

**FERGUSON TOWNSHIP BOARD OF SUPERVISORS**

**Regular Meeting Agenda**

**Monday, March 2, 2020**

**7:00 PM**

**I. CALL TO ORDER**

**II. CITIZENS INPUT**

**III. APPROVAL OF MINUTES**

1. February 18, 2020, Board of Supervisors Regular Meeting

**IV. SPECIAL REPORTS**

- a. State College Borough Water Authority
- b. Centre Region COG Sustainability Presentation
- c. Municipal Separate Storm Sewer System Annual Presentation

**V. UNFINISHED BUSINESS**

1. Center Region Comprehensive Parks, Recreation, and Open Space Plan Municipal Comments

**VI. NEW BUSINESS**

1. Consent Agenda
2. Public Hearing – DCNR Grant Application Resolution
3. Proclamation – National Groundwater Awareness Week
4. Authorization – Ferguson Township Salary Study Engagement Letter
5. Workforce Housing Ordinance Amendment Discussion
6. Appointments to Township Authorities, Boards and Commissions
7. Draft Special Events Policy Amendment
8. Board Member Request – Employer Paid Sick Leave

**VII. REPORTS**

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

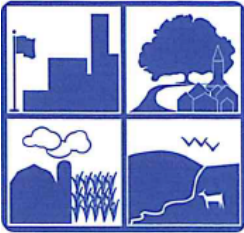
**VIII. COMMUNICATIONS TO THE BOARD**

**IX. CALENDAR ITEMS – MARCH**

**X. ADJOURNMENT**



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# TOWNSHIP OF FERGUSON

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## Board of Supervisors Regular Meeting Agenda Monday, March 2, 2020 7:00 P.M.

### I. CALL TO ORDER

### II. CITIZEN'S INPUT

### III. APPROVAL OF MINUTES

1. February 18, 2020, Board of Supervisors Regular Meeting Minutes

### IV. SPECIAL REPORTS

30 minutes

1. State College Borough Water Authority – Ford Stryker
2. Regional Sustainability Presentation – Pam Adams, COG Sustainability Coordinator
3. Municipal Separate Storm Sewer System Annual Presentation – Ron Seybert, Township Engineer

### V. UNFINISHED BUSINESS

1. **REVIEW OF BOARD COMMENTS ON THE CENTRE REGION COMPREHENSIVE PARKS, RECREATION, AND OPEN SPACE PLAN** 10 minutes

#### Narrative

On February 18<sup>th</sup>, the Board discussed the final draft of the Centre Region Comprehensive Parks, Recreation, and Open Space Plan. Written comments from the municipalities will be incorporated into an appendix of the plan and are due to the COG Executive Director by Tuesday, March 17<sup>th</sup>. Provided with the agenda is a draft letter from Dave Pribulka, Township Manager summarizing the comments provided on February 18<sup>th</sup>. The Board is asked to provide any additional comments or corrections to the draft letter and authorize the submission of the letter.

*Recommended motion: That the Board of Supervisors direct the Township Manager to forward its comments on the Centre Region Comprehensive Parks, Recreation, and Open Space Plan to the COG Executive Director.*

#### Staff Recommendation

That the Board of Supervisors **direct** the Manager to forward its comments on the Parks Comprehensive Plan to the COG Executive Director.

### VI. NEW BUSINESS

#### 1. CONSENT AGENDA

5 minutes

- a. Revised Award of Contract 2019-C15, Street Tree Pruning: \$17,264.00
- b. Award of Contract 2020-C19, Traffic Signal Detection Upgrades: \$190,418.00
- c. Donation Request – Ferguson Township Senior Citizens
- d. 2018-ADMIN / 2019-C32d (Fire) pay application 3: \$4,500.00
- e. 2018-ADMIN / 2019-C32e (Plumbing) pay application 3: \$1,817.28

- f. 2018-ADMIN / 2019-C32b (HVAC) pay application 4: \$41,978.65
- g. 2018-ADMIN / 2019-C32a (General) pay application 4: \$89,807.40
- h. 2018-ADMIN / 2019-C32a (General) pay application 5: \$15,063.00
- i. Board Member Request – O.W. Houts Property

**2. A PUBLIC HEARING ON A RESOLUTION OF THE TOWNSHIP OF FERGUSON, CENTRE COUNTY, PENNSYLVANIA AUTHORIZING THE SUBMITTAL OF A GRANT APPLICATION TO THE PENNSYLVANIA DEPARTMENT OF CONSERVATION AND NATURAL RESOURCES COMMUNITY CONSERVATION PARTNERSHIPS PROGRAM FOR THE DEVELOPMENT OF PHASE 1A OF SUBURBAN PARK. 10 minutes**

**Narrative**

The Board budgeted \$75,000 in its 2020 Operating Budget and \$325,000 in the Capital Improvement Program Budget in 2021 for the development of Phase 1a of Suburban Park. The Township intends to pursue a grant from the Pennsylvania Department of Conservation and Natural Resources Community Conservation Partnerships Program for fifty percent of the estimated construction cost of the phase. If approved, grant funding would match dollars from the Township and the University Area Joint Authority to redesign the drainageway that bisects the park; install a perimeter walking path; construct a pavilion; and other associated site improvements. Funding this year will be used to design the drainageway improvements, and conduct a floodplain study and associated Letter of Map Revision revising the floodplain boundaries established by the Federal Emergency Management Agency (FEMA). A copy of the rendering of the master plan as adopted in 2019 has been included with the agenda, along with the resolution required by DCNR for submission with the grant application.

*Recommended motion: That the Board of Supervisors adopt the resolution authorizing the submittal of a grant application to the Pennsylvania Department of Conservation and Natural Resources Community Conservation Partnerships Program for the development of Phase 1a of Suburban Park.*

**Staff Recommendation**

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

**3. PROCLAMATION – NATIONAL GROUNDWATER AWARENESS WEEK 10 minutes**

**Narrative**

Provided with the agenda is a copy of a proclamation designating the week of March 8<sup>th</sup> to be Groundwater Awareness Week in Ferguson Township. This is the second year the Board is being asked to consider the proclamation, and it is congruent with the celebration of National Groundwater Awareness Week. If adopted, staff will advertise the proclamation on its website and promote resources provided by the National Groundwater Association.

*Recommended motion: That the Board of Supervisors proclaim the week of March 8<sup>th</sup> to be Groundwater Awareness Week in Ferguson Township.*

**Staff Recommendation**

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

**4. AUTHORIZATION OF AN ENGAGEMENT LETTER TO CONDUCT AN UPDATED FERGUSON TOWNSHIP SALARY STUDY 10 minutes**

**Narrative**

The Board appropriated \$20,000 in the 2020 Operating Budget to conduct an updated salary study for employees of the Township. Historically, the Township has commissioned a study every five years to

ensure that compensation and benefits offered are in line with similarly situated organizations to remain competitive in the workforce. This year, additional scope has been added to evaluate the Township's overall organizational structure and *indirect* benefits offered. Provided with the agenda is a proposal from Hess & Associates to conduct the survey. Nancy Hess has done similar work in other municipalities and organizations around the Commonwealth and in the Centre Region.

*Recommended motion: That the Board of Supervisors authorize the Township Manager to submit an engagement letter to N. J. Hess & Associates, LLC., to complete an updated salary study for Ferguson Township.*

**Staff Recommendation**

That the Board of Supervisors **authorize** the Manager to send an engagement letter to N. J. Hess & Associates.

**5. DISCUSSION OF WORKFORCE HOUSING ORDINANCE AMENDMENT 20 minutes**

**Narrative**

Provided with the agenda is a copy of the Township's Workforce Housing Ordinance. The ordinance is codified under District Regulations of the Zoning Ordinance and applies to all zoning districts where the provision of workforce housing units is required or incentivized. Currently, the Township requires a contingent of workforce housing to be built in the Traditional Town Development Zoning District and it is incentivized in the Terraced Streetscape District. The ordinance was adopted in 2015 and achieves a very specific purpose of establishing a legacy workforce housing program through deed-restricted, owner-occupied units. It does not consider other elements that are commonly found in workforce housing ordinances including provisions for affordable rental units; fee-in-lieu of workforce housing; off-site development; and more. Given that Pine Hall Traditional Town Development has been approved, and the workforce housing units of the Turnberry Traditional Town Development have not yet been built, staff is recommending that the Board authorize the preparation of an amendment of the Workforce Housing Ordinance to consider some or all of these elements.

*Recommended motion: That the Board of Supervisors direct staff to prepare an amendment to Chapter 27, Zoning; Section 716, Workforce Housing.*

**Staff Recommendation**

That the Board of Supervisors **direct** staff to prepare an ordinance amendment to Chapter 27, Section 716, Workforce Housing.

**6. APPOINTMENTS TO FERGUSON TOWNSHIP AUTHORITIES, BOARDS, AND COMMISSIONS 5 minutes**

**Narrative**

Provided with the agenda is a memorandum from the Township Manager dated March 2, 2020, describing the applicants for vacancies on Township Authorities, Boards, and Commissions. Also, provided are the applications for each vacancy. Currently, applications have been received for vacancies on the Township's Planning Commission; Parks and Recreation Committee; Vacancy Board; and University Area Joint Authority Board. There is only one applicant per vacancy, so the Board did not interview candidates, as is permitted by Board policy.

*Recommended motion: That the Board of Supervisors appoint the applicants for vacancies on various Ferguson Township Authorities, Boards, and Commissions as described in the Township Manager memorandum dated March 2, 2020.*



**Staff Recommendation**

That the Board of Supervisors **appoint** the applicants to the vacancies on Township ABCs.

**7. REVIEW OF DRAFT SPECIAL EVENTS POLICY AMENDMENT**

10 minutes

**Narrative**

The Township adopted a Special Events Policy in February 2009. The policy was developed to assure that the Township: is properly informed of special events, recover costs associated with special events, protect the Township from potential liability and integrate Centre Region Parks and Recreation Department Large Group Events and PennDOT rules. Staff revised the policy and included language permitting alcohol, food and commercial activities at special events. The draft revised policy is included in the agenda and staff is requesting that the Board provide feedback on this policy.

*Recommended motion: That the Board of Supervisors authorize advertisement of a public hearing on a resolution amending the Ferguson Township Special Events Policy.*

**Staff Recommendation**

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

**8. BOARD MEMBER REQUEST – EMPLOYER PAID SICK LEAVE**

10 minutes

**Narrative**

Given the public health implications, all employees (satisfying certain conditions) in Ferguson Township shall have paid sick leave. The Township should have a sick leave ordinance on the lines of what Pittsburgh passed and as was upheld by the Pennsylvania Supreme Court.

1. Sick employees should not have to choose between going to work because they cannot afford to not get paid. Doing so spreads their disease to others and the community as a whole suffers.
2. Pittsburgh's ordinance requires employers with 15 or more employees give 40 hours of paid sick leave per year. And employers with 15 or fewer employees provide a modest amount (up to 24 hours) of paid sick leave per year.
3. Typically, the lowest income workers lack paid sick leave and a substantial number of them work in the food services industry and other services industries where the chances of spread of disease are the most and the wages are the lowest.

In order for the Township to learn more about the pros and the cons of such an ordinance and its feasibility, the Board directs its staff to present information to the Board of Supervisors and that the Board discusses the pros and cons of such an ordinance in the next meeting.

*Recommended motion: That the Board of Supervisors direct staff to research a Township-wide employer sick leave ordinance and present its conclusions to the Board for further consideration.*

**VII. STAFF AND COMMITTEE REPORTS**

**1. COG COMMITTEE REPORTS**

5 minutes

**2. OTHER COMMITTEE REPORTS**

5 minutes

- a. CCMPO Coordinating Committee

**3. STAFF REPORTS**

15 minutes

- a. Manager's Report
- b. Public Works Director
- c. Planning & Zoning Director

**VIII. COMMUNICATIONS TO THE BOARD**

**IX. CALENDAR ITEMS – MARCH**

**X. ADJOURNMENT**