

FERGUSON TOWNSHIP BOARD OF SUPERVISORS

Regular Meeting Agenda

Monday, March 18, 2019

7:00 PM

I. CALL TO ORDER

II. CITIZENS INPUT

III. SPECIAL ACTION ITEM:

Replacement of Mr. Peter Buckland as Chairperson of the Board of Supervisors

IV. SPECIAL REPORTS

Uniformed (Police) Pension Plan Update – Michael Ball, PNC Bank

V. APPROVAL OF MINUTES

1. March 4, 2019, Board of Supervisors Regular Meeting

VI. UNFINISHED BUSINESS

1. Review of Draft Ferguson Township Donation Policy
2. Low-Mow / Native Landscape Garden Map for Fairbrook Park

VII. NEW BUSINESS

1. Consent Agenda
2. Authorization of Advisory Services Agreement with Cornerstone Wealth Advisory & Insurance Services, LLC
3. Request from Centre Region Council of Governments – Solar Power Purchasing Agreement
4. Appointment of Board Member on Ad Hoc Steering Committee to Conduct a Regional Fire Study
5. Board Member Request - Letter of Support for Kathy Matason, Chairwoman of Centre Regional Parks & Recreation Authority

VIII. REPORTS

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

IX. COMMUNICATIONS TO THE BOARD

X. CALENDAR ITEMS – MARCH/APRIL

1. Pine Grove Mills Small Area Plan, March 13, 2019, St. Paul Lutheran Church, 6:00 p.m.
2. Suburban Park Master Plan Public Meeting, March 27, 2019, Quality Inn - N. Atherton St., 6:00 p.m.
3. Coffee & Conversation, April 20th, Giant Food – Northland Center, 8:00 a.m.
4. 23rd Annual Watershed Cleanup Day, April 20th

XI. ADJOURNMENT



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TOWNSHIP OF FERGUSON

3147 Research Drive • State College, Pennsylvania 16801
Telephone: 814-238-4651 • Fax: 814-238-3454
www.twp.ferguson.pa.us

**Board of Supervisors
Regular Meeting Agenda
Monday, March 18, 2019
7:00 p.m.**

I. CALL TO ORDER

II. CITIZENS INPUT

III. SPECIAL ACTION ITEM: REPLACEMENT OF MR. PETER BUCKLAND AS CHAIRPERSON OF THE BOARD OF SUPERVISORS 5 minutes

Narrative

Mr. Buckland has provided the attached letter stepping down as Chairman of the Board of Supervisors effective 6:59 p.m. on March 18th. Mr. Miller will convene the meeting as Vice Chairman. The first order of business should be for the Board to appoint a new Chairperson to assume the office.

IV. SPECIAL REPORTS 20 minutes

1. UNIFORMED (POLICE) PENSION PLAN UPDATE – MICHAEL BALL, PNC BANK

V. APPROVAL OF MINUTES

1. March 4, 2019, Board of Supervisors Regular Meeting

VI. UNFINISHED BUSINESS

1. REVIEW OF DRAFT FERGUSON TOWNSHIP DONATION POLICY 15 minutes

Narrative

On January 21, 2019, the Board appointed a committee, comprised of Peter Buckland, Laura Dinnini, and Centrice Martin, to review the Township's donation policy and present their recommendations to the Board of Supervisors. This Committee reviewed and discussed the policy and each made suggestions for a proposed policy to recommend to the Board. Attached to the Agenda are two proposed donation policy drafts for the Board to consider as a recommendation from the ad hoc committee. There is consensus by the majority of the ad hoc committee to consider the proposed Donation Policy Draft_2 document. The highlighted text in the proposed Donation Policy_Draft 1 identify the areas the committee was unable to reach agreeable terms. The majority is not in favor of the Township's strategic plan being tied to the donation policy. The majority is also not in favor of the suggested mandated terms as written in the 'Municipal' Review section. All other sections of the proposed donation policy are agreeable to the committee.

Recommended motion: That the Board of Supervisors authorize staff to advertise a resolution for public hearing amending the Ferguson Township Donation Policy.

Staff Recommendation

That the Board of Supervisors **authorize** a resolution for public hearing amending the donation policy.

2. LOW-MOW / NATIVE LANDSCAPE GARDEN MAP FOR FAIRBROOK PARK 10 minutes

Narrative

The Board of Supervisors forwarded a request to the Parks and Recreation Committee to prepare a map for review designating sections of Fairbrook Park as low-/no-mow and native landscape. The Committee has reviewed the matter in consultation with Township staff, and forwarded the attached map for review and approval by the Board. The attached map shows the area adjacent to the driveway accessing the upper portion of the park as low-mow, meaning it will be mowed twice per year, once in the spring and again in the fall. The other highlighted areas of the map are proposed to be planted with a native landscape mix that will be reviewed and approved by the Township Arborist. A similar garden is currently planted at Cecil Irvin Park. If approved, the area designated as low-mow will be established this year, and the native landscape garden will be installed depending on available funding. The Centre Region Parks and Recreation Department has been asked to provide any comments or concerns they have on the map, and a verbal report will be provided on any feedback received.

Recommended motion: That the Board of Supervisors approve the Low-Mow/Native Landscape Garden Map for Fairbrook Park.

Staff Recommendation

That the Board of Supervisors **approve** the map.

VII. NEW BUSINESS

1. CONSENT AGENDA 5 minutes

- a. Treasurer's Report for January 2019
- b. Voucher Report for February 2019
- c. 2017-C1 Kansa Avenue Paving/Excavation: \$170,470.75
- d. 2018-C5 Chestnut Ridge Pipe Lining: \$240,247.50

2. AUTHORIZATION OF TOWNSHIP MANAGER TO EXECUTE ADVISORY SERVICES AGREEMENT WITH CORNERSTONE WEALTH ADVISORY & INSURANCE SERVICES, LLC FOR THE NON-UNIFORMED PENSION PLAN 10 minutes

Narrative

Provided with the agenda are an engagement letter and services agreement for Cornerstone Wealth Advisory and Insurance Services to act as an independent fiduciary of the Township's 457 Deferred Compensation and 401(a) retirement plans. Outlined in the engagement letter is a brief description of the services proposed to be provided. As an independent fiduciary, it will be the advisor's responsibility to coordinate with plan participants in reviewing the funds that are offered for investment. Each fund will be "scored" against a series of metrics that are designed to evaluate their performances against market benchmarks. Ultimately, the goal of engaging the firm would be to prepare a menu of investment options for plan participants that can be selected depending on the individual's risk tolerance to provide a better return on investment than the options currently available. David Pribulka, Township Manager, will introduce the item. As trustees of the Township's Non-Uniformed Pension Plan, the Board is being asked to authorize the Township Manager to execute the engagement letter. The Township's Non-Uniformed Pension Advisory Committee has reviewed the proposal and is recommending the engagement letter be executed.

Recommended motion: That the Board of Supervisors authorize the Township Manager to execute an agreement with Cornerstone Wealth Advisory & Insurance Services, LLC for investment consulting for the Township's 457 Deferred Compensation Plan and 401a.

Staff Recommendation

That the Board of Supervisors **authorize** the Manager to execute an agreement with Cornerstone Wealth Advisory & Insurance Services, LLC.

3. REQUEST FROM CENTRE REGION COUNCIL OF GOVERNMENTS – SOLAR POWER PURCHASING AGREEMENT 10 minutes

Narrative

Last month, the COG Finance Committee and Public Services Environmental Committee discussed a regional solar power purchasing agreement and requested that member municipalities provide comments to the COG Executive Director by March 27, 2019 relative to whether there was support for continuing to study a Solar Power Purchasing Agreement at a regional level. Additionally, other developments since the request was forwarded to the municipalities include the following:

- During its February 19th meeting, the Executive Committee, as recommended by the Public Services and Environmental Committee and Finance Committee, authorized the use of a reasonable amount of COG Administration staff time to initiate a regional discussion of a joint solar power purchase.
- During its March 11th meeting, the State College Area School District Board unanimously voted to participate in the exploration of this concern with the understanding it may result in a new type of intergovernmental partnership. Because the School District represents about one-half of the energy that may be purchased, this was an important step forward in continuing the effort to evaluate this idea.

Provided with the agenda is an informational document about the proposed Intergovernmental Solar Power Purchasing Agreement prepared by Mr. Buckland and Joe Viglione, COG Finance Director. The Board is asked to discuss the proposal and direct the Township Manager to forward any of its comments to the COG Executive Director in advance of the March 27th deadline.

Recommended motion: That the Board of Supervisors direct the Township Manager to forward its comments on the proposed Intergovernmental Solar Power Purchasing Agreement to the COG Executive Director.

Staff Recommendation

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

4. APPOINTMENT OF BOARD MEMBER TO SERVE ON THE AD HOC STEERING COMMITTEE TO PREPARE A REQUEST FOR PROPOSALS FOR CONSULTING SERVICES TO CONDUCT A REGIONAL FIRE PROTECTION STUDY 10 minutes

Narrative

As recommended by the Public Safety Committee, this agenda item asks the Executive Committee to refer a motion to the General Forum that would establish a Steering/Steering Committee to guide the process for retaining professional consulting services to prepare an organizational model for the future delivery of fire protection services in our growing community and changing community.

The Public Safety Committee has been monitoring the ongoing volunteer fire crisis affecting much of Pennsylvania and the degree to which this is affecting the Centre Region. Demographic changes and significant new building activity occurring within the region continue to put pressure on the mostly volunteer-based fire protection program. In addition to these external pressures, internal changes are forthcoming such as the retirement of the current Fire Director in 2020 or shortly thereafter.

The Fire Director and the COG Executive Director believe it would be prudent to engage a consultant to perform an evaluation of the Regional Fire Protection Program. The desired outcome of the evaluation would be a series of recommendations that would guide the COG and its stakeholders as it continues its long-term transition to a model that recognizes changing demographics, the future viability of relying primarily on volunteers, and community growth. The Regional Fire Protection Program was last evaluated in 2005 and the current structure of the program was established and guided by that study.

Analysis of the current program suggests that the current staffing model will become increasingly problematical in the future and the current Fire Director has suggested a retirement as early as 2020. Thus, the Fire and Executive Directors recommended the Public Safety Committee consider action at its March meeting to recommend to the General Forum that a study of regional fire protection program by a professional consulting firm with experience in fire protection services models be conducted to propose a future organizational model for the regional program that safeguards the community and is affordable.

During its March 12, 2019 meeting, the Public Safety Committee voted to support the establishment of Steering Committee to prepare the Request for Proposals (RFP) for the Study and guide the consultant who is selected. If these actions are approved by the General Forum, then COG staff recommends that RFP be prepared and released to interested consultants in 2019 with funds included in the 2020 COG Budget to conduct the study.

Duties of the Steering Committee may include but not limited to:

- Draft a Request for Proposals (RFP) to conduct the study
- Interview potential consulting firms and prepare a recommendation for the General Forum
- Review and provide information as requested by the consultant
- Review the draft report prior to its submission to the General Forum

The Public Safety Committee unanimously voted to ask the Executive Committee to refer the following motion to the General Forum for approval:

“That the General Forum, as recommended by the Public Safety Committee, establish a Steering Committee to conduct a study identify a preferred model for the future organization of the Regional Fire Protection program that takes into consider community growth, demographic changes, call volumes and volunteerism. And, further that the Committee be organized as follows:

- 6 One Elected Official from each (interested) municipality selected by each of the governing bodies* Halfmoon and Harris Township will need to decide whether they want to have an elected representative on the Committee
- 1 A Penn State University Representative (selected by the University)
- 1 Municipal Manager (selected by the municipal managers)
- 1 Police Chief (selected by local police chiefs)
- 2 Alpha Fire Company (2 representatives selected by fire company)
- 1 Fire Director
- 1 Assistant Fire Chief (selected by Fire Director)
- 13 Total members

**The individuals selected should be in-office during 2020*

Staff support beyond Ad-Hoc committee staff participants provided by:

Jim Steff
Carolyn Irvin

COG Executive Director
Regional Fire Protection Office Manager

Provided this request is approved by the Executive Committee, the intention is to place the item on the March 25th General Forum agenda for approval. The Public Safety Committee has therefore requested that municipalities that are scheduled to meet prior to the March 25th COG General Forum meeting select an elected official to participate on the Ad Hoc Committee.

Recommended motion: That the Board of Supervisors appoint _____ to serve on the Ad Hoc Committee for the Regional Fire Protection Study.

5. BOARD MEMBER REQUEST - LETTER OF SUPPORT FOR KATHY MATASON, CHAIRWOMAN OF THE CENTRE REGION PARKS AND RECREATION AUTHORITY 5 minutes

Narrative

Recent events should prompt the Board to recognize that Ms. Matason has conducted meetings in good faith, in the spirit of cooperation, advanced policies for the common good, and conducted herself well. Her work on and for the Centre Region Parks and Recreation Authority meets the Township Strategic Plan Goal #9 – Partnerships and Regional Thinking. Therefore, the Board is asked to advance the attached letter of support recognizing Ms. Matason’s service. Provided with the agenda is a copy of the letter as drafted by Mr. Buckland.

Recommended motion: That the Board of Supervisors authorize a letter of support recognizing Kathy Matason’s service to the Centre Region Parks and Recreation Authority.

VIII. STAFF AND COMMITTEE REPORTS

- 1. COG COMMITTEE REPORTS** 15 minutes
 - a. Steering Committee-Parks & Rec. Regional Comp. Plan
 - b. Human Resources Committee
 - c. Ad Hoc Facilities Committee
 - d. Public Safety Committee
 - e. Finance Committee

- 2. OTHER REGIONAL REPORTS** 5 minutes

- 3. STAFF REPORTS** 20 minutes
 - a. Township Manager
 - b. Planning and Zoning Director
 - c. Public Works Director
 - d. Chief of Police

IX. COMMUNICATIONS TO THE BOARD

X. CALENDAR ITEMS – MARCH/APRIL

- a. Pine Grove Mills Small Area Plan, March 13th, St. Paul Lutheran Church, 6:00 p.m.
- b. Suburban Park Master Plan Public Meeting, March 27th, Quality Inn - North Atherton St., 6:00 p.m.
- c. Coffee & Conversation, April 20th, Giant Food – Northland Center, 8:00 a.m.
- d. 23rd Annual Watershed Cleanup Day, April 20th

XI. ADJOURNMENT

TO: Ferguson Township Board of Supervisors
CC: Dave Pribulka, Ferguson Township Manager
FROM: Peter Buckland
RE: Board Chairmanship
DATE: 3.14.2019

Dear Fellow Board Members,

I am resigning from position of chair of the Ferguson Board of Supervisors, effective 6:59 pm on Monday, March 18th, 2019.

Thank you for the honor of serving as chair.

Peter Buckland

FERGUSON TOWNSHIP BOARD OF SUPERVISORS

Regular Meeting
Monday, March 4, 2019
7:00 PM

I. ATTENDANCE

The Board of Supervisors held its first regular meeting of the month on Monday, March 4, 2019, at the Ferguson Township Municipal Building. In attendance were:

Board: Peter Buckland
Steve Miller
Laura Dininni
Tony Ricciardi
Richard Killian

Staff: Dave Pribulka, Township Manager
Centrice Martin, Assistant to the Manager
Ray Stolinas, Director of Planning & Zoning
Chris Albright, Chief of Police

Others in attendance included: Faith Norris, Recording Secretary; Wes Glebe; Tony Barrile; Ralph Wheland; Bill Keough; Luke Prato.

II. CALL TO ORDER

Mr. Buckland called the Monday, March 4, 2019, regular meeting to order at 7:00 p.m.

III. CITIZENS INPUT – None.

IV. SPECIAL REPORTS

- a. State College Borough Water Authority – Mr. Glebe
Mr. Glebe reviewed the meeting notes from the February 21st SCBWA meeting. The report included updates on comments for the development of Whitehall Road Regional Park; water line to service Gray's Woods is up for financing and the Authority is working on a new plan; fees for after-hours service are being raised ; PA One Call law is changing – details followed; reservoir project will be out to bid; Harter/Thomas Well Fields registered no seismic reading after blasting was done for The Cottages PRD; and Spring Creek Watershed Commission Water One Water initiative discussion.

Clarification was made by Ms. Dininni regarding a referenced letter from SCBWA to the Centre Region Parks & Recreation Authority.

V. APPROVAL OF MINUTES

Mr. Buckland stated the motion for both sets of minutes will be done separately due to Mr. Killian not being on the Vacancy Board at the time of the meeting.

Mr. Miller moved that the Board of Supervisors **approve** the Vacancy Board Minutes of February 15, 2019. Mr. Ricciardi seconded the motion. The motion passed 4-0.

Mr. Ricciardi moved that the Board of Supervisors **approve** the Regular Meeting Minutes of February 19, 2019. Mr. Miller seconded the motion. The motion passed unanimously.

No changes or corrections were noted.

VI. UNFINISHED BUSINESS

1. PROCLAMATION DESIGNATING WEEK OF MARCH 10TH AS GROUNDWATER AWARENESS WEEK IN FERGUSON TOWNSHIP

Mr. Pribulka reviewed the draft proclamation for consideration that was presented at the February 19th Regular Meeting and was submitted by Todd Giddings under Citizens Right To Be Heard.

Mr. Miller moved that the Board of Supervisors **proclaim** the week of March 10th to be Groundwater Awareness Week in Ferguson Township. Mr. Killian seconded the motion. The motion passed unanimously.

2. PUBLIC HEARING RESOLUTION AMENDING 2018 TOWNSHIP OPERATING BUDGET INCREASING EXPENDITURES

Mr. Pribulka reviewed the details of the budget amendment. The amendment is authorized under Section 7.08 of the Home Rule Charter and specifically increases Fund 3 – Hydrant Fund for \$5,000 for the increase in assessments levied by the State College Borough Water Authority.

No Public Comment was noted.

Ms. Dininni moved that the Board of Supervisors **adopt** the resolution amending the 2018 Ferguson Township Operating Budget. Mr. Ricciardi seconded the motion.

Roll Call vote n Resolution 2019-12: Mr. Buckland – YES; Ms. Dininni – YES; Mr. Killian – YES; Mr. Miller – YES; Mr. Ricciardi – YES.

3. DISCUSSION OF REQUESTS FOR DONATIONS BY VARIOUS COMMUNITY GROUPS FOR 2019

Mr. Pribulka reviewed the process to submit recommendations per the Township's donation policy. A unanimous vote was recommended to fund both the Ferguson Township Area Senior Citizens Group for a prescribed amount and the Community Diversity Group in an amount to be determined. Group discussion followed on the governing process of the donation policy and the reasons why some groups were not recommended. Those applications were found to not meet the Township's policy requirements. Specific examples were given on recommended applications for approval. Mr. Pribulka stated typically there are no staffing requirements for a sponsored event, in response to Ms. Dininni's question.

Discussion followed on an agreed amount to sponsor the Community Diversity Group.

Mr. Buckland moved that the Board of Supervisors **approve** an appropriation of \$500.00 for the Ferguson Township Senior Citizens Group and the Community Diversity Group for \$500.00 - with that money designated for sponsorship of their annual conference. Mr. Miller seconded the motion. The motion passed unanimously.

VII. **NEW BUSINESS**

1. CONSENT AGENDA

1. Board Member Request – Kathy Matason Letter of Support
2. 2019-C8 Pavement Marking Contract: \$214,365.79
3. 2018-C22 Barn Roof: \$23,400.00

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

2. APPOINTMENTS TO CENTRE REGION COUNCIL OF GOVERNMENTS AND REGIONAL COMMITTEES

Mr. Pribulka introduced the item. With the recent appointment of Mr. Killian replacing Ms. Carlson on the Ferguson Township Board of Supervisors, the Board was asked to reconsider the vote for the Township's representative to the Centre Region Parks and Recreation Authority (CRPRA). Mr. Pribulka asked the Board if they would entertain appointing Mr. Killian to a COG committee or committees.

Mr. Buckland called for nominations for CRPRA.

Ms. Dininni made a motion nominating Bill Keough to the Centre Region Parks and Recreation Authority for a term expiring December 31, 2023. No other nominations were made. The motion passed unanimously.

Discussion followed on committee appointments for a Board member. Mr. Miller stated that he would step down from the COG Finance Committee.

Mr. Miller moved that the Board of Supervisors **appoint** Mr. Killian to the COG Finance Committee. Ms. Dininni seconded the motion. The motion passed unanimously.

Mr. Buckland moved that the Board of Supervisors **appoint** Ms. Dininni to the COG Public Safety Committee. Mr. Miller seconded the motion. The motion passed unanimously.

c. AUTHORIZATION OF ENGINEERING STUDY TO EVALUATE PARKING RESTRICTIONS AND TRAFFIC IMPROVEMENTS ON RUSHCLIFFE (STREET)

Mr. Pribulka reviewed the history along with a visual presentation for the Board to discuss and consider options for a resolution moving forward. Discussion followed with examples of issues noted by Chief Albright. Residents voiced their concerns on blocked driveways since living in the neighborhood and gave examples of health and safety issues. Discussion followed on blockage of parked cars, access for emergency vehicles, speeding issues and impact on residents.

Ms. Dininni moved that the Board of Supervisors **direct** staff to proceed with an engineering study to evaluate parking restrictions and potential traffic improvements on Rushcliffe Street. Mr. Ricciardi seconded the motion.

For clarity, a citizen noted Rushcliffe is a street and not a drive. A citizen voiced his opinion on one-side parking on Rushcliffe. Mr. Pribulka clarified the function of the study will focus on access to driveways, parking restrictions and vehicular movement and not a speed study. Chief Albright noted speed signs could be used to show the speed and record vehicles' speeds.

A follow-up will be done regarding whether this is included in the Pine Hall Master Plan Traffic Study and off-site impacts.

Mr. Buckland called for a vote. The motion passed unanimously.

d. CONVEYANCE OF TOWNSHIP OWNED PROPERTY LOCATED AT THE BASE OF PINE GROVE MOUNTAIN ON TAX PARCELS 24-7-44B AND 24-7-44 TO DCNR

Mr. Buckland introduced the item for discussion and noted that at this meeting no decision will be

made on purchase of the property. Mr. Pribulka reviewed the narrative that was prepared by Mr. Modricker-Director of Public Works and Mr. Lance King, Township Arborist. Mr. Pribulka presented a visual map of the two parcels with history, acreage and boundaries. In short, the Township was approached by the Department of Conservation and Natural Resources (DCNR) about acquiring the two parcels that DCNR would then incorporate into their state forest stewardship plan.

Discussion followed on the process, prior dialogue with DCNR's Bureau of Forestry and Clearwater Conservancy; its impact on Pine Grove Mills, input for the Small Area Plan and whether it fits with the Township's values and goals. Following discussion, Mr. Buckland reviewed the 3 items in the narrative for discussion: a) continue dialogue with Bureau of Forestry to donate or sell the land; b) hold off on updating the land management plan until getting an update or recommendation of value on the Small Area Plan – discussion followed; and c) continue with current practice and maintenance with no plan until other items discussed are considered. In closing remarks for moving forward, Mr. Pribulka recommended if the Township maintains ownership, it should have a stewardship plan in place and dedicate resources for those improvements; and noted Mr. Miller's suggestion to keep in mind for allowing stream bank restoration work in conjunction with MS4 pollutant reduction requirements.

e. REVIEW OF CHAPTER 19, SIGNS & BILLBOARDS CODE OF ORDINANCES

Mr. Stolin reviewed the history of the last revisions done to the ordinances that was close to two years ago. Since that time, there have been inconsistencies between current ordinance language and desired sign use and placement that Ferguson Planning & Zoning deemed necessary to reexamine. Pain points were reviewed, being mindful of neutrality of sign content and examples of categories and scenarios were presented. A detailed discussion followed on what type of signs could be considered for exemptions, evaluations of signs in reference to the *Reed vs. Town of Gilbert* Supreme Court decision standard, banners in Right of Way, sign size and time limitations. Mr. Stolin continued with explaining the permitting process.

Mr. Miller moved that the Board of Supervisors *direct* staff to prepare an ordinance amendment for review addressing the identified deficiencies of the Sign Ordinance. Mr. Ricciardi seconded the motion. The motion passed unanimously.

Mr. Pribulka reviewed the process in response to Mr. Keough's question.

VIII. STAFF AND COMMITTEE REPORTS

a. COG COMMITTEE REPORTS

1. Transportation & Land Use Committee. Mr. Miller reported the committee met today and discussed upcoming projects.

b. OTHER REGIONAL COMMITTEES

1. Centre County Metropolitan Planning Organization. Mr. Ricciardi reported the organization met on February 26th. Presentations included PennDOT's Regional Operations Plan (ROP) and 199/180 local projects; positive comments on 322 to link with Potters Mills corridor-expected completion is 2030; routes 26 & 45 interchange update-bid expected for late 2021 and completion in 2022; and a new subcommittee was formed on the Long Range Transportation Plan.

Discussion followed on the design phase of routes 26/45 interchange. A follow-up can be done at a later date with PennDOT when it gets closer to the bid date.

c. STAFF REPORTS

1. Township Manager. Mr. Pribulka reviewed the report as provided that included the following topics: UAJA approved the MOA for sanitary sewer construction for the Greenbriar development; for the ninth year in a row, the Township received the GFOA Certificate of Achievement for Excellence in Finance Reporting for the Comprehensive Annual Financial Report (CAFR) - Mr. Pribulka commended those responsible for the submission of the document; Budget Executive summary is complete and being finalized; kickoff meeting was held with the engineering firm *Wood* to conduct Phase II of the Stormwater Fee Study - process followed; a preliminary hearing was held on the Traditional Town Development validity challenge on February 27th - details followed; attendance at the March 1st quarterly meeting of the PennPRIME Worker's Compensation and Liability Insurance Trusts.

Additions to the report included Clearwater Conservancy announced the 23rd Annual Watershed Cleanup Day on Saturday, April 20th and will be advertise on the Township's social media pages; and Leadership Centre County letter of appreciation for Ferguson Township's contribution to assist with the Leadership Class of 2019.

Discussion followed on posting other groups along with Watershed Cleanup Day when the information is received.

2. Planning and Zoning Director. Mr. Stolinas reviewed the report that included the Active Plan list; February 11th Planning Commission Meeting Minutes; update from the February 25th Planning Commission Meeting that discussed updates to both ordinances, quick views and other zoning map suggestions; the SALDO open house was successful with about 50 people; a Zoning/SALDO joint worksession is being scheduled with the Board of Supervisors for Thursday, March 14th in Conference Room 2; CBICC - ABC Essentials workshop update; Long Range Transportation Special Meeting update; update from the February 26th Zoning Hearing Board to discuss the Nixon-Kocher Water Treatment Plant that approved all 6 variance requests – details followed.
3. Public Works Director. The report was provided with the agenda packet. No comments or questions were noted.

IX. **COMMUNICATIONS TO THE BOARD - None**

X. **CALENDAR ITEMS**

- a. Northland Mobility Study Open House, Ferguson Township Main Meeting Rm, March 11, 2019, 5:00 p.m.
- b. Pine Grove Mills Small Area Plan, St. Paul Lutheran Church, March 13, 2019, 6:00 p.m.
- c. Suburban Park Master Plan Public Meeting 3, Quality Inn, N. Atherton St., March 27, 2019, 6:00 p.m.

XI. **ADJOURNMENT**

Mr. Buckland called for adjournment. With no further business to come before the Board of Supervisors, Ms. Dininni motioned to adjourn the meeting. The meeting adjourned at 9:00 p.m.

Respectfully submitted,

David Pribulka, Township Manager
For the Board of Supervisors

Proposed Donation Policy_Draft 1

Purpose.

The purpose of this policy is to structure donations of the Township's resources in limited amounts to community and non-profit organizations for **purposes related to the community's strategic plan.**

The objectives of this policy are to:

Ensure that Ferguson Township treats all Donation Requests fairly and responsibly.

Ensure uniform standards and procedures respecting the provision and administration of donations by the Township.

Provide guidelines for Donation Requests made to Ferguson Township.

Eligibility.

The Donation shall be used for the benefit of residents of Ferguson Township to improve quality of life, increase awareness, enhance community capacity and sustainability and/or promote the goals and principles of The Township.

Exclusions.

The Township will not give donations that support political parties, individuals or individual families, or for-profit events.

Submissions.

Submissions will be accepted on a rolling basis. Request must not exceed the amount of \$1000.00. Only one request per organization will be considered in a calendar year.

Requests must be made in writing using a Donation Request form which is accessible on the Township's website and either emailed to Township Manager, dprbulka@twp.ferguson.pa.us, or submitted via U.S. mail/in person to the Township. Any accompanying correspondence must be two pages or less and must be attached to the Donation Request form.

Submissions shall include:

A completed Donation Request form;

The date, hours, and requested Township resource;

A specific amount of money or in-kind service, including if there is a FT staffing obligation if the Donation Request were to be granted (example: staffing an event table);

A brief description of the project or program that the funds will support, including a specific benefit or outcome, how it positively affects quality of life and relates to the strategic goals of The Township;

A demonstration of need and;

Any history of previous funding by the Township.

Guidelines for

Municipal Review

Applications submitted to the Township Manager and accepted as complete, will be reviewed by the

Board of Supervisors twice a year or quarterly?

Donation Requests will be assessed in terms of the group's eligibility; **need for the project;** **contribution to the community;** **community involvement/response;** availability of Township resources; potential financial impact to the Township; and **relevance to The Township's Strategic Plan.**

In making donations, Ferguson Township may impose conditions and/or restrictions as it deems fit. The Municipality's decisions are final.

Purpose.

The purpose of this policy is to structure donations of the Township's resources in limited amounts to community and non-profit organizations.

The objectives of this policy are to:

- Ensure that Ferguson Township treats all Donation Requests fairly and responsibly.
- Ensure uniform standards and procedures respecting the provision and administration of donations by the Township.
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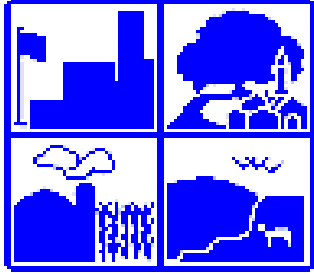
A brief description of the project or program that the funds will support, including a specific benefit or outcome, how it positively affects quality of life and relates to the strategic goals of The Township;

A demonstration of need and;

Any history of previous funding by the Township.

Guidelines for Municipal Review

The Manager will review and consider all submitted, and accepted as complete, applications to provide a recommendation to Board of Supervisors. Applications will be assessed either twice a year or on a quarterly basis. Donation requests will be assessed in terms of the group's eligibility; contribution to the community; availability of Township resources; potential financial impact to the Township.



Ferguson Township

Donation Request Form

- This form may be completed online and emailed to dpribulka@twp.ferguson.pa.us, or mailed to 3147 Research Drive, State College, PA, 16801. Attention: David Pribulka, Township Manager.
- Please refer to Township website for donation policy: www.twp.ferguson.pa.us

ORGANIZATION INFORMATION

Name of Organization: _____

Contact Name: _____ Contact Number: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Organization Website: _____ Contact Email Address: _____

Name of Contact: _____ Contact Phone: _____

EVENT OR PROGRAM INFORMATION

Has this organization received a donation from the Township in the past? Yes No If yes, when? _____

Please identify and list type of requested donation in options described below:

Monetary Amount: _____ In-kind Goods or Services: _____ Township Resources: _____

Event or Program Name: _____

Date, Time and Place of Event: _____

Purpose of Program or Event: _____

Description how funds, in-kind donations, or resources will be used: _____

Targeted area/community the event will serve: _____

Additional relevant information:

Office use only:

Date received: _____

Date Donation Request Approved or Denied by Township Manager: _____

Township staff name and signature responsible for follow up: _____

RESOLUTION NO. 2012-14

A RESOLUTION ESTABLISHING A DONATION POLICY FOR NON-PROFIT ORGANIZATIONS SERVING THE TOWNSHIP OF FERGUSON AND THE CENTRE REGION

WHEREAS, the Board of Supervisors is responsible for annually appropriating funds as part of the budgeting process and

WHEREAS, the Board of Supervisors annually receives requests for funding from various non-profit community organizations for many worthwhile initiatives and

WHEREAS, the Board of Supervisors desires to establish a policy to guide its decisions in appropriating the limited township financial resources.

NOW THEREFORE, the Ferguson Township Board of Supervisors hereby establishes a Donation Policy attached hereto as Exhibit "A".

RESOLVED this 4th day of June, 2012.

TOWNSHIP OF FERGUSON

By: 
George Pytel, Chairman
Board of Supervisors

[S E A L]

ATTEST:

By: 
Mark A. Kunkle, Secretary

Ferguson Township Donation Policy

Purpose/Mission Statement

The purpose of this policy is to structure donations of the Township's resources in limited amounts to non-profit organizations for purposes related to the well-being and growth of the community.

The objectives of this policy are:

- Ensuring that Ferguson Township treats all donation requests and contributions fairly and responsibly
- Ensuring uniform standards and procedures respecting the provision and administration of donation contributions by the Township
- Provide guidelines and standards for donation contributions from Ferguson Township

Eligibility

Monetary donations will only be considered for a 501c (3) non-profit organization. The donation must be used for the benefit of at least one of the following purposes:

- Health
- Education
- Community Services
- Youth and Senior Activities
- Cultural/Heritage
- Township Neighborhood Projects
- Environmental
- Township and Regional Special Events
- Township Beautification

We do not consider requests from the following:

- Requests from individuals
- Religious groups
- Political parties, candidates or causes
- Incomplete applications
- Requests with less than proper notification

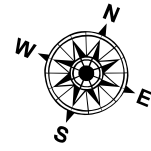
Guidelines

- The community group/organization shall be based within the Centre Region with preference to those located in Ferguson Township.
- All requests for donations should be directed in writing on typed letterhead to the Ferguson Township Board of Supervisors. Must be mailed or fax only, no email or phone requests. Letter request must be two pages or less.
- Corresponding Application must be attached to the letter request.
- In making donations, Ferguson Township may impose such conditions and/or restrictions as it deems fit. The municipality's decisions are final.
- Request less than \$1000 must be submitted 30 days prior to the event. All requests will be assessed based on the availability of Township resources, potential financial impact to the Township, contribution to the members of the community, recognition of a worthwhile program/cause and overall community impact.
- Applicants must prove need for request. They must identify a specific defined benefit (listed above) and outcome. Each request must contain the date, hours, and requested Township resource.
- Detailed description of how the monetary donation will be used (a budget justification)
- Request must not exceed the amount of \$1000.00






Municipal Review

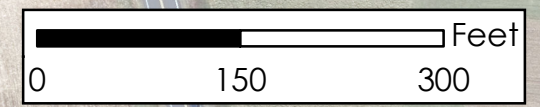
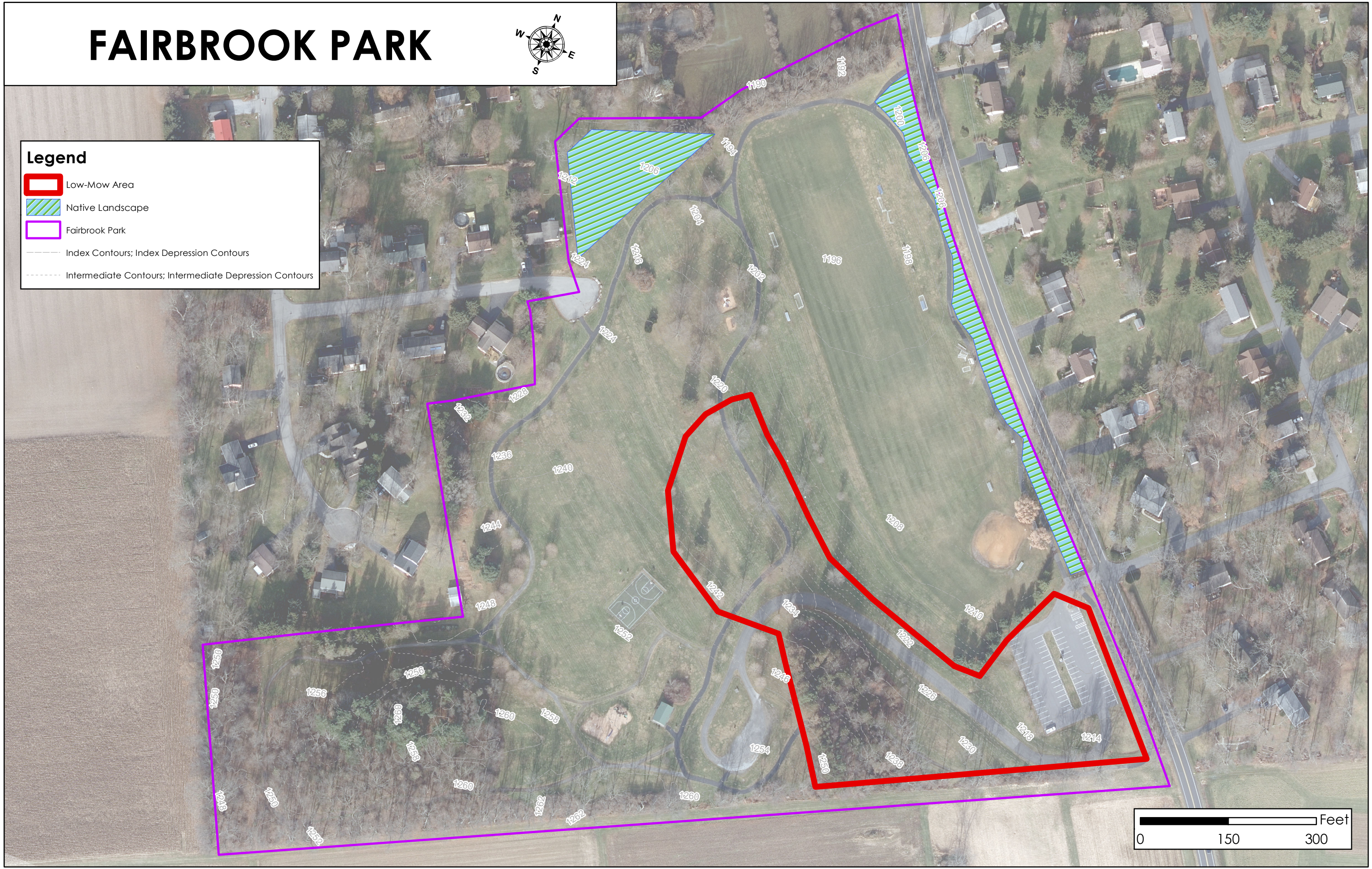
- All requests for financial donations will be considered having regard to the Township's current budget. Under normal circumstances, only one request per organization is to be considered in a calendar year.
- Applications will be reviewed for completeness, accuracy, and compliance with this policy
 - Incomplete applications will be returned to organizations, with a list of additional information that is required
 - Applications that don't comply with this policy will be returned with an explanation of why.
- All donations will be assessed in terms of the need for the project; cost effectiveness, financial viability; contribution to the community and the community involvement/response.
- Applications will be submitted to the Township Manager and will be reviewed by two Board members and a staff person assigned by the Township Manager.
- The review panel will forward a recommendation on each application to the Board of Supervisors.

FAIRBROOK PARK



Legend

-  Low-Mow Area
-  Native Landscape
-  Fairbrook Park
-  Index Contours; Index Depression Contours
-  Intermediate Contours; Intermediate Depression Contours





MONTHLY TREASURERS REPORT

JANUARY 2019

Ferguson Township Treasurer's Report

January 31, 2019

Statement of Cash Balances

General Fund

Checking

Jersey Shore State Bank Operating (3245)	4,312,521.13
JSSB Flex Plan Checking (8757)	25,082.67
Ameriserv Money Market 2602	258,373.46
Ameriserv CD (0210) (matures 12/3/19)(1/3 of total)	260,472.15
PLGIT General Fund (3017)	618,682.27
PLGIT General Fund CDs (2)(mature 4/2/19, 9/11/19)	752,863.56

Investments

Morgan Stanley Brokerage Account (@ market)	310,996.98
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TOTAL GENERAL FUND

6,538,992.22

Other Funds

Fund 02 Street Lights

JSSB Checking (4836)	16,974.23
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Fund 03 Fire Hydrant

JSSB Checking (4844)	26,705.81
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Fund 16 General Obligation

JSSB Checking (4852)	105,081.56
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Fund 19 Agricultural Preservation

JSSB Checking (4879)	63,787.62
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Fund 30 Capital Reserve

Paypal Account	8,095.75
JSSB Checking (Employee Wellness Sinking Fund)(4909)	14,569.85
JSSB Capital Reserve Checking (3555)	301,554.94
JSSB Checking (Police Equipment Sinking Fund) (1711)	81,952.02
JSSB Checking (PW Equipment Sinking Fund)(4895)	970,056.81
JSSB Checking (Bldg Equipment Sinking Fund)(4887)	268,070.62

Fund 31 Regional Capital Recreation Projects

JSSB Checking (3547)	746,336.84
Ameriserv Money Market 2818	258,373.46
Ameriserv CD (0210) (matures 12/3/19)(1/3 of total)	260,472.15

Fund 32 Transportation Improvement

JSSB Checking (3539)	2,714,303.44
PLGIT Checking (3261) & Plus	2,816.92
PLGIT CDs (3)(mature 2/8/19, 6/3/19, 10/15/19)	1,263,964.98
Ameriserv Money Market 2693	258,373.46
Ameriserv CD (0210) (matures 12/3/19)(1/3 of total)	260,472.15

Fund 33 Pine Grove Mills Street Lights

JSSB Checking (4917)	19,807.05
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Fund 34 Park Improvement

JSSB Checking (4925)	124,433.89
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Ferguson Township Treasurer's Report

January 31, 2019

Statement of Cash Balances

Fund 35 Liquid Fuels

JSSB Checking (4933)	43,661.10
PLGIT Checking (3020)	165,009.42
PLGIT CDs (3020) (mature 2/8/19 & 2/26/19)	554,587.77

Fund 93 Tudek Memorial Trust

JSSB Checking (4976)	30,480.39
FNB Investments (@market)	133,406.53

TOTAL OTHER FUNDS	8,693,348.76
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TOTAL NON PENSION FUNDS	15,232,340.98
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Employer Pension Trust Funds

Fund 60 Police Pension Trust

JSSB Checking (4941)	6,412.44
PNC Enterprise Checking (9642)	34,284.57
PNC Investments (@market)(includes accrued interest)	5,332,431.20

Fund 65 Non Uniformed 401a Pension Trust

JSSB Checking (4968)	48.69
ICMA-RHS Employee Retirement Health Savings Trust (@ market)	70,758.55
ICMA-401 Employer Pension Investment Trust (@ market)	3,247,225.80

TOTAL PENSION TRUST FUNDS	8,691,161.25
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GRAND TOTAL	23,923,502.23
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Employee Pension Trust Funds

Fund 66 Non Uniformed 457 Pension Trust

ICMA-457 Employee Pension Investment Trust (@ market)	1,393,001.18
ICMA-ROTH IRA Employee Pension Investment Trust (@ market)	28,141.99

	1,421,143.17
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Bank Reconciliation

Uncleared Checks by Fund

User: eendresen
Printed: 03/13/2019 - 11:04AM
Checks Before: 01/31/2019



Fund/Check No.	Check Date	Clear Date	System	Vendor/Employee No.	Vendor/Employee Name	Amount
01	GENERAL FUND					
0	01/31/2019	Uncleared	AP	10870	PNC INSTITUTIONAL INVESTMENTS	3,280.99
0	01/31/2019	Uncleared	AP	11216	VANTAGEPOINT TRANSFER AGENTS 401	8,288.91
0	01/31/2019	Uncleared	AP	11381	VANTANGEPOINT TRANSFER AGENTS-706007 ROTH	231.39
6192	09/29/2017	Uncleared	AP	11577	CBICC	2,500.00
6255	10/13/2017	Uncleared	AP	11547	FOSTER DANIEL	250.00
6727	01/31/2018	Uncleared	AP	11597	WITHERS KARYN	15.00
7254	06/15/2018	Uncleared	AP	11738	GREENE HERBERT	25.00
7622	08/31/2018	Uncleared	AP	11756	TOMKEIL PAUL	40.00
7635	09/15/2018	Uncleared	AP	11702	BLUE KNOB AUTO	300.00
7773	10/15/2018	Uncleared	AP	11702	BLUE KNOB AUTO	300.00
7903	11/15/2018	Uncleared	AP	11702	BLUE KNOB AUTO	300.00
7947	11/15/2018	Uncleared	AP	11344	PETERSON INDUSTRIES INC.	684.53
7991	11/29/2018	Uncleared	AP	11217	FERGUSON TOWNSHIP POLICE ASSOCIATION	380.00
8001	11/29/2018	Uncleared	AP	10720	MORRISON SHAWN	25.00
8006	11/29/2018	Uncleared	AP	10773	OLD DOMINION BRUSH	223.36
8027	12/14/2018	Uncleared	AP	11702	BLUE KNOB AUTO	300.00
8038	12/14/2018	Uncleared	AP	11217	FERGUSON TOWNSHIP POLICE ASSOCIATION	1,189.74
8095	12/30/2018	Uncleared	AP	11217	FERGUSON TOWNSHIP POLICE ASSOCIATION	420.00
8099	12/30/2018	Uncleared	AP	11253	INFRADAPT LLC	6,601.00
8124	01/15/2019	Uncleared	AP	10120	BORING COURT REPORTING	612.00
8127	01/15/2019	Uncleared	AP	11577	CBICC	203.00
8128	01/15/2019	Uncleared	AP	11221	CENTRE AREA TRANSPORTATION AUTHORITY	31,615.75
8133	01/15/2019	Uncleared	AP	10207	CENTRE REGION CODE ADMINISTRATION	160.00
8135	01/15/2019	Uncleared	AP	10215	CHAMBERS WILLIAM	30.52
8137	01/15/2019	Uncleared	AP	10142	CNET	5,179.75
8145	01/15/2019	Uncleared	AP	11217	FERGUSON TOWNSHIP POLICE ASSOCIATION	420.00
8151	01/15/2019	Uncleared	AP	10435	GFOA PA	75.00
8157	01/15/2019	Uncleared	AP	10539	IRVIN FARMS	52.50
8162	01/15/2019	Uncleared	AP	10670	MAYER JONATHAN	750.00
8167	01/15/2019	Uncleared	AP	10762	NORTH CENTRAL DIGITAL SYSTEMS	108.80

Fund/Check No.	Check Date	Clear Date	System	Vendor/Employee No.	Vendor/Employee Name	Amount
8169	01/15/2019	Uncleared	AP	10773	OLD DOMINION BRUSH	274.73
8170	01/15/2019	Uncleared	AP	10784	PA CHAPTER OF APA	102.00
8171	01/15/2019	Uncleared	AP	10785	PA CHIEFS OF POLICE ASSOCIATION	1,150.00
8174	01/15/2019	Uncleared	AP	10836	PENN STATE UNIVERSITY	70.32
8192	01/15/2019	Uncleared	AP	10481	THE HARTMAN GROUP	4,250.00
8193	01/15/2019	Uncleared	AP	11115	TRAF O TERIA SYSTEM	225.15
8200	01/31/2019	Uncleared	AP	10016	AFLAC	176.77
8201	01/31/2019	Uncleared	AP	10031	ALLIED MECHANICAL & ELECTRICAL	75.00
8202	01/31/2019	Uncleared	AP	11242	AMAZON CAPITAL SERVICES INC	129.95
8203	01/31/2019	Uncleared	AP	11702	BLUE KNOB AUTO	300.00
8204	01/31/2019	Uncleared	AP	11224	CAMPBELL DURRANT BEATTY PALOMBO & MILLER PC	1,548.63
8205	01/31/2019	Uncleared	AP	10201	CENTRE COUNTY UNITED WAY	88.00
8207	01/31/2019	Uncleared	AP	11618	CLEAN WATER CENTRAL PA	240.00
8208	01/31/2019	Uncleared	AP	10231	CLEARFIELD WHOLESALE PAPER COMPANY INC	136.40
8209	01/31/2019	Uncleared	AP	11376	COLONIAL AUTO SUPPLY	176.68
8210	01/31/2019	Uncleared	AP	10243	COLUMBIA GAS OF PA INC	3,262.20
8211	01/31/2019	Uncleared	AP	10244	COMCAST BUSINESS	1,050.00
8212	01/31/2019	Uncleared	AP	11793	CORE MORTGAGE SERVICES LLC	250.00
8213	01/31/2019	Uncleared	AP	11790	ESCO, INC.	480.00
8214	01/31/2019	Uncleared	AP	10364	ESRI INC	4,900.00
8215	01/31/2019	Uncleared	AP	11217	FERGUSON TOWNSHIP POLICE ASSOCIATION	420.00
8216	01/31/2019	Uncleared	AP	11518	GENERAL CODE	750.22
8217	01/31/2019	Uncleared	AP	11787	I.C.L.E.I. LOCAL GOVERNMENTS FOR SUSTAINABILITY	600.00
8218	01/31/2019	Uncleared	AP	11791	JOHNSON CONTROLS INC	1,838.00
8219	01/31/2019	Uncleared	AP	10620	LEADERSHIP CENTRE COUNTY	350.00
8220	01/31/2019	Uncleared	AP	11704	MADISON NATIONAL LIFE	4,580.64
8221	01/31/2019	Uncleared	AP	10674	MCCORMICK TAYLOR INC	1,395.00
8222	01/31/2019	Uncleared	AP	10701	MILLER WELDING SERVICE	63.54
8223	01/31/2019	Uncleared	AP	11792	NATIONAL RESEARCH CENTER	9,975.00
8224	01/31/2019	Uncleared	AP	10757	NITTANY OIL COMPANY	10,149.22
8225	01/31/2019	Uncleared	AP	11332	NTM ENGINEERING INC	1,464.90
8226	01/31/2019	Uncleared	AP	11700	PETS COME FIRST	200.00
8227	01/31/2019	Uncleared	AP	10918	R H MARCON INC	142.93
8228	01/31/2019	Uncleared	AP	10927	REDLINE SPEED SHINE	260.33
8229	01/31/2019	Uncleared	AP	10957	ROY BROOKS WELDING INC	105.00
8230	01/31/2019	Uncleared	AP	10992	SHERWIN WILLIAMS	161.69
8231	01/31/2019	Uncleared	AP	11035	STATE COLLEGE BOROUGH WATER AUTHORITY	516.50
8232	01/31/2019	Uncleared	AP	11692	WAKEFIELD BRIAN D.	749.28
8233	01/31/2019	Uncleared	AP	11173	WALKER & WALKER EQUIPMENT II LLC	279.95
8234	01/31/2019	Uncleared	AP	11192	WEST PENN POWER	3,215.76
8235	01/31/2019	Uncleared	AP	11194	WEX BANK	4.98

Fund/Check No.	Check Date	Clear Date	System	Vendor/Employee No.	Vendor/Employee Name	Amount
8236	01/31/2019	Uncleared	AP	11262	X-PERT COMMUNICATIONS	150.00
12519	01/25/2019	Uncleared	AP	11216	VANTAGEPOINT TRANSFER AGENTS 401	0.05
121118	12/11/2018	Uncleared	AP	11035	STATE COLLEGE BOROUGH WATER AUTHORITY	43.00
125191	01/25/2019	Uncleared	AP	11218	VANTAGEPOINT TRANSFER AGENTS 457	5,418.65
125192	01/25/2019	Uncleared	AP	11218	VANTAGEPOINT TRANSFER AGENTS 457	300.00
12312018	12/31/2018	Uncleared	AP	11035	STATE COLLEGE BOROUGH WATER AUTHORITY	34.00
Fund 01Total:						126,616.71
02	STREET LIGHT FUND					
81	03/15/2018	Uncleared	AP	11192	WEST PENN POWER	0.29
95	01/31/2019	Uncleared	AP	11192	WEST PENN POWER	235.37
Fund 02Total:						235.66
30	CAPITAL RESERVE FUND					
527	01/31/2019	Uncleared	AP	10122	BOROUGH OF STATE COLLEGE	301.95
528	01/31/2019	Uncleared	AP	11675	GREENFIELD ARCHITECTS LTD	2,585.80
529	01/31/2019	Uncleared	AP	11332	NTM ENGINEERING INC	9,703.00
530	01/31/2019	Uncleared	AP	11774	YSM	2,143.15
Fund 30Total:						14,733.90
32	TRANSPORT IMPROVEMENT FUND					
2017036	10/15/2018	Uncleared	AP	10819	PATTON TOWNSHIP SUPERVISORS	9,898.12
Fund 32Total:						9,898.12
35	LIQUID FUELS FUND					
270	01/31/2019	Uncleared	AP	11228	AMERICAN ROCK SALT COMPANY LLC	9,945.40
Fund 35Total:						9,945.40
93	TUDEK PARK TRUST FUND					
123120	01/31/2019	Uncleared	AP	11035	STATE COLLEGE BOROUGH WATER AUTHORITY	16.00
123121	01/31/2019	Uncleared	AP	11139	UNIVERSITY AREA JOINT AUTHORITY	104.00
123122	01/31/2019	Uncleared	AP	11192	WEST PENN POWER	74.41
Fund 93Total:						194.41
Grand Total:						161,624.20

Accounts Payable

Checks by Date - Detail by Check Number

User: eendresen
 Printed: 3/11/2019 11:41 AM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
ACH	10870 020819	PNC INSTITUTIONAL INVESTMENTS POLICE PENSION WITHHELD	02/15/2019		3,280.99
		Total for this ACH Check for Vendor 10870:		0.00	3,280.99
ACH	11216 020819	VANTAGEPOINT TRANSFER AGENTS 401	02/15/2019		8,288.96
		Total for this ACH Check for Vendor 11216:		0.00	8,288.96
ACH	11218 020819	VANTAGEPOINT TRANSFER AGENTS 457	02/15/2019		5,386.11
		Total for this ACH Check for Vendor 11218:		0.00	5,386.11
ACH	11381 020819	VANTAGEPOINT TRANSFER AGENT ROTH IRA	02/15/2019		231.39
		Total for this ACH Check for Vendor 11381:		0.00	231.39
ACH	10870 022219	PNC INSTITUTIONAL INVESTMENTS POLICE PENSION WITHHELD	02/28/2019		3,280.99
		Total for this ACH Check for Vendor 10870:		0.00	3,280.99
ACH	11216 022219	VANTAGEPOINT TRANSFER AGENTS 401	02/28/2019		8,235.80
		Total for this ACH Check for Vendor 11216:		0.00	8,235.80
ACH	11218 022219	VANTAGEPOINT TRANSFER AGENTS 457	02/28/2019		5,461.32
		Total for this ACH Check for Vendor 11218:		0.00	5,461.32
ACH	11381 022219	VANTAGEPOINT TRANSFER AGENT ROTH IRA	02/28/2019		231.39
		Total for this ACH Check for Vendor 11381:		0.00	231.39
1	10487 7848	HERITAGE ELECTRIC ALL MAIN BUILDING, BLDNG 1,2 AND SHI	02/28/2019		3,315.00
		Total for Check Number 1:		0.00	3,315.00
7	10773 6437229	OLD DOMINION BRUSH 08 LEAF TRUCK REBUILD	02/15/2019		3,636.51
		Total for Check Number 7:		0.00	3,636.51
22	10209 438	CENTRE REGION PARKS & RECREATI REG PARKS CAPITAL	02/15/2019		26,094.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 22:	0.00	26,094.00
96	11192 1424-FEB19 3057-FEB19	WEST PENN POWER STREET LIGHTS STREET LIGHTS	02/15/2019		348.53 792.61
			Total for Check Number 96:	0.00	1,141.14
97	11192 3639-FEB19	WEST PENN POWER HAVESHIRE BLVD	02/28/2019 01.433.036		223.61
			Total for Check Number 97:	0.00	223.61
271	11228 585107 586144 586880 590861	AMERICAN ROCK SALT COMPANY LI BULK ICE CONTROL SALT BULK ICE CONTROL SALT BULK ICE CONTROL SALT BULK ICE CONTROL SALT	02/15/2019		12,003.39 2,002.08 5,886.10 1,907.64
			Total for Check Number 271:	0.00	21,799.21
272	11228 0591493 0592249 0593066 0593829 0595138 0596762 0597217	AMERICAN ROCK SALT COMPANY LI BULK ICE CONTROL SALT BULK ICE CONTROL SALT BULK ICE CONTROL SALT BULK ICE CONTROL SALT BULK ICE CONTROL SALT BULK ICE CONTROL SALT BULK ICE CONTROL SALT	02/28/2019		1,970.34 5,993.38 3,896.87 1,962.79 1,932.57 4,006.42 5,951.83
			Total for Check Number 272:	0.00	25,714.20
273	10509 1415742	HRI INC STOCK PATCH	02/28/2019		190.80
			Total for Check Number 273:	0.00	190.80
531	11242 14TF-T399-JNNV	AMAZON CAPITAL SERVICES INC PUSH BUTTON SIDE MOUNT BOX	02/15/2019		273.44
			Total for Check Number 531:	0.00	273.44
532	11372 020619	CENTRE COUNTY CLEAN WATER FUN NPDES GENERAL PERMIT FEE/LEED GOLD	02/15/2019		500.00
			Total for Check Number 532:	0.00	500.00
533	10190 020619	CENTRE COUNTY CONSERVATION DI E&S FEE/LEED GOLD FTPW BUILDING-DE	02/15/2019		700.00
			Total for Check Number 533:	0.00	700.00
534	10207 021219	CENTRE REGION CODE ADMINISTRAT SUBMISSION FEE/PERMIT FLAT FEE/L&I F	02/15/2019		8,879.50
			Total for Check Number 534:	0.00	8,879.50
535	11612 1205728 1205728 1205728	CLARK EQUIPMENT CO. SP12 SAND AND SPREADER PER ATTACHE REAR SPREADER LIGHT KIT PER ATTACHI FREIGHT AND ASSEMBLY CHARGES PER C	02/15/2019		4,088.12 277.66 202.50

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 535:	0.00	4,568.28
536	11796 020619	COMMONWEALTH OF PA CLEAN WAT NPDES PER ACRE FEE/LEED GOLD FTPW E	02/15/2019		400.00
			Total for Check Number 536:	0.00	400.00
537	11332 8143	NTM ENGINEERING INC PARK HILLS DRAINAGEWAY RESTORATIO	02/15/2019		10,448.58
			Total for Check Number 537:	0.00	10,448.58
538	11037 117596	STATE COLLEGE FORD LINCOLN INC PAINT AND LABOR FOR 2 POLICE CARS/CI	02/15/2019		900.00
			Total for Check Number 538:	0.00	900.00
539	10122 7389	BOROUGH OF STATE COLLEGE REIMBURSEMENT FOR THE JAN SERVICE:	02/28/2019		1,444.37
			Total for Check Number 539:	0.00	1,444.37
540	11558 31 32	ENVIRONMENTAL PLANNING & DESI FERG TWP UPDATE ZONING ORD, ZONINC FERG TWP UPDATE ZONING ORD, ZONINC	02/28/2019		1,787.51 967.91
			Total for Check Number 540:	0.00	2,755.42
541	11675 13	GREENFIELD ARCHITECTS LTD JAN HOURS PLUS REIMBURSEABLE EXPE	02/28/2019		18,277.03
			Total for Check Number 541:	0.00	18,277.03
542	11332 8154	NTM ENGINEERING INC FERG TWP COMPLIANCE REVIEWS	02/28/2019		157.50
			Total for Check Number 542:	0.00	157.50
543	11782 010219	SPICER'S GENERAL CONTRACTING & BARN ROOF	02/28/2019		23,400.00
			Total for Check Number 543:	0.00	23,400.00
8237	11242 114-5039195-840 IHMQ-CDML-JCLV IHT-XTL3-1WM7 IHTX-TL31-D1PV I14Q-VNPH-NNGW I14Q-VNPH-NNGW 1K17-G7VV-CM3Q 1MHR-MDWY-T76L 1TNW-3RR4-YMPP 1VKD-CHN6-6Y39	AMAZON CAPITAL SERVICES INC BEACH BODY/PULL UP ASSIST BANDS WALL WIRE HOOKS DRY ERASE MARKERS OEO UNIFORM PANTS PENS/BATTERIES MONITOR/PORTS RETURN DRY ERASE BOARD HANGING DATA BINDER THERMAL TRANSFER RIBBON DRY ERASE BOARD	02/15/2019		69.87 31.67 67.05 95.06 24.19 249.95 -53.00 25.77 30.43 52.45
			Total for Check Number 8237:	0.00	593.44
8238	11239 81756	ASAP HYDRAULICS STATE COLLEGE, HOSE ASSY	02/15/2019		66.65
			Total for Check Number 8238:	0.00	66.65

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
8239	10085 136409	BASTIAN TIRE & AUTO CENTERS TIRES	02/15/2019		1,400.00
				Total for Check Number 8239:	0.00 1,400.00
8240	10122 7337	BOROUGH OF STATE COLLEGE WHITEHALL RD/BLUE COURSE DRIVE	02/15/2019		243.95
				Total for Check Number 8240:	0.00 243.95
8241	10203 4022233 4025980 4046208 4055198 I03873981-0930	CENTRE DAILY TIMES BOS MTG JAN 7TH BOS MTG JAN 14TH BOS MTG JAN 21 BOS MTG ORD 1046 BOS AD FOR ABC	02/15/2019		98.77 415.86 121.93 191.57 256.60
				Total for Check Number 8241:	0.00 1,084.73
8242	10208 436 436 436 436 436 436 436 436	CENTRE REGION COUNCIL OF GOVEE ADM & GEN COG BUILDING CAPITAL CRPA MPO FIRE PROTECTION FIRE CAPITAL EMERGENCY MANAGEMENT EM CONTINGENCY	02/15/2019		25,506.25 2,276.25 20,431.25 7,374.75 83,573.00 23,230.25 8,496.50 82.75
				Total for Check Number 8242:	0.00 170,971.00
8243	10209 438 438 438 438 438 438 438 438 438	CENTRE REGION PARKS & RECREATI PARK OPERATING FERGUSON MAINTENA PARK OPERATING FERGUSON PROGRAMS PARK OPERATING FERGUSON ADMIN PARKS CAPITAL POOLS CAPITAL POOLS CAPITAL SENIOR CENTER NATURE CENTER MMNC CAPITAL	02/15/2019		61,850.00 11,523.00 27,739.00 11,264.50 31,129.75 2,939.00 10,645.25 6,215.25 3,457.50
				Total for Check Number 8243:	0.00 166,763.25
8244	10231 461601	CLEARFIELD WHOLESALE PAPER CO DEGREASER/CLEANER/RAGS	02/15/2019		248.23
				Total for Check Number 8244:	0.00 248.23
8245	11376 013119 013119 013119 013119	COLONIAL AUTO SUPPLY EXHAUST FLUID ANTIFREEZE BATTERY FUEL FILTER/WIPER BLADES/BATTERIES	02/15/2019		168.56 33.24 155.55 576.52
				Total for Check Number 8245:	0.00 933.87
8246	10282 2C266631	CUMBERLAND TRUCK EQUIPMENT C ANTIFREEZE	02/15/2019		92.28
				Total for Check Number 8246:	0.00 92.28

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
8247	10284 13600	CUSTOM ALTERATIONS 4 CHEVRONS/SEAM REPAIR	02/15/2019		36.00
			Total for Check Number 8247:	0.00	36.00
8248	10345 96625	ECKS GARAGE INC GASKET	02/15/2019		77.87
			Total for Check Number 8248:	0.00	77.87
8249	11737 3807	ECO-MAXX ENVIRONMENTAL STOP FEE/USED OIL CO	02/15/2019		40.00
			Total for Check Number 8249:	0.00	40.00
8250	10366 06-2835	EXCEL PERFORMANCE PRODUCTS LI EXCEL ANTI-FRICTION METAL TREATMEN	02/15/2019		524.42
			Total for Check Number 8250:	0.00	524.42
8251	10372 PASTA161168	FASTENAL COMPANY BOLTS	02/15/2019		292.02
			Total for Check Number 8251:	0.00	292.02
8252	10373 013119 013119	FAYETTE PARTS SERVICE INC MIRROR/TAPE/SEALER/MAT/LED MIN PIV HANDLE	02/15/2019		327.73 39.60
			Total for Check Number 8252:	0.00	367.33
8253	11217 020819	FERGUSON TOWNSHIP POLICE ASSOC POLICE UNION DUES	02/15/2019		420.00
			Total for Check Number 8253:	0.00	420.00
8254	11483 IN001-1306836	FORCE AMERICA DISTRIBUTING LLC SENSOR	02/15/2019		685.04
			Total for Check Number 8254:	0.00	685.04
8255	10409 51498	FRED CARSON DISPOSAL INC. COMMERCIAL WASTE SERV/RECYCLING/()	02/15/2019		217.00
			Total for Check Number 8255:	0.00	217.00
8256	10418 2465923	GALETON GLOVES/SAFETY GLS CLR LNS	02/15/2019		452.46
			Total for Check Number 8256:	0.00	452.46
8257	10419 M276437A	GALLS PARENT HOLDINGS LLC TROUSERS LEWIS	02/15/2019	VOID	
			Total for Check Number 8257:	117.50	0.00
8258	11635 24070119	GREAT AMERICA FINANCIAL SERVICE COPIER LEASE 5052CI	02/15/2019		461.28
			Total for Check Number 8258:	0.00	461.28
8259	10472 3957	HARRISBURG AREA COMMUNITY CO TRAINING TUITION/EFFECTIVE COMMUN	02/15/2019		65.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 8259:	0.00	65.00
8260	10506	HR EXCAVATING INC	02/15/2019		
	10180	SNOW EVENT 1/8/19			166.60
	10200	SNOW EVENT 1/12/19			166.00
	10241	SNOW EVENT 1/13			373.50
			Total for Check Number 8260:	0.00	706.10
8261	10515	HYDRAULIC SOLUTIONS INC	02/15/2019		
	52090	REPAIR HYDRAULIC CYLINDER			387.00
	52160	ORANGE MARKERS			452.97
	52322	WIRE HOSE ASSEMBLY CHARGE/PARTS			1,820.03
			Total for Check Number 8261:	0.00	2,660.00
8262	11253	INFRADAPT LLC	02/15/2019		
	INFQ9697	SWITCHVOX RENEWAL 2 YEARS			2,601.00
			Total for Check Number 8262:	0.00	2,601.00
8263	10554	JARU ASSOCIATES INC	02/15/2019		
	23100	50 POSTCARDS			15.00
	23181	10 ZONING PRINTS			6.00
			Total for Check Number 8263:	0.00	21.00
8264	10592	KNISELY SHREDDING	02/15/2019		
	26176	ON-SITE SHREDDING			35.00
	26177	ON-SITE SHREDDING			105.00
			Total for Check Number 8264:	0.00	140.00
8265	10608	MICHAEL LAMB	02/15/2019		
	022319	MILEAGE LAMB			16.24
			Total for Check Number 8265:	0.00	16.24
8266	11797	LANDPRO EQUIPMENT LLC	02/15/2019 VOID		
	1076832	OIL/AIR/FUEL FILTERS		318.36	
			Total for Check Number 8266:	318.36	0.00
8267	10644	LOWES COMPANIES INC	02/15/2019		
	021519	WHITE STRIPPING			23.74
	021519	HEAVY HINGE			9.44
	021519	SMALL TOOLS			146.63
	021519	PAINT FOR FIRST AID CABINET			7.16
	021519	RUBBER FOR LEAKING FAUCET			1.90
	021519	DECK SCREWS/MAILBOX POST/MAILBOX			196.01
	021519	EXTENSION CORDS			135.78
	021519	BOARDS			37.49
	021519	TC WHITEWOOD BO			27.44
	021519	SAW BLADE/PWER PRO ONE			37.36
	021519	YS 5/8 IN OR 3/4 INS HS EN			6.87
	021519	RECVR HITCH PIN STEEL			5.10
			Total for Check Number 8267:	0.00	634.92
8268	10692	MIDSTATE TOOL & SUPPLY INC	02/15/2019		
	482145089	DELUXE TRANSMISSION OIL COOLER LIN			212.03

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 8268:	0.00	212.03
8269	10701	MILLER WELDING SERVICE	02/15/2019		
	011419	11' 1/4X3X3 ANGLE			53.90
	011619	8' 1/2" STAINLESS STEEL PIPE			24.00
	020519	PLATE			30.64
			Total for Check Number 8269:	0.00	108.54
8270	10712	MONARCH CLEANERS	02/15/2019		
	020119	POLICE UNIF CLN JAN 19			235.55
	020119	CHIEF'S UNIF CLN JAN 19			46.15
			Total for Check Number 8270:	0.00	281.70
8271	11798	NATIONAL TACTICAL OFFICERS ASSC	02/15/2019		
	010819	TRAINING FOR HIGH RISK WARRANT SERV			620.00
			Total for Check Number 8271:	0.00	620.00
8272	10760	NOERRS GARAGE	02/15/2019		
	013119	FILTERS/HORN/HEADLIGHT/HORN/FILTER			1,294.47
			Total for Check Number 8272:	0.00	1,294.47
8273	10762	NORTH CENTRAL DIGITAL SYSTEMS	02/15/2019		
	INV304227	COPIER LEASE ECOSYM2535DN			80.34
	INV306550	COPIER LEASE TASKALFA 3252CI			385.67
	INV308400	COPIER LEASE KM3050			66.39
			Total for Check Number 8273:	0.00	532.40
8274	10773	OLD DOMINION BRUSH	02/15/2019	VOID	
	6475295	HYDRAULIC FILTERS		230.16	
			Total for Check Number 8274:	230.16	0.00
8275	10816	PATCTECH	02/15/2019		
	ALC 17461	OXYGEN LICENSE RENEWAL			2,399.00
			Total for Check Number 8275:	0.00	2,399.00
8276	10830	PENN PRIME TRUST	02/15/2019		
	9909	Property Insurance			3,947.74
	9909	Police Liability			1,945.97
	9909	Public Officials			1,617.15
	9909	Vehicle Insurance			2,355.49
	9909	Crime Insurance			97.65
			Total for Check Number 8276:	0.00	9,964.00
8277	10831	PENN PRIME WORKERS COMPENSATI	02/15/2019		
	9967	WORKERS COMP			42,947.00
			Total for Check Number 8277:	0.00	42,947.00
8278	10845	PENNSYLVANIA MUNICIPAL HEALTH	02/15/2019		
	020119	HEALTHCARE INS MAR 19			77,627.03
	020119	EYECARE INS MAR 19			674.65
	020119	DENTAL INS MAR 19			3,498.21

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 8278:	0.00	81,799.89
8279	10864 3308081825	PITNEY BOWES GLOBAL FINANCIAL POSTAGE RENTAL	02/15/2019		122.01
			Total for Check Number 8279:	0.00	122.01
8280	11422 87051668	PRAXAIR DISTRIBUTION INC WIRE ALUM/HAZARD MATERIAL	02/15/2019		9.02
			Total for Check Number 8280:	0.00	9.02
8281	10893 DC015760	PRINT O STAT INC BASE RATE 1/18-2/17	02/15/2019		112.00
			Total for Check Number 8281:	0.00	112.00
8282	11490 165048	RECONYX, INC SECURITY EQUIPMENT FOR POLICE DEPA	02/15/2019		1,598.68
			Total for Check Number 8282:	0.00	1,598.68
8283	10978 437 437	SCHLOW CENTRE REGION LIBRARY LIBRARY OPERATING LIBRARY CAPITAL	02/15/2019		110,520.00 5,748.00
			Total for Check Number 8283:	0.00	116,268.00
8284	11017 1361765	SOSMETAL PRODUCTS INC CLAMP/HOSE CLAMPS/O-RING/TAPE	02/15/2019		245.83
			Total for Check Number 8284:	0.00	245.83
8285	11049 8086	STITZERS IMPRINTING & ENGRAVIN NAME PLATE	02/15/2019		11.25
			Total for Check Number 8285:	0.00	11.25
8286	11058 133605	STOVER MCGLAUGHLIN APPEAR FOR MUSSER HEARING/ZONING]	02/15/2019 VOID	695.00	
			Total for Check Number 8286:	695.00	0.00
8287	11665 112718 59225-01	TERMINAL SUPPLY COMPANY OPTI SEAL INSULATE/BUTT CONNECTOR BATTERY BRUSH	02/15/2019		76.74 10.34
			Total for Check Number 8287:	0.00	87.08
8288	11729 27972	THE HR OFFICE 02/03-02/09 MILLER, ALAINEA M	02/15/2019		126.38
			Total for Check Number 8288:	0.00	126.38
8289	11133 013119	U COMP 4TH QTR 2018 UCOMP	02/15/2019		288.81
			Total for Check Number 8289:	0.00	288.81
8290	11173 52533	WALKER & WALKER EQUIPMENT II I PARTS	02/15/2019		52.40

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 8290:	0.00	52.40
8291	11746 021919	SERENA WEAVER 8 HOURS: FEB 13/4 HOURS: FEB 14/4HOUR:	02/15/2019		136.00
			Total for Check Number 8291:	0.00	136.00
8292	11551 69226673 69245130	WELLS FARGO COPIER LEASE 3051CI COPIER LEASE 3010I	02/15/2019		206.41 131.33
			Total for Check Number 8292:	0.00	337.74
8293	11192 2239-FEB19 2449-JAN19 5843-JAN19 7407-FEB19 7852-FEB19	WEST PENN POWER S WATER STREET WESTERLY PKWY BLUE CR 1304 W COLLEGE AVE PGM-BLINKER-WEST PGM-BLINKER-EAST	02/15/2019		23.03 35.93 0.57 8.56 8.56
			Total for Check Number 8293:	0.00	76.65
8294	11199 1106437-01	WILLIAMS BROTHERS HEX	02/15/2019		81.48
			Total for Check Number 8294:	0.00	81.48
8295	11027 INV-ACC44052	ACCELA 2019 RENEWAL FINANCE SUITE/PURCHAS	02/28/2019		16,666.00
			Total for Check Number 8295:	0.00	16,666.00
8296	10016 504431	AFLAC INSURANCE WITHHELD	02/28/2019		176.77
			Total for Check Number 8296:	0.00	176.77
8297	10031 141219	ALLIED MECHANICAL & ELECTRICAL FIX CAPACITOR	02/28/2019		171.91
			Total for Check Number 8297:	0.00	171.91
8298	11242 1D7J-VDWK-TRIC 1GPF-943R-C9V7 1P74-Y3M1-16XQ 1PT3-4P3T-XPM9 1WWF-FPW1-FM99	AMAZON CAPITAL SERVICES INC INK POWER CABLE DELL TABLET PULL UP ASSIST BANDS/RESISTANCE BAN RUBBER BANDS KEYBOARD CASE	02/28/2019		150.65 52.26 42.92 17.06 32.45
			Total for Check Number 8298:	0.00	295.34
8299	11377 086138-1916	APA APA MEMBERSHIP CATEGORY F/PENNSYL	02/28/2019		573.00
			Total for Check Number 8299:	0.00	573.00
8300	11638 200001247	ARMORED REPUBLIC, LLC MULTI CURVE BASE COAT	02/28/2019		739.86
			Total for Check Number 8300:	0.00	739.86
8301	11239	ASAP HYDRAULICS STATE COLLEGE,	02/28/2019		

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	82020	HOSE ASSY/SLEEVE/FEMALE JIC			101.97
	82034	HOSE ASSY/DIEHARD COVER/HOSE			67.81
			Total for Check Number 8301:	0.00	169.78
8302	10085	BASTIAN TIRE & AUTO CENTERS	02/28/2019		
	136568	TIRES			753.84
	136736	TIRES			1,776.64
	136837	TIRES			402.60
	136856	TIRES			1,189.46
			Total for Check Number 8302:	0.00	4,122.54
8303	10100	BEST LINE EQUIPMENT	02/28/2019		
	P56233	STARTER ASSY			74.69
	P56690	TAIL LIGHTS			101.78
	P56783	PIN/NUT/BOLT			17.12
	P56811	COMPRESSOR FLUID			157.99
	P56823	HYD OIL			267.06
			Total for Check Number 8303:	0.00	618.64
8304	11702	BLUE KNOB AUTO	02/28/2019		
	022819	FEB-19 UNDERCOVER VEHICLE			300.00
			Total for Check Number 8304:	0.00	300.00
8305	10120	BORING COURT REPORTING	02/28/2019		
	022719	HEARING OF 3062 ERNEST LANE			177.50
			Total for Check Number 8305:	0.00	177.50
8306	10122	BOROUGH OF STATE COLLEGE	02/28/2019		
	7361	HEALTH SERV 4TH QTR 2018			1,471.68
			Total for Check Number 8306:	0.00	1,471.68
8307	11224	CAMPBELL DURRANT BEATTY PALOM	02/28/2019		
	65296	SIDE LETTER AGREEMENT & POTENTIAL			2,142.23
			Total for Check Number 8307:	0.00	2,142.23
8308	10176	CENTRAL PA CHIEFS OF POLICE	02/28/2019		
	021919	MEMBERSHIP RENEWAL FEE ALBRIGHT/C			50.00
			Total for Check Number 8308:	0.00	50.00
8309	10201	CENTRE COUNTY UNITED WAY	02/28/2019		
	022219	U-WAY			88.00
			Total for Check Number 8309:	0.00	88.00
8310	10203	CENTRE DAILY TIMES	02/28/2019		
	4064047	BOS MTG FEB 5TH			58.24
	4070252	2019 BOS MEETING DATES			298.00
	4074616	SEALED BIDS FOR CONTRACT 2019-C8 PA			195.13
	4078143	BOS MTG AD FOR SPECIAL MEETINGS			56.29
	4078785	SEALED BIDS FOR PROJ 2017-C1			206.85
	I04025092	BOS AD FOR BOARD APPLICATION AD			252.58
			Total for Check Number 8310:	0.00	1,067.09

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
8311	10220 7688030 RI	CHEMUNG SUPPLY CORP PMK MANHOLE KIT 26" MANHOLE	02/28/2019		533.40
			Total for Check Number 8311:	0.00	533.40
8312	10225 1900402115	CINTAS CORPORATION # 536 GLOVES	02/28/2019		89.00
			Total for Check Number 8312:	0.00	89.00
8313	10231 462991	CLEARFIELD WHOLESALE PAPER CO. CLEANER/DEGREASER/RAGS	02/28/2019		154.87
			Total for Check Number 8313:	0.00	154.87
8314	11240 INPP3053514 INPP3053515 INPP3062340	CLEVELAND BROTHERS BATTERY/V-BELT/FILTER/ELEMENT/SWIT MAIN ELEMENT FILTER/ELEMENT/KIT	02/28/2019		409.16 68.60 266.25
			Total for Check Number 8314:	0.00	744.01
8315	11376 8994610	COLONIAL AUTO SUPPLY M T ENROLLMENT	02/28/2019		50.00
			Total for Check Number 8315:	0.00	50.00
8316	10243 100006-FEB19 10007-FEB19	COLUMBIA GAS OF PA INC OFFICE GAS GARAGE GAS	02/28/2019		964.99 1,790.63
			Total for Check Number 8316:	0.00	2,755.62
8317	10244 76547264 76547264	COMCAST BUSINESS ETHERNET DEDICATED LINE ETHERNET DEDICATED LINE	02/28/2019		1,050.00 1,050.00
			Total for Check Number 8317:	0.00	2,100.00
8318	11800 030619	COMMUNITY DIVERSITY GROUP CONTRIBUTION	02/28/2019		500.00
			Total for Check Number 8318:	0.00	500.00
8319	10297 21327	DAVIDHEISERS INC STOP TESTED/VASCAR TESTED/ESP-SPEEI	02/28/2019		316.00
			Total for Check Number 8319:	0.00	316.00
8320	11737 005663	ECO-MAXX PA-STOP FEE: ENVIRONMENTAL STOP FEE	02/28/2019		40.00
			Total for Check Number 8320:	0.00	40.00
8321	11790 62177	ESCO, INC. TESTED PHONE LINES	02/28/2019		90.00
			Total for Check Number 8321:	0.00	90.00
8322	10372 PASTA162199	FASTENAL COMPANY GRINDER DISC	02/28/2019		171.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 8322:	0.00	171.00
8323	11217 022219	FERGUSON TOWNSHIP POLICE ASSOC POLICE UNION DUES	02/28/2019		420.00
			Total for Check Number 8323:	0.00	420.00
8324	10383 030619	FERGUSON TWP AREA SENIOR CITIZI DONATION	02/28/2019		500.00
			Total for Check Number 8324:	0.00	500.00
8325	10384 022319	FERNSLER HUTCHINSON ARCHITEC ZONING PERMIT REFUND FEE	02/28/2019		50.00
			Total for Check Number 8325:	0.00	50.00
8326	10396 020119 020119	FISHER AUTO PARTS HORN/LIGHT/IGNITION/CABIN AIR FILTER ANTIFREEZE	02/28/2019		570.03 70.08
			Total for Check Number 8326:	0.00	640.11
8327	11483 IN001-1309712	FORCE AMERICA DISTRIBUTING LLC BATTERY	02/28/2019		32.70
			Total for Check Number 8327:	0.00	32.70
8328	10419 M276437A	GALLS PARENT HOLDINGS LLC TROUSERS	02/28/2019		131.90
			Total for Check Number 8328:	0.00	131.90
8329	11518 PC0000031144	GENERAL CODE LASERFICHE SYSTEM SOFTWARE 1ST YR	02/28/2019		798.83
			Total for Check Number 8329:	0.00	798.83
8330	11635 24252366	GREAT AMERICA FINANCIAL SERVICE COPIER LEASE 5052CI	02/28/2019		461.28
			Total for Check Number 8330:	0.00	461.28
8331	11264 PSO224130-1 PSO225085-1	GROFF TRACTOR & EQUIPMENT KIT/HOSE BUTTON	02/28/2019		143.28 92.37
			Total for Check Number 8331:	0.00	235.65
8332	10487 7450 7849	HERITAGE ELECTRIC SERV CALL FOR OFFICE FLICKERING LIGI COG TRAILER SHED WIRING UP	02/28/2019		65.00 3,550.00
			Total for Check Number 8332:	0.00	3,615.00
8333	10491 3270 3270	HINTON & ASSOCIATES TOTAL CARE MONTHLY NETWORK SUPPC TOTAL CARE MONTHLY NETWORK SUPPC	02/28/2019		17,520.00 185.00
			Total for Check Number 8333:	0.00	17,705.00
8334	10506	HR EXCAVATING INC	02/28/2019		

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	10295	SNOW EVENT 1/18			290.50
	10305	SNOW EVENT 1/19			415.00
	10313	SNOW EVENT 1/20			456.50
			Total for Check Number 8334:	0.00	1,162.00
8335	11286 X204038049:01	HUNTER KEYSTONE PETERBILT, LP BRAKE/WIPER BLADE	02/28/2019		204.20
			Total for Check Number 8335:	0.00	204.20
8336	10543 593846	J & J TRUCK EQUIPMENT MOTOR	02/28/2019		294.98
			Total for Check Number 8336:	0.00	294.98
8337	10554 23183	JARU ASSOCIATES INC BOND PAPER	02/28/2019		157.66
			Total for Check Number 8337:	0.00	157.66
8338	10568 130351 130351 130354 130354 130359 130359	K & S DISTRIBUTION DIESEL FUEL SUPPLEMENT HIGH PERFORMANCE BRAKE FLUID PARTS CLEANER FULL SYNTHETIC OIL HYDRAULIC OIL DESIEL FUEL SUPPLEMENT	02/28/2019		373.20 188.16 58.68 140.00 1,205.30 373.20
			Total for Check Number 8338:	0.00	2,338.54
8339	10586 6832908 6911144	KIMBALL MIDWEST UNDERCOAT PAINT	02/28/2019		480.46 249.46
			Total for Check Number 8339:	0.00	729.92
8340	11797 1076832	LANDPRO EQUIPMENT LLC OIL/FUEL/AIR FILTERS/FILTER ELEMENTS	02/28/2019		300.34
			Total for Check Number 8340:	0.00	300.34
8341	11704 123118	MADISON NATIONAL LIFE EMPLOYER FICA WITHHOLDING DUE	02/28/2019		87.98
			Total for Check Number 8341:	0.00	87.98
8342	10669 S 11328 S 11503	MAXWELL TRUCK & EQUIPMENT LL SHOVELS 3 EA CUTTINGEDGE HALF, FORMED	02/28/2019		144.00 378.00
			Total for Check Number 8342:	0.00	522.00
8343	10673 030119 030119 030119 030119	MCCARTNEYS INC PAPER/LGL PADS/MARKER BOARD/FOLDE HIGHLIGHTERS/DATE STAMP LAM POUCH/PENS/POST ITS/PADS/HANGI PAPER/PAD/FOLDERS/HANING FILE FOLDI	02/28/2019		531.96 33.97 124.41 114.11
			Total for Check Number 8343:	0.00	804.45
8344	10674	MCCORMICK TAYLOR INC	02/28/2019		

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	2	ES-382			320.00
	21	ES-387			2,080.00
					<hr/>
				Total for Check Number 8344:	0.00 2,400.00
8345	10712 16097	MONARCH CLEANERS PW UNIF CLN JAN 19	02/28/2019		353.66
					<hr/>
				Total for Check Number 8345:	0.00 353.66
8346	10756 712822-0 712822-0 712822-0	NITTANY OFFICE EQUIPMENT PAPER PAPER PAPER	02/28/2019		145.52 109.14 109.14
					<hr/>
				Total for Check Number 8346:	0.00 363.80
8347	10762 24252365	NORTH CENTRAL DIGITAL SYSTEMS COPIER LEASE M3550IDN	02/28/2019		108.80
					<hr/>
				Total for Check Number 8347:	0.00 108.80
8348	11332 8154 8154 8154	NTM ENGINEERING INC ES-387 ES-394 ES-1109	02/28/2019		315.00 796.47 135.00
					<hr/>
				Total for Check Number 8348:	0.00 1,246.47
8349	10773 6475295 6482861	OLD DOMINION BRUSH ELEMENT FREIGHT	02/28/2019		217.13 16.79
					<hr/>
				Total for Check Number 8349:	0.00 233.92
8350	11378 40047911	P & A Administrative Services, Inc. MINIMUM ANNUAL FEE FOR FSA 2019	02/28/2019		1,250.00
					<hr/>
				Total for Check Number 8350:	0.00 1,250.00
8351	10798 801365	PA ONE CALL SYSTEM MONTHLY ACTIVITY FEE/KARL SUPPLEM	02/28/2019		99.97
					<hr/>
				Total for Check Number 8351:	0.00 99.97
8352	10800 022519	PA POLICE ACCREDITATION COALITIO 2019 MEMBERSHIP DUES ALBRIGHT/CHRI	02/28/2019		35.00
					<hr/>
				Total for Check Number 8352:	0.00 35.00
8353	11422 87442800 87442801	PRAXAIR DISTRIBUTION INC CUTTING HEAD CUTTING TIP	02/28/2019		90.41 17.26
					<hr/>
				Total for Check Number 8353:	0.00 107.67
8354	10927 2031	REDLINE SPEED SHINE FLEET MEMBERSHIP MONTHLY CHARGE	02/28/2019		260.33
					<hr/>
				Total for Check Number 8354:	0.00 260.33
8355	10932 022819	RESERVE ACCOUNT POSTAGE BY PHONE	02/28/2019		4,500.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 8355:	0.00	4,500.00
8356	10992 2612-4 3840-5	SHERWIN WILLIAMS PAINT FOR CEILING BLDG #3 PAINT TRAY/ROLLERS FOR CEILING BLDC	02/28/2019		345.13 83.08
			Total for Check Number 8356:	0.00	428.21
8357	11003 50771	SITE SPECIFIC DESIGN INC REPAIR EONE CONCRETE STATION	02/28/2019		245.00
			Total for Check Number 8357:	0.00	245.00
8358	11010 ARV 38354625	SNAP ON INDUSTRIAL SCREWDRIVERS	02/28/2019		11.47
			Total for Check Number 8358:	0.00	11.47
8359	11017 1364130	SOSMETAL PRODUCTS INC GROMMET/HOSE PROTECTORS/WHEEL BI	02/28/2019		695.77
			Total for Check Number 8359:	0.00	695.77
8360	11782 022519	SPICER'S GENERAL CONTRACTING & SIDEWALK BILLABLE	02/28/2019		267.84
			Total for Check Number 8360:	0.00	267.84
8361	11049 8088	STITZERS IMPRINTING & ENGRAVIN ZHB NAME PLATE ROCCO/STEFANIE	02/28/2019		11.25
			Total for Check Number 8361:	0.00	11.25
8362	11050 220-96432	STOCKER CHEVROLET INC FIX STEERING CONCERN	02/28/2019		737.63
			Total for Check Number 8362:	0.00	737.63
8363	11055 1407337 1408238	STONER INC IG CLEAN & REPEL AEROSOL TRIM SHINE	02/28/2019		60.00 48.12
			Total for Check Number 8363:	0.00	108.12
8364	11058 133605	STOVER MCGLAUGHLIN APPEAR FOR MUSSI HEARING/WORK ON :	02/28/2019		693.00
			Total for Check Number 8364:	0.00	693.00
8365	11799 82802	T & B MEDICAL INC COOLING BURN RELIEF/SURILAST #3	02/28/2019		71.25
			Total for Check Number 8365:	0.00	71.25
8366	11729 28028	THE HR OFFICE 02/10-02/16 MILLER, ALAINEA M	02/28/2019		665.58
			Total for Check Number 8366:	0.00	665.58
8367	11117 83761 83761	TRAFFICWARE SYNCHRO PLUS SIMTRAFFIC V10 SINGLE VER 10 2-YEAR SUPPORT PER ATTACHED	02/28/2019		2,969.10 445.37

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 8367:	0.00	3,414.47
8368	11136	U S MUNICIPAL SUPPLY INC	02/28/2019		
	3146994	SIGNS			41.00
	6146306	SIGNS			24.70
	6146993	SIGNS			972.50
	6146996	SIGNS			100.95
			Total for Check Number 8368:	0.00	1,139.15
8369	11137	ULINE	02/28/2019		
	105827572	26" CONVEX SAFETY MIRROR-OUTDOOR			98.97
			Total for Check Number 8369:	0.00	98.97
8370	11613	UNITED RENTALS	02/28/2019		
	166407273-01	PAINT, INVERT			257.40
			Total for Check Number 8370:	0.00	257.40
8371	11159	VERIZON WIRELESS	02/28/2019		
	9823323416	AIRTIME CARD USE JAN 19			40.01
	9823323416	POLCIE CELL USE JAN 19			165.58
	9823323416	OEO CELL USE JAN 19			40.39
	9823323416	CELL PHONE WITHHOLDING JAN 19			44.00
	9823323416	POLICE CELL PHONE WITHHOLDING JAN			-44.00
			Total for Check Number 8371:	0.00	245.98
8372	11726	WATSON DIESEL	02/28/2019		
	18122	REMOVE STANDARD DISCHARGE SPREAI			584.28
			Total for Check Number 8372:	0.00	584.28
8373	11192	WEST PENN POWER	02/28/2019		
	0840-FEB19	WHITEHALL RD/RESEARCH DR	01.433.036		100.91
	0873-FEB18	WHITEHALL RD/W COLLEGE	01.433.036		54.10
	1054-FEB19	W COLLEGE AVE	01.433.036		53.91
	1966-FEB19	225 SCIENCE PARK RD	01.433.036		38.92
	2449-FEB19	WESTERLY PKWY BLUE CR	01.433.036		38.22
	2510-FEB19	W CHERRY LN MARTIN ST	01.433.036		53.71
	2691-FEB19	SCIENCE PARK ROAD	01.433.036		40.37
	2711-FEB19	SCIENCE PARK ROAD	01.433.036		74.07
	3377-FEB19	BRISTOL AVE	01.433.036		39.92
	5290-FEB19	1901 CIRCLEVILLE ROAD	01.433.036		47.03
	5727-FEB19	OFFICE COMPLEX	01.409.036		1,777.38
	5843-FEB19	1301 W COLLEGE AVE	01.433.036		15.93
	6113-FEB19	GARAGE/MAINT BLDG	01.409.036		627.46
	6150-FEB19	OLD GATESBURG ROAD	01.433.036		91.25
	6438-FEB19	1209 N ATHERTON ST	01.433.036		23.89
	6651-FEB19	BIKE TUNNEL	01.433.036		159.89
	6725-FEB19	BLDG #3	01.409.036		478.29
	6735-FEB19	N HILLS DR	01.433.036		19.68
	7595-FEB19	1282 N ATHERTON ST	01.433.036		50.08
	7920-FEB19	N ATHERTON ST	01.433.036		29.26
	8100-FEB19	2100 W COLLEGE AVE	01.433.036		62.36
	8136-FEB19	BLUE COURSE DR & HAVENSHIRE DR	01.433.036		45.24
	9110-FEB19	W COLLEGE AVE	01.433.036		42.68
	9975-FEB19	AARON DR MARTIN ST	01.433.036		48.02

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 8373:	0.00	4,012.57
8374	11194 022219	WEX BANK FUEL	02/28/2019		56.00
			Total for Check Number 8374:	0.00	56.00
8375	11201 020519 020519 020519 020519 020519	WINDSTREAM LONG DIST JAN 19 LONG DIST JAN 19 LINE/BASIC SERV JAN 19 LINE/BASIC SERV JAN 19 LINE/BASIC SERV JAN 19	02/28/2019		77.78 31.78 142.67 285.35 285.35
			Total for Check Number 8375:	0.00	822.93
8376	11204 4804159512	WOLTERS KLUWER LAW & BUSINES! APA BASIC GUIDE TO PAYROLL 2019E REL	02/28/2019		664.13
			Total for Check Number 8376:	0.00	664.13
20519	11035 A1541000-0 A1541001-0 A1541002-0	STATE COLLEGE BOROUGH WATER A OFF COMPLEX MAINTENANCE BLDG BLDG 3	02/05/2019 confirmation		316.00 139.50 61.00
			Total for Check Number 20519:	0.00	516.50
20519	11035 C1590159-0	STATE COLLEGE BOROUGH WATER A DOG PARK	02/05/2019		16.00
			Total for Check Number 20519:	0.00	16.00
123123	10012 LS0000009804	ADVANCED DISPOSAL SERVICES RESIDENTIAL TRASH/RECYCLING	02/15/2019		39.21
			Total for Check Number 123123:	0.00	39.21
123124	10481 110606	THE HARTMAN GROUP INCREASED BUILDING VALUE	02/15/2019		41.20
			Total for Check Number 123124:	0.00	41.20
123125	11192 6563-FEB19	WEST PENN POWER 425 PARK CREST LANE	02/28/2019 93.454.249		70.21
			Total for Check Number 123125:	0.00	70.21
2017045	10644 021519	LOWES COMPANIES INC VALLEY VISTA TEST PITS/ 3PLY	02/15/2019		57.15
			Total for Check Number 2017045:	0.00	57.15
2017046	10674 5	MCCORMICK TAYLOR INC TRANSPORTATION MOBILITY STUDY	02/15/2019		5,527.84
			Total for Check Number 2017046:	0.00	5,527.84
2017047	11782 022519	SPICER'S GENERAL CONTRACTING & SIDEWALK	02/28/2019		150.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 2017047:	0.00	150.00
			Report Total (177 checks):	1,361.02	901,918.49



TOWNSHIP OF FERGUSON

3147 Research Drive • State College, Pennsylvania 16801
Telephone: 814-238-4651 • Fax: 814-238-3454
www.twp.ferguson.pa.us

TO: Ferguson Township Board of Supervisors
FROM: Ryan T. Scanlan, E.I.T., Assistant Township Engineer
DATE: March 7, 2019
SUBJECT: **AWARD OF 2017-C1, Kansa Ave**

Bids were opened publicly for Contract 2017-C1 Kansa Avenue at 2:00 pm on Tuesday, February 26, 2019 and read aloud. The bid was advertised in the Centre Daily Times on February 8, 2019.

Four (4) bids were received as follows:

Mid-State Paving and Excavation	\$170,470.75
HRI	\$188,618.000
Glenn O. Hawbaker	\$203,172.70
Grannas Bros. Stone & Asphalt Co.	\$209,863.53

Attached is a copy of the bid tabulation. The Engineers estimate for this contract is \$220,653. The budget included \$236,000.000 to complete work.

I recommend that the Board of Supervisors award the contract to Mid-State Paving and Excavation for a total of \$170,470.75 per their bid.

Attachments: 2017-C1 Pavement Marking Bid Tabulation

Copy: D. Pribulka (via email)
D. Modricker (via email)
R. Seybert (via email)
2017-C1 Correspondence

QTY	ITEM No. UNIT	DESCRIPTION	Engineer Estimate		Mid-State Paving		HRI		Glenn O. Hawbaker		Grannas Bros. Stone & Asphalt Co.	
			UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	0201 0001 LS	CLEARING AND GRUBBING	\$ 3,000.00	\$ 3,000.00	\$ 2,100.00	\$ 2,100.00	\$ 2,500.00	\$ 2,500.00	\$ 1,800.00	\$ 1,800.00	\$ 1,400.00	\$ 1,400.00
128	0203 0001 CY	CLASS 1 EXCAVATION	\$ 38.00	\$ 4,864.00	\$ 50.00	\$ 6,400.00	\$ 21.00	\$ 2,688.00	\$ 40.00	\$ 5,120.00	\$ 30.10	\$ 3,852.80
27	0203 0004 CY	CLASS 1B EXCAVATION (BASE REPAIR)	\$ 171.00	\$ 4,617.00	\$ 44.00	\$ 1,188.00	\$ 110.00	\$ 2,970.00	\$ 57.00	\$ 1,539.00	\$ 100.75	\$ 2,720.25
255	0204 0150 CY	CLASS 4 EXCAVATION	\$ 20.00	\$ 5,100.00	\$ 40.50	\$ 10,327.50	\$ 11.50	\$ 2,932.50	\$ 6.00	\$ 1,530.00	\$ 30.10	\$ 7,675.50
87	0311 0324 SY	SUPERPAVE ASPHALT MIXTURE DESIGN, WMA BASE COURSE, PG 64-22, <0.3 M ESALS, 9.5MM MIX, 1.5" DEPTH (BASE REPAIR)	\$ 35.00	\$ 3,045.00	\$ 39.00	\$ 3,393.00	\$ 66.00	\$ 5,742.00	\$ 55.00	\$ 4,785.00	\$ 52.21	\$ 4,542.27
87	0350 0106 SY	SUBBASE, 6" DEPTH (NO. 2A) (BASE REPAIR)	\$ 39.00	\$ 3,393.00	\$ 20.00	\$ 1,740.00	\$ 32.00	\$ 2,784.00	\$ 40.00	\$ 3,480.00	\$ 26.41	\$ 2,297.67
1,747	0411 0385 SY	SUPERPAVE ASPHALT MIXTURE DESIGN, WMA WEARING COURSE, PG 64-22, <0.3 M ESALS, 9.5MM MIX, 1.5" DEPTH, SRL-L	\$ 8.00	\$ 13,976.00	\$ 10.75	\$ 18,780.25	\$ 10.00	\$ 17,470.00	\$ 11.00	\$ 19,217.00	\$ 10.07	\$ 17,592.29
49	0411 2395 TON	SUPERPAVE ASPHALT MIXTURE DESIGN, WMA WEARING COURSE (SCRATCH), PG 64-22, <0.3 M ESALS, 9.5MM MIX, SRL-L	\$ 147.00	\$ 7,203.00	\$ 138.00	\$ 6,762.00	\$ 115.00	\$ 5,635.00	\$ 123.00	\$ 6,027.00	\$ 106.00	\$ 5,194.00
3,494	0460 0001 SY	BITUMINOUS TACK COAT	\$ 0.20	\$ 698.80	\$ 0.60	\$ 2,096.40	\$ 0.25	\$ 873.50	\$ 0.20	\$ 698.80	\$ 0.55	\$ 1,921.70
109	0601 0352 LF	15" THERMOPLASTIC PIPE, GROUP III, 8'-2' FILL	\$ 100.00	\$ 10,900.00	\$ 36.80	\$ 4,011.20	\$ 50.00	\$ 5,450.00	\$ 82.00	\$ 8,938.00	\$ 72.34	\$ 7,885.06
491	4604 0352 LF	15" PERFORATED THERMOPLASTIC PIPE, GROUP III, 8'-2' FILL (MODIFIED)	\$ 77.00	\$ 37,807.00	\$ 34.80	\$ 17,086.80	\$ 50.00	\$ 24,550.00	\$ 73.00	\$ 35,843.00	\$ 41.18	\$ 20,219.38
92	4604 0353 LF	18" PERFORATED THERMOPLASTIC PIPE, GROUP III, 8'-2' FILL (MODIFIED)	\$ 94.00	\$ 8,648.00	\$ 41.70	\$ 3,836.40	\$ 55.00	\$ 5,060.00	\$ 82.00	\$ 7,544.00	\$ 77.55	\$ 7,134.60
7	0605 2781 EA	TYPE M FRAME AND BICYCLE SAFE GRATE	\$ 1,500.00	\$ 10,500.00	\$ 785.00	\$ 5,495.00	\$ 1,250.00	\$ 8,750.00	\$ 980.00	\$ 6,860.00	\$ 925.00	\$ 6,475.00
7	0605 2850 EA	STANDARD INLET BOX <=10'	\$ 2,226.00	\$ 15,582.00	\$ 1,800.00	\$ 12,600.00	\$ 2,400.00	\$ 16,800.00	\$ 2,200.00	\$ 15,400.00	\$ 3,075.00	\$ 21,525.00
1	0608 0001 LS	MOBILIZATION	\$ 8,300.00	\$ 8,300.00	\$ 17,000.00	\$ 17,000.00	\$ 8,500.00	\$ 8,500.00	\$ 11,000.00	\$ 11,000.00	\$ 19,560.00	\$ 19,560.00
1	0616 1251 EA	THERMOPLASTIC END SECTION FOR 15" PIPE	\$ 552.00	\$ 552.00	\$ 585.00	\$ 585.00	\$ 450.00	\$ 450.00	\$ 340.00	\$ 340.00	\$ 520.00	\$ 520.00
64	0703 0025 CY	NO. 57 COARSE AGGREGATE	\$ 35.00	\$ 2,240.00	\$ 51.50	\$ 3,296.00	\$ 35.00	\$ 2,240.00	\$ 75.00	\$ 4,800.00	\$ 55.70	\$ 3,564.80
129	0802 0001 CY	TOPSOIL FURNISHED AND PLACED	\$ 75.00	\$ 9,675.00	\$ 73.00	\$ 9,417.00	\$ 110.00	\$ 14,190.00	\$ 82.00	\$ 10,578.00	\$ 66.90	\$ 8,630.10
596	0806 0100 SY	TEMPORARY ULTRA-SHORT-TERM, ROLLED EROSION CONTROL PRODUCT, TYPE 1A	\$ 2.50	\$ 1,490.00	\$ 2.00	\$ 1,192.00	\$ 3.00	\$ 1,788.00	\$ 3.30	\$ 1,966.80	\$ 3.19	\$ 1,901.24
6	0808 3782 EA	NORWAY SPRUCE - (5HT. B&B)	\$ 400.00	\$ 2,400.00	\$ 430.00	\$ 2,580.00	\$ 500.00	\$ 3,000.00	\$ 575.00	\$ 3,450.00	\$ 600.00	\$ 3,600.00
1	0810 0052 EA	SELECTIVE TREE REMOVAL	\$ 3,000.00	\$ 3,000.00	\$ 2,850.00	\$ 2,850.00	\$ 2,800.00	\$ 2,800.00	\$ 1,800.00	\$ 1,800.00	\$ 3,600.00	\$ 3,600.00
9	4851 0003 SY	ROCK APRON (MODIFIED)	\$ 153.00	\$ 1,377.00	\$ 75.00	\$ 675.00	\$ 65.00	\$ 585.00	\$ 135.00	\$ 1,215.00	\$ 166.67	\$ 1,500.03
8	0860 0000 EA	INLET FILTER BAG FOR TYPE M INLET	\$ 250.00	\$ 2,000.00	\$ 80.00	\$ 640.00	\$ 175.00	\$ 1,400.00	\$ 90.00	\$ 720.00	\$ 60.00	\$ 480.00
103	0867 0008 LF	COMPOST FILTER SOCK, 8" DIAMETER	\$ 5.00	\$ 515.00	\$ 7.00	\$ 721.00	\$ 5.00	\$ 515.00	\$ 11.00	\$ 1,133.00	\$ 14.56	\$ 1,499.68
1	0901 0001 LS	MAINTENANCE AND PROTECTION OF TRAFFIC DURING CONSTRUCTION	\$ 4,300.00	\$ 4,300.00	\$ 1,800.00	\$ 1,800.00	\$ 3,300.00	\$ 3,300.00	\$ 700.00	\$ 700.00	\$ 10,900.00	\$ 10,900.00
667	9000 0001 SY	DRIVEWAY RESTORATION (2" DEPTH)	\$ 65.00	\$ 43,355.00	\$ 36.80	\$ 24,545.60	\$ 45.00	\$ 30,015.00	\$ 50.00	\$ 33,350.00	\$ 51.81	\$ 34,557.27
977	9000 0002 SY	SEEDING, SOIL SUPPLEMENTS AND MULCHING	\$ 5.00	\$ 4,885.00	\$ 2.80	\$ 2,735.60	\$ 6.00	\$ 5,862.00	\$ 5.30	\$ 5,178.10	\$ 3.61	\$ 3,526.97
10	9000 0003 EA	RESET MAILBOXES	\$ 240.00	\$ 2,400.00	\$ 170.00	\$ 1,700.00	\$ 500.00	\$ 5,000.00	\$ 220.00	\$ 2,200.00	\$ 200.00	\$ 2,000.00
596	9000 0004 SY	GRADING OF ROADSIDE SWALE	\$ 8.11	\$ 4,830.64	\$ 8.25	\$ 4,917.00	\$ 8.00	\$ 4,768.00	\$ 10.00	\$ 5,960.00	\$ 6.02	\$ 3,587.92
TOTAL			\$ 220,653.44	\$ 170,470.75	\$ 188,618.00	\$ 203,172.70	\$ 209,863.53					

Items in RED above differ from contractors bid sheets.

Contractor's Application for Payment No. 1

Application Period: 2/1/2019 - 2/28/2019		Application Date: 3/11/2019	
To (Owner): Ferguson Township	From (Contractor): Granite Inliner, LLC	Via (Engineer): N/A	
Project: Chestnut Ridge CIPP Lining	Contract: Chestnut Ridge CIPP Lining		
Owner's Contract No.: 2018-CS	Contractor's Project No.: 52361	Engineer's Project No.: N/A	

**Application For Payment
Change Order Summary**

Approved Change Orders		
Number	Additions	Deductions
TOTALS		
NET CHANGE BY CHANGE ORDERS		

1. ORIGINAL CONTRACT PRICE.....	\$ 454,290.00
2. Net change by Change Orders.....	\$
3. Current Contract Price (Line 1 ± 2).....	\$ 454,290.00
4. TOTAL COMPLETED AND STORED TO DATE	
(Column F total on Progress Estimates).....	\$ 237,825.00
5. RETAINAGE:	
a. 10% X \$237,825.00 Work Completed.....	\$ 23,782.50
b. X Stored Material.....	\$
c. Total Retainage (Line 5.a + Line 5.b).....	\$ 23,782.50
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c).....	\$ 214,042.50
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$
8. AMOUNT DUE THIS APPLICATION.....	\$ 214,042.50
9. BALANCE TO FINISH, PLUS RETAINAGE (Column G total on Progress Estimates + Line 5.c above).....	\$ 240,247.50

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:

(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;

(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and

(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor Signature:

By: _____ Date: 3.11.19

Payment of: \$ 240,247.50
(Line 8 or other - attach explanation of the other amount)

is recommended by: Ryan P. Seala 3/15/19
(Engineer) (Date)

Payment of: \$ _____
(Line 8 or other - attach explanation of the other amount)

is approved by: _____
(Owner) (Date)

Approved by: _____
Funding or Financing Entity (if applicable) (Date)

PAY PTS

PAY AP # 1

2018-CS

ACCT. 32-439.610

\$ 240,247.50

Progress Estimate - Unit Price Work

Contractor's Application

For (Contract): Chestnut Ridge CIPP Lining							Application Number: 1				
Application Period: 2/1/2019 - 2/28/2019							Application Date: 3/11/2019				
A						B	C	D	E	F	
Item		Contract Information				Estimated Quantity Installed	Value of Work Installed to Date	Materials Presently Stored (not in C)	Total Completed and Stored to Date (D + E)	% (F / B)	Balance to Finish (B - F)
Bid Item No.	Description	Item Quantity	Units	Unit Price	Total Value of Item (\$)						
608	Mobilization	1	LS	\$6,800.00	\$6,800.00	0.75	\$5,100.00		\$5,100.00	75.0%	\$1,700.00
901	Maintenance and Protection of Traffic during Construction	1	LS	\$600.00	\$600.00	1	\$600.00		\$600.00	100.0%	
9000 - 1	UV CIPP 15" Diameter Liner	2682	LF	\$70.00	\$187,740.00	1995	\$139,650.00		\$139,650.00	74.4%	\$48,090.00
9000 - 2	UV CIPP 18" Diameter Liner	1464	LF	\$75.00	\$109,800.00	1233	\$92,475.00		\$92,475.00	84.2%	\$17,325.00
9000 - 3	UV CIPP 21" Diameter Liner	373	LF	\$85.00	\$31,705.00						\$31,705.00
9000 - 4	UV CIPP 30" Diameter Liner	713	LF	\$165.00	\$117,645.00						\$117,645.00
Totals									\$237,825.00	52.4%	\$216,465.00



**Cornerstone Wealth Advisory
& Insurance Services, LLC**

www.cornerstonewealthadvisoryandinsurance.com

Patrick Geary, AIF®
Managing Director

Mr. David Pribulka
Township Manager
Ferguson Township
3147 Research Dr.
State College, Pa

February 11, 2019

RE: Fiduciary Oversight of the defined contribution plans

I would like to thank you for taking the time to review how an independent 3(21) fiduciaries can improve your plans overall performance while simultaneously reduce potential liability coming from fiduciary oversight related issues. While acting as a 3(21) fiduciary for the Ferguson Township s defined contribution plans, I will break the process down into four distinct aspects, the first being the organizational stage. This stage will consist of creating an oversight committee for the plans, educating the members of the committee in the proper roles as a fiduciary and understanding the laws regarding the defined contribution plan. This stage will also teach the committee how to identify conflicts of interest and address those conflicts in a manner consistent with the duty of loyalty.

The second stage of the process is the formalization stage. This stage focuses on guiding the committee through the process of creating an investment policy statement. From the investment policy statement, we address issues like determining the appropriate level of risk for the investments, identify time horizons, selection of asset classes and their expected returns for each asset class.

The third stage of the process is the implementation phase. This stage is where we implement the process and procedures created by the IPS. This stage also ensures a reasonable due diligence process is followed in the selection of the service providers, whether the township utilizes a turn key provider or an open architecture platform. Document the decision-making process on the selection of investment strategies as well as types of investments.

The fourth stage is the ongoing monitoring process and most laborious of the four stages. During this stage, we establish reporting mechanisms to compare investment performance against the appropriate index, peer group, and investment policy objectives. We also periodically review qualitative and/or organizational changes of the investments and service providers. We will also periodically review the investment related fees, compensation and expenses to ensure they are fair and reasonable for the services provided. Finally, in the monitoring stage we will periodically review the plans Stewards, the committee, to ensure our effectiveness in meeting our fiduciary responsibilities.



VOYA FINANCIAL ADVISORS

Securities and investment advisory services are offered through Voya Financial Advisors, Inc., Member SIPC

Cornerstone Wealth Advisory and Insurance Services, LLC is not a subsidiary of nor controlled by Voya Financial Advisors, Inc.

Cornerstone Wealth Advisory and Insurance Services, LLC is not a broker/dealer nor a registered investment advisor.

Cornerstone Wealth Advisory & Insurance Services, LLC
3910 Caughey Road, Suite 220
Erie, PA 16506
T 814-315-2000
F 888-445-9087
E pat.geary@voyafa.com



**Cornerstone Wealth Advisory
& Insurance Services, LLC**

www.cornerstonewealthadvisoryandinsurance.com

Patrick Geary, AIF®
Managing Director

With most employers we find the first two stages taking about two to three months with the third stage taking anywhere from an additional 2 to 4 months depending on availability of committee members. Once we have completed the first three components the fourth component, monitoring, takes different shapes depending on what the employer chooses, most often the monitoring takes the shape of either quarterly monitoring meetings or semi-annual monitoring meetings complimented with supplemental reports from me on the off quarters.

Regarding cost, in most cases my compensation is set as a percent of the assets in the plan. The current assets of the two plans is approximately 4.4 million. The Townships assets place it in the middle of whether you want to look at and asset-based fee or a flat quarterly dollar amount. The asset-based fee paid as a part of the plan assets would be .25% or a quarterly flat fee would be \$3,000. When using a flat dollar fee, we ask the employer to incorporate an inflation factor for future years.

Respectfully,

Patrick M Geary AIF®

Accepted:

Ferguson Township

David Pribulka, Township manager

Date



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Cornerstone Wealth Advisory & Insurance Services, LLC
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Erie, PA 16506
T 814-315-2000
F 888-445-9087
E pat.geary@voyafa.com

ADVISORY SERVICES AGREEMENT ERISA PLAN INVESTMENT CONSULTING (EPIC)

Voya Financial Advisors, Inc.
Member SIPC
909 Locust Street, Des Moines, IA 50309
Phone 800-356-2906



1. PLAN INFORMATION

Plan Name _____

Employer/Plan Sponsor Name _____

Address _____

Phone _____

This Agreement (the "Agreement") is made by and between Voya Financial Advisors, Inc. ("VFA"), a Broker-Dealer and Registered Investment Adviser, and the above named Employer/Plan Sponsor (the "Sponsor") of the above named retirement plan (the "Plan") which is described in Appendix A. VFA may change the Investment Adviser Representative assigned to this Program.

1. **SERVICES:** VFA, through one of its Investment Advisor Representatives ("IAR") agrees to provide to the Plan the services selected by Sponsor by marking the box before each service in Appendix B ("Services"). The Services that may be selected in Appendix B are identified in Appendix B as either ERISA Fiduciary Services or ERISA Non-Fiduciary Services.
 - a) **ERISA Fiduciary Services**, if Sponsor selects any service that is identified in Appendix B as an ERISA Fiduciary Service, VFA agrees to perform that Service to the Plan as a fiduciary under Section 3(21)(A)(ii) of the Employee Retirement Income Security Act of 1974, as amended ("ERISA") and will act in good faith and with the degree of diligence, care and skill that a prudent person rendering similar services would exercise under similar circumstances. When providing any ERISA Fiduciary Services, VFA will solely be making recommendations to Sponsor and Sponsor retains full discretionary authority or control over assets of the Plan.
 - b) **ERISA Non-Fiduciary Services**, if Sponsor selects any service that is identified in Appendix B as an ERISA Non-Fiduciary Service, VFA agrees to perform that Service solely in a capacity that would not be considered a fiduciary under ERISA or any other applicable law.

2. LIMITATIONS ON SERVICES

Sponsor understands and agrees that in providing any Service selected in Appendix B, VFA:

- a) Will not: (i) serve as a Plan custodian, third party administrator or record-keeper; or (ii) assume the duties of a trustee of the Plan or administrator (as defined in Section 3(16) of ERISA).
- b) Will have no authority or responsibility to vote proxies for securities held by the Plan or take any other action relating to shareholder rights regarding those securities, including delivering the prospectus for those securities.
- c) Will have no authority or discretion to: (i) interpret the Plan documents; (ii) handle benefit claims under the Plan; (iii) determine eligibility or participation under the Plan; or (iv) take any other action regarding the management or administration of the Plan. Specifically, and without limitation, VFA has no authority, discretion or responsibility to: determine eligibility to participate in the Plan, calculate benefits, prepare or distribute any notices to participants or beneficiaries, perform recordkeeping or actuarial services, determine amount or timing of contributions to the Plan or distributions or withdrawals from the Plan, or select or certify any other service not expressly stated in Appendix B.
- d) Will not, and cannot, provide legal or tax advice to Sponsor and /or the Plan (or any Plan participant or beneficiary), and Sponsor agrees to seek the advice of its own legal and/or tax adviser, as to all matters concerning the Plan, including, without limitation, the operations and administration of the Plan and how the Plan may comply with applicable law, including, ERISA and the Internal Revenue Code of 1986, as amended (the "Code").
- e) Will not have any responsibilities or potential liabilities for investments offered by the Plan that are not offered or sold to the Plan by VFA (e.g., employer securities, mutual fund windows, self-directed brokerage accounts, etc.).
- f) Will not be responsible or liable for recommendations or services rendered by third-party service providers ("other provider") or the other provider's compliance with applicable laws, including, without limitation, ERISA and the Code.



3. FEES

- a) **Amount and Payment:** As compensation for rendering the Services, Sponsor, agrees to pay, or cause the Plan to pay, to VFA the fee described in Appendix C (the "Fee"). Sponsor acknowledges that the Plan may incur other fees and expenses, including but not limited to investment-related expenses imposed by other service providers and mutual fund managers not affiliated with VFA and other fees and expenses charged by the Plan's custodian, third-party administrator, and /or record-keeper. VFA makes no representations about any costs or expenses associated with the services provided by any third parties. Sponsor further acknowledges that the Fees charged by VFA for the Services are in addition to any brokerage, custodial and/or other fees that may be charged to Sponsor by other service providers to the Plan.

The only direct compensation received by VFA for Services, however, are the Fees, and no increase in the Fees will be effective without prior written Notice. Despite this, various vendors, product providers, distributors and others may provide non-monetary compensation by paying some expenses related to training and education, including travel expenses, and attaining professional designations. VFA may receive payments to subsidize its own training programs. Certain vendors may invite VFA to participate in conferences, on-line training or provide publications that may further its IARs and employees' skill and knowledge. Some may occasionally provide VFA gifts, meals and entertainment of reasonable value consistent with industry rules and regulations.

- b) **Authorization to Remit Fees and Information:** Sponsor agrees to instruct the Plan's record-keeper or custodian (or other custodian of the Plan's assets) (collectively, "Record-keeper") regarding its obligation to calculate the Fees according to Appendix C. Notwithstanding the Plan's obligation to pay Fees, Sponsor may elect within its sole discretion to pay any or all Fees to VFA instead of the Plan paying the Fees, provided that any Fees remaining unpaid after thirty (30) days from the date of invoice will be due and payable immediately by the Plan. If Sponsor elects to direct the Record-keeper to pay the Fees to VFA from Plan assets pursuant to Appendix C, Sponsor will authorize the Record-keeper to remit the Fees within thirty (30) days, directly to VFA.

Sponsor also agrees that, to the extent permitted by law, it is solely responsible for verifying the accuracy of the calculation of the Fees and that VFA is not liable to the Plan, Plan participants or beneficiaries, or any other fiduciary of the Plan or anyone else for errors in the calculation or payments. The Sponsor further authorizes all third-party service providers to provide VFA with copies of reports or information provided to the Sponsor.

4. CUSTODY OF ASSETS AND OTHER SERVICES

The only services VFA will provide to the Plan are described in this Agreement. Custody of all Plan assets will be maintained with a third-party custodian selected by Sponsor, and Plan recordkeeping will be provided by a third-party record-keeper selected by Sponsor. VFA will not have custody of any Plan assets. Sponsor will be solely responsible for paying all fees or charges of the Record-keeper. Neither VFA nor any of its affiliates will have any liability for custodial arrangements or the acts, conduct, or omissions of the custodian. Sponsor authorizes the Record-keeper to provide VFA with copies of all periodic statements and other reports that the Record-keeper sends to Sponsor.

5. NON-EXCLUSIVITY

Sponsor understands that VFA may perform among other things, retirement plan consulting, retirement plan fiduciary consulting, retirement plan design consulting, plan administration, and portfolio management services for other clients. Sponsor recognizes that VFA or any of its affiliates may also give advice and take action in the performance of its duties for those other clients (including those who may have similar retirement plan arrangements as Sponsor) that may differ from advice given, or in the timing and nature of action taken, with respect to Sponsor, VFA has no obligation to advise Sponsor in the same manner as it may advise any of its other clients.

6. VALUATION

VFA may rely, without independent verification, upon valuation of assets as provided by Sponsor or the Record-keeper of the Plan's assets. In all events, Sponsor acknowledges that any such valuation will not be any guarantee of the market value of any of the assets in the Plan.

7. REPRESENTATIONS AND WARRANTIES OF SPONSOR

Sponsor represents and warrants as follows:

- a) Sponsor is solely responsible for determining whether or not to enter into any arrangement(s) in connection with the Plan (including this Agreement) that are deemed by Sponsor to be necessary for the management and operation of the Plan and for determining whether or not any such arrangement(s) are reasonable and appropriate with respect to compensation paid for and conflicts of interest(s) arising in connection with the services and/or products provided, and Sponsor is not relying on any advice or recommendations by VFA in making such decisions.
- b) This Agreement is binding on the Sponsor and does not violate any prior obligation or agreement.
- c) Any individual signing this Agreement and any appendices on behalf of a plan sponsor is a named fiduciary on the Plan, is authorized to sign on behalf of the Sponsor and no other signatures are required.
- d) Sponsor is solely responsible for the Plan's compliance (both in form and operation) with all applicable federal and state laws, rules and regulations, but not limited to, ERISA and the Code, including Sponsor's obligation to obtain and maintain for the period of this Agreement a bond in the requisite amount.
- e) Sponsor warrants that it will comply with all applicable federal and state privacy and information security laws governing the use, disclosure and safeguarding of non public personal information.

7. REPRESENTATIONS AND WARRANTIES OF SPONSOR *(Continued)*

- f) Sponsor represents that it will be solely responsible for monitoring whether any class action lawsuits have been filed pertaining to investment recommendations, investment purchases, or investment sales. In determining whether the plan is eligible to participate and whether it is in the best interest of the plan to participate in such class action.
- g) Sponsor authorizes VFA to deliver documents and communicate with Plan and Plan participants or beneficiaries through the use of electronic means, including electronic mail and posting to a website. Sponsor, and not VFA, is responsible for determining whether the use of such electronic communication complies with the applicable requirements of ERISA and/or the Code. VFA will not be responsible for prospectus delivery.
- h) Any individual signing this Agreement and any appendices on behalf of the Sponsor represents that he/she: (i) is independent of and unrelated to VFA or any of its affiliates; (ii) is the Named Fiduciary (as defined in ERISA Section 402(a)(2)) or an authorized delegate with respect to the control or management of the assets of the Plan; (iii) has the power and authority to appoint investment advisors and consultants under the terms of the Plan and to enter into contractual arrangements with third parties to assist in the discharge of these and related duties in accordance with the requirements of ERISA; and (iv) is authorized to sign on behalf of the Sponsor.
- i) Sponsor agrees to promptly provide VFA with any amendments to the Plan's governing documents that are reasonably expected to alter or affect VFA in the performance of Services under this Agreement in accordance with Section 11e.
- j) Sponsor acknowledges that before this Agreement was entered into, VFA provided to Sponsor information regarding services, compensation, fiduciary obligations and conflicts of interest, and Sponsor acknowledges that it received such information sufficiently in advance of entering into this Agreement to make an informed decision to engage VFA. That information is included in this Agreement, in the Appendices and VFA's Form ADV Part 2A and Part 2B ("ADV"). This information may be supplemented by disclosures provided by VFA in accordance with ERISA Section 408(b)(2). Sponsor has reviewed and considered the contents of the Agreement and has determined the Services to be: (i) necessary for the operation of the Plan; and (ii) reasonable and appropriate based upon the compensation to be paid for the Services.
- k) Sponsor specifically acknowledges receipt of VFA's ADV Part 2A and any supplements of the ADV, each as required by Rule 203-3 of the Investment Advisers Act of 1940 and Privacy Notice.
- l) Sponsor acknowledges that investments fluctuate in value and the value of investments when sold may be more or less than when purchased, and that past investment performance does not necessarily guarantee any level of future investment performance.
- m) The Plan documents (and related Trust documents) permit payment of the Fees out of Plan assets.
- n) Sponsor will cooperate fully with VFA in providing the Services. Sponsor will authorize the Record-keeper to provide VFA information or data about the Plan and the Plan's assets (and investment earnings or losses) that VFA reasonably requests.
- o) Neither the Plan nor Sponsor offers or intends to offer any "employer security" nor "qualifying employer security" as such terms are defined in Section 407(d) of ERISA as investment options under Plan.

8. REPRESENTATIONS OF VFA

VFA represents as follows:

- a) VFA is registered as an Investment Advisor under the Act, and will maintain its registration.
- b) VFA has the power and authority to enter into and perform this Agreement, and will obtain and/or maintain any authorizations, permits, certifications, licenses, filings, registrations, approvals or consents, which must be obtained by it from any third party, including any governmental authority, in connection with this Agreement.
- c) VFA will disclose to Sponsor any material change to the information regarding services, compensation and conflicts of interest as soon as reasonably practicable but not later than 60 days from the date on which VFA acquires knowledge of the material change or as otherwise required by applicable law. If VFA makes an error or omission in disclosing information to Sponsor, VFA will disclose the correct information to Sponsor as soon as practicable but not later than 30 days from the date VFA knows of the error or omission. Required investment disclosures for fiduciary services or record-keeping and brokerage services will be updated at least annually.
- d) Upon written request by Sponsor, VFA will disclose relevant information related to this Agreement and the compensation or Fees received under the Agreement reasonably in advance of the date Sponsor states that Sponsor must comply with Sponsor's applicable reporting and disclosure requirements of Title 1 of ERISA and applicable regulations, forms and schedules. If VFA is unable to respond to Sponsor's written request reasonably in advance of Sponsor's need due to extraordinary circumstances beyond VFA's control, VFA will disclose the information as soon as practicable.
- e) VFA will receive the compensation shown in Appendix C only, and does not receive any compensation from any third party in connection with the Services.
- f) VFA agrees to comply with all applicable federal and state privacy and information security laws governing the use, disclosure and safeguarding of non public personal information.

9. STANDARD OF CARE, INDEMNITY AND DATA DISCLOSURE

a) Standard of Care

The sole standard of care imposed on VFA in performing the ERISA Fiduciary Services is to act with the care, prudence, and diligence under the circumstances then prevailing that a prudent man acting in a like capacity and familiar with such matters would use in the conduct of an enterprise of like character and with like aims, provided, however, that nothing in this Agreement will be deemed to limit any responsibility that VFA may have to Sponsor to the extent such limitation would be inconsistent with applicable laws, including securities laws.

b) Indemnification

- i. VFA agrees to indemnify and hold Sponsor harmless from any and all liabilities and claims, including but not limited to damages, court costs, reasonable legal fees and costs of investigation, which arise directly from VFA's intentional misconduct, gross negligence, breach of fiduciary duty with respect to the Services hereunder or representations by VFA contained in Section 8 of this Agreement; provided, VFA is not liable for any indirect, special, consequential or exemplary damages.
- ii. Sponsor agrees to defend, indemnify and hold VFA harmless from any and all liabilities and claims, including, but not limited to, damages, court costs, reasonable legal fees and costs of investigation which arise from: (1) directly, or indirectly, any investment loss experienced by the Plan or Plan participants or beneficiaries; (2) VFA's reliance or any action taken by VFA in reliance upon any instructions(s) and/or information received by VFA from Sponsor; (3) any breach of Sponsor's representations and warranties set forth in this Agreement; (4) any cause of action brought by the Sponsor, Plan participant(s) or beneficiaries and/or the Plan's service providers with respect to the Services hereunder, provided that such losses or damages are not directly caused by VFA's intentional misconduct, gross negligence or breach of fiduciary duty; and (5) any breach of data security or any breach by the Sponsor, its directors, officers, employees, agents and /or service providers with respect to confidentiality and /or data security obligations. Liabilities and claims to which the indemnification in this paragraph applies would include, by of example but not limitation, investment losses suffered as a result of a general market decline, investment losses arising in situations in which Sponsor fails to follow VFA's recommendation(s) or in which Sponsor or a third party fails to properly implement such recommendation(s), and Plan participant or beneficiary claims arising out of an alleged claim of breach of fiduciary duty on the part of Sponsor or other Plan fiduciaries.
- iii. If VFA is required to provide documents or testimony in connection with a legal proceeding involving the Plan, Sponsor will pay VFA's reasonable costs, including the costs of its personnel and counsel, unless VFA is a party to such proceeding and is found to have engaged in intentional misconduct, gross negligence or breach of fiduciary duty.
- iv. Sponsor will promptly notify VFA of any errors in completeness in any of the data, analyses, opinions, or other information it provides VFA in connection with the rendering of Services hereunder. VFA will not be responsible for any payment or contribution to the costs, fees, taxes, or penalties that the Sponsor, Plan participants or beneficiaries, or other Plan fiduciary incur as a result of any valuation or payment.

c) Data Disclosure

VFA will use reasonable efforts to ensure that the data, analysis, opinion, and other information it provides in connection with the Services are correct. Although gathered from sources believed to be reliable, Sponsor acknowledges that VFA cannot guarantee the accuracy of the information received by Sponsor or third parties used to provide the Services. The completeness and timeliness of all data and information used to provide the Services is dependent upon the sources of such data and information, which are outside of VFA's control.

d) Information from Sponsor

The Services provided by VFA are based in part on information provided by Sponsor, Sponsor's representatives, and Sponsor's other service providers. Sponsor acknowledges that VFA is entitled to rely upon all information necessary for it to carry out its duties under this Agreement that is provided by Sponsor's representatives or Sponsor's other service providers without independent verification by Independent Advisor. Sponsor represents that all such information provided to VFA is and shall be true, correct, timely and complete in all material respects. Sponsor agrees to promptly notify VFA in writing of any material change in the information provided to VFA and to promptly provide any such additional information as may be reasonably requested by VFA.

e) Authority to Receive Information from Third Parties

VFA is authorized by Sponsor to obtain all information from service providers, investment managers, the Plan's trustee and Plan's administrator as VFA may reasonably require. Sponsor authorizes plan custodian, product vendor, trustee or any third party responsible for any aspect of plan operation to promptly release said information to VFA immediately upon request by VFA. VFA shall not be under any obligation to verify any information obtained from the Plan or its agents and may rely upon such information in performing Services.

10 TERMINATION

Sponsor may terminate this Agreement within five business days of executing this Agreement without incurring a penalty or charge. Otherwise, either party may terminate this Agreement upon 30 days prior written notice to the other party and VFA will be entitled to a pro rata amount of compensation. Such termination will not, however, affect the liabilities or obligations of the parties arising from transactions initiated prior to such termination, and such liabilities and obligations (together with the provisions of Sections 8, 11h and 12) will survive any expiration or termination of this Agreement. Upon termination, VFA will have no further obligation under this Agreement to act or advise Sponsor with respect to Services except as agreed to by the parties at the time of termination. Sponsor may cause the Agreement to terminate if Sponsor does not implement VFA's recommendations.

11. GENERAL PROVISIONS

- a) **Assignability:** This Agreement is not assignable by either party without the prior written consent of the other party. Sponsor will be deemed to provide written consent to any proposed assignment if the procedures of Section 11c., known as “negative consent” procedures, are followed.
- b) **Effect:** This Agreement will be binding upon and will inure to the benefit of the parties and their respective heirs, successors, survivors, administrators and permitted assigns.
- c) **Modification:** The Agreement may be modified, including without limitation the Services to be provided by VFA or the Fees charged by VFA: (i) by written agreement between VFA and Sponsor; or (ii) in accordance with the procedure described in Department of Labor Advisory Opinion 97-16A, which state:

Investment Advisors may propose to increase or otherwise change the Fees charged, to change the Services provided, to assign the Agreement or otherwise modify this Agreement by giving Sponsor at least sixty (60) days advance notice of the proposed change. The notice will be given in the manner described in Section 11e below. The notice will: (i) explain the proposed modification of the Fees, Services, assignment or other provisions; (ii) fully disclose any resulting changes in the Fees to be charged as a result of any proposed change in the Services or other changes to this Agreement; (iii) identify the effective date of the change; (iv) explain Sponsor’s right to reject in writing the change or terminate this Agreement; and (v) state that pursuant to the provisions of this Agreement, if Sponsor fails to object to the proposed change (s) before the date on which the change(s) become effective Sponsor will be deemed to have consented to the proposed change(s).

If Sponsor rejects any change to the Agreement proposed by VFA, VFA will not be authorized to make the proposed change. In that event Sponsor will have an additional sixty (60) days from the proposed effective date (or such additional time beyond 60 days as may be agreed by VFA) to locate a service provider in place and instead of VFA. If at the end of such additional sixty (60) day period (or such additional time period as agreed by VFA), the parties have not reached agreement, this Agreement will automatically terminate.

- d) **Severability:** If one or more of the provisions of this Agreement (other than the provisions of Section 8) will, for any reason, be illegal or invalid, the illegality or invalidity will not affect any other provision of this Agreement, and this Agreement will be enforced as if the illegal or invalid provision has not been included.
- e) **Notices:** All written notices to any party under this Agreement shall be sent to such party by hand, first class mail, facsimile transmission, or by certified mail, return receipt requested, at the addresses set forth below, or such other address as such party may designate in writing to the other.

To VFA:
Voya Financial Advisors, Inc.
Attention: Brokerage Operations Department
909 Locust Street
Des Moines, IA 50309

To Sponsor:
All written notices to Client(s) will be sent to the then current address of record on the Account

- f) **Headings:** All headings are for ease of reference only and in no way will be understood as interpreting, decreasing or enlarging the provisions of this Agreement.
- g) **Entire Understanding:** This Agreement is the entire understanding between the parties and superseded all prior oral or written statements dealing with this subject.
- h) **Applicable Law, Forum:** This Agreement is governed by, and interpreted in accordance with the laws of Iowa without reference to conflict of law principles, unless preempted by federal law. The parties agree that any arbitration under Section 12 below must be conducted in (or when applicable, legal suit, action or proceeding arising out of or relating to this Agreement must be instituted and resolved in a State or Federal court in) Des Moines, Iowa and hereby irrevocably submit to the jurisdiction and venue in such city (and if applicable, such court).
- i) **Waiver or Limitation:** Nothing in this Agreement will in any way constitute a waiver or limitation of any rights which the Sponsor or the Plan or any other party may have under ERISA or federal or state securities laws.

12. PRE-DISPUTE ARBITRATION CLAUSE

This Agreement contains a pre-dispute arbitration clause. By agreeing to an arbitration clause, the parties agree as follows:

- i. All parties to this agreement are giving up the right to sue each other in court, including the right to a trial by jury, except as provided by the rules of the arbitration forum in which a claim is filed.
- ii. Arbitration awards are generally final and binding; a party’s ability to have a court reverse or modify an arbitration award is very limited.
- iii. The ability of the parties to obtain documents, witness statements and other discovery is generally more limited in arbitration than in court proceedings.
- iv. The arbitrators do not have to explain the reason(s) for their award unless, in an eligible case, a joint request for an explained decision has been submitted by all parties to the panel at least 20 days prior to the first scheduled hearing date.

- v. The panel of arbitrators will typically include a minority of arbitrators who were or are affiliated with the securities industry.
- vi. The rules of some arbitration forums may impose time limits for bringing a claim in arbitration. In some cases, a claim that is ineligible for arbitration may be brought in court.
- vii. The rules of the arbitration forum in which the claim is filed, and any amendments thereto, shall be incorporated into this Agreement.

Unless otherwise agreed to in writing, each party to this Agreement agrees that any dispute between them arising out of this Agreement shall be submitted to arbitration conducted under the then applicable provisions of the code of arbitration procedure of the Financial Industry Regulatory Authority, Inc. Arbitration must be commenced within the applicable statute of limitations. The arbitration award shall be final and judgment may be entered on the award in any court, state or federal, having jurisdiction. Federal and state securities laws provide certain rights to sue in courts of law and therefore nothing herein shall in any way constitute a waiver or limitation of any such rights which Sponsor may have under federal or state securities law. No party shall bring a putative or certified class action to arbitration, nor seek to enforce any pre-dispute arbitration agreement against any person who has initiated in court a putative class action or who is a member of a putative class who has not opted out of the class with respect to any claims encompassed by the putative class action until: (i) the class certification is denied; (ii) the class is decertified; or (iii) the customer is excluded from the class by the court. Such forbearance to enforce an agreement to arbitrate shall not constitute a waiver of any rights under this agreement except to the extent stated herein.

13. SIGNATURES

NOTE: This Agreement contains a pre-dispute arbitration clause in section 12.

Sponsor Name _____ Title _____

Address _____

City _____ State _____ ZIP _____

E-mail Address _____

Sponsor Signature _____ Date (mm/dd/yyyy) _____

Accepted By

Voya Financial Advisors, Inc. Principal Name (Please print.) _____

Voya Financial Advisors, Inc. Principal Signature _____ Date (mm/dd/yyyy) _____

As of the date this Agreement is signed, the following IAR(s) is assigned to the Account:

Investment Adviser Representative name (Please print.) _____ Rep ID _____

Investment Adviser Representative name (Please print.) _____ Rep ID _____

Investment Adviser Representative name (Please print.) _____ Rep ID _____

APPENDIX A – RETIREMENT PLAN ACCOUNT INFORMATION (Section 1)

Voya Financial Advisors, Inc.
Member SIPC
909 Locust Street, Des Moines, IA 50309
Phone 800-356-2906



1. PLAN PROFILE

Plan Name _____

Plan TIN _____

Plan Tax Status Check here if plan is exempt from federal taxes.

2. PLAN TYPE

- Profit Sharing Plan
 - Money Purchase Plan
 - Defined Benefit Plan
 - 401(k) Plan
 - 403(b) Plan
 - Other (Please identify) _____
 - 457 Plan
 - Non-Qualified Plan (Tax Bracket) _____ %
- Is this an Owner-only Plan?

ERISA COVERED PLAN

- Yes
- Yes
- Yes
- Yes
- Yes No
- Yes No
- No
- No
- Yes No

3. PARTICIPANT OR TRUSTEE DIRECTED PLAN

- Participant Directed Trustee Directed Both

4. PLAN STATUS

- Is this a new plan? Yes No
- Is this a new account? Yes No
- Is this an update to an existing account? Yes No
- Does any person, investment adviser or investment manager have discretion or power of attorney over this account? Yes No
- If "Yes," please attach discretionary agreement
- Are plan assets being transferred from another custodian? Yes No

If "Yes," please complete table below.

Please list plan assets to be transferred that are issued by affiliates of Voya Financial Advisors, Inc. State "None", if none. Any plan assets in funds issued by affiliates of Voya Financial Advisors, Inc. must be sold prior to commencement of services.

Security Name	Estimate % of Plan Assets

5. PLAN PLATFORM

Is this a brokerage account?

Yes No

If "Yes," please indicate account number. _____

Is this a direct account at a mutual fund?

Yes No If "Yes," provide contact information below.

Is this an open architecture plan with a separate custodian?

Yes No

Is this a direct account at an Insurance Company?

Yes No If "Yes," provide contact information below.

6. PLAN PLATFORM CONTACT INFORMATION

Account Number _____

Provider Name _____

Address _____

City _____ State _____ ZIP _____

Phone _____ Fax _____

E-mail Address _____

APPENDIX A – RETIREMENT PLAN ACCOUNT SPONSOR INFORMATION (Section 2)

Voya Financial Advisors, Inc. (“VFA”)
Member SIPC
909 Locust Street, Des Moines, IA 50309
Phone 800-356-2906



1. COMPANY PROFILE

Company Name _____

Street Address _____

City _____ State _____ ZIP _____

Phone _____ Fax _____

Website Address _____

Mailing Address (if different) _____

State of Incorporation _____ Country of Legal Establishment _____

Business Description _____

Corporate Structure (Corp., LLC, other) _____

Company DBA Name _____

Employer Identification # _____

2. COMPANY SECURITIES

Are any Company Securities offered as part of this plan? Yes No If “Yes,” please complete table.

Security Type	Number of Shares/Principal Amount Outstanding	Market Listed

Are any Company Securities publicly traded? Yes No If “Yes,” please complete table.

Security Type	Number of Shares/Principal Amount Outstanding	Market Listed

3. COMPANY RETIREMENT PLANS

Does the company maintain other retirement plans? Yes No If “Yes,” please complete table.

Plan Name	Plan Type	ERISA Covered Plan	Approximate Size of Plan (\$)

4. COMPANY PRE EXISTING RELATIONSHIPS

Does the company have a pre-existing account relationship with IAR or any of its affiliates? Yes No If “Yes,” please complete table.

Describe Relationship (e.g., Investment advisor, Investment banker, etc.)	Account # (if applicable)

APPENDIX A – RETIREMENT PLAN DATA AND FINANCIAL INFORMATION (Section 3)

Voya Financial Advisors, Inc. (“VFA”)
 Member SIPC
 909 Locust Street, Des Moines, IA 50309
 Phone 800-356-2906



1. TOTAL ASSETS IN PLAN (Please check appropriate box.)

<input type="checkbox"/> This is a new plan with no existing assets	
<input type="checkbox"/> Less than \$1,000,000	<input type="checkbox"/> \$10,000,000 - \$24,999,999
<input type="checkbox"/> \$1,000,000 - \$4,999,999	<input type="checkbox"/> \$25,000,000 - \$49,999,999
<input type="checkbox"/> \$5,000,000 - \$9,999,999	<input type="checkbox"/> \$50,000,000 or greater

2. PROJECTED ANNUAL PLAN CASH FLOW

Estimated Average Annual Contributions for Plan Participants \$ _____
 Estimated Average Annual Contributions from Company \$ _____
 Estimated Average Annual Distributions to Plan Participants \$ _____

3. COMPANY EMPLOYEE DEMOGRAPHICS

Total number of Employees _____
 Estimated number of Employees eligible to participate in Plan _____
 Estimated number of Employees who participate in Plan _____

Approximate Ages of Company Employees		Approximate Years to Retirement (Age 65)
20-29	% of total employees	36-45 Years
30-39	% of total employees	26-35 Years
40-49	% of total employees	16-25 Years
50-59	% of total employees	6-15 Years
60+	% of total employees	5 Years or less

APPENDIX A – RETIREMENT PLAN ACCOUNT OBJECTIVES

(Section 4)

Voya Financial Advisors, Inc. (“VFA”)
Member SIPC
909 Locust Street, Des Moines, IA 50309
Phone 800-356-2906



1. INVESTMENT POLICY STATEMENT (IPS)

- Yes (*Attach Investment Policy Statement.*) No (*See diversification objective below.*)

2. DIVERSIFICATION OBJECTIVE OF PLAN

- Provide a well-diversified line-up of investment options for plan participants who may desire a range of investment objectives appropriate for their own individual retirement needs, including, but not limited to, safety of principal, income and growth.

- See Investment Policy Statement

- Please list any special diversification objectives: _____

3. LIQUIDITY OBJECTIVE OF PLAN

- Provide a well-diversified line-up of investment options for plan participants who may have different liquidity needs

- See Investment Policy Statement or Plan Documents

- Please list any special liquidity objectives: _____

4. TIME HORIZON OBJECTIVE

- Provide a well-diversified line-up of investment options for plan participants who may have different investment time horizons

- As directed in the Investment Policy Statement or Plan Documents

- Please list any special time horizon objectives: _____

5. RISK OBJECTIVE

- Provide a well-diversified line-up of investment options for plan participants who may have different risk objectives

- As directed in the Investment Policy Statement or Plan Documents

- Please list any special risk objectives: _____

APPENDIX A – RESPONSIBLE PLAN FIDUCIARY (RPF) INFORMATION (SECTION 5)

Voya Financial Advisors, Inc. ("VFA")
 Member SIPC
 909 Locust Street, Des Moines, IA 50309
 Phone 800-356-2906



1. RESPONSIBLE PLAN FIDUCIARY INFORMATION

Name _____ SSN or TIN _____

Date of Birth _____

Address _____

City _____ State _____ ZIP _____

Phone _____ Fax _____

E-mail Address _____

Is the RPF a member of an Investment Committee associated with this plan? Yes No

If yes, please identify the number of people on Investment Committee? _____

Please list members of the Investment Committee with account authority below and attach corporate resolution or trust authority for each person with that authority.

2. ROLE OF RPF WITH COMPANY (Check all that apply.)

Number of years with Company: _____

Officer Yes No

Director Yes No

Employee Yes No

Is RPF a Federally Registered Investment Advisor? Yes No

Is RPF a State Registered Investment Advisor? Yes No

Is RPF an Independent Consultant? Yes No

3. PREVIOUS INVESTMENT EXPERIENCE

Stocks Yes No _____ Years Mutual Funds Yes No _____ Years

Bonds Yes No _____ Years Variable Annuities Yes No _____ Years

Equities Yes No _____ Years Private Placements Yes No _____ Years

ETF Yes No _____ Years REITS Yes No _____ Years

4. PREVIOUS PLAN FIDUCIARY EXPERIENCE

None. This is my first time as a responsible plan fiduciary

I have previously been a responsible plan fiduciary. Please complete table below.

Plan Name	Plan Size (in US \$)	Number of Years as a RPF
_____	_____	_____
_____	_____	_____
_____	_____	_____

5. RPF RELATIONSHIPS WITH OUTSIDE COMPANIES

Is the RPF a Director of a Publicly Traded Company? Yes No

Company: _____

Does the RPF own 10% or more of a public company? Yes No

Company: _____

Is the RPF an executive officer of a public company? Yes No

Company: _____

Is the RPF an associated person of FINRA member firm? Yes No

Company: _____

Is the RPF an employee of FINRA? Yes No

6. RPF RELATIONSHIPS WITH INVESTMENT ADVISOR

Investment Advisor Name _____

Does the RPF own 10% or more of a public company? (If "Yes," please complete table.) Yes No

Account Number

Account Name

7. SIGNATURES

Sponsor Name _____ Title _____

Address _____

City _____ State _____ ZIP _____

E-mail Address _____

Sponsor Signature _____ Date (mm/dd/yyyy) _____

Accepted By

Voya Financial Advisors, Inc. Principal Name (Please print.) _____

Voya Financial Advisors, Inc. Principal Signature _____ Date (mm/dd/yyyy) _____

As of the date this Agreement is signed, the following IAR(s) is assigned to the Account:

Investment Adviser Representative name (Please print.) _____ Rep ID _____

Investment Adviser Representative name (Please print.) _____ Rep ID _____

Investment Adviser Representative name (Please print.) _____ Rep ID _____

APPENDIX B – SCHEDULE OF RETIREMENT PLAN SERVICE

Voya Financial Advisors, Inc.
Member SIPC
909 Locust Street, Des Moines, IA 50309
Phone 800-356-2906



INSTRUCTIONS

Check each Service you authorize.

Authorized Registered Investment Advisor Name(s) to Perform Service(s) _____

1. PLAN SPONSOR – ERISA FIDUCIARY SERVICES

- IAR will review with the Plan Fiduciary the investment objectives, risk tolerance and goals of the Plan. If the Plan does not have an IPS, the IAR will recommend investment policies to assist the Plan Fiduciary to establish an appropriate IPS. If the Plan has an existing IPS, IAR will review it for consistency with the Plan's objectives. If the IPS does not represent the objectives of the Plan, IAR will recommend to the Plan Fiduciary revisions that will establish investment policies that are congruent with the Plan's objectives.

RECOMMENDATIONS TO SELECT AND MONITOR THE DESIGNATED INVESTMENT ALTERNATIVES ("DIAS")

- Based on the Plan's IPS or other guidelines established by the Plan, IAR will review the investment options available to the Plan and will make recommendations to assist the Plan Fiduciary to select the Designated Investment Alternatives ("DIAs") to be offered to Plan participants. Once the Plan Fiduciary selects the DIAs, IAR will, on a periodic basis and/or upon reasonable request, provide reports, information and recommendations to assist the Plan Fiduciary to monitor the investments. If the IPS criteria require an investment to be removed, IAR will provide information, analysis and recommendations to the Plan Fiduciary to help evaluate replacing investment alternatives.

RECOMMENDATIONS TO SELECT AND MONITOR QUALIFIED DEFAULT INVESTMENT ALTERNATIVE(S) ("QDIA")

- Based on the Plan's IPS or other guidelines established by the Plan, IAR will review the investment options available to the Plan and will make recommendations to assist the Plan Fiduciary to select the Plan's QDIA(s) for Plan participants that fail to direct the investment of their accounts. Once the Plan Fiduciary selects the QDIAs, IAR will provide reports, information and recommendations, on a periodic or upon reasonably requested basis, to assist the Plan Fiduciary to monitor the investments. If the IPS criteria require an investment to be removed, IAR will provide information and analysis to assist the Plan Fiduciary to evaluate replacement investment alternatives.

RECOMMENDATIONS TO ALLOCATE AND REBALANCE MODEL ASSET ALLOCATION PORTFOLIOS ("MODEL PORTFOLIOS")

- Based on the Plan's IPS or other investment guidelines established by the Plan, the IAR will review the investment options available to the Plan and will make recommendations to assist the Plan Fiduciary to create and maintain Model Portfolios. Once the Plan Fiduciary approves the Model Portfolios, the IAR will provide reports, information, and recommendations, on a periodic basis, designed to assist the Plan Fiduciary to monitor the Plan's investments. If the IPS criteria require an investment to be removed, the IAR will provide information and analysis to assist the Plan Fiduciary to evaluate replacement investment alternatives to be included in the Model Portfolios. Upon reasonable request the IAR will make recommendations to the Plan Fiduciary to rebalance the Model Portfolios to maintain their desired allocations.

RECOMMENDATIONS TO SELECT AND MONITOR INVESTMENT MANAGERS

- Based on the Plan's IPS or other guidelines established by the Plan, IAR will review the potential investment managers available to the Plan and will make recommendations to assist the Plan Fiduciary to select one or more investment managers. Once the Plan Fiduciary approves the investment manager, IAR will provide, on a periodic basis, reports, information, and recommendations to assist the Plan Fiduciary to monitor the Plan's investment managers. If the IPS criteria require an investment manager to be removed, IAR will provide information and analysis to assist the Plan Fiduciary to evaluate replacement investment managers.

2. PLAN SPONSOR – ERISA NON FIDUCIARY SERVICES

ASSISTANCE WITH PLAN GOVERNANCE AND COMMITTEE EDUCATION, INCLUDING:

- Determining Plan Objectives and Options available through the Plan
- Reviewing Retirement Plan Committee Structure and Requirements
- Reviewing Participant Education and Communication Strategy, including ERISA 404(c) Requirements
- Coordinating and Reconciling Participant Disclosures under ERISA Rule 404(a)
- Developing Requirements for Responding to Participant Requests for Additional Information
- Developing and Maintaining a Fiduciary Audit File
- Attending Periodic Meetings with Plan Committee (upon request by Plan Sponsor)

2. PLAN SPONSOR – ERISA NON FIDUCIARY SERVICES (Continued)**ASSISTANCE WITH PLAN FIDUCIARIES' VENDOR MANAGEMENT (SERVICE PROVIDER SELECTION/REVIEW), INCLUDING:**

- Reviewing Fees and Services and Identifying Procedures to Track the Receipt and Evaluation of ERISA 408(b) (2) Disclosures
- Providing Periodic Benchmarking of Fees and Services to Assist Review for Reasonableness
- Reviewing ERISA Spending Accounts or Plan Expense Recapture Accounts (PERAs)
- Generating and Evaluating Service Provider Requests for Proposals (RFPs) and/or Requests for Information (RFIs)
- Support with Contract Negotiations
- Service Provider Transition and/or Plan Conversion

INVESTMENT EDUCATION FOR PLAN FIDUCIARIES CONCERNING:

- Investment Policy Statements
- Assessment of Overall Investment Structure of Plan(i.e., types and numbers of asset classes, model portfolios, etc.)
- Review of the Plan's Investment Options
- Review of Qualified Designated Investment Alternatives (QDIA)
- Search and Review of Investment Managers

EMPLOYEE INVESTMENT EDUCATION AND COMMUNICATION INCLUDING:

- Providing Group Enrollment and Investment Education Meetings
- Providing Fee Specific Education and Communicate the Plan's Requirements for Requesting Additional Information about Plan Fees and Expenses
- Supporting Individual Participant Questions
- Providing Periodic Updates, Upon Request or Newsletter
- Assisting Participants with Retirement Readiness

3. ACKNOWLEDGEMENT OF IRA ROLLOVER EDUCATION TO PLAN PARTICIPANTS**PLAN SPONSOR ACKNOWLEDGES AND AGREES THAT:**

- Investment Advisor Representative may provide IRA rollover educational information to Plan participants.
- Investment Advisor Representative will not solicit plan participants or provide recommendations to Plan participants on the advisability of taking retirement plan distributions.
- Any services to Plan participants that include discussions about individual distributions or how to invest the proceeds of a distribution will be performed separately with the Plan participant.

Sponsor Name _____ Title _____

Address _____

City _____ State _____ ZIP _____

E-mail Address _____

Sponsor Signature _____ Date (mm/dd/yyyy) _____

Accepted By

Voya Financial Advisors, Inc. Principal Name (Please print.) _____

Voya Financial Advisors, Inc. Principal Signature _____ Date (mm/dd/yyyy) _____

As of the date this Agreement is signed, the following IAR(s) is assigned to the Account:

Investment Adviser Representative name (Please print.) _____ Rep ID _____

Investment Adviser Representative name (Please print.) _____ Rep ID _____

Investment Adviser Representative name (Please print.) _____ Rep ID _____

APPENDIX C – FEE SCHEDULE

(Note: All Fees are Negotiable)

Voya Financial Advisors, Inc. ("VFA")
Member SIPC
909 Locust Street, Des Moines, IA 50309
Phone 800-356-2906



1. ANNUAL FEE FOR SERVICES

- % of Plan Asset _____
- Hourly Rate; and/or _____
- Flat Fee _____

2. TO BE PAID

- Record Keeper directly from Plan Assets, Accounts, or Investments
- Billed to Plan Sponsor

3. FEE CALCULATION

- The initial Fee will be prorated based upon the number of days remaining in the initial quarterly period from the date of execution of the Agreement.
- The initial Fee will be based upon the market value of the plan assets at the close of business on the last business day of the initial quarterly period.
- Thereafter, the quarterly portion of any annual asset-based Fees will be based upon the market value of the plan assets at the close of business on the last business day of the previous calendar quarter (without adjustment for anticipated withdrawals by plan participants or beneficiaries or other anticipated or scheduled transfers or distribution of assets)

4. CALCULATION OF TERMINATION FEE

- If the Agreement is terminated prior to the end of a quarter, VFA will be entitled to a quarterly fee, prorated for the number of days in the quarter prior to the effective date of termination, and for asset-based fees, based on the market value of the plan assets at the close of business on the effective date of termination.

Sponsor Name _____ Title _____

Address _____

City _____ State _____ ZIP _____

E-mail Address _____

Sponsor Signature _____ Date (mm/dd/yyyy) _____

Accepted By

Voya Financial Advisors, Inc. Principal Name (Please print.) _____

Voya Financial Advisors, Inc. Principal Signature _____ Date (mm/dd/yyyy) _____

As of the date this Agreement is signed, the following IAR(s) is assigned to the Account:

Investment Adviser Representative name (Please print.) _____ Rep ID _____

Investment Adviser Representative name (Please print.) _____ Rep ID _____

Investment Adviser Representative name (Please print.) _____ Rep ID _____

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

February 14, 2019

TO: Jesse Barlow, State College Borough Council
Gretchen Brandt, SCASD Board
Randy Brown, SCASD Business Administrator
Amber Concepcion, SCASD Board
George Downsborough, Patton Township and COG Vice-Chair
Rich Francke, College Township Council
John Franek, College Township Management Analyst
Bud Graham, Harris Township Board
Jason Grottini, SCBWA Board
Dennis Hameister, Harris Township Board
Patti Hartle, Halfmoon Township Board
Robert Jacobs, Centre County Planning Director
Katie McCaulley, SCBWA Assistant Executive Director
Steve Miller, Ferguson Township and COG Chair
Evan Myers, State College Borough President
Barbara Spencer, Halfmoon Township Board
Betsy Whitman, Patton Township Board
Carla Stilson, College Township Council

Municipal Managers

FROM: Drafted at the request of the aforementioned individuals by Peter Buckland, Ferguson Township Chair and representative to the COG Public Services and Environmental Committee, Eric Endresen, Ferguson Township Finance Director, and Joe Viglione, COG Finance Director

SUBJECT: Intergovernmental Solar Power Purchase Agreement (SPPA)

This communication is written at the request of individual board/council/authority members of College Township, Ferguson Township, Halfmoon Township, Harris Township, Patton Township, Centre Region Council of Governments, Centre County, Centre County Refuse and Recycling Authority, State College Area School District, State College Borough, and the State College Borough Water Authority.

These individuals met on February 7, 2019 to discuss the concept of a joint purchase of solar energy in order to lower operational costs, reduce the carbon footprint of our region, and to set an example for the community.

At the meeting support was expressed by the individuals that the concept ought to be examined in more detail and the governing bodies of each entity should be asked whether they would support the gathering of additional information, further discussion, and an initial investigation on how such a partnership could occur.

If your governing body supports exploring this idea in more detail then there are many ways that it could be organized as to address the concerns of all the parties. This effort is meant to be a cooperative intergovernmental partnership that offers each governing body an organizational arrangement that it can live with.

POLICY QUESTION

This communication asks whether your governing body is interested in exploring and collecting additional information relating to the opportunity to obtain clean, reliable and affordable solar-generated energy in partnership with other public entities in the Centre Region and, possibly in the future, Centre County.

LOCAL BACKGROUND

Recently, the Pennsylvania State University entered into a long-term contract with PRX Energy to provide consulting services related to the purchase of electrical power generated by solar panels. The University's goals were to reduce costs, enhance environmental sustainability, and minimize price fluctuations.

Municipal officials familiar with the University's action thought this purchasing model may be applicable to the public entities in the Centre Region that are interested in achieving the same ends.

WHAT IS A SPPA?

A Solar Power Purchase Agreement (SPPA) is a financial arrangement in which a third-party developer owns, operates, and maintains the photovoltaic (PV) system. The customer – in this case an intergovernmental group – enters into a contract with a developer to purchase a system's electric output at a predetermined rate and time period, generally 15-25 years. This arrangement allows the customer to receive stable and often low-cost electricity, while the solar services provider or another party acquires valuable financial benefits, such as tax credits and income generated from the sale of electricity.

The solar farm land would be located elsewhere on the PJM grid land leased by the developer. The customer does not own the PV system itself. These arrangements ensure that customers do not bear the large upfront capital costs, system performance risks, or complex design and permitting costs. SPPA's can be cash flow positive from day one.

POTENTIAL BENEFITS

In fall 2018, Joe Viglione, Eric Endresen, and Peter Buckland discussed the possibility of a regional intergovernmental solar power purchase agreement. It was recognized that our municipalities, school district, and local authorities have explicit fiduciary goals and requirements, and some have environmental and climate-related goals. Penn State University projects to save millions of dollars on its SPPA over the course of a 25-year fixed rate with an escalator. It is possible that a large enough pool of electricity demand could create an economy of scale that would be cost competitive with current power prices and likely beat future energy prices as fossil fuel sources become more volatile and subject to carbon taxes, fees, or cap and trade systems, all of which are on state and federal legislative or regulatory agendas.

While we do not have hard and fast numbers at this time for prices per kilowatt hour (kW/h) of electricity we have received some possible ballpark numbers. The average estimated cost per kW/h of electricity for the currently interested parties is ~5.1 cents. A reasonable estimate for a purchase of 20-25 million kW/h solar PPA appears to be 4.8 cents. This would result in an estimated system-wide annual savings of \$77,748. It would also result in no carbon emissions, instead of the EPA estimated 18,327 metric tons of carbon emissions. We would thereby mitigate climate impacts from fossil sources of energy and avoid future costs that are likely to be incorporated through a tax or fee on carbon sources. In addition, a very low-end carbon fee that is estimated to assess \$10/ton, this solar PPA would potentially avoid \$183,270 worth of future carbon fees annually. The entities would not be required to own or maintain the solar photovoltaic system.

DISCUSSIONS OCCURRING TO DATE

A special information session of the Centre Region Finance Officers was held on January 29, 2019. The SCASD, SCBWA, Centre Region municipalities and COG were represented at this meeting. In order to better understand the solar PPA, representatives from PRX Energy were invited to the session provide an overview of: Pennsylvania Act 213 that requires public utilities to source a percentage of their sales from renewable sources and the process that Penn State University used to make a decision to enter into a PPA. PRX Energy was invited because it recently had a facilitating role in the discussions that occurred at Penn State University and resulted in the execution of a solar PPA agreement.

At the February 7, 2019 Joint Public Services and Environmental and Finance Committee meeting the committees discussed the idea of a regional project in which the member municipalities, COG, SCBWA, CCRRA, and SCASD would enter into a joint power purchase agreement to purchase solar power. The model for this power purchase agreement would be the agreement Penn State entered into with Lightsource BP to develop a 70 megawatt offsite solar photovoltaic system. Both committees expressed support to transition this idea into a project.

NEXT STEPS AND STRUCTURE

The Public Services and Environmental and Finance Committee both requested that the COG Executive Committee authorize the COG Administrative office to dedicate time to aid in the setup and initial administration of the project as a 2019 work task. This request was made due to the project not being on the 2019 work tasks for the COG Office of Administration (nor the Planning Agency which could also have a significant role in the project when fully staffed as well). Should the Executive Committee motion pass, this does not mean that COG owns this project but that they can facilitate and shepherd it, at least initially.

Staff is requesting that the Executive Committee discuss and, if there is support, to begin the exploratory process for the project, approve the allocation of staff time to begin the process of setting up the organizational structure of the group, compile information for the municipalities, attend meetings, and aid in the development of a request for qualifications (RFQ).

It is important to stress all parties believe a deliberate, well-informed, fact-based, and cooperative approach that is built on the stewardship of our relationships, our fiduciary responsibilities, and our natural environments needs to be at the heart of this initiative. There is no rush.

Possible next steps include:

1. The general concept of a solar PPA is presented to the governing bodies.
2. The governing bodies, in discussing the SPPA concept, are asked to identify questions they have at this early point and provide a sense if there is support to continue studying a SPPA.
3. The sense of the governing bodies should be reported back to Jim Steff, COG Executive Director, by March 27, 2019.
4. If there is sufficient study to continue the concept, then decide whether there is interest in exploring the concept of a SPPA.
5. If sufficient interest is expressed, each body should assign a representative to serve on a working group to decide how to proceed. Sufficient interest means that the potential size of the energy purchase should produce an outcome in which each party will save funds.
6. A four-step process for learning and decision-making would need to be initiated.
 - a. The ad hoc intergovernmental group would put together a Request for Qualifications (RFQ) from energy consulting firms who could work with the intergovernmental group to draft Requests for Information (RFI) about potential solar PPA projects and/or Requests for Proposals (RFP) for solar PPA projects.
 - b. Draft an RFI and review responses.
 - c. Draft and RFP, review responses, and potentially engage firms in interviewing.
 - d. Negotiate terms and conditions of a solar PPA.

Lightsource BP to Build U.S. University Solar Project

By Reuters

- Feb. 5, 2019

LONDON — Lightsource BP, Europe's biggest solar energy developer, will build a 70 megawatt (MW) solar project for Penn State university in Pennsylvania, the company said on Tuesday.

** The project is expected to be complete by July 2020 and will provide around 25 percent of the university's state-wide electricity demands for 25 years, Lightsource BP said.

** No financial details were released.

** More than 150,000 solar panels will be installed in total in three locations near the university campus.

** Lightsource has been ramping up investments in the United States and last year bought a 135 MW portfolio of six solar assets in Pennsylvania and Maryland from Orion Renewable Energy Group LLC. [nASAooPRM]

** Oil major BP acquired a 43 percent stake in Lightsource in 2017.

(Reporting By Susanna Twidale; editing by Emelia Sithole-Matarise)

Summary - All Entities

<u>Month</u>	<u>CCRRA</u>	<u>SCASD</u>	<u>SCBWA</u>	<u>CATA</u>	<u>COG</u>	<u>SCB</u>	<u>Ferguson</u>	<u>Patton</u>	<u>College</u>	<u>Halfmoon</u>	<u>Harris</u>	<u>Total</u>
January	70,784	1,474,887	409,045	-	113,920	254,360	39,675	45,331	88,000	7,805	13,509	2,517,316
February	61,520	1,244,806	441,272	-	115,955	282,340	39,675	39,150	88,000	10,860	11,177	2,334,755
March	60,240	1,115,968	383,280	-	106,651	267,078	39,675	36,074	88,000	10,231	8,916	2,116,113
April	46,864	1,038,836	387,090	-	108,033	292,515	39,675	35,507	88,000	6,598	8,142	2,051,260
May	43,296	1,045,919	386,012	-	100,395	305,233	39,675	27,194	88,000	6,215	4,789	2,046,728
June	39,704	978,098	362,209	-	118,101	317,951	39,675	25,926	88,000	4,507	3,234	1,977,405
July	43,360	811,785	346,405	-	161,032	330,669	39,675	25,899	88,000	3,977	3,331	1,854,133
August	43,432	828,907	339,381	-	167,354	330,669	39,675	26,667	88,000	4,045	4,470	1,872,600
September	44,024	1,293,683	297,486	-	160,564	292,515	39,675	29,246	88,000	3,581	3,757	2,252,531
October	39,776	1,196,764	361,938	-	154,772	305,233	39,675	26,383	88,000	3,984	4,567	2,221,092
November	54,232	1,315,030	363,590	-	116,609	267,078	39,675	31,563	88,000	2,926	7,197	2,285,900
December	62,976	1,402,372	381,958	-	99,928	254,360	39,675	41,203	88,000	4,141	12,141	2,386,754
Total	610,208	13,747,055	4,459,666	-	1,523,314	3,500,001	476,100	390,143	1,056,000	68,870	85,230	25,916,587
% Usage	2.35%	53.04%	17.21%	0.00%	5.88%	13.50%	1.84%	1.51%	4.07%	0.27%	0.33%	100.00%

CCRRA did not submit the terms of its contract

The SCASD contract expires 6/30/20 (3 year contract) and our rate is \$.05108

The SCBWA contract end date is May 2021 and we are paying \$0.04727 per Kwh and \$0.04819 per kwh from our other supplier.

CATA has elected not to participate at this time.

COG is currently locked in until May of 2020 and are paying 6 cents per kwh for power used.

St College Borough is currently locked in until May of 2020 and are paying between 3.5 and 5.5 cents per kwh for power used.

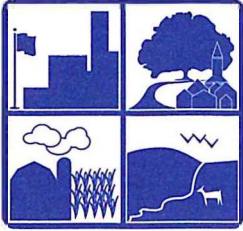
Ferguson is in a contract until 9/21/21 at a price of .04942 per KWH

Patton Township's agreement through May 2020, 4.985 cents/kWh.

College Township's current contract with Constellation runs until end of 2019 @ .0592, then at .05698 until the end of 2020, then at .05216 until the end of 2022.

Halfmoon Township's rate is 5.09 Cents/ KWH and its contract is currently expired.

Harris Township is in a 24 month contract than expires in February 2020. We are paying \$.05329.



TOWNSHIP OF FERGUSON

3147 Research Drive • State College, Pennsylvania 16801
Telephone: 814-238-4651 • Fax: 814-238-3454
www.twp.ferguson.pa.us

March 18, 2019

Kathleen Matason,
Centre Region Parks and Recreation Authority
545 Puddintown Road
State College, PA 16801

RE: Letter of Support

Dear Ms. Matason:

The Ferguson Township Board of Supervisors wishes to thank you for your service on the Centre Region Parks and Recreation Authority (CRPRA). Your work on the CRPRA has directly benefitted our region's and our township's residents. In particular, we recognize your judiciousness and diligence as Chair of the CRPRA Board. Chairing an authority board tasked with overseeing and assisting with the budget, staffing, programming, service, and the design of current and future parks brings with it tension and conflicts. We are heartened by your level-headedness and commitment.

Thank you again for your service.

Sincerely,
Township of Ferguson

Peter Buckland
Chairman, Board of Supervisors

c: Pam Salokangas, Director of the Centre Region Park and Recreation Authority Board
Correspondence file

CENTRE REGION COUNCIL OF GOVERNMENTS

2643 Gateway Drive, Suite 3

State College, PA 16801

Phone: (814) 231-3077 • Fax: (814) 231-3083 • E-Mail: jsteff@crcog.net

STEERING COMMITTEE

PARKS AND RECREATION REGIONAL COMPREHENSIVE PLAN

Centre Region COG Building

2643 Gateway Drive, State College, PA 16801

Tuesday, March 5, 2019

12:00 Noon

AGENDA

1. CALL TO ORDER

Chair Bruce Lord will convene the meeting.

2. CITIZEN COMMENTS

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

3. APPROVAL OF MINUTES

A copy of the minutes of the January 8, 2019 Steering Committee meeting is *enclosed*.

4. PUBLIC MEETING RECAP

Ms. Yost and Ms. Landes will provide an update regarding the Public Meeting held on February 6, 2019. *Enclosed* is recap prepared by the consultants as well as a summary of the comments received from the cards collected at the meeting.

5. RECREATION PROGRAMMING INVENTORY / ASSESSMENT

Ms. Yost and Ms. Landes will share their findings regarding the Programming Inventory. *Enclosed* is a summary of their findings as well as a list of strengths and challenges regarding these areas.

6. PARKLAND INVENTORY / ASSESSMENT

On December 10, 2018, Ms. Landes and Ms. Yost joined the CRPR Parks Manager, CRPR Director, and COG Executive Director to visit the park sites in the Centre Region. The consultants will share their general observations with the committee.

7. ADMINISTRATION, FINANCING, MAINTENANCE INVENTORY / ASSESSMENT

Ms. Yost and Ms. Landes will share their findings regarding the Administration, Financing, and Maintenance Inventory. *Enclosed* is a summary of their findings as well as a list of strengths and challenges regarding these areas.

8. RANDOM AND ONLINE SURVEY UPDATE

In January Mr. Graefe and his students attended the Steering Committee meeting to answer questions and obtain final details for the survey. Mr. Graefe has since gotten addresses for the randomized mailing.

The online survey is available on the CRPR and COG's websites.

The consultants will update the committee on the current status of both.

9. KEY PERSON INTERVIEWS UPDATE

Ms. Yost and Ms. Landes have completed many key person interviews and will update the committee on their findings.

10. NEXT STEPS

Ms. Landes and Ms. Yost will outline the next steps in preparing the Parks and Recreation Regional Comprehensive Plan. Committee comments are welcomed.

11. OTHER BUSINESS

- A. Matter of Record - If the committee chooses the dates listed above, the next meeting will be on Tuesday, April 2, 2019 at 12:00pm at the COG Building.
- B. Matter of Record - *Enclosed* is a Sports Questionnaire Ms. Yost sent out to youth and adult sports organizations.

12. ADJOURNMENT

CENTRE REGION COUNCIL OF GOVERNMENTS

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State College, PA 16801

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HUMAN RESOURCES COMMITTEE

COG Forum Room

2643 Gateway Drive

Wednesday, March 6, 2019

12:15 PM

AGENDA

1. CALL TO ORDER

Chairman Nigel Wilson will convene the meeting.

2. CITIZEN COMMENTS

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

3. APPROVAL OF MINUTES

A copy of the minutes from the February 6, 2019 Human Resources Committee meeting is **enclosed** for approval.

4. DRAFT PERSONNEL POLICY HANDBOOK

The draft Personnel Policy Handbook has been reviewed and discussed by the HR Committee at its December 2018 and January 2019 meetings. Following the HR Committee review, the Committee made a motion that the draft COG Personnel Policy Handbook be sent on for legal review, as amended by Committee discussions.

The COG has a membership to Public Employer Labor Relations Advisory Service (PELRAS), and through PELRAS has been assigned to work with labor attorneys at a discounted rate. COG works with a firm out of Pittsburg, PA, Campbell Durrant Beatty Palumbo & Miller. The draft Handbook was forwarded on to the firm for review.

In summary, the draft Personnel Policy Handbook now reflects the following changes per the legal guidance received:

- There was a minor amount of wordsmithing throughout the document.

- Added a note in the Onboarding policy (Section 2.6) and the Technology policy (Section 5.5) that personal information will not be accepted and should not be sent via unsecure email. (i.e., social security number, driver's license numbers, etc.)
- Recommendation to include the Americans with Disabilities Act (Section 4.9).
- Recommendation to replace our social media policy with Campbell Durrant Beatty Palumbo & Miller's policy (Section 5.7) which is nuanced to take into account public employees' First Amendment rights and rights to engage in union organizing activity.
- Recommendation to make our definition of "family" more concise for the purposes of the sick and bereavement leave policies.
- Recommendation to clarify that sick leave is available when needed and is not a "right of taking" such as vacation leave.
- Recommendation to remove personal leave of absence as long as one year.
- Recommendations to include the full Disability policy (Section 4.8), Family Medical Leave policy (Section 4.11), and Technology policy (Section 5.5) in full in the body of the manual; These policies are too important to put parts of them in the Appendix of the manual.
- Recommendation to keep the policy short and simple for Military Leave (Section 4.18). Legal guidance received was that stating less is more in this instance as Uniformed Services Employment and Reemployment Act (USERRA) and the Pennsylvania Military Leave of Absence Act (PAMLAA) requirements are far too difficult to state in a short policy. Best practice is for the Human Resources Officer to reference USERRA and PAMLAA regulations for any employees requiring lengthy military leave.
- Recommendation to remove the definition of "a serious health condition" from the Family Medical Leave policy (Section 4.11). Legal guidance received was that stating less is more in this instance, as the true definition is too extensive to state in a manual. Best practice is for the Human Resources Officer to reference the FMLA regulation when needed.
- Recommendation to keep Disciplinary Counseling and Investigation steps separate from the Progressive Disciplinary steps (Section 6.1). The Progressive Disciplinary Procedures should only include verbal warning, written warning, suspension, and termination.
- Recommendation to remove some of the tips given for Performance Evaluation Review (Section 2.9 in the Appendix). Best practice would be to give the tips in a separate document intended for management's guidance.
- Recommendation to remove the language from the Disability Leave policy (Section 4.8) that referenced the return to work and modified/light duty. The Equal Employment Opportunity Commission (EEOC) argues that "100% healed" policies can be contrary to the Americans with Disabilities Act (ADA), and therefore, best practice is to remove this language from the handbook and refer to the ADA (Section 4.9) as provided by our legal counsel.

A specific issue that COG staff asks the HR Committee to determine is whether the Grievance Resolution Committee and/or Anti-Harassment Committee should continue.

The Grievance Resolution Committee is comprised of three representatives of the Human Resources Committee and two representatives of the affected agency board. The COG Articles of Agreement tasks the selected or appointed representatives to serve as the Grievance Resolution Committee and to perform other personnel duties as identified in the COG's Personnel Policy or other related policy documents. As stated in the current policy, the purpose of the Grievance Resolution Committee has been to hear appeals of disciplinary actions and employee grievances. However, at the December 2018 HR Committee meeting, Ms. Nancy Hess, the Consultant we worked with to draft the Personnel Policy Handbook, discussed with the HR Committee various reasons that she suspected the COG policies and processes which include the Grievance Resolution Committee were not the best business practices. Mainly Ms. Hess was concerned that the processes where elected officials may weigh in on decisions directly effecting an individual's employment creates liabilities for both the elected officials as individuals, as well as the COG as an organization. It was decided to leave the policies as is and wait for legal review.

Following the legal review of the draft Personnel Policy Handbook, similar feedback was received. Legal counsel advised that COG should not provide "due process" or a formal grievance process for at-will employment, especially not a policy that culminates in a formal hearing before a Board.

It is recommended that the harassment and whistleblower policies provide for a complaint process, however that is different than a formal grievance resolution process. In those cases, it is recommended by COG staff that the Anti-Harassment Committee (subcommittee of the HR Committee) remain in place to give employees a safe place to report complaints of harassment outside the COG's internal organization. The Anti-Harassment Committee consists of two member of the HR Committee, one female and one male, to receive informal harassment complaints.

Enclosed the draft Personnel Policy Handbook has several sections that are highlighted in yellow. Following the professional comments and opinions received from both the consultant and labor attorney, the HR Committee should consider whether the Grievance Resolution Committee and/or the Anti-Harassment Committee should continue the advice of the consultant and legal counsel to eliminate the Grievance Resolution Committee and retain the Anti-Harassment Committee.

5. PUBLIC COMMENT GUIDELINES

Similar to the Meeting Etiquette Guidelines that were reviewed by the HR Committee and adopted by the General Forum in 2018, the General Forum has asked that the HR Committee develop and review guidelines for public comments received during COG related meetings. At its February meeting of the HR Committee, the first draft was

reviewed and discussed at length. **Enclosed** please find a second draft of the guidelines for the Committee's review and comment.

A summary of changes made to the document include:

- In the first draft, general guidelines, guidelines for speaking during the public comment period, and guidelines for speaking on an agenda items were broken into three separate sections. In the second draft, all of the guidelines are addressed together on the backside of the document.
- In the first draft, the beginning section of the document outlined a process for speakers to sign in five minutes prior to the start of the meeting and a process in which the meeting Chair would call the speakers by name when it was their turn to speak. Following discussion at the February HR Committee meeting, this process was determined to be too cumbersome and was removed. The section was replaced by a Q & A section that explains the reason it is helpful to implement a set of guidelines, defines what a public comment period is, and the best approach for distribution of printed materials.
- After closer review, it seemed that some of the language in the general guidelines had text that was directed at the meeting Chair. Upon further review, this language was removed, as this document's target audience is the public.

The Committee should review the revised draft document and decide how to proceed. All input is encouraged and welcomed. Similar to the Meeting Etiquette Guidelines that were developed, the HR Committee may recommend that the Guidelines be adopted by a resolution of the General Forum. When the guidelines are ready for referral to the General Forum the Committee should identify a motion to forward onto the General Forum.

6. OTHER BUSINESS

- A. Matter of Record - Two half day supervisory trainings are scheduled with Ms. Nancy Hess for March 27th and April 5th. Approximately 30 supervisors will be trained on the Personnel Policy Handbook. The training will include real-life scenarios involving discussions on how to apply policy to hot topic scenarios. Funding for this training was budgeted for as part of the initial handbook project and carried forward into 2019.
- B. Matter of Record - Mr. Steff will provide a brief report on some of the recent challenges COG is facing in filling vacant job openings. The following is status report on various vacant positions in the COG.

Code - Code Services Manager: Advertising closed on December 3, 2018 and 68 applications were received. Management staff have reviewed the applications,

selected an interview committee and have begun to discuss the competitive interview process. Once availability of the interview committee has been established, interviews will be scheduled.

Code – Commercial Plans Examiner/Building Inspector (SEOs 2): Second round interviews were held, and an offer of employment was accepted by Mr. Jonathon Long. Mr. Long is scheduled to begin employment on March 18, 2019.

Code – Electrical Inspector: Second round of interviews were held, an offer of employment was made, but declined due to the work schedule. The position is currently being advertised again.

Code – Staff Assistant: This position is currently being re-advertised.

Planning – Senior Planner: Following first interviews, one second interview was held; however, we are opting to re-advertise the position. The CRPA staff is currently covering most work for the vacant Senior Planner position for Halfmoon Township, College Township and Regional Planning.

Planning – Sustainability Planner: Vacant following an abnormally high staff turnover in CRPA, the position will be advertised and filled in the future. In the interim, the CRPA Director and other CRPA staff have coordinated a written turnover plan documenting the work completed to date, contacts, file locations, and other materials necessary to transition the work to a new employee.

Parks – Caretaker I: Two fulltime positions were approved in the 2019 budget process. Proposed to start in March and April of 2019. Staff are currently reviewing applications and planning an interview schedule.

Parks – Staff Assistant: Vacant. Staff have finished interviewing and are currently in the process of extending an offer of employment.

Parks – Staff Assistant Millbrook Marsh: Vacant. Staff are currently in the process of interviewing for this position.

Schlow – PT Philanthropy Assistant: New position funded by the Schlow Library Foundation. Currently being advertised.

7. ADJOURNMENT

CENTRE REGION COUNCIL OF GOVERNMENTS

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AD HOC FACILITIES COMMITTEE

COG Forum Room

Tuesday, March 12, 2019

8:30 AM

AGENDA

1. CALL TO ORDER

Mr. Harden will convene the meeting.

2. CITIZEN COMMENTS

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

3. APPROVAL OF MINUTES

A copy of the minutes of the February 5, 2019 Ad Hoc Facilities Committee meeting is **enclosed**.

4. COMMITTEE PICTURE

COG Staff would like to take a picture of Committee members to include on our webpage that discusses the Ad Hoc Facilities Committee. COG believes it would add a personal touch and help residents identify their elected officials when needing to reach out to them.

5. REQUEST FOR PROPOSALS - COG BUILDING SPACE EVALUATION

The Committee should decide whether to recommend awarding a request for proposal (RFP) for a space evaluation to be performed at the COG Building.

At its February meeting, the Committee approved the public advertisement of the RFP with a due date of March 11, 2019. At the time of the distribution of the agenda, the results from the RFP are not available. Staff plans to summarize the results of the RFP prior to the meeting and distribute the results of the RFP at the March 12 Committee meeting.

The Committee should review the results and, if they are able to identify a preferred consultant, make a recommendation to the Finance and Executive Committee or General Forum to authorize the Executive Director to enter into a contract with the consultant. An amendment to the 2019 Centre Region Code New Construction budget will be necessary to fund this project.

6. BUILDING ASSESSMENTS

At its January meeting the Committee requested the facilities managers should utilize the manual to assess their facilities. The Committee's desire is for the facilities manual to be returned to the Committee in time for their March meeting.

Updated information as it relates to the Committee's request, both expressed at the meeting and within the format guided by the facilities manual, will be distributed at the meeting. The Committee should receive the information, give any initial reactions to it, and assess it before the April 2, 2019 Facilities Committee meeting where it will be discussed in greater detail.

7. PLANNING GUIDE FOR MAINTAINING SCHOOL FACILITIES – CHAPTER 2

At its December 4, 2018 meeting the Chair requested that the members of the Committee review Chapter Two of the Planning Guide for Maintaining School Facilities. The link to the document is <https://nces.ed.gov/pubs2003/2003347.pdf>.

The plan was for the Committee members to discuss the chapter and provide comments and direction for the Committee. Specifically the questions are:

- Is there a facilities maintenance plan?
- Is the facilities maintenance plan a component of overall organizational planning?
- Does the facilities maintenance plan include long and short term objectives, budgets, and timelines?
- Have potential stakeholders in the facilities maintenance planning process been identified?

The Committee members should discuss each question, placing a value on its importance to the plan on how COG should maintain its facilities. From there the Committee should decide if and who the person assigned to the task should be and whether or not it has been accomplished already. If the task has not been accomplished, the Committee members should discuss and define parameters they deem important for the person assigned to follow in accomplishing the task.

This agenda item is for discussion only and does not require Committee action.

8. FINANCE COMMITTEE REPORT

The Finance Committee met in joint session with the Public Services and Environmental Committee in February, cancelling their regularly scheduled meeting.

9. OTHER BUSINESS

- A. Matter of Record – On February 28, 2019 the Committee members received an email titled “Creation of a Vision Statement”. The work tasks associated with this email are due back to Joe Viglione no later than 8:00 on April 1, 2019.

- B. Matter of Record - The Executive Director and Finance Director had a phone call with Mick Trombley to begin to get a background on obtaining a brokers opinion. Mr. Trombley gave Mr. Steff and Mr. Viglione good advice and offered to attend a future meeting to educate the elected officials if that is something the Committee would desire.

10. ADJOURNMENT

CENTRE REGION COUNCIL OF GOVERNMENTS

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PUBLIC SAFETY COMMITTEE

COG Forum Room

2643 Gateway Drive

Tuesday, March 12, 2019

12:15 p.m.

AGENDA

1. CALL TO ORDER

Vice Chair Steve Lyncha will convene the meeting.

2. CITIZEN COMMENTS

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

3. COMMITTEE PICTURE

COG staff would like to take a picture of Committee members to include on our webpage that discusses the Public Safety Committee. COG believes it would add a personal touch and help residents identify their elected officials when needing to reach out to them.

4. APPROVAL OF MINUTES

A copy of the minutes from the January 8, 2019 meeting of the COG Public Safety Committee is *enclosed*.

5. CODE SOFTWARE STUDY CONTRACT AWARD

This agenda item asks the Public Safety Committee to consider action to award a contract for consulting services to manage the process for Centre Region Code Administration (CRCA) to acquire a new software package that will also be used by the Centre Region municipalities.

In 2012/2013 the CRCA and the Centre Region municipalities selected MUNIS (Tyler Technologies) software system for use in managing certain services including zoning, building permits/inspections, business licenses, rental house permit/inspections and other land use services.

After five years of use these entities have determined that it is in their best interest to search for and adopt a more suitable software package. Concerns with the MUNIS system include:

- The Tyler Technology MUNIS program is moving away from the permitting and licensing that the Centre Region currently use it for, to more of a financial package. It is geared toward schools, judicial programs, payroll, ERP, etc.
- Per Tyler Technology representatives, there will be no further enhancements for the programs that are used by the CRCA and the municipalities. The COG staff believes the lack of updates is a sign that in the future the permitting program will not be supported by Tyler Technology nor will there be training provided for the COG and municipal staff who use the database.
- The CRCA and municipal staff who use the Tyler Technology MUNIS system believe it is cumbersome. By way of example it takes 6-8 clicks to track a new construction inspection.
- The Tyler Technologies MUNIS system does not share data between the permitting and licensing programs as the firm said it would. This has caused a number of work arounds to be implement especially as it relates to the exchange of information between State College Borough and the CRCA.

In response to these questions, the CRCA Director Walt Schneider, organized a meeting of the seven municipal system users and a Centre Regional Planning Agency representative. The group recommended that a study be conducted to identify a software package that would better meet the Centre Region's zoning, permitting, and land use tracking needs. This group recommended that a consultant be hired to manage the study because of the number of partners involved, the complexity and expense of the software package, and the limited availability of CRCA staff. The costs of the study and well as the expense of acquiring the software would be funded by the CRCA budget.

The tentative scope of work for a project manager is:

- Assist in organizing a working group representing all interested parties.
- Assist in identifying the software needs for each of the municipalities and agencies in the working group.
- Assist in developing a Request for Proposals from software vendors.
- Assist in developing a list of vendors who may be interested in submitting proposals.
- Assist in advertising for proposals and the receipt of proposals.
- Assist in communicating with vendors and arranging visits.
- Assist in evaluating proposals including presentations by vendors and possible site visits to software installations.

- Assist the working group to reach a consensus regarding the best software.
- Provide support in presenting selected software to appropriate COG bodies.

For the aforementioned project management services, The CRCA Director and COG Executive Director recommend that the Public Safety Committee authorize the CRCA to enter into a contract with Peter S. Marshall Associates. This is a local consulting firm led by Mr. Peter Marshall who served as State College Borough Manager and as the Acting COG Fire Administrator. During the last 15 years, Mr. Marshall has served as an interim manager or completed projects for over 40 municipalities. COG staff believes that having a consultant who is familiar with the COG, the seven Centre Region municipalities, and Centre County government is a major advantage to the project.

To proceed the COG staff recommends that the Public Safety Committee approve the following motion:

“That the Public Safety Committee authority the Director of Centre Region Code Administration to enter into a contract with Peter S. Marshall Associates to provide project management services for a study to identify a new software package for the Centre Region Code Administration, Centre Region Planning Agency, State College Borough, College, Ferguson, Halfmoon, Harris and Patton Townships to use to track permitting, licensing, zoning and other land use information. And, further that the cost of this service be calculated at \$85 per hour with aggregate amount not to exceed \$40,000 as provided in the 2019 COG Budget.”

6. 2018 YEAR END FIRE ACTIVITY REPORT

This agenda item asks the Public Safety Committee to review the 2018 Year End Fire Activity Report. No action is required unless the Committee desires to refer the report to the General Forum for a presentation.

Fire Director Mr. Steve Bair will present the *enclosed* year-end review for the Regional Fire Protection Program. In terms of call volume, during 2018 there were 1,308 incidents, the second highest on record. 2017 was the busiest year with 1,359 incidents. Included with the report will be a review of the program’s mission, standard of care, number and type of calls, program assets, and future major issues confronting the COG, the municipalities and the fire service.

This report is presented for informational purposes and does not require further action from the Committee unless the members believe a similar report should be made to the General Forum. The Executive Director recommends that the report be presented to the General Forum because the usage data it provides will give municipal officials an understanding of the size and type of call volume the regional fire protection program is

experiencing. This background information may be helpful as the General Forum discusses regional fire protection related issues latter in the year.

7. PROTOCOLS FOR THE DISPATCH OF HAZMAT SERVICES

This is an information item to update the Public Safety Committee on the status of the on-going discussion relating to the preparation of a future model for providing hazmat services to the Centre Region municipalities and Penn State University. No action is requested by the Committee at this time but may be asked at a future meeting.

Enclosed is a Frequently Asked Questions (FAQ) relating to the on-going discussions relating to a possible new hazmat service delivery model. The FAQ was prepared by the Fire Director.

8. REGIONAL FIRE PROTECTION STUDY

This agenda items asks the Public Safety Committee to start to consider whether it desires to recommend to the General Forum the establishment of an Ad Hoc/Steering Committee to guide the process for retaining professional consulting services to prepare an organizational model for the future delivery of fire protection services in our growing community and changing community.

The Public Safety Committee has been monitoring the ongoing volunteer fire crisis affecting much of Pennsylvania and the degree to which this is affecting the Centre Region. Demographic changes and significant new building activity occurring within the region continue to put pressure on the mostly volunteer-based fire protection program. In addition to these external pressures, internal changes are forthcoming such as the retirement of the current Fire Director in 2020 or shortly thereafter.

The Fire Director and the COG Executive Director believe it would be prudent to engage a consultant to perform an evaluation of the Regional Fire Protection Program. The desired outcome of the evaluation would be a series of recommendations that would guide the COG and its stakeholders as it continues its long-term transition to a model that recognizes changing demographics, the future viability of relying primarily on volunteers, and community growth. The Regional Fire Protection Program was last evaluated in 2005 and the current structure of the program was established and guided by that study.

Analysis of the current program suggests that the current staffing model will become increasingly problematical in the future and the current Fire Director has suggested a retirement as early as 2020. Thus, the Fire and Executive Directors recommend the Public Safety Committee consider action at its March meeting to recommend to the General Forum that a study of regional fire protection program by a professional consulting firm with experience in fire protection services models be conducted to propose a future

organizational model for the regional program that safeguards the community and is affordable.

If the Committee agrees with this action, then it should be decided whether an Ad Hoc/Steering Committee be appointed to prepare the Request for Proposals (RFP) for the Study and guide the consultant who is selected. If these actions are approved by the General Forum then COG staff recommends that RFP be prepared and released to interested consultants in 2019 with funds included in the 2020 COG Budget to conduct the study.

Duties of the Ad Hoc Committee may include but not limited to:

- Draft a Request for Proposals (RFP) to conduct the study
- Interview potential consulting firms and prepare a recommendation for the General Forum
- Review and provide information as requested by the consultant
- Review the draft report prior to its submission to the General Forum

There have been two previous evaluations of the regional fire protection program:

1990/1991 Study

The first study was conducted by Tri Data Consulting, Virginia, during 1990. The study was completed in 1991 at a cost of \$19,498. Most of its recommendations were implemented including the appointment of a Fire Administrator (the individual ultimately selected was Walt Wise).

Members of the Ad Hoc Study Committee selected by the General Forum in 1989 were:

Mike Groff	Borough Tax Collector and member of the Alpha Fire Company
Bob Kauffman	Alpha Fire Company Chief
Peter Marshal	Borough Manager
George Pytel	Ferguson Township Supervisor and representative of the General Forum
Dave Stormer	PSU Policy Chief and Senior Vice President for University Safety
Elwood Williams	Borough Police Chief and member of the Alpha Fire Company

Staff support was provided by:

Jim Steff	COG Executive Director
DJ Liggett	Assistant to the Executive Director

2004/2005 Study

The second study was conducted by ESCI Consulting at a cost of \$30,000 (\$15,000/year) over two budget years. In addition, Harris Township committed \$15,000 for the Boalsburg Fire Company to be included in the review. Most of the recommendations contained in the study were implemented.

During its January 26, 2004 meeting, the General Forum of the Centre Region COG unanimously voted to establish an Ad Hoc Fire Program Evaluation Committee to coordinate the new study. Members of the Ad Hoc Fire Program Evaluation Committee were:

Steve Abrams	Centre Region Emergency Management Coord.
Bryce Boyer	Patton Township
Jack Callahan	Boalsburg Fire Company
Maurine Claver	Penn State University
Dennis Hameister	Harris Township
Tom King	State College Police Department
Janet Knauer	State College Borough
Greg Love	Halfmoon Township
Steve Miller	Ferguson Township
Greg Mussi	Centre Region Code Administration
Rob Pangborn	Alpha Fire Company
Carmine Prestia	Alpha Fire Company
Norm Spackman	Boalsburg Fire Company
Jim Steff	COG Executive Director
Dave Wasson	College Township

Staff support was provided by:

Jackie Richardson	COG Fire Protection Program
Walter Wise	COG Fire Administrator
Peter Marshall	Acting COG Fire Administrator
Jim Steff	COG Executive Director

During its January meeting, members of the Public Safety Committee expressed interest in conducting a third study for the purpose of providing a model for how the Regional Fire Protection Program should be organized in the future and the steps necessary to accomplish that end.

Given that four municipalities and the Penn State University may receive primary coverage from the Regional Program and two additional municipalities receive most of their mutual assistance coverage through the Regional Program the Executive Director recommends that an Ad Hoc Committee representing their organizations be established by the General Forum upon the recommendation of the Public Safety Committee.

Options for identifying the members of a Committee include but are not limited to:

- A. Ask that the Public Safety Committee be designated as the Steering Committee for the study
- B. Ask the General Forum to designate the types of individuals who should be represented on the Steering Committee
- C. Discuss the following staff recommendation
 - 6 One Elected Official from each (interested) municipality selected by each of the governing bodies* Halfmoon and Harris Township will need to decide whether they want to have an elected representative on the Committee
 - 1 A Penn State University Representative (selected by the University)
 - 1 Municipal Manager (selected by the municipal managers)
 - 1 Police Chief (selected by local police chiefs)
 - 2 Alpha Fire Company (2 representatives selected by fire company)
 - 1 Fire Director
 - 1 Assistant Fire Chief (selected by Fire Director)
 - 13 Total members

**The individuals selected should be in-office during 2020*

Staff support beyond Ad-Hoc committee staff participants provided by:

Jim Steff	COG Executive Director
Carolyn Irvin	Regional Fire Protection Office Manager

The Public Safety Committee is not asked to endorse the conduct of a study or the establishment of an Ad Hoc/Steering Committee at its February meeting. However, the Committee is asked to give these matters some thought and come to the March 12 meeting prepared to offer specific suggestions on how to proceed.

9. STAFF UPDATES

The Emergency Management Coordinator, Shawn Kauffmann will provide an overview of items relating to the Emergency Management Program and discuss scheduling a meeting between the Emergency Medical Service providers in the Centre Region and the Public Safety Committee. During 2018 members of the General Forum expressed interest in having an update from Centre LifeLink regarding its service levels and future budget planning.

10. OTHER BUSINESS

- A. Matter of Record – The January and February 2019 monthly comparison of code statistics are *enclosed* in this packet and permits issued/permits closed reports are *enclosed* (electronically only).
- B. Matter of Record – The next meeting of the Public Safety Committee is scheduled for Tuesday, April 9. Tentative agenda items include: continuing the discussion on a proposed hazmat service delivery model and the possible appointment of Steering Committee for the fire study. CRCA staffing ideas for on-call weekend duty may be introduced.
- C. Matter of Record –The following is status report on various vacant positions in the COG.
- Code – Code Services Manager: Advertising closed on December 3, 2018 and 68 applications were received. Management staff have reviewed the applications, selected an interview committee and have begun to discuss the competitive interview process. Once availability of the interview committee has been established, interviews will be scheduled.
 - Code – Commercial Plans Examiner/Building Inspector (SEOs 2): Second round interviews were held, and an offer of employment was accepted by Mr. Jonathon Long. Mr. Long is scheduled to begin employment on March 18, 2019. The position is currently being advertised again to fill the second inspector position.
 - Code – Electrical Inspector: Second round of interviews were held, an offer of employment was made, but declined due to the work schedule. The position is currently being advertised again.
 - Code – Staff Assistant: This position is currently being re-advertised.

11. ADJOURNMENT

CENTRE REGION COUNCIL OF GOVERNMENTS

2643 Gateway Drive, Suite #3

State College, PA 16801

Phone: (814) 231-3077 • Fax: (814) 231-3088 • Website: www.crcog.net

FINANCE COMMITTEE

COG Forum Room

Thursday, March 14, 2019

8:30 AM

AGENDA

1. CALL TO ORDER

Mr. Graham will convene the meeting.

2. CITIZEN COMMENTS

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

3. APPROVAL OF MINUTES

A copy of the minutes of the January 10, 2019 Finance Committee and February 7, 2019 joint Public Services & Environmental and Finance Committee meeting are **enclosed**.

4. IMPACT FEE DISCUSSION - UTILIZATION OF CODE FEES/FUND BALANCE

This agenda item is for information purposes and does not require action of the Finance Committee other than to provide guidance to the COG staff about whether the is additional data that should be collected or new options that should be evaluated.

In connection with the 2019 COG Budget Review process, there was a request for staff to investigate the potential for assessing impact fees or other revenue measures that could be applied to new construction projects that increase the demand for regionally provided services, for example fire protection and emergency medical services. It was noted that the service level demand from these new developments may significantly increase costs in the future. This would occur if the higher call volume cannot necessitate the hiring of more paid staff.

COG staff followed up on this request in two separate ways. First, **enclosed** is a November 2018 communication to COG Solicitor, Mr. Terry Williams, regarding the use of Centre Region Code Administration for fire protection purposes. His opinion given in response to this inquiry will be distributed at the meeting. And, second, the COG Administrative staff reached out to the COG Planning staff who reviewed the Pennsylvania Municipal Code (PMC) and the options it presented for municipalities in terms of impact fees that are authorized for new construction projects.

In the end, it was the opinion of the COG Solicitor that the best recourse available to fund the regional fire protection program is the use of the municipal taxing authority. The Planning Agency confirmed that the MPC permits impact fees for transportation-related infrastructure only.

The Committee should review the enclosed information, discuss ways to proceed, inform staff of any additional avenues they wish to be explored, and ask questions they wish to be clarified or answered.

5. BUDGET AMENDMENT - COG BUILDING SPACE EVALUATION

This agenda item asks the Finance Committee to take action to approve a recommendation to amend the 2019 Code - New Construction Budget to allow for a Space Evaluation Study to be performed of the Centre Region COG property. The Code - New Construction budget is being recommended to finance this study due to the growth in its staff being the primary driving force behind the discussion of the need for additional space.

At its February 5, 2019 meeting the Facilities Committee approved the following motion:

“The Ad Hoc Facilities Committee proposes an amendment to the budget to the General Forum that the Centre Region Code Administration appropriate up to \$20,600 for a publicly advertised request for proposals for a space evaluation study to be performed on the COG building and grounds.”

In accordance with the COG budget amendment process, the Finance Committee must also approve the motion and, depending on dollar amount and timing, either the Executive Committee or General Forum should approve the motion.

In addition, also at its February 5, 2019 meeting, the Facilities Committee approved the following motion:

“That the Ad Hoc Facilities Committee authorize staff to advertise and distribute the RFP for a space evaluation study of the COG building after the above comments were addressed.”

COG staff has released an RFP that is due back on March 11, 2019. Staff anticipates receiving a recommendation from the Ad Hoc Facilities Committee at its March 12, 2019 meeting as to a potential consultant who should be awarded the bid.

At the meeting the COG Finance Director will provide the Finance Committee with a summary of the bid results and a recommendation for proceeding. The Committee may be asked to endorse an amendment to the CRCA budget to fund the space evaluation study.

6. BUDGET AMENDMENT - MILLBROOK MARSH NATURE CENTER ROOF REPLACEMENT

This agenda item asks the Finance Committee to take action to approve a recommendation to amend the 2019 Millbrook Marsh Nature Center Capital Budget as to allow the Parks and Recreation Director to use funds to repair the roof of the barn at the Nature Center. In conjunction with this recommendation, based on the revised estimates of this and other projects, staff is recommending to the Finance Committee that a loan be obtained between the Millbrook Marsh Capital Budget and the Code - New Construction budget with an anticipated payback period of 4 years.

At its February 21, 2019 meeting the Centre Region Parks and Recreation (CRPR) Authority Board unanimously approved the following motion:

“That the CRPR Authority Board approves the request for bid for the preventative liquid rubber coating & gutters for the Millbrook Marsh Nature Center Barn.”

Corresponding with that motion was the understanding that a financing plan with a budget amendment would be necessary. Details of that plan are contingent upon the cost of the project. Also understood by the CRPR Authority Board was that in accordance with the COG budget amendment process, the COG Finance Committee must also approve the motion and, depending on dollar amount and timing, either the COG Executive Committee or General Forum should approve the motion.

COG staff has released a Request for Bids that is due back on March 13, 2019. Staff anticipates that it will have enough information available to provide a financing and budget amendment recommendation to the Finance Committee at its March 14, 2019 meeting. The Finance Committee would then decide if they were willing to make a recommendation to the General Forum to proceed. The CRPR Authority board would then decide if they wish to make a similar recommendation at their March 21, 2019 meeting. A preliminary estimate of the total project cost is \$75,000.

Because the cost of this project will exceed the COG threshold for public bidding (\$20,600) the General Forum must approve the budget amendment and financing agreement at its March 25, 2019 meeting. The COG's staff recommendation for proceeding may include a three to five-year loan from the Centre Region Code Administration Agency that would be repaid through the annual municipal contributions to the Millbrook Marsh Capital Fund.

7. BUDGET AMENDMENT - SWIMMING POOL CHEMICAL CONTROL UNITS

This agenda item asks the Finance Committee to take action to approve a recommendation to amend the 2019 Pools Capital Budget as to allow the Parks and Recreation Director to use \$11,100 to replace the control systems at Park Forest Pool.

Staff's recommendation is based on the control units needing to be replaced in the near future while eliminating the need to replace the probes now and again when the new chemical control units are purchased. This issue has recently become apparent due to the evaluation of all systems during the winterization process at the pools. It is staff's desire to have a solution in place prior to the pools being open in May. Further information is available in the **enclosed** memo.

To proceed with the replacement of the chemical control systems at Park Forest Pool the Parks Director requests the Finance Committee to modify the 2019 Pools Capital Budget by adopting the following motion:

“That the Finance Committee recommends to the Executive Committee to endorse that the Parks Director be authorized to expend additional funds from the Pools Capital budget in the amount of \$11,100 above those currently budgeted to replace the chemical control systems at Park Forest Pool.”

Pending the endorsement of the Finance Committee and Executive Committee, the CRPR Authority Board will need to authorize the Parks Director to expend the funds as well.

8. VEHICLE REPAIRS AND MAINTENANCE REPORT

Enclosed is the 2018 Vehicle/Equipment Maintenance, Repair and Improvement Costs report for the Alpha Fire Company, Centre Region Code Administration, and the Centre Region Parks and Recreation Agency. The Finance Committee should review this report and provide comments.

Also **enclosed** is the 7-year (January 1, 2012 through December 31, 2018) Vehicle/Equipment Maintenance, Repair and Improvement Costs report for the Alpha Fire Company, Centre Region Code Administration, and Centre Region Parks and Recreation Agency. This report outlines the maintenance, repairs, and improvements performed on the vehicle/equipment, as well as the current condition and mileage associated with each unit.

The Finance Committee should review and discuss these reports, as they contain vital information to be utilized in connection with the Capital Improvement Plan review process.

9. MONTHLY REPORTS

The January and February 2019 **voucher** reports are **enclosed** (electronically only). To proceed, the Committee should consider the following motion:

“That the Finance Committee approves the January and February 2019 voucher reports for the Centre Region COG.”

Each month paper copies of the **financial** and **voucher** reports will be available at the meeting to folks who have requested paper agenda packets. Also **enclosed** is the December 31, 2018 financial report as submitted to the COG’s auditors. The February 2019 financial report is not yet available, but it is expected to be sent to via email prior to the meeting. If the Committee has any questions about any of the items in these reports, please let Finance Director Joe Viglione (jviglione@crcog.net or 231-3062) know as soon as possible, so that the information can be researched prior to the next Committee meeting.

10. OTHER BUSINESS

A. Matter of Record - The following is an update of the status of planning and evaluation studies currently underway at the COG.

	Planning Activity	Status
1	Update Personnel Policy Plan	A draft policy and its legal review is complete. The Human Resources Committee may complete its review during its March 6, 2019 meeting. The new Plan should be adopted by the General Forum during the second quarter.
2	Parks and Recreation Regional Plan	This project is well underway - community meeting held, key person interviews almost completed, and a community wide randomized survey should be conducted in March. This plan should be complete during the fourth quarter. \$90,000 is included in the 2019 budget for the study and survey.
3	Space Evaluation Study of COG Building	A Request for Proposals has been reviewed and has been issued by the Ad Hoc Facilities Committee. Proposals are due March 11 th . Because funding is not included in the 2019 COG Budget, an amendment to the CRCA budget will be necessary.
4	Study of Regional Fire Protection Program	The Public Safety Committee has been asked whether to recommend this study to the General Forum and, if so, then should a Steering Committee be appointed to guide the process. If a study is approved, then a Steering Committee will be established, and members appointed during the second quarter and the RPP completed in the third/fourth quarter. Funds for this study will be requested in the 2020 Budget.
5	IT Study	COG Staff is working with a consultant, paid on an hourly basis, to prepare a Request for Proposals or Request for Qualifications. \$20,000 is included in the 2019 budget for this study.

6	Code Software Study	The Code Director has received and is reviewing a proposal from a consulting firm to manage this project among the stakeholders (seven municipalities, State College Borough IT Department, Code and Planning agencies and Centre County). The 2019 budget includes \$40,000 for this first phase of the study process. After the proposal has been reviewed by staff it will be referred to the Public Safety Committee for approval.
7	COG Facilities Evaluation	\$50,000 is included in the 2019 budget for this study of system (e.g. HVAC systems) and building components (e.g. roofs) of all COG facilities (including the fire stations and parks and recreation buildings).

- B. Matter of Record - The full time Parks Maintenance Staff Assistant position is being reclassified effective April 1, 2019, to a Parks Caretaker I position to more accurately reflect the duties being performed in the position. This change does not have any budgetary implications.
- C. Matter of Record - Schlow will hire a part time Philanthropy Assistant as discussed during the 2019 budget process, however, all costs associated with the position will be fully reimbursed by the Library Foundation.
- D. Matter of Record - The COG Executive Director authorized the Library Director to expend up to \$20,000 for emergency repairs at Schlow Library related to the failure of the sprinkler system. The majority of the funds have been/will be spent on installing heaters in the 2nd floor restrooms and repairing/replacing sprinkler heads.
- E. Matter of Record - The Finance Director invested approximately \$1 million in four 3 to 6-month CDs at PLGIT earning a net interest rate of 2.56% and \$500,000 in Parks funds in a 90-day CD with First National Bank earning a net interest rate of 2.53%.

13. ADJOURNMENT



**Manager's Report
March 18, 2019**

1. Township staff will be attending the annual conference of the Public Employer Labor Relations Advisory Service this week at the Penn Stater. The conference is presented by the law firm Campbell, Durrant, Beatty, Polombo & Miller, which provides labor counsel to the Township. The conference helps staff remain apprised of the latest trends and evolutions of human resource management and labor relations law.
2. The Ferguson Township Parks and Recreation Committee met on Monday, March 11th. Topics discussed included a review and recommendation of the low-mow/native landscaping map, which the Board discussed this evening; and the Songbird Sanctuary master plan preparation, which is proposed to be done in-house. On the latter, the Committee appointed Messrs. McKinnon and Muth as well as Ms. Vondracek to represent the Parks and Recreation Committee on the ad hoc group that will be formed to draft the plan. Additionally, staff will reach out to representatives from the State College Bird Club, Nittany Mountain Bike Association, and Penn State Master Gardeners to assist in preparing the plan. It is anticipated that the maser plan will be largely passive with a trail network and native plantings.
3. Angela Kalke, the Township's Human Resources Administrator and I attended the Benecon Health Seminar on March 7th and 8th. I presented on a panel discussion that focused on generational differences in healthcare preferences and wellness initiatives.
4. Leadership Centre County hosted its inaugural Open House at the Township building on Thursday, March 14th. The Board of Supervisors authorized a contribution of \$350 to offset expenses associated with the event. A letter of appreciation is attached to my report. I was invited to speak at the even about my personal experiences with Leadership Centre County.
5. An Agritourism Committee meeting of the Chamber of Business and Industry of Centre County was held on Friday, March 15th. A verbal report will be provided about the details of the meeting.



Leadership
Centre County

RECEIVED FEB 13 2019

February 11, 2019

David Pribulka
Ferguson Township
3147 Research Drive
State College, PA 16801

Dear David,

On behalf of the Board of Directors, alumni and class members of Leadership Centre County, I wish to thank you for your role as a 2019 contributor. Your contribution of \$350 is so appreciated - thank you! We are pleased and proud of this affiliation with you and with all the folks at Ferguson Township!

Leadership Centre County exists only because of the support garnered from our friends, alumni and business organizations that understand and believe in our important mission. Please thank everyone at Ferguson Township for their commitment to the betterment of Centre County. Your ongoing support is much appreciated.

Regards,

Georgia Abbey, Executive Director

Leadership Centre County



TOWNSHIP OF FERGUSON

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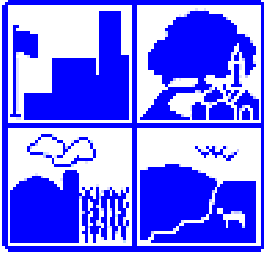
Planning & Zoning Director's Report Monday, March 18, 2019

PLANNING COMMISSION

The Ferguson Township Planning Commission met on March 11, 2019 and included the following discussion.

REGULAR MEETING

- An Active Plan List is attached for the Board of Supervisors consideration (3/13/19).
- **ZONING AND SALDO ORDINANCE REVISIONS UPDATE**
Planning Commission discussed the revised "Quick View" chart format and provided additional suggested changes considering additional uses not provided within the updated format. Carolyn Yagle also attended the Work Session with the Board of Supervisors and Township staff on Thursday, March 14, 2019 in Conference Room #2. Discussion points included overall zoning map changes, Low Impact Development incentives, non-commercial keeping of livestock on RA and RR properties, Tree Commission comments and a general discussion surrounding the Quick Views and flowcharts. Lastly, Ms. Yagle discussed an upcoming schedule for ordinance adoption.
- **PINE GROVE MILLS SMALL AREA PLAN**
The Steering Committee met on March 13, 2019 at 6:00 p.m. to discuss the potential conveyance of Township property to the PA Department of Conservation and Natural Resources along with discussing the "Gateway" theme, draft goals, objectives and actions and the upcoming meeting schedule and milestones.
- **SCOTIA YOUNG FOREST INITIATIVE PRESENTATION – CLEARWATER CONSERVANCY**
Kevin Abbey, Land Conservation Manager and Suzy Yetter, Conservation Projects Coordinator attended the meeting to present this National Fish and Wildlife Foundation funded project that will engage a variety of organizations, municipalities and citizens with protecting, restoring and creating young forest habitats in and around the Scotia Barrens and surrounding landscape. The Clearwater Conservancy described how they will be working with landowners to protect lands through several tools to strengthen habitat areas. In addition, Suzy and Kevin further described the notable significance of the Beaver Branch Gorge as it is identified in the 2002 Centre County Natural Heritage Inventory.



TOWNSHIP OF FERGUSON

3147 Research Drive, State College, Pennsylvania 16801

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

TO: Ferguson Township Planning Commission

FROM: Lindsay K. Schoch, Community Planner
Raymond J. Stolinas, AICP, Planning & Zoning Director

DATE: March 13, 2019

SUBJECT: Active Plans in the Township

In an effort to keep the Planning Commission and Board of Supervisors up-to-date on current developments, staff is providing a list of Active Plans and other Projects in the Township.

Currently, the Township has three (3) Active Plans and one (1) Proposed Concept Plan.

Harner Farm Proposed Concept Plan: The Planning Commission held a preapplication conference with Aspen Whitehall Partners, LLC, Aspen Route 26 Partners, LLC, Penn Terra Engineers, and representatives from Sheetz on Tuesday, December 4, 2018. The proposal is for approximately 27 acres encompassing the southeastern portion of the Harner Farm. The developer is proposing a 6,077 square foot Sheetz convenience store, a multi-use building with retail on the first floor and apartments on the second floor, and a 36 lot residential subdivision. The Planning Commission had the opportunity to make comments and ask questions but did not have major concerns about the project as it is proposed in the Concept Plan. A Traffic Scoping Meeting was held on December 19, 2018 at which time the Township Engineer, Consulting Traffic Engineer and Community Planner met with PennDOT, PennTerra, Wooster Engineers, and Aspen Route 26 Partners to discuss the scoping application. The scoping application has been amended and resubmitted for signatures. The scoping application must be approved and signed prior to the Traffic Impact Study being conducted. The Concept Plan was presented to the Board of Supervisors on January 21, 2019, at which time the Board was able to give comments and feedback on the proposed Plan. The Planning and Zoning Director prepared a letter to Justin Mandel, giving an overview of the input from both the Planning Commission and the Board of Supervisors. Staff met with Penn Terra and representatives from Sheetz on January 30 to discuss the proposed Plans and ordinance requirements. ***Staff met with McCormick Taylor, PennDOT, PennTerra, Wooster Engineers, and Aspen Route 26 Partners to discuss the modifications to the traffic scoping application. A Concept Master Plan was also discussed and will be considered for planning purposes at this time. The scoping application is currently being circulated for signatures. Staff anticipates the subdivision plan and land development plan be submitted in April.***

King Wealth Strategies Land Development Plan: This Plan, submitted on June 26, 2018 by Penn Terra Engineering, Inc. on behalf of the owners/applicants, Laura and Thomas King, is proposing a conversion of the existing residential rental property located at 222 Blue Course Drive to their financial planning business office. Tax Parcel 24-12-12 contains .369 acres and is zoned General Commercial and lies within the Corridor Overlay. The existing building is 2,800 square feet with 1,400 on both the first floor and the basement. Prior to the submission of the plan, five (5) variances were approved by the Zoning Hearing Board. They are as follows: Reduction of the required parking spaces by 2 spaces; Reduction of the 50' front parking setback by 34'; Reduction of the 15' flexible buffer yard by 7.5'; Reduction of the 75' required minimum distance between

driveway entrances by 15'; and Reduction of the 18' required parking stall length by 2'. The Planning Commission made its initial review and comment on the Plan at its July 9, 2018 meeting. The applicant is requesting a variance and two appeals. The Variance (granted) for relief from Section 27-206, Yard Requirements and the Appeals (**withdrawn**) for the interpretation of Section 27-206 and Chapter 26, Stormwater. The Plan was resubmitted to staff for review along with a request for consideration of a modification from Chapter 22, Subdivision and Land Development. The request for modification is relief from Chapter 22, Part 5, Section 22-510.2.C Grading, which states: "in all cases, the bottom of the excavations or fills shall be a minimum of five feet from the property line of developed lots. **The Applicant withdrew the modification request and is working on changes to the site plans to meet the requirements of the ordinance. No Update.**

Pine Hall Traditional Town Development General Master Plan: On February 21, 2018 Residential Housing Development, LLC submitted a General Master Plan for the Pine Hall TTD. A Master Plan currently exists for Pine Hall, but Residential Housing Development, LLC has a different vision, therefore is proposing a new General Master Plan. The Plan was at a stay until decisions were made from both the Zoning Hearing Board concerning the validity challenge and the Court of Common Pleas concerning the procedural challenge—both decisions have been denied and since, appealed by Circleville Partners. Staff submitted initial plan comments to the developer on Friday, March 30, 2018. The Board of Supervisors reviewed the Plan and made initial comments at its April 16, 2018 meeting and the Planning Commission reviewed and made initial comments at its April 23, 2018 meeting. Staff met with the Pine Hall Development Team to discuss initial comments. A Joint Public Work Session with the Board of Supervisors and Planning Commission was held on June 5, 2018. The Pine Hall Design Team submitted a summary of the meeting to staff. Trans Associates submitted the Traffic Impact Study to staff on Monday, July 30, 2018 for review. The General Master Plan was formally submitted to staff for review on August 1, 2018, which started the 90-day review period for the Board of Supervisors to consider approval of the Plan. The Planning Commission reviewed the proposed plan on Monday, August 27, 2018 and had minimal comments and some public comment. Staff has prepared a schedule to move the Plan forward. The traffic study is under review, terms and conditions and agreements are being prepared in preparation for a Public Hearing. Circleville Partners appealed the decision of the Zoning Hearing Board (to the Court of Common Pleas) and the Court of Common Pleas decision (to the Commonwealth Court). Plan review comments were submitted to the developer on September 19, 2018. Staff had a meeting with the Design Team on October 2, 2018 to discuss the various agreements, terms and conditions, and other items. On October 30, 2018, the plan was resubmitted to staff, reviewed, and comment letter was sent to the developer and their team on November 14, 2018. The traffic impact study is still in discussions and the developer's transportation engineer is reviewing township comments. Traffic Impact Study is still undergoing review. At this time, the majority of the comments are addressed. The proposed Terms and Conditions are being reviewed internally by staff. The developer reviewed and made comments on the proposed workforce housing agreement; staff is currently considering their comments. Plan Expiration is April 8, 2019. **Staff meets on Friday, March 15 to discuss the Terms and Conditions with the Township Solicitor.**

Ferguson Township Public Works Building Land Development Plan: Keller Engineers, Inc. submitted plans, on behalf of the Ferguson Township Public Works Department, on February 7, 2019. The new facility will encompass approximately 13,000 ft.² that will house offices, vehicle repair bays and vehicle fueling island with canopy. Also included with the proposed plans are paved parking and truck court, sidewalks, an employee patio and landscaping. New utility connections and stormwater management facilities will also be furnished with the new building. Access will be from the upper existing driveway off Research Drive. Stormwater will be handled through several existing swales and detention basins that will be enhanced by meadow and additional landscaping. The Planning Commission had the opportunity to review the Plan and have their questions answered by the Public Works Director. Planning Commission comments will be incorporated into the Plan Review Comment Letter and once all plan comments are received, they will be sent to Keller Engineers. **Plan Review Comments have been sent to Keller Engineers, Inc. for their review and response. Expiration is May 8, 2019. No Update**



TOWNSHIP OF FERGUSON

3147 Research Drive • State College, Pennsylvania 16801

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Public Works Director's Report to the Board of Supervisors for the regular meeting on March 18, 2019

- 1. SR26/45 Shingletown Road Intersection Update** – The following is an update to the Board of Supervisors on recent findings since the presentation by PennDOT to the Board on the alternative(s) analysis and suggested improvement to the SR26/45 intersection. The alternative(s) analysis included a two-lane roundabout and 2 different traffic signal configurations. A single lane roundabout was dismissed and not discussed. Based on training attended by staff and recent communications between staff and PennDOT and staff and PennDOT consultants and experts in the field of roundabout design; and based on the most recent design methodology and traffic growth projections, it is possible that a single lane roundabout with bypass lanes may be a feasible alternative that should be studied. Staff is planning to request PennDOT District 2 to reevaluate a single lane roundabout as an alternative improvement at this intersection; and will evaluate any impacts this might have on scheduling and funding, as well as the public engagement process. The Board will be updated as this develops.
- 2. Transportation Mobility Study** –A public meeting (open house) was held on March 11, 2018 at the Township building. Approximately 25 interested individuals attended the meeting and provided input and asked questions. In addition representatives of staff, CRPA, CATA, our consultant, as well as the media, and representatives of both the Board of Supervisors and the Planning Commission were in attendance. Presented at the meeting were suggested improvements based on the outcome of a study led by McCormick Taylor that focused on identifying improvements for walking, biking, driving, and using transit in the areas of N. Atherton St., Martin St., Blue Course Dr., Cherry Ln., Clinton Ave., and Aaron Dr. After consideration of input from the second public meeting, the consultant will prepare a presentation to the Board of Supervisors to include a summary of the study, suggested improvements and associated estimated costs. The presentation is planned for a regular meeting in April.
- 3. LEED Gold Public Works Building** –The land development plan should come before the Planning Commission on March 25th for their second review and recommendation. The Board of Supervisors should receive the plan in April, if the majority of comments are resolved. Staff is finalizing draft policies related to green cleaning, sustainable purchasing, and solid waste management for adoption by the Board of Supervisors as part of the LEED certification process. This project should be advertised in June for a bid opening on July 30, 2019.
- 4. Stormwater Fee Feasibility Study** – The Township entered into a contract with Wood to complete phase 2 of this study. A kickoff meeting was held on February 11, 2019. A project

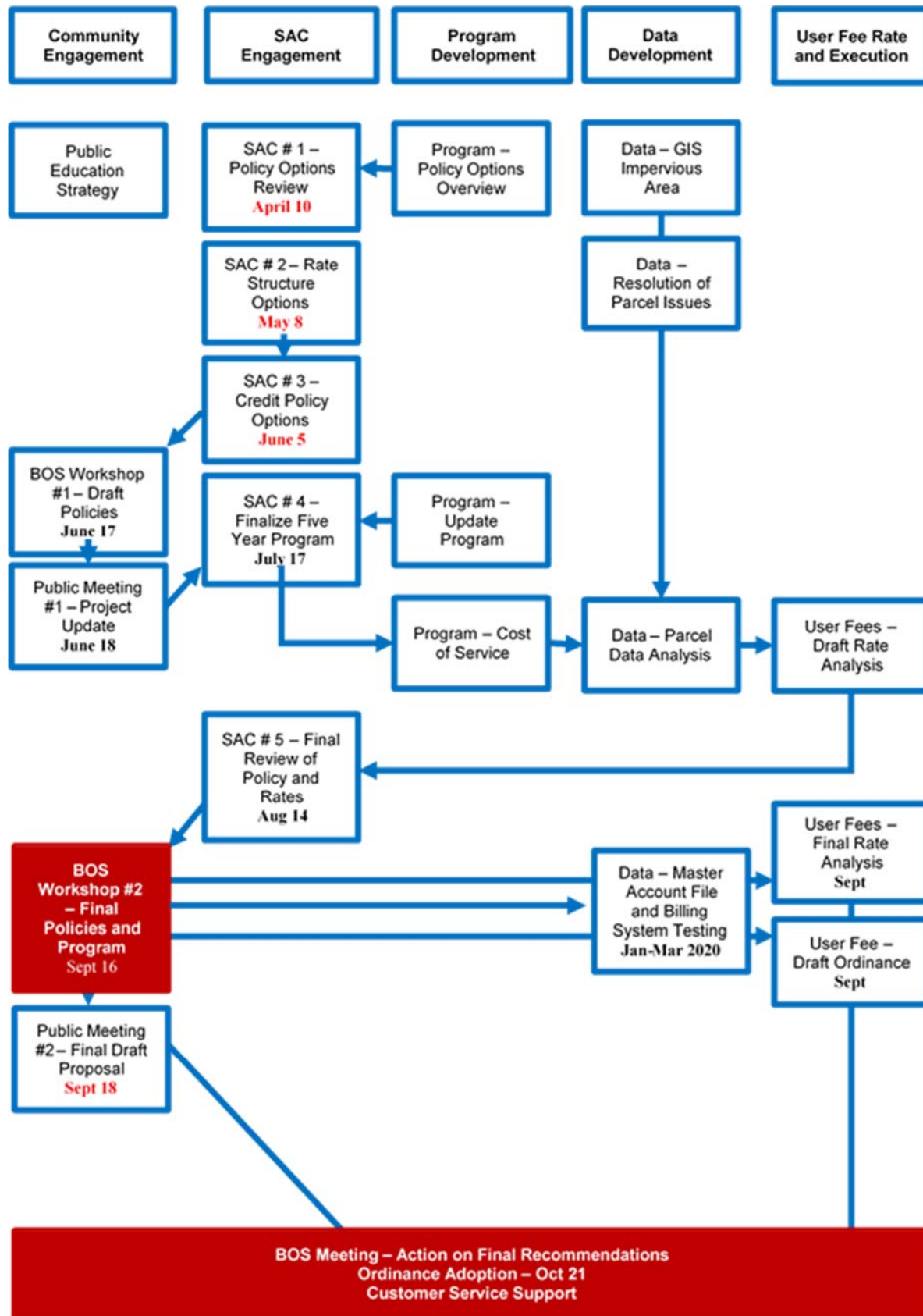
schedule has been established and is attached. Staff sent invitations to 15 individuals to serve on the stormwater advisory committee.

5. **Arborist and Ferguson Township Tree Commission** – The next FTTC meeting is planned for March 18, 2019. Tree planting by Greene Landscaping will start in April. The arborist has been involved in providing information to the Ferguson Township Park and Recreation Committee regarding suggestions for plantings in Songbird Sanctuary and Haymarket Park.
6. **Maintenance Section:** Maintenance work is weather dependent and is transitioning from winter storm fighting operations to spring road maintenance, vehicle maintenance, building maintenance, and work orders.
7. **Engineering Section:** Engineer staff continues work on the design of 2019 road capital projects with support from GIS staff. A partial project list is provided below.
8. **Contract 2017-C1 Kansa Avenue:** Bids were opened on February 26, 2019. Reference separate award recommendation memorandum.
9. **Contract 2018-C5 Chestnut Ridge Pipe Lining:** This contract work is currently being performed.
10. **Contract 2018-C20 Park Hills Drainageway Design:** This project team led by NTM is designing “naturalistic” improvements to this eroded drainageway being sensitive to the mature tree canopy, nearby residents, DEP requirements for working in a “stream”, and utility and right of way concerns. Design work will proceed through 2019 and generate more accurate estimates of projected construction costs.
11. **Contract 2019-C1 Street Improvement Projects (North):** This project is out to bid for a bid opening on March 26, 2019. Work includes paving and improvements to Appletree Circle, Avebury Circle, Dogwood Circle, Park Lane, and Princeton Drive. An open house was held on Monday, March 4, 2019 from 4:30pm to 6:00pm.
12. **Contract 2019-C2 Street Improvement Projects (West):** This project out to bid for a bid opening on March 26, 2019. Work includes paving and improvements to West Blade (turn around), Brooklawn Drive, Goddard Circle, and Timothy Lane. An open house was held on Monday, March 4, 2019 from 4:30pm to 6:00pm.
13. **Contract 2019-C3 Tadpole Road Base Repair (mill and fill):** This includes contract milling and paving to repair the roadway from Marengo Road to Gatesburg Road.
14. **Contract 2019-C6 Curb Ramp Upgrades:** This contract is in the design phase.
15. **Contract 2019-C7a Fuel:** This contract is currently out to bid with a bid opening scheduled for March 26, 2019.
16. **Contract 2019-C8 Pavement Marking Contract:** This work was awarded to Alpha Space Control and will be performed this summer.
17. **Contract 2019-C13 Street Tree Planting:** This work was awarded to Greene’s Landscaping and should start in April.

18. **Additional projects to be bid this year include:** asphalt and aggregate, signs, microsurfacing, sealcoating, sidewalk repairs, traffic signal improvements and LED replacements, and MS4 Chesapeake Bay PRP improvements.

19. **Ruschcliffe Street:** A field view is planned for April 9, 2019 to follow up on street parking concerns.

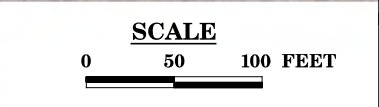
Ferguson Township Work Flow – with Projected Dates

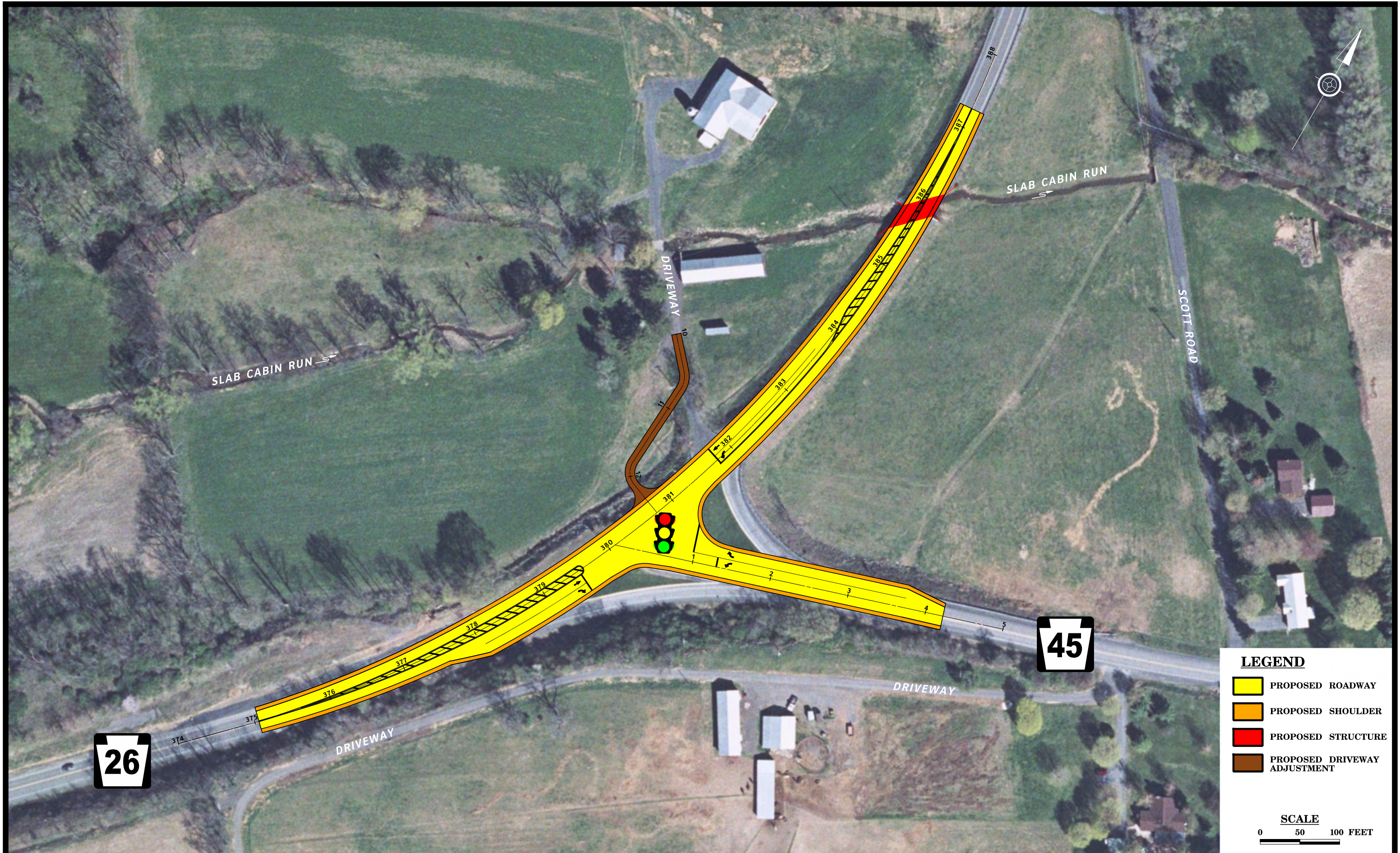


WELCOME

PUBLIC MEETING FOR

SR 0026 WITH SR 0045 SHINGLETOWN INTERSECTION









26

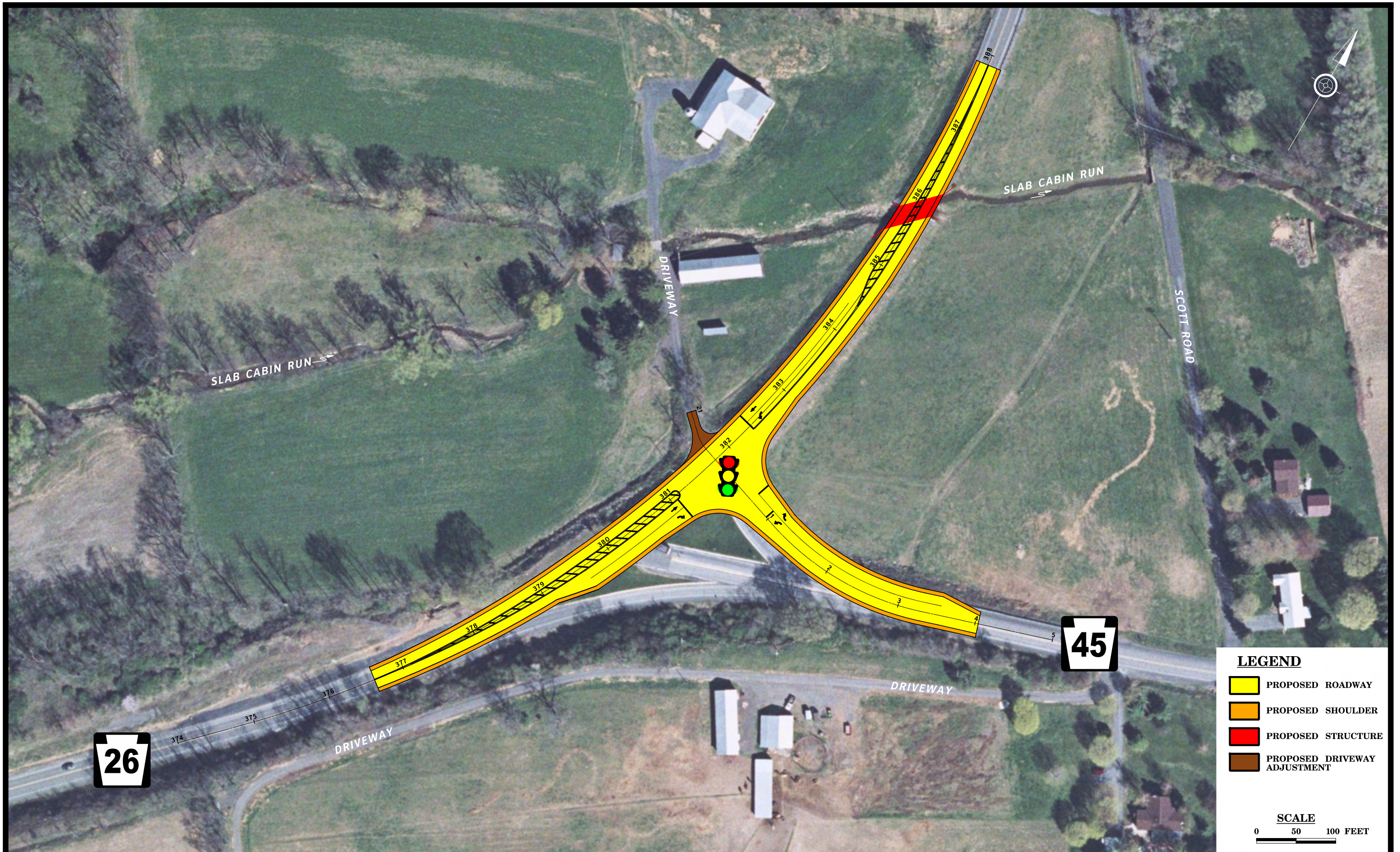
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LEGEND





	PROPOSED ROADWAY
	PROPOSED SHOULDER
	PROPOSED STRUCTURE
	PROPOSED DRIVEWAY ADJUSTMENT

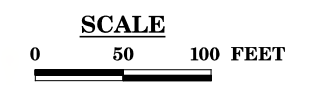
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**ALTERNATIVE #1
SIGNALIZED ON EXISTING ALIGNMENT
SHINGLETOWN INTERSECTION**



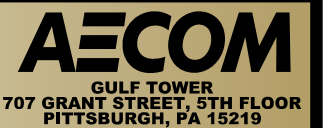
LEGEND

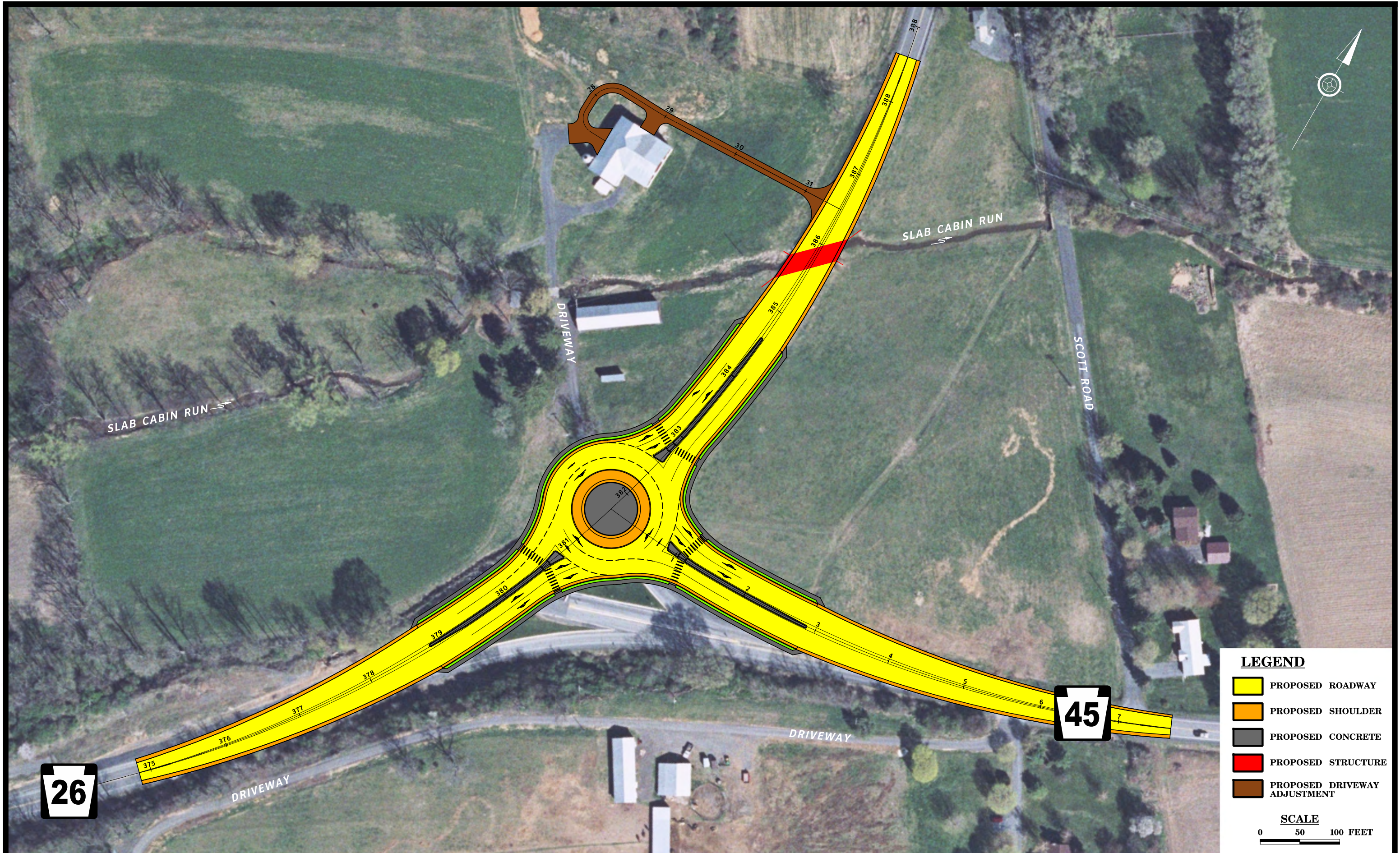
	PROPOSED ROADWAY
	PROPOSED SHOULDER
	PROPOSED STRUCTURE
	PROPOSED DRIVEWAY ADJUSTMENT



ALTERNATIVE #2
SIGNALIZED WITH SR 0045 REALIGNED
SHINGLETOWN INTERSECTION

November 20, 2017



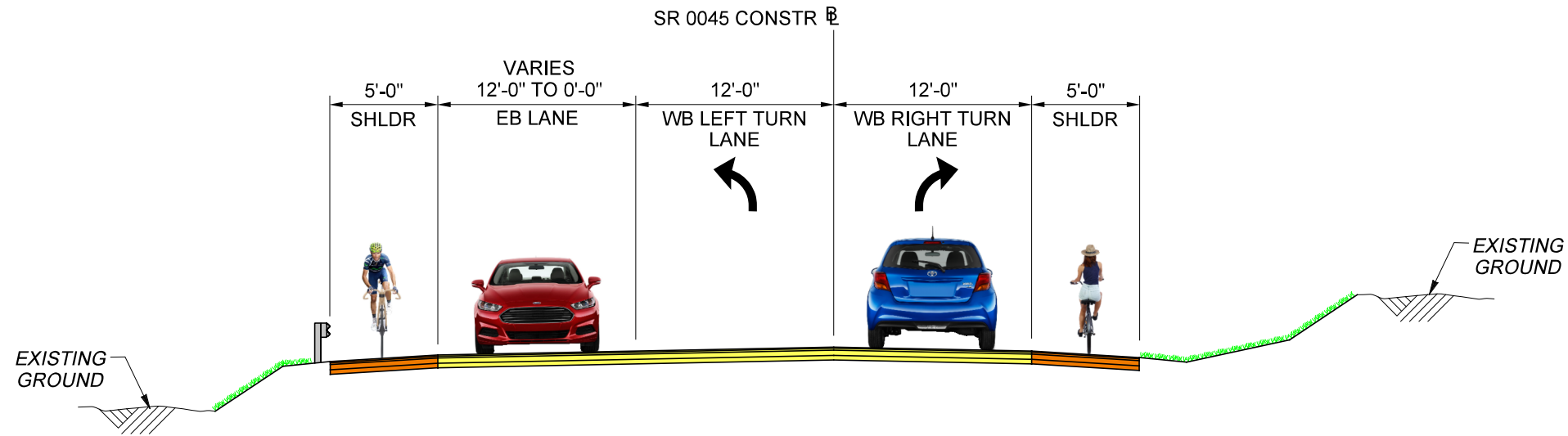


LEGEND

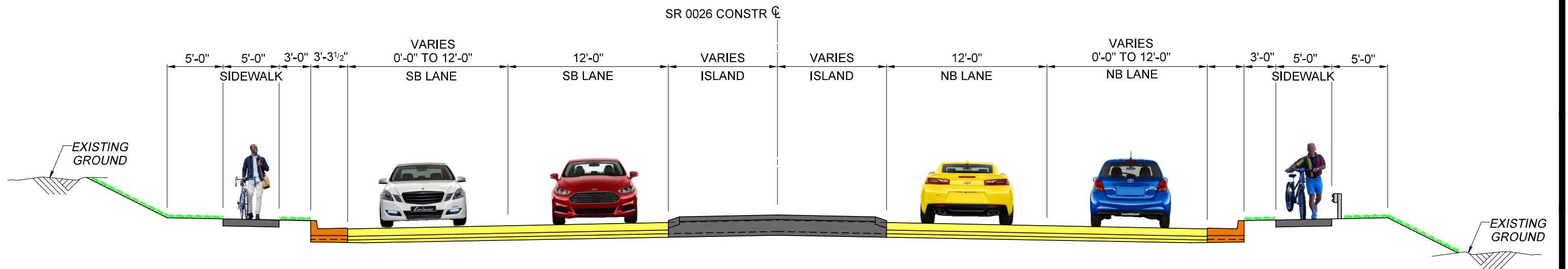
- PROPOSED ROADWAY
- PROPOSED SHOULDER
- PROPOSED CONCRETE
- PROPOSED STRUCTURE
- PROPOSED DRIVEWAY ADJUSTMENT

SCALE

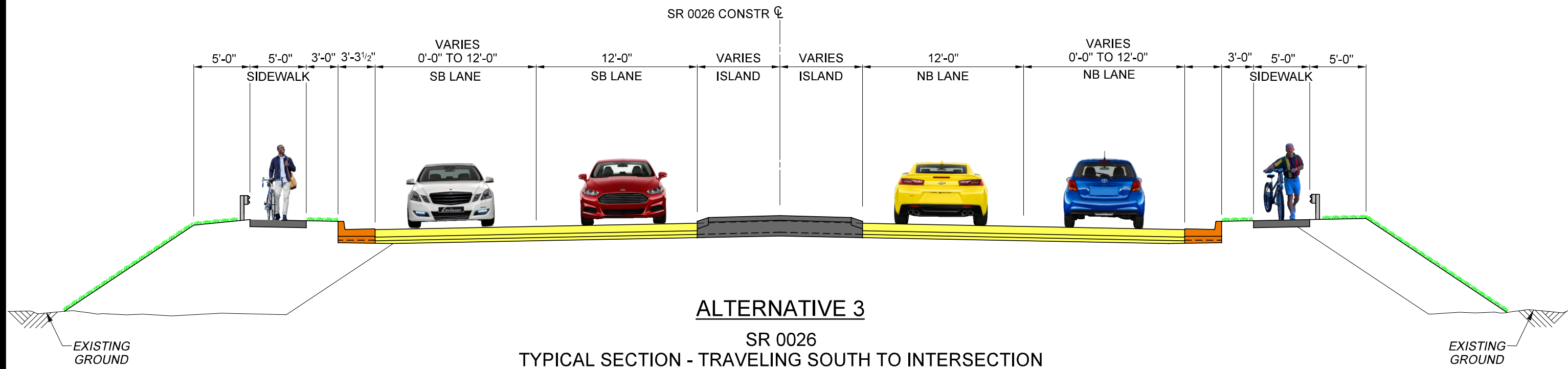
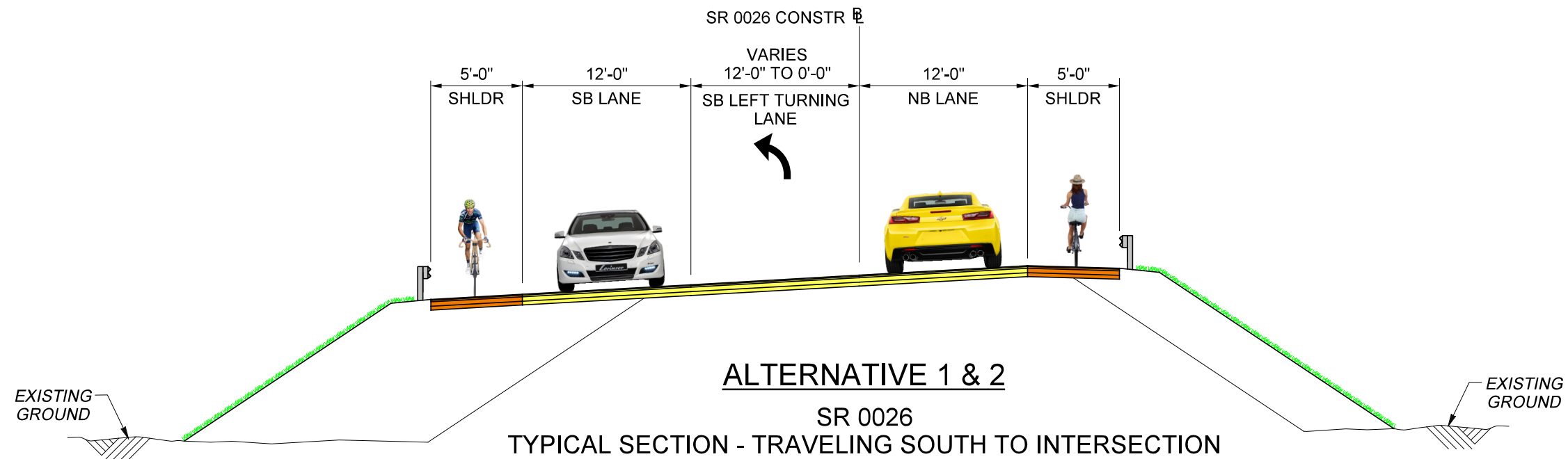
0 50 100 FEET



ALTERNATIVE 1 & 2
 SR 0045
 TYPICAL SECTION - TRAVELING WEST TO INTERSECTION



ALTERNATIVE 3
 SR 0045
 TYPICAL SECTION - TRAVELING WEST TO INTERSECTION





FERGUSON TOWNSHIP POLICE DEPARTMENT

February 2019 Calls for Service

Part I Crimes Summary	Previous Month Feb. 2018	Current Month Feb. 2019	Previous YTD Feb. 2018	Current YTD Feb. 2019
Homicide	0	0	0	0
Rape	0	1	0	1
Robbery	0	0	1	0
Assault	0	0	0	2
Burglary	3	2	3	3
Theft	2	3	9	9
Auto Theft	0	0	0	0
Arson	0	0	0	0
Total	5	6	13	15

Part II Crimes Summary	Previous Month Feb. 2018	Current Month Feb. 2019	Previous YTD Feb. 2018	Current YTD Feb. 2019
Forgery	0	1	0	1
Fraud	8	9	10	16
Embezzlement	0	0	0	0
Receiving Stolen Property	0	0	0	0
Criminal Mischief	4	5	6	9
Weapons Violation	0	1	1	1
Prostitution and Commercialized Vice	0	0	0	0
Sex Offense	0	1	2	1
Drug Violation	3	5	4	6
Offenses Against Family	0	0	0	0
DUI	3	6	4	7
Liquor Laws (minors law, furnishing, false ID)	1	2	1	4
Public Intoxication	3	3	7	6
Disorderly Conduct	29	21	51	40
All Other Criminal	2	5	3	9
Total	53	59	89	100

Total Crimes	Previous Month Feb. 2018	Current Month Feb. 2019	Previous YTD Feb. 2018	Current YTD Feb. 2019
Part I Crimes	5	6	13	15
Part II Crimes	53	59	89	100
Total	58	65	102	115



FERGUSON TOWNSHIP POLICE DEPARTMENT

February 2019 Calls for Service

Other Calls for Service	Previous Month Feb. 2018	Current Month Feb. 2019	Previous YTD Feb. 2018	Current YTD Feb. 2019
Vehicle Code - Crashes	30	32	51	58
Vehicle Code - Other Traffic Incidents	58	60	115	101
Health and Safety – EMS Assist	61	56	133	112
Health and Safety – Fire Assist	7	5	17	12
Other Health and Safety Incidents	17	14	50	30
Alarms	8	30	39	39
Suspicious Activity	35	14	63	45
Unsecure Property	2	1	2	1
Found Property	4	3	6	7
Lost Property	8	2	10	6
Community Relations/ Crime Prevention	8	7	12	16
Car Seat Check	1	2	2	2
School Check	26	40	48	57
Township Ordinances	6	7	10	22
Request for Assistance – Attempt to locate	5	1	5	6
Request for Assistance – Can-Help	1	1	2	3
Request for Assistance – Civil Matter	11	12	17	25
Request for Assistance - Other	44	49	99	82
Missing Persons/ Runaways	1	3	1	6
Animal Complaints	11	4	26	11
Department Information	3	3	13	6
Assist Other Agencies	12	21	26	32
Total	359	367	747	679

Total Calls for Service	Previous Month Feb. 2018	Current Month Feb. 2019	Previous YTD Feb. 2018	Current YTD Feb. 2019
Part I Crimes	5	6	13	15
Part II Crimes	53	59	89	100
Other Calls for Service	359	367	747	679
Total	417	432	849	794



FERGUSON TOWNSHIP POLICE DEPARTMENT

February 2019

	2018	2019	Previous YTD	Current YTD	Notes:
Traffic Citations	54	46	137	91	
Parking Tickets	39	203	108	297	
Traffic Stops	163	120	323	236	
Criminal Arrests	13	14	23	34	
Supplements	157	170	353	368	
Hearings	22	15	51	30	
Med Return	22.71	16.29	44.88	35.19	

Note:

- Traffic Stops may not include pre scheduled selective enforcement details where two or more police vehicles are assigned for specific enforcement purposes (such as Aggressive Driving Grant details).
- Criminal Arrests are the number of people arrested, not the number of charges, counts or cases cleared. These include arrests made at the time of the incident as well as those filed after an extended investigation.

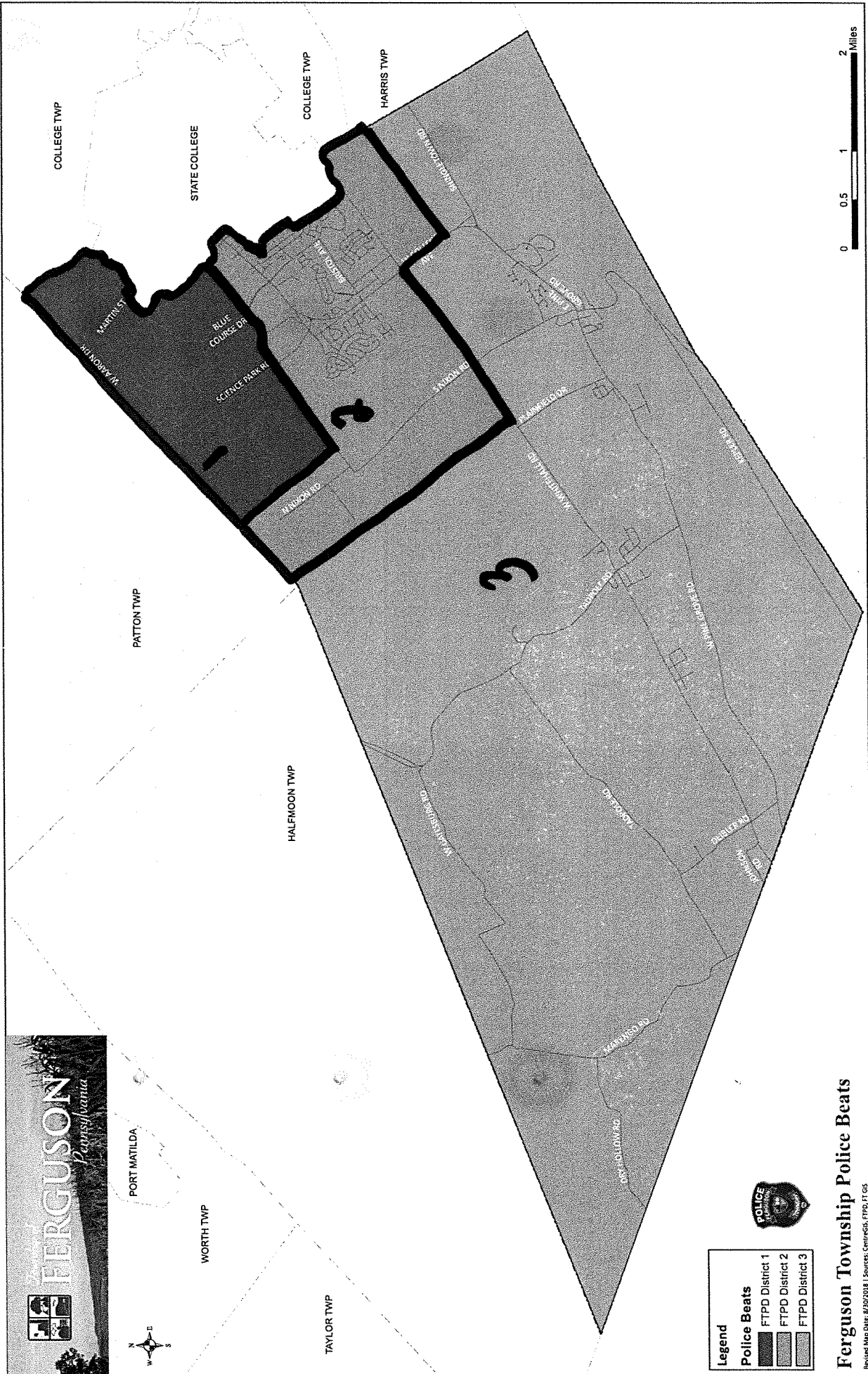
Department Notes:

- A 24-year-old woman died from a Heroin overdose. Detectives are working to identify the source of the drugs.
- A 26-year-old State College man was arrested for burglary. At the time of his arrest, he possessed Heroin and syringes.
- A 28-year-old State College man was arrested following a hit and run crash. He was charged with Accidents Involving Death or Injury While Not Properly Licensed, Driving Under Suspension, Accidents Involving Damage to Attended Vehicle as well as other summary charges. The victim sustained a neck and shoulder injury.

- A 74-year-old woman paid \$1000 to a scammer. The victim opened an email and infected her computer with ransomware.
- Detectives are investigating two separate reported sexual assaults.
- Over the State Patty's Day Weekend, six drivers were arrested for driving under the influence.

Community Relations:

- Officers helped with book readings at several different elementary schools.
- Sgt. Morrison hosted a Crime Scene Investigation demonstration and safety presentation for a group of Girl Scouts.
- Officers performed crossing guard duties at the Ferguson Township Elementary School.
- Sgt. Hendrick talked with teenage students about personal and Internet safety.



Legend

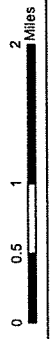
Police Beats

- FTPD District 1
- FTPD District 2
- FTPD District 3



Ferguson Township Police Beats

Revised Map Date: 8/12/2018 | Sources: CentreGIS, FTPD, FICIS
V:\GIS_Data\Police Data\PD_Districts.mxd



Record List - Total:397

Contact or caller	Nature	Area	Reported	Incident
800PHNMESS (2)				
Questions about seized license plate	800PHNMESS	FT2H1	09:45:35 02/12/19	19FT00702
Needed date or prior report	800PHNMESS	FT2H1	13:48:33 02/02/19	19FT00510
911CELLNOVOICE (1)				
911 No Voice	911CELLNOVOICE	FT2E1	11:01:43 02/05/19	19FT00558
911NOVOICE (1)				
911 call from closed restaurant	911NOVOICE	FT1B1	18:30:09 02/11/19	19FT00691
ABANDVEHICL (3)				
Towing company has 3 abandon vehicles on property	ABANDVEHICL	FT2G1	08:47:56 02/19/19	19FT00850
Abandoned vehicle	ABANDVEHICL	FT2G1	11:57:10 02/13/19	19FT00726
Abandoned vehicle	ABANDVEHICL	FT2G1	11:00:41 02/05/19	19FT00557
ALARM BURGLAR (29)				
Residential burglar alarm	ALARM BURGLAR	FT1D1	12:48:29 02/28/19	19FT01072
burglar alarm in unknown area	ALARM BURGLAR	FT3J2	21:26:25 02/27/19	19FT01059
Residentil Burglar Alarm	ALARM BURGLAR	FT3J2	00:13:49 02/25/19	19FT00995
Commercial Burlar Alarm	ALARM BURGLAR	FT2H1	23:09:31 02/24/19	19FT00994
Burglar Alarm - Possible Wind malfunction	ALARM BURGLAR	FT1E1	21:17:00 02/24/19	19FT00989
burglar alarm/open door in garage/all clear	ALARM BURGLAR	FT1C1	21:13:06 02/24/19	19FT00990
Alarm handled by PTPD - Open door found and secured at separate business	ALARM BURGLAR	FT2H1	11:25:47 02/24/19	19FT00977
Business alarm	ALARM BURGLAR	FT1E1	10:21:46 02/24/19	19FT00976
Alarm-Burglar	ALARM BURGLAR	FT1A1	08:32:12 02/23/19	19FT00945
Commercial Burglar Alarm	ALARM BURGLAR	FT1A1	04:15:11 02/23/19	19FT00942
Commercial Burglar alarm	ALARM BURGLAR	FT1A1	20:39:15 02/22/19	19FT00918
Burglar alarm, employee error	ALARM BURGLAR	FT2H1	18:49:33 02/21/19	19FT00898
Alarm - Canceled	ALARM BURGLAR	FT3K1	09:05:45 02/20/19	19FT00868
Commercial Alarm	ALARM BURGLAR	FT1A1	09:44:14 02/18/19	19FT00822
Residential Burglar Alarm	ALARM BURGLAR	FT2F1	08:09:49 02/17/19	19FT00806
Residential alarm	ALARM BURGLAR	FT3L1	11:05:58 02/16/19	19FT00791
Commercial Burglar Alarm, cancelled	ALARM BURGLAR	FT2G1	16:30:19 02/15/19	19FT00782
BURGLAR ALARM	ALARM BURGLAR	FT1A1	03:37:20 02/15/19	19FT00766
Residential Alarm	ALARM BURGLAR	FT1D1	21:16:52 02/13/19	19FT00734
motion alarm at animal clinic	ALARM BURGLAR	FT1B1	21:41:00 02/12/19	19FT00718
Commercial Burglar Alarm	ALARM BURGLAR	FT1B1	20:15:21 02/12/19	19FT00716
Burglar alarm	ALARM BURGLAR	FT2F1	10:05:29 02/12/19	19FT00703
Commercial Burglar Alarm	ALARM BURGLAR	FT2G1	12:08:36 02/10/19	19FT00668
Burg Alarm	ALARM BURGLAR	FT1B1	08:40:08 02/09/19	19FT00645
Alarm everything secured	ALARM BURGLAR	FT2F1	23:03:49 02/05/19	19FT00574
Report of sliding glass door motion	ALARM BURGLAR	FT3L1	11:21:42 02/02/19	19FT00507
Residential Burglar Alarm	ALARM BURGLAR	FT1D1	22:16:22 02/01/19	19FT00500
Residential Burglar Alarm	ALARM BURGLAR	FT3L1	01:24:23 02/01/19	19FT00469
Residential Alarm	ALARM BURGLAR	FT1F2	00:04:48 02/01/19	19FT00467
ALARMHOLDUP (1)				
Commercal Alarm	ALARMHOLDUP	FT1E1	11:36:57 02/06/19	19FT00577
ALCOHOL (11)				
Rear end minor accident, DUI	ALCOHOL	FT1B1	06:41:19 02/24/19	19FT00973
Traffic stop - operator arrested for DUI & Act 64.	ALCOHOL	SC3GB	01:57:07 02/24/19	19FT00967
Traffic stop - underage operator arrested for DUI.	ALCOHOL	PTPD	00:42:25 02/24/19	19FT00961
Traffic stop - Operator arrested for DUI.	ALCOHOL	SC3KA	01:33:23 02/23/19	19FT00934
Traffic stop - driver arrested for DUI.	ALCOHOL	SB2C8	23:20:03 02/22/19	19FT00924
DUI	ALCOHOL	FT1B1	02:49:08 02/22/19	19FT00901
30 yom arrested for DUI.	ALCOHOL	FT1B1	02:11:27 02/17/19	19FT00805
23 yom intoxicated on Cata Bus	ALCOHOL	FT1F2	00:11:46 02/08/19	19FT00620
40 yom arrested for DUI	ALCOHOL	FT1C1	16:45:33 02/04/19	19FT00540
21 yom arrested for DUI	ALCOHOL	FT2F1	03:18:02 02/02/19	19FT00504
24 yom intoxicated male	ALCOHOL	FT2H1	01:14:06 02/02/19	19FT00502

ALCOHOLMINORSLW (3)

Vehicle crash. Driver suspected of underage drinking	ALCOHOLMINORSLW	FT3J1	22:40:58 02/23/19	19FT00954
Two persons cited for underage drinking	ALCOHOLMINORSLW	SB2D6	12:58:48 02/23/19	19FT00949
19 yom intoxicated and vomited on Cata Bus	ALCOHOLMINORSLW	FT1B1	00:23:44 02/09/19	19FT00641

ANIMAL (4)

Groundhog under car	ANIMAL	FT1B1	17:11:53 02/28/19	19FT01080
Barking dog	ANIMAL	FT2G1	05:59:32 02/24/19	19FT00971
DOG AT LARGE	ANIMAL	FT2G1	00:08:55 02/23/19	19FT00929
Dog found, returned to owner	ANIMAL	FT2M1	18:21:36 02/08/19	19FT00636

BURGLARY (2)

Male entered room 215	BURGLARY	FT1B5	04:14:53 02/03/19	19FT00526
Male entered business and stole items	BURGLARY	FT1B5	00:43:38 02/03/19	19FT00524

CHILDCARSEATCHK (2)

Child Safety Seat Check	CHILDCARSEATCHK	FT2H1	10:22:06 02/14/19	19FT00743
Child Safety Seat Installation	CHILDCARSEATCHK	FT2H1	15:31:32 02/01/19	19FT00488

COMMRELATIONS (7)

Read books to 3 and 4 year olds	COMMRELATIONS	SH6NA	10:56:58 02/28/19	19FT01070
crossing school kids after school	COMMRELATIONS	FT3J1	14:25:18 02/27/19	19FT01055
School presentation on personal safety and internet safety	COMMRELATIONS	FT1E1	12:08:42 02/25/19	19FT01008
Threat Assesment at church and daycare	COMMRELATIONS	FT1E1	12:46:46 02/19/19	19FT00856
Book reading for grade class	COMMRELATIONS	FT2G1	10:29:31 02/19/19	19FT00853
CSI presentation for Girl Scout Troop	COMMRELATIONS	FT2H1	17:59:36 02/07/19	19FT00614
Safety Presentation for Girl Scouts	COMMRELATIONS	PTPD	18:23:46 02/06/19	19FT00585

CRIMMISCHIEF (5)

Vehicle appeared to be keyed by unknown person	CRIMMISCHIEF	FT1B1	12:03:09 02/16/19	19FT00792
Caller's house was egged	CRIMMISCHIEF	FT2H1	10:22:56 02/16/19	19FT00790
Caller said someone knocked over the newspaper box	CRIMMISCHIEF	FT2H1	14:41:16 02/12/19	19FT00710
Property damaged during roommates arguement	CRIMMISCHIEF	FT1B1	22:40:09 02/11/19	19FT00695
mailbox struck	CRIMMISCHIEF	FT1C1	16:24:30 02/10/19	19FT00672

CRUELTYANIMALS (1)

Reported and found to be unfounded.	CRUELTYANIMALS	FT1F2	10:09:07 02/27/19	19FT01050
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DEPTINFO (3)

Audit of Evidence Room	DEPTINFO	FT2H1	09:57:51 02/28/19	19FT01067
Information about employee terminations	DEPTINFO	FT1E1	14:17:57 02/27/19	19FT01054
Provide information about an individual	DEPTINFO	FT2H1	14:32:11 02/01/19	19FT00485

DISORDERLYCOND (18)

Loud Music	DISORDERLYCOND	FT2G1	00:51:15 02/24/19	19FT00963
D/C - Loud music	DISORDERLYCOND	FT2G1	00:44:28 02/24/19	19FT00962
Loud Party-GOA	DISORDERLYCOND	FT1A1	23:45:11 02/23/19	19FT00957
Loud Party	DISORDERLYCOND	FT1A1	23:45:00 02/23/19	19FT00959
Report of out of control party.	DISORDERLYCOND	FT1B4	17:25:47 02/23/19	19FT00952
Loud party	DISORDERLYCOND	FT1B1	15:21:34 02/23/19	19FT00950
Loud Party	DISORDERLYCOND	FT1F2	01:23:44 02/23/19	19FT00931
LOUD MUSIC	DISORDERLYCOND	FT1B2	23:34:07 02/22/19	19FT00927
D/C - Custody Dispute	DISORDERLYCOND	FT1B3	21:58:32 02/22/19	19FT00922
Loud Music	DISORDERLYCOND	FT1B2	22:32:49 02/17/19	19FT00816
disorderly conduct for loud voices	DISORDERLYCOND	FT2G1	00:12:40 02/10/19	19FT00666
loud music/voices	DISORDERLYCOND	FT1A1	22:22:18 02/07/19	19FT00618
Complaint of loud voices in parking lot	DISORDERLYCOND	FT1B2	01:35:03 02/07/19	19FT00590
D/C Fireworks	DISORDERLYCOND	FT1B1	22:55:57 02/05/19	19FT00573
D/C Fireworks	DISORDERLYCOND	FT2H1	21:57:28 02/05/19	19FT00571
D/C Loud Voices	DISORDERLYCOND	FT1B3	19:02:10 02/04/19	19FT00542
Loud party	DISORDERLYCOND	FT1B3	00:22:35 02/02/19	19FT00501
2 individuals fighting	DISORDERLYCOND	FT1B1	14:57:42 02/01/19	19FT00487

DOMESTICDISPUTE (6)

Verbal domestic	DOMESTICDISPUTE	FT2G1	10:48:36 02/28/19	19FT01069
Verbal Domestic Dispute	DOMESTICDISPUTE	FT2G1	04:33:01 02/23/19	19FT00943
third party report of a verbal dispute	DOMESTICDISPUTE	FT2G1	19:20:21 02/18/19	19FT00837
3rd Party report of male female domestic	DOMESTICDISPUTE	FT1B1	12:02:18 02/14/19	19FT00749

Verbal argument	DOMESTICDISPUTE	FT2G1	10:42:56 02/08/19	19FT00624
Verbal domestic between husband and wife-wife left scene	DOMESTICDISPUTE	FT1B1	13:43:26 02/06/19	19FT00580
DRUGLAW (4)				
Act 64 from a Traffic Stop	DRUGLAW	FT1F2	03:29:28 02/24/19	19FT00970
Traffic Stop - Drug Law	DRUGLAW	FT2G1	01:05:10 02/23/19	19FT00930
Occupied vehicle in baseball park after dark - Act 64 arrest.	DRUGLAW	FT2H3	23:07:21 02/09/19	19FT00663
Search warrant leading to drug seizure	DRUGLAW	FT1B5	11:11:00 02/03/19	19FT00528
FRAUD (5)				
Theft of services regarding a rental vehicle.	FRAUD	FT1A1	16:10:57 02/18/19	19FT00834
Complainant offered job through email - scam	FRAUD	FT1B3	11:28:42 02/15/19	19FT00774
Person bought Apple card that had already been activated	FRAUD	FT1F2	13:33:55 02/12/19	19FT00709
complainant scammed out of \$1,000.00	FRAUD	FT1E1	15:36:51 02/06/19	19FT00583
unauthorized package delivered to house	FRAUD	FT2G1	14:49:09 02/04/19	19FT00537
HARASSMENT (3)				
Report of harassing behavior by ex-girlfriend's boyfriend.	HARASSMENT	FT3J1	17:41:17 02/24/19	19FT00985
boyfriend & girlfriend verbal and physical argument	HARASSMENT	FT1F2	15:36:22 02/15/19	19FT00780
Female harassing nurses over phone	HARASSMENT	FT2F1	12:20:56 02/01/19	19FT00479
HLTHSFTY (12)				
Tree fell onto house trapping homeowner.	HLTHSFTY	FT2H1	04:42:15 02/25/19	19FT00997
Tree fell on power lines	HLTHSFTY	FT2H1	23:11:12 02/24/19	19FT00993
18 yom made statement about harming self	HLTHSFTY	FT3J1	21:31:31 02/22/19	19FT00921
Concerns about neighbor	HLTHSFTY	FT1C1	18:47:16 02/22/19	19FT00917
Unfounded report of a fight	HLTHSFTY	FT1B2	16:02:38 02/22/19	19FT00912
Fireworks set off near road	HLTHSFTY	FT2F1	21:35:08 02/15/19	19FT00785
Female hallucinating	HLTHSFTY	FT1C1	01:57:08 02/15/19	19FT00765
Welfare check on female	HLTHSFTY	FT1C1	10:22:31 02/14/19	19FT00744
20 YOM asking for someone to buy him a gun so he could shoot himself	HLTHSFTY	FT1A1	18:14:00 02/12/19	19FT00714
Needles found in rental car, destroyed	HLTHSFTY	FT1B1	14:49:24 02/12/19	19FT00711
Person driving by said he saw sparks at transformer	HLTHSFTY	FT2G1	18:45:20 02/11/19	19FT00692
individual made threats to harm herself	HLTHSFTY	FT2H1	15:58:18 02/02/19	19FT00516
HLTHSFTYEMSASST (56)				
29 yom feeling faint	HLTHSFTYEMSASST	FT2F1	10:09:56 02/28/19	19FT01068
32 yom w/ seizures	HLTHSFTYEMSASST	FT2M1	07:29:59 02/27/19	19FT01043
84 yof general illness	HLTHSFTYEMSASST	FT3N1	09:08:52 02/26/19	19FT01025
Unable to respond as all units tied up on death investigation	HLTHSFTYEMSASST	FT2H1	09:22:47 02/25/19	19FT01001
58 yom, deceased	HLTHSFTYEMSASST	FT1C1	08:22:40 02/25/19	19FT00999
83 yof, injured from fall	HLTHSFTYEMSASST	FT3K1	21:27:11 02/24/19	19FT00991
74 yof bleeding from varicose veins	HLTHSFTYEMSASST	FT3J1	09:27:53 02/24/19	19FT00974
37 yom with chest pains	HLTHSFTYEMSASST	FT2H1	02:56:51 02/20/19	19FT00865
70 yo female fall victim	HLTHSFTYEMSASST	FT1B1	16:02:28 02/19/19	19FT00859
77 YOM Ems assist	HLTHSFTYEMSASST	FT1D1	02:25:09 02/19/19	19FT00844
77 yof vomiting	HLTHSFTYEMSASST	PTPD	00:22:38 02/19/19	19FT00843
55 yof in pain	HLTHSFTYEMSASST	FT2G1	21:55:28 02/18/19	19FT00840
89 year old female with numbness to the face	HLTHSFTYEMSASST	FT2M1	13:39:40 02/18/19	19FT00830
85 yof fell	HLTHSFTYEMSASST	FT2H1	08:22:40 02/18/19	19FT00821
81 yom with chest pain	HLTHSFTYEMSASST	FT1C1	00:23:15 02/18/19	19FT00818
32 yom with back pain.	HLTHSFTYEMSASST	FT1B1	00:08:28 02/18/19	19FT00817
74 yo female fall victim	HLTHSFTYEMSASST	FT2H1	17:56:10 02/17/19	19FT00813
88 yom with tremors	HLTHSFTYEMSASST	FT3T1	09:12:59 02/17/19	19FT00808
41 yof with MHID concerns	HLTHSFTYEMSASST	FT1C1	13:30:23 02/16/19	19FT00795
73 yom, weakness	HLTHSFTYEMSASST	FT1C1	10:03:55 02/15/19	19FT00770
36 yom seizures	HLTHSFTYEMSASST	FT2H1	06:46:25 02/15/19	19FT00768
3 yof, unresponsive	HLTHSFTYEMSASST	FT2H1	01:17:11 02/15/19	19FT00764
EMS Assist/ 88 yom Cardiac Arrest	HLTHSFTYEMSASST	FT1E1	00:19:26 02/15/19	19FT00763
21 yom with migraine	HLTHSFTYEMSASST	FT1F2	22:10:23 02/14/19	19FT00760

40 yof, unresponsive	HLTHSFTYEMSASST	FT1B3	13:43:09 02/14/19	19FT00751
21 yom had seizure	HLTHSFTYEMSASST	FT1F2	08:57:31 02/14/19	19FT00742
81 yof arm pain/unk cause	HLTHSFTYEMSASST	FT3J1	01:52:25 02/14/19	19FT00738
72 yof, feeling faint	HLTHSFTYEMSASST	FT2H1	19:36:25 02/13/19	19FT00733
78 yom, weakness	HLTHSFTYEMSASST	FT1C1	14:03:05 02/13/19	19FT00727
62 yom, fall injury	HLTHSFTYEMSASST	FT1A1	11:20:44 02/13/19	19FT00725
52 yof with back pain	HLTHSFTYEMSASST	FT1B1	16:11:03 02/12/19	19FT00712
54 yom fall injury	HLTHSFTYEMSASST	FT2H1	22:12:31 02/10/19	19FT00675
94 yof, syncope	HLTHSFTYEMSASST	FT1E1	17:08:51 02/10/19	19FT00673
70 yo female fall victim/ no injuries	HLTHSFTYEMSASST	FT1B1	19:12:10 02/09/19	19FT00661
77 yom fell and needed a hand up	HLTHSFTYEMSASST	FT2M1	11:31:28 02/09/19	19FT00650
24 yof fell while working.	HLTHSFTYEMSASST	FT2G1	13:42:10 02/08/19	19FT00627
73 yom fall victim	HLTHSFTYEMSASST	FT1A1	08:30:18 02/08/19	19FT00623
79 YOM with rectal bleed	HLTHSFTYEMSASST	FT1E1	08:04:55 02/08/19	19FT00622
52 yof feeling ill.	HLTHSFTYEMSASST	FT1B1	22:40:20 02/07/19	19FT00619
85 yof dementia patient being violent	HLTHSFTYEMSASST	FT1C1	16:41:46 02/07/19	19FT00613
65 YOM lethargic	HLTHSFTYEMSASST	FT1F2	13:52:56 02/07/19	19FT00606
Medical Alarm, cancelled	HLTHSFTYEMSASST	FT1B1	13:34:01 02/07/19	19FT00604
55 YOF heart racing	HLTHSFTYEMSASST	FT2H1	09:57:15 02/07/19	19FT00601
70 yof - lift assist	HLTHSFTYEMSASST	FT1B1	04:26:30 02/07/19	19FT00593
27 yom injured working on farm equipment	HLTHSFTYEMSASST	FT3L1	11:38:35 02/06/19	19FT00578
72 yof - left leg pain	HLTHSFTYEMSASST	FT3O1	05:47:30 02/06/19	19FT00575
39 yof - back pain	HLTHSFTYEMSASST	FT1C1	22:08:50 02/05/19	19FT00572
88 yof, shortness of breath	HLTHSFTYEMSASST	FT1A1	15:58:31 02/05/19	19FT00565
21 yo female overdose	HLTHSFTYEMSASST	FT1A1	21:05:57 02/04/19	19FT00544
25 yof drug overdose death	HLTHSFTYEMSASST	FT1C1	16:21:30 02/04/19	19FT00539
73 YOM with flu like symptoms	HLTHSFTYEMSASST	FT1C1	09:03:02 02/04/19	19FT00536
70 yof - ground level fall	HLTHSFTYEMSASST	FT1B1	22:42:25 02/03/19	19FT00534
80 yom possible stroke	HLTHSFTYEMSASST	FT2H1	18:21:37 02/03/19	19FT00532
19 yof was vomiting	HLTHSFTYEMSASST	FT3Q1	06:18:26 02/03/19	19FT00527
58 yo male fall victim	HLTHSFTYEMSASST	FT2H1	16:57:19 02/02/19	19FT00517
55 yo female fell struck head	HLTHSFTYEMSASST	FT2H3	15:12:03 02/02/19	19FT00514

HLTHSFTYFIREAST (5)

Smoke coming out vent, no fire	HLTHSFTYFIREAST	FT2G1	13:50:04 02/21/19	19FT00893
Snow blower on fire	HLTHSFTYFIREAST	FT2H1	22:39:52 02/19/19	19FT00863
Odor of smoke in an apartment	HLTHSFTYFIREAST	FT2G1	21:22:18 02/06/19	19FT00588
false Fire Alarm	HLTHSFTYFIREAST	FT3J2	05:53:03 02/05/19	19FT00550
Automatic Fire Alarm	HLTHSFTYFIREAST	FT2G1	10:32:01 02/02/19	19FT00506

HLTHSFTYPRSNAST (2)

Resident's wheelchair stuck on ice, officers de-iced driveway	HLTHSFTYPRSNAST	FT3Q1	11:00:27 02/14/19	19FT00747
Assist an 88 yom invalid	HLTHSFTYPRSNAST	FT3K1	23:23:55 02/02/19	19FT00522

IDENTITYTHEFT (4)

Unknown person used callers information for Verizon account.	IDENTITYTHEFT	FT2H1	09:34:05 02/20/19	19FT00869
Unknown person(s) opened credit card	IDENTITYTHEFT	FT1D1	12:39:07 02/12/19	19FT00708
recieved text saying her taxes have been filed	IDENTITYTHEFT	FT3J1	18:52:58 02/09/19	19FT00660
Daughter reproting her mother opened bank account in her name	IDENTITYTHEFT	FT2G1	12:08:02 02/07/19	19FT00602

INDECENTACTVY (2)

MNMC called about female and poss. sex assalt	INDECENTACTVY	FT1B2	11:53:15 02/24/19	19FT00978
CC CYS reporting a juvenile is touching another juvenile inappropriately	INDECENTACTVY	FT2G2	16:55:00 02/11/19	19FT00721

MISSINGPERSON (3)

17 yom ran away again but returned home minutes later.	MISSINGPERSON	FT2G2	23:59:39 02/26/19	19FT01040
21 yof reported missing, located	MISSINGPERSON	FT1B2	11:38:39 02/15/19	19FT00773
11 YOM left on back - came back 3 hours later	MISSINGPERSON	FT1F1	19:06:08 02/08/19	19FT00637

ORDVIOL (1)

Parking complaint	ORDVIOL	FT1B1	07:55:50 02/20/19	19FT00867
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OUTAGNCYASST (20)

Check an address for an individual	OUTAGNCYASST	FT2M1	13:57:22 02/28/19	19FT01075
Reported gun at high school	OUTAGNCYASST	SB2G3	12:16:06 02/27/19	19FT01051
Assist PSP with crash	OUTAGNCYASST	FT3L1	10:35:00 02/27/19	19FT01049
Check on age of a female with an older male	OUTAGNCYASST	FT2H1	15:52:35 02/25/19	19FT01014
Patton Call-Accidently assigned to FTPD	OUTAGNCYASST	PTPD	12:44:47 02/25/19	19FT01010
Assist SCPD with large party	OUTAGNCYASST	SB2A2	00:05:50 02/23/19	19FT00928
Threats made in text message	OUTAGNCYASST	SC37A	13:36:22 02/22/19	19FT00911
Assist PTPD with incident	OUTAGNCYASST	PTPD	17:00:40 02/21/19	19FT00897
Patton incident that Ferguson was attached to	OUTAGNCYASST	PTPD	23:24:33 02/20/19	19FT00886
assist CYS removing children from home	OUTAGNCYASST	FT2G2	15:19:35 02/19/19	19FT00862
Assist PTPD with DUI Crash	OUTAGNCYASST	PTPD	23:01:26 02/18/19	19FT00842
requested to assis constables with a warrant	OUTAGNCYASST	FT1B3	19:48:22 02/18/19	19FT00838
Assist PTPD with crash	OUTAGNCYASST	FT1A1	07:14:31 02/11/19	19FT00680
SCPD assist	OUTAGNCYASST	FT1C1	10:44:53 02/10/19	19FT00667
PSP Tpr. wanting background info	OUTAGNCYASST	FT2H1	09:58:31 02/09/19	19FT00648
Assist PTPD with missing child, located	OUTAGNCYASST	FT1B1	15:31:05 02/08/19	19FT00631
Asssit PTPD with traffic control	OUTAGNCYASST	PTPD	19:17:57 02/07/19	19FT00615
Assist SCPD with retail theft investigation	OUTAGNCYASST	FT3K1	14:11:04 02/05/19	19FT00560
Assisted PTPD	OUTAGNCYASST	PTPD	00:41:54 02/03/19	19FT00523
Assist PTPD with suspicious vehicle	OUTAGNCYASST	PTPD	20:29:53 02/01/19	19FT00493

PARKING (6)

Parking complaint	PARKING	FT2G1	10:28:04 02/27/19	19FT01048
Parking Complaint	PARKING	FT1B1	10:33:43 02/25/19	19FT01004
Parking complaint, resolved	PARKING	FT2G1	16:44:19 02/23/19	19FT00951
Parking complaint, resolved	PARKING	FT2G1	02:45:28 02/23/19	19FT00941
Parking Complaint	PARKING		15:54:24 02/19/19	19FT00861
Parking on STOP sign	PARKING	FT2H1	13:07:36 02/02/19	19FT00509

PROPFOUND (3)

Guests left botles of prescription medication in room	PROPFOUND	FT1B1	12:22:27 02/22/19	19FT00909
Wallet found in Ferguson Twp turned into SCPD	PROPFOUND	FT1B1	17:00:00 02/13/19	19FT00731
Found wallets	PROPFOUND	FT1A1	14:14:58 02/05/19	19FT00561

PROPLOST (2)

lost wallet	PROPLOST	FT2H1	08:11:35 02/26/19	19FT01023
Property left outside a business that went missing.	PROPLOST	FT2G1	15:57:02 02/15/19	19FT00781

RFACANHELPMHID (1)

Skills house consumer slapped a staff member.	RFACANHELPMHID	FT1A1	19:41:56 02/26/19	19FT01038
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RFACIVILDISP (12)

Over a year of unpaid receipts at business	RFACIVILDISP	FT1B5	12:55:17 02/26/19	19FT01032
Civil dispute between ex boyfreind and girlfriend	RFACIVILDISP	FT2G2	15:49:44 02/24/19	19FT00979
Individual doesn't want contact with ex	RFACIVILDISP	FT2H1	20:58:49 02/22/19	19FT00919
Caller reported his phone was still at ex's house	RFACIVILDISP	FT2G1	17:33:49 02/22/19	19FT00915
Mailbox struck, possibly by plow truck	RFACIVILDISP	FT3O1	15:52:52 02/21/19	19FT00895
car struck by plow on sidewalk	RFACIVILDISP	FT1F2	14:36:09 02/20/19	19FT00880
Civil dispute over car at garage	RFACIVILDISP	FT1A1	09:39:31 02/19/19	19FT00852
Towing Dispute with Walk's	RFACIVILDISP	FT1F2	02:16:29 02/18/19	19FT00820
Dispute over Ebay sale	RFACIVILDISP	FT2H1	11:06:41 02/15/19	19FT00771
Questions about civil dispute	RFACIVILDISP	FT2H1	14:58:05 02/05/19	19FT00563
Civil dispute over a past tenant retrieving his property.	RFACIVILDISP	FT1C1	16:49:45 02/02/19	19FT00518
Snow removal company packing snow on callers driveway	RFACIVILDISP	FT2H1	10:12:26 02/02/19	19FT00505

RFAESCORT (1)

CIVIL DISPUTE OVER PERSONAL PROPERTY	RFAESCORT	FT2G1	15:26:25 02/09/19	19FT00656
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RFAKEYVHCL (1)

3 year old locked in vehicle	RFAKEYVHCL	FT1C1	11:54:52 02/11/19	19FT00687
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RFALOCATECONT (1)

Check the welfare of PSU student	RFALOCATECONT	FT1A1	10:46:03 02/13/19	19FT00723
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RFAOTHER (40)

Lost male given a ride to his motel	RFAOTHER	FT1B1	00:59:24 02/28/19	19FT01063
Caller reported that she was rear ended	RFAOTHER	FT2H1	18:51:03 02/27/19	19FT01056
complainant lost canoe/located in neighbors yard	RFAOTHER	FT3N1	14:23:32 02/26/19	19FT01033

Caller was upset bus was parking on the street-no hazard	RFAOTHER	FT2G1	09:13:03 02/26/19	19FT01028
Child custody dispute	RFAOTHER	FT2H3	08:51:11 02/25/19	19FT01002
Request for extra patrols	RFAOTHER	FT2H1	04:06:37 02/25/19	19FT01009
Water runoff issues, PW notified	RFAOTHER		18:19:06 02/24/19	19FT00984
Provided advice regarding a recent break-up	RFAOTHER		16:09:25 02/24/19	19FT00981
Customer made odd remarks to cashier	RFAOTHER	FT2G1	09:58:58 02/24/19	19FT00975
Dispatched in error	RFAOTHER	PTPD	06:56:55 02/23/19	19FT00944
Domestic dispute husband/wife	RFAOTHER	FT2M1	13:20:05 02/22/19	19FT00910
caller believed guests damaged unoccupied room over night	RFAOTHER	FT1B1	10:31:54 02/22/19	19FT00906
Complaint on snow plowing	RFAOTHER	FT1A1	08:30:34 02/21/19	19FT00889
Questions about Snowblower - never answered phone	RFAOTHER	FT1A1	20:17:31 02/20/19	19FT00885
landlord had questions about eviction	RFAOTHER	FT1A1	17:19:50 02/19/19	19FT00860
Car left somewhere off W College Ave and now missing	RFAOTHER	FT2G1	08:05:00 02/19/19	19FT00849
Mistaken incident	RFAOTHER	FT1A1	07:48:25 02/19/19	19FT00847
confused caller at MNMC	RFAOTHER	FT1C1	17:36:29 02/18/19	19FT00836
Several mailbox's hit by plow truck	RFAOTHER	FT3J2	09:25:55 02/18/19	19FT00823
Warning card validation	RFAOTHER	FT2H1	13:27:38 02/17/19	19FT00809
Male reported past physical abuse	RFAOTHER	FT2H1	08:23:04 02/17/19	19FT00807
Caller wanted to know options for car scratches	RFAOTHER	FT1B3	12:24:36 02/16/19	19FT00794
Complaint about speeding vehicle in parking lot	RFAOTHER	FT1A1	18:16:01 02/15/19	19FT00783
Caller was contacted by scammer	RFAOTHER	FT1C1	14:24:02 02/15/19	19FT00777
Custody Issues	RFAOTHER	FT3N1	20:19:19 02/14/19	19FT00758
Roommate dispute	RFAOTHER	FT1F2	09:05:05 02/13/19	19FT00720
Complaint about neighbors blowing snow	RFAOTHER	FT1F1	05:41:42 02/11/19	19FT00679
Loud bang noises	RFAOTHER	FT2G1	12:33:25 02/10/19	19FT00669
caller had questions about obtaining narkan	RFAOTHER	FT2E1	14:26:56 02/08/19	19FT00633
Strange smell in the area	RFAOTHER	FT1B1	15:15:35 02/07/19	19FT00611
Assist CYS with possible corruption of Minors	RFAOTHER	FT3J1	09:29:00 02/07/19	19FT01071
Mistaken call	RFAOTHER		05:29:05 02/07/19	19FT00594
Mistaken incident	RFAOTHER	PTPD	12:30:33 02/06/19	19FT00579
Complainant was told to drive slower	RFAOTHER	FT2H1	18:52:30 02/05/19	19FT00568
Caller received a check, it was a refund for overpayment	RFAOTHER	FT1A1	08:58:05 02/05/19	19FT00555
Escort for property retrieval	RFAOTHER	FT3N1	14:47:36 02/03/19	19FT00529
Inquiry about fireworks law	RFAOTHER	FT1C1	14:00:47 02/02/19	19FT00511
Complaint about neighbor's snow blower	RFAOTHER	FT1E1	21:51:17 02/01/19	19FT00499
caller's husband's W2 sent to wrong address	RFAOTHER	FT2G1	13:12:11 02/01/19	19FT00481
Report of Fox missing hair	RFAOTHER	FT2F1	09:38:26 02/01/19	19FT00474

RULESREGS (2)

Group putting off fireworks	RULESREGS	FT1C1	23:54:13 02/04/19	19FT00548
Fireworks	RULESREGS	FT1B4	23:27:49 02/04/19	19FT00547

STALKING (1)

Individual watching family	STALKING	FT2G1	21:35:16 02/03/19	19FT00533
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SUPPLEMENT (2)

Mistaken incident	SUPPLEMENT	FT1B1	09:02:10 02/09/19	19FT00647
Check on the welfare of family	SUPPLEMENT	FT3J2	15:50:32 02/01/19	19FT00489

SUSPACTY (12)

Concerning comments to co-workers	SUSPACTY	FT2H1	20:23:57 02/25/19	19FT01018
caller received a suspicious email	SUSPACTY	FT2G1	14:57:27 02/25/19	19FT01013
2 males going door to door/Jehovahs witnesses	SUSPACTY	FT1F1	20:15:55 02/24/19	19FT00987
Comp. thought two females entered her apt. while she was sleeping.	SUSPACTY	FT2H1	01:45:35 02/24/19	19FT00966
Letter referencing PSUPD Officer	SUSPACTY	FT3L1	12:04:39 02/22/19	19FT00908
Subject photographed her house.	SUSPACTY	FT1C1	09:51:25 02/22/19	19FT00905
Scam phone calls	SUSPACTY	FT2H1	12:48:14 02/20/19	19FT00874
Complainant received a scam phone call	SUSPACTY	FT3S1	09:23:33 02/19/19	19FT00851
Car was parked on private driveway-person was looted taking picture of a pork chop in the woods	SUSPACTY	FT2M1	14:10:52 02/18/19	19FT00831
Possible Fireworks	SUSPACTY	FT1B3	22:20:20 02/08/19	19FT00640
Animal living inside the walls	SUSPACTY	FT3H1	18:25:55 02/05/19	19FT00567

Thought someone was at her door	SUSPACTY	FT2G2	22:35:01 02/04/19	19FT00546
<i>THEFT (5)</i>				
theft of paint sprayer	THEFT	FT1F2	11:45:54 02/25/19	19FT01005
Money missing from 78 yof account	THEFT	FT1B3	13:04:04 02/14/19	19FT00750
Person(s) took callers chair	THEFT	FT1F2	11:20:50 02/11/19	19FT00685
Someone took the callers license plate from her vehicle	THEFT	FT1B1	16:10:07 02/10/19	19FT00671
questions about options when son used mother's credit card	THEFT	FT2G2	13:44:59 02/08/19	19FT00628
<i>TRAFFIC (57)</i>				
Suspended Registration	TRAFFIC	FT1A1	23:05:23 02/28/19	19FT01085
reckless operation	TRAFFIC	FT1B1	17:28:41 02/28/19	19FT01081
Disabled vehicle	TRAFFIC	FT1F1	15:52:11 02/28/19	19FT01078
crossing school kids at Elem school	TRAFFIC	FT3J1	14:22:53 02/28/19	19FT01076
Traffic control for special event	TRAFFIC	FT2E1	10:25:53 02/27/19	19FT01047
Reckless vehicle	TRAFFIC	FT2E1	07:34:09 02/27/19	19FT01044
suspended driver	TRAFFIC	FT1B3	16:53:56 02/26/19	19FT01036
Information about Trffic sign partially blown over	TRAFFIC	FT1B1	16:42:32 02/26/19	19FT01035
Crossing guard duty	TRAFFIC	FT3J1	14:45:50 02/25/19	19FT01011
Temporary traffic sign on roadway-road crew called to move it back a few feet	TRAFFIC	FT2G1	09:28:11 02/25/19	19FT01003
dispatch spoke to road crew directly-no police action	TRAFFIC	FT1B1	08:47:51 02/25/19	19FT01000
Flooded roadway, icy conditions PW notified	TRAFFIC	FT2L1	23:01:01 02/24/19	19FT00992
Tree down blocking the roadway	TRAFFIC	FT3T1	20:09:47 02/24/19	19FT00986
Vehicle slid off road, no damage	TRAFFIC		17:55:44 02/24/19	19FT00983
Tree down blocking the roadway, PW notified	TRAFFIC	FT3Q1	16:30:53 02/24/19	19FT00980
Icy roadway, Penndot notified	TRAFFIC	FT3J1	06:19:04 02/24/19	19FT00972
Reckless operation	TRAFFIC	FT2G1	02:55:52 02/24/19	19FT00969
Reckless driving complaint	TRAFFIC	FT1A1	18:27:12 02/23/19	19FT00953
Suspended Driver	TRAFFIC	FT1B3	02:24:13 02/23/19	19FT00939
Disabled vehicle	TRAFFIC	FT1F1	11:35:05 02/22/19	19FT00907
Disabled bus	TRAFFIC	FT1A1	17:50:04 02/20/19	19FT00884
Complaint of a speeding vehicle	TRAFFIC	FT1A1	15:01:39 02/20/19	19FT00881
Disabled on roadway due to snow	TRAFFIC	FT3J1	13:53:34 02/20/19	19FT00878
vehicle with no reg or inspection parked on oradway during snow storm causing a hazard-towed	TRAFFIC		12:57:09 02/20/19	19FT00875
Cars not making it up N. Atherton St due to snow	TRAFFIC	SB2A1	11:28:38 02/20/19	19FT00873
Vehicles stuck on the snow covered road	TRAFFIC	FT1D1	10:47:22 02/20/19	19FT00872
School bus violation, flashing red	TRAFFIC	FT1E1	13:08:37 02/18/19	19FT00829
Reckless operation, vehicle GOA	TRAFFIC	FT1E1	21:47:38 02/17/19	19FT00815
Possible impaired driver, driver was fine	TRAFFIC	SB2A1	21:14:51 02/16/19	19FT00801
Vehicle slid of the snow covered roadway	TRAFFIC	FT1F2	03:42:16 02/15/19	19FT00767
Suspended Registration for Insurance Cancellation	TRAFFIC	FT1B3	00:10:10 02/15/19	19FT00762
Report of a disabled vehicle	TRAFFIC	FT1E1	16:16:52 02/14/19	19FT00754
Removed cinder block from roadway.	TRAFFIC	FT2L1	09:14:00 02/12/19	19FT00701
Possible traffic malfunction, it was ok	TRAFFIC	FT1F2	08:13:16 02/12/19	19FT00700
Man hole cover knocked loose	TRAFFIC	FT1B1	07:59:23 02/12/19	19FT00699
Disabled vehicle in the roadway. GOA.	TRAFFIC	FT1F1	06:06:53 02/12/19	19FT00698
Crossing duty for kids at school!	TRAFFIC	FT3J1	14:50:14 02/11/19	19FT00689
Vehicle entering the exit lane and sliding in snow.	TRAFFIC	FT1F1	11:19:21 02/11/19	19FT00686
Suspended Plate	TRAFFIC	FT1F2	02:08:36 02/11/19	19FT00678
caller said a hit deer was on Blue Course	TRAFFIC	FT1F1	18:55:26 02/10/19	19FT00674
disabled vehicle	TRAFFIC	FT1A1	15:18:51 02/10/19	19FT00670
Disabled vehicle	TRAFFIC	UUP01	23:50:06 02/09/19	19FT00665
Reckless operation, following too close	TRAFFIC	FT3J1	12:08:21 02/09/19	19FT00651
bus reds violation	TRAFFIC	FT1B1	09:48:04 02/08/19	19FT00625
Crossing guard duties	TRAFFIC	FT3J1	14:43:37 02/07/19	19FT00609
Suspended Registration	TRAFFIC	FT1F2	04:07:12 02/07/19	19FT00592
Suspended Driver	TRAFFIC	FT1B1	02:12:57 02/07/19	19FT00591
Complaint about enclosed bicycle rider	TRAFFIC	FT2G1	18:17:05 02/06/19	19FT00587
Crossing guard duty	TRAFFIC	FT3J1	07:42:33 02/06/19	19FT00576
Crossing guard duty	TRAFFIC	FT3J1	07:38:37 02/05/19	19FT00551
occupied vehicle Tudek Park	TRAFFIC	FT1B1	21:28:30 02/02/19	19FT00520

trailer reported parked on road	TRAFFIC	FT1F2	19:04:46 02/02/19	19FT00519
Assist with vehicle blocking roadway.	TRAFFIC	FT3J1	13:22:28 02/02/19	19FT00508
Muffler in the roadway.	TRAFFIC	FT1B1	13:19:16 02/01/19	19FT00483
Suspended driver	TRAFFIC	FT1E1	10:01:08 02/01/19	19FT00475
Vehicle slid off roadway due to snow.	TRAFFIC	FT2L1	08:09:59 02/01/19	19FT00471
Assist with crossing guard responsibilities	TRAFFIC	FT3J1	08:02:40 02/01/19	19FT00472

TRESPASS (2)

Individuals refusing to leave party when requested by host	TRESPASS	FT1B4	01:16:57 02/24/19	19FT00964
Basement window broken. Residence entered.	TRESPASS	FT2F1	12:15:33 02/11/19	19FT00688

UNSECPROP (1)

Door to residence wide open	UNSECPROP	FT1F2	02:35:31 02/09/19	19FT00644
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VHCLCRSHHITRUN (6)

Vehicle hit mail box and then left scene.	VHCLCRSHHITRUN	FT1C1	15:28:36 02/20/19	19FT00882
Vehicle hit curb and shrubs at business	VHCLCRSHHITRUN	FT1A1	13:01:33 02/20/19	19FT00876
Vehicle ran into back of another	VHCLCRSHHITRUN	FT2F1	17:09:53 02/17/19	19FT00812
STOP SIGN DOWN	VHCLCRSHHITRUN	FT1C1	22:35:41 02/10/19	19FT00677
Hit & Run Crash	VHCLCRSHHITRUN	FT2E1	15:18:59 02/08/19	19FT00630
Hit and run non reportable crash	VHCLCRSHHITRUN	FT2G1	12:03:18 02/01/19	19FT00476

VHCLCRSHNOINJ (24)

Rear end accident	VHCLCRSHNOINJ	FT2G1	08:41:10 02/28/19	19FT01066
2 car crash	VHCLCRSHNOINJ	FT1F1	13:24:41 02/21/19	19FT00892
Backed into parked car	VHCLCRSHNOINJ	FT2G1	07:55:21 02/21/19	19FT00888
Patton Twp. plow crash	VHCLCRSHNOINJ	PTPD	12:15:12 02/18/19	19FT00828
deer struck vehicle	VHCLCRSHNOINJ	FT2M1	20:40:20 02/17/19	19FT00814
2 car crash, no injuries	VHCLCRSHNOINJ	FT1B1	16:41:49 02/14/19	19FT00755
Two vehicle crash	VHCLCRSHNOINJ	FT3T1	08:03:26 02/14/19	19FT00740
one car slid off roadway due to icy conditions	VHCLCRSHNOINJ	FT3L1	18:36:22 02/13/19	19FT00730
One car reportable crash - car overturned due to icy road	VHCLCRSHNOINJ	FT3H1	18:13:04 02/13/19	19FT00729
Two vehicle crash, non reportable	VHCLCRSHNOINJ	FT1B1	21:44:11 02/12/19	19FT00717
Two car reportable accident.	VHCLCRSHNOINJ	FT2G1	18:58:06 02/12/19	19FT00715
Two vehicle crash, non reportable	VHCLCRSHNOINJ	FT1A1	17:06:32 02/12/19	19FT00713
Single vehicle crash, subject slid off roadway	VHCLCRSHNOINJ	FT2F1	11:15:17 02/12/19	19FT00706
Singel Vehicle Reportable, No Injury	VHCLCRSHNOINJ	FT1C1	01:01:16 02/12/19	19FT00696
Caller hit a parked car in parking lot	VHCLCRSHNOINJ	FT1B2	20:11:34 02/11/19	19FT00694
Two vehicle minor crash. Non-reportable.	VHCLCRSHNOINJ	FT1D1	07:59:29 02/11/19	19FT00682
One vehicle non reportable accident.	VHCLCRSHNOINJ	FT2F1	22:50:55 02/10/19	19FT00676
Two car minor side swip accident	VHCLCRSHNOINJ	FT2H1	11:54:53 02/09/19	19FT00652
Vehicle rear ended vehicle	VHCLCRSHNOINJ	FT2H1	08:08:47 02/07/19	19FT00597
two vehicle non reportable	VHCLCRSHNOINJ	FT1B1	17:34:47 02/03/19	19FT00531
one vehicle reportable crash	VHCLCRSHNOINJ	FT1B1	21:52:54 02/01/19	19FT00498
Two vehicle reportable crash	VHCLCRSHNOINJ	FT1F2	14:03:08 02/01/19	19FT00484
Two vehicle, non-injury crash, reportable	VHCLCRSHNOINJ	FT1F2	13:16:31 02/01/19	19FT00482
Single vehicle crash. Reportable	VHCLCRSHNOINJ	FT2F1	12:47:01 02/01/19	19FT00480

VHCLCRSHWINJ (2)

Vehicle off roadway due to driver seizure	VHCLCRSHWINJ	FT3Q1	08:02:24 02/22/19	19FT00904
Two vehicle crash, Reportable	VHCLCRSHWINJ	FT1B1	19:27:42 02/11/19	19FT00693

Albright,Chris

From: [REDACTED]@verizon.net>
Sent: Tuesday, March 5, 2019 7:03 PM
To: police
Subject: ATTN Officer Ososkie

Dear Officer Ososkie,

Thank you for your professional, yet kind and thoughtful manner, as you gathered the facts for my internet scam victim report, Case #19FT00583. After speaking with you, I felt less of a fool than I did when we began.

My bank returned the scanned "check" to the bank where it had been accepted for deposit and recovered my money. I know that I am very fortunate to have my money back and consider this a lesson learned the hard way.

Again thank you for your help and than you for your service to our community.

Sincerely,

[REDACTED]
[REDACTED]

State College, PA 16803

From: [REDACTED]
Sent: Wednesday, March 6, 2019 2:28 PM
To: Albright,Chris <calbright@twp.ferguson.pa.us>
Subject: Officer Shawn Slater

Good afternoon Chief Albright,

I wanted to take a moment and commend one of your officers. On January 14th, my son went to BestBuy. He dropped his wallet which was picked up by another customer and not turned in. My son contacted your department to report same. Officer Slater was able to view security camera footage of the patron picking up the wallet, and then entering BestBuy to conduct a transaction. Officer Slater was able to obtain a suspect's name/contact info based on the transaction. Officer Slater then contacted the suspect and learned that it was a friend of the suspect, who had used the suspect's information at BestBuy. Officer Slater was able to arrange the return of my son's wallet, \$130 in cash and numerous gift cards that he had received from family members for Christmas. While it was not a great amount, to a college student it is!

Officer Slater should be commended for his excellent service to his community. He is setting an outstanding example for others, and is representing your department well. I would appreciate it if you would extend my sincere thanks to Officer Slater for his efforts.

Thank you for your time and stay safe,

D [REDACTED]

Albright, Chris

From: [REDACTED]@gmail.com>
Sent: Monday, March 11, 2019 4:48 PM
To: police
Subject: For Chief Chris Albright, cc Officer Skyler Ososkie

Dear Chief Albright,

This is a note of thanks regarding Officer Skyler Ososkie, for the prompt help he provided at the scene of a car accident on Thursday, Feb. 14, at Blue Course Drive and North Atherton Street.

Although it was not a major accident by any means, and luckily no one was hurt, Officer Ososkie took great care in handling details of the situation and was a calming presence.

I had never been in a collision up to that point, so was clueless about everything, but Officer Ososkie patiently talked me through the process, kindly called tow trucks for both vehicles involved, etc. He checked to be sure that both of us involved in the accident had transportation and made sure we safely left the scene when our cars were towed.

Officer Ososkie's assistance was highly valuable and greatly appreciated. As a resident of Ferguson Township, I am thankful to know that the police department has such highly skilled and efficient officers who are so capable of putting people at ease in difficult situations.

Sincerely yours,

[REDACTED]

[REDACTED]

State College, PA 16803

cc: Officer Skyler Ososkie, 3708