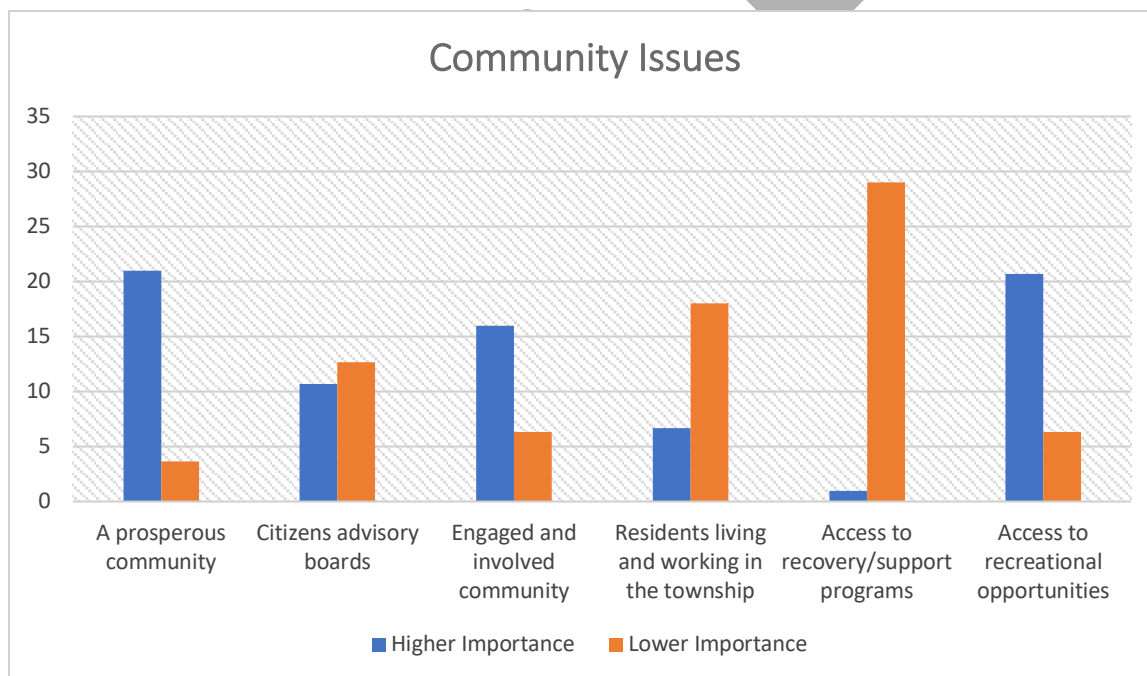


COMMUNITY ISSUES

When asked about community issues, “A Prosperous Community” and “Access to Recreational Opportunities” (Trails, parks, open space) were clearly considered the top two issues. 84.2% consider A Prosperous Community and 73.7% consider Access to Recreational Opportunities to be a top-3 issue.

Also with higher importance, “Engaged and Involved Community” ranked highly with 60.5% top 3 votes, but interestingly, “Citizen Advisory Boards” slightly leans towards less importance with 52.6% of votes as a bottom-3 issue.

The two issues that received the least amount of “importance” votes, were “Residents Living and Working in the Township” with 73.7% calling it a bottom-3 issue, and “Access to Recovery/Support Programs such as AA, NA” received 0 top 2 issue votes, and a resounding 55.3% said it was the least important issue.



INFRASTRUCTURE ISSUES

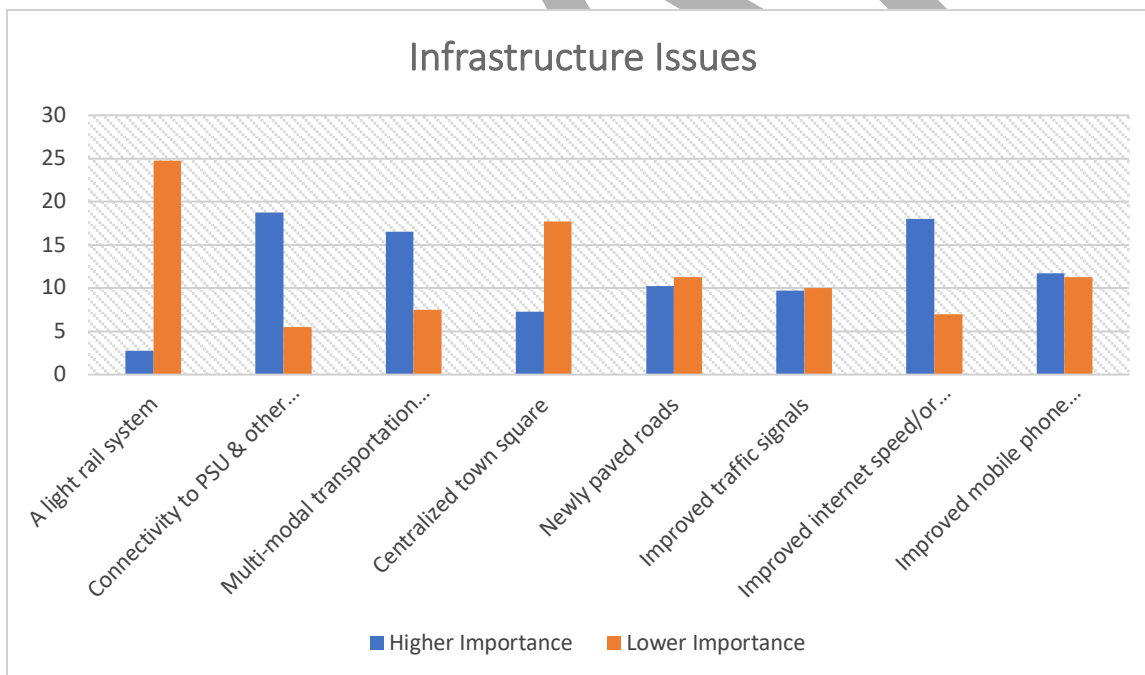
When considering the infrastructure of the township, survey respondents considered “Connectivity to PSU and Other Municipalities” to be the most important, with 60.5% considering it to be a top-3 issue. Closely in second place is “Improve Internet Speed or Township Wi-Fi” with 57.9% listing it as top-3 importance.

“Multi-modal Transportation Options” was rated as the third highest importance with 34.2% saying it is their second most important infrastructure issue.

“Newly Paved Roads”, “Improved Traffic Signals”, and “Improve Mobile Phone Connectivity” were all balanced in votes received, without any showing a significant trend as more- or less-important.

A “Centralized Town Square” was shown to have little importance with the respondents, with 50% considering it to be a bottom-3 issue.

Finally, “A Light Rail System” was considered the least important by 44.7% of the responses, and only 5.3% voted it as a top-3 issue.

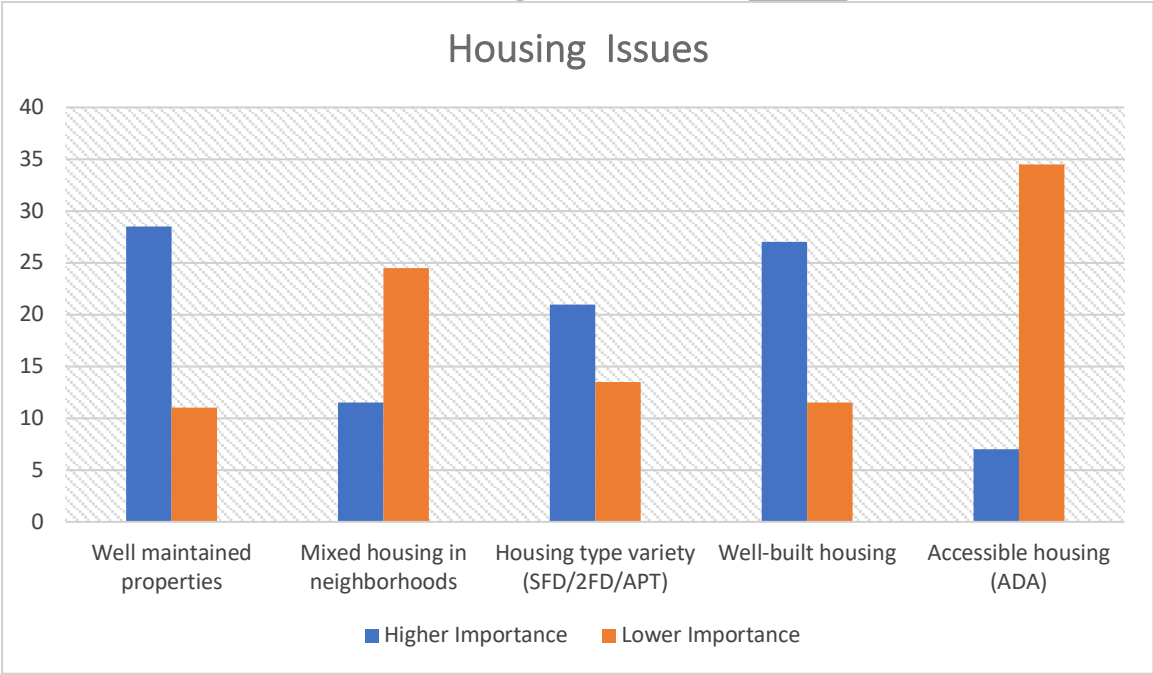


HOUSING ISSUES

As the township continues to see population growth, housing will maintain an important topic for the foreseeable future.

Respondents feel that “Well-maintained Commercial and Residential Properties” is the most important housing issue, with “Well-built Housing” in a close second place, and the third most-important issue is “Housing-type Variety”. These three issues are considered to be a top-3 issue by 76.3%, 73.7%, and 71.1% respectively. Fortunately, the township has several tools at their disposal to address these topics, through proactive code enforcement, property maintenance codes and inspections, and zoning regulations.

“Mixed Housing in Neighborhoods” was strongly considered a topic of low importance, and “Accessible Housing” was voted by 50% of respondents to be the lowest importance.



SAFETY ISSUES

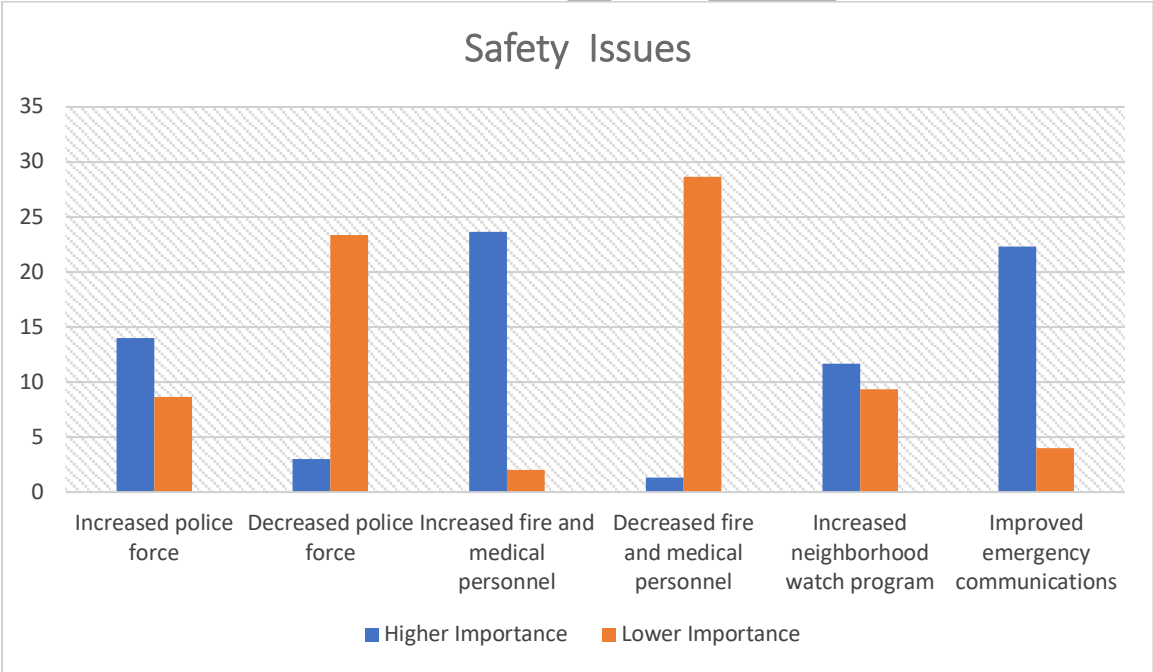
The responses showed strong trends for safety issues within the township, with 86.8% and 94.7% voting that decreasing police or fire and medical personnel are not important issues.

Following the trend above, 55.3% believe increasing the police force and 84.2% ranked increasing fire and medical personnel as top-3 issues, ranking them third and first most-important, respectively.

The second most important topic is “Improved Emergency Communications” with 76.3% considering it a top-3 issue.

The distribution of votes for “Increased Fire and Medical Personnel” and “Improved Emergency Communications” made both clear favorites, with the former receiving zero bottom-2 votes and the latter only receiving two bottom-2 votes.

Although 42.1% of the respondents listed “Increased Neighborhood Watch Program” as their third-most important issue, the totality of responses put this issue as the fourth-most important.



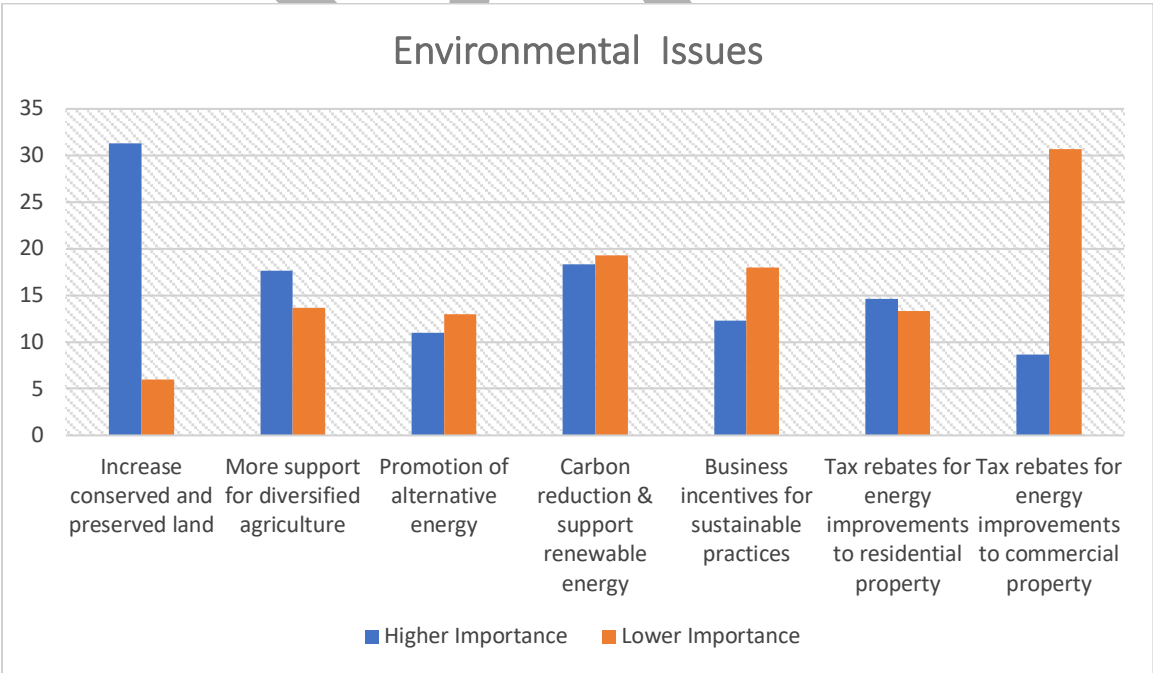
ENVIRONMENTAL ISSUES

Ferguson Township continues to value the environment and works to be a steward thereof. The survey results show that 42.1% of respondents feel the most important environmental issue is “Increased Conserved and Preserved Land”. In fact, no other issue in the survey received as many votes as the number one issue.

The second most important issue to township residents is “More Support for Diversified Agriculture”. Fifty percent of respondents considered diversified agriculture to be a top-3 issue.

Two issues were very close to being ranked as the third most important: “Tax Rebates for Energy Improvements to Residential Property” and “Carbon Reduction & Support for Renewable Energy”. The former was favored slightly more than the latter, but their close interconnectedness and that “Promotion of Alternative Energy” was considered a moderately important issue, shows support for efforts to increase renewable energy use.

It is important to note that “Tax Rebates for Energy Improvements to Commercial Properties” was found to be unfavorable, with 44.7% of respondents stating that it is the least important issue. Perhaps unsurprisingly, “Business Incentives for Sustainable Practices” was considered a bottom-3 issue by 60.5% of respondents.

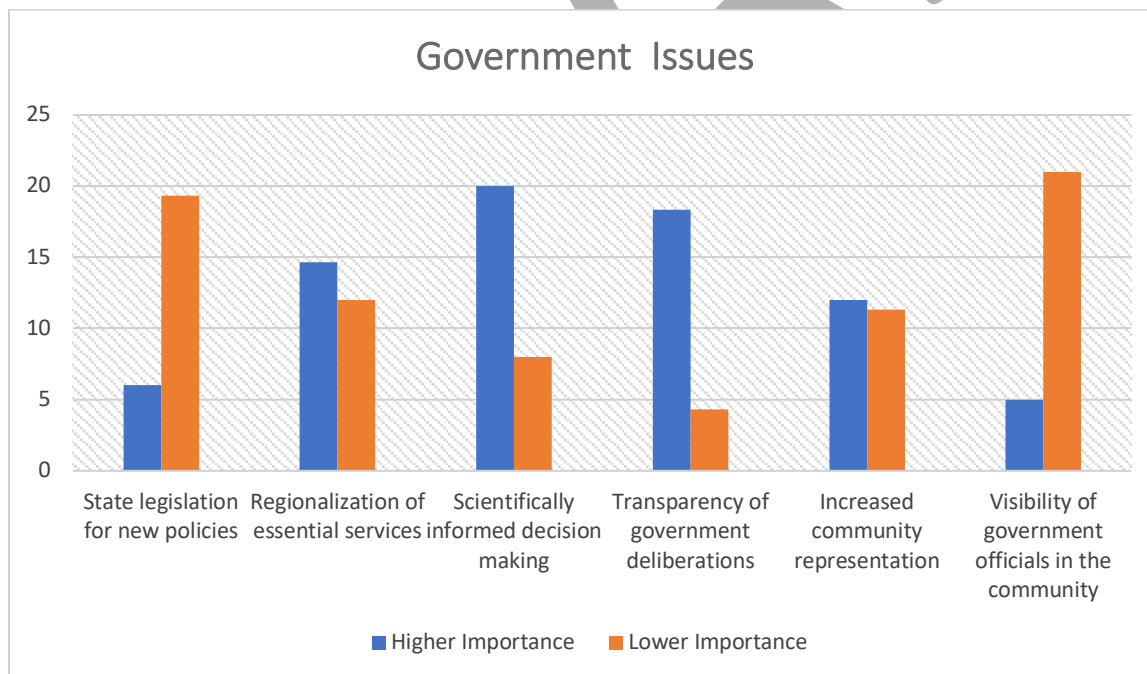


GOVERNMENT ISSUES

The final section of the survey showed some clear opinions of the important issues. Two of which were very close, “Scientifically Informed Decision Making” and “Transparency of Government Deliberations” were the clear top two issues, with the first having more “most important” votes, and the second having more overall “top-3” votes. When factoring in votes for lower importance, transparency shows as the more important issue, with 23.7% considering it a bottom-3 versus 34.2%.

When evaluating the responses for the third most-important issue, two issues were very close. 52.6% of responses indicated that “Regionalization of Essential Services” is a top-3 issue, whereas “Increased Community Representation” received 50%. Although regionalized services were rated with slightly more importance, community representation should be further evaluated with the third most-important community issue “Engaged and Involved Community”.

The last two issues, “State Legislation for New Policies” and “Visibility of Government Officials in the Community” were both considered unimportant, with 71.1% and 73.7% rating these issues as bottom-3 importance.



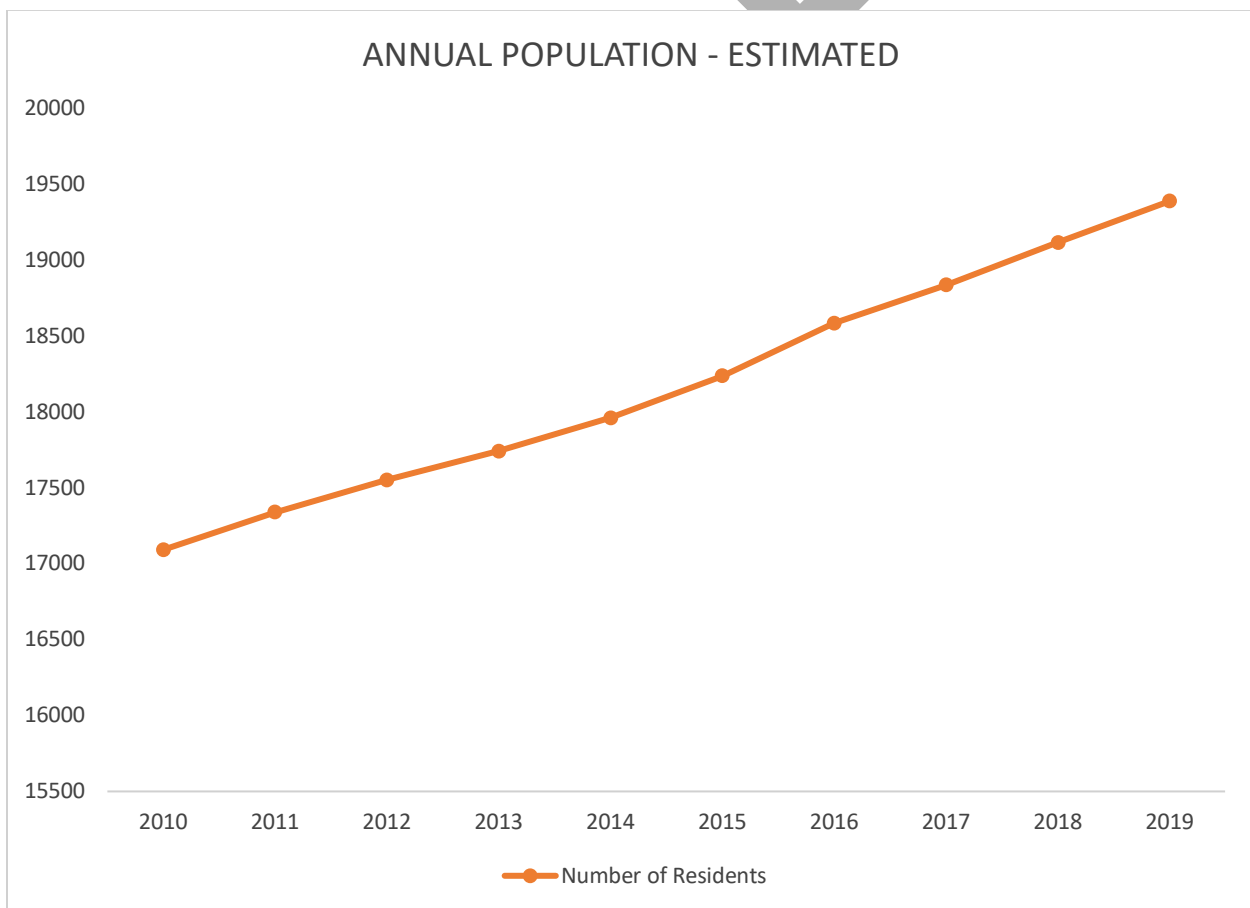
Chapter 5: American Community Survey (ACS)

ACS: Total Population

Centre County saw a modest increase in population between the 2010 census and 2020 census. From a population in 2010 of 153,990 to a population of 158,172 in 2020, the county saw growth at less than 3% in 10 years.

Ferguson Township experienced moderate growth for the same period. Between 2010 and 2020, the township grew by 7.46%, essentially doubling the rate for Centre County in its entirety. The American Community Survey 5-Year estimates offered a slightly different picture of growth where the percentage growth between the years 2010 averaged 1.41%.

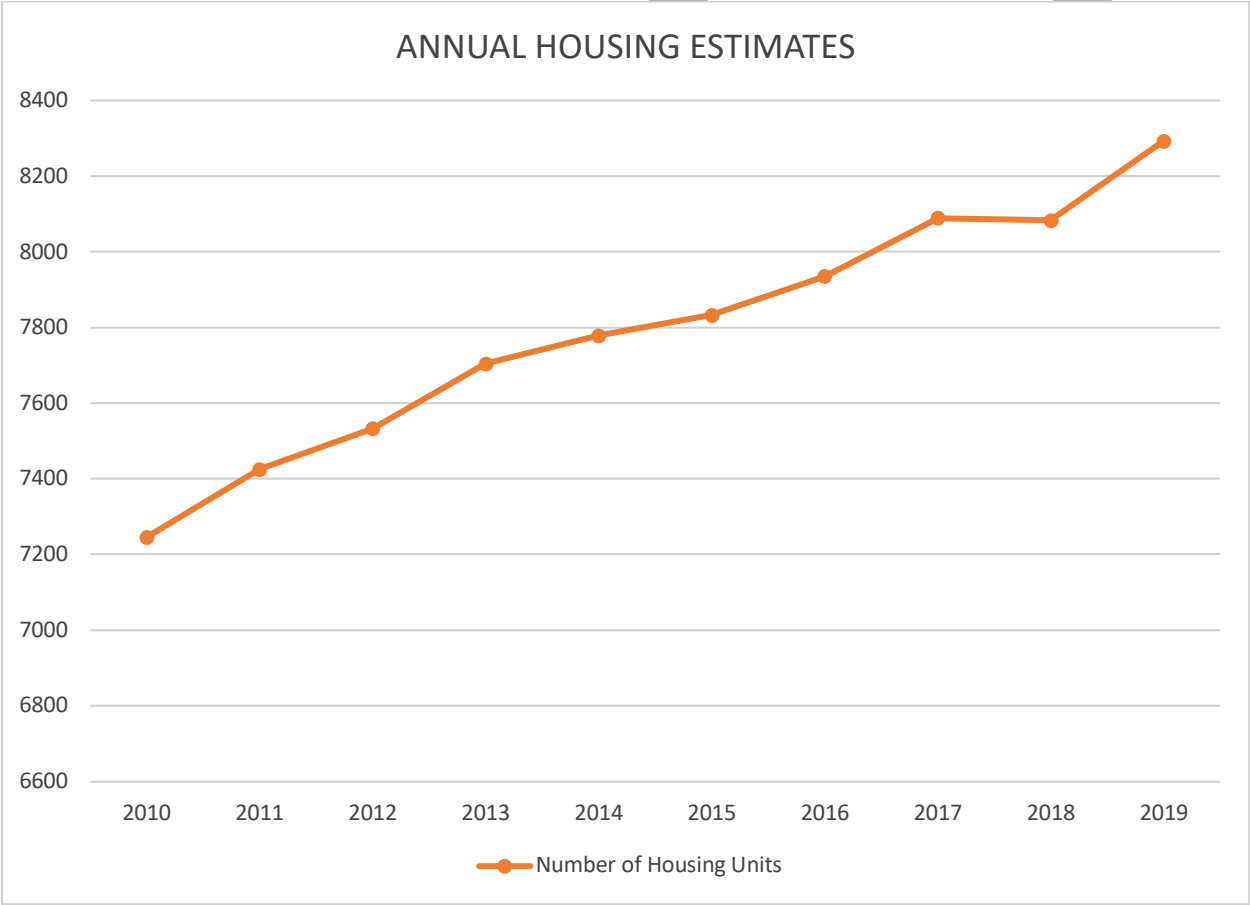
As displayed below, the graph represents minimal growth based on the ACS 5-Year Survey in conjunction with the Decennial Census that represents a 7.6% increase in population.



ACS: Housing Estimates

Additionally, the number of housing units over the same 10-year period equally experienced the same growth as the population. With a modest increase averaging 1.48%, over the same period, the amount directly correlated to the population growth estimates by indicating that increasing the housing units proportionally affects the housing population in a 1:1 ratio. As the number of housing units increases over time with a constant rate, so will the population.

During our research and subsequent data analysis, Census data from 2000 indicated the number of housing units equaling 5,699. In 10 years, the amount saw a dramatic increase of 31.6% to 7,501 units. In 2010, the number of housing units equaled 7,501, therefore on average from 2000-2010, Ferguson Township saw approximately 180 housing units constructed or repurposed into livable accommodations for its growing population.



Chapter 6: Ferguson Township Strategic Plan

Goals and Tasks

I. Financial Stability

Local government aims for financial sustainability in ensuring the wellbeing of citizens at the expense of their respective incomes. The Board of Supervisors are the highest decision-makers who are responsible for setting the aims and evaluating the outcome of municipal operations. Hence, local politicians' notions on financial sustainability play an important role in sustainable decision-making. This concept rains true in Ferguson Township. The Administration has maintained its property tax rate as the cost of goods and labor rates continuously increase on an annual basis.

The recent adoption of a stormwater fee to ensure Ferguson Township is in compliance with federal regulations was a significant policy decision that avoided deviating public funds to a mandate. Although the fee created controversy, future administrations are able to properly budget for future upgrades as a result of the monthly fee assessed to property owners.



As stewards of public money, it is also a responsibility of the Administration to maintain and increase transparency for delivering information to citizens. The budget process is an excellent exercise to discuss the financial status of Ferguson Township and project for the future. There is a lack of information disseminated to the public throughout the year that indicates a present-tense version of the financial situation. An example is displaying the percentage of expenses spent in the Month of July in relation to Revenue. Presenting information to the public also helps alleviate the cumbersome process of requesting documents through the Right-To-Know.

Additionally, the cost of maintaining an adequate level of service to constituents will continue to rise as a relative percentage annually. The labor rate will continue to increase as part of the collective bargaining process and also retaining non-union staff who are keenly aware that positions in the private sector often pay competitive wages with other non-compensatory benefits that help with their recruitment.

FINANCIAL CHECKLIST

- Create 1, 5, & 10 year financial forecasts
- Ensure wages are competitive to local market
- Implement an online financial dashboard
- Develop a stormwater fee project update section on the website

DRAFT

II. Economic Development

III. Growth Management

IV. Environmental Stewardship

V. Best Management Practices for Operations

VI. Increase Participatory Government

VII. Partnerships and Regional Thinking

DRAFT

VII. Public Safety

Ferguson Township currently provides police coverage for its constituents through its own department. Fire services are provided by the Alpha Fire Company and emergency medical services are contracted through Centre LifeLink EMS.

With fire and EMS dispersed throughout several municipalities, there is a nationwide trend to maintain a regional component for public safety as several issues continue to hamper independent or municipal-based agencies.

The recruitment and retention in law enforcement is slowly approaching a crisis. Competing benefits with other departments, difficulties in attracting new officers, escalating labor costs, and the national sentiment towards public safety dominate conversations with local officials. The solution requires extensive analysis on how to fund operations moving forward and an overhaul of the current system that relies on state intervention to mend a severely depleted system. Antiquated rules such as Civil Service regulations continue to hinder a police department's ability to maintain a comprehensive list of applicants rather than perform tests every two years.



Volunteerism in the fire service continues to deplete departments as the industry faces a significant shortfall in members. As departments strive to acquire apparatus and ensure safety for firefighters, local funding does not meet the needs of its regional service, potentially leading to financial deficits that are crippling to the departments.



DRAFT

EMS continues to face annual losses in certified providers at a 4% rate statewide. As agencies discontinue services to municipalities, there is an additional strain on those departments who operate where they are requested for mutual aid to render aid in neighboring communities. The result is increased response times that result in delayed patient care.



PUBLIC SAFETY CHECKLIST

- Create a public safety department to research current and future challenges
- Initiate discussions on solving police recruitment issues
- Evaluate current regional fire/EMS component to ensure constituents receive adequate services
- Analyze current funding models for fire/EMS to maintain viability and continuity
- Investment into training programs for fire/EMS personnel that are cost-neutral to individuals

IX. Promotion of Municipal Identity

DRAFT

TO: Ferguson Township Board of Supervisors
Attn: David Pribulka, Township Manager
3147 Research Drive
State College, PA 16801

REFERENCE: Electronic and Printed Report Submittal of a RFP for Strategic Planning Professional Services

DATE: August 12, 2021


This letter serves as notification of transmittal of an original, printed hard copy and electronically prepared response of the Strategic Planning Professional Services being submitted to Board of Supervisors of Ferguson Township on August 12, 2021. This letter serves as notification that exact, duplicate electronic copies of the response for Strategic Planning Professional Services were submitted to both the Township Supervisors of Ferguson Township and David Pribulka, Township Manager.

The electronic file is described as: 24 pages, 452kb, file dated August 12, 2021, contained on the included USB drive labeled "**RFP**". The directory in which the three (3) files are stored is labeled as "**RFP Response for Strategic Planning Professional Services**".

Media was mailed via FedEx and addressed to David Pribulka on August 12, 2021.

In addition, the (7) original hardcopies of the proposal were submitted to David Pribulka, Ferguson Township Manager.

Sincerely,



Peter Melan, MPA
President, Polity

Ferguson Township Board of Supervisors
Attn: David Pribulka, Township Manager
3147 Research Drive
State College, PA 16801

August 12, 2021

Dear Ferguson Township Supervisors:

Thank you for the opportunity to introduce Polity and respond to your 'Strategic Planning Professional Services' Request for Proposal.

In a single word, our focus is Data.

We work with organizations to develop their strategic plan for a successful future that is:

- 1) Attainable
- 2) Realistic
- 3) Data-Driven

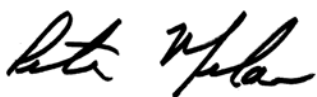
Our strategy is to fully engage the elected officials, township manager, and other stakeholders to perfectly tailor the strategic plan outlining the next five years of Ferguson Township. At the end of this project, you will have more than a canned response to your RFP. You will have the blueprint along with the supported data and implementation plan that will help drive Ferguson Township in future success.

Some highlights of our specific qualifications include:

- Extensive work product with data architecture that includes detailed analysis, visualization, and modeling.
- Relevant municipal knowledge at the local level.
- Boutique style firm with principals who are specialized in many aspects of strategic planning and implementation.
- In-house staff with over 50 years of practical and relevant experience suited to any size public sector organization.

I look forward to discussing our proposal with you in anticipation of Polity receiving an invitation to interview.

Sincerely,



Peter Melan, MPA
President, Polity



DATA-DRIVEN MUNICIPAL CONSULTANTS



FERGUSON TOWNSHIP, CENTRE COUNTY

STRATEGIC PLAN UPDATE

REQUEST FOR PROPOSALS

HOPSTICK, LLC
417 CATTELL STREET
EASTON, PA 18042
610.813.2031
PMELAN@POLITYINC.COM
<http://www.polityinc.com>

SUBMITTED AUGUST 12, 2021

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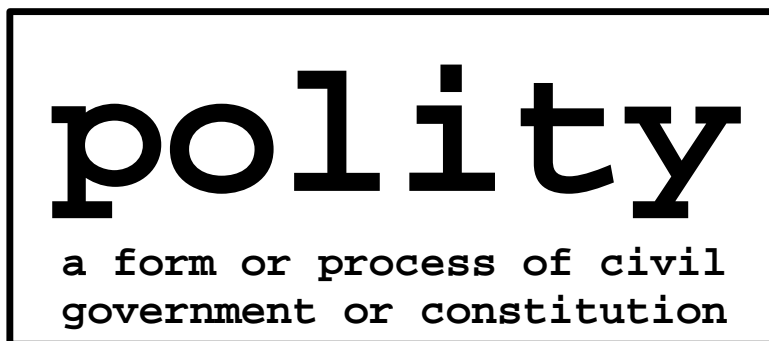
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Description of the Firm

The word Polity is defined as “a form or process of civil government or constitution”. In *Polities: Authority, Identities, and Change*, Yale H. Ferguson and Richard Mansbach defined polity as “an identifiable political entity—any group of people who have a collective identity, who are organized by some form of institutionalized social relations and have a capacity to mobilize resources.”

Our firm stands as a collective group of people who strive to maintain our standing as qualified experts in their field of study and can respond to a client’s need for service. The focus of Polity is to put our clients first and focus on being specialists who can solve complex problems.



There is no better feeling than getting to do what you love for a living. And that is what Polity strives for in the public sector. Our passion is using data, technology, and industry experts to help local governments do what they love to do—efficiently and effectively. The solutions presented to you are not meant to help today and be gone tomorrow. Thanks to the process we use to understand our client’s goals, we have the ability to create solutions that keep moving them forward into the future.

Core Values

The core values of Polity are:

- **Communication**
We value clear and appropriate communication with specific attention to detail amongst our clients, partners, and team of expert consultants.
- **Expertise**
Excellence, resourcefulness, and creativity are in our core; we take great pride in the quality of our work in addition to staying informed on industry trends.
- **Partners**
We value partnerships with our clients. We take the time to learn how they operate their government, encourage strong communication and guide them through a proven process.
- **Relationships**
We believe in fostering relationships with our clients, building trust, and maintaining continuity.
- **Integrity**
Integrity, work ethic, and accountability guide our actions. As public sector representatives, we reinforce our value to clients and our principals.

Data-Driven

Polity is unlike any municipal consulting firm. Our firm is strictly data-driven with the research to prove validity of our recommendations. There is something to be said about a firm that can prove worthiness by visualizing data and telling a compelling story to the audience. Polity is the single, most relevant authority on utilizing the theory of bounded rationality to its advantage in front of an elected body. Using our time to its advantage and showcasing the information presented to your organization, it is the most successful method in guiding Ferguson Township through this stage and prepares the community for its next phase.

Public Sector Specialization

Our devotion to local government is manifested in the firm's core beliefs; a boutique-style engagement consisting of a unique blend of experts who have over forty years of experience in the public sector. We have an unparalleled understanding of the issues governments face, providing countless service hours annually to the industry. Our extensive experience in local government provides us with the specialized knowledge and insight to find effective solutions based solely on data.

The public sector specialization approach allows our team to provide Ferguson Township with the necessary knowledge and expertise of the industry to identify key indicators that are critical to your government.

- Our data-driven approach will ensure Ferguson Township is working with a team that is truly dedicated to local government, translating into better service and greater value.
- With the continuing evolution of local government regulations, technology, and practices, we are attuned to the changing trends that may impact our clients.
- Our team maintains a close look at new developments in the industry identified by trends that may have a direct effect on your organization.
- We also remain active in national, local, and state organizations that are specific to the industry such as the Pennsylvania State Association of Township Supervisors, American Society of Public Administrators, and the Pennsylvania Municipal League.
- Our staff have spoken nationally and locally on topics related to government in addition to authoring several articles for national publications.
- Continuing education and obtaining industry certifications are what we strive to represent when offering our clients the highest level of service and expert knowledge.

Core Services

We maintain a finite list of services our team of specialists excel in for local governments. The list includes:

- Land Development
- Public Safety
- Budget Assessment
- Strategic Planning
- Data Analytics
- Software Integration

To highlight our specific experience in the core services, the list below provides a summary of what our team can offer Ferguson Township during the creation of your strategic plan:

- Developing best practices for budget preparation and monitoring
- Project management related to any enterprise system
- Public and private housing plans
- Policy, strategy, and legislation development
- Analyzing and visualizing your data
- Public safety studies
- Developer review and negotiation
- Policy development

Staffing Continuity

As a boutique consulting firm, we are proud of maintaining a 100% retention rate with our team of experts. We continuously seek qualified individuals and are extremely selective in which professionals we retain for complex cases. Ferguson Township will benefit from an impeccable retention rate with continuous service for many years to come. Our clients appreciate the fact that they get to know the Polity team and develop trusting relationships over the years without the fear of having to educate new personnel. Our high level of continuity and commitment to your community translates into people who really understand the intricacies of your organization, meaning they can offer opinions, advice, and insight that are more meaningful to Ferguson Township.

Description Of Principals

We fully understand the critical nature of retaining a firm with qualified experts to be selected by Ferguson Township. Our desire is to work in a collaborative environment by providing experienced industry specialists and are flexible in providing solutions. Each member of our team is committed to providing the township with exceptional client service.



Peter Melan, MPA – President and Chief Consultant

Peter has 25 years of experience in the data world, project management and local government expertise. He oversees the engagement to ensure that every step of the strategic plan is managed and presented to Ferguson Township. He leads the development of our service plan through which we will outline the expectations and introduce a realistic timeline with the stakeholders. Additionally, he ensures that the services outlined are executed as agreed upon along with guaranteeing a high level of satisfaction.

Stephen Nowroski, MCP, CFM – Vice President

Stephen leads the sections of the project that are specific to land development and offer his insight into how to integrate the strategic plan into relevant ordinances, most importantly how it conforms to the Centre Region Comprehensive Plan. Additionally, he will lead the section of the plan that specifically pertains to the SWOT Analysis by interviewing the appropriate stakeholders. His expertise in land development, both from an urban and rural environment, will play a significant role in helping to craft the strategic plan.

Dwayne Tillman, BS – Planning Consultant

Dwayne’s professional career has been in code regulations, building design, and planning. He oversees the data gathering process of the strategic plan, and will analyze the information and provide a list of recommendations that are in coordination with the comprehensive plan.

Tentative Schedule for Project Deliverables:

The RFP provides a tentative outline of the proposal to be awarded on September 7, 2021, that includes contract development. Assuming Ferguson Township requires voting on the resolution for contract adoption, this will occur at the Board of Supervisors meeting on September 20, 2021. If Polity is chosen as the firm to provide Ferguson Township with its strategic plan, we will be in attendance to make a formal introduction to the elected officials, administrative staff, and any other attendees who wish to engage us.

An outline is found below that illustrates a tentative schedule.

<u>Deliverable</u>	<u>Date</u>
Selection of Consultant and Contract Development	September 7, 2021
Resolution voted on during Board of Supervisors meeting	September 20, 2021
Next day meeting with township manager and supervisors who will participate in the project	September 21, 2021
Present formal timeline with detailed tasks and dates of completion	September 30, 2021
Schedule individual stakeholder meetings throughout the region	October 1, 2021
Update Board of Supervisors with project status	October 4, 2021
Schedule in-person strategy session with all stakeholders at a location to be determined	October 5, 2021
Begin formalizing data requests to all agencies, including Right-To-Know Requests	October 6, 2021
Conduct first in-person strategy session	October 18, 2021
Update Board of Supervisors with project status	October 18, 2021
Collect requested data and analyze accuracy with potential further requests made to enhance the strategic plan	November 5, 2021
Conduct second in-person strategy session	November 15, 2021
Update Board of Supervisors with project status	November 15, 2021
Conduct Board of Supervisors Retreat	December 2021
Prepare 1 st Draft of Strategic Plan	January 10, 2022
Update Board of Supervisors with project status	January 17, 2022
Finalize Strategic Plan	February 28, 2022
Public Presentation to Board of Supervisors	March 21, 2021

****Disclaimer—Exact dates may vary at the discretion of the Board of Supervisors and the tasks are in summary and may alter during the project.***

Methods of Public Engagement

Our most comfortable approach is to actively engage the relevant parties we feel are important to the success of your strategic plan. At the time of selection and approval, we will formalize a list of stakeholders that will be contacted to setup interviews. Our request to the Board of Supervisors is that an initial letter of engagement is sent to those individuals informing them that Polity will contact them to participate in the process of creating a new Strategic Plan. Our firm will present a preliminary list to the Board of Supervisors for approval and/or modification. Below is an initial list of who we identified as important to the project:

Township Board of Supervisors	Centre Regional Planning Commission
Township Manager	Centre Regional Fire Protection Program
Chamber of Business and Industry Centre County	Alpha Fire Company
Ferguson Township Police	Centre County 911 Department
Industrial & Commercial Development Authority	Centre LifeLink EMS
Centre Area Transportation Authority Board of Directors	Major employers
Centre Region Parks and Recreation Authority	Other unnamed civic organizations

The methods of engagement will depend on current COVID protocols for the specific entity being interviewed. Our goal is to spend several days in Ferguson Township meeting individually to foster better conversation about their suggestions for the strategic plan. Other methods of communication will be offered to accommodate varying schedules and individual conflicts.

Additionally, a request will be made to Ferguson Township to allow for public engagement through a survey on our website. Through normal methods of communication approved by the Board of Supervisors, we will engage the electronic mailing list, notices on utility bills, and other social media such as Facebook to request a visit to the survey where they will be able to offer their opinions and suggestions. Additionally, to ensure that township residents and business owners are eligible to participate, we will create logic to prevent any type of spam attack from impacting the value of data collected.

We also are proposing two in-person strategy sessions at a conference facility that is local to Ferguson Township. We have found that if the stakeholders are in a central location, there is better engagement and facilitating ideas with a vast audience only enhances the outcome of the strategic plan.

Demonstration of Project Understanding

Given the depth of the project deliverables and its importance to Ferguson Township, we are confident in our abilities to provide you with the most comprehensive strategic plan. One of the most valuable insights we can offer is our practical experience. Our firm is from the school of thought that the most experienced consultants are practitioners and not just advisors. Warner Heisenberg, a German mathematical physicist and philosopher, said “An expert is someone who knows some of the worst mistakes that can be made in his subject, and how to avoid them.”

We are also of the mindset that merely providing Ferguson Township with the strategic plan is only one aspect of the project. A plan is of little use without successful implementation. Although the RFP does not specifically request our assistance after you are provided with the strategic plan, it is our contention that as partners, we would be derelict in our duties to your township and its constituents by not ensuring its success.

The project, as stated, is explicitly clear in the requirements sought by Ferguson Township. Evaluating the relevant information from the community in conjunction with other organizations, the Township Budget, Capital Improvement Plan, and other documents are expected that will be incorporated into the strategic plan.

Project Methodology and Deliverables

We will focus on the requirements set forth by Ferguson Township as guidance for the project methodology. One addition to note is our implementation of the Baldrige Excellence Framework into the strategic plan. There is no system that is superior to Baldrige and its design to improving your organization's performance is critical to the success of the project.

The **Baldrige Excellence Framework** allows your organization to reach its goals, improve results and become more competitive. The framework consists of the criteria, core values and concepts, and the scoring guidelines. The Criteria for Performance Excellence are:

1. Leadership
2. Strategy
3. Customers
4. Measurement, Analysis, and Knowledge Management
5. Workforce
6. Operations
7. Results

Simply put, the above criterion will help answer three significant questions:

1. Is your organization doing as well as it could?
2. How do you know?
3. What and how should your organization improve or change?

The **Baldrige Excellence Framework** will help guide the strategic plan through identifying key performance metrics and indicators that can serve as benchmarks for the Board of Supervisors, staff, stakeholders, and citizens. It will serve as an evaluation tool to measure progress toward achieving the Strategic Plan goals and objectives, that are consistent with the Mission, Vision, and Values statements for Ferguson Township.

Roles and Responsibilities

Each principal will play an equal role in helping to create the Strategic Plan. A summary of the roles and responsibilities is outlined below:

Peter Melan

Peter will be the overall project lead and manage the process from start to finish. He will facilitate discussions and coordinate all communication between the firm and Ferguson Township. All data collection, analysis, and production of results will be an additional role. Peter will also conduct a comprehensive SWOT analysis and present his findings in the Strategic Plan.

Stephen Nowroski

Stephen will be the main point of contact to review ordinances, the Centre Region Comprehensive Plan, budget, Capital Improvement Program, and any other relevant documents that will contribute to the creation of the Strategic Plan. He will also conduct planning sessions with the necessary stakeholders to understand their needs and introduce them to the Strategic Plan.

Dwayne Tillman

Dwayne will focus on community engagement from his governmental experience. His primary role will be to create the surveys, formulate the logic to filter out any survey respondents who are not citizens of Ferguson Township or a stakeholder. Dwayne will also revisit any deficiencies regarding the amount of citizen participation and provide alternative methods to receive input from those who declined to engage with the process.

Project Management

Peter Melan will be the assigned project manager for the strategic plan. With over two decades of relevant experience, he can manage the complexities and varying difficulties often found with community-driven projects. What Peter brings to his firm, apart from other firms, is his experience as a councilperson in Easton where he participated and helped facilitate discussions on various projects and community initiatives throughout the city. Additionally, his EMS experience provides the project with a skill to overcome challenges faced with critical deadlines.

Three Relevant Examples

We maintain a high level of integrity and stand by our deliverables for this project. Although our firm has no documentable examples relevant to your assessment, we feel our experience and knowledge with similar projects suit us perfectly for your selection. Our team was critical to the City of Easton Comprehensive Plan rewrite in 2017, and an extensive zoning code revision in 2020. Each project involved multiple community outreach efforts, public hearings, and constituent involvement along with coordinating our industry professionals for additional guidance.

What is relevant is our diverse and practical experience provided to Ferguson Township. Although we may not fill this requirement, we bring over forty years of both private and public-sector work experience that is beneficial to the success of your Strategic Plan. Some of our highlighted skills are summarized below:

- Project Management
- Baldrige Excellence Framework
- Local government practitioners
- Internal web specialists
- Data analytics
- Planning review
- Ordinance review and creation

Although the list is a summary, we are of the mindset that our qualifications exceed the requirements described throughout the RFP. We are a boutique firm with a small, yet unique collaboration of three individuals who are well-versed in the government sector.

Fee Schedule and Proposed Cost of Services

Our firm proposes the following estimate of the time requirements for the Strategic Plan along with a list of project deliverables summarized:

<u>Task Summary</u>	<u>PM¹</u>	<u>SN²</u>	<u>DT³</u>
Scheduling/Meetings	24	16	16
Data Collection/Analysis	80	--	--
Baldrige Executive Framework	--	--	--
Review of planning, zoning documents	--	16	8
Research current regulations	--	24	--
Prepare Draft and Final copies of Strategic Plan	32	16	16
TOTAL	136	72	40

The estimated hours to complete the project is **248**.

The total cost of our proposal will not exceed **\$16,120**.

Value For Fees

We have prepared a fee estimate for Ferguson Township based on the needs and objectives in the RFP. The estimate allows for thorough and insightful advice from experienced professionals without unnecessary additional fees.

Additionally, we are offering the following additional cost that will help with facilitating and centralizing two in-person sessions geographically convenient to all stakeholders. Our firm believes that The Penn Stater Hotel & Convention Center will comfortably accommodate all participants in a relaxing setting. We reached out to the conference center staff to obtain a quote and have confirmed the following information:

The cost would be \$68 per person for the day. The day meeting package includes meeting room, beverage all day 7am to 5pm, AM snack 9am to 11am, PM snack 2pm to 4pm, buffet luncheon, gratuities.

If you would like to add AV equipment, the cost would be \$74 per person, that will include standard AV and 1 LCD projector.

The AV quotation pertains to having an external connection in the event stakeholders may not be able to attend in-person. Final pricing will be determined by the number of confirmed attendees and communicated to Ferguson Township for final approval prior to proceeding.

¹ Peter Melan

² Stephen Nowroski

³ Dwayne Tillman

Routine Consultation and Technical Questions

We will be available to Ferguson Township throughout the process to formulate the Strategic Plan and will provide routine consulting and advising, as needed, on any item related to the RFP at **NO CHARGE**. Our firm will not bill anyone from Ferguson Township for any questions, miscellaneous phone calls or consultations on technical matters that typically arise during ongoing business relationships.

If requested to provide any additional service outside of the scope outlined in the RFP, we will work closely with Ferguson Township to determine the assistance required and discuss an appropriate fee. We will always inform you if the required assistance is outside the scope of our engagement. Our firm will never have surprises in any monthly statements.

Assumptions

We have based our fee estimate on the assumptions detailed below. Should any of these change during the engagement, we will immediately document the change and notify the Township Manager. A change order detailing the new requirements and corresponding budget impact will be provided. We will not undertake additional work without the written approval from Ferguson Township.

- Adequate support, preparedness, and cooperation from Ferguson Township
- No major business changes
- No significant changes in scope

Resume Appendix



TOWNSHIP OF FERGUSON

3147 Research Drive • State College, Pennsylvania 16801

Telephone: 814-238-4651 • Fax: 814-238-3454

www.twp.ferguson.pa.us

MEMORANDUM:

TO: David Pribulka, Township Manager

FROM: Ron Seybert, Township Engineer
David Modricker, Public Works Director

DATE: January 20, 2022

SUBJECT: Cherry Lane and Martin Street
Multi-Way Stop Study Summary and Recommendation

As requested, a multi-way stop study was performed for the intersection of Cherry Lane and Martin Street. This intersection also aligns with one of the driveways to Radio Park Elementary School. In July of 2021, a separate study was completed that resulted in signing and markings being installed for a cross walk on the east side of the intersection to cross Cherry Lane at this same intersection. Those improvements were completed prior to this study starting.

Traffic data for the study was collected by a contractor using a video collection method at the beginning of the 2021-2022 academic school year for State College Area School District in August of 2021. Penn State was in general session at that time as well, and there were no COVID attendance restrictions in place. Crash reports were obtained from our police department and other intersection investigations were performed by Township Engineering staff.

The multi-way stop study was completed following standards established by the Manual of Traffic Control Devices (MUTCD) and Title 67, Chapter 212 'Official Traffic Control Devices'. The study considered crash experience, speed of vehicles on Cherry Lane, traffic volumes, pedestrian volumes, sight distance at Martin Street and the Radio Park School Driveway, left turn conflicts, and vehicle/pedestrian conflicts. The result of the engineering study is a recommendation not to post this intersection as a multi-way stop intersection.

Attached to this memo is a full copy of the engineering study for reference.

Attachment: TE-102 Multi-Way Stop Study for Cherry Lane and Martin Street

Copy: PW Road – Cherry Lane file

MULTIWAY STOP CONTROL AT INTERSECTIONS ENGINEERING AND TRAFFIC STUDY

PLEASE TYPE OR PRINT ALL INFORMATION IN BLUE OR BLACK INK



pennsylvania
DEPARTMENT OF TRANSPORTATION
www.dot.state.pa.us

A - LOCATION INFORMATION

COUNTY Centre		MUNICIPALITY Ferguson Township	
MAJOR STREET INFORMATION			
SR#	TR# T-342	STREET NAME Cherry Lane	
STATION		LOCATION	
MINOR STREET INFORMATION			
SR#	TR# T-975	STREET NAME Martin Street / Radio Park School Driveway	
STATION		LOCATION	

B - REFERENCE INFORMATION

REFERENCE Chapter 212	SECTION(S) 212.106 (c)
REFERENCE MUTCD	SECTION(S) 2B.07, 3B.16
REFERENCE Vehicle Code Title 75 Pa. C.S.	SECTION(S) §3323, 6109(a)(6) and 6124

C - STUDY ELEMENTS

FROM PUB 212 APPENDIX:

- | | | |
|--|---|--|
| <input checked="" type="checkbox"/> Crash Analysis (1) | <input checked="" type="checkbox"/> Pedestrian Volumes (12) | <input checked="" type="checkbox"/> Traffic Volumes (20) |
| <input type="checkbox"/> Acceleration Lane (2) | <input checked="" type="checkbox"/> Sight Distance (16) | <input type="checkbox"/> Other _____ |
| <input checked="" type="checkbox"/> Geometric Review (8) | <input checked="" type="checkbox"/> Speed Data (17) | _____ |

D - ATTACHMENTS LISTING

Check those that apply and attach to this form in the order listed below:

- | | | |
|---|--|---|
| <input type="checkbox"/> 1. 10 Day Response Letter | <input type="checkbox"/> 7. Crash Extract | <input checked="" type="checkbox"/> 13. Traffic/Pedestrian Volumes |
| <input type="checkbox"/> 2. Letter or Memo Requesting Study | <input type="checkbox"/> 8. Crash Rate | <input type="checkbox"/> 14. STAMPP Identification Data |
| <input checked="" type="checkbox"/> 3. Location Map | <input type="checkbox"/> 9. Crash Plot | <input type="checkbox"/> 15. Speed Permit |
| <input type="checkbox"/> 4. Straight Line Diagram | <input checked="" type="checkbox"/> 10. Speed Study | <input checked="" type="checkbox"/> 16. Other <u>Sight Distance Study</u> |
| <input checked="" type="checkbox"/> 5. Photographs | <input type="checkbox"/> 11. Warrant | _____ |
| <input type="checkbox"/> 6. Field View Drawing | <input type="checkbox"/> 12. Multi-Way Stop or Truck Restriction Worksheet | _____ |

E - SITE OBSERVATION CHECKLIST

Operational Checklist:

1. Do obstructions block the drivers' view of approaching vehicles? YES NO N/A
2. Do drivers respond correctly to signals, signs, or other traffic control devices? YES NO N/A
3. Is there evidence of crashes (*skid marks, property damage, tree/bush damage, broken glass/vehicle parts, etc.*)? YES NO N/A
4. Are there violations of parking regulations or other traffic movements? YES NO N/A
5. Do drivers appear confused about routes, street names, or other guidance information? YES NO N/A
6. Have you observed the location during peak hours for volume and crashes? YES NO N/A
7. Are there traffic flow deficiencies or traffic conflict patterns associated with turning movements? YES NO N/A
8. Is there significant delays and/or congestion? YES NO N/A
9. Do pedestrian movements through the location cause conflicts? YES NO N/A
10. Are there other traffic flow deficiencies or traffic conflict patterns? YES NO N/A

Physical Checklist:

1. Can sight obstructions be removed or lessened? YES NO N/A
2. Do the street alignments or widths adequately accommodate the type of traffic using the roadway? YES NO N/A
3. Are curb radii adequate for turning vehicles? YES NO N/A
4. Are pedestrian crosswalks properly located? YES NO N/A
5. Are signs adequate as to usefulness, message, size, conformity, and placement? YES NO N/A
6. Are traffic signals adequate as to placement, visibility, glare, conformity, number of signal heads, or timing? YES NO N/A
7. Are pavement markings adequate as to their conformance to standards and location? YES NO N/A
8. Is channelization (islands or paint markings) adequate for reducing conflict areas, separating traffic flows, and defining movements? YES NO N/A
9. Does the existing legal parking layout affect sight distance for through or turning vehicles? YES NO N/A
10. Is the pavement condition free of potholes, washboard, slick surface, etc.? YES NO N/A

F - SITE DATA

DATE DATA COLLECTED August 24, 2021	PERSON CONDUCTING STUDY Ron Seybert, with assistance	TITLE Township Engineer
--	---	----------------------------

1. Is the multiway stop being installed as an interim measure until the signal approval and installation is completed? YES NO

2. List the number of crashed for the previous 12 month period by type and/or causation factor. ****This may include non-reportable crashes.****

No crashes occurred in the previous 12 months. Within the previous 5 years, only one crash occurred on 12-14-2018. It was a non-reportable angle crash due to driver error who thought it was a multi-way stop and pulled out in front of a vehicle that did not have a stop condition. Since then, additional signs were installed to advise that cross traffic does not stop.

3. 85th percentile speed of major approach is 29 MPH.

4a. Does the vehicular volume entering the intersection from the major street approaches average at least 300 vehicles/hour for any 8 hours? YES NO

4b. Does the combined vehicular, pedestrian and bicycle volume from the minor street approaches average at least 200/hour, for the same 8 hours, with an average delay to minor-street vehicular traffic of at least 30 seconds per vehicle during the highest hour? YES NO

4c. If #3 > 40 MPH, then the minimum vehicular volume warrants are 70% of 4a and 4b.
n/a

F - SITE DATA (CONTINUED)

5. Where #2, #4a and #4b are satisfied to 80% of their minimum values. **Note: #4c is excluded from this condition.**
 n/a

6a. Determine and list the minimum intersection sight distance for all approaches.
 See attached studies - both stop approaches passed.

6b. List the posted, approach speeds on all intersection legs.
 25 MPH, driveway not posted.

6c. Is there any practical method for improving the sight distance at these intersections? YES NO

7. List any other factors justifying a multiway stop.
 None, see remarks below.

8. Has the municipality agreed to purchase, erect and maintain the signs necessary to legalize the above stop intersection at no cost to the Department
 YES NO

9. Has the Through Highway permit been modified YES NO

G - REMARKS

In addition to the above objective evaluation, the MUTCD has some subject warrants to be considered. They are:

1. The need to control left turn conflicts. At almost every intersection there are left turns that create conflicts, so the presence of any left turn conflict cannot be the justification. To evaluate this, I observed the video collected for the study during the AM and PM peak periods. During these times, there were occasionally left turning vehicles that needed to wait, but the conflict was not significant enough to consider a multi-way stop to alleviate the conflict.
2. The need to control vehicle/pedestrian conflicts near locations that generate high pedestrian volumes. The pedestrian volumes at this intersection are not considered high. In the peak periods, the highest number of pedestrians crossing the intersection was 37 in an hour. While observing the video, there was little to no delay for pedestrians to cross and there were no close calls with pedestrians. Vehicles were yielding to pedestrians in the crosswalk. The video was taken after the new crosswalk and signs were installed.

H - ENGINEERING JUDGEMENT

Based upon this engineering study, I do not recommend the installation of a multi-way stop at this intersection.

I - APPROVALS

Comments

Reviewed and Approved by Signature	Digitally signed by Ron Seybert Date: 2022.01.21 07:15:42-05'00'	Name/Title	Ron Seybert / Township Engineer	Date	1/19/22
Reviewed and Approved by		Name/Title	David Modricker / Public Works Director	Date	1/20/22

LIST OF ATTACHMENTS

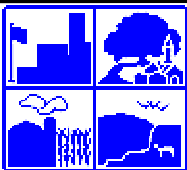
Location Map

Intersection Photographs

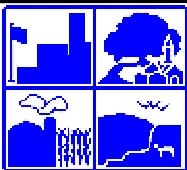
Speed Study

Traffic/Pedestrian Volumes

Sight Distance Study



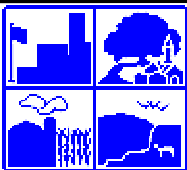
LOCATION MAP



CHERRY LANE AND MARTIN STREET MULTI-WAY STOP STUDY LOCATION MAP



INTERSECTION PHOTOGRAPHS



NORTHBOUND – RADIO PARK SCHOOL DRIVEWAY



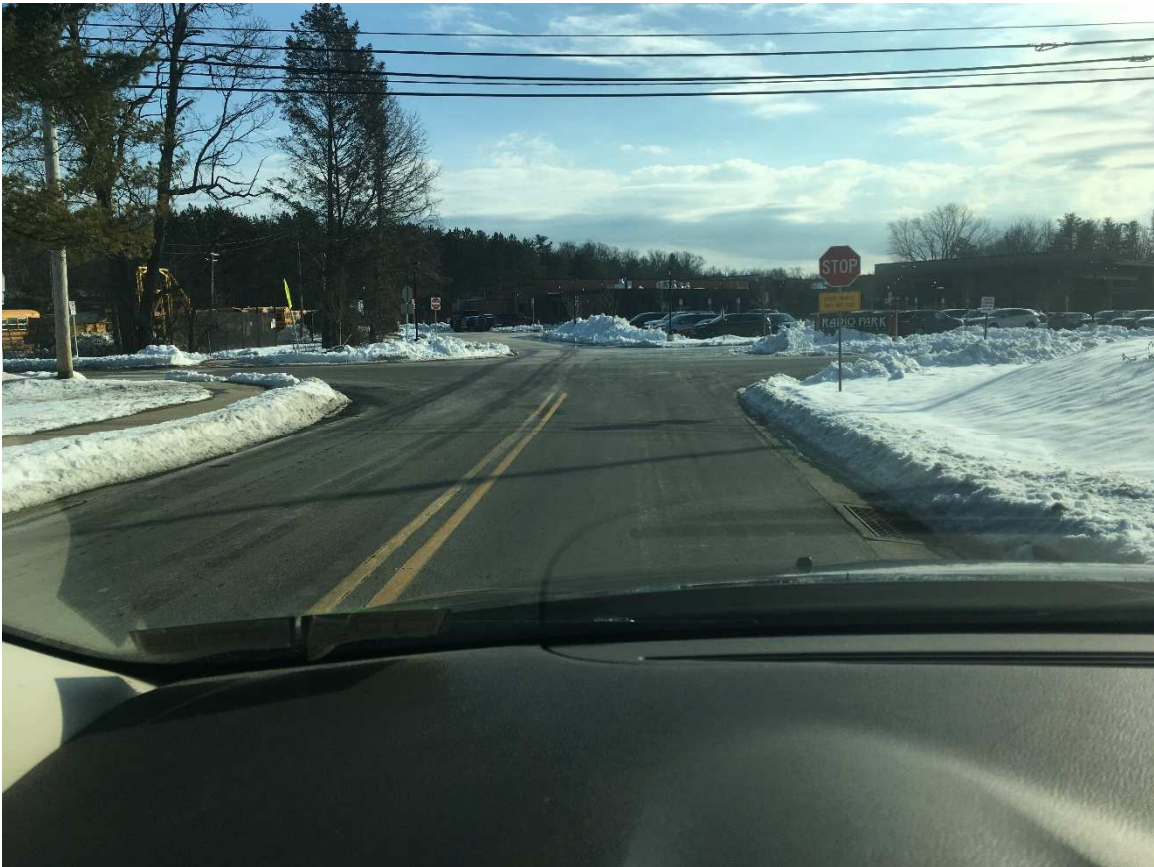
WESTBOUND – CHERRY LANE (FROM ATHERTON STREET)



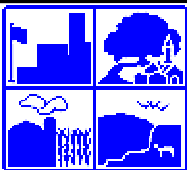
EASTBOUND – CHERRY LANE (TOWARD ATHERTON STREET)



SOUTHBOUND – MARTIN STREET



SPEED STUDY



Tri-State Traffic Data, Inc.

610-466-1469

TSTData.com

Road: Cherry Ln
 Location: 170 ft E of Martin St
 Counter: 22704

Site Code: 1
 Station ID:
 A to B EB

Latitude: 40' 80043.0000 North

EB

Start Time	15	20	25	30	35	40	45	50	55	60	65	70	75	999	Total	85th Percent	95th Percent
08/23/21	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
01:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
02:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
03:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
04:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
05:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
06:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
07:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
08:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
09:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
10:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
11:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
12 PM	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
13:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
14:00	0	0	18	13	3	0	0	0	0	0	0	0	0	0	34	29	32
15:00	0	4	19	22	7	0	0	0	0	0	0	0	0	0	52	29	33
16:00	0	5	15	15	5	0	0	0	0	0	0	0	0	0	40	29	33
17:00	1	3	10	16	4	0	0	0	0	0	0	0	0	0	34	29	32
18:00	0	2	14	19	3	0	0	0	0	0	0	0	0	0	38	29	31
19:00	1	0	10	9	2	1	0	0	0	0	0	0	0	0	23	29	34
20:00	0	0	9	11	2	0	0	0	0	0	0	0	0	0	22	29	32
21:00	0	3	14	9	3	0	0	0	0	0	0	0	0	0	29	29	32
22:00	0	0	2	4	0	0	0	0	0	0	0	0	0	0	6	28	29
23:00	0	1	2	2	1	0	0	0	0	0	0	0	0	0	6	30	33
Total	2	18	113	120	30	1	0	0	0	0	0	0	0	0	284		
Percent	0.7%	6.3%	39.8%	42.3%	10.6%	0.4%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%			
AM Peak Vol.																	
PM Peak Vol.	17:00	16:00	15:00	15:00	15:00	19:00									15:00		
	1	5	19	22	7	1									52		

Tri-State Traffic Data, Inc.

610-466-1469

TSTData.com

Road: Cherry Ln
 Location: 170 ft E of Martin St
 Counter: 22704

Site Code: 1
 Station ID:
 A to B EB

Latitude: 40' 80043.0000 North

EB

Start Time	15	16	21	26	31	36	41	46	51	56	61	66	71	76	Total	85th Percent	95th Percent
08/24/21	0	0	2	0	0	1	0	0	0	0	0	0	0	0	3	37	39
01:00	0	0	0	1	0	0	0	0	0	0	0	0	0	0	1	29	29
02:00	0	0	0	1	0	0	0	0	0	0	0	0	0	0	1	29	29
03:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	*	*
04:00	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1	24	24
05:00	0	3	2	1	0	0	0	0	0	0	0	0	0	0	6	25	28
06:00	0	5	7	8	0	0	0	0	0	0	0	0	0	0	20	28	29
07:00	0	4	12	17	3	0	0	0	0	0	0	0	0	0	36	29	31
08:00	1	14	23	36	4	1	0	0	0	0	0	0	0	0	79	29	31
09:00	0	6	14	20	1	0	0	0	0	0	0	0	0	0	41	28	29
10:00	2	2	18	13	6	0	0	0	0	0	0	0	0	0	41	29	33
11:00	0	4	8	15	4	0	0	0	0	0	0	0	0	0	31	29	33
12 PM	0	2	12	15	4	0	0	0	0	0	0	0	0	0	33	29	32
13:00	0	2	21	21	6	0	0	0	0	0	0	0	0	0	50	29	32
14:00	0	7	24	18	4	0	0	0	0	0	0	0	0	0	53	28	31
15:00	2	4	25	26	3	0	0	0	0	0	0	0	0	0	60	28	29
16:00	2	2	37	39	6	0	0	0	0	0	0	0	0	0	86	29	31
17:00	1	3	20	20	6	0	0	0	0	0	0	0	0	0	50	29	32
18:00	2	5	15	14	3	1	0	0	0	0	0	0	0	0	40	29	33
19:00	1	0	11	15	3	0	0	0	0	0	0	0	0	0	30	29	32
20:00	1	4	9	13	4	0	0	0	0	0	0	0	0	0	31	29	33
21:00	0	2	6	4	1	0	0	0	0	0	0	0	0	0	13	28	31
22:00	0	0	5	3	0	0	0	0	0	0	0	0	0	0	8	28	29
23:00	0	0	3	0	1	0	0	0	0	0	0	0	0	0	4	32	33
Total	12	69	275	300	59	3	0	0	0	0	0	0	0	0	718		
Percent	1.7%	9.6%	38.3%	41.8%	8.2%	0.4%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%			
AM Peak	10:00	08:00	08:00	08:00	10:00	00:00									08:00		
Vol.	2	14	23	36	6	1									79		
PM Peak	15:00	14:00	16:00	16:00	13:00	18:00									16:00		
Vol.	2	7	37	39	6	1									86		

Tri-State Traffic Data, Inc.

610-466-1469

TSTData.com

Road: Cherry Ln
 Location: 170 ft E of Martin St
 Counter: 22704

Site Code: 1
 Station ID:
 A to B EB

Latitude: 40' 80043.0000 North

EB

Start Time	1	16	21	26	31	36	41	46	51	56	61	66	71	76	Total	85th Percent	95th Percent
	15	20	25	30	35	40	45	50	55	60	65	70	75	999			
08/25/21	1	1	1	2	0	0	0	0	0	0	0	0	0	0	5	28	29
01:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	*	*
02:00	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1	19	19
03:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	*	*
04:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	*	*
05:00	0	1	2	0	0	0	0	0	0	0	0	0	0	0	3	23	24
06:00	0	4	8	3	0	0	0	0	0	0	0	0	0	0	15	26	28
07:00	0	6	18	19	7	0	0	0	0	0	0	0	0	0	50	29	33
08:00	2	7	34	30	9	0	0	0	0	0	0	0	0	0	82	29	32
09:00	0	6	10	21	1	0	0	0	0	0	0	0	0	0	38	28	29
10:00	1	9	20	7	2	0	0	0	0	0	0	0	0	0	39	27	30
11:00	0	4	18	20	0	0	0	0	0	0	0	0	0	0	42	28	29
12 PM	1	4	9	12	4	0	0	0	0	0	0	0	0	0	30	29	33
13:00	0	3	17	17	2	1	0	0	0	0	0	0	0	0	40	29	32
14:00	1	5	22	22	1	0	0	0	0	0	0	0	0	0	51	28	29
15:00	0	5	30	22	5	0	0	0	0	0	0	0	0	0	62	29	31
16:00	1	6	40	26	7	0	0	0	0	0	0	0	0	0	80	29	32
17:00	1	5	17	16	4	0	0	0	0	0	0	0	0	0	43	29	32
18:00	0	4	8	24	3	0	0	0	0	0	0	0	0	0	39	29	31
19:00	0	4	10	12	2	0	0	0	0	0	0	0	0	0	28	29	31
20:00	0	1	7	12	4	0	0	0	0	0	0	0	0	0	24	30	33
21:00	0	4	5	3	3	0	0	0	0	0	0	0	0	0	15	31	33
22:00	0	0	5	2	4	1	0	0	0	0	0	0	0	0	12	33	36
23:00	1	0	0	2	0	0	0	0	0	0	0	0	0	0	3	28	29
Total	9	80	281	272	58	2	0	0	0	0	0	0	0	0	702		
Percent	1.3%	11.4%	40.0%	38.7%	8.3%	0.3%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%			
AM Peak	08:00	10:00	08:00	08:00	08:00										08:00		
Vol.	2	9	34	30	9										82		
PM Peak	12:00	16:00	16:00	16:00	16:00	13:00									16:00		
Vol.	1	6	40	26	7	1									80		

Tri-State Traffic Data, Inc.

610-466-1469
TSTData.com

Road: Cherry Ln
Location: 170 ft E of Martin St
Counter: 22704

Site Code: 1
Station ID:
A to B EB

Latitude: 40' 80043.0000 North

EB

Start Time	1	16	21	26	31	36	41	46	51	56	61	66	71	76	Total	85th Percent	95th Percent
	15	20	25	30	35	40	45	50	55	60	65	70	75	999			
08/26/21	0	0	0	2	0	0	0	0	0	0	0	0	0	0	2	29	29
01:00	0	0	2	2	0	0	0	0	0	0	0	0	0	0	4	28	29
02:00	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1	24	24
03:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	*	*
04:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	*	*
05:00	0	2	1	0	0	0	0	0	0	0	0	0	0	0	3	22	24
06:00	0	5	5	5	0	0	0	0	0	0	0	0	0	0	15	27	29
07:00	1	0	13	23	4	0	0	0	0	0	0	0	0	0	41	29	32
08:00	2	10	32	30	7	2	0	0	0	0	0	0	0	0	83	29	33
09:00	0	6	19	9	3	0	0	0	0	0	0	0	0	0	37	28	31
10:00	3	5	17	17	2	0	0	0	0	0	0	0	0	0	44	28	29
11:00	0	4	22	11	4	0	0	0	0	0	0	0	0	0	41	29	32
12 PM	0	4	10	15	4	0	0	0	0	0	0	0	0	0	33	29	32
13:00	0	3	11	19	1	1	0	0	0	0	0	0	0	0	35	29	31
14:00	0	8	18	24	5	0	0	0	0	0	0	0	0	0	55	29	32
15:00	1	5	23	18	6	1	0	0	0	0	0	0	0	0	54	29	33
16:00	2	2	33	34	3	0	0	0	0	0	0	0	0	2	76	28	29
17:00	1	2	15	25	4	1	0	0	0	0	0	0	0	0	48	29	33
18:00	1	2	11	18	5	0	0	0	0	0	0	0	0	0	37	29	33
19:00	0	2	17	18	3	0	0	0	0	0	0	0	0	0	40	29	31
20:00	1	1	10	15	3	0	0	0	0	0	0	0	0	0	30	29	32
21:00	0	0	4	4	1	0	0	0	0	0	0	0	0	0	9	29	32
22:00	0	0	3	5	1	0	0	0	0	0	0	0	0	0	9	29	32
23:00	0	1	0	2	1	0	0	0	0	0	0	0	0	0	4	32	34
Total	12	62	267	296	57	5	0	0	0	0	0	0	0	2	701		
Percent	1.7%	8.8%	38.1%	42.2%	8.1%	0.7%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.3%			
AM Peak	10:00	08:00	08:00	08:00	08:00	08:00									08:00		
Vol.	3	10	32	30	7	2									83		
PM Peak	16:00	14:00	16:00	16:00	15:00	13:00								16:00	16:00		
Vol.	2	8	33	34	6	1								2	76		

Tri-State Traffic Data, Inc.

610-466-1469

TSTData.com

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 Counter: 22704

Site Code: 1
 Station ID:
 A to B EB

Latitude: 40' 80043.0000 North

EB

Start Time	1	16	21	26	31	36	41	46	51	56	61	66	71	76	Total	85th Percent	95th Percent
	15	20	25	30	35	40	45	50	55	60	65	70	75	999			
08/27/21	0	0	1	1	1	0	0	0	0	0	0	0	0	0	3	32	34
01:00	0	1	0	1	0	0	0	0	0	0	0	0	0	0	2	28	29
02:00	0	0	2	0	1	0	0	0	0	0	0	0	0	0	3	32	34
03:00	0	0	0	1	0	0	0	0	0	0	0	0	0	0	1	29	29
04:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	*	*
05:00	0	2	2	0	0	0	0	0	0	0	0	0	0	0	4	23	24
06:00	0	3	5	5	0	0	0	0	0	0	0	0	0	0	13	28	29
07:00	1	7	23	7	4	0	0	0	0	0	0	0	0	0	42	28	32
08:00	2	3	28	31	5	0	0	0	0	0	0	0	0	0	69	29	31
09:00	0	1	14	14	6	1	0	0	0	0	0	0	0	0	36	31	34
10:00	1	9	23	13	3	0	0	0	0	0	0	0	0	0	49	28	30
11:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
12 PM	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
13:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
14:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
15:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
16:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
17:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
18:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
19:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
20:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
21:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
22:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
23:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*

Total	4	26	98	73	20	1	0	0	0	0	0	0	0	0	222		
Percent	1.8%	11.7%	44.1%	32.9%	9.0%	0.5%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%			

AM Peak	08:00	10:00	08:00	08:00	09:00	09:00									08:00		
Vol.	2	9	28	31	6	1									69		

PM Peak																	
Vol.																	

Total	39	255	1034	1061	224	12	0	0	0	0	0	0	0	0	2	2627	
Percent	1.5%	9.7%	39.4%	40.4%	8.5%	0.5%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.1%		

15th Percentile : 20 MPH
 50th Percentile : 24 MPH
 85th Percentile : 29 MPH
 95th Percentile : 32 MPH

Stats
 10 MPH Pace Speed : 21-30 MPH
 Number in Pace : 2095
 Percent in Pace : 79.7%
 Number of Vehicles > 25 MPH : 1299
 Percent of Vehicles > 25 MPH : 49.4%
 Mean Speed(Average) : 25 MPH

Tri-State Traffic Data, Inc.

610-466-1469

TSTData.com

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 Counter: 22704

Site Code: 1
 Station ID:
 A to B EB

Latitude: 40' 80043.0000 North

WB

Start Time	15	20	25	30	35	40	45	50	55	60	65	70	75	999	Total	85th Percent	95th Percent
08/23/21	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
01:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
02:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
03:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
04:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
05:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
06:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
07:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
08:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
09:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
10:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
11:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
12 PM	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
13:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
14:00	4	3	8	21	3	3	0	0	0	0	0	0	0	0	42	29	36
15:00	5	7	10	16	5	0	0	0	0	0	0	0	0	0	43	29	32
16:00	0	1	18	34	10	0	0	0	0	0	0	0	0	0	63	30	33
17:00	1	3	18	31	7	0	0	0	0	0	0	0	0	0	60	29	32
18:00	0	2	25	19	4	0	0	0	0	0	0	0	0	0	50	29	31
19:00	0	1	11	16	4	1	0	0	0	0	0	0	0	0	33	30	34
20:00	0	1	11	13	1	0	0	0	0	0	0	0	0	0	26	28	29
21:00	0	1	14	23	9	1	0	0	0	0	0	0	0	0	48	31	34
22:00	0	0	6	5	3	0	0	0	0	0	0	0	0	0	14	31	33
23:00	0	0	9	1	3	0	0	0	0	0	0	0	0	0	13	31	33
Total	10	19	130	179	49	5	0	0	0	0	0	0	0	0	392		
Percent	2.6%	4.8%	33.2%	45.7%	12.5%	1.3%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%			
AM Peak Vol.																	
PM Peak Vol.	15:00	15:00	18:00	16:00	16:00	14:00									16:00		
	5	7	25	34	10	3									63		

Tri-State Traffic Data, Inc.

610-466-1469

TSTData.com

Road: Cherry Ln
 Location: 170 ft E of Martin St
 Counter: 22704

Site Code: 1
 Station ID:
 A to B EB

Latitude: 40' 80043.0000 North

WB

Start Time	15	20	25	30	35	40	45	50	55	60	65	70	75	999	Total	85th Percent	95th Percent
08/24/21	0	2	2	0	1	0	1	0	0	0	0	0	0	0	6	40	43
01:00	0	0	1	1	0	0	0	0	0	0	0	0	0	0	2	28	29
02:00	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1	24	24
03:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	*	*
04:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	*	*
05:00	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1	24	24
06:00	0	1	1	1	1	0	0	0	0	0	0	0	0	0	4	32	34
07:00	1	2	7	14	3	0	0	0	0	0	0	0	0	0	27	29	32
08:00	1	5	11	8	3	0	1	0	0	0	0	0	0	0	29	29	34
09:00	1	9	5	13	2	0	0	0	0	0	0	0	0	0	30	29	31
10:00	0	2	10	8	3	0	0	0	0	0	0	0	0	0	23	29	33
11:00	1	1	12	11	3	1	0	0	0	0	0	0	0	0	29	29	34
12 PM	1	9	13	17	0	0	0	0	0	0	0	0	0	0	40	28	29
13:00	1	4	9	18	5	1	0	0	0	0	0	0	0	0	38	30	34
14:00	3	7	17	13	3	0	0	0	0	0	0	0	0	0	43	28	31
15:00	0	1	18	19	4	0	0	0	0	0	0	0	0	0	42	29	32
16:00	2	12	24	29	8	2	0	0	0	0	0	0	0	0	77	29	33
17:00	4	8	21	32	11	0	0	0	0	0	0	0	0	0	76	29	33
18:00	0	4	19	21	2	0	0	0	0	0	0	0	0	0	46	28	29
19:00	1	3	13	15	7	0	0	0	0	0	0	0	0	0	39	30	33
20:00	1	3	6	9	3	1	0	0	0	0	0	0	0	0	23	30	34
21:00	0	1	4	5	5	1	0	0	0	0	0	0	0	0	16	33	35
22:00	0	1	6	6	2	0	0	0	0	0	0	0	0	0	15	29	33
23:00	0	0	0	7	1	0	0	0	0	0	0	0	0	0	8	29	32
Total	17	75	201	247	67	6	2	0	0	0	0	0	0	0	615		
Percent	2.8%	12.2%	32.7%	40.2%	10.9%	1.0%	0.3%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%			
AM Peak	07:00	09:00	11:00	07:00	07:00	11:00	00:00								09:00		
Vol.	1	9	12	14	3	1	1								30		
PM Peak	17:00	16:00	16:00	17:00	17:00	16:00									16:00		
Vol.	4	12	24	32	11	2									77		

Tri-State Traffic Data, Inc.

610-466-1469
TSTData.com

Road: Cherry Ln
Location: 170 ft E of Martin St
Counter: 22704

Site Code: 1
Station ID:
A to B EB

Latitude: 40' 80043.0000 North

WB

Start Time	1	16	21	26	31	36	41	46	51	56	61	66	71	76	Total	85th Percent	95th Percent
	15	20	25	30	35	40	45	50	55	60	65	70	75	999			
08/25/21	1	0	1	1	0	0	0	0	0	0	0	0	0	0	3	27	29
01:00	0	1	1	1	0	1	0	0	0	0	0	0	0	0	4	37	39
02:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	*	*
03:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	*	*
04:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	*	*
05:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	*	*
06:00	0	0	3	2	0	0	0	0	0	0	0	0	0	0	5	28	29
07:00	3	6	10	13	2	0	0	0	0	0	0	0	0	0	34	28	30
08:00	4	4	8	9	0	0	0	0	0	0	0	0	0	0	25	27	29
09:00	1	9	10	10	1	0	0	0	0	0	0	0	0	0	31	28	29
10:00	0	5	14	9	0	0	0	0	0	0	0	0	0	0	28	27	29
11:00	2	2	16	8	2	0	0	1	0	0	0	0	0	0	31	28	33
12 PM	3	3	11	14	3	1	0	0	0	0	0	0	0	0	35	29	33
13:00	3	1	9	15	0	0	0	0	0	0	0	0	0	0	28	28	29
14:00	0	9	23	14	4	1	0	0	0	0	0	0	0	0	51	29	33
15:00	1	5	12	23	4	0	0	0	0	0	0	0	0	0	45	29	32
16:00	2	14	19	28	13	0	0	0	0	0	0	0	0	0	76	30	33
17:00	5	7	32	42	6	0	0	0	0	0	0	0	0	0	92	29	31
18:00	1	5	20	14	4	1	0	0	0	0	0	0	0	0	45	29	33
19:00	0	3	19	16	2	0	0	0	0	0	0	0	0	0	40	28	30
20:00	0	3	11	13	2	0	0	0	0	0	0	0	0	0	29	29	31
21:00	0	1	5	5	4	3	0	0	0	0	0	0	0	0	18	35	38
22:00	1	2	4	4	3	3	0	0	0	0	0	0	0	0	17	35	38
23:00	0	1	4	2	0	0	0	0	0	0	0	0	0	0	7	27	29
Total	27	81	232	243	50	10	0	1	0	0	0	0	0	0	644		
Percent	4.2%	12.6%	36.0%	37.7%	7.8%	1.6%	0.0%	0.2%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%			
AM Peak	08:00	09:00	11:00	07:00	07:00	01:00		11:00							07:00		
Vol.	4	9	16	13	2	1		1							34		
PM Peak	17:00	16:00	17:00	17:00	16:00	21:00									17:00		
Vol.	5	14	32	42	13	3									92		

Tri-State Traffic Data, Inc.

610-466-1469

TSTData.com

Road: Cherry Ln
 Location: 170 ft E of Martin St
 Counter: 22704

Site Code: 1
 Station ID:
 A to B EB

Latitude: 40' 80043.0000 North

WB

Start Time	1	16	21	26	31	36	41	46	51	56	61	66	71	76	Total	85th Percent	95th Percent
	15	20	25	30	35	40	45	50	55	60	65	70	75	999			
08/26/21	0	0	2	2	1	0	0	0	0	0	0	0	0	0	5	31	33
01:00	0	0	2	0	0	0	0	0	0	0	0	0	0	0	2	24	24
02:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	*	*
03:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	*	*
04:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	*	*
05:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	*	*
06:00	0	2	2	2	0	0	0	0	0	0	0	0	0	0	6	27	29
07:00	3	1	9	13	1	0	0	0	0	0	0	0	0	0	27	28	29
08:00	1	9	10	7	1	0	0	0	0	0	0	0	0	0	28	27	29
09:00	2	3	9	7	1	0	0	0	0	0	0	0	0	0	22	28	29
10:00	1	1	19	10	0	1	0	0	0	0	0	0	0	0	32	28	29
11:00	1	1	9	9	2	0	0	0	0	0	0	0	0	0	22	29	32
12 PM	3	2	9	25	2	1	0	0	0	0	0	0	0	0	42	29	32
13:00	1	5	18	12	3	1	0	0	0	0	0	0	0	0	40	29	33
14:00	0	6	8	14	8	0	0	0	0	0	0	0	0	0	36	31	33
15:00	1	3	14	16	4	0	0	0	0	0	0	0	0	0	38	29	32
16:00	10	13	12	36	6	1	0	0	0	0	0	0	0	0	78	29	32
17:00	4	3	29	38	15	1	0	0	0	0	0	0	0	0	90	30	33
18:00	1	7	24	24	2	1	0	0	0	0	0	0	0	0	59	28	30
19:00	0	0	17	24	4	0	0	0	0	0	0	0	0	0	45	29	32
20:00	1	3	12	9	5	1	0	0	0	0	0	0	0	0	31	31	34
21:00	0	3	6	5	5	1	0	0	0	0	0	0	0	0	20	33	35
22:00	1	4	2	6	0	1	0	0	0	0	0	0	0	0	14	29	36
23:00	1	0	3	2	2	1	0	0	0	0	0	0	0	0	9	34	37
Total	31	66	216	261	62	10	0	0	0	0	0	0	0	0	646		
Percent	4.8%	10.2%	33.4%	40.4%	9.6%	1.5%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%			
AM Peak	07:00	08:00	10:00	07:00	11:00	10:00									10:00		
Vol.	3	9	19	13	2	1									32		
PM Peak	16:00	16:00	17:00	17:00	17:00	12:00									17:00		
Vol.	10	13	29	38	15	1									90		

Tri-State Traffic Data, Inc.

610-466-1469

TSTData.com

Road: Cherry Ln
 Location: 170 ft E of Martin St
 Counter: 22704

Site Code: 1
 Station ID:
 A to B EB

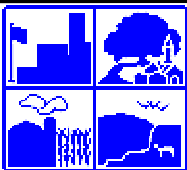
Latitude: 40' 80043.0000 North

WB	Start Time	15	20	25	30	35	40	45	50	55	60	65	70	75	999	Total	85th Percent	95th Percent
08/27/21	08:00	0	1	2	2	2	1	0	0	0	0	0	0	0	0	8	34	37
	01:00	0	0	0	2	0	0	0	0	0	0	0	0	0	0	2	29	29
	02:00	0	0	2	2	1	0	0	0	0	0	0	0	0	0	5	31	33
	03:00	0	0	0	1	0	0	0	0	0	0	0	0	0	0	1	29	29
	04:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	*	*
	05:00	0	0	0	1	1	0	0	0	0	0	0	0	0	0	2	33	34
	06:00	0	0	0	1	0	0	0	0	0	0	0	0	0	0	1	29	29
	07:00	1	7	6	11	0	0	0	0	0	0	0	0	0	0	25	28	29
	08:00	4	7	10	5	2	0	0	0	0	0	0	0	0	0	28	27	31
	09:00	1	3	6	16	1	0	0	0	0	0	0	0	0	0	27	29	29
	10:00	0	3	15	3	3	0	0	0	0	0	0	0	0	0	24	29	33
	11:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
	12 PM	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
	13:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
	14:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
	15:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
	16:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
	17:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
	18:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
	19:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
	20:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
	21:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
	22:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
	23:00	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
	Total	6	21	41	44	10	1	0	0	0	0	0	0	0	0	123		
	Percent	4.9%	17.1%	33.3%	35.8%	8.1%	0.8%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%			
	AM Peak	08:00	07:00	10:00	09:00	10:00	00:00									08:00		
	Vol.	4	7	15	16	3	1									28		
	PM Peak																	
	Vol.																	
	Total	91	262	820	974	238	32	2	1	0	0	0	0	0	0	2420		
	Percent	3.8%	10.8%	33.9%	40.2%	9.8%	1.3%	0.1%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%			

15th Percentile : 20 MPH
 50th Percentile : 25 MPH
 85th Percentile : 29 MPH
 95th Percentile : 33 MPH

Stats
 10 MPH Pace Speed : 21-30 MPH
 Number in Pace : 1794
 Percent in Pace : 74.1%
 Number of Vehicles > 25 MPH : 1247
 Percent of Vehicles > 25 MPH : 51.5%
 Mean Speed(Average) : 25 MPH

TRAFFIC/PEDESTRIAN VOLUMES

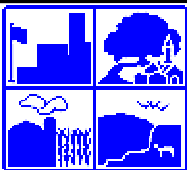


Cherry Lane Martin Street
Multi-Way Stop Study
8 Hour Major Volume

Leg Direction Start Time	Cherry Ln Westbound					Cherry Ln Eastbound					Total Major Street	
	Right	Thru	Left	U-Turn	App Total	Right	Thru	Left	U-Turn	App Total		
2021-08-24 06:00:00	1	0	0	0	1	0	0	0	1	0	1	7
2021-08-24 06:15:00	0	0	0	0	0	0	0	0	0	0	0	
2021-08-24 06:30:00	1	0	1	0	2	0	0	0	0	0	0	
2021-08-24 06:45:00	1	0	0	0	1	1	0	1	0	2	2	
2021-08-24 07:00:00	1	1	2	0	4	0	0	0	0	0	0	65
2021-08-24 07:15:00	3	0	2	0	5	0	0	2	0	2	2	
2021-08-24 07:30:00	3	2	3	0	8	0	1	0	0	1	1	
2021-08-24 07:45:00	4	7	2	0	13	2	7	23	0	32	32	
2021-08-24 08:00:00	4	0	3	0	7	0	12	26	0	38	38	77
2021-08-24 08:15:00	6	1	0	0	7	0	3	0	0	3	3	
2021-08-24 08:30:00	5	1	0	0	6	0	2	2	0	4	4	
2021-08-24 08:45:00	9	1	0	0	10	0	1	1	0	2	2	
2021-08-24 09:00:00	7	0	1	0	8	0	1	0	0	1	1	36
2021-08-24 09:15:00	7	1	2	0	10	1	0	0	0	1	1	
2021-08-24 09:30:00	5	2	0	0	7	1	0	0	0	1	1	
2021-08-24 09:45:00	6	0	1	0	7	0	1	0	0	1	1	
2021-08-24 10:00:00	3	0	0	0	3	0	0	0	0	0	0	39
2021-08-24 10:15:00	6	1	0	0	7	0	1	1	0	2	2	
2021-08-24 10:30:00	9	1	0	0	10	0	0	1	0	1	1	
2021-08-24 10:45:00	3	0	0	0	3	0	5	8	0	13	13	
2021-08-24 11:00:00	4	1	0	0	5	0	0	1	0	1	1	31
2021-08-24 11:15:00	3	0	1	0	4	0	0	0	0	0	0	
2021-08-24 11:30:00	5	1	0	0	6	1	0	0	0	1	1	
2021-08-24 11:45:00	12	0	1	0	13	0	0	1	0	1	1	
2021-08-24 12:00:00	11	1	2	0	14	2	0	0	0	2	2	50
2021-08-24 12:15:00	12	1	4	0	17	0	1	0	0	1	1	
2021-08-24 12:30:00	6	0	0	0	6	0	0	0	0	0	0	
2021-08-24 12:45:00	7	0	0	0	7	1	1	1	0	3	3	
2021-08-24 13:00:00	7	0	0	0	7	0	0	0	0	0	0	63
2021-08-24 13:15:00	7	0	1	0	8	1	1	4	0	6	6	
2021-08-24 13:30:00	10	1	1	0	12	0	5	12	0	17	17	
2021-08-24 13:45:00	11	0	1	0	12	0	0	1	0	1	1	
2021-08-24 14:00:00	8	2	0	0	10	0	1	1	0	2	2	54
2021-08-24 14:15:00	9	1	0	0	10	0	1	1	0	2	2	
2021-08-24 14:30:00	8	2	2	0	12	0	1	1	0	2	2	
2021-08-24 14:45:00	6	7	1	0	14	1	1	0	0	2	2	
2021-08-24 15:00:00	10	0	0	0	10	0	7	38	0	45	45	95
2021-08-24 15:15:00	13	0	1	0	14	0	0	2	0	2	2	
2021-08-24 15:30:00	7	1	0	0	8	0	0	2	0	2	2	
2021-08-24 15:45:00	12	0	1	0	13	0	0	1	0	1	1	
2021-08-24 16:00:00	15	5	0	0	20	0	2	4	0	6	6	105
2021-08-24 16:15:00	9	4	0	0	13	0	3	5	0	8	8	
2021-08-24 16:30:00	13	2	0	0	15	0	3	2	0	5	5	
2021-08-24 16:45:00	25	4	2	0	31	0	0	7	0	7	7	
2021-08-24 17:00:00	15	3	0	0	18	0	3	4	0	7	7	95
2021-08-24 17:15:00	26	5	0	0	31	0	1	3	0	4	4	
2021-08-24 17:30:00	15	1	0	0	16	0	0	4	0	4	4	
2021-08-24 17:45:00	15	0	0	0	15	0	0	0	0	0	0	

Number of Hours >300 Veh/Hr 0
Criterion C1 met? (>8 hrs) No

SIGHT DISTANCE STUDY

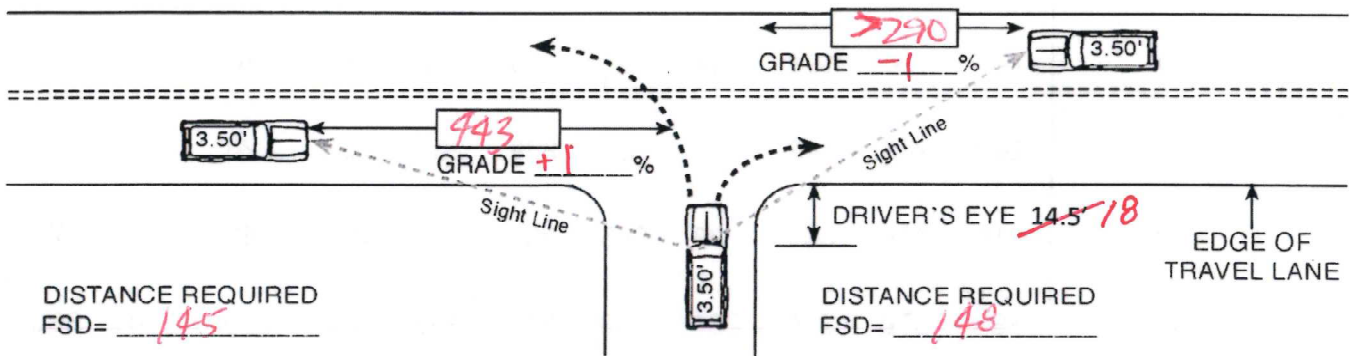


DRIVEWAY SIGHT DISTANCE MEASUREMENTS

(FOR LOCAL ROADS, USE PENNDOT PUB 70)

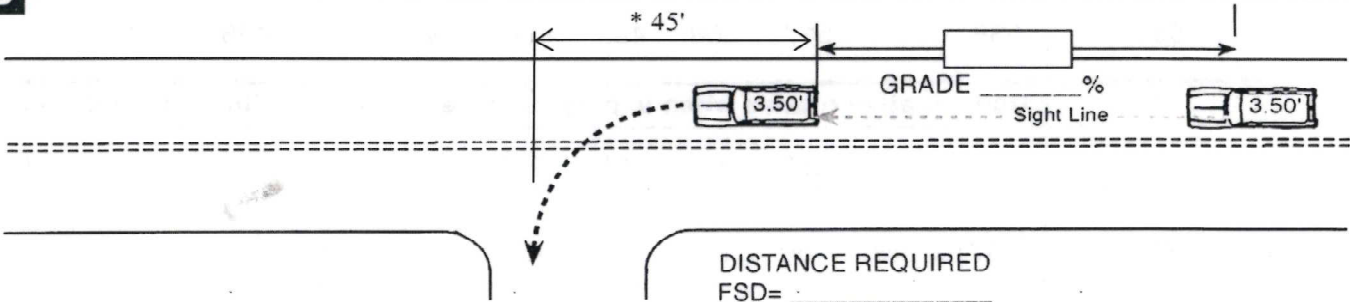
APPLICANT CHERRY / MARTIN APPLICATION NO. _____
 S.R. _____ SEG. _____ OFFSET _____ LEGAL SPEED LIMIT 25
 MEASURED BY SCANLAN DATE 1/14/22
 FOR DEPARTMENT USE ONLY: Safe-Running Speed _____ 85th Percentile Speed _____

A



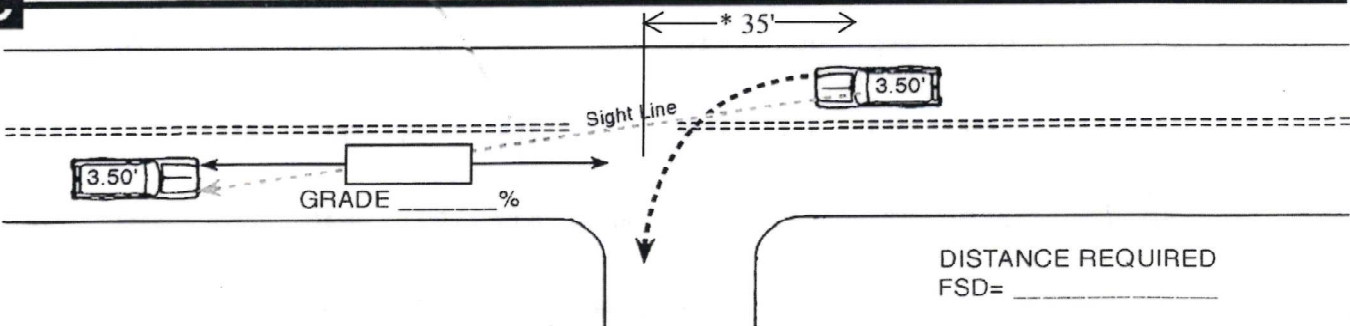
THE MAXIMUM LENGTH OF ROADWAY ALONG WHICH A DRIVER AT A DRIVEWAY LOCATION CAN CONTINUOUSLY SEE ANOTHER VEHICLE APPROACHING ON THE ROADWAY.

B



THE MAXIMUM LENGTH OF ROADWAY ALONG WHICH A DRIVER ON THE ROADWAY CAN CONTINUOUSLY SEE THE REAR OF A VEHICLE WHICH IS LOCATED IN THE DRIVER'S TRAVEL LANE AND WHICH IS POSITIONED TO MAKE A LEFT TURN INTO A DRIVEWAY.

C



THE MAXIMUM LENGTH OF ROADWAY ALONG WHICH A DRIVER OF A VEHICLE INTENDING TO MAKE A LEFT TURN INTO A DRIVEWAY CAN CONTINUOUSLY SEE A VEHICLE APPROACHING FROM THE OPPOSITE DIRECTION.

* Measured from center of driveway unless driveway is divided, then measure from center of lane entering.

PASSES: STOP SIGN IS WAY BACK ON RADIUS BC OF LARGE RADIUS OF CURB

FORMULA SIGHT DISTANCE TABLE

Speed (V) (Miles Per Hour)	Average Grade (G) (Percent)										
	Use plus grades when approaching vehicle is travelling upgrade.										
	0.0	+1.0	+2.0	+3.0	+4.0	+5.0	+6.0	+7.0	+8.0	+9.0	+10.0
25	147	145	144	143	142	140	139	138	137	136	135
30	196	194	191	189	187	185	183	182	180	178	177
35	249	245	242	239	236	233	231	228	226	224	221
40	314	309	304	299	295	291	287	284	280	277	274
45	383	376	370	364	358	353	348	343	339	334	330
50	462	453	444	436	429	422	415	409	403	397	392
55	538	527	517	508	499	490	482	475	468	461	454
	Use negative grades when approaching vehicle is travelling downgrade.										
	0.0	-1.0	-2.0	-3.0	-4.0	-5.0	-6.0	-7.0	-8.0	-9.0	-10.0
25	147	148	150	151	153	155	157	159	161	164	166
30	196	199	201	204	207	210	214	217	221	226	230
35	249	252	256	260	265	269	275	280	286	292	299
40	314	319	325	331	338	345	352	360	369	379	389
45	383	390	398	406	415	425	435	447	459	472	487
50	462	471	481	492	504	517	531	546	563	581	600
55	538	550	562	576	590	606	622	641	661	682	706

Coming out of School Driveway

DRIVEWAY SIGHT DISTANCE MEASUREMENTS

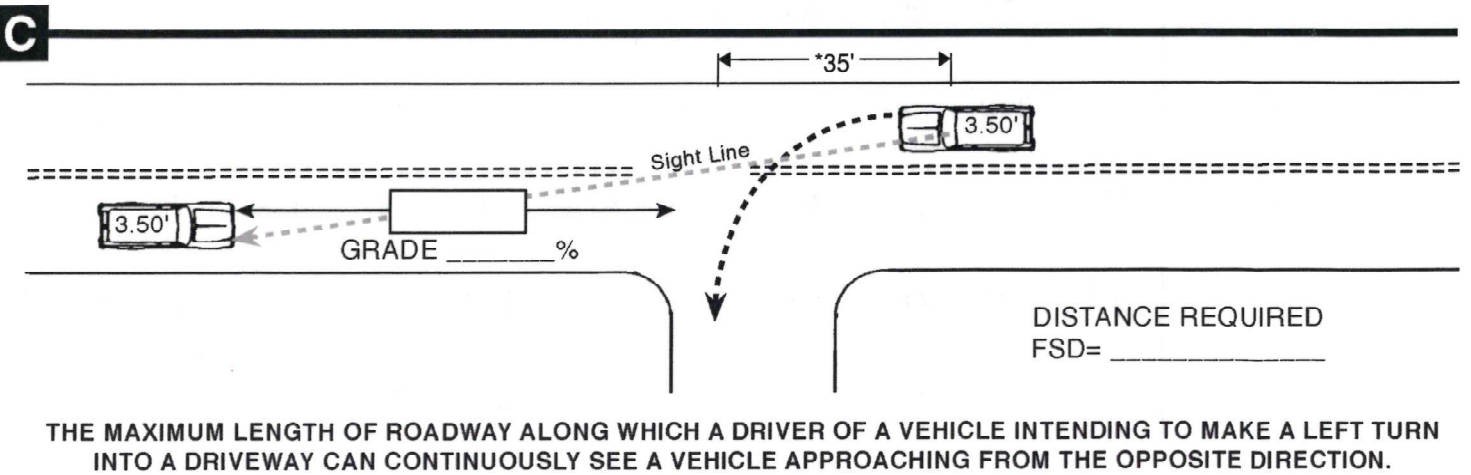
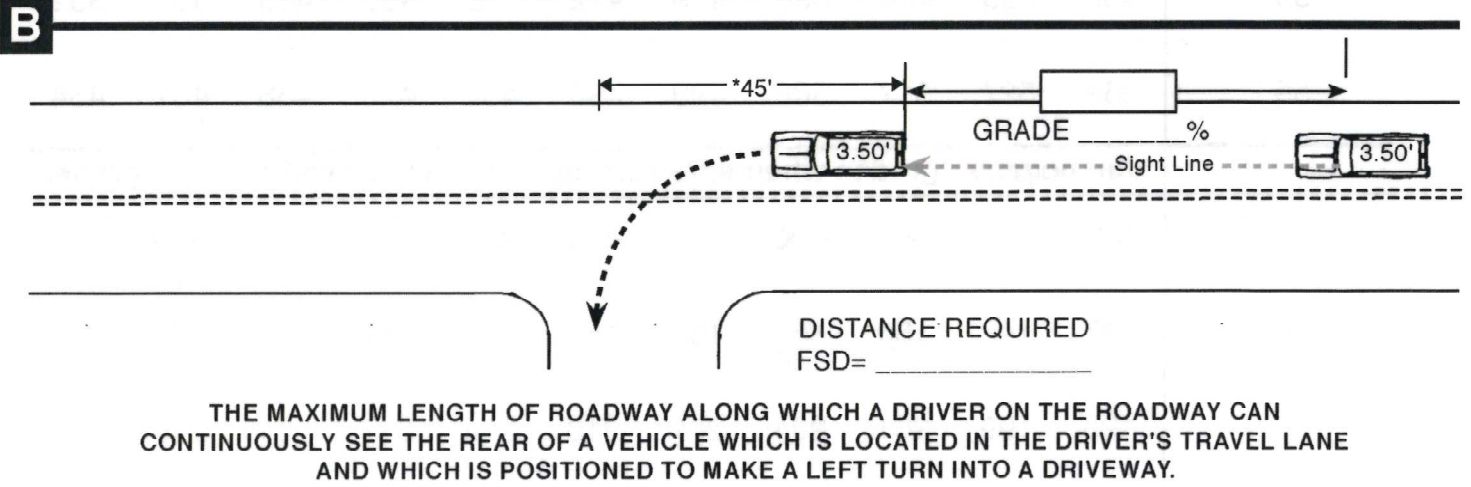
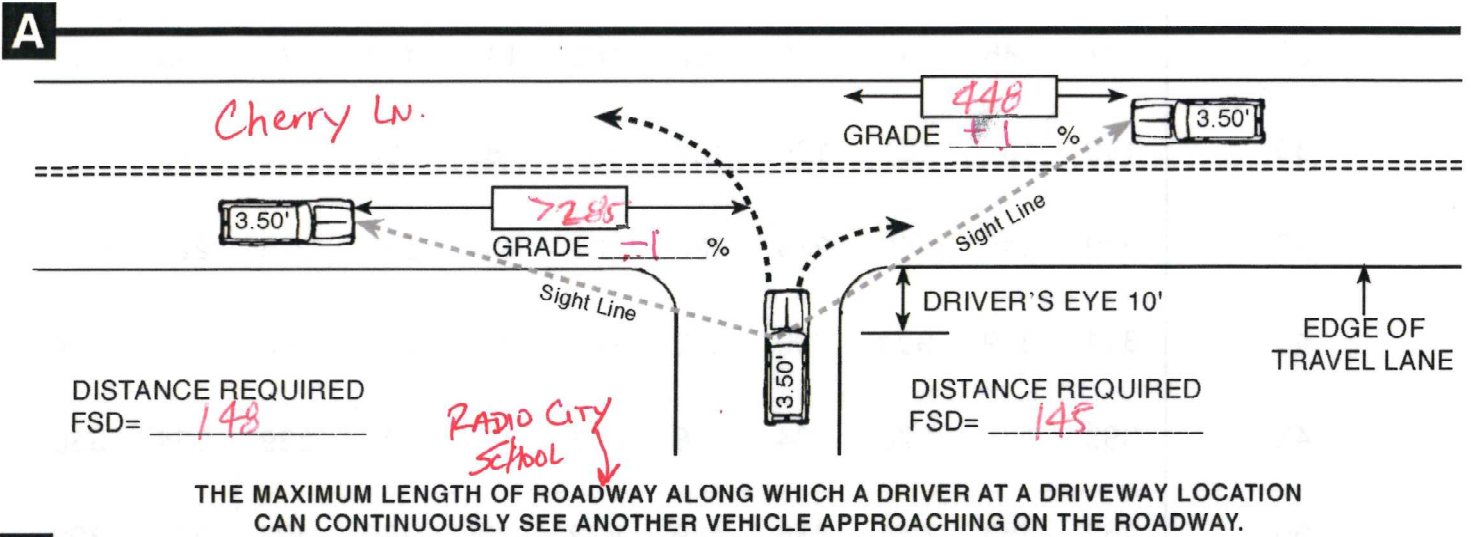
(FOR LOCAL ROADS, USE PENNDOT PUB 70)

APPLICANT CHERRY/MARTIN APPLICATION NO. _____

S.R. _____ SEG. _____ OFFSET _____ LEGAL SPEED LIMIT 25

MEASURED BY SCANLAN DATE 1/14/22

FOR DEPARTMENT USE ONLY: Safe-Running Speed _____ 85th Percentile Speed _____



FORMULA SIGHT DISTANCE TABLE

Speed (V) (Miles Per Hour)	Average Grade (G) (Percent)										
	Use plus grades when approaching vehicle is travelling upgrade.										
	0.0	+1.0	+2.0	+3.0	+4.0	+5.0	+6.0	+7.0	+8.0	+9.0	+10.0
25	147	145	144	143	142	140	139	138	137	136	135
30	196	194	191	189	187	185	183	182	180	178	177
35	249	245	242	239	236	233	231	228	226	224	221
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50	462	453	444	436	429	422	415	409	403	397	392
55	538	527	517	508	499	490	482	475	468	461	454
	Use negative grades when approaching vehicle is travelling downgrade.										
	0.0	-1.0	-2.0	-3.0	-4.0	-5.0	-6.0	-7.0	-8.0	-9.0	-10.0
25	147	148	150	151	153	155	157	159	161	164	166
30	196	199	201	204	207	210	214	217	221	226	230
35	249	252	256	260	265	269	275	280	286	292	299
40	314	319	325	331	338	345	352	360	369	379	389
45	383	390	398	406	415	425	435	447	459	472	487
50	462	471	481	492	504	517	531	546	563	581	600
55	538	550	562	576	590	606	622	641	661	682	706

RESOLUTION NO. _____

A RESOLUTION OF THE TOWNSHIP OF FERGUSON, CENTRE COUNTY, PENNSYLVANIA, APPROVING THE MASTER PLAN FOR SONGBIRD SANCTUARY PARK.

WHEREAS, Ferguson Township is the owner of Songbird Sanctuary Park, 8.99-acre parcel located southeast of Waffle Shop, 1610 West College Avenue, that continues along Blue Course Drive until property boundaries abut against residential properties situated in Kennelworth Court in Ferguson Township, Centre County, Pennsylvania; and

WHEREAS, the Township's multi-disciplinary steering committee, comprised of staff from the Township's Public Works Department, Planning and Zoning Department, and Administration Department as well as representatives from the Ferguson Township Parks and Recreation Committee, and three residents, organized to prepare a vision for the park using a park master planning process which included four main parts 1) inventory and assessment of the natural resources 2) park master planning, 3) public participation 4) costs and implementation strategy to prepare a Park Master Plan; and

WHEREAS, Songbird Sanctuary is a passive park with natural absorption areas that act as a stormwater infiltration for upstream drainage that shall be protected to preserve the environmental characteristics of the park; and

WHEREAS, Ferguson Township reaffirms its commitment to green practices through the participation in the Sustainable Sites (SITES) Program certification process to benchmark Songbird Sanctuary Park against performance-based criteria established in the SITES program.

NOW THEREFORE, the Ferguson Township Board of Supervisors hereby approves the Songbird Sanctuary Park Master Plan as prepared by Ferguson Township professional staff and residents, attached hereto as Exhibit "A".

RESOLVED this 1st day of February 2022.

TOWNSHIP OF FERGUSON

By: _____
Laura Dininni, Chair
Board of Supervisors

[S E A L]

A T T E S T

David G. Pribulka, Secretary

Songbird Sanctuary Park Master Plan

Ferguson Township, Centre County, Pennsylvania
2019-2022

Prepared for:

Ferguson Township Board of Supervisors, Centre County Pennsylvania

Steering Committee:

Andrew McKinnon, Parks and Recreation Committee Member

Jon Kaufmann, Ferguson Township Resident and Shaver's Creek Environmentalist

Kathie Vondracek, Parks and Recreation Committee Member

Norris Muth, Parks and Recreation Committee Member

Lance King, Ferguson Township Arborist

Kristina Bassett, Ferguson Township Community Planner

David Pribulka, Township Manager

Centrice Martin, Assistant Township Manager

Illustrative map prepared by Jenna Wargo, Township Planning and Zoning Director

Illustrative map revisions by Ron Seybert, Township Engineer

Cost estimates prepared by Ron Seybert, Township Engineer and Ryan Scanlon, Assistant Township Engineer

Master planning process and narrative by Centrice Martin and reviewed with by Ron Seybert.

Introduction

Songbird Sanctuary Park is a passive park in Ferguson Township, Centre County. Songbird Sanctuary Park serves the nearby residents and schools including Young Scholars and Goddard School in the southeast portion of the municipality. Songbird Sanctuary was acquired by the Township in 2016 and this document serves as the first master plan. Incremental developments have occurred in stages since that time. Incremental developments include invasive species removal, pollinator habitat area and tree plantings. This master plan will propose passive amenities only, maintenance plan, and summarize the master planning process.

Planning Process

The Songbird Sanctuary Park Master Plan provides a vision for the park into the next decade and beyond. The park planning process for the Master Plan included four main parts:

1. Inventory and Assessment of the Natural Resources
2. Park Master Planning
3. Public Participation
4. Costs and Implementation Strategy

Community Background

Ferguson Township was formed in 1801 and was named for Thomas Ferguson, an early settler. The Township encompasses approximately 50 square miles and the 2010 U.S. Census population counted 17,690 residents. The 2018 American Community Survey estimated the population at 18,837.

The municipality has home rule governance and is a member of the Centre Region Council of Governments (CRCOG). CRCOG includes six municipalities in the State College Region. Ferguson Township borders State College Borough and Penn State University, to the north, west, and south.

Songbird Sanctuary Park is one of twelve municipal parks owned by Ferguson Township. As part of a Pine Hall Drainage Area Evaluation performed by Sweetland Engineering in 2004, this 8.99-acre property, formerly owned by private citizen, was identified for being a natural absorption area for upstream drainage which provides stormwater infiltration. The property was added to the Township Official Map as a Natural Area Conservation for having both significance for passive recreation and environmental benefits. In 2016, the Township acquired the 8.99-acre property bounded by Owens Drive and Blue Course Drive.

Township municipal parks are acquired and developed by Ferguson Township. Centre Region Parks and Recreation (CRPR), an agency managed by and provides services for Centre Region Council of Governments (CRCOG) municipality members, provides maintenance and recreation programming for 54 municipal parks owned by participating municipality CRCOG members.

Inventory and Assessment of Natural Resources

Songbird Sanctuary Park is an undeveloped park site with a pollinator area located in the eastern portion of the park. The site is undeveloped, with the exception of the pollinator garden and parking spaces in the cul-de-sac of Owens Drive. A natural vegetative buffer separates the park from most of the nearby parcels.

General Site Data

Size/Location

The Park, as it exists today, is 8.99-acres in size and is located southeast of the Waffle Shop, 1610 West College Avenue, State College, and continues along Blue Course Drive until property boundaries abut against residential properties situated in Kennelworth Court in Ferguson Township.

Access

Vehicular access to the site is provided from Owens Drive, State College in Ferguson Township, Centre County. Pedestrians or bicyclists may also access the site from the shared use path along Blue Course Drive, State College, between the traffic light at the corner of Blue Course Drive and West College Avenue and the traffic light where Blue Course Drive intersects with Westerly Park Way.

Existing and Surrounding Land Use

The existing land use is municipal passive park. Surrounding land uses include:

- Commercial zoned property lot is positioned (in front) of property along West College Avenue
- Single family residential lots surround the park on the east and southeast sides
- Undeveloped wooded area border the (west side), on the other side of Blue Course Drive.
- Undeveloped land, owned by Penn State, (property type V) is on the other side of West College Avenue

Natural Resources

Vegetation

The site currently has a mixed stand of vegetation. The northern part of the tract is dominated by a grove of Aspen. The area of the property near Owen's Drive is composed of a lot of Black Walnut. As such, not much other woody plant material is found in this section.

The remainder of the site, aside from the pollinator garden, is made up of the usual successional species. Tress such as Black Locust, Boxelder Maple, and other mature trees can be found scattered throughout the central and southern portions of the tract. Approximately half an acre is designated to develop a pollinator garden in the east section of the property.

Invasive Species

Invasive species were noted throughout the entire wooded area of the park. Controlling non-native and invasive plants is important for the long-term health of the vegetation and habitat for wildlife.

Drainage Patterns

There is a stormwater detention basin that serves the Waffle Shop property that does discharge to the north of the property. Runoff from Owens Drive enters the park through a depressed curb. Runoff from other upstream properties to the west of Blue Course Drive enter the site through culverts under Blue Course Drive. This is the significant upstream area that drains into the park.

Man-made Resources and Influences

Stormwater Infiltration

A closed depression due to a small berm was reported in the Pine Hall Stormwater Analysis Findings and Recommendations report (2003). This depressed area provides significant stormwater infiltration and recharge for the upstream watershed to replenish the aquifer as well as provide flooding protection to downstream properties. The infiltration characteristics of this property are significant and need to be respected with any improvements to the park.

Pollinator Garden

The pollinator garden is proposed to remain in its current location and will continue to serve as a green infrastructure use. The approximately $\frac{1}{4}$ acre pollinator garden was planted in the spring of 2019. The garden design and planting plan was prepared by Penn State University Master Gardeners. Over two dozen species of native plants were selected that provide season long food sources for pollinators. Species include Coneflower, Butterflyweed, Aster, Milkweed, and others.

Site Analysis Conclusions

The site analysis determines the best uses for the park site. The analysis of existing site conditions greatly influences the park design and master planning. Key conclusions of site analysis include:

- The floodplains to the west of the property.
- The natural wooded landscape should remain intact to preserve the environmental benefits that provide significant stormwater infiltration and to offer site visitors a peaceful exploration outdoor experience.
- The Park is encumbered with invasive plant species. These detrimental plants should be eradicated from the site and replaced with native species.
- Numerous mature shade and ornamental trees are established in the park site. These trees should be maintained, as possible. Unhealthy and hazard vegetation should be removed.

- The shaded areas within the park provide a nice setting for passive recreational experiences.
- Walking path(s), or the construction of the path, should not disrupt the low-lying areas proven to be effective at infiltrating stormwater or the stormwater detention basin that serves as a discharge area for the Waffle Shop property.
- The constraints throughout the park should be considered and respected in the design. Constraints that were identified to aid in determining the alignment included; (1) connectivity to an accessible parking space, (2) avoidance of slopes that would not meet accessibility guidelines, (3) avoidance of the low lying areas that retain stormwater after precipitation events that provide information infiltration of the stormwater, and (4) avoidance of mature trees that might be impacted by construction of the walking path.
- A significant portion of the site contains slopes in excess of 5 percent which will be a challenge for adding amenities that meet Americans with Disabilities Act (ADA) requirements.

Public Participation

Ferguson Township Steering Committee

Ferguson Township assembled a Steering Committee to guide the park planning process. Committee members included municipal staff, the State College Bird Club, Nittany Bike Association, the Centre County Master Gardeners, and the Ferguson Township Parks and Recreation Committee. The committee's guiding principle during the master planning process was to keep the Park in its natural state to preserve its environmental benefits, providing a few passive park features for recreation, and preserving the privacy of the surrounding neighborhoods.

Online Opinion Survey

Ferguson Township staff created a survey along with Steering Committee members for nearby residents of Songbird Sanctuary Park. The goal of the survey was to gauge resident interest in the park and what amenities would like to see added into the park's master plan.

Survey findings include:

- When asked how many times per week, on average, do you anticipate visiting Songbird Sanctuary; most respondents stated they would make occasional visits (55.56%) which was followed by one or more times per week, Monday through Friday (22.22%). Once or more times per weekend, Saturday through Sunday & multiple visits weekly and weekend had the same amount of responses (11.11%).
- When ranking the passive park features that you would like to see incorporated into the proposed Songbird Sanctuary Passive Park design; the top three answers included (1)

reestablish wildlife with native plants was the most popular answer, followed by native plant life (2) remove invasive plants, and (3) finally pollinator habitat. The following answers are in order of popularity: walking areas (4), natural scenic areas with benches or some kind of seating (5), keep it as natural as is (6), bird watching (7), bird box (8), quiet areas for meditation (9), Natural walking paths with interpretive signs for guidance and educational walks (10), biking path (11), access pathway from sidewalk on Blue Course Drive (12), community garden (13), pathway between Park and McBath Street (14), picnic areas (15), additional parking along Blue Course Drive with permeable paving (16).

- When ranking the passive park features that you would NOT like to see incorporated into the proposed Songbird Sanctuary Passive Park design, the least popular were picnic areas, followed by pathway between Park and McBath Street, and additional parking along Blue Course Drive with permeable paving. These are followed by community garden (4), biking path (5), and access pathway from sidewalk on Blue Course Drive (6). The rest of the ranking closely follow the most popular rankings.

Public Meetings

Ferguson Township hosted two public meetings at the cul-de-sac on Owens Drive. Twenty residents attended the meetings. Those in attendance were invited to complete the online survey and offer suggestions on what they would like to see be implemented into the master plan.

Public Meeting #1

The Township hosted its first public meeting for Songbird Sanctuary Park on July 10, 2019. Residents had the opportunity to speak with Ferguson Township staff and members of the steering committee about the further development of Songbird Sanctuary. One resident suggested collaborating with Nittany Valley Charter School so students could participate in volunteer services at the park. When discussing amenities, a resident mentioned that the Township should not over develop the park and ensure that is habitable for the resident wildlife. Another suggested that residents should not be allowed walk their dogs in the park to not disturb the wildlife.

Public Meeting #2

A second public meeting was hosted on July 20, 2020. This was another opportunity to residents to receive information on what has been done by the Steering Committee for Songbird Sanctuary and provide feedback to Township Staff. One resident suggested that the park should have a remote grass drop-off for nearby residents.

Findings of the Public Participation Process

- *Protect and Enhance Natural Resources*
- *Park Linkages*
- *Relationship to Surrounding Land Use*

Conceptual Plan

Iterations of the master plan was presented and discussed with the Parks and Recreation Committee at three (3) public meetings from 2019 to 2021. The pre-final Master Plan narrative and first draft of the illustrative map was presented at two (2) Parks and Recreation Committee public meetings for and available on Township website for review and comment from all stakeholders including residents, municipal staff, and Ad Hoc Steering Committee. Public comment regarding the master plan included (as of 11-15-2019):

- Provide up to three (3) benches
- Install Kiosk to highlight:
 - Park policies
 - Park infiltration area
 - Park history, benefits, amenities
 - iNaturalist
 - ebird
- Create a natural path
- Provide a section of natural path that is American Disability Act (ADA) accessible
- Continue invasive plant removal
- Develop invasive plant management maintenance plan
- Maintain pollinator habitat area
- Provide entrance with signage from Blue Course Drive for pedestrians
- Consider a water bowl for wildlife
- Provide bird box amenities
- Provide screech owl box
- Provide bee box
- Provide boot station
- Provide additional plantings for a tree buffer zone along the perimeter of the property
- Add trash bin
- Natural meadow plantings

Songbird Sanctuary Master Plan

The Master Plan design and narrative (draft) was developed for Songbird Sanctuary Park to reflect recommendations from the Steering Committee and public. The design and narrative is a consolidation of the ideas and comments from review of the Committee's brainstorming activities that then morphed into conceptual scenarios for the public to prioritize a list of amenities for one cohesive master plan for the park site.

Guiding Principles

The following guiding principles were defined for the Songbird Sanctuary Master Plan, based on the findings of the planning and public participation process:

- Maintain the existing natural resources and environmentally sensitive areas on the site
- Minimize the amount of earthwork to protect and preserve the site's natural characteristics
- Enhance the convenience of accessing the park that meet American Disability Act (ADA) requirements
- Explore opportunities to enhance the natural aspects of the site and that incorporate passive features that promote wildlife
- Develop trails to encourage walking and healthy activity.

Site Amenities

Natural Trail System

An alignment for an accessible walking path was considered to connect the Shared Use Path along Blue Course Drive through Songbird Sanctuary to Owens Drive, and if possible to the pollinator garden. The walking path would be constructed of an aggregate material that meets accessibility requirements and be at least 5 feet wide. The path will not be designed to support trucks or other types of larger maintenance vehicles and would not be considered a shared use path. The general alignment of this accessible walking path is depicted on the proposed masterplan. ADA route signage will be placed along the accessible route at each park path intersection to inform pedestrians the accessible walkway.

Constraints identified to aid in determining the alignment included 1. Connectivity to an accessible parking space 2. avoidance of slopes that would not meet accessibility guidelines, 3. Avoidance of the low-lying areas that retain stormwater after precipitation events that provide infiltration of the stormwater, and 4. Avoidance of mature trees that might be impacted by construction of the walking path.

The proposed walking path would begin at the accessible parking space and will require some curb to be replaced as well as a landing area constructed adjacent to the space and connect to the path. Appropriate signing and paving markings for the parking space will be installed.

The accessible route from a designated parking space will proceed in a westerly direction staying approximately 30 feet from the adjoining Owens Drive parcel and continuing toward Blue Course Drive. Generally, the ground surface in the east/west direction is relatively level, so meeting the requirement of 5 percent maximum slope will not be difficult. There is a very short section adjacent to the existing shared

use path along Blue Course Drive that may exceed the 5 percent slope but can be corrected with some minor placement of fill.

The alignment of the path as it proceeds from Owens Drive toward Blue Course Drive was selected to be the most direct route from Owens Drive to Blue Course Drive and be adjacent to the areas that are low lying and store and infiltrate stormwater, within encroaching upon them. There is a stormwater detention basin that serves the Waffle Shop property that does discharge to the north of the proposed walking path and may cause stormwater to cross over the path during certain stormwater events. The alignment selected stays on the highest ground possible where that stormwater crosses the walking path.

Along the entire route, existing trees of various size and type are proposed to remain situated. A construction technique will be used to elevate the walking path above the natural grade and not disturb any existing tree roots. A geotextile material will be placed on the existing soils and aggregate placed and compacted on this material to establish the walking path. This approach will also minimize disturbance of soils that infiltrate stormwater.

Parking

The existing parking spaces at the end of Owens Drive were evaluated to determine which space would best meet accessibility guidelines. The accessible parking space will be striped and identified with a sign and located on level ground.

Entry Plaza

A plaza is proposed at the southern end of Owens Drive near the accessible parking space with an information kiosk and a bench. The plaza provides a meeting area for visitors with a kiosk to display information such as trail length, park policies, etc. Also, available at, or nearby, the entry plaza will be a boot station, water bowl, dog deposit box, and trash and recycle bins.

Mile Markers

Mile markers will be located along trails to identify trail length in one-tenth-mile intervals.

Park Signs

- **Park entry sign** The parking area will require a park entry sign as well as the pedestrian entrance off Blue Course Drive. The two (2) signs will include the park name, Township name, and CRPR logo.
- **Parking space ADA sign** – The parking space named ADA accessible will be visible with a sign that communicates compliance with the Americans with Disabilities Act (ADA) requirements.
- **Interpretative Signs** Interpretative signs will provide information about the natural features of the park. Potential interpretative signs include:
 - Low/No-mow meadow
 - Environmental characteristics of park such as the drainage and groundwater recharge
 - Value of green infrastructure

Water Bowl

A large, shallow bowl of water for the birds to perch and hydrate.

Bird Nest Boxes

Bird nest boxes will be placed throughout the park. Songbird Sanctuary provides ample space to attract a variety of species through pairing bird nest boxes. The placing of bird nest boxes will involve public participation and knowledge of good habitats for nest boxes.

Natural Resource Enhancement/Sustainable Green Components

- **Sustainability and Green Design Considerations**
The master plan incorporates passive recreation to blend seamlessly into the existing natural landscape to preserve the environmentally sensitive area. Minimal development allows for nonspecific uses and requires little dedicated active infrastructure. Park development will maintain natural landscape, promote biodiversity, enhance habitats, promote reforestation, and not disturb the area. This project is found to be consistent with the Guidelines and Performance Benchmarks established by the Sustainable Sites Initiative (SSI) and outlined in the SSI Benchmark Manual. The guiding principles that informed the design of this master plan support sustainable practices which are valued and assigned a point value through a rating system and certification SSI program. The incorporation of the Sustainable Sites certification program will ensure Songbird Sanctuary Park meets the environmental performance standards and local goals.
- **Americans with Disabilities Act (ADA)**
 - **Accessible Routes** An accessible route will be provided from an accessible parking space to facilities and activity areas in park settings. An accessible route will be developed to be firm, stable and slip resistant with a running slope that does not exceed 1:20 feet or 5 percent slope. The width for the accessible route will be at a minimum of five feet to allow two-way travel. The natural trail in Songbird Sanctuary Park is envisioned to present a dual loop with a connecting path directly from Owens Drive cul-de-sac directly to Blue Course Drive that meets ADA requirements. The area north of the ADA accessible path is noted as exceeding the maximum slope and would disrupt drainage flows as well as the mature trees to bring in compliance with ADA standards.

Park Development Costs

Achieving the vision presented in the master plan for Songbird Sanctuary Park will require capital expenditures. It is anticipated that the enhancements will not require a phasing approach. To guide the enhancement of Songbird Sanctuary, cost estimates are prepared to correspond to the various phases of development as determined by the Steering Committee.

Phase 1

Item No.	Work Item	No. of Units	Unit Cost	Total Cost
1	Mobilization	LS	\$6,678	\$2,500
2	Natural Trail	LS	\$4,336	\$4,336
6	Kiosk	1 EA	\$5,000	\$5,000
7	Boot Brush	2 EA	\$200	\$400
8	Bench	2 EA	\$1,539	\$3,078
9	Bird Nest Box	10 EA	\$200	\$2,000
10	Trash and Recycle bin	2 EA	\$1,400	\$2,800
11	Dog Deposit Box	2 EA	\$500	\$1,000
12	Signage	LS	\$5000	\$5,000
	Park Entry Signs			
	Interpretative Sign			
	Handicap Accessible Parking Sign			
	Mile Marker Signs			
	ADA Route Signs			
13	ADA Parking	LS	\$16,716	\$16,716
	Contingency	10%	\$4,283	
	TOTAL			\$47,113

Phase 2

Item No.	Work Item	No. of Units	Unit Cost	Total Cost
1	Mobilization	LS		\$2,500
2	ADA Accessible Trail	850 SY	\$47,252	\$47,252

3	Bench	2	\$1539	\$3,078
	Contingency	10%		\$5,283
	TOTAL			\$58,113
	inflation costs			\$3,485
				\$61,598

Phase 3

Item No.	Work Item	No. of Units	Unit Cost	Total Cost
1	Mobilization			
2	Perimeter Tree Plantings (Phase 2)	107 EA	\$375	\$40,125
3	Natural Meadow Plantings	25 EA	\$150	\$3,750
	Contingency	10%		\$3,750
	TOTAL			\$47,625

Regional Discrimination Ordinance – REVISED

3.25.21

¹Comments – 7.26.21

Section 201 – Intent and Policy.

- A. This ordinance is enacted to ensure that all persons regardless of race, color, religion, ancestry, age, national origin, sex, sexual orientation, gender identity or expression, source of income, disability or handicap, presence of a service animal, pregnancy, marital or familial status or family responsibility enjoy the full benefits of citizenship and are afforded equal opportunities, unburdened by unjust discrimination, for housing, employment, and use of public accommodation. In order to achieve this purpose, legislation must be enacted with appropriate oversight and enforcement remedies for founded violations of the provisions contained herein.
- B. It is the policy of the Municipality to prohibit discrimination in employment, housing, public accommodations, and residential real estate-related transactions because of race, color, religion, ancestry, national origin, sex, sexual orientation, gender identity or expression, source of income, disability or handicap, presence of a service animal, pregnancy, family responsibility, marital or familial status, and to provide for the resolution of housing, public accommodation and residential real estate-related transaction discrimination disputes at the local level in a timely, cost-efficient and effective manner. Finally, to obtain substantial equivalency with the state and federal governments’ housing and anti-discrimination enforcement efforts.
- C. It is the policy of the Municipality to ensure that employment of all individuals is considered in accordance with their fullest capacities, and to safeguard their right to obtain all employment without discrimination regardless of race, color, religion, ancestry, age, national origin, sex, sexual orientation, gender identity or expression, source of income, disability or handicap, presence of a service animal, pregnancy, marital or familial status or family responsibility.

Section 202 – Definitions.

- A. AGE — Persons of those ages specified in Section 4 of the Pennsylvania Human Relations Act, Act of 1955, P.L. 744, No. 222, as amended by Act 51 of 1991, ~~or any successor amendments to the Pennsylvania Human Relations Act or successor Act.~~
- B. AGGRIEVED PERSON — Any person who claims to have been injured by a discriminatory practice as defined in Part E.
- C. DISABILITY OR HANDICAP — With respect to a person, means:
 - a. A physical or mental impairment which substantially limits one or more of such person's major life activities;

b. A record of having such an impairment; or

c. Being regarded as having such an impairment, but such term does not include current, illegal use of or addiction to a controlled substance, as defined in Section 102 of the Controlled Substances Act (Public Law 91-513, 21 U.S.C. § 802).

D. DISCRIMINATE AND DISCRIMINATION — Includes any difference in treatment based on race, color, religion, age, ancestry, national origin, sex, sexual orientation, gender identity or expression, source of income, disability or handicap, presence of a service animal, pregnancy, marital or familial status or family responsibility.

Housing discrimination pertaining to people with a disability or handicap includes a refusal to permit, at the expense of the person with a disability or handicap, reasonable modifications of existing premises occupied or to be occupied by such person if such modifications may be necessary to afford such person full enjoyment of the premise; a refusal to make reasonable accommodations in rules, policies, practices or services when such accommodations may be necessary to afford such person equal opportunity to use and enjoy a dwelling.

Nothing in this Ordinance requires that a dwelling be made available to an individual whose tenancy would constitute a direct threat to the health or safety of other individuals or whose tenancy would result in substantial physical damage to the property of others.

E. EMPLOYEE – Does not include any of the following:

- a. Any Individuals who, as a part of their employment, reside in the personal residence of their employer;
- b. Any Individuals employed in agriculture or in the domestic service of any person;
- c. Any individuals employed by said individuals' parents, spouses, or children.

F. EMPLOYER – Any person who employs four or more employees, including the Municipality; its departments; authorities, boards, and commissions; and any other government agency within its jurisdiction.

G. ELDERLY — A person who is at least 62 years of age or a family whose head or spouse is 62 years of age.

H. FAMILIAL STATUS —

- a. One or more individuals (who have not attained the age of 18 years) being domiciled with a parent or another person having legal custody of such individual or individuals; or
- b. The designee of such parent or other person having such custody, with the written permission of such parent or other person.

Any protection afforded against discrimination on the basis of familial status shall apply to any person who is pregnant or is in the process of securing legal custody of any individual who has not attained the age of 18 years.

- I. FAMILY RESPONSIBILITY – Being a provider of care, or being perceived to be a provider of care, for a family member of any age, whether in the past, present, or future.
- J. GENDER IDENTITY OR EXPRESSION — Self-perception, or perception by others, as male or female, and shall include a person's appearance, behavior, or physical characteristics, that may be in accord with, or opposed to, one's physical anatomy, chromosomal sex, or sex assigned at birth, and shall include, but is not limited to, persons who are undergoing or have completed sex reassignment.
- K. GENETIC INFORMATION - Any information relating to genes, gene products and inherited characteristics that may derive from an individual or a family member. This term includes, but is not limited to:
 - a. Information regarding carrier status and increased likelihood of future disease or increased sensitivity to any substance; or
 - b. Information derived from laboratory tests that identify mutations in specific genes or chromosomes; physical medical examinations; family histories; inquiries; tests of gene products; direct analysis of genes or chromosomes.
- L. HOUSING FOR OLDER PERSONS —
 - a. Provided under any Federal, State or local program that the Municipality determines is specifically designed and operated to assist elderly persons as defined in the Federal, State or local program;
 - b. Is intended for and solely occupied by persons 62 years of age or older; or
 - c. Is intended and operated for occupancy by at least one person 55 years of age or older per unit.
- M. LIVE-IN AIDE — A person who resides with the elderly person or a person with a disability or handicap and who:
 - a. Is determined to be essential to the care and well-being of the elderly person or person with a disability or handicap;
 - b. Is not obligated for the support of the elderly person or person with a disability or handicap; and
 - c. Would not be living in the unit except to provide the necessary supportive services.

- N. MANAGER – The Municipal Manager or his or her designee.
- O. MARITAL STATUS — The state of being married, unmarried, divorced, separated or widowed.
- P. MUNICIPALITY – Any Township or Borough that is a Party to the Centre County Human Relations Commission as established by this Ordinance.
- Q. OWNER — Includes any person, agent, operator, firm or corporation, having a legal or equitable interest in the property, or recorded in the official records of the State, County or Municipality as holding title to the property.
- R. PERSON — Any person, fraternal, civic or other membership organization or association including those acting in a fiduciary or representative capacity, proprietorship, partnership, corporation, limited liability company, or other for profit or nonprofit organizations, including the Municipality, its departments, boards and commissions.
- S. PUBLIC ACCOMMODATION — Any accommodation, resort or amusement which is open to, accepts or solicits the patronage of the general public, including but not limited to inns, taverns, roadhouses, hotels, motels, whether conducted for the entertainment of transient guests or for the accommodation of those seeking health, recreation or rest, or restaurants or eating houses, or any place where food is sold for consumption on the premises, buffets, saloons, barrooms or any store, park or enclosure where spirituous or malt liquors are sold, ice cream parlors, confectioneries, soda fountains and all stores where ice cream, ice and fruit preparations or their derivatives, or where beverages of any kind are retailed for consumption on the premises, drugstores, dispensaries, clinics, hospitals, bathhouses, swimming pools, barber shops, beauty parlors, retail stores and establishments, theaters, motion picture houses, air domes, roof gardens, music halls, race courses, skating rinks, amusement and recreation parks, fairs, bowling alleys, gymnasiums, shooting galleries, billiard and pool parlors, public libraries, kindergartens, primary and secondary schools, high schools, academies, colleges and universities, extension courses and all educational institutions, nonsectarian cemeteries, garages and all public conveyances operated on land or water or in the air as well as the stations, terminals and airports, financial institutions and all Municipal facilities and services, but not any accommodations which are in their nature distinctly private.
- T. REAL ESTATE BROKER — Any person, partnership, corporation or other association which, for a fee or other valuable consideration, manages, sells, purchases, exchanges, or rents or negotiates, or offers or attempts to negotiate the sale, purchase, exchange or rental of the real property of another, or holds itself out as one engaged in the business of managing, selling, purchasing, exchanging or renting the real property of another and includes those engaging in real estate sales or any other person employed by a real estate broker to perform or to assist in the performance of his or her business.

- U. RESIDENTIAL REAL ESTATE-RELATED TRANSACTIONS — The making of loans or providing other financial assistance for purchasing, constructing, improving, repairing or maintaining a dwelling, or the selling, brokering or appraising of residential real property.

SERVICE ANIMAL — Any animal that is individually trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability. The work or tasks performed by a service animal must be directly related to the handler's disability. Examples of work or tasks include, but are not limited to, assisting individuals who are blind or have low vision with navigation and other tasks, alerting individuals who are deaf or hard of hearing to the presence of people or sounds, providing non-violent protection or rescue work, pulling a wheelchair, assisting an individual during a seizure, alerting individuals to the presence of allergens, retrieving items such as medicine or the telephone, providing physical support and assistance with balance and stability to individuals with mobility disabilities, and helping persons with psychiatric and neurological disabilities by preventing or interrupting impulsive or destructive behaviors. The crime deterrent effects of an animal's presence and the provision of emotional support, well-being, comfort, or companionship do not constitute work or tasks for the purposes of this definition. While dogs are the most common type of service animal, other animals can also be service animals. ~~This term shall also include Support Animals as defined:~~

~~a. SUPPORT ANIMAL — Animals that work, provide assistance, or perform tasks for the benefit of a person with a disability, or animals that provides emotional support that alleviates one or more identified symptoms or effects of a person's disability. Support animals perform many disability related functions, including but not limited to guiding individuals who are blind or have low vision, alerting individuals who are deaf or hard of hearing to sounds, providing minimal protection or rescue assistance, pulling a wheelchair, fetching items, alerting persons to impending seizures, or providing emotional support to persons with disabilities who have a disability related need for such support.~~

- V. SEXUAL ORIENTATION — Actual or perceived homosexuality, heterosexuality and/or bisexuality.
- W. SOURCE OF INCOME — Income received through any legal means including, but not limited to, wages, salaries, interest, dividends, child support, alimony, public assistance, pensions or other retirement benefits, social security or other documentation of ability to pay.

Section 203 – Exceptions and Exclusions

- A. Notwithstanding any other provision of this Ordinance, it shall not be an unlawful employment practice for a religious corporation or association, not supported in whole or in part by government appropriations, to refuse to hire or employ an individual on the basis of the religion of the religious organization.
- B. Nothing in this Ordinance shall be interpreted to prohibit a religious organization that is exempt from federal taxation under Section 501(c)(3) of the Internal Revenue Code, or any organization

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affiliated with that religious organization from engaging in any conduct or activity that is required by, or that implements or expresses its religious beliefs or tenets of faith. Further, nothing in this Chapter shall be interpreted to require any such religious organization to engage in any conduct or activity that is prohibited by its religious beliefs or tenets of faith.

- C. Nothing in this Ordinance shall be interpreted as applying to any state or federal agencies.
- D. The provisions regarding familial and marital status and family responsibility in this ordinance shall not apply to housing provided by educational institutions which is restricted to occupancy by students of such institution who:
 - a. Reside with the student's spouse; or
 - b. Reside with children under the age of 18 years of age; or
 - c. Reside with the student's spouse and children under the age of 18 years of age; and
 - d. The relationship of the student to the children must be biological or adoptive parent or legal guardian.
- E. Age-Restricted Housing. The provisions of this Ordinance regarding familial status and age in this ordinance shall not apply to housing for older persons if it meets the conditions in this section. In determining whether housing qualifies as housing for older persons under this clause, the Municipality's requirements shall include, but not be limited to, the following:
 - a. At least 80% of the units are occupied by at least one person 55 years of age or older per unit;
 - b. There is publication of, and adherence to, policies and procedures which demonstrate an intent by the owner or manager to provide housing for persons 55 years of age or older;
 - c. The housing complies with regulations promulgated by the Pennsylvania Human Relations Commission for verification of occupancy. Regulations under this paragraph shall do all of the following:
 - i. Provide for verification by reliable surveys and affidavits. Surveys and affidavits under this subparagraph shall be admissible in administrative and judicial proceedings for the purpose of verification under this paragraph; and
 - ii. Include examples of the types of policies and procedures relevant to a determination of compliance with the requirement of Paragraph C.

Housing shall not fail to meet the requirements for housing for older persons by reason of unoccupied units provided that such units are reserved for occupancy by persons who meet the age requirements of this clause.

- F. Local Limits on Maximum Occupancy of a Dwelling. Nothing in this ordinance shall limit the applicability of any local, state or federal or any reasonable private land use restrictions, condominium articles or by-laws regarding the maximum number of occupants permitted to occupy a dwelling.
- G. Controlled Substances. Nothing in this ordinance with respect to housing shall prohibit conduct against a person because such person has been convicted by any court of competent jurisdiction of the illegal manufacture or distribution of a controlled substance, as defined in Section 102 of the Controlled Substances Act (21 USC 802).
- H. Owner-Occupied Dwellings. This ordinance shall not apply to owner-occupied dwellings containing four units or less, providing the landlord occupies one of the units as his/her primary residence.
- I. Subleasing a Dwelling Unit. This ordinance shall not apply to the subleasing of a dwelling unit where one or more of the tenants named on the lease in effect at the time of the subleasing will continue to reside in the unit.
- J. Nothing herein shall be construed to mean a landlord must rent to someone who does not have the ability to pay.

Section 204 – Powers and Duties.

As more fully described in Section 211, the Centre County Human Relations Commission shall be authorized to:

- A. Investigate complaints of discrimination in a timely and objective manner by:
 - a. Determining the existence of probable cause regarding discrimination complaints based on evidence; making decisions based on the evidence, including evidence presented by the plaintiff(s) and respondent(s); and
 - b. Attempting to resolve disagreement of the parties through conciliation and mediation. In this process, the Municipality may enlist or employ the services of mediators, counselors, or others to assist the parties in reconciling differences.

If the complaint can not be resolved through conciliation or mediation, the Centre County Human Relations Commission shall receive the results of the initial investigation and process and adjudicate complaints charging unlawful discriminatory practices as describe in Section 211.

- B. In the performance of its duties, the Centre County Human Relations Commission may:
 - a. Cooperate with interested citizens, private agencies, and agencies of the Federal, State, and Local Governments;

- b. Request other departments of the Centre County Human Relations Commission or the authorized agent to act as the Centre County Human Relations Commission to assist, and such other departments shall cooperate fully with the Manager's office; and
 - c. Adopt such regulations and procedures as may be necessary to carry out the purposes and provisions of this ordinance.
- C. Individuals who investigate the allegations of discrimination or any Commission member who acts as a mediator or conciliator or who is otherwise conflicted due to an association with a party or individual in the case shall NOT adjudicate the complaint during the Public Hearing as described in Section 211(G).

Section 205 – Unlawful Housing Practices.

It shall be an unlawful housing practice, except as otherwise provided in this ordinance:

- A. For any owner, real estate broker or any other person to refuse to discuss or confer with a view to reaching an agreement for a sale, lease, sublease, rental, assignment or other transfer of the title, leasehold or other interest in any dwelling to any person, or to represent that any dwelling is not available for any inspection, sale, lease, sublease, rental, assignment or other transfer when, in fact, it is so available, or otherwise to deny or withhold any dwelling from any person because of race, color, religion, ancestry, age, national origin, sex, sexual orientation, gender identity or expression, source of income, disability or handicap, presence of service animal, pregnancy, marital or familial status or family responsibility or to discriminate against, segregate or assign quotas to any person or group of persons in connection with the sale, lease, sublease, rental, assignment or other transfer of title, leasehold or other interest in any dwelling or dwellings.
- B. For any person, including any owner or real estate broker, to include in the terms, conditions or privileges of any sale, lease, sublease, rental, assignment or other transfer of any dwelling any clause, condition or restriction discriminating against or requiring any other person to discriminate against any person in the use or occupancy of such dwelling because of race, color, religion, ancestry, age, national origin, sex, sexual orientation, gender identity or expression, source of income, disability or handicap, presence of a service animal, pregnancy, marital or familial status or family responsibility.
- C. For any person, including any owner or real estate broker, to refuse to permit, at the expense of the person with a disability or handicap, reasonable modifications of existing premises occupied or to be occupied by such person if such modifications may be necessary to afford such person full enjoyment of the premises. In the case of a rental, the landlord may, where it is reasonable to do so, condition permission for a modification on the renter agreeing to restore the condition of the interior of the premises to the condition that existed before the modification, reasonable wear and tear excepted. Where it is necessary in order to ensure, with reasonable certainty, that funds will be available to pay for the restorations at the end of the tenancy, the landlord may negotiate as part of such restoration agreement a provision requiring that the tenant pay into an interest bearing escrow, over a reasonable period, a reasonable amount of money not to exceed

the cost of the restorations. The interest in any such account shall accrue to the benefit of the tenant.

The application of Paragraph C of this section may be illustrated by the following examples:

Example 1. A tenant with a disability or handicap asks his or her landlord for permission to install grab bars in the bathroom at his or her own expense. It is necessary to reinforce the walls with blocking between studs in order to affix the grab bars. It is unlawful for the landlord to refuse to permit the tenant at the tenant's own expense, from making the modifications necessary to add the grab bars. However, the landlord may condition permission for the modification on the tenant agreeing to restore the bathroom to the condition that existed before the modification, reasonable wear and tear excepted. It would be reasonable for the landlord to require the tenant to remove the grab bars at the end of the tenancy. The landlord may also reasonably require that the wall to which the grab bars are to be attached be repaired and restored to its original condition, reasonable wear and tear excepted. However, it would be unreasonable for the landlord to require the tenant to remove the blocking, since the reinforced walls will not interfere in any way with the landlord's or the next tenant's use and enjoyment of the premises and may be needed by some future tenant.

Example 2. An applicant for rental housing has a child who uses a wheelchair. The bathroom door in the dwelling unit is too narrow to permit the wheelchair to pass. The applicant asks the landlord for permission to widen the doorway at the applicant's own expense. It is unlawful for the landlord to refuse to permit the applicant to make the modification. Further, the landlord may not, in usual circumstances, condition permission for the modification on the applicant paying for the doorway to be narrowed at the end of the lease because a wider doorway will not interfere with the landlord's or the next tenant's use and enjoyment of the premises.

- D. For any person, including any owner or real estate broker, to refuse to make reasonable accommodations in rules, policies, practices or services (except for federally-regulated lending institutions) when such accommodations may be necessary to afford a person with a disability or handicap the opportunity to use and enjoy a dwelling.

The application of Paragraph D of this section may be illustrated by the following examples:

Example 1: An applicant with a vision impairment for rental housing wants to live in a dwelling unit with a seeing-eye dog. The building has a policy that prohibits tenants from keeping pets. It is a violation for the owner or manager of the apartment complex to refuse to permit the applicant to live in the apartment with a seeing eye dog because, without the seeing eye dog, the person with a vision impairment will not have an equal opportunity to use and enjoy a dwelling.

Example 2: An applicant for an apartment dwelling that does not typically reserve spaces for tenants has a disability that precludes him or her from walking more than a short distance. It is a violation for the owner or manager of the apartment dwelling to refuse to reserve a space for him or her within a short walking distance to the dwelling. Because the applicant may not be able to live in the dwelling without this accommodation, it is necessary to provide the accommodation to provide the applicant equal opportunity to use and enjoy the dwelling. This is considered a reasonable accommodation because it is feasible and practical considering the circumstances.

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- E. For any person, including any owner or real estate broker, to discriminate in the providing of any facilities or services (except for federally-funded lending institutions) for any dwelling because of race, color, religion, ancestry, age, national origin, sex, sexual orientation, gender identity or expression, source of income, disability or handicap, presence of a service animal, pregnancy, marital or familial status or family responsibility.
 - F. For any person, including any owner or real estate broker, to publish, circulate, issue or display, or cause to be published, circulated, or displayed, any communication, notice, advertisement, or sign of any kind relating to the sale, rental, lease, sublease, assignment, transfer or listing of a dwelling or dwellings which indicates any orientation, limitation, specification or discrimination based on race, color, religion, ancestry, age, national origin, , sex, sexual orientation, gender identity or expression, source of income, disability or handicap, presence a service animal, pregnancy, marital or familial status or family responsibility.
 - G. For any person, including any owner or real estate broker or associate, or any other person for business or economic purposes, to induce directly or indirectly, or to attempt to induce directly or indirectly, the sale or rental or the listing for sale or rental of a dwelling by representing that a change has occurred or will or may occur with respect to the race, color, religion, ancestry, age, national origin, , sex, sexual orientation, gender identity or expression, source of income, disability or handicap, presence of a service animal, pregnancy, marital or familial status or family responsibility composition of the street, block, neighborhood or area in which said dwelling is located.
 - H. For any person, including any real estate broker or associate, to deny a person access to membership or participation in a multiple listing service, real estate brokers' organization or other service because of race, color, religion, ancestry, age, national origin, , sex, sexual orientation, gender identity or expression, source of income, disability or handicap, presence of a service animal, pregnancy, marital or familial status or family responsibility.
 - I. For any person, including any real estate broker or associate, to aid, incite, compel, coerce or participate in the doing of any act declared to be an unlawful housing practice under this ordinance, to obstruct or prevent enforcement or compliance with the provisions of this ordinance or any rule or regulation, or to attempt directly or indirectly to commit any act declared by this ordinance to be an unlawful housing practice.
 - J. For any person or entity whose business includes engaging in residential real estate-related transactions to discriminate against any person in making available such a transaction or in the terms or conditions of such a transaction because of race, color, religion, ancestry, age, national origin, sex, sexual orientation, gender identity or expression, source of income, disability or handicap, presence a service animal, pregnancy, marital or familial status or family responsibility.
 - K. The notice provided to the respondent as referenced in Section 211(B.) will advise the respondent that retaliation against any person because he or she made a complaint or testified, assisted or

participated in an investigation or mediation under this ordinance is a discriminatory practice that is prohibited by this ordinance.

Section 206 – Unlawful Public Accommodations Practices.

It shall be an unlawful public accommodations practice, except as otherwise provided in this ordinance for any person being the owner, lessee, proprietor, manager, superintendent, agent or employee of any public accommodation to:

- A. Refuse, withhold from, or deny to any person because of race, color, religion, ancestry, national origin, sex, sexual orientation, gender identity or expression, source of income, disability or handicap, presence of a service animal, pregnancy, marital or familial status or family responsibility either directly or indirectly, any of the accommodations, advantages, facilities or privileges of such public accommodation.
- B. Publish, circulate, issue, display, post or mail, either directly or indirectly, any written or printed communication, notice or advertisement to the effect that any of the accommodations, advantages, facilities and privileges of any such place shall be refused, withheld from or denied to any person on account race, color, religion, ancestry, national origin, sex, sexual orientation, gender identity or expression, source of income, disability or handicap, presence of a service animal, pregnancy, marital or familial status or family responsibility, or that the patronage or custom thereof of any person, belonging to or purporting to be of any particular race, color, religion, ancestry, national origin, sex, sexual orientation, gender identity or expression, source of income, disability or handicap, presence of a service animal, pregnancy, marital or familial status or family responsibility, is unwelcome, objectionable or not acceptable, desired or solicited.
- C. Exclude or otherwise deny equal goods, services, facilities, privileges, advantages, accommodations or other opportunities to a person because of the disability or handicap of an individual with whom the person is known to have a relationship or association.
- D. Construct such place of public accommodation which is not accessible.
- E. Refuse to remove any barrier to accessibility to such existing place of public accommodation, where barrier removal is readily achievable, meaning easily accomplishable and able to be carried out without much difficulty or expense. Where barrier removal is not readily achievable, it shall be unlawful to refuse to take any readily achievable alternative steps to make such public accommodation accessible.
- L. The notice provided to the respondent as referenced in Section 211(B.) will advise the respondent that retaliation against any person because he or she made a complaint or testified, assisted or participated in an investigation or mediation under this ordinance is a discriminatory practice that is prohibited by this ordinance.

Section 207 – Unlawful Residential Real Estate Transactions.

- A. It shall be unlawful for any person or entity whose business includes engaging in residential real estate-related transactions to discriminate against any person in making available loans or other financial assistance for a dwelling, or which is or is to be secured by a dwelling, because of race, color, religion, ancestry, age, national origin, sex, sexual orientation, gender identity or expression, source of income, disability or handicap, presence of a service animal, pregnancy, marital or familial status or family responsibility.
- B. It shall be unlawful for any person or entity engaged in the making of loans or in the provision of other financial assistance relating to the purchase, construction, improvement, repair or maintenance of dwellings or which are secured by residential real estate to impose different terms or conditions for the availability of such loans or other financial assistance because of race, color, religion, ancestry, age, national origin, sex, sexual orientation, gender identity or expression, source of income, disability or handicap, presence of a service animal, pregnancy, marital or familial status or family responsibility.
- C. The notice provided to the respondent as referenced in Section 211(B.) will advise the respondent that retaliation against any person because he or she made a complaint or testified, assisted or participated in an investigation or mediation under this ordinance is a discriminatory practice that is prohibited by this ordinance.

Section 208 – Unlawful Employment Practices.

- A. It shall be unlawful for any Employer to discriminate against any employee or prospective employee in employment practices because of race, color, religion, ancestry, age, national origin, sex, sexual orientation, gender identity or expression, source of income, disability or handicap, presence of a service animal, pregnancy, marital or familial status or family responsibility.
- B. Retaliation against any person, either directly or by aiding, inciting, compelling, coercing or participating, because such person has opposed any practice forbidden by this Ordinance, or because such person has made a charge, testified or assisted in any manner in any investigation, proceeding or hearing authorized by this Ordinance is prohibited.

Section 209 – Obstruction of Fair Practices.

It shall be unlawful for any person, whether or not within the named classifications set forth in this Ordinance, to aid, incite, compel, coerce or participate in the doing of any act declared to be an unlawful practice under this ordinance, or to obstruct or prevent enforcement of compliance with the provisions of this ordinance or any rule, regulation or order of the Municipality to be an unlawful practice.

Section 210 – Establishment of a Human Relations Commission.

- A. Pursuant to Section 12.1 of the Pennsylvania Human Relations Act, the governing body of a Municipality may establish a Human Relations Commission (hereinafter referred to as, "Commission"), the form and structure of which shall be defined herein, for the purposes of carrying out the powers and duties established by this ordinance.

- B. In place of establishing a local Human Relations Commission, the governing body may choose to create a regional Human Relations Commission with other municipalities situated in Centre County through an Intergovernmental Agreement.
- C. The Manager shall serve as the investigator of complaints involving discriminatory acts under this ordinance. The investigator shall present his or her findings to the Human Relations Commission for their adjudication as described in Section 210, subsections A and B.

Section 211 – Procedures.

A. Filing a Complaint.

- a. Any person(s) claiming to be aggrieved by an unlawful practice may make, sign and file a verified complaint alleging violations of this Ordinance, which shall include the following information:
 - i. The name and address of the aggrieved person(s);
 - ii. The name and address of the person(s) alleged to have committed the discriminatory acts;
 - iii. A concise statement of the particulars, including pertinent dates, constituting the alleged discriminatory acts;
 - iv. If applicable, the address and a description of the dwelling or commercial property which is involved; and
 - v. Such other information as may be required by the Human Relations Commission.
- b. Complaints may be filed in person at the Manager's office or by mailing such complaints to the Manager's office. All complaints must be received by the Manager's office within the timeframe specified under Section 212 in order to be considered timely.
- c. The Manager's office shall convey all original complaints received by that office to the Chairperson of the Human Relations Commission within 10 days of the office's receipt of such complaints.

B. Notification and Answer.

- a. Within 30 days of the Manager's receipt of a complaint, the Human Relations Commission, if established under Section 210(A.) of this ordinance, shall ~~determine if the alleged act(s) are prohibited by the Pennsylvania Human Relations Act, or any other state or federal law for which a deferral agency has enforcement powers and, if so, the Commission shall advise the complainant in writing that the Commission will not accept the complaint for filing but that the complainant has the right to file with the Pennsylvania~~

~~Human Relations Commission or any other state or federal referral agency within 180 days of notice of the prohibited act. If the Commission determines that it does not have jurisdiction hereunder to hear the complaint, it shall dismiss the complaint and notify the aggrieved party in writing of such fact. If the Commission determines that it has jurisdiction to hear the complaint, it notify the Pennsylvania Human Relations Commission of the complaint involving discriminatory acts within the Regional Human Relations Commission's jurisdiction. The Commission~~ shall proceed as follows:

- i. Send a copy of the complaint to the person(s) or entity (entities) charged with an unlawful practice (the "Respondent") with notice that they have thirty (30) days to file a verified answer to said complaint.
- ii. The notice provided to the respondent will advise the respondent that retaliation against any person because he or she made a complaint or testified, assisted or participated in an investigation or mediation under this ordinance is a discriminatory practice that is prohibited by this ordinance.

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- b. The respondent shall file with the Manager's office a written verified answer to the complaint within thirty (30) days of Respondent's receipt of the complaint from the Commission and further shall send a copy of said answer to the complainant.

C. Mediation.

- a. After the answer has been received, the Commission shall, within fifteen (15) days, invite the parties to voluntarily participate in the mediation of their dispute. The parties shall respond to the invitation to mediate within fifteen (15) days of being invited to mediate. Mediation shall be conducted in accordance with procedures promulgated by the Commission.
- b. If the mediation has successfully resolved the complaint, the Commission shall promptly notify the parties that it has dismissed the complaint.
- c. If the mediation has not successfully resolved the complaint, and only if the complaint alleges a violation of this ordinance which is not otherwise prescribed under the Pennsylvania Human Relations Act and over which the Pennsylvania Human Relations Commission does not have jurisdiction, the Commission shall proceed to investigation.

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D. Investigation.

a. The Commission shall, in a timely fashion, investigate the allegations of an unlawful practice set forth in the complaint. The Manager shall serve as the investigator. The Commission may, in the conduct of such investigation and upon review and approval by the Municipal Solicitor, issue subpoenas to any person who may be of interest in the investigation, commanding such person to furnish information, records, or other documents, as necessary to assist in the Commission's investigation.

E. Finding of No Cause.

a. If it shall be determined by the Human Relations Commission, after the Commission's investigation, that there is no probable cause for crediting the allegations of the complaint, the Commission shall cause to be issued and served upon the parties written notice of such determination and dismissal of the complaint. This notice shall inform the aggrieved that he/she has the right to pursue the matter in court within thirty (30) days of the date of the decision.

F. Conciliation.

a. If the Commission, after investigation, determines that probable cause exists for crediting the allegations of the complaint, the Commission shall immediately endeavor to eliminate the unlawful practice complained of by persuasion, conference and conciliation. If the Commission determines that conciliation may be a useful approach, the Commission shall designate one of its members as conciliator, who shall undertake conciliation following approved procedures developed and approved by the Commission.

G. Public Hearing.

a. If the Commission finds it is not possible to eliminate the unlawful practice by persuasion, conference, and conciliation, the Commission shall cause to be issued and served a written notice scheduling a hearing before the Commission at a time and place to be specified in such notice.

i. The Commission may designate one or more of its members who are not conflicted as defined in this paragraph to preside at such a public hearing. Any Commission member who acted as a mediator or conciliator or any Commission member otherwise conflicted due to an association with a party or individual in the case shall not participate in such public hearing except as a witness to present the results of the investigation or to testify to other facts relevant to the case.

ii. At the public hearing, both the complainant and respondent shall be given the opportunity to appear, with or without counsel, to provide testimony and submit evidence. Formal rules of evidence shall not apply, but irrelevant or unduly repetitious evidence may be excluded by the Commission in its discretion.

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- iii. A transcription shall be kept of the proceedings unless waived by all parties. Additionally, minutes shall be kept of the proceedings.

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H. Findings.

- a. If upon all the evidence at the hearing the Commission shall find that a respondent has engaged in or is engaging in any unlawful practice as defined in this Ordinance, the Commission shall state its findings of fact and shall issue and cause to be served on such a respondent an order requiring such respondent to cease and desist from such unlawful practice and to take such additional action as the Commission deems appropriate. The Commission shall have the authority to order any remedies available to the Pennsylvania Human Relations Commission under the Pennsylvania Human Relations Act. ~~These remedies which may be ordered include, but are not limited to, reimbursement of certifiable travel expenses in matters involving the complaint; reimbursement of any other verifiable, reasonable out of pocket expenses caused by such unlawful discriminatory practice; compensation for loss of work in matters involving the complaint; hiring, reinstatement or upgrading of employees, with or without back pay; admission or restoration to membership in any respondent labor organization; the making of reasonable accommodations; the selling or leasing of specified housing accommodations or commercial property upon equal terms and conditions and with equal facilities, services and privileges; or the lending of money for the acquisition, construction, rehabilitation, repair or maintenance of housing accommodations or commercial property, upon such equal terms and conditions to any person discriminated against.~~

Commented [Pr1]: The Findings provisions are in excess of what can be afforded by the PA HRC and the EEOC

Section 212 – Statute of Limitations

A complaint must be filed with the Manager's Office within 180 days of the alleged act of discrimination. In order to preserve state filing deadlines, the Commission shall file the complaint on behalf of the Complainant with the Pennsylvania Human Relations Commission unless the Complainant files a written request to the Commission to waive the state filing.

Section 213 – Penalties

Any person who shall violate any provision of this ordinance or who resists or interferes with any authorized representative of the Municipality in the performance of his or her duties shall, upon conviction thereof before any District Justice, be guilty of a misdemeanor and sentenced to pay a fine, not less than \$100 nor more than \$500 and the costs of prosecution and, in default of payment of any such fine and costs, may be committed to a term of imprisonment not to exceed 30 days. Each time that a violation occurs shall constitute a separate offense.

Section 214 – Multiple Filings

This ordinance shall have no effect over matters which are the subject of pending or prior filings made by an aggrieved person before any state or federal court or agency of competent jurisdiction. Nothing contained herein shall prohibit any aggrieved person from pursuing any civil, state or federal remedy

available following completion of proceedings under this ordinance provided that all timeframes and statutes of limitation prescribed by this Ordinance and all applicable state and federal legislation shall occur contemporaneously and the process for investigation and adjudication by all relevant jurisdictions shall not be held in abeyance while another jurisdiction carries out its procedures. The Regional Human Relations Commission shall not file on behalf of the complainant with another agency or court of competent jurisdiction.

DRAFT

CENTRE COUNTY HUMAN RELATIONS COMMISSION

THIS AGREEMENT made this _____ day of _____, 2020 by and among:

THE BOROUGH OF BELLEFONTE, a municipal corporation, organized under the laws of the Commonwealth of Pennsylvania, having offices at 236 West Lamb Street, Bellefonte, Centre County, Pennsylvania, party of the first part, hereinafter referred to as (“**Bellefonte**”);

- A N D -

FERGUSON TOWNSHIP, a Home Rule Municipality, having offices at 3147 Research Drive, State College, Centre County, Pennsylvania, party of the second part, hereinafter referred to as (“**Ferguson**”);

- A N D -

BOROUGH OF STATE COLLEGE, a Home Rule Municipality, having offices at 243 South Allen Street, State College, Centre County, Pennsylvania, hereinafter referred to as “**State College**”.

RECITALS

Bellefonte, Ferguson and State College have each adopted anti-discrimination ordinances. Bellefonte, Ordinance No. ____; Ferguson, Ordinance No. ____; and State College, Ordinance No. 1407, State College Borough Code Section 901, et seq.

Each of the anti-discrimination ordinances provide for the establishment of a Human Relations Commission.

Local Human Relations Commissions are contemplated by Section 1962.1 of the Pennsylvania Human Relations Commissions Act.

In order to share costs and responsibilities as well as to facilitate the resolution of disputes regarding discrimination, the municipalities jointly hereby establish a County Human Relations Commission to be known as Centre County Human Relations Commission for the purposes of facilitating the carrying out the purposes and intents of the individual municipal ordinances.

NOW, THEREFORE, in consideration of the mutual covenants contained herein and intending to be legally bound, hereby the parties hereunto do hereby agree as follows:

1. Bellefonte, Ferguson and State College hereby establish the Centre County Human Relations Commission "Commission" for the purposes subject to the provisions contained herein for the purposes as hereinafter more fully described.

2. The Commission shall consist of five (5) members: Bellefonte, Ferguson and State College shall each appoint one (1) member and the Commission shall appoint two (2) additional members. All members shall serve a term of four (4) years and no term limitations shall be applicable to members of the Commission.

3. Commission members shall be residents of Centre County, Pennsylvania who shall serve without salary but may be paid expenses incurred in the performance of their duties.

4. One of the Commission members shall be appointed as the Chair of the Commission by the Commission member. The Chair will be responsible for setting Commission meetings and agenda, coordinating with the Managers of Bellefonte, Ferguson and State College or their Designees regarding the actions and procedures to be undertaken by the Commission.

5. All costs relative to the formation of the within Commission, as well as its operations, shall be borne equally by Bellefonte, Ferguson and State College. In the event additional municipalities join in the Commission, they shall bear a pro rata share of the operating costs.

6. As individual cases come before the Commission, all costs for the handling of such cases shall be borne equally by the member municipalities.

7. The initial location of Commission offices shall be 243 South Allen Street, State College, Pennsylvania and at such other locations as the Commission may determine appropriate.

8. In the consideration and handling of cases, the Commission shall follow the terms of the provisions of the individual Municipal Ordinances.

9. Meetings of the Commission shall be open to the public but need not be advertised in accordance with the advertising requirement of member municipalities.

10. No member of the Commission shall hold any elective office.

11. Records regarding Minutes of Commission meetings, as well as adjudication decisions, will be kept by the Commission and retained in the Commission office.

12. The within Agreement shall be reviewed four (4) calendar years after the date of execution to determine what adjustments or modifications in procedure should be undertaken and whether or not the Commission should be continued.

13. Nothing contained herein shall prevent, prohibit or discourage any person from filing complaints with the Pennsylvania Human Relations Commission under the Pennsylvania Human Relations Act or submission of a complaint to federal authorities. In addition, nothing contained herein shall prohibit individuals from proceeding directly to court as contemplated by the various Human Relations Commission's statute. However, submission to the Pennsylvania Human Relations Commission or federal authority or a court of competent jurisdiction shall divest the ability of the Commission to consider complaints.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the day
and year first written above.

ATTEST:

BELLEFONTE:
BOROUGH OF BELLEFONTE

By: _____

FERGUSON:
FERGUSON TOWNSHIP

By: _____

STATE COLLEGE:
BOROUGH OF STATE COLLEGE

By: _____



687 Cemetery Rd. | Williamsport, PA 17701
570.323.1234 | dincheranddincher.com

INVOICE



Dincher & Dincher
TREE SURGEONS

Invoice Number: 35356
Invoice Date: Jan 13, 2022
Page: 1

Bill To:
FERGUSON TOWNSHIP
3147 RESEARCH DRIVE
STATE COLLEGE, PA 16801

Ship to:
FERGUSON TOWNSHIP
3147 RESEARCH DRIVE
STATE COLLEGE, PA 16801

Customer ID	Customer PO	Payment Terms	Due Date
FERGUSON TOWNSHIP		Net 10 Days	1/23/22

Quantity	Item	Description	Unit Price	Amount
		CONTRACT #2021 C-15, TREE TRIMMING. CHANGE ORDER 1-575.00, CHANGE ORDER 2 PLUS 500.00, TOTAL CHANGE -75		58,405.00

Dan Modricker

By dmodricker at 2:55:52 PM, 1/14/2022

Final Payment

ok to pay DJM
contract 2021-C15 street tree pruning
contract \$58,480.00
CO 1 -\$575.00
CO 2 \$500.00
TOTAL \$58,405.00
PAY FROM 2021 BUDGET FOR WORK
PERFORMED IN 2021
01.455.450

Subtotal	58,405.00
Sales Tax	
Total Invoice Amount	58,405.00
Payment/Credit Applied	
TOTAL	58,405.00

Check/Credit Memo No:

1.5% Per Month Service Charge on Past Due Accounts. Min S/C will be \$5.00

Signature: _____



Accounts Payable

Checks by Date - Detail by Check Number

User: eendresen
 Printed: 1/19/2022 3:53 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
22	11676 H14210263	WOOD ENVIRONMENT & INFRASTRU FT-SWU PHASE 2	12/31/2021		1,410.00
				Total for Check Number 22:	0.00 1,410.00
85	11035 A-1869-000-0	STATE COLLEGE BOROUGH WATER A BABE RUTH FIELD WATER	12/03/2021		90.40
				Total for Check Number 85:	0.00 90.40
86	11035 A-1869-000-0	STATE COLLEGE BOROUGH WATER A BABE RUTH FIELD WATER	12/27/2021		90.40
				Total for Check Number 86:	0.00 90.40
87	10507 156541	HRG INC RECREATION, PARK, OPEN SPACE PLAN U	12/15/2021		4,787.50
				Total for Check Number 87:	0.00 4,787.50
88	10507 155882	HRG INC RECREATION PARK OPEN SPACE PLAN UP	12/31/2021		5,045.00
				Total for Check Number 88:	0.00 5,045.00
158	11192 3639-DEC21	WEST PENN POWER HAVASHIRE BLVD LIGHTING	12/31/2021		450.90
				Total for Check Number 158:	0.00 450.90
220	11035 C-1590-159-0	STATE COLLEGE BOROUGH WATER A DOG PARK WATER	12/03/2021		26.60
				Total for Check Number 220:	0.00 26.60
221	11035 C-1590-159-0	STATE COLLEGE BOROUGH WATER A DOG PARK WATER	12/27/2021		20.80
				Total for Check Number 221:	0.00 20.80
429	11228 683309 683500	AMERICAN ROCK SALT COMPANY LI BULK ICE CONTROL SALT BULK ICE CONTROL SALT	12/15/2021		7,454.27 1,693.48
				Total for Check Number 429:	0.00 9,147.75
430	10220 12576	CHEMUNG SUPPLY CORP PMK 26" MANHOLE KIT	12/15/2021		509.80
				Total for Check Number 430:	0.00 509.80
431	11228	AMERICAN ROCK SALT COMPANY LI	12/31/2021		

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	681545	BULK ICE CONTROL SALT			1,935.51
			Total for Check Number 431:	0.00	1,935.51
432	10436 790911	GLENN O HAWBAKER INC STONE	12/31/2021		590.80
			Total for Check Number 432:	0.00	590.80
433	10475 4048988 4053454	HANSON AGGREGATES PA INC ANTI-SKID 1	12/31/2021		740.27 310.20
			Total for Check Number 433:	0.00	1,050.47
434	10669 17406 18150	MAXWELL TRUCK & EQUIPMENT LL UPFIT TRUCK REAR WING SLIDE	12/31/2021		52,987.00 1,486.08
			Total for Check Number 434:	0.00	54,473.08
909	11809 21185	NEXGEN AUTOMATION INC. NEXGEN HVAC CONTROLS FOR MAIN ME	12/15/2021		6,100.00
			Total for Check Number 909:	0.00	6,100.00
910	10184 131746	CENTRE COMMUNICATIONS INC LIGHT BAR/SIREN/LIGHTING	12/31/2021		16,462.52
			Total for Check Number 910:	0.00	16,462.52
911	11881 14587	LEONARD S. FIORE INC PUBLIC WORKS NEW BUILDING	12/31/2021		10,000.00
			Total for Check Number 911:	0.00	10,000.00
12051	11035 A-1541-002-0	STATE COLLEGE BOROUGH WATER A BUILDING 3 WATER	12/03/2021		67.20
			Total for Check Number 12051:	0.00	67.20
12052	11035 A-1541-002-0	STATE COLLEGE BOROUGH WATER A BUILDING 3 WATER	12/27/2021		38.20
			Total for Check Number 12052:	0.00	38.20
12053	11242 1CVM-JJ4WW-X4HC 1D47-YH6X-YGRY 1G6W-3VJD-LTFT 1HG9-MFXX-JLPJ 1MFT-INTX-X1YY 1P11-9M9D-3HFJ 1TRM-643W-FCRF	AMAZON CAPITAL SERVICES INC LABELS NOTEBOOK RECONYX HYPERFIRE 2 SECURITY ENCL TONER CARTRIDGE CALCULATOR REGISTER BOOK BATTERIES	12/15/2021		46.91 23.98 186.15 145.69 10.72 46.85 551.80
			Total for Check Number 12053:	0.00	1,012.10
12054	11239 94468 94541	ASAP HYDRAULICS STATE COLLEGE, HYDRAULIC MOTOR HOSE ASY/PIPE TEE/SEAL/SWIVEL	12/15/2021		203.78 281.84
			Total for Check Number 12054:	0.00	485.62

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
12055	10122	BOROUGH OF STATE COLLEGE	12/15/2021		
	10626	2021 YARD WASTE RECYCLING/COMPOST			33,005.00
	110917	DUI CHECKPOINT 11/9,17			130.18
	111017	DUI CHECKPOINT 11/10			65.09
	111921	11/19			240.15
	112317	DUI CHECKPOINT 11/23			65.09
	113021	11/9, 29, 30			281.84
			Total for Check Number 12055:	0.00	33,787.35
12056	10127	BREONS INC	12/15/2021		
	58473	FIX GENERATOR ON RV			153.70
			Total for Check Number 12056:	0.00	153.70
12057	11990	BURGMEIER'S SHREDDING	12/15/2021		
	1BX03935	SHREDDING FEE			130.00
			Total for Check Number 12057:	0.00	130.00
12058	11224	CAMPBELL DURRANT BEATTY PALO	12/15/2021		
	72873	INTERNAL AFFAIRS INVESTIGATION INTC			4,636.45
			Total for Check Number 12058:	0.00	4,636.45
12059	10220	CHEMUNG SUPPLY CORP	12/15/2021		
	12488	FIX BLADES			909.68
	12804	FIX BLADES			1,654.00
			Total for Check Number 12059:	0.00	2,563.68
12060	10284	CUSTOM ALTERATIONS	12/15/2021		
	410982	NAME TAGS/BADGES/CHEVRONS			48.00
			Total for Check Number 12060:	0.00	48.00
12061	10346	ECOLAWN	12/15/2021		
	48518	112 EAST CHESTNUT STREET			128.75
	48518	112 EAST CHESTNUT STREET			128.75
	48519	112 EAST CHESTNUT STREET			115.00
			Total for Check Number 12061:	0.00	372.50
12062	11237	FOSTER F. WINELAND INC	12/15/2021		
	P57052	FUEL/OIL/AIR FILTER			226.27
			Total for Check Number 12062:	0.00	226.27
12063	10409	FRED CARSON DISPOSAL INC.	12/15/2021		
	100528	COMMERCIAL RECYCLING/CARDBOARD			252.35
			Total for Check Number 12063:	0.00	252.35
12064	10432	GEORGE T BISEL CO INC	12/15/2021		
	N 7122	2022 CUMULATIVE SUPP FOR PA ZONING I			210.66
			Total for Check Number 12064:	0.00	210.66
12065	10546	J C EHRlich CO INC	12/15/2021		
	4530770	COMMERCIAL INTEGRATED PEST MANAC			1,260.00
			Total for Check Number 12065:	0.00	1,260.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
12066	10762 30570639	MARCO COPIER LEASE 3212I	12/15/2021		472.63
			Total for Check Number 12066:	0.00	472.63
12067	10670 123121 123121	JONATHAN MAYER CLOTHING ALLOWANCE - MAYER MEAL ALLOWANCE-MAYER	12/15/2021		749.79 10.99
			Total for Check Number 12067:	0.00	760.78
12068	10673 35938-0	MCCARTNEYS INC PROTECTOR SHEET	12/15/2021		9.69
			Total for Check Number 12068:	0.00	9.69
12069	11807 1568389	MODEL UNIFORMS PW UNIF CLN 12/2	12/15/2021		101.27
			Total for Check Number 12069:	0.00	101.27
12070	10712 120221	MONARCH CLEANERS POLICE UNIF CLEAN	12/15/2021		163.15
			Total for Check Number 12070:	0.00	163.15
12071	10730 12649736	MYERS TIRE PITTSBURGH No 05 TIRE RING	12/15/2021		100.97
			Total for Check Number 12071:	0.00	100.97
12072	10819 110121 110121	PATTON TOWNSHIP SUPERVISORS DUI CHECKPOINT 11/1 DUI CHECKPOINT 11/12,13,19,20	12/15/2021		217.63 1,263.52
			Total for Check Number 12072:	0.00	1,481.15
12073	11999 121321	RESIDENTIAL HOUSING DEVELOPME ES-387	12/15/2021		10,383.62
			Total for Check Number 12073:	0.00	10,383.62
12074	11614 ARS/15457277 ARV/50773877	SNAP ON INDUSTRIAL FT LB TORQ VALVE BEAD BREAKER	12/15/2021		90.00 208.26
			Total for Check Number 12074:	0.00	298.26
12075	11026 113021	SPRING TOWNSHIP SUPERVISORS DUI CHECKPOINT NOV 12,13,19,20	12/15/2021		1,740.10
			Total for Check Number 12075:	0.00	1,740.10
12076	11045 10176106	STEPHENSON EQUIPMENT INC FILTERS/ELEMENT	12/15/2021		1,196.37
			Total for Check Number 12076:	0.00	1,196.37
12077	11050 113021	STOCKER CHEVROLET INC DEFLECTOR	12/15/2021		156.06
			Total for Check Number 12077:	0.00	156.06

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
12078	11696 112221-02 112421-11	STROUSE ELECTRIC INC. FIX BAD PHOTO EYE/CELL AIRPORT RD BALLFIELD/FIX BREAKER	12/15/2021		398.00 286.00
Total for Check Number 12078:				0.00	684.00
12079	11763 120238154-000	SUNBELT RENTALS, INC. MANLIFT	12/15/2021		407.75
Total for Check Number 12079:				0.00	407.75
12080	11989 101621	TRAISR, LLC MS4/STORMWATER FEES	12/15/2021		1,180.00
Total for Check Number 12080:				0.00	1,180.00
12081	11136 6191192	U S MUNICIPAL SUPPLY INC SIGNS	12/15/2021		379.24
Total for Check Number 12081:				0.00	379.24
12082	11998 121321	RITA WASSON ES-415	12/15/2021		252.08
Total for Check Number 12082:				0.00	252.08
12083	11188 121621	CHARLES WELKER PAYROLL RETURN-WRONG ACCOUNT	12/15/2021		200.00
Total for Check Number 12083:				0.00	200.00
12084	11242 1CJX-VJK4-YGRY 1DXJ-YRV9-KR9L 1FX3-1GF4-1VXX 1LCH-CDDP-FPGH 1LCH-CDDP-FPGHC 1NN1-VXVM-9FGP 1W13-91LQ-QGJ4	AMAZON CAPITAL SERVICES INC TONER DRY ERASE MARKERS PANTS REFILLABLE ROLLERBALL PENS REFILLABLE ROLLERBALL PENS RETURN SAMSUNG ELECTRONICS INTERNAL SSD/ PANTS	12/31/2021		-89.87 11.47 89.97 31.40 -31.40 275.46 31.98
Total for Check Number 12084:				0.00	319.01
12085	11649 1512484	BABST CALLAND CLEMENTS AND ZC SETTLEMENT AGREEMENT	12/31/2021		63.00
Total for Check Number 12085:				0.00	63.00
12086	11560 39950598-0	BARTLETT TREE EXPERTS WORK COMPLETED VARIOUS LOCATIONS	12/31/2021		555.00
Total for Check Number 12086:				0.00	555.00
12087	10085 150903 151253 151390 151488	BASTIAN TIRE & AUTO CENTERS TIRES TIRES TIRES LASER ALIGNMENT	12/31/2021		3,352.64 1,550.44 442.80 84.95
Total for Check Number 12087:				0.00	5,430.83
12088	10100 120721	BEST LINE EQUIPMENT WIPER/TIRE	12/31/2021		938.24

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	R24586	EQUIPMENT RENTAL			228.90
			Total for Check Number 12088:	0.00	1,167.14
12089	11577 123121	CBICC 2022 MEMBERSHIP DUES PRIBULKA	12/31/2021		215.00
			Total for Check Number 12089:	0.00	215.00
12090	11885 52835 53078	CDI LASERFISHE CLOUD HOSTING LASERFISHE CLOUD HOSTING	12/31/2021		394.55 396.71
			Total for Check Number 12090:	0.00	791.26
12091	10197 1332295	CENTRE COUNTY RECYCLING & REF TIRE WASTE	12/31/2021		157.50
			Total for Check Number 12091:	0.00	157.50
12092	10207 151693	CENTRE REGION CODE ADMINISTRATION 2022 FIRE SAFETY PROGRAM LICENSE RE	12/31/2021		180.00
			Total for Check Number 12092:	0.00	180.00
12093	10212 7600882	CERTIFIED LABORATORIES RUSTORE PRO AEROSOL	12/31/2021		159.01
			Total for Check Number 12093:	0.00	159.01
12094	11958 1198	CHRIS BOYLE LAW ENFORCEMENT C CASE LAW/LEGAL UPDATE MEMBERSHIP	12/31/2021		2,079.00
			Total for Check Number 12094:	0.00	2,079.00
12095	10231 522294 522294	CLEARFIELD WHOLESALE PAPER CO WIPERS WIPERS	12/31/2021		129.70 167.95
			Total for Check Number 12095:	0.00	297.65
12096	11246 123121	CALEB CLOUSE GYM MEMBER REIMBURSEMENT	12/31/2021		50.00
			Total for Check Number 12096:	0.00	50.00
12097	11376 113021 113021	COLONIAL AUTO SUPPLY EXHAUST FLUIDS CABIN FILTER/FILTERS/WIPER BLADES	12/31/2021		101.20 153.54
			Total for Check Number 12097:	0.00	254.74
12098	10243 10006-DEC21 10007-DEC21 20006-DEC21	COLUMBIA GAS OF PA INC GARAGE GAS OFFICE GAS GAS PW BUILDING	12/31/2021		1,308.42 1,833.04 572.59
			Total for Check Number 12098:	0.00	3,714.05
12099	11760 193199-DEC21	COMCAST FAX LINES	12/31/2021		141.08

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 12099:	0.00	141.08
12100	10284 123121	CUSTOM ALTERATIONS REPAIR AND HEM	12/31/2021		13.60
			Total for Check Number 12100:	0.00	13.60
12101	10321 SI545650	DLT SOLUTIONS LLC 2 DAYS AEC ON-SITE TRAINING [ACAD] C	12/31/2021		3,240.00
			Total for Check Number 12101:	0.00	3,240.00
12102	10345 1034820	ECKS GARAGE INC HOSE/TUBE/BRAKE SLAC/SPRING/BRAKE	12/31/2021		1,583.18
			Total for Check Number 12102:	0.00	1,583.18
12103	10346 48578	ECOLAWN 650 BERKSHIRE DRIVE	12/31/2021		150.00
			Total for Check Number 12103:	0.00	150.00
12104	10374 7-587-20739	FEDERAL EXPRESS STNDRD OVRNGHT HOLMEN	12/31/2021		41.35
			Total for Check Number 12104:	0.00	41.35
12105	10380 113021	FERGUSON TOWNSHIP SUPERVISORS TIF TRANSFER NOV 21	12/31/2021		75,485.90
			Total for Check Number 12105:	0.00	75,485.90
12106	10398 08P100287 08P100332	FIVE STAR INTERNATIONAL, LLC CLAMP/SHIELD HEAT FILTER KIT	12/31/2021		617.19 92.50
			Total for Check Number 12106:	0.00	709.69
12107	10405 156301-00	FORESTRY SUPPLIERS INC PAINT	12/31/2021		358.93
			Total for Check Number 12107:	0.00	358.93
12108	10418 2633624	GALETON CLOTHING FOR PLUMMER	12/31/2021		75.91
			Total for Check Number 12108:	0.00	75.91
12109	10420 9721	GAVEK GRAPHICS CRUISER GRAPHICS	12/31/2021		175.00
			Total for Check Number 12109:	0.00	175.00
12110	10491 3793 3795	HINTON & ASSOCIATES MICROSOFT EXCHANGE ONLINE PLAN 2 - 2021 PC & LAPTOP DEPLOYMENTS	12/31/2021		216.00 4,000.00
			Total for Check Number 12110:	0.00	4,216.00
12111	11917 121821	WAYNE HOMAN RANGE FEE	12/31/2021		200.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 12111:	0.00	200.00
12112	11286 X204091076:01 X204091261:01	HUNTER KEYSTONE PETERBILT, LP WHEEL-ALUMN WHEEL-STEEL	12/31/2021		449.98 207.98
			Total for Check Number 12112:	0.00	657.96
12113	11253 7907DEC2021 INFQ8506-21	INFRADAPT LLC CARRIER LOCAL & LONG DIST GOLD MAINTENANCE PACKAGE TO SUPP	12/31/2021		655.74 4,000.00
			Total for Check Number 12113:	0.00	4,655.74
12114	10565 R54933	JOHN TENNIS TOWING TOWING	12/31/2021		350.00
			Total for Check Number 12114:	0.00	350.00
12115	10568 130646	K & S DISTRIBUTION LUBRICANT/CLEANER/GEAR OIL TREATM	12/31/2021		370.56
			Total for Check Number 12115:	0.00	370.56
12116	10590 179888	KISTLER OBRIEN SEMIANNUAL SUPPRESSION SYSTEM INS	12/31/2021		360.00
			Total for Check Number 12116:	0.00	360.00
12117	10615 122321	KEVIN J LAUDENSLAGER MILEAGE LAUDENSLAGER	12/31/2021		47.04
			Total for Check Number 12117:	0.00	47.04
12118	11954 57418	LAWN & GOLF SUPPLY CO., INC. 82V BACKPACK BLOWER	12/31/2021		179.00
			Total for Check Number 12118:	0.00	179.00
12119	10618 9309082893	LAWSON PRODUCTS INC ADAPTER/CLEVIS PIN/HEX CAP SCREW/B	12/31/2021		321.30
			Total for Check Number 12119:	0.00	321.30
12120	10631 091521	DANIEL LEWIS MILEAGE LEWIS	12/31/2021		78.40
			Total for Check Number 12120:	0.00	78.40
12121	10644 123121 123121 123121 123121 123121 123121 123121	LOWES COMPANIES INC ORANGE RODS FOR BIKE PATH MARKERS INLET REPAIR COMPACT MULTIMETER INLET REPAIR BUILDING REPAIR STEP LADDER WASH HOSE	12/31/2021		225.60 173.19 33.24 25.62 24.66 37.99 76.77
			Total for Check Number 12121:	0.00	597.07
12122	10762 30590977	MARCO COPIER LEASE 3553CI	12/31/2021		416.67

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	30596811	COPIER LEASE M3550IDN			97.21
	3068757	COPIER LEASE 3252CI			912.56
			Total for Check Number 12122:	0.00	1,426.44
12123	10661	JOSH MARTIN	12/31/2021		
	123121	CLOTHING ALLOWANCE MARTIN			750.00
			Total for Check Number 12123:	0.00	750.00
12124	10669	MAXWELL TRUCK & EQUIPMENT LL	12/31/2021		
	13238	PUMP			142.70
	13291	BOLTS			439.63
	13305	ADAPTOR/SLEEVE			71.07
	17980	LADDER			350.00
			Total for Check Number 12124:	0.00	1,003.40
12125	10203	MCCLATCHY COMPANY LLC	12/31/2021		
	176163	ZHB AD 11/30 VARIANCE REQUEST TEAM			323.20
	80382	ZHB AD 11/2-11/9 VARIANCE FOR TEAM R/			236.80
	80382	BOS AD 11/12 & 11-26 VIRTUE SPECIAL M1			281.09
			Total for Check Number 12125:	0.00	841.09
12126	10674	MCCORMICK TAYLOR INC	12/31/2021		
	1	ES-428			412.50
	4	ES-424			997.50
			Total for Check Number 12126:	0.00	1,410.00
12127	11807	MODEL UNIFORMS	12/31/2021		
	1570598	PW UNIF 12/09			101.27
	1572772	PW UNIF 12/16			181.81
	1574985	PW UNIF 12/23			106.81
	1577173	PW UNIF 12/30			106.81
			Total for Check Number 12127:	0.00	496.70
12128	10720	SHAWN MORRISON	12/31/2021		
	121421	MILEAGE MORRISON			15.68
			Total for Check Number 12128:	0.00	15.68
12129	10373	NITTANY SUPPLY INC.	12/31/2021		
	113021	WIRE/BATTERY/RELAY			360.31
			Total for Check Number 12129:	0.00	360.31
12130	10760	NOERR'S INTERNATIONAL - LEWISTO	12/31/2021		
	113021	FILTERS			151.28
			Total for Check Number 12130:	0.00	151.28
12131	11931	NORTH AMERICAN TRAINING SOLUT	12/31/2021		
	6202	CHAINSAW TRAINING			1,363.00
	6202	CHAINSAW TRAINING FOR PATTON TOWN			1,090.00
	6202	CHAINSAW TRAINING FOR STATE COLLEC			818.00
			Total for Check Number 12131:	0.00	3,271.00
12132	10773	OLD DOMINION BRUSH COMPANY IN	12/31/2021		

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	7835028	HOSE SUPPORT BAR			299.68
			Total for Check Number 12132:	0.00	299.68
12133	10774 45605	OLD MAIN FRAME SHOP GALLERY GARDEN IMAGE	12/31/2021		446.12
			Total for Check Number 12133:	0.00	446.12
12134	10798 930871	PA ONE CALL SYSTEM MONTHLY ACTIVITY FEE-BASE/SUPPLEM	12/31/2021		71.45
			Total for Check Number 12134:	0.00	71.45
12135	10800 091621	PA POLICE ACCREDITATION COALITIO PPAC 3 YR MMBRSHIP	12/31/2021		235.00
			Total for Check Number 12135:	0.00	235.00
12136	10836 1800012817	PENN STATE UNIVERSITY INCINTERATION	12/31/2021		22.56
			Total for Check Number 12136:	0.00	22.56
12137	10864 3314951246	PITNEY BOWES GLOBAL FINANCIAL POSTAGE MACHINE RENTAL	12/31/2021		361.38
			Total for Check Number 12137:	0.00	361.38
12138	10927 3214	REDLINE SPEED SHINE FLEET MEMBERSHIP	12/31/2021		280.33
			Total for Check Number 12138:	0.00	280.33
12139	11733 143876	ROADSAFE TRAFFIC SYSTEMS INC CARSONITE WHITE 66" CURVE FLEX MAR	12/31/2021		1,300.00
			Total for Check Number 12139:	0.00	1,300.00
12140	10953 121521	BRIAN ROSE MILEAGE ROSE	12/31/2021		47.04
			Total for Check Number 12140:	0.00	47.04
12141	11006 111721	SHAWN SLATER MILEAGE SLATER	12/31/2021		47.04
			Total for Check Number 12141:	0.00	47.04
12142	11614 ARV-50922838	SNAP ON INDUSTRIAL TIRE CHANGER PART	12/31/2021		111.06
			Total for Check Number 12142:	0.00	111.06
12143	11017 1458810 1460284	SOSMETAL PRODUCTS INC INSULATED HOSE NOZZLE/QUICK COUPL GLUE/TAPE/HOSE NOZZLER/GORILLA GLU	12/31/2021		554.13 433.59
			Total for Check Number 12143:	0.00	987.72
12144	11029 20-418-14	STAHL SHEAFFER ENGINEERING LL ES-382	12/31/2021		422.50

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
2017108	11910 52797	BARTON ASSOCIATES PINE GROVE MILLS LIGHTING	12/31/2021		1,880.00
Total for Check Number 2017108:				0.00	1,880.00
2017109	11943 4430 4444	M & B SERVICES LLC INSURANCE CLAIM CHANGE ORDER 1 SIGNAL CABINET REPI	12/31/2021		42,532.99 5,766.00
Total for Check Number 2017109:				0.00	48,298.99
2017110	10674 4	MCCORMICK TAYLOR INC PINE GROVE MILLS MOBILITY STUDY	12/31/2021		8,947.50
Total for Check Number 2017110:				0.00	8,947.50
20200937	11192 6563-DEC21	WEST PENN POWER 425 PARK CREST LANE	12/31/2021 93.454.249		19.00
Total for Check Number 20200937:				0.00	19.00
Report Total (121 checks):				0.00	372,992.59

**Finance Committee Project Prioritization
For Fiscal Year 2022 and Beyond**

Item	SCB Rank	College Rank	Ferguson Rank	Halfmoon Rank	Harris Rank	Patton Rank	Staff Rank	Comments
26 Potential Budget Amendment: Once the Parks Governance Committee is organized the members of the Committee will begin discussing the need for a facilitator and/or outside parks and recreation experts to aid in the update to the Parks Governing structure and associated documents. Should the Parks Governance Committee deem a facilitator and/or outside experts to be necessary, they should obtain a cost for those services and request the Finance Committee to consider a budget amendment and make a recommendation regarding the amendment to the General Forum.								
27 Discussion regarding policies for acceptance of credit cards for the new TRAIRS software program being implemented for the Code agency effective January 1, 2023.								
28 Staff is recommending a state of the fire department report be given to the Finance Committee sometime during 2022 prior to the changeover in Agency Directors; and that the discussion center around the status of the three separate components of the Fire Department, the COG portion, the Alpha Fire Company portion, and the State College Firemen's Relief Association portion.	A	A	A	A	A	A	A	Finance Committee unanimously agreed this should be done noting that this should be given the highest priority.
29								

**Finance Committee Project Prioritization
For Fiscal Year 2021 and Beyond**

	Item	Municipal Value	Combined Value	Impacted Persons/Groups
14	COG should develop a Fund Balance Policy.	1.33	1.43	Anticipated groups impacted include COG Committees (Finance, Public Safety, Facilities, Parks Capital, General Forum), Library Board, CRPR Authority Board, Municipal Managers (including the COG Executive Director), Municipal Finance Directors (including COG Finance Director), COG Agency Directors.
13	COG should complete a Fleet Management Plan and share its findings with the Finance Committee.	1.50	1.57	Anticipated groups impacted include COG Committees (such as Finance and Public Safety), COG Fire, Code, and Parks Directors and the Parks Manager, Finance Director, Facilities Coordinator and Executive Director.
16	COG should compile a listing of the various COG formulas by fund with an explanation of how they are calculated. Review the non-standard COG formula calculations and determine if they should be changed.	1.50	1.57	Anticipated groups impacted include COG Finance Director (who will also compile), Finance Committee (to review), Municipal Managers (who have previously been asked to recommend) and the General Forum (who must adopt).
5	Discuss funding of COG's capital budgets, especially MMNC, Library and Pools.	1.50	1.71	Anticipated groups impacted include COG Committees (including Finance, Public Safety, Facilities, Parks Capital, and General Forum), the Library Board, CRPR Authority Board, COG Agency Directors, Facilities Coordinator and Finance Director.
1	Redesign of COG Budget documents including the Program Plan, Detailed Budget, and Summary Budget.	1.83	1.71	Anticipated groups impacted include COG Agency Directors, Finance Director, Executive Director, and Finance Committee.
8	Monitor the financial status in the Code Agency.	1.83	1.71	Anticipated groups impacted include the Finance and Public Safety Committees, Code Director, Finance Director, and Executive Director.
11	COG should investigate the impacts of changing the COLA/merit calculation to achieve consistency with its municipal partners.	1.83	1.71	Anticipated groups impacted include COG Committees (Finance, Human Resources, General Forum), Library Board, CRPR Authority Board, Municipal Managers (including the COG Executive Director), Municipal Finance Directors (including COG Finance Director), COG Agency Directors, COG HR Officer.
15	COG Administration should complete a strategic plan and share its findings with the Finance Committee.	1.83	1.86	Anticipated groups impacted include COG Committees, COG Agency Directors (including the Finance Director and Executive Director), Municipal Managers, and Municipal Councils/Boards.
9	Receive and review the results of the COG IT study.	2.00	2.00	Anticipated groups impacted include COG Agency Directors (including the Finance Director and Executive Director), State College Borough IT, and municipal representatives.
10	Address long-term planning as the community continues to grow and the demand for services continue increase before certain changes, such as the possibility of adding paid firefighters, arise causing a fundamental shift in the budget process.	2.00	2.00	Anticipated groups impacted include COG Committees (including General Forum), Library Board, CRPR Authority Board, Alpha Fire Company, Centre Region Planning Commission, CCMPO, Municipal Managers, and COG Agency Directors (including the Finance Director and Executive Director).

**Finance Committee Project Prioritization
For Fiscal Year 2021 and Beyond**

	Item	SCB Rank	College Rank	Ferguson Rank	Halfmoon Rank	Harris Rank	Patton Rank	Staff Rank	Staff Comments
1	Redesign of COG Budget documents including the Program Plan, Detailed Budget, and Summary Budget.	C	A	B	B	B	A	A	The current budget documents are a very time consumptive process, staff feels that efficiencies gained by reworking budget documents can save hundreds of hours of staff and elected official time.
	Halfmoon: While the documents are cumbersome, they may not be the highest priority in workload assignments.								
	College: Look to better utilize the software package to generate the budget document. With changes made in 2020, excellent time to complete and have in place moving forward.								
2	Review funding from the State College Firemen's Relief Association to the COG's Fire Capital Budget for apparatus replacement.	C	C	C	B	N/A	C	C	This is a significant issue but there is time to address it.
	College: Should the oversight committee for Fire Protection initiate?								
3	Discuss potential methods to catalyze private investment for projects approved in the Climate Action and Adaptation Plan. This will include evaluating the structure necessary to best leverage opportunities to apply for and accept private funding and non-profit grants for climate action and sustainability projects.	B	C	B	B	A	B	C	This is an important issue but the lead can come from the Climate Action and Sustainability Committee with a report back to the Finance Committee.
	Patton: Need more information, hadn't been discussed previously.								
	Halfmoon: Due to lack of funding on multiple levels from intergovernmental agencies and determination of whether or not funding any project, whether or not grants are received, should take priority above financial solvency and stability.								
	College: Should the oversight committee for Climate Action initiate?								
4	Review the allocation of Administrative costs to determine if the Administration fund (or more components of the Administrative fund) should be allocated throughout the 25 other COG funds – the effect being to transition the Administration fund to an indirect cost fund.	C	B	C	A	B	B	B	While important to review and determine how to proceed, this methodology has been in place for a long time. One more budget cycle, while not preferred, will not negatively impact staff or the elected officials.
	College: Do not believe Administration can ever be an indirect cost fund but allocating definable costs does give better picture of actual cost to operate various agencies. Code is a good example.								
5	Discuss funding of COG's capital budgets, especially MMNC, Library and Pools.	A	B	A	A	B	B	C	This is of growing importance but staff believes that complete & accurate data/analysis from the Facilities Coordinator will not be ready until 2022 at the earliest. Greatest staff concerns surrounds the capital funding for the Library and Pools.
	Patton: Why do we need to discuss this now? Our position is that there should only be just enough money there for the anticipated future need. We shouldn't just use these funds to "park" municipal tax dollars.								
	College: Necessary but very large project. Facility Committee assisting.								
6	Review the results of the financial components for the Library Strategic Plan, specifically as they pertain to current and future operating and capital needs, and provide input as to the plan to meet those needs.	B	B	C	A	C	A	C	This is due to the delay in the finalization of the Strategic Plan due to COVID.
	College: Overall discussion on how municipalities and Authority are going to work together to meet the Library's needs should occur sooner rather than later.								
7	Discuss if there is a desire to update agreements with Centre County and Library Federation. Areas of impact could include the Planning Agency, CCMPO, Active Adult Center and Schlow Library budgets.	B	B	A	B	C	B	C	Similar to the review of the existing leases and maintenance agreements these funding agreements should be updated and clarified.
	Patton: Can look at a couple each year. No need to look at all of them in one year.								
	College: Necessary as some agreements very dated. However, will be challenging to approach County for additional funding in 2021. Review of agreements should occur in oversight committee/authority first.								
8	Monitor the financial status in the Code Agency.	B	B	C	B	A	A	A	With declining permit activity and increased costs the utilization of fund balance in 2020 has been significant. Regular monitoring, which can occur in the monthly financial reports and quarterly presentations, should be simple and needs to be done in advance of any issues that may arise so appropriate action can be taken.
	Patton: We are concerned that Code may be over staffed now given the big decline in new construction.								
	College: Ongoing. Initial review in June 2021.								
9	Receive and review the results of the COG IT study.	C	A	C	A	B	B	B	This is a "B" based on timing of the IT study only.
	College: Way overdue.								
10	Address long-term planning as the community continues to grow and the demand for services continue increase before certain changes, such as the possibility of adding paid firefighters, arise causing a fundamental shift in the budget process.	A	C	A	B	C	B	B	With a number of strategic planning initiatives underway and studies completed, an assessment on the budgetary and administrative staffing impacts should be completed, prioritization and mitigation efforts should be explored, and a timeline to address those needs developed.
	College: Needs to be factored into every committee's work, not just Finance.								
11	COG should investigate the impacts of changing the COLA/merit calculation to achieve consistency with its municipal partners.	B	A	A	B	B	C	A	This inconsistency has the opportunity to be a friction point not only between COG and its municipal partners, but also between COG and its staff. My opinion is this is a Finance question that came out of the budget and has financial implications, but it's root in based in employee attraction, recruitment, retention, and morale, which are HR Committee issues.
	College: Consistency with municipal partners requires the municipal partners to be consistent. That is not the case at this time. Perhaps the task then should be to attempt to get the municipal partners to develop a COLA / Merit pay plan that all can live with and is fair and achieves the goals of keeping up with inflation and rewarding employees for their performance.								
12	An update should be given by the Library Director to the Finance Committee on the relationship between Schlow Library and the Schlow Library Foundation and the financial status of the Library Foundation.	C	B	C	A	C	B	A	This is bumped up the priority list due to the pending retirement of the library director in early 2021. This discussion should occur before her retirement.
	Halfmoon: We would like more background information as to why we provide such a large amount of funding to one regional library when we have county libraries receiving much less, if any municipal donations. Why are the entire Centre County Libraries not sharing funding?								
	College: Goes hand in hand with #6.								

**Finance Committee Project Prioritization
For Fiscal Year 2021 and Beyond**

	Item	SCB Rank	College Rank	Ferguson Rank	Halfmoon Rank	Harris Rank	Patton Rank	Staff Rank	Staff Comments
13	COG should complete a Fleet Management Plan and share its findings with the Finance Committee.	B	A	B	A	A	B	B	An understanding and creation of such a plan should be done. Staff is unsure of how to approach this, as a programmatic plan (done by the Agency) or a management plan (done through the Office of Administration)?
	College: Necessary but could be large project and will fall on already overloaded staff. Begin discussions in early 2021 of how to get arms around. Suggested first step of defining what will be included and then inventory.								
14	COG should develop a Fund Balance Policy.	A	A	C	A	A	A	B	This is a staff priority but feel it is going to take significant efforts. The development of this policy, in staff's opinion, is beyond the scope of COG and step one requires the municipalities to come to a common level of agreement of fund balance levels as they pertain to COG.
	Patton: Our position is that municipal tax dollars should remain with the municipalities until needed by COG.								
	Halfmoon: Should be high priority.								
	College: Identified in 2020 as different philosophies. Important to establish consensus.								
15	COG Administration should complete a strategic plan and share its findings with the Finance Committee.	A	B	B	A	B	C	B	COG has grown exponentially over the last decade and Administration staffing has not increased to address/handle that growth. This also leads into a prioritization discussion between the various agencies to allow COG to continue to grow in a responsible and directed manner. This strategic plan, once completed and accepted, should be used to address the long term planning work task referenced in #10 above
	College: Necessary but could be large project and will fall on already overloaded staff. Begin discussions in early 2021 of how to get arms around.								
16	COG should compile a listing of the various COG formulas by fund with an explanation of how they are calculated. Review the non-standard COG formula calculations and determine if they should be changed.	A	B	A	A	B	B	B	The listing can be easily developed and actually is largely outlined in the existing summary budget document. The formula change, depending on its significance, may require municipal manager involvement.
	Halfmoon: The formulas may need to be updated to reflect more realistic usage and be re-evaluated to be more simplistic in nature. Having multiple formulas for each division can cause confusion.								
	College: In connection with the redesign, include all formulas and their historical trend in the budget tables. Requested presentation improvement should be easy and goes hand in hand with #1. Review of calculations is a longer term project.								
17	Update finance systems, payroll, accounting, etc.							C	AccuFund was purchased in 2014 in conjunction with COG taking over its own Finance Office. Efficiencies across COG may be gained by reviewing and changing current operational processes, but should have their roots in the long-term planning referenced in #10 above.