# FERGUSON TOWNSHIP BOARD OF SUPERVISORS Regular Meeting Agenda Monday, February 3, 2020 7:00 PM

# I. CALL TO ORDER

## **II. CITIZENS INPUT**

#### **III. APPROVAL OF MINUTES**

1. January 20, 2020, Board of Supervisors Regular Meeting

#### **IV. SPECIAL REPORTS**

1. Centre Region Parks and Recreation Authority – Bill Keough

#### V. UNFINISHED BUSINESS

- 1. Authorization of Public Hearing on 2020 Budget Amendment
- 2. Pine Grove Mills Small Area Plan Ad Hoc Advisory Committee
- 3. Donation Request Central Pennsylvania Fourth Fest
- 4. Donation Request Discovery Space
- 5. Traffic Signal System Consulting Services Contract Award
- 6. Construction Management Services Contract Award
- 7. Special Inspection Services Contract Award
- 8. Ferguson Township Zoning Map Amendments Discussion

#### **VI. NEW BUSINESS**

- 1. Consent Agenda
- 2. Zoning Appeals/Requests for Variances
- 3. Citizen's Request Pine Grove Mills Crosswalks
- 4. Street Tree Planting Contract Award

# VII. REPORTS

- 1. COG Committee Reports
- 2. Other Regional Reports
- 3. Staff Reports

# VIII. COMMUNICATIONS TO THE BOARD

- IX. CALENDAR ITEMS FEBRUARY
- X. ADJOURNMENT

# Constant Contact\*

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# TOWNSHIP OF FERGUSON

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> Board of Supervisors Regular Meeting Agenda Monday, February 3, 2020 7:00 p.m.

- I. CALL TO ORDER
- **II. CITIZEN'S INPUT**

# **III. APPROVAL OF MINUTES**

1. January 20, 2020, Board of Supervisors Regular Meeting

# IV. SPECIAL REPORTS

10 minutes

1. Centre Region Parks and Recreation Authority – Bill Keough

## V. UNFINISHED BUSINESS

#### 1. AUTHORIZATION OF A PUBLIC HEARING ON A RESOLUTION OF THE TOWNSHIP OF FERGUSON, CENTRE COUNTY, PENNSYLVANIA ON AMENDING THE FERGUSON TOWNSHIP 2020 ANNUAL OPERATING BUDGET BY MODIFYING OR INCREASING EXPENDITURES AS DESCRIBED. 10 minutes

#### Narrative

As provided for in Section 7.08 of the Home Rule Charter, the Board of Supervisors may amend the Annual Operating Budget following its adoption by authorizing a resolution and public hearing. In reviewing the Capital Reserve projected expenditures in 2020, staff has identified several eligible equipment expenditures that may be transferred to Fund 35 (Liquid Fuels). The Liquid Fuels Fund is a segregated fund that can be used for transportation projects related to roadways and infrastructure, and revenue comes from state tax levied on liquid fuels. In order to provide for increased anticipated expenditures in the Capital Reserve Fund including the Park Hills Drainageway design project, and construction management, utilities and contingency associated with the Public Works Maintenance Facility, staff is recommending that the items eligible for Liquid Fuels be transferred into the appropriate fund. Furthermore, that the acquisition of the bucket truck be deferred until 2021. Provided with the agenda is a draft resolution for advertisement for the public hearing. Dave Pribulka, Township Manager, and Eric Endresen, Director of Finance, will review the proposed itemized changes. This budget amendment will allow the Capital Reserve Fund to remain solvent and still accomplish the goals established in the 2020 Operating Budget.

Recommended motion: That the Board of Supervisors schedule a public hearing on a resolution amending the 2020 Operating Budget for Tuesday, February 18<sup>th</sup>.

# Staff Recommendation

That the Board of Supervisors *authorize* the public hearing.

#### 2. PINE GROVE MILLS SMALL AREA PLAN AD HOC ADVISORY BOARD

10 minutes

#### Narrative

In October 2019, the Board of Supervisors adopted the Pine Grove Mills Small Area Plan (SAP), concluding a year-long process facilitated by the Centre Regional Planning Agency. The intent of the plan was to identify goals and action steps associated with the revitalization of the Village rooted in substantial community input and prioritization of desired outcomes. In developing the plan, CRPA established a Steering Committee of residents and community stakeholders to provide input on areas of interest in the SAP. Once the plan was adopted, the Steering Committee disbanded. The Board is enabled under Chapter 1, Administration and Government; Part 4, Boards and Commissions to establish ad hoc advisory boards for specific, temporary purposes. In this case, the ad hoc committee, if established, would be advisory to the Township Manager and Board of Supervisors for the implementation of the SAP. In doing so, the board would review the plan and prioritize projects for consideration by the Township based on the needs of the community. The board would not have budgetary authority and would not be a standing committee of the Township. Provided with the agenda is the relevant section of the Administrative Code as it pertains to Ad Hoc Boards.

#### Pine Grove Mills Small Area Plan

Recommended motion: That the Board of Supervisors authorize the establishment of an ad hoc advisory board for the purpose of providing advice and recommendations to the Township Manager and Board of Supervisors relative to the implementation of the Pine Grove Mills Small Area Plan.

#### Staff Recommendation

That the Board of Supervisors **establish** an ad hoc advisory board to assist in the implementation of the Pine Grove Mills Small Area Plan.

# 3. DONATION REQUEST – CENTRAL PENNSYLVANIA FOURTH FEST, FRANK SAVINO, EXECUTIVE DIRECTOR 10 minutes

#### Narrative

Central Pennsylvania Fourth Fest has submitted a donation request form for a monetary contribution in the amount of \$2,500 to enhance the celebration of Independent Day with better security, fireworks advertising for increased event awareness within the Centre Region. Fourth Fest attracts families from the nation to celebrate Independence Day with celebratory fireworks, a parade and additional entertainment. Other contributing partners that have committed to the project include State College Borough, College Township and Patton Township. Mr. Savino is in attendance to present more information on the Central Pennsylvania Fourth Fest event.

Recommended motion: That the Board of Supervisors authorize a contribution in the amount of \$2,500 to the 2020 Central Pennsylvania Fourth Fest.

#### 4. DONATION REQUEST – DISCOVERY SPACE, MICHELE CROWL, EXECUTIVE DIRECTOR

10 minutes

#### Narrative

The Township previously agreed to provide a \$1,000 monetary contribution each year for three years, ending in 2019. Provided with the agenda is a letter from Ms. Crowl expressing interest for the Township and Discovery Space to grow the established partnership to benefit all Ferguson Township residents, and, in return, Discovery Space will post a plaque in the lobby of the building showing Ferguson Township's generous support. Ms. Crowl is in attendance to present more information on how Discovery Space programs enhance the Centre Region.

Recommended motion: That the Board of Supervisors authorize a contribution of \$5,000 to Discovery Space.

#### 5. AUTHORIZATION OF PROFESSIONAL SERVICES AGREEMENT WITH JACOBS ENGINEERING FOR TRAFFIC SIGNAL SYSTEM CONSULTING SERVICES. 5 minutes

#### Narrative

At the Board of Supervisors meeting held on January 20, 2020, the Board authorized an amendment to the 2015 ARLE PennDOT Grant to implement Automated Traffic Signal Performance Metrics for all 21 traffic signals in the Township. This amendment to the agreement extended the time for completion of the project from January 2020 to January 2022. To assist in completing the project, the Township budgeted \$50,000 in 2020 to retain a professional consultant to assist with the portion of the project that implements communications to all of the traffic signals. Attached to the agenda is a Professional Services Agreement with Jacobs Engineering along with the Proposal for Traffic Signal System Consulting Services dated January 23, 2020. This proposal limits the expenditures to the approved budget amount. The selection of this consultant was non-competitive but based upon their extensive experience with this unique service as well as their specific experience with PennDOT District 2-0, communication strategies and tactics have been implemented with their design support.

Recommended motion: That the Board of Supervisors authorize the execution of the professional services agreement with Jacobs Engineering and the Proposal for Traffic Signal System Consulting Services dated January 23, 2020, with a maximum fee amount of \$50,000.

#### Staff Recommendation

That the Board of Supervisors *authorize* the execution of the professional services agreement with Jacobs Engineering.

#### 6. AUTHORIZATION OF CONTRACT FOR CONSTRUCTION MANAGEMENT SERVICES FOR THE FERGUSON TOWNSHIP PUBLIC WORKS MAINTENANCE FACILITY 10 minutes

#### Narrative

The 2020 Operating Budget includes funding for a construction manager for the public works building. Requests for proposals were sent to 3 firms that specialize in this service. Two qualified firms submitted proposals. Both firms were interviewed. Based on the interviews, proposed staffing, and fee structure, Township staff recommends awarding the professional services contract to Whitman, Requardt & Associates, LLP (WRA) in the amount of \$246,040 plus direct expenses.

Recommended motion: That the Board of Supervisors authorize the contract with WRA for construction management services for the Ferguson Township Public Works Maintenance Facility in an amount of \$246,040 plus direct expenses.

#### Staff Recommendation

That the Board of Supervisors *authorize* the contract.

#### 7. AUTHORIZATION OF CONTRACT FOR SPECIAL INSPECTION SERVICES FOR THE FERGUSON TOWNSHIP PUBLIC WORKS MAINTENANCE FACILITY 5 minutes

#### Narrative

Provided with the agenda is a professional services contract from CMT Laboratories, Inc., to conduct special inspection services as needed for the construction of the Public Works Maintenance Facility. The contract is for an estimated amount of \$41,450.00 but will be dependent on the scope of special inspections needed throughout the construction. Examples of special inspections include compaction of soil and aggregate; steel and welding certifications; fire resistant material inspections; stormwater management testing and inspections; and more. The Township has utilized the services of CMT Laboratories for several capital project inspections in the past and is confident in the quality of their work.

Recommended motion: That the Board of Supervisors authorize the contract with CMT Laboratories, Inc., for special inspection services for the Ferguson Township Public Works Maintenance Facility in an estimated amount of \$41,450.00.

#### 8. DISCUSSION - AMENDMENTS TO THE FERGUSON TOWNSHIP ZONING MAP 10 minutes

#### Narrative

On November 18, 2019, Ferguson Township Board of Supervisors held a public hearing and amended Chapter 22, Subdivision and Land Development Ordinance and Chapter 27, Zoning Ordinance. This action concluded the first phase of the ordinance amendments by modifying the text of the law.

The next step in amending the zoning ordinance is amending the Ferguson Township Zoning Map. Amending the zoning map modifies the district boundaries in areas identified by the Board. The zoning map amendment is a technical, non-substantive (meaning uses and dimensional categories that apply to each zoning district do not change) exercise that will replace the current zoning district classifications of certain properties that were identified during the first phase of this process. The Municipalities Planning Code has certain advertisement and notice requirements associated with comprehensive rezoning as described here.

The areas that have been identified during the first phase of the rewrite process are outlined below and maps of these areas are attached to the agenda, along with a timeline outlined by Staff.

- Pine Grove Mills (Village District)
- The Meadows (Rural Agricultural)
- Rock Springs (Rural Agricultural)
- Penn State University lands (Agricultural Research)
- Harner Farm Lots (Rural Agricultural)
- Ridge Overlay District (Rural Residential)
- Industrial Zoning District (Northwest corner of Blue Course Dr. & W. College)

A general timeline for this phase of the project has also been provided with the agenda. At this time, the Board is asked to provide any comments on the areas identified, or any that are not currently incorporated, and refer the item to the Planning Commission for further consideration.

Recommended motion: That the Board of Supervisors refer the Zoning Map Amendment to the Planning Commission for review and comment.

#### Staff Recommendation

That the Board of Supervisors *refer* the zoning map amendment to the Planning Commission.

## VI. NEW BUSINESS

#### 1. CONSENT AGENDA

- a. Treasurer's Report November 2019
- b. Treasurer's Report December 2019
- c. Sponsorship Request Women's Leadership Conference, \$400.00
- d. Sponsorship Request Leadership Centre County, \$500.00

# 2. ZONING APPEALS/REQUESTS FOR VARIANCES

a. Zoning Appeal/Request for Variance – 900, 904, 906, 912, and 916 West College Ave./West Calder Way

5 minutes

# 5 minutes

#### Narrative

York Acquisitions, LLC, the equitable owners of the properties described above, has submitted a zoning appeal and request for variance from the requirement to construct first-floor commercial in the Terraced Streetscape District. On the appeal, the applicant has raised concerns about inconsistencies in two provisions of the zoning ordinance. If the appeal is denied, the applicant will proceed with a variance requesting relief from Chapter 27, Section 304(B) 3. b., requiring the entire first floor of all structures located on lots that have frontage on West College Avenue to be devoted to retail or commercial uses. The proposed use of the property would be for multifamily housing. A copy of the application has been provided with the agenda.

Recommended motion: That the Board of Supervisors remain neutral on the request for variance submitted by York Acquisitions, LLC for properties on West College Avenue in the Terraced Streetscape District.

**Staff Recommendation** That the Board of Supervisors *remain neutral* on the request for variance.

#### 3. CITIZEN'S REQUEST – PINE GROVE MILLS CROSSWALKS

10 minutes

#### Narrative

In January, staff received a request from Mel Westerman, resident of Pine Grove Mills, petitioning the Township to consider painting crosswalks at certain intersections, driveways, and midblock areas in the Village of Pine Grove Mills. Staff has prepared a map provided with the agenda illustrating Mr. Westerman's locations of concern. Depending on the locations of the requested crosswalks, they may be easily installed or may require an evaluation to determine whether warrants are met. Additionally, some areas may not be within the Township's right-of-way and, therefore, may be the responsibility of PennDOT or private property owners to install and maintain. Dave Modricker, Director of Public Works, will review the map and discuss the request, as well as criteria that must be met for the installation of crosswalks. The Board is asked to decide whether they want staff to pursue and evaluate some or all of these requests.

Recommended motion: That the Board of Supervisors direct staff to evaluate the resident's requests for the installation of crosswalks in Pine Grove Mills and, where warranted, include the painting of crosswalks in the 2020 line striping contract.

#### 4. AWARD OF CONTRACT 2020-C13, STREET TREE PLANTING

5 minutes

#### Narrative

The contract was advertised in the Centre Daily Times and there were seven plan holders. The budget for tree planting in 2020 is \$28,350.00. The work for this contract was estimated at \$15,400.00. The remaining line item fund balance is budgeted for bare root trees to be purchased separately and planted by the Ferguson Township Public Works Department. The contract base bid includes 44 trees and is the basis of award. The results of the bid opening are summarized in a memorandum provided by David Modricker dated January 28, 2020.

Recommended motion: That the Board of Supervisors award Contract 2020-C13 Street Trees, in the amount of \$11,094.78 to Luther Lawn Service LLC, as recommended in the Public Works Director's memorandum of January 28, 2020.

#### Staff Recommendation

That the Board of Supervisors *award* Contract 2020-C13 Street Trees, as recommended in the Public Works Director memorandum dated January 28, 2020.

# VII. STAFF AND COMMITTEE REPORTS

	1.	COG COMMITTEE REPORTS a. Executive Committee b. Transportation & Land Use (TLU) Committee	10 minutes
	2.	OTHER REGIONAL REPORTS a. Solar Power Purchase Agreement Working Group (SPPAWG) b. Climate Action & Adaption Technical Advisory Group (TAG) c. Centre County Metropolitan Planning Organization (CCMPO) d. Centre Area Cable Consortium (CACC)	5 minutes
	_	<ul> <li>STAFF REPORTS</li> <li>a. Manager's Report</li> <li>b. Public Works Director</li> <li>c. Planning &amp; Zoning Director</li> </ul>	15 minutes
VIII.	CC	DMMUNICATIONS TO THE BOARD	

# IX. CALENDAR ITEMS - FEBRUARY

X. ADJOURNMENT