

FERGUSON TOWNSHIP BOARD OF SUPERVISORS

Regular Meeting Agenda

Monday, April 1, 2019

7:00 PM

I. CALL TO ORDER

II. CITIZENS INPUT

III. SPECIAL REPORTS

Centre Area Transportation Authority – John Spsychalski

IV. APPROVAL OF MINUTES

1. March 18, 2019, Board of Supervisors Regular Meeting

V. UNFINISHED BUSINESS

1. Public Hearing Resolution repealing Resolution 2012-14 & adopting a new Donation Policy
2. Ferguson Township Public Works Maintenance Facility Land Development Plan

VI. NEW BUSINESS

1. Consent Agenda
2. Proclamation Proclaiming Sunday, May 5th Ferguson Township Arbor Day
3. Centre County Economic Development Partnership Request – Sensor Networks Project
4. Authorization to enter into an agreement with CivicCMS to redesign Township Website
5. PA DCNR Bureau of Forestry – Rothrock State Forest Trail System – Phase 1 Musser Gap

VII. REPORTS

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

VIII. COMMUNICATIONS TO THE BOARD

IX. CALENDAR ITEMS – APRIL

1. Pine Grove Mills Small Area Plan, April 10th, St. Paul Lutheran Church, 6:00 p.m.
2. Coffee & Conversation, April 20th, Giant Food – Northland Center, 8:00 a.m.
3. 23rd Annual Watershed Cleanup Day, April 20th

X. ADJOURNMENT



Visit the Township's Web Site www.twp.ferguson.pa.us and sign up for *Notify Me!* to receive email notices about Township Information



TOWNSHIP OF FERGUSON

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www.twp.ferguson.pa.us

**Board of Supervisors
Regular Meeting Agenda
Monday, April 1, 2019
7:00 p.m.**

I. CALL TO ORDER

II. CITIZENS INPUT

III. SPECIAL REPORTS

10 minutes

1. CENTRE AREA TRANSPORTATION AUTHORITY – JOHN SPYCHALSKI

IV. APPROVAL OF MINUTES

1. March 18, 2019, Board of Supervisors Regular Meeting

V. UNFINISHED BUSINESS

- 1. A PUBLIC HEARING ON A RESOLUTION OF THE TOWNSHIP OF FERGUSON, CENTRE COUNTY, PENNSYLVANIA REPEALING RESOLUTION 2012-14 AND ADOPTING A NEW FERGUSON TOWNSHIP DONATION POLICY.**

20 minutes

Narrative

Provided with the agenda is a copy of the resolution as advertised for public hearing adopting a new Ferguson Township Donation Policy. The Board of Supervisors discussed a draft Donation Policy at its Regular Meeting on March 18th, and the resulting amendments from that discussion have been incorporated into the policy appended to the resolution. Amendments include reflecting that donation requests will appear on the Board's consent agenda for approval, as well as revised language relative to the application of the Ferguson Township Mission, Vision, and Values Statements, and Strategic Plan. The policy amendment was prepared by Mr. Buckland, Ms. Dininni, and Centrice Martin, Assistant to the Manager. Ms. Martin will introduce the item.

Recommended motion: That the Board of Supervisors adopt the resolution repealing Resolution 2012-14 and adopting a new Ferguson Township Donation Policy.

Staff Recommendation

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

2. FERGUSON TOWNSHIP PUBLIC WORKS MAINTENANCE FACILITY LAND DEVELOPMENT PLAN

15 minutes

Narrative

In June of 2017, Ferguson Township entered into a contract with Greenfield Architects for the design of a new Public Works Maintenance Facility. The facility will service the vehicle and equipment fleets for Police, Public Works and Administration. It will include a locker room, bathrooms, lunch room, and offices for support personnel. The three-bay facility also includes a truck wash (manual operation) and a fuel

station and island with new underground storage tanks for diesel and gasoline. A comprehensive stormwater analysis was conducted for the entire complex at 3147 Research Drive as requested by the Board of Supervisors. Staff has been very involved in review of the land development plan with the designer, Keller Engineering. A representative from Keller Engineering will present the land development plan. Ferguson Township staff will be available to answer questions related to the building. The Architect/Engineer team includes Greenfield Architects, Keller Engineering, Barton Associates, 7 Group, and Providence Engineering.

Recommended motion: That the Board of Supervisors refer the land development plan for the Ferguson Township Public Works Maintenance Facility to the Planning Commission for review and a recommendation.

Staff Recommendation

That the Board of Supervisors **refer** the land development plan to the Planning Commission.

VI. NEW BUSINESS

1. CONSENT AGENDA

5 minutes

- a. Special Events Permit – State College Ride of Silence
- b. Approval of the sale of the 2014 International Terra Star Dump Truck
- c. Approval of the sale of the 2003 International Single Axle Dump Truck
- d. Contract 2019-C1, Street Improvement Projects – North: \$238,543.95
- e. Contract 2019-C6, Curb/Ramp Upgrades: \$69,969.00
- f. Contract 2019-C7a, Fuel Bid: \$60,456.00

2. A PROCLAMATION OF THE TOWNSHIP OF FERGUSON, CENTRE COUNTY, PENNSYLVANIA PROCLAIMING SUNDAY, MAY 5TH TO BE FERGUSON TOWNSHIP ARBOR DAY

5 minutes

Narrative

Provided with the agenda is a copy of a Proclamation designating Sunday, May 5th as Arbor Day in Ferguson Township. This year's celebration will be at Songbird Sanctuary located on Owens Drive behind the Waffle Shop, and will feature a pollinator garden planting project. In addition to the Township, the event will include assistance from the Ferguson Township Elementary School Environmental Club; U.S. Fish and Wildlife Service; Central PA Pheasants Forever; and Penn State Master Gardeners. Ferguson Township is a Tree City USA.

Recommended motion: That the Board of Supervisors adopt the proclamation designating April 10th as Ferguson Township Arbor Day.

Staff Recommendation

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

3. CENTRE COUNTY ECONOMIC DEVELOPMENT PARTNERSHIP REQUEST - SENSOR NETWORKS EXPANSION PROJECT

20 minutes

Narrative

Sensor Networks has petitioned the Centre County Economic Development Partnership for financial assistance to acquire a piece of equipment that will assist in their fabrication of industrial ultrasonic transducers and tooling for in-situ test and inspection applications. Essentially, the ability to acquire this 5-axis CNC machine will immediately enable them to grow their workforce in Centre County to as many as 125 employees over the next three years. If authorized, the CCEDP will prepare an agreement with Sensor Networks similar to what has been done in the past with Morgan Advanced Materials and KCF Technologies. Other financial partners that have committed to the project include State College

Borough; the Townships of Patton, Spring, College, and Halfmoon; and Centre County. Mr. Vern Squier, President of the Chamber of Business and Industry of Centre County, will be present to answer any questions the Board may have relative to the project.

Recommended motion: That the Board of Supervisors appropriate \$20,000 to the Centre County Economic Development Partnership to assist with the Sensor Networks Expansion Project.

Staff Recommendation

That the Board of Supervisors **appropriate** \$20,000 to the CCEDP to assist with the project.

4. AUTHORIZATION OF THE TOWNSHIP MANAGER TO ENTER INTO AN AGREEMENT WITH CIVIC CMS TO REDESIGN THE TOWNSHIP WEBSITE 30 minutes

Narrative

The 2019 Operating Budget includes a redesign of the Township's website and hosting solution to a more secure and modernized platform. The Township will benefit from a website redesign with a new vendor for improved system features and functionalities including compliance with the Americans with Disabilities Act (ADA) and better, more reliable website maintenance and support. As part of the website redesign, the Township will benefit by transitioning to a new hosting platform that can better accommodate the Township's needs and provide a scalable and secure environment. Staff evaluated three website redesign and hosting solution proposals. Provided with the agenda is a memorandum from Centrice Martin, Assistant to the Manager, which includes a brief description of the process undertaken by staff to formulate a recommendation. The Board is being requested to authorize a contract with CivicCMS for website redesign services given their experience providing website services to local government, and because they are equipped with the resources to accommodate the Township's needs as they are described in the attached memorandum. Sal Urbano of Civic Plus will be present to provide an overview of the product and answer any questions the Board or public may have.

Recommended motion: That the Board of Supervisors authorize the Township Manager to enter into an agreement with CivicCMS to redesign the Township website.

Staff Recommendation

That the Board of Supervisors **authorize** the Township Manager to enter into an agreement with CivicCMS.

5. PA DCNR BUREAU OF FORESTRY – ROTHROCK STATE FOREST TRAIL SYSTEM 10 minutes

Narrative

The PA DCNR Bureau of Forestry, in conjunction with the Friends of Rothrock State Forest intend to apply for PA DCNR Community Conservation and Partnership Program Grant for Phase 1 of the Musser Gap Recreation Area. These funds will assist in the development of approximately 7.5 miles of newly constructed trails in addition to decommissioning approximately 4.8 miles of selected trail routes. The proposed new trail construction will benefit the heaviest amount of recreation in Rothrock State Forest that includes hiking, mountain biking, gravel bike riding, trail running and equestrian use. A majority of Phase 1 is located at the Musser Gap in Ferguson Township. This phase of trail improvements will also provide interconnections to other trails in the Rothrock system and to other recreation areas such as Whipple Dam in Huntingdon County. The total estimated grant request equals \$500,000, \$400,000 of which will be the grant request and \$100,000 consisting of in-kind service. Provided with the agenda are two maps depicting the proposed project, and a draft letter of support for consideration.

Recommended motion: That the Board of Supervisors provide a letter of support to the Friends of Rothrock State Forest for Phase 1 of the Musser Gap Recreation Area.

Staff Recommendation

That the Board of Supervisors *provide* a letter of support to the Friends of Rothrock State Forest for the upcoming DCNR Grant request.

VIII. STAFF AND COMMITTEE REPORTS

- 1. COG COMMITTEE REPORTS** 10 minutes
 - a. Executive Committee
 - b. Joint Transportation & Land Use Committee and CRPC
- 2. OTHER REGIONAL REPORTS** 5 minutes
- 3. STAFF REPORTS** 20 minutes
 - a. Township Manager
 - b. Planning and Zoning Director
 - c. Public Works Director

IX. COMMUNICATIONS TO THE BOARD

X. CALENDAR ITEMS – APRIL

- a. Pine Grove Mills Small Area Plan, April 10th, St. Paul Lutheran Church, 6:00 p.m.
- b. Coffee & Conversation, April 20th, Giant Food – Northland Center, 8:00 a.m.
- c. 23rd Annual Watershed Cleanup Day, April 20th

XI. ADJOURNMENT

FERGUSON TOWNSHIP BOARD OF SUPERVISORS

Regular Meeting
Monday, March 18, 2019
7:00 PM

I. ATTENDANCE

The Board of Supervisors held its second regular meeting of the month on Monday, March 18, 2019, at the Ferguson Township Municipal Building. In attendance were:

Board:	Peter Buckland	Staff:	Dave Pribulka, Township Manager
	Steve Miller		Dave Modricker, Public Works Director
	Laura Dininni		Ray Stolinas, Director of Planning & Zoning
	Tony Ricciardi		Chris Albright, Chief of Police
	Richard Killian		Eric Endresen, Director of Finance

Others in attendance included: Faith Norris, Recording Secretary; Michael Ball, PNC Bank; Norris Muth, Parks and Recreation Committee; and Ralph Wheland, Planning Commission

II. CALL TO ORDER

Mr. Miller called the Monday, March 18, 2019, regular meeting to order at 7:00 p.m. As stated in tonight's agenda, Mr. Buckland stepped down as Chair of the Ferguson Township Board of Supervisors.

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

As stated in tonight's agenda, Mr. Buckland stepped down as Chair of the Ferguson Township Board of Supervisors. Mr. Miller called for nominations for Chair.

Mr. Buckland nominated Mr. Miller for Chair of the Ferguson Township Board of Supervisors. No other nominations were made.

Roll Call vote: Mr. Miller – YES; Mr. Killian – YES; Ms. Dininni – YES; Mr. Ricciardi – YES; Mr. Buckland – YES.

As appointed Chair, Mr. Miller called for nominations for Vice Chair.

Mr. Buckland nominated Mr. Killian as Vice Chair of the Ferguson Township Board of Supervisors. No other nominations were made.

Roll Call vote: Mr. Miller – YES; Mr. Ricciardi – YES; Mr. Buckland – YES; Ms. Dininni – YES; Mr. Killian – YES.

The meeting commenced with Mr. Miller as Chair and Mr. Killian as Vice Chair.

IV. CITIZENS INPUT – None

V. SPECIAL REPORTS

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

Mr. Ball presented on the overall market outlook and the performance of the police pension plan. A 2018 police pension portfolio review was presented to the Board. Board discussion followed on rate of return expected; forecasts for future market growth; impact of tariffs on the plan; and sustainable energy investment options. On the last topic, Mr. Ball advised that the best interests of plan participants is always the highest priority.

VI. APPROVAL OF MINUTES

Ms. Dininni moved that the Board of Supervisors **approve** the Regular Meeting Minutes of March 4, 2019.
Mr. Ricciardi seconded the motion. The motion passed unanimously.

VII. UNFINISHED BUSINESS

a. REVIEW OF DRAFT FERGUSON TOWNSHIP DONATION POLICY

Mr. Pribulka reviewed the draft policies and the policy currently in place. The appointed committee to review the policy consisted of Ms. Dininni, Mr. Buckland and Ms. Martin.

Mr. Buckland moved that the Board of Supervisors **authorize** staff to advertise a resolution for public hearing amending the Ferguson Township Donation Policy. Mr. Ricciardi seconded the motion.

Discussion followed on the details of the policy moving forward. Specific topics included the frequency of reviews, relationship to the Strategic Plan, and how the policy would be administered. Consensus was that donation requests would appear on the Consent Agenda, and that language considered would be aligned with the Strategic Plan, but not required.

The motion passed unanimously.

b. LOW-MOW / NATIVE LANDSCAPE GARDEN MAP FOR FAIRBROOK PARK

Mr. Pribulka reviewed the map and identified proposed native landscaping/pollinator plots. He reviewed the Parks & Recreation Committee's recommendations and stated the Township will be working with Centre Region Parks & Recreation Authority on feedback for the project.

Mr. Buckland moved that the Board of Supervisors **approve** the Low-Mow/Native Landscape Garden Map for Fairbrook Park. Ms. Dininni seconded the motion.

Discussion followed on native tree planting; working with a the schools' elementary club and Master Gardner's; new initiative and evasive species; plot schedules; current accessibility; a targeted management plan; and future collaborations and strategies for management.

The motion passed unanimously.

VIII. NEW BUSINESS

1. CONSENT AGENDA

- 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

Mr. Pribulka noted item d-Pipe Lining is a Pay Application and not a contract.

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

Mr. Miller stated the next item for authorization to execute an Advisory Services Agreement was removed from the agenda that requires more information prior to a recommendation to the Board.

2. REQUEST FROM CENTRE REGION COUNCIL OF GOVERNMENTS – SOLAR POWER PURCHASING AGREEMENT

Mr. Buckland reviewed the latest committee's discussion on a possible regional solar power purchasing agreement. It was determined by the committee to request member municipalities' comments to make a determination on moving forward with the exploratory study. Other developments and information were shared for discussion and comment.

Mr. Buckland moved 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. Mr. Killian seconded the motion.

The Board came to a consensus to support the study on the basis of exploratory analysis of a regional agreement that aligns with both the Ferguson Township's Strategic Plan and Greenhouse Emissions Reduction Resolution, and cost savings.

The motion passed unanimously.

3. 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

Mr. Pribulka reviewed the item for discussion. The last fire study was done back in 2005.

Mr. Buckland nominated Ms. Dininni to serve on the Ad Hoc Committee for the Regional Fire Protection Study.

Roll Call vote: Ms. Dininni – YES; Mr. Killian – YES; Mr. Buckland – YES; Mr. Ricciardi – YES; Mr. Miller – YES.

Discussion followed on structure and scope of voting members.

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

Mr. Buckland reviewed the item for discussion.

Mr. Buckland moved that the Board of Supervisors **authorize** a letter of support recognizing Kathy Matason's service to the Centre Region Parks and Recreation Authority. Mr. Ricciardi seconded the motion.

Discussion followed on stated narrative. Mr. Miller called for a vote.

The motion passed 4-1 with Ms. Dininni dissenting.

Mr. Miller called for a five minute recess.

VIII. STAFF AND COMMITTEE REPORTS

a. COG COMMITTEE REPORTS

1. Steering Committee-Parks & Rec. Regional Comp. Plan. Ms. Dininni reported the meeting was on March 5th. Highlights included public meeting recap; recreation program draft; survey update; key person interviews-if any updates please forward.
2. Human Resources Committee. Mr. Ricciardi reported the meeting was on March 6th. Highlights noted were on personnel policy handbook update and public comment guidelines. Discussion followed on a clarification on public comment guidelines and grievance guidelines.
3. Ad Hoc Facilities Committee. Mr. Buckland reported on building assessments guide updates; discussed creating a vision statement/plan for maintaining school facilities in the region-details on follow-up for two documents; and update on Chapter 2 on facilities maintenance guide. Discussion followed on vision statement and related tasks.

4. Public Safety Committee. The committee met on March 12th. Ms. Dininni reported on authorization for Centre Region Code contract for the new software package; and the Ad Hoc request be sent to General Forum for establishment.
5. Finance Committee. Mr. Miller attended the meeting in Mr. Killian's place on March 14th. Agenda items included in the report. CODE impact fees allocation for fire protection discussion and funding sources; budget amendment for COG building space evaluation; budget amendment to COG for Millbrook Marsh Nature Center roof update; and pools budget amendment.

Discussion followed on pool maintenance.

b. OTHER REGIONAL REPORTS - None

c. STAFF REPORTS

1. Township Manager. Mr. Pribulka reviewed the report provided. Township staff will be attending the annual conference on Public Employer Labor Relations Advisory Service (PELRAS) this week. Ferguson Township's Parks and Recreation Committee met on March 11th to discuss the low-mow/native landscaping map and Songbird Sanctuary master plan. Both the HR Administrator and Manager attended a Benecon Health Seminar on March 7 and 8. Leadership Centre County (LCC) hosted its inaugural Open House at the Township building on March 14th. Mr. Pribulka provided an update on the CBICC's Agritourism Committee meeting that was held on March 15th.

Discussion followed on Agritourism.

2. Planning and Zoning Director. Mr. Stolinas reviewed the report as presented. Updates: Zoning and SALDO ordinances; Pine Grove Mills Small Area Plan; Clearwater Conservancy's Scotia Young Forest Initiative; and the Active Plans list. A discussion followed.
3. Public Works Director. Mr. Modricker updated the Board on Rt. 26/45 intersection and roundabout process; public meeting on Transportation Mobility Study; Land Development Plan on LEED Gold Public Works Building and bidding process; Stormwater Fee Study - Phase 2 complete; Tree Commission update; and contracted projects update.

Discussions followed on both the Rt. 26/45 roundabout and the LEED Gold Public Works Building.

4. Chief of Police. Chief Albright reported activities for February. Part 1 & II crimes are up; calls for service are down; incidents reviewed; State Patty's Day weekend statistics; community relations events update that included book readings at several elementary schools and a Crime Scene Investigation demonstration and safety presentation. Other events noted in the report.

IX. COMMUNICATIONS TO THE BOARD

- a. Mr. Ricciardi reported positive comments from a resident that attended the Northland Area Mobility Study and Pine Grove Mills Small Area Plan (PGM SAP) open houses. Words of encouragement noted to Mr. Ricciardi for checking out some books at Schlow Library.
- b. Ms. Dininni asked for new attendees' email addresses for those that had attended the PGM SAP for list serve communication. Reports from residents in the Borough that Tussey View Estates have been having dust issues from the construction site for WRRP.
- c. Mr. Buckland requested a follow-up for citizens input from a previous Board meeting. State College Public Works operations – issue of weight limit on large trucks at Corl Street project.

X. CALENDAR ITEMS – MARCH/APRIL

- a. Suburban Park Master Plan Public Meeting, March 27th, Quality Inn - North Atherton St., 6:00 p.m.
- b. Pine Grove Mills Small Area Plan, April 10th, St. Paul Lutheran Church, 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 - sign up at Clearwater

XI. ADJOURNMENT

Mr. Miller called for adjournment. With no further business to come before the before the Board of Supervisors, Mr. Buckland motioned to adjourn the meeting. The meeting adjourned at 9:27 p.m.

Respectfully submitted,

David Pribulka, Township Manager
For the Board of Supervisors

RESOLUTION NO. _____

**A RESOLUTION OF THE TOWNSHIP OF FERGUSON, CENTRE COUNTY, PENNSYLVANIA
REPEALING RESOLUTION 2012-14 AND ADOPTING A NEW FERGUSON TOWNSHIP
DONATION POLICY.**

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

WHEREAS, the Board of Supervisors regularly receives requests for funding from various community organizations for a variety of worthwhile initiatives and program; and

WHEREAS, the Board of Supervisors is desirous of amending its Donation Policy to be better suited to react to donation requests and determine whether each request merits funding; and

WHEREAS, the revised Ferguson Township Donation Policy has been attached hereto as Exhibit "A" and made part of this Resolution.

NOW THEREFORE, the Ferguson Township Board of Supervisors hereby repeals Resolution 2012-14 and establishes a new Ferguson Township Donation Policy attached hereto as Exhibit "A".

RESOLVED this 1st day of April, 2019.

TOWNSHIP OF FERGUSON

By: _____
Steve Miller, Chairman
Board of Supervisors

[S E A L]

ATTEST:

By: _____
David Pribulka, Secretary



TOWNSHIP OF FERGUSON

3147 Research Drive • State College, Pennsylvania 16801

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

www.twp.ferguson.pa.us

Ferguson Township Donation Policy

Adopted – June 4, 2012

Revised – April 1, 2019

Purpose.

The purpose of this policy is to establish a process by which organizations may submit requests for donations, either in-kind or financial, to support community organizations, events, projects, or programs.

Eligibility.

Donations approved by Ferguson Township shall be used for the benefit of the residents of Ferguson Township to improve quality of life, increase awareness, enhance community capacity and sustainability, and enhance the Mission, Vision, and Values of Ferguson Township. It is not required that the event or organization for which the donation is being requested be located in Ferguson Township.

Exclusions.

The Township will not approve donation requests that support political parties or campaigns; individuals or individual families; or for-profit events. The Township Manager shall be authorized to further exclude donation requests which, at his or her determination, are deemed to be inappropriate for consideration by the Board of Supervisors.

Donation Requests.

Requests for donations will be accepted on a *rolling* basis, meaning they may be submitted at any time throughout the calendar year. It is strongly recommended that donation requests be submitted no later than September 30th of the calendar year prior to the donation being needed to allow the appropriation to be included in the upcoming fiscal year's budget. In all cases, requests for donations shall be submitted to the Township Manager *no later* than sixty (60) days prior to the funding being needed.

Requests for funding shall not exceed an amount of one thousand dollars (\$1,000.00). Only one request per organization or event shall be considered in a calendar year. All requests for donation shall be submitted in writing using the *Donation Request Form*, which is available on the Township's website. The form shall be submitted either via email, standard mail, or delivered in person to the attention of the Ferguson Township Manager. Any supplemental material shall be limited to two (2) pages or less and attached to the Donation Request Form.

Submission Requirements.

All requests for donations shall include the following:

- A completed Donation Request Form;

- The date and time of the event for which a donation is requested, if applicable;
- The specific amount of money or in-kind service, including whether staff support from Ferguson Township would be requested as part of the donation (for example, if a table or booth is to be staffed by Ferguson Township);
- A brief description of the project, program, or event for which the funding will support and how it may benefit residents of the Township, Centre Region, or Centre County. The description should include a specific benefit or outcome and how it hopes to positively affect quality of life;
- A demonstration of need;
- Any previous funding granted by Ferguson Township; and
- Any recognition or acknowledgement the Township will receive as a result of the donation.

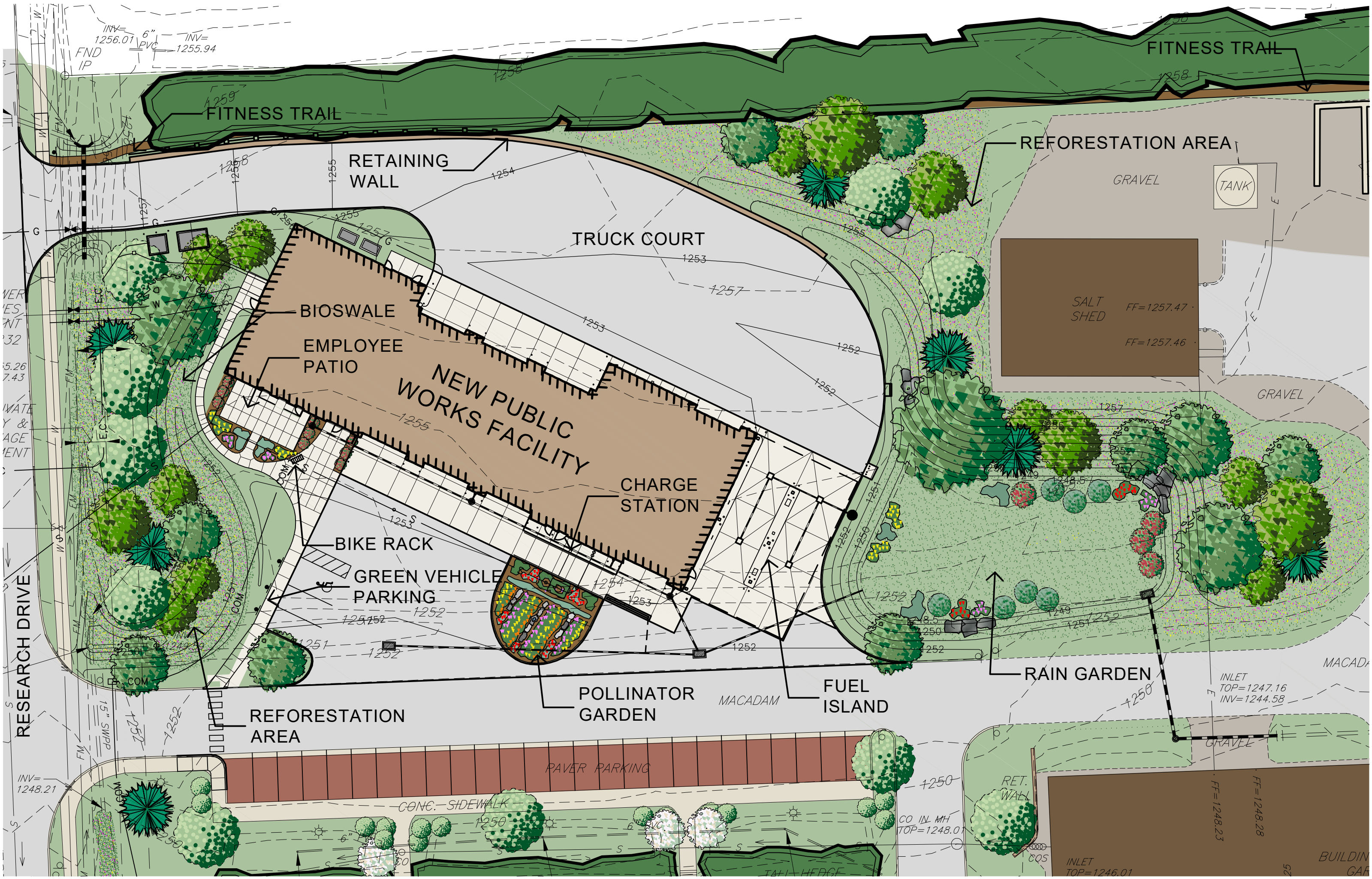
Review Guidelines.

The Township Manager shall review all Donation Request Forms and supplemental information for completeness and adherence to this Policy. Completed applications shall be placed on the Consent Agenda of the following Board of Supervisors Regular Meeting, provided the application is received no later than one (1) week prior to the scheduled meeting date as is provided for under Section 2.20, Citizen's Right to be Heard of the Home Rule Charter. Applications may be removed from the Consent Agenda at the request of any individual Board member and placed on the agenda under New Business for further discussion and action.

Consideration of approval of each donation request *may* include, but shall not necessarily be limited to the following:

- Eligibility of the group requesting the donation under the provisions of this Policy;
- Assessment of overall contribution to the community of the event, program, or project for which a donation is being requested;
- Potential economic or other benefits to the community at-large or organization sponsoring the event (i.e. fundraising for a non-profit organization or community group; additional revenue generated for local businesses and agriculture, provided the event or program is not for the sole benefit of an individual business; or increased exposure or awareness of a public cause or effort related to community well-being); and/or
- Consistency with the Ferguson Township Mission, Vision, and Values Statements; and/or Strategic Plan.

As noted above, the Township Manager reserves the right to reject any requests for donations that he or she deems inappropriate for consideration by the Board of Supervisors. Rejection of a request for donation from the Board of Supervisors shall be final and not subject to appeal.



INV= 1256.01
6" PVC
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5.26
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RESEARCH DRIVE

INV= 1248.21

15" SWPP

52

FITNESS TRAIL

RETAINING WALL

TRUCK COURT

BIOSWALE
EMPLOYEE PATIO

NEW PUBLIC WORKS FACILITY

CHARGE STATION

BIKE RACK
GREEN VEHICLE PARKING

POLLINATOR GARDEN

FUEL ISLAND

RAIN GARDEN

REFORESTATION AREA

PAVER PARKING

CONC. SIDEWALK

RET. WALL

INLET TOP=1246.01

FF=1248.23

FF=1248.28

BUILDING GAR

FITNESS TRAIL

REFORESTATION AREA

GRAVEL

TANK

SALT SHED
FF=1257.47
FF=1257.46

GRAVEL

MACADAM

INLET TOP=1247.16
INV=1244.58

GRAVEL

CO. IN. MH
TOP=1248.01

FF=1248.23

FF=1248.28

52

2019 Worldwide Ride of Silence

“Remember Their Names”

Sat. May 18th 12:30 PM

Check in starts at 11:30 AM

www.rideofsilence.org

Sponsored by CentreBike and P.V. Pedals & Pints

centrebike.org/ros

Short, slow-paced (12mph max, ~12 miles) FREE ride raising awareness of cyclists' rights to public roadways while honoring riders injured or killed

Event held rain or shine

State College Ride of Silence

Starting at the Penn Stater Parking Lot

215 Innovation Blvd. State College, PA

Helmets are required Lights are Recommended

Register at <https://www.bikereg.com/ride-of-silence-state-college>

Join us at the After Party

The Church of the Good Shepherd

867 Grays Wood Blvd. Port Matilda, PA 2:00 – 5:00 PM

Food Trucks • Elk Creek Café

Happy Valley Winery • NitaNee Kombucha

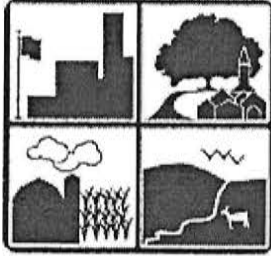
(Food/Drink purchases are rider's responsibility)

Donations requested to offset costs

Contact: Roy Rupert at royrupert56@yahoo.com

Please car pool if possible.





FERGUSON TOWNSHIP APPLICATION FOR SPECIAL EVENTS PERMIT

Use of this Form:

Complete this application if the proposed assemblage, procession, or other special event will require the closure of Township roads, sidewalks, and/or bikeways. Each application must be completed by an authorized agent of the sponsoring organization. Please complete this form in its entirety and submit it to Ferguson Township staff in accordance with the conditions enumerated in this application. For your convenience, this application also includes instructions and timelines for securing Pennsylvania Department of Transportation (PennDOT) and Centre Region Parks and Recreation (CRPR) Department approval should the event require closure of state roads and/or municipal/regional parks. Nothing in this application or associated policy shall supersede or override PennDOT or CRPR permit requirements.

Definitions:

Assemblage – An organized group of people without vehicles, or with vehicles that are stationary, which encroaches onto a street or highway and interferes with the movement of pedestrian or vehicular traffic. The term includes, but is not limited to, street fairs, block parties, organized demonstrations, and other recreational activities. An assemblage is a special event.

Authorized Agent – An individual or legal entity that has obtained authorization to act on behalf of the organization responsible for conducting the assemblage, procession, or special event for the purposes of completing all required parts of this application.

Procession – An organized group of people, or people with vehicles (including bicycles), animals, or objects, moving along a roadway, or the berm or shoulder of a roadway or bikeway in a manner that interferes with the normal movement of traffic. The term includes, but is not limited to walks, foot races, parades, and marches. A procession shall not include a funeral caravan, military convoy or emergency service convoy. Other processions shall be considered a special event.

Special Event – A procession, assemblage, or special activity held within the public right-of-way.

State Road – A highway or bridge on the system of highways and bridges over which the Pennsylvania Department of Transportation has assumed or has been legislatively given jurisdiction.

Any change in this application, regardless of progress in the approval process, must be resubmitted and routed through the same channels as if it were a new application.

Applicant Information:

Name of Applicant/Authorized Agent: Paul Rito Date: _____
Address of Sponsor or Organization: CentreBike Phone: 814-404-5087
PO Box 10193 State College PA 16805-0163 Cell: _____
Email Address: paul@rito.us Fax: _____
Primary Contact: Roy Rupert royrupert56@yahoo.com Phone: 814-360-0243
Secondary Contact: Paul Rito Phone: 814-404-5087
Date and time of Activity: 5/18/19 From: 11:30 To: 1:30
Rain Date (if applicable): _____ From: _____ To: _____

Activity Detail:

Describe your event in detail using additional sheets, if necessary:

12 mph, 12 mile bike ride. Police escort. Starts at Innovation Park, travels through PSU Campus towards Blue Course Rd and follows East/West Beaver and returns to PSU on S. Garner St. Map attached.

Will this event be held solely on sidewalks and/or bikeways? No Yes

Does your event require a street closure? No Yes

If yes, select the type of road that will be closed: (For more information, see attached map and list)

State Road(s) Only (Additional Form Required: PennDOT TE-300 Form)

Local Road(s) Only

State Road(s) and Local Road(s) (Additional Form Required: PennDOT TE-300 Form)

Listed in order of route, what street(s) would you like closed for this event? (Use additional sheets, if necessary)

How long will the street closure be in effect? From: _____ To: _____

Will the event cross any municipal or state roads? Yes No

If yes, please indicate which roads the procession will cross:

All intersections on West College Ave between Blue Course Drive and Corl St. W Beaver Ave from Corl St to the Ferguson Twp/State College line.

Will the event procession cross any state roads? Yes No
(If yes, submit PennDOT TE-300 Form)

Municipal/Regional Park Usage:

If this event includes the use of a municipal/regional park, please contact the Centre Region Parks and Recreation (CRPR) Department by phone at (814) 231-3071 or by email at crpr@crcog.net **prior** submitting this form (see attached timeline). Special park permits and conditions may also apply. Once the approval is secured from the Centre Region Parks and Recreation Department, please have an authorized official complete the fields below, and attach any conditions associated with the approval to this form.

Name: (Print) Paul Rito Title of Official: Treasurer

Signature:  Date of Approval: _____

Charitable Cause:

Is the Sponsor an organization with 501(c)(3) tax exempt status? Yes No

If this event is to benefit a charitable organization, please identify that organization:

CentreBike

Timeline and Checklist:

- Contact the Centre Region Parks and Recreation Department (CRPR) at 814-231-3071 *if* the event will include the use of a municipal/regional park.
- If food will be served on public property, contact the Department of Ordinance Enforcement and Public Health (DOEPH) at the Borough of State College by phone at 814-234-7191 or by email at healthdept@statecollegepa.us.
- Notify the Ferguson Township Police Department of your intent to host a special event regardless of whether or not the event will require the use of Township roads, bikeways, or sidewalks.
- Complete the Ferguson Township Special Events Application.
- Pay required application and escrow fees.
- Submit Certificate of Insurance and any other necessary documents.
- If denied a permit at any point in the process and you wish to appeal the decision, notify the Township Manager in writing of your request to do so.

<u>Step</u>	<u>Timeline</u>
Preliminary event planning with the Centre Region Parks and Recreation Department, if necessary	At least 45 days prior to the event*
If food will be served, notify the DOEPH at the Borough of State College	10 – 12 weeks prior to hosting an event
Notify Ferguson Township Police Department of the intent to host an event and provide a general description of the event	10 - 12 weeks prior to hosting an event <i>IF</i> the event will require the closure of township roads, bikeways, or sidewalks OR 3 weeks prior <i>IF</i> no closures required
Complete Ferguson Township Special Events Application	10 – 12 weeks prior to hosting an event*
Remit application permit fee and escrow payments to township	Due when application is submitted
Submit Certificate of Insurance, proposed map of procession, a signed copy of the “Registration for a Food Event on Public Property Form” signed by the DOEPH, and a completed application checklist	6 – 8 weeks prior to hosting an event
If denied a permit, notify Township Manager in writing of intent to appeal	Within 7 days of receiving a denial

*Note: Plan to apply for a permit from CRPR **at least** 10 – 12 weeks prior to events that will also require a Ferguson Township Special Events Permit

Checklist for Hosting a Special Event on State Roads (to be completed after securing authorization from the township):

- Complete PennDOT's TE-300: Special Event Permit Application.
(must be done after approval is secured from Ferguson Township)
- Review PennDOT Title 67, Chapter 212.701 Subchapter H, Special Events.
- Event Insurance Certificate
(must meet Ferguson Township requirements above, **and** list the Commonwealth of Pennsylvania as an additional insured)
- Notify Pennsylvania State Police (PSP) of special event
(please contact Station Commander at Local PSP Barracks).
- PennDOT requirements for notification and/or approval letter(s) for special events. If the Special Event occurs on:
 - State Road(s) Only
 - Sponsor is required to send notification letter(s) to each municipality for special event involvement on state road.
 - Sponsor is required to submit a copy of the municipality notification letter(s) to the Pennsylvania Department of Transportation along with the TE-300: Special Events Permit Application.
 - State Road(s) and Local Road(s)
 - Sponsor is required to send notification letter to each municipality for special event involvement on state road.
 - Sponsor is required to obtain approval letter from each municipality for special event involvement on a local road.
 - Sponsor is required to submit a copy of each municipality notification and approval letter to the Pennsylvania Department of Transportation along with the TE-300: Special Events Permit Application
- Submit completed and signed permit application and the required documents to the appropriate Pennsylvania Department of Transportation District Engineering Office **eight (8) weeks prior to the date of the special event.**

REGISTRATION OF A FOOD EVENT FOR CHARITABLE ORGANIZATIONS

Department of Ordinance Enforcement and Public Health
243 South Allen Street, State College, PA 16801
(814) 234-7191 (phone) (814) 234-7197 (fax)
healthdept@statecollegepa.us

This registration is intended for use by charitable organizations planning to give away food or drink items to the general public or sell food or drink items as a fundraiser. Groups planning to sell any food or drink must contact the State College Department of Ordinance Enforcement and Public Health and return the completed application along with proof of non-profit status to the above address prior to the activity.

If giving away or selling baked goods, please attach a list of the items to be given away or sold along with the preparer's name, address, and phone number. This information must be submitted with the application. Baked goods must be individually wrapped.

The Department discourages the sale of potentially hazardous foods or drinks (meats, fish, dairy, etc.). If potentially hazardous foods or drinks are to be given away or sold more than three times per calendar year then the charitable organization must contact the Department of Ordinance Enforcement and Public Health to obtain the appropriate license and pay any fees that may apply.

Name of Group		Name of Representative

Address of Representative	Phone Number

Email		Date(s) of Event

Where will the event be held?		Municipality

What types of food(s) or drink(s) will be provided? _____

Where will the food(s) or drink(s) be prepared? _____

If the food was not prepared in a licensed facility, a sign must be posted in public view to that effect.

Signature		Date

All applications must be submitted to the Department of Ordinance Enforcement and Public Health at least five (5) business days prior to the event.

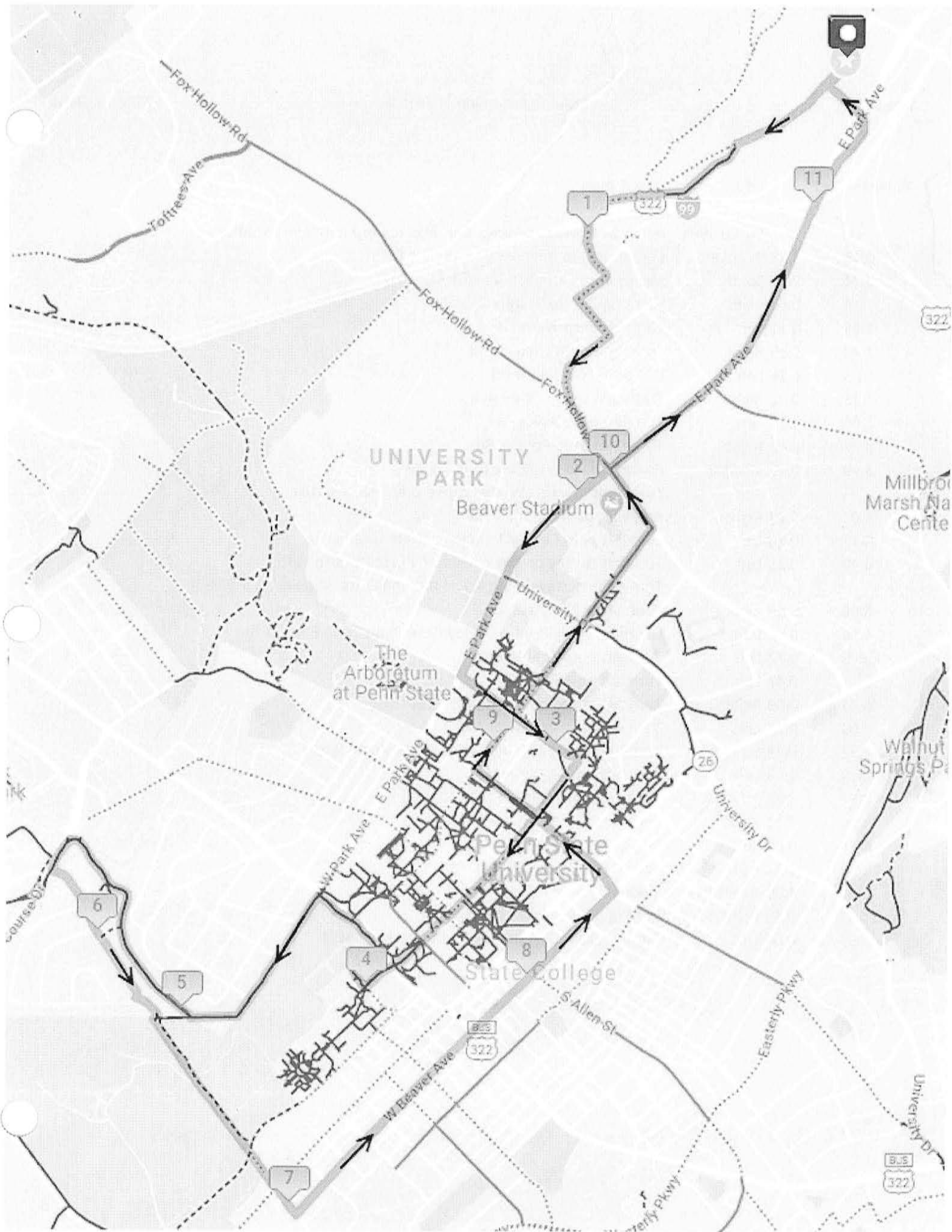
Serving the Borough of State College, College Township, Ferguson Township and Patton Township

Guidelines for Charitable Organizations Serving Potentially Hazardous Foods

- An approved sanitizer such as a quaternary sanitizer or chlorine mix must be used to clean food prep areas and equipment. (1 tablespoon to 1 gallon of water)
- A method of hand washing must be available.
- Gloves must be worn when handling any ready to eat foods such as buns, chips, lettuce, etc.
- Thermometers must be used to check temperatures of potentially hazardous foods.
- Foods must be cooked to the proper internal temperatures. Hamburger – 155°F for 15 sec.; Chicken – 165°F for 15 sec.
- Hot foods/drinks being prepared and held more than four (4) hours must be held at 135°F and stored in an approved container.
- Cold foods/drinks being prepared and held more than four (4) hours must be held at 41°F and stored in an approved container.
- When cooking with any type of grill or potentially hot surface there must be a barricade between the cooking area and the public as a safeguard against injury.
- A fire extinguisher must be kept within, but not closer than, 6 feet from the cooking area.
- Any grease produced during the preparation of foods must be stored in a container and disposed of properly.
- When selling or giving away food/drink, a sign indicating that foods/drinks prepared at the event were not prepared in a licensed kitchen must be displayed and visible to the public during the event.
- There should be a specific person designated to handle money and that person should not handle any food items.
- Food/drink must be shielded from the elements.

Organizations holding more than three events per calendar year and serving potentially hazardous foods/drinks must obtain an appropriate license from the Department of Ordinance Enforcement and Public Health, must certify a Person In Charge through an approved safe food handling program and are subject to inspection.

For any additional information, please contact the Department of Ordinance Enforcement and Public Health at (814) 234-7191 or at healthdept@statecollegepa.us.



Fox Hollow Rd
Fortress Ave

Fox Hollow Rd

11

E Park Ave

UNIVERSITY PARK

Beaver Stadium

Millbrook Marsh Nature Center

The Arboretum at Penn State

University

Walnut Springs Park

Penn State University

State College

University Dr

S Allen St

Easterly Pkwy

University Dr

6

5

4

7

8

10

2

322

322

322

322

99

course Dr

terry Pkwy

Albright,Chris

From: Roy Rupert <royrupert56@yahoo.com>
Sent: Tuesday, March 12, 2019 4:24 PM
To: Albright,Chris
Subject: Fwd: Route directions and new map
Attachments: ROS-Map new-AllPublicRts.pdf

Route description

Begin forwarded message:

From: Roy Rupert <royrupert56@yahoo.com>
Date: March 12, 2019 at 6:58:29 AM EDT
To: Barbara Ettaro <bxm7@psu.edu>
Subject: Route directions and new map
Reply-To: Roy Rupert <royrupert56@yahoo.com>

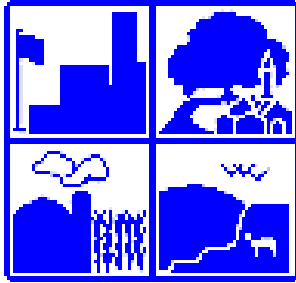
Hi Barb

Below is the route directions and the new route map is attached
I will stop by your office tomorrow and drop off the Use application.

Thanks for your help!

Roy

Innovation Blvd.
Park Ave
Holmes St
Hartswick Ave
McKee St
E Mitchell Ave
N. Allen
Cherry Ln
Circleville-Tudex Bike Path
Blue Course Bike Path
W. College Ave
Corl St
W. Beaver Ave
E. Beaver Ave
High St
E. College Ave
University Drive Ramp
University Drive
Curtin Rd
Porter Rd
Park Ave
Innovation Blvd



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

Memo

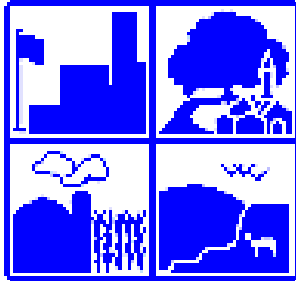
To: Board of Supervisors
From: David Pribulka, Township Manager
CC: David Modricker, Director of Public Works
Date: March 27, 2019
Re: Sale of 2014 International TerraStar 19,500 GVWR dump truck

On March 5, 2019, the Warriors Mark Township Board of Supervisors voted to purchase a 2014 International TerraStar dump truck from Ferguson Township in an amount of \$53,000. Ferguson Township has no use for this vehicle and it has been authorized by the Township Manager and Director of Public Works for disposal.

Per Chapter 1, Section 908 of the Ferguson Township Code of Ordinances (Administrative Code):

“Sale of equipment or supplies with a sale value of more than \$10,000 shall be sold with the approval of the Board of Supervisors through the competitive bidding process, except that competitive bidding shall not be required for the sale of equipment, supplies, or services to other political subdivisions.”

Staff is recommending that the Board of Supervisors authorize the sale of the 2014 International TerraStar 19,500 GVWR dump truck to Warriors Mark Township in an amount of \$53,000.



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

Memo

To: Board of Supervisors
From: David Pribulka, Township Manager
CC: David Modricker, Director of Public Works
Date: March 27, 2019
Re: Sale of 2003 International 41,000 GVWR single axle dump truck

On March 26, 2019, the Snyder Township Board of Supervisors (Blair County) voted to purchase a 2003 International single axle dump truck from Ferguson Township in an amount of \$25,000. Ferguson Township has no use for this vehicle and it has been authorized by the Township Manager and Director of Public Works for disposal.

Per Chapter 1, Section 908 of the Ferguson Township Code of Ordinances (Administrative Code):

“Sale of equipment or supplies with a sale value of more than \$10,000 shall be sold with the approval of the Board of Supervisors through the competitive bidding process, except that competitive bidding shall not be required for the sale of equipment, supplies, or services to other political subdivisions.”

Staff is recommending that the Board of Supervisors authorize the sale of the 2003 International 41,000 GVWR single axle dump truck to Snyder Township in an amount of \$25,000.



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 27, 2019
SUBJECT: **AWARD OF 2019-C1 STREET IMPROVEMENT PROJECTS - NORTH**

Bids were opened publicly for Contract 2019-C1 Street Improvement Projects-North at 2:00 pm on Tuesday, March 26, 2019 and read aloud. The bid opening was attended by Allix Gresock of HRI, Inc., Sean Foster of Glenn O. Hawbaker, Inc., Scott Bucher of Mid-State Paving, David Modricker, and myself from Ferguson Township. The bid was advertised in the Centre Daily Times on March 12, 2019 and the invitation to bid was sent to 7 qualified contractors.

Five (5) bids were received as follows:

Glenn O. Hawbaker, Inc.	\$238,543.95
*New Enterprise Stone & Lime Co.	\$240,398.15
Grannas Bros. Stone & Asphalt Co	\$291,061.30
Mid-State Paving	\$293,970.00
HRI, Inc.	\$298,182.00

*Incorrect bid form used.

Attached is a copy of the bid tabulation. The Engineers estimate for this contract is \$278,533. The budget included \$371,000 to complete this work.

New Enterprise Stone & Lime Co. (NESL) was the apparent low bidder after bids were publicly opened. After review, NESL provided their bid on the incorrect bid proposal form (Addendum 1). When placing their unit price into the quantity for Addendum 2, which included an increase in milling quantities, NESL's bid was no longer the lowest, Glenn O. Hawbaker then became lowest bidder.

I recommend that the Board of Supervisors award the contract to Glenn O. Hawbaker, Inc. for a total of \$238,543.95 per their bid.

Attachments: 2019-C1 Bid Tabulation

Copy: D. Pribulka
D. Modricker
2019-C1 Contract

Project: 2019-C1 STREET IMPROVEMENT PROJECTS - NORTH
Bid Tabulation

ITEM No. UNIT	DESCRIPTION	UNIT PRICE	TOTAL QTY.	ENGINEERS ESTIMATE	Glenn O. Hawbaker		New Enterprise Stone & Lime Co., Inc.		Grannas Bros.		Mid-State Paving		HRI, Inc.	
				PROJECT COST	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
0203 0004 CY	CLASS 1B EXCAVATION (BASE REPAIR)	\$57.00	95	\$5,415.00	\$85.00	\$8,075.00	\$34.95	\$3,320.25	\$52.85	\$5,020.75	\$75.00	\$7,125.00	\$95.00	\$9,025.00
4311 0324 SY	SUPERPAVE ASPHALT MIXTURE DESIGN, WMA BASE COURSE, PG 64-22, < 0.3 MILLION ESALS, 25 MM MIX (5" DEPTH) (MODIFIED)	\$35.00	287	\$10,045.00	\$48.00	\$13,776.00	\$71.50	\$20,520.50	\$34.44	\$9,884.28	\$48.75	\$13,991.25	\$52.00	\$14,924.00
4350 0106 SY	SUBBASE 6" DEPTH (NO. 2A) (BASE REPAIR)	\$30.00	287	\$8,610.00	\$6.50	\$1,865.50	\$14.45	\$4,147.15	\$19.80	\$5,682.60	\$13.65	\$3,917.55	\$22.00	\$6,314.00
4411 0385 SY	SUPERPAVE ASPHALT MIXTURE DESIGN, WMA WEARING COURSE, PG 64-22, <0.3 MILLION ESALS, 9.5MM MIX, 1.5" DEPTH, SRL-L (MODIFIED)	\$8.00	7,457	\$59,656.00	\$8.25	\$61,520.25	\$8.00	\$59,656.00	\$9.30	\$69,350.10	\$10.95	\$81,654.15	\$8.25	\$61,520.25
4411 0484 SY	SUPERPAVE ASPHALT MIXTURE DESIGN, WMA WEARING COURSE, PG 64-22, 0.3 TO < 3 MILLION ESALS, 9.5MM MIX, 1.5" DEPTH, SRL-M (MODIFIED)	\$13.00	1,943	\$25,259.00	\$8.00	\$15,544.00	\$7.90	\$15,349.70	\$9.30	\$18,069.90	\$11.60	\$22,538.80	\$9.25	\$17,972.75
4411 2395 TON	SUPERPAVE ASPHALT MIXTURE DESIGN, WMA WEARING COURSE (SCRATCH), PG 64-22, <0.3 MILLION ESALS, 9.5MM MIX, SRL-L (MODIFIED)	\$90.00	207	\$18,630.00	\$132.00	\$27,324.00	\$89.30	\$18,485.10	\$101.00	\$20,907.00	\$125.00	\$25,875.00	\$106.50	\$22,045.50
4411 2494 TON	SUPERPAVE ASPHALT MIXTURE DESIGN, WMA WEARING COURSE (SCRATCH), PG 64-22, 0.3 TO < 3 MILLION ESALS, 9.5MM MIX, SRL-M (MODIFIED)	\$143.00	54	\$7,722.00	\$140.00	\$7,560.00	\$87.15	\$4,706.10	\$101.00	\$5,454.00	\$139.00	\$7,506.00	\$107.00	\$5,778.00
0460 0001 SY	BITUMINOUS TACK COAT	\$0.20	18,800	\$3,760.00	\$0.15	\$2,820.00	\$0.20	\$3,760.00	\$0.40	\$7,520.00	\$0.50	\$9,400.00	\$0.15	\$2,820.00
0491 0013 SY	MILLING OF BITUMINOUS PAVEMENT SURFACE, 2" DEPTH, MILLED MATERIAL RETAINED BY CONTRCTOR	\$6.15	9,548	\$58,701.10	\$3.40	\$32,463.20	\$3.60	\$34,372.80	\$4.51	\$43,061.48	\$4.50	\$42,966.00	\$6.50	\$62,062.00
0608 0001 LS	MOBILIZATION	\$10,835.00	1	\$10,835.00	\$7,500.00	\$7,500.00	\$4,647.60	\$4,647.60	\$19,835.00	\$19,835.00	\$13,900.00	\$13,900.00	\$12,000.00	\$12,000.00
4630 0010 LF	PLAIN CEMENT CONCRETE CURB (MODIFIED)	\$131.00	25	\$3,275.00	\$165.00	\$4,125.00	\$99.65	\$2,491.25	\$148.00	\$3,700.00	\$160.00	\$4,000.00	\$135.00	\$3,375.00
4633 0200 LF	PLAIN CONCRETE MOUNTABLE CURB, TYPE A (MODIFIED)	\$29.00	1,483	\$43,007.00	\$18.00	\$26,694.00	\$20.50	\$30,401.50	\$28.00	\$41,524.00	\$15.75	\$23,357.25	\$27.50	\$40,782.50
0802 0001 CY	TOPSOIL FURNISHED AND PLACED	\$74.50	70	\$5,215.00	\$125.00	\$8,750.00	\$113.70	\$7,959.00	\$110.43	\$7,730.10	\$175.00	\$12,250.00	\$110.00	\$7,700.00
0860 0002 EA	INLET FILTER BAG FOR TYPE C INLET	\$100.00	8	\$800.00	\$150.00	\$1,200.00	\$136.85	\$1,094.80	\$101.25	\$810.00	\$90.00	\$720.00	\$210.00	\$1,680.00
0901 0001 LS	MAINTENANCE AND PROTECTION OF TRAFFIC DURING CONSTRUCTION	\$10,418.00	1	\$10,418.00	\$1,000.00	\$1,000.00	\$6,981.25	\$6,981.25	\$14,900.00	\$14,900.00	\$4,300.00	\$4,300.00	\$2,500.00	\$2,500.00
9000 0001 SY	SEEDING, SOIL SUPPLEMENTS AND MULCHING	\$5.00	838	\$4,190.00	\$4.00	\$3,352.00	\$5.55	\$4,650.90	\$3.82	\$3,201.16	\$3.00	\$2,514.00	\$3.50	\$2,933.00
9000 0002 EA	RESET MAILBOXES	\$240.00	14	\$3,360.00	\$140.00	\$1,960.00	\$421.50	\$5,901.00	\$365.00	\$5,110.00	\$255.00	\$3,570.00	\$300.00	\$4,200.00
9000 0003 SY	DRIVEWAY RESTORATION	\$20.00	137	\$2,740.00	\$95.00	\$13,015.00	\$87.25	\$11,953.25	\$67.89	\$9,300.93	\$105.00	\$14,385.00	\$150.00	\$20,550.00
SUB-TOTAL				\$281,638.10	\$238,543.95		\$240,398.15		\$291,061.30		\$293,970.00		\$298,182.00	

*Items in RED above show discrepancies from the actual submitted bid. NESL failed to provid bid proposal on correct form and after using correct bid form, total project cost was no longer the lowest bid.



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 26, 2019
SUBJECT: **AWARD OF 2019-C6, CURB AND RAMP UPGRADES**

Bids were opened publicly for Contract 2019-C6 Curb and Ramp Upgrades at 2:00 pm on Tuesday, March 26, 2019 and read aloud. The bid opening was attended by Jack Hauser of Wolyniec Construction, Sean Foster of Glenn O. Hawbaker, David Modricker, and myself from Ferguson Township. The bid was advertised in the Centre Daily Times on March 11, 2019 and the invitation to bid was sent to 17 qualified contractors.

Two (2) bids were received as follows:

Wolyniec Construction, Inc.	\$69,969.00
Glenn O. Hawbaker	\$120,570.00

Attached is a copy of the bid tabulation. The Engineers estimate for this contract is \$83,901. There are budgeted funds available to complete this work.

I recommend that the Board of Supervisors award the contract to Wolyniec Construction, Inc. for a total of \$69,969.00 per their bid.

Attachments: 2019-C6 Bid Tabulation

Copy: D. Pribulka
D. Modricker
2019-C6 Contract

Project: 2019-C6 Curb and Ramp Upgrades

Bid Tabulation

QTY	ITEM No. UNIT	DESCRIPTION	ENGINEERS ESTIMATE		WOLYNIEC CONSTRUCTION		Glenn O. Hawbaker	
			UNIT PRICE	TOTAL	UNIT	TOTAL	UNIT	TOTAL
1	0608 0001 LS	MOBILIZATION	\$4,580.00	\$4,580.00	\$4,000.00	\$4,000.00	\$14,499.00	\$14,499.00
112	4633 0200 LF	PLAIN CEMENT MOUNTABLE CURB, TYPE A (MODIFIED)	\$95.00	\$10,640.00	\$102.00	\$11,424.00	\$118.00	\$13,216.00
109	4641 0001 LF	PLAIN CEMENT CONCRETE CURB GUTTER (MODIFIED)	\$150.00	\$16,350.00	\$115.00	\$12,535.00	\$148.00	\$16,132.00
221	4676 0001 SY	PLAIN CEMENT CONCRETE SIDEWALK (MODIFIED)	\$135.00	\$29,835.00	\$95.00	\$20,995.00	\$287.00	\$63,427.00
476	4695 0003 SF	ADA DETECTABLE WARNING SURFACE PAVERS (MODIFIED)	\$40.00	\$19,040.00	\$40.00	\$19,040.00	\$21.00	\$9,996.00
1	0901 0001 LS	MAINTENANCE AND PROTECTION OF TRAFFIC DURING CONSTRUCTION	\$3,060.00	\$3,060.00	\$1,735.00	\$1,735.00	\$900.00	\$900.00
12	9000 0001 LF	CONCRETE GRINDING	\$33.00	\$396.00	\$20.00	\$240.00	\$200.00	\$2,400.00
TOTAL COST				\$83,901		\$69,969.00		\$120,570.00



TOWNSHIP OF FERGUSON

3147 Research Drive • State College, Pennsylvania 16801

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

www.twp.ferguson.pa.us

TO: David Pribulka, Township Manager
Ferguson Township Board of Supervisors

FROM: David Modricker P.E., Public Works Director

DATE: March 26, 2019

SUBJECT: **AWARD OF FUEL BID FOR 2019**

Bids were opened publicly for the fuel contract at 2:15 pm on Tuesday, March 26, 2019 and read aloud. David Modricker and Ryan Scanlan of Ferguson Township, as well as David Nice and Gary Garrison of Nittany Oil were present. The fuel bid was advertised in the Centre Daily Times and sent out to potential bidders.

Two fuel bids were received and are summarized as follows:

Nittany Oil	\$60,465.00
Superior Plus Energy Services, Inc.	\$69,304.50

Bids are within the current budget amount of \$95,830.00. The actual cost will depend on our consumption and the escalating wholesale price index. I recommend that the Board of Supervisors award Contract 2019-C7a, Fuel Bid, to Nittany Oil in the amount of \$60,465.00.

File: Contract 2019-C7a Fuel

2019 Arbor Day Proclamation

Whereas, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for planting of trees, and

Whereas, President Theodore Roosevelt, in 1907, issued an Arbor Day Proclamation to School Children avowing that, “when you help to preserve our forests or to plant new ones you are acting the part of good citizens,” and

Whereas, this holiday, called Arbor Day, has since grown into a global event celebrating tree planting and care, and

Whereas, the citizens of Ferguson Township are the custodians of many thousands of trees of a variety of species, which increase property values, enhance the economic vitality of business areas, and beautify the community, and

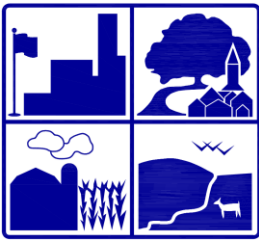
Whereas, Ferguson Township recognizes that trees are a source of joy and spiritual renewal.

Now, therefore, the Ferguson Township Board of Supervisors does hereby proclaim Sunday May 5, 2019 to be Ferguson Township Arbor Day and urges all citizens to celebrate and support efforts to protect trees and woodlands in our community.

Proclaimed this 1st day of April 2019.

Ferguson Township Board of Supervisors,

Steve Miller, Chairman



TOWNSHIP OF FERGUSON

3147 Research Drive • State College, Pennsylvania 16801

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

www.twp.ferguson.pa.us

TO: Board of Supervisors

FROM: Centrice Martin, Assistant to the Manager

DATE: March 27, 2019

SUBJECT: Evaluation of Website Proposals and Vendor Selection Process

The Township received three website redesign proposals to review and evaluate to select a vendor for recommendation to the Board of Supervisors. The three website vendors include GovUnity, Nova 6 and CivicCMS. The vendors were asked to include in their proposals the scope of work for the website design, content migration process, training, description of hosting and support, and customer service for ongoing maintenance and upgrades, as well as associated costs for the project.

Staff involved in reviewing the website proposals include the Manager Dave Pribulka, Assistant to the Manager Centrice Martin, Finance Director Eric Endresen, and Communications Coordinator Diana Griffith. Staff evaluated each vendor's proposal using a scorecard matrix which included the following main categories: 1) methodology 2) essential services included 3) dedicated project manager/team 4) cost description and breakdown and 5) experience and quality. As a result of scoring each proposal, CivicCMS ranked number one, Nova 6 ranked as number two and GovUnity ranked as number three. CivicCMS was favored and ranked number one for several reasons which include the following: 1) utilizes Drupal as the content management system which offers increased security and protection from attacks 2) offers free 24/7 support, training options, and access to an online help center 3) provided an attractive detailed methodology approach including a 11-13 week timeframe for implementing project and 4) superior experience and quality and local references provided.

Staff recommendation: That the Board of Supervisors authorize the Township Manager to enter into an agreement with CivicCMS to redesign the Township's website.

CIVICCMS[®]



Ferguson Township, PA Website Redesign Services



Presented by
Sal Urbano
Mid-Atlantic Manager

 | **CIVICPLUS[®]**

302 S. 4th Street, Suite 500 | Manhattan, KS 66502
1300 Massachusetts Ave., Boxborough, MA 01719
www.civicplus.com

March 6, 2019

Centrice Martin
Assistant Township Manager
Ferguson Township
3147 Research Drive
State College, PA 16801

RE: Website Redesign Services

Dear Centrice:

Meeting the expectations of citizens is at the core of civic responsibility. Finding that perfect blend of functionality, ease of maintenance, and cost effectiveness can be daunting. Today's "what I want, when I need it" society is all about digital and timely responses. Saving time and money and increasing citizen satisfaction is every government entity's goal. With the cost-effective CivicCMS solution you can achieve your vision of success.

CivicPlus, Inc. (CivicPlus) is passionate about our mission to help make local government better. We are not just designing a website, we are helping build a trusted and long-term relationship between you and your community through our state-of-the-art technology and process. We can deliver one website for the City that will meet your needs for both Government services and the Easton lifestyle.

The following information will show you how the CivicCMS solution will reduce your staff's workload, respect your available budget, and most importantly, provide your community with a powerful online resource that promotes open access to Easton's services and attractions.

Please review our proposal closely. This proposal will save you time and resources while providing your visitors a website where they can find what they need, when they need it. We look forward to working with you and your staff to help make your vision become a reality for Ferguson Township.

Sincerely,

Sal Urbano

Sal Urbano
Mid-Atlantic Manager
856-242-5114
surbano@civicplus.com

What Sets CivicCMS Apart?



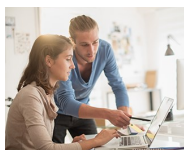
Created to Meet Your Needs

Developing your new website under the Open Source Initiative provides CivicCMS with the flexibility to develop new features and modules to help you meet your goals and vision.



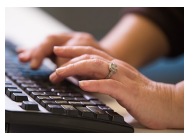
Our Drupal Platform

CivicPlus will develop your site on one of the industry's most trusted open source platforms, Drupal. It is the platform of choice by national, state, and local governments all over the world.



We Build Long-Term Relationships

Our partnership with you is only beginning at go-live! We provide ongoing customer support and our Account Management team will work with you to help you evolve your web environment throughout your relationship with CivicPlus.



Easiest System for Updating & Adding New Content

Your new CivicCMS website will be specifically designed for ease-of-use so your staff, regardless of their technical skill level, can maintain and update your new website easily and efficiently.



Custom & Responsive Design

Your custom-designed website will be fully responsive on multiple devices including smart phones, tablets and wide screen monitors.



Useful & Relevant Modules

CivicCMS is flexible and scalable to grow with your web environment at your speed and need without extra features and functionalities that are not as relevant.



Affordable Cost, Flexible Payments

We understand the fiscal challenges municipalities face on a daily basis, so CivicPlus offers payment options to meet your budgeting needs.



Security and Protection—Priority One!

Our Tier IV secure hosting facilities are monitored 24/7 and your website is backed up daily off-site. We deploy state-of-the-art hardware and software to prevent DDoS and hacking attacks to protect your investment.

CIVICCMS®

Ferguson Township Goals for the Website Redesign



You would like an updated design.

You want to improve the user-experience.

Improve the layout and functionality.

Easy for the staff to make changes.

Move all Content.

Add Enhanced Search & Calendar

Responsive Design so the new site is Mobile-friendly.



With an updated design featuring ease of use & improved functionality, the new website would be a more engaging, online communications platform for Ferguson Township & your residents, businesses & visitors.



 | CIVICPLUS®

302 S. 4th Street, Suite 500 | Manhattan, KS 66502
1300 Massachusetts Ave., Boxborough, MA 01719
www.civicplus.com

Client Reference Sites

We did a re-design and after talking with some other website companies, they were the best choice for us. They understood our needs and delivered exactly what our vision was, even better.

Vicki M., Burrillville, RI



Gettysburg, PA

Website: www.gettysburgpa.gov



Centre Region

Parks & Recreation, PA

Website: www.crpr.org



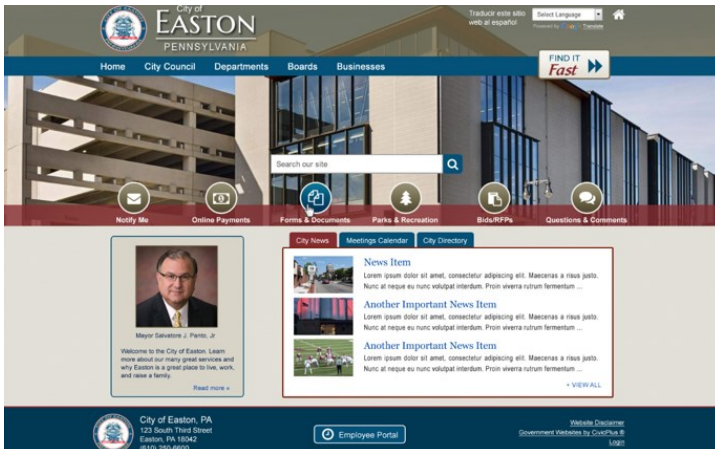
Susquehanna Township, PA

Website: www.susquehannatwp.com

Client Reference Sites

They are very easy to work with, I highly recommend them.

Charles G., Gettysburg Manager



City of Easton, PA

Website: www.easton-pa.com

Redesign in process



Town of McCandless, PA

Website: www.townofmccandless.org



Aberdeen, MD

Website: www.aberdeenmd.gov

Features & Functionality

The Drupal content management system has opened up new areas we never could do with the old system. Our residents can get more done just by visiting our website.

Roger K., Stonington, CT

Content Management Functionality

- Schedule Publishing
- Schedule Expiration Dates
- “Review-On” Dating
- Unpublish/Archive Content
- WYSIWYG Editor
- Dept/Board Specific News
- Persistent Navigation
- ADA Compliance
- Job Opportunities
- Web Forms Module
- Versioning
- Embed Video Player
- Online File Center
- Quick Links
- Protected Email Addresses
- Recyclopedia
- FAQs
- Audit Trail/History Log
- Content Previewing
- CAPTCHA Visitor Authentication
- Printer Friendly Pages
- Surveys & Polling
- Bids & RFPs
- Business Directory
- SSL Certificates
- Dynamic Breadcrumbs

Communication Features

- Email Notifications (E-subscriber)
- Dynamic Site Map
- RSS Feeds
- Facebook & Twitter Integration
- Service Requests Forms
- Urgent Alert Banners
- Two-Way Blogging
- Private Comment Forms
- Rotating Bulletin Boards
- Staff Directory
- “Share this Page”

Administrative Functionality

- Intranet Options
- User Roles & Permission Levels
- Traffic Analysis
- Broken Links Reporting
- Menu Control
- Complete User History
- Board Membership Duties
- Domain Name Management
- Complete User History

Design Features

- Responsive Design
- Rotating Mastheads
- Dynamic News Modules
- Urgent News Banners
- Upcoming Meetings Module
- Custom Subtitles
- Cascading Navigation
- Multiple Navigation Schemes
- Mega-Menus
- FIND IT FAST

Graphic & Image Functionality

- Media Library
- Image Editor
- Photo Gallery
- Slide Shows
- Captioning/ALT Text
- Rotating Department Images
- Rotating Bulletin Boards

Typical Project Timeline

The support has been amazing from day one. We worked closely with your employees during initial setup stages, creating the webpage, training, and for follow-up. Your team of employees know what the City was looking for and created it with ease.

Felicia B., Aberdeen, MD

Design creation, accessibility, usability guidance, content optimization, training - CivicPlus delivers all of this and more during the development of your CivicCMS new website. Your exact project timeline can vary based on determined project scope, project enhancements purchased, your availability for meeting coordination, action item return and completion, approval dates kept, and other factors. Based on our experience, the estimated timeline for the successful completion of your CivicCMS project is approximately 10-13 weeks.

Implementation Phase	Timeframe	Deliverables
Phase 1 Strategy Sessions & Discovery	1 Week	<ul style="list-style-type: none"> Define Core Objectives Needs Assessment
Phase 2 Design & Architecture	2-3 Weeks	<ul style="list-style-type: none"> Design Meeting with Client Website Committee Homepage Options & Layout Subpage Design and Layout Finalize Design (once you are completely satisfied)
Phase 3 Site Implementation	2-3 Weeks	<ul style="list-style-type: none"> Identify Global and Cascading Navigation (and related links) Implement Design within CivicCMS
Phase 4 Content Development	3-4 Weeks	<ul style="list-style-type: none"> Migrate Agreed Existing Content
Phase 5 Training & Education	1 Week	<ul style="list-style-type: none"> Sessions for Content Editors and Site Administrators Group and Individual Sessions
Phase 6 Deployment & Go-Live	1Week	<ul style="list-style-type: none"> Final Quality Check of Website Install and Activate Selected Modules DNS & SEO Activities

Estimated Year 1 Investment

Ferguson Township, PA

All quotes are priced per project and presented in US dollars.
Pricing is valid for 60 days from March 6, 2019.

Website Implementation & Hosting

- Developed utilizing CivicCMS content management system
- Custom responsive design
- Set-up Home Page Menus and Landing Pages for all Departments & Boards
- Migrate all pages of existing content
- Secure Hosting Tier IV Data Center (daily offsite backup, 99.9% uptime, intrusion detection & protection)

Training & Support

- Online training sessions for Individuals and/or groups - up to 6
- Unlimited support (up to 3 primary users) throughout contract
- Automatic push-out of feature enhancements and module upgrades

One-Time Implementation Investment:	\$ 12,000
Year One Annual Maintenance & Hosting Services:	\$2,500

Optional Project Enhancements

- | | |
|---|---------------------------|
| 1. Complete Content Development of All Pages/Files (Based on our internal review) | \$ TBD |
| 2. Onsite Training, (Travel cost quoted upon request) | \$1,000/Day |
| 3. Additional Unlimited Support (\$200 per user per year) | \$ TBD |
| 4. Custom "Subsites" for Departments (\$2,500 design/full development per department) | \$ TBD |
| 5. Full Mirrored Site in Secondary Data Center (Immediate Cut-over) | \$500/Yr.
\$500/Set-up |

Year 2 and Beyond Annual Services

Ferguson Township, PA

Each year of your contract, you'll receive system enhancements, maintenance, optimization, and have full access to our support staff so your site stays up-to-date with our latest features and functionality. Annual Hosting/Maintenance Services are subject to a cumulative annual 5% technology fee increase beginning Year 3 (for non-CPA payment projects) and beyond.

- Secure Hosting and Security Services
- Software maintenance including service patches and system enhancements
- 24/7 technical support and access to the Online Help Center
- Unlimited Live Customer Support for Designated Users
- Account Management Team for ongoing support and web environment evolution

Beginning Year 2 Annual Maintenance and Hosting Services: \$ 2,500

Optional Annual Services

- | | |
|--|--------|
| 1. Additional Unlimited Support (\$200 per user per year) | \$ TBD |
| 2. Annual Services—Custom Subsites (\$250 per department per year) | \$ TBD |
| 3. Full Mirrored Site | \$ 500 |

CivicPlus Advantage - Alternate Payment Plan

The CivicPlus Advantage (CPA) payment alternative payment plan provides zero interest, level payments that divides the One-Time Implementation Investment expense of your project over the first three (3) years of your contract to assist with your initial out of pocket expense and budget allocation. Each payment also includes your Annual Hosting/Maintenance Services.

1st Year CPA	\$ 6,500	3rd Year CPA	\$ 6,500
2nd Year CPA	\$ 6,500	4th Year Annual.....	\$ 2,625 (annual plus 5% technology fee)



TOWNSHIP OF FERGUSON

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

April 1, 2019

PA Department of Conservation and Natural Resources
Bureau of Forestry, Rothrock State Forest
Attn: *Mark Potter, Forest District Manager*
181 Rothrock Lane
Huntingdon, PA 16652

Re: Rothrock State Forest Trail System – Phase 1 Musser Gap Recreation Area
DCNR Community Conservation and Partnership Program – Letter of Support

Dear Mark:

On behalf of the Ferguson Township Board of Supervisors, Centre County, PA, please accept this correspondence as confirmation of the Township's strong support for the DCNR Community Conservation and Partnership Program Application for funding the Phase 1 Musser Gap Recreation Area that consists of both new construction and decommissioning of trails.

It is our understanding that the DCNR Community Conservation and Partnership Program funds will assist the Bureau of Forestry and the Friends of Rothrock State Forest with assist in the development of approximately 7.5 miles of newly constructed trails in addition to decommissioning approximately 4.8 miles of selected trail routes. The proposed new trail construction will benefit the heaviest amount of recreation in Rothrock State Forest that includes hiking, mountain biking, gravel bike riding, trail running and equestrian use. Decommissioning several other existing trails will create more efficient connections to recreational amenities just south of this location such as Whipple Dam State Park. The proposed trail improvements and interconnections with the overall Rothrock State Forest Trail System will ultimately benefit a host of recreational enthusiasts from hikers, mountain bikers, trail runners and equestrians.

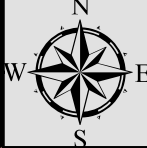
We look forward to a favorable consideration of the DCNR Community Conservation and Partnership Program Grant and the improvements that will enhance the Musser Gap Recreational Area. If you have any additional questions, do not hesitate contacting our office.

Sincerely,
Township of Ferguson

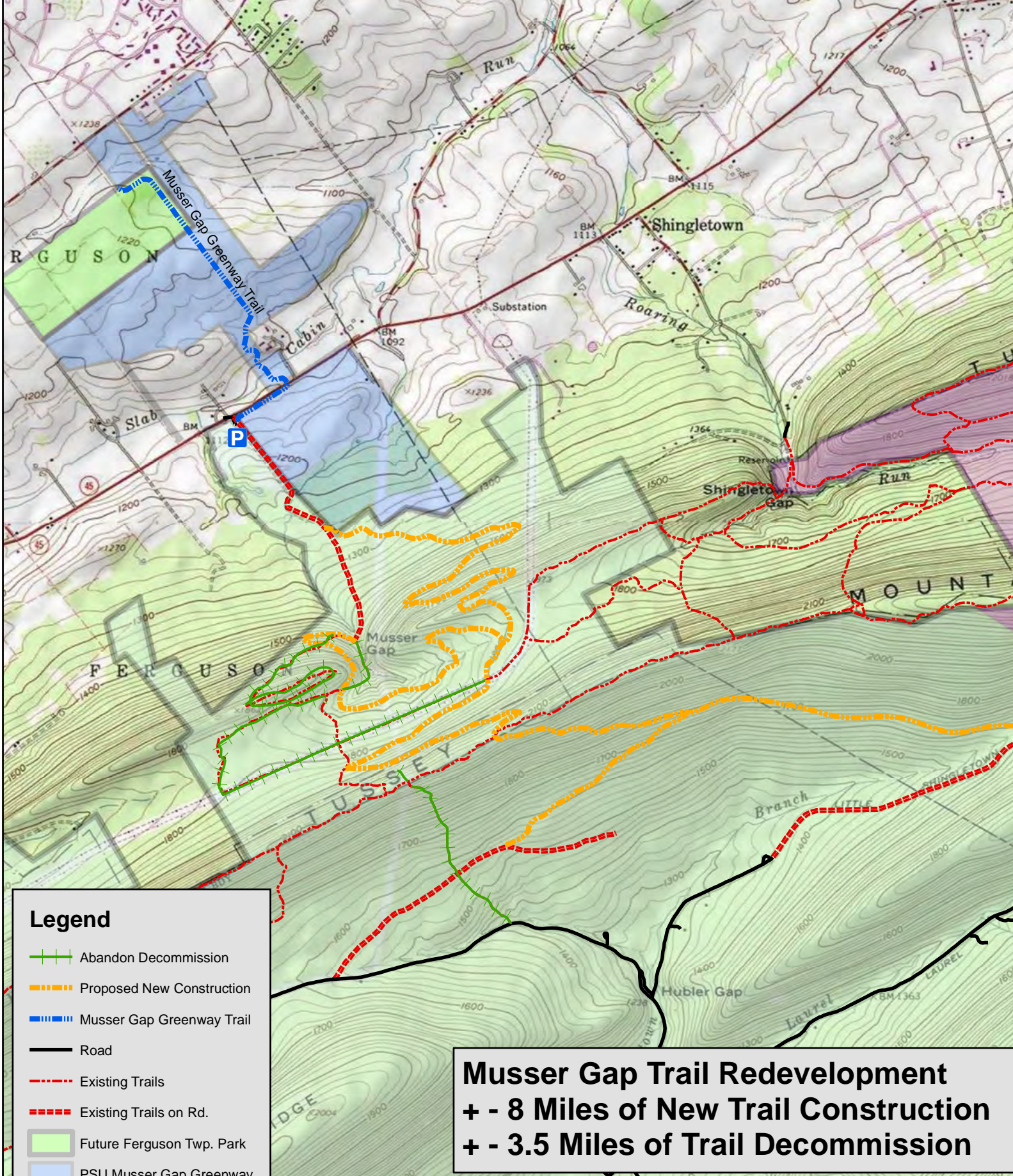
David Pribulka
Township Manager

cc: Sergio A. Carmona, Exec. Dir., Blair County Community Action Agency

Rothrock State Forest - Trail Assessment (Phase One) - Musser Gap Recreation Area



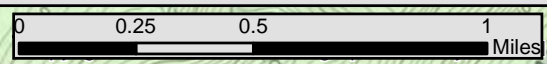
STATE COLLEGE



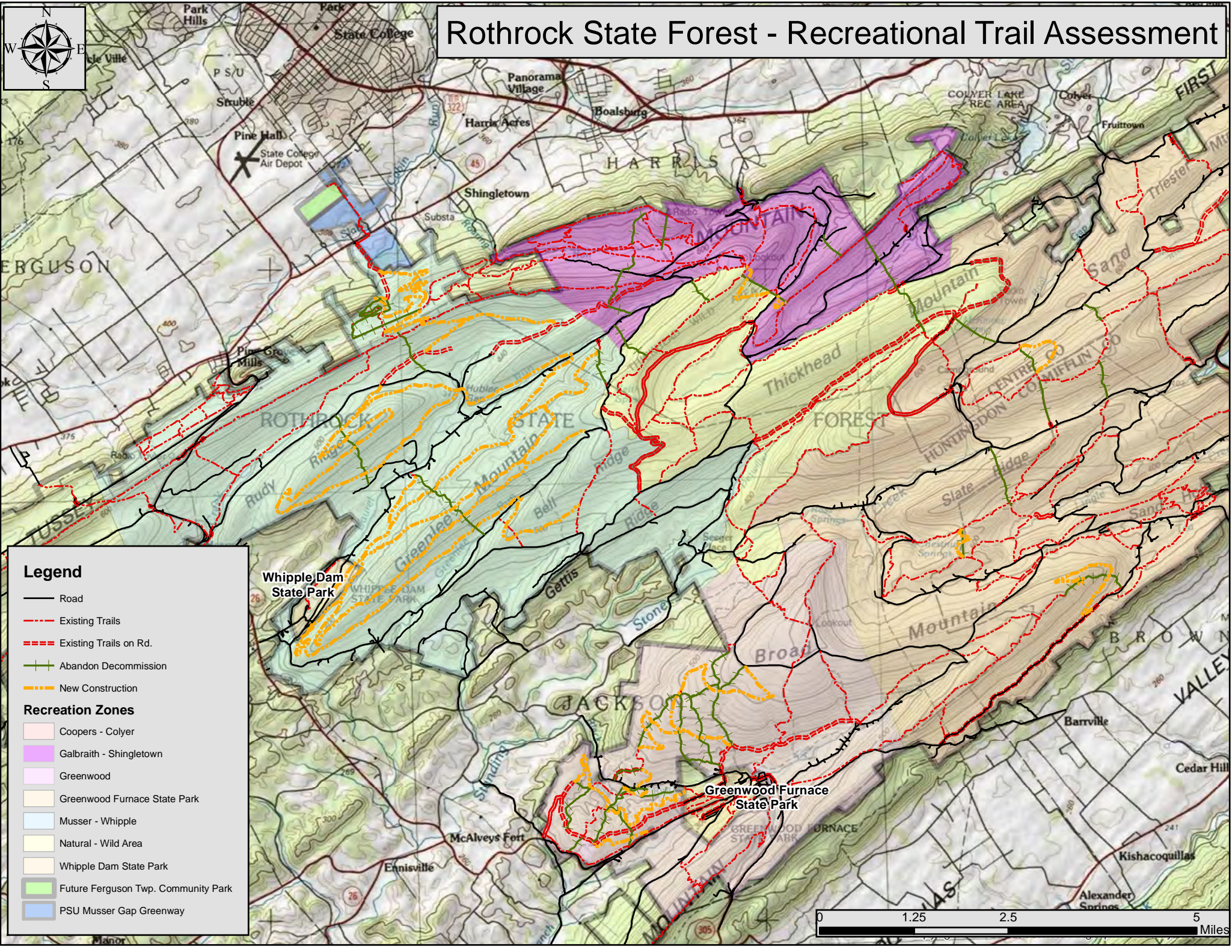
Legend

- Abandon Decommission
- Proposed New Construction
- Musser Gap Greenway Trail
- Road
- Existing Trails
- Existing Trails on Rd.
- Future Ferguson Twp. Park
- PSU Musser Gap Greenway

Musser Gap Trail Redevelopment
+ - 8 Miles of New Trail Construction
+ - 3.5 Miles of Trail Decommission



Rothrock State Forest - Recreational Trail Assessment

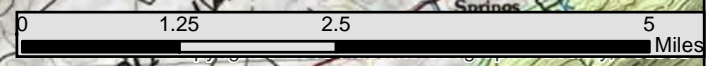


Legend

- Road
- Existing Trails
- Existing Trails on Rd.
- Abandon Decommission
- New Construction

Recreation Zones

- Coopers - Colyer
- Galbraith - Shingletown
- Greenwood
- Greenwood Furnace State Park
- Musser - Whipple
- Natural - Wild Area
- Whipple Dam State Park
- Future Ferguson Twp. Community Park
- PSU Musser Gap Greenway



CENTRE REGION COUNCIL OF GOVERNMENTS

2643 Gateway Drive, Suite 3

State College, PA 16801

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

EXECUTIVE COMMITTEE

COG Building Forum Room

2643 Gateway Drive

March 19, 2019

12:15 PM

AGENDA

1. CALL TO ORDER

Chair Steve Miller 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 February 19, 2019 Executive Committee meeting is *enclosed*.

4. COMMITTEE PICTURE

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

5. UNIT VOTES AT GENERAL FORUM MEETINGS

This agenda item asks the Executive Committee to continue its discussion from its February meeting regarding how municipal unit votes happen at the General Forum meetings. Although unit votes occur several times per year, the practices for conducting them are informal and are not documented. The sense of the committee was that the unit vote practices should be reviewed to ensure they are compliant with Pennsylvania's Sunshine Law and they should be formalized to ensure there is a common understanding of how the votes are taken. To respond to questions from the committee, the COG Solicitor, Terry Williams, will be attending the meeting.

During the February 19, 2019 Executive Committee meeting Mr. Miller asked the members to consider action to recommend that the General Forum charge the Executive Committee with reviewing the current practices for municipal unit votes and proposing procedures for the future.

The Committee approved forwarding the following motion to the General Forum:

“That the General Forum ask the Executive Committee to review the current practices for municipal unit votes that are cast at General Forum meetings including sessions that are advertised as meetings of individual municipal boards and councils and propose procedures for the future.”

Background:

As far back as anyone at COG can remember the practice of a unit vote has been used at General Forum meetings. It has been done by tradition and there is no documentation to explain or approve its use. Essentially, the way the unit vote works is:

- A unit vote can be called by any General Forum member on any topic. In more current days unit votes have been used to ascertain municipal positions on topics requiring a unanimous position of the General Forum. By way of example, during the January 28, 2019 General Forum meeting a unit vote was called to identify whether the municipalities supported revisions to the Master Site Plan for Whitehall Road Regional Park. As you may recall changes to Master Site Plan must be unanimously approved by the five participating municipalities.
- After a unit vote is called, the COG Chair recesses the General Forum meeting usually for five to ten minutes.
- During that recess each municipality holds a caucus of its governing body. In broad terms the General Forum breaks-up in six groups that meet in different parts of the forum room. Frequently, the municipal manager joins the caucus. No minutes are taken, the caucus gives the members of the governing council/board an informal opportunity to talk among themselves and to identify how the municipal vote will be cast.
- There are no rules governing whether a quorum needs to be present when a unit vote is made.
- When the municipalities are ready, the COG Chair reconvenes the General Forum meeting and all the General Forum members return to their seats.
- The COG Recording Secretary asks each municipality how they vote.
- The municipal chair/president reports the governing body's yes or no vote on the motion.
- The Recording Secretary reports the vote to the COG Chair and the Chair announces whether motion passed or failed.

It should be noted that there is a variation to a unit vote process. This occurs when a General Forum meeting is also advertised as a public meeting of the individual boards/councils. This happens when funds are borrowed and municipalities act to guarantee a loan, or when the Act 537 Sewage Facility Plan is amended to extend the sewer service area. For this type of unit vote, minutes are recorded and a quorum of the governing body is required to be present.

Should the General Forum ask the Executive Committee to review and make recommendations on the COG's unit vote practices, the possible questions that the General Forum may ask the Executive Committee to answer are:

- a) When the General Forum discusses as individual units, does each individual unit discussion have to be open to the public?
- b) If so, does the public have a right to comment during the individual municipal unit vote discussion?
- c) Do the individual votes within a municipality have to be available to the public?
- d) Should individual municipalities have discussions that are not part of the General Forum discussion?
- e) Does the individual municipal unit vote require a majority of the body for a yes vote, or majority of members who are present?
- f) Can a municipality participate in a vote if it does not have a quorum present?
- g) Can a participating municipality abstain from a unit vote?
- h) If so, is an abstention in a vote requiring unanimous unit approval considered a negative vote or is unanimous approval of those municipalities who take a position all that is required?
- i) Should individual votes within the unit be recorded or otherwise made known (for example, by show of hands)?

The Committee should note that these questions relate to situations in which the General Forum takes a unit vote without adjourning to individual meetings. In those cases, should all of the rules that apply to a normal municipal meeting apply to a unit vote?

6. ACTION ON TWO BUDGET AMENDMENTS

The Executive Committee is asked to take the action on the following two proposed budget amendments. Both proposed amendments were reviewed by the COG Finance Committee during its March 14, 2019 meeting.

In the past the Executive Committee did not have a deciding role in approving budget amendments. However, during 2018, in order to expediate the conduct of business, the General Forum adopted a new policy for approving budget amendments. Under the new policy the Executive Committee has the authorization to approve budget amendments that are below the public bidding threshold (currently \$21,600). The 2018 policy reads as follows:

Process for Budget Amendments

For proposed budget amendments related to the Centre Region Council of Governments, the Executive Committee can approve budget amendments without General Forum approval if:

- 1) They are less than the Commonwealth of Pennsylvania's formal bidding threshold (in 2018, that amount is \$20,100) as outlined in the COG purchasing policy; and
- 2) The budget amendment has been recommended by a responsible oversight committee (such as the Public Safety Committee) and the Finance Committee.

Should either of these criteria not be met, then the General Forum must approve the budget amendment.

Budget Amendment #1 MILLBROOK MARSH ROOF REPAIR

This agenda item asks the Executive Committee to refer a motion to the General Forum that would:

- Amend the 2019 Millbrook Marsh Nature Center Capital Budget in the amount of \$82,415 to fund the repair of barn roof at the Nature Center.
- Approve a five-year loan in the amount of \$80,000 from the Centre Region COG to the Centre Region Parks and Recreation Authority (CRCA)

The metal roof of the barn at the Millbrook Marsh Nature Center is leaking in multiple locations and should be replaced or repaired. Based upon discussions with several engineers and the high estimated cost of a roof replacement, COG staff recommended to the CRCA the roof be repaired and coated with a rubber sealant and that snow guards be added to the roof. The CRCA agreed with recommendation and authorized the issuance of a RFB for the project.

The RFP was issued in February. Two proposals were received. Staff is recommending the award of the contract to R. H. Marcon, State College in the amount of \$82,415. The contract award will be made by the Centre Region Parks and Recreation Authority.

Because the proposed expenditure exceeds the funds available in the Millbrook Marsh Nature Center Capital Fund (MMNC) a budget amendment will be necessary. To finance the project, COG staff recommended a five-year loan from the Centre Region Code Administration Budget to the MMNC Capital Budget. The interest rate would be 3%.

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. To proceed with the approval of the budget amendment and the loan the Finance Committee during its March 14, 2019 meeting unanimously asked the Executive Committee to refer the following motion to the General Forum:

“That the General Forum, as recommended by the Finance Committee, approve a \$82,415 budget amendment to the Millbrook Marsh Nature Center Capital Budget to finance the repair of the barn roof and a Memorandum of Understanding between the Centre Region COG and the Centre Region Parks and Recreation Authority identifying the terms of the \$80,000 loan to be repaid from Nature Center’s Capital Budget over a five year period at an interest rate of 3%.”

Enclosed is a copy of the Memorandum of Understanding between the Centre Region COG and the Centre Region Parks and Recreation Authority identifying the terms of the loan.

Budget Amendment #2 SWIMMING POOL CHEMICAL CONTROL UNITS

This agenda item asks the Executive 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 automated chemical 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 Finance Committee unanimously asked the Executive Committee to approve the following motion:

“That the Executive Committee, as recommended by the Finance Committee, authorize the Parks Director 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 approval of the Centre Region Parks and Recreation Authority.”

It should be noted that this budget amendment does not involve additional expenditures of municipal funds. Instead it re-prioritizes other capital projects that can be undertaken in future budget years.

7. GUIDELINES FOR PUBLIC COMMENT

As requested by the Human Resources Committee this agenda item asks the Executive Committee to review proposed guidelines for public comment during COG meetings.

During the November 2018 meeting of the General Forum guidelines were adopted concerning behavior at public meetings, the role of the committee/board/authority chair, and to remind people of their responsibility, and to clarify the meeting process.

At the time it was suggested that the Human Resources (HR) Committee prepare a set of guidelines outlining the procedures for providing public comment at COG related meetings.

Enclosed is a draft copy of the public comment handout as proposed by the HR Committee. The Executive Committee should review the draft document and decide how to proceed. Options include:

- a) Referring the guidelines to the General Forum “as is”. Should the Committee approve this option then a possible enacting motion is:

“That the General Forum, as recommended by the HR Committee, adopt Resolution 2019-2 that proposes guidelines for public comment for the General Forum, COG Standing and Special Committees and Boards and Authorities that receive the majority of their funding through the COG.”

- b) Proposing changes to the guidelines and referring the revised guidelines to the General Forum.
- c) Asking the HR Committee to revisit specific sections of the guidelines and prepare a revised draft for consideration by the General Forum during its April 22, 2019 meeting.

To strengthen the intent of the guidelines, the HR Committee is recommending that they be adopted by a resolution of the General Forum.

A draft copy of Resolution 2019-2 will be distributed at the meeting.

8. REGIONAL FIRE PROTECTION STUDY

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 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.

9. COG'S PARTICIPATION IN AN INVESTIGATION OF A REGIONAL SOLAR POWER PURCHASE AGREEMENT

This agenda item asks the Executive Committee to prepare a recommendation as to whether the Centre Region COG desires to participate in the exploration of a regional Solar Power Purchase Agreement (SPPA). *Enclosed* is a February 14, 2019 communication written on the behalf of the COG Finance Committee and Public Services and Environmental Committee.

This concept was discussed by the Executive Committee during its February 19, 2019 meeting. The Committee authorized COG staff to assist with coordinating the initial steps in conducting this investigation.

The Executive Committee should decide whether the COG, as a business entity, desires to participate in the exploration of an intergovernmental SPPA. If so, then a possible motion for referral to the General Forum is:

“That the Executive Committee recommend to the General Forum that the Centre Regional COG participate with other Centre Region public entities in the investigation of a Solar Power Purchase Agreement.”

10. REQUEST TO SCHEDULE A REPORT ON TRANSPORTATION PROJECTS

As recommended by the COG Transportation and Land Use Committee, this agenda item asks the Executive Committee to schedule an informational presentation at the March 25, 2019 COG General Forum meeting about road and bridge projects in the Centre Region and Centre County that will be under construction in 2019. No action from the General Forum is required.

The presentation will be made by Mr. Tom Zilla and will focus on PennDOT and municipal construction projects that are anticipated to result in increased traffic congestion and delays for travelers. Although most of the projects to be covered are located in the Centre Region, staff will also address key projects in other areas of Centre County that will affect travel to and from the region. In addition, staff will report about efforts to communicate information about the impacts of construction activities to residents, visitors, employers and businesses.

The Executive Committee should decide whether to authorize the proposed presentation on road and bridge projects scheduled for construction in 2019. This is an information item and does not require General Forum action.

11. PREVIOUSLY APPROVED AGENDA ITEMS

During its February 19, 2019 meeting the Executive Committee authorized that the following agenda topics be referred to the General Forum:

- a) As recommended by the Public Safety Committee an informational presentation at the February 25, 2018 COG General Forum meeting about 2018 incident statistics for the Regional Fire Protection Program.
- b) An action item to ask that the General Forum approve authorize the Executive Committee to review and document the practices for unit votes (see Agenda Item 5).

12. EXECUTIVE DIRECTOR’S REPORT

Mr. Steff will provide an update of COG activities for March 2019 including discussions relating to regional power study, the status of the parks and recreation regional comprehensive plan, Whitehall Road Regional Park meetings, and a March 26, 2019 session on Robert Rules of Order.

13. OTHER BUSINESS

- A. Matter of Record – Next month’s meeting of the General Forum is scheduled for April 22, 2019 at the COG Building. Tentative agenda items include: MMNC lease, CRPC annual report, approval of an update Personnel Policy handbook and a budget amendment for a space evaluation study of the COG building.
- B. 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 are complete. The Human Resources Committee may complete its review during its April 3, 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 - a community meeting was held, key person interviews are 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 Steering Facilities Committee. Four proposals were received. The Steering COG Facilities Committee will be making a recommendation regarding the award of a contract during its April 2, 2019 meeting.

4	Study of Regional Fire Protection Program	The Public Safety Committee has been recommended to the General Forum the establishment of a Steering Committee 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	Very early stage, COG Staff met with a consultant who would be 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	During its March 12, 2019 meeting the Public Safety Committee approved a contract with Peter Marshall Associates to provide project management services for assisting in the identification of software needs and providing a recommendation for the best software. The stakeholders are: seven municipalities, State College Borough IT Department, the Code and Planning agencies, and Centre County.
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).

- C. Matter of Record – During its February 19, 2019 meeting the Executive Committee, as recommended by the Public Services and Environmental Committee and the 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. Possible entities involved include: the six Centre Region municipalities, COG, State College Area School District and the State College Borough Water Authority. During its March 11, 2019 meeting the SCASD Board unanimously voted to participate in the exploration of this concern with the understanding that 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 in continuing the effort to evaluate this idea. Peter Buckland and Joe Viglione did an excellent job in responding to questions from the School Board.
- D. Matter of Record – *Enclosed* is a communication to Ms. Salokangas from the State College Water Authority regarding concerns on the Whitehall Road Regional Park project.
- E. Matter of Record – *Enclosed* is a Q&A with Millbrook Marsh Nature Center Supervisor, Melissa Kauffman published in the February edition of the Town & Gown.

- F. Matter of Record – On March 13, 2019 one bid (Advance Disposal) was received for the regional refuse and recycling contract. Bid documents were issued to three companies: Apple Valley Waste, Burgmeier’s Hauling, and Advanced Disposal. An evaluation of the bids is being prepared and will be discussed by the Public Services and Environmental Committee during the April 4 meeting. Monthly collection rates for both recycling and refuse collection will increase by approximately \$2.00 a month for each service.

14. EXECUTIVE SESSION

The Chair of the Executive Committee will convene an executive session to discuss a personnel matter.

15. TENTATIVE AGENDA ITEMS

The following are agenda items tentatively scheduled for discussion at the March 25, 2019 General Forum meeting, which will be held in the Centre Region COG Building.

- A. Pledge of Allegiance
- B. Proposed Interim Procedures for Unit Votes
- C. Budget Amendment for barn roof at Millbrook Marsh Nature Center
- D. Budget Amendment for Swimming Pool Chemical Control Units
- E. Resolution 2019-2, Guidelines for Public Comment
- F. Fire Protection Program 2018 Report
- G. Establishment of Steering Committee for Regional Fire Protection Program
- H. COG exploring Solar Power Purchase Agreement
- I. Transportation Improvement Projects Report

16. ADJOURNMENT

CENTRE REGION COUNCIL OF GOVERNMENTS

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

JOINT MEETING OF THE TRANSPORTATION & LAND USE (TLU) COMMITTEE AND CENTRE REGIONAL PLANNING COMMISSION (CRPC)

COG Forum Room
2643 Gateway Drive
Monday, April 1, 2019
12:15 p.m.

AGENDA

1. CALL TO ORDER

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. ACCEPTANCE OF MINUTES

The minutes of the March 4, 2019 TLU Committee meeting and the March 7, 2019 CRPC meeting are *enclosed*.

4. INTRODUCTIONS

Mr. Harden will call for introductions.

Members of the TLU Committee and CRPC		
TLU Committee	CRPC	Representing
Steve Lyncha	Ray Forziat, Chair	College Township
Steve Miller	Jeremie Thompson	Ferguson Township
Barbara Spencer	Andrew Meehan, Vice Chair	Halfmoon Township
Frank Harden, Vice Chair	Amy Lorek	Harris Township
Elliot Abrams	Brian Rater	Patton Township
Theresa Lafer, Chair	Jon Eich	State College Borough
Rob Cooper	Neil Sullivan	Penn State University

5. OPEN DISCUSSION FOR COMMITTEE MEMBERS

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

6. AMENDMENTS TO THE OUTDOOR ILLUMINATION REGULATIONS - HARRIS TOWNSHIP (CRPC ACTION REQUIRED) – *no presentation unless removed from CRPC consent agenda*

During the development of the Village Commercial Zoning District in 2018, the Harris Township Supervisors expressed concerns over the potential for internally illuminated service station canopies to be built in the Boal Avenue commercial corridor. The Supervisors expressed concerns about the appearance of internally illuminated canopy facades, the amount of ambient light they generate, and their potential impact to the character of the area. The Planning Commission was asked to draft regulations that would prohibit outdoor canopies from having backlit facades and to also review the lighting regulations to determine if any other updates were needed.

The Planning Commission reviewed the outdoor illumination standards and agreed that the Township should prohibit outdoor canopy facades from being internally illuminated. The Commission recommended that the ordinance be updated to refer to lumens in addition to wattage to reflect the use of LED and other energy efficient bulbs. The Commission also discussed prohibiting uplighting but ultimately determined that it was not a significant issue in the Township.

The proposed ordinance amendments include the following:

- Residential light source cut off is 800 lumens (60 watts incandescent) or less
- Non-residential light source cut off is 1600 lumens (100 watts incandescent) or less
- Illumination standards for outdoor canopies including:
 - Luminaire standards for fixtures mounted on the lower surface of an outdoor canopy
 - A prohibition on internal illumination of an outdoor canopy façade
- Definitions for “Luminaire” and “Outdoor Canopy”

The proposed ordinance is consistent with the 2013 Centre Region Comprehensive Plan. Staff recommends that the CRPC support this item.

Action: Staff recommends that this item be considered for consent approval. If the CRPC has any specific comments on the proposal, the CRPC should move to forward comments as noted to the Harris Township Board of Supervisors for their consideration

Attachments: Harris Township Ordinance No. 337

Next Steps: Staff will prepare a letter with any comments to the Harris Township Manager for consideration by the Board of Supervisors. The Harris Township Board of Supervisors will hold a public hearing and consider action on the ordinance on April 8, 2019.

7. COMPREHENSIVE PLAN IMPLEMENTATION PROGRAM (CHIP) – presented by Jim May

This item provides information to the TLU Committee and the CRPC regarding progress on previous CHIP projects and discussion of CHIP projects in 2019 and 2020 calendar years.

Specific information can be found in the “*Comprehensive Plan Implementation Program – Project Status Report*” which is included as an attachment to this agenda. Table 1 in the Report provides a list of completed and ongoing projects. The table below lists several projects that have not moved forward for a variety of reasons. The CRPA Director will discuss each project and ask for consensus to guide if the work should continue or not.

POTENTIAL CHANGES TO THE CHIP PROGRAM			
Year	Project Name and Recommendation	Percent Complete	Estimated Completion
2016	Develop a Centre Region Nutrient Management Plan with the UAJA	25%	Aug 2017
	<u>Recommendation:</u> Remove from CHIP Program. The UAJA is constructing advanced treatment and nutrient removal projects that will provide substantial nutrient capacity for decades.		
2017	Update to the State of Housing Report	10%	Jan 2018
	<u>Recommendation:</u> Replace this project with “Assessing the Opportunity for Workforce and Resident Housing in the Centre Region”. This project will be initiated in 2019.		
2017	Act 537 Plan Special Study – Meeks Lane Force Main and Station Replacement	-	TBD
	<u>Recommendation:</u> Keep project on the CHIP Program. Defer until the UAJA requests initiation of the project.		
2018	Comprehensive Update to the Act 537 Plan	-	TBD
	<u>Recommendation:</u> Keep in the CHIP Program. Defer until after the next update to the Centre Region Comprehensive Plan.		

Action: The TLU Committee and CRPA should discuss each item and come to consensus on how to address each project.

- Attachments: 1. Comprehensive Plan Implementation Program – Project Status Report
2. Project Priorities for the 2019 – 2020 CHIP Program

Next Steps: Staff will amend the Comprehensive Plan Implementation Program as determined by the TLU Committee and the CRPC.

8. 2018 CRPC ANNUAL REPORT – *presented by Jim May*

The Pennsylvania Municipalities Planning Code requires each planning commission in the Commonwealth to make an annual written report on its activities to the governing body.

The CRPA has prepared a draft annual report that summarizes the accomplishments of the CRPA and the CRPC during 2018. Staff will present the 2018 Annual Report to the COG General Forum on April 22, 2019.

Action: COG TLU Committee and CRPC members should refer the 2018 Annual Report to the COG Executive Committee for inclusion on the April 10, 2019 General Forum agenda. Please provide any comments to Jim May or Marcella Bell no later than Wednesday, April 10, 2019.

Attachment: Use this link to access the web-based version of the 2018 Annual Report on the CRPA webpage:
https://www.crcog.net/index.asp?Type=B_BASIC&SEC={C1A5AFE4-0918-42AA-BF72-F517F0DE9FF9} a PDF is also attached to the agenda.

Next Steps: Staff will incorporate any comments and present the Annual Report to the COG General Forum on April 22, 2019.

9. OTHER BUSINESS

A. Matter of Record – The next TLU Committee meeting is Monday, May 6, 2018.

B. Matter of Record – The next CRPC meeting is Thursday, May 2, 2018.

C. Matter of Record – The next CCMPO Coordinating Committee meeting is scheduled for Tuesday, April 23, 2019 at 6:00 p.m. at the Patton Township Municipal Building.

D. Matter of Record – On February 14, 2019, the Halfmoon Township Board of Supervisors voted unanimously not to forward a proposed Development of Regional Impact (DRI) to the Centre Region for consideration. The DRI was proposed to increase the residential density on approximately 935 acres in the eastern portion of the Township, adjacent to Patton Township.

10. ADJOURNMENT



**Manager's Report
April 1, 2019**

1. Interviews have concluded for the vacant position of Planning & Zoning/Public Works Administrative Assistant. Staff is conducting reference checks and a conditional offer letter of employment is expected to be sent later this week.
2. The Ferguson Township Climate Action Committee met on March 19th. The committee is continuing to refine its data relative to utility usage, particularly as some utility data has been difficult to mine.
3. A teleconference was held with Ilona Ballreich of the Penn State Sustainability Institute and Professor Lara Fowler, Senior Lecturer in the Penn State Law Department, to discuss a community outreach and education project for the proposed plastic bag ban/impact fee ordinance. This project is being conducted at the Board's direction in the wake of the petition filed by Ms. Pam Steckler, resident of Hoy Street. The project is anticipated to conclude before the end of the semester with a presentation to the Board on the results.
4. The Centre Region Emergency Management Council met on Tuesday, March 26th. The agenda is attached to my report. Agenda items included continued training on the new DisasterLAN software and a campaign to increase enrollment in the Centre County CodeRED Emergency Alerting System. A mobile application for the CodeRED system is also available for smartphones and devices.
5. Mr. Killian and I met with Vern Squier of the CBICC on Thursday, March 28th to review recent economic development initiatives by the Centre County Economic Development Partnership.
6. Staff met Pam Salokangas and Jim Carpenter of the Centre Region Parks and Recreation Authority to discuss the low-mow/native landscape map approved by the Board for Fairbrook Park. CRPR will maintain the low-mow area, and educational signage will be procured and installed by the Township to alert parkgoers of the new amenity. A Standard Operating Procedure (SOP) is being prepared by the Public Works Director with assistance from several subject matter experts for the low-mow area. The native landscape garden areas are planned to be established in 2020 with assistance from U.S. Fish and Wildlife and Township staff.
7. As was reported on March 18th, several staff members attended the annual conference of the Public Employer Labor Relations Advisory Service. Topics at this year's conference featured policy recommendations for compliance with the Medical Marijuana Act; trends in collective bargaining; FMLA updates; sexual harassment policy changes; and more.
8. A meeting of the Township's Industrial and Commercial Development Authority has been scheduled for Wednesday, April 10th at 10:30 a.m. in Conference Room 2. Discussion topics will include investment options, new member introductions, and a review of the responsibilities of the ICDA.

CENTRE REGION COUNCIL OF GOVERNMENTS

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

CENTRE REGION EMERGENCY MANAGEMENT COUNCIL COG General Forum Room Tuesday, March 26, 2019 12:00

AGENDA

1. CALL TO ORDER

Mr. Erickson will convene the meeting.

2. CITIZEN COMMENTS

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

3. APPROVAL OF MINUTES

A copy of the minutes of the January 30, 2019 Emergency Management Council meeting is *enclosed*.

4. DLAN TRAINING

The EM Coordinator will provide training on DLAN alerting and notifications. Upon completion of the training each user should understand how to log in the system and navigate a system ticket. **(Bring a laptop or mobile device)**

5. CENTRE COUNTY EMERGENCY ALERTING SYSTEM

During the last several months, many groups have discussed the use of CodeRED for alerting and notification in the Centre Region. While the system has all the features necessary to alert Centre Region residents, it requires most to opt in to the system.

The EM Coordinator, Shawn Kauffman will propose a CodeRED campaign and alerting test to be held following the Patton Township Safety Fair on May 11.

6. EM COORDINATOR'S REPORT

Mr. Kauffman will provide updates on the following items:

- Foxdale Village: The EM Coordinator, first responders and the American Red Cross participated in the Foxdale Village evacuation exercise on Friday, February 8th. This functional exercise provided staff and first responders the opportunity to coordinate an evacuation of the facility.

- NIMS/ICS Training: The EM Coordinator conducted training for twenty-three Centre Region staff on Thursday, February 28th at the College Township building.
- South Central Mountain Regional Task Force (SCMRTF) EMS Committee: The EM Coordinator and the Hospital and Healthsystem of Pennsylvania Associations conducted a patient tracking functional exercise on Saturday March 16 at the Toftrees Resort. This exercise was part of the Seven Mountains EMS Council conference. Participants received training on the system prior to the functional exercise.
- Penn State/Centre Region EOC Agreement: As discussed at the November meeting, EM staff is working on an amended EOC agreement. Penn State is in the process of determining all costs associated with the EOC operation. The Centre Region EM Coordinator will provide the EM Council a report and draft agreement when information is received from Penn State.

7. OTHER BUSINESS

8. ADJOURNMENT



TOWNSHIP OF FERGUSON

3147 Research Drive • State College, Pennsylvania 16801
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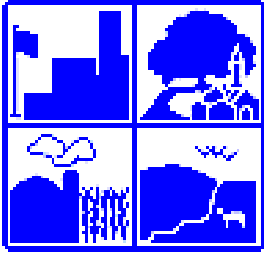
Planning & Zoning Director's Report Monday, April 1, 2019

PLANNING COMMISSION

The Ferguson Township Planning Commission cancelled their meeting on March 25, 2019 and will reconvene their regularly scheduled meeting on April 8, 2019.

REGULAR MEETING

- An Active Plan List is attached for the Board of Supervisors consideration (3/27/19).
- **HUMMEL SUBDIVISION**
The Planning & Zoning Department received a revised subdivision plan for Martha S. Hummel, 154 Ridge Road for T.P.# 24-007-,014E,0000-, 3.82 acres, that will be further subdivided into a proposed Lot #1 (1.208 ac.) and Lot #2 (1.448 ac.) that will have service from a UAJA lateral off of S.R. 45. Execution of a DEP Sewage Facilities Planning Module will be required for Lot #3, the remaining 1.181 ac. tract that contains an existing septic system. The parcels are located within the Rural Residential zoning district.
- **ZONING AND SALDO ORDINANCE REVISIONS UPDATE**
Planning & Zoning staff conducted a conference call with Carolyn Yagle on March 27, 2019 to follow-up with revisions and/or changes as a result of the Work Session held on March 14th.
- **PINE GROVE MILLS SMALL AREA PLAN**
Jim May, CRPA Director, established Small Area Plan themes and recruited interested Steering Committee members to assist in writing goals, objectives and actions for each theme. Two members should be assigned to each of the eight themes. The next SAP Steering Committee meeting will be held on April 10, 2019 at 6:00 p.m. at St. Paul's Lutheran Church.
- **ADMINISTRATIVE ASSISTANT INTERVIEWS**
Staff conducted six interviews on March 25th and 26th in order to replace Marcella Bell who has been hired as the Office Manager at the Centre Region Planning Agency.
- **PATTON TOWNSHIP JOINT BOS/PC WORK SESSION ON AFFORDABLE HOUSING**
The Planning & Zoning Director and CCHLT Executive Director, Missy Schoonover, were invited to attend and participate in a discussion on evaluating potential approaches to address housing affordability challenges in Patton Township on March 27, 2019 at 7:00 p.m.



TOWNSHIP OF FERGUSON

3147 Research Drive, State College, Pennsylvania 16801

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

TO: Ferguson Township Board of Supervisors

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

DATE: March 27, 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 four (4) Active Plans and (1) Proposed Concept Plan.

Hummel Subdivision/Subdivision of Tax Parcel 24-7-14E: Penn Terra Engineering, Inc. on behalf of the owner, Martha S. Hummel submitted a plan to subdivide tax parcel 24-007-,014E into three (3) lots. Proposed Lot 1 being 52,613 square feet (1.208 acres); proposed Lot 2 being 63,069 square feet (1.448 acres); and proposed Lot 3 being the remaining 51,451 square feet (1.181 acres). This plan was formally withdrawn in May of 2018 and is now resubmitted under new ownership. Plan is currently being reviewed by staff, comments are due back on April 4. Plan Expiration is June 18, 2019.

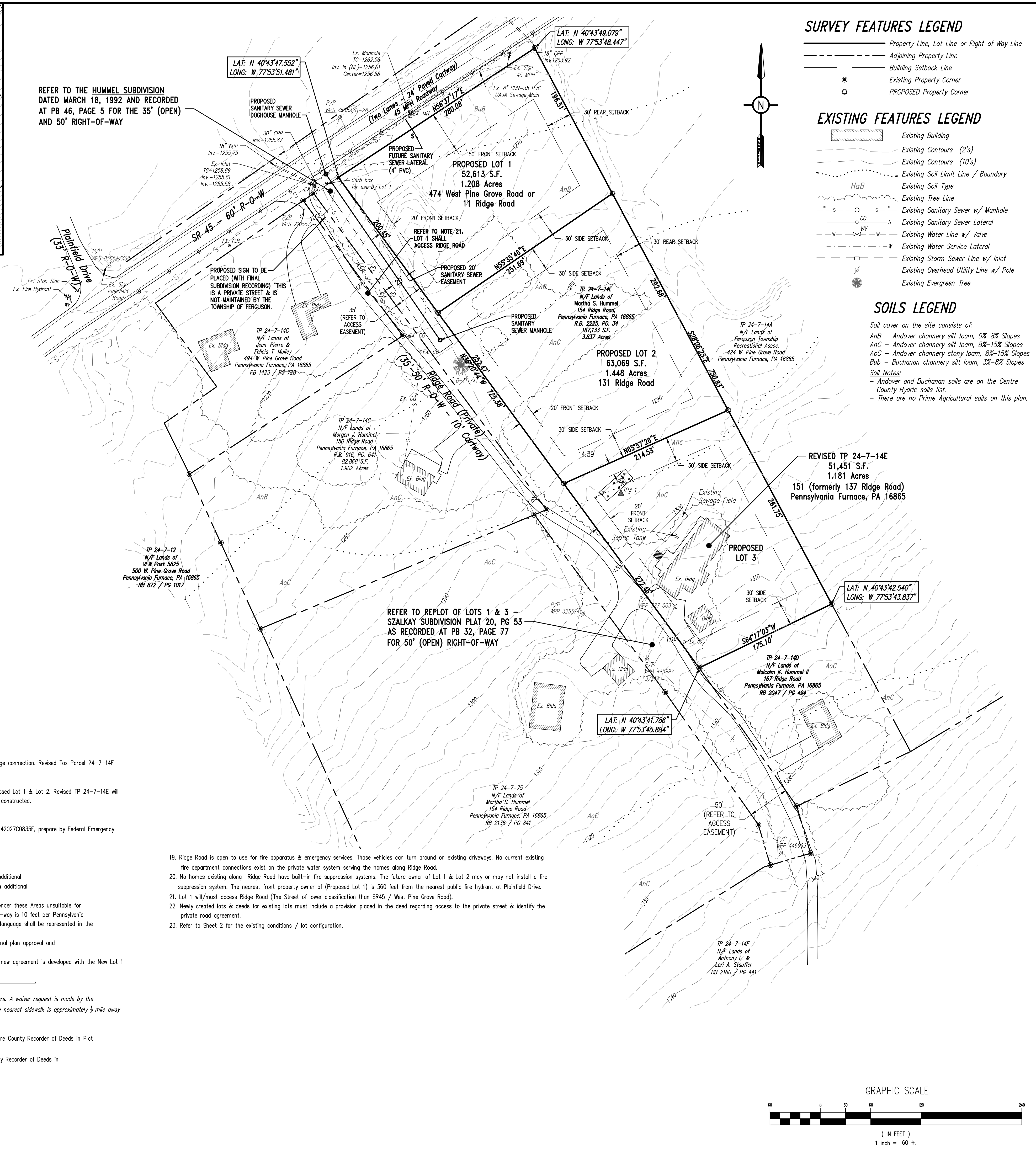
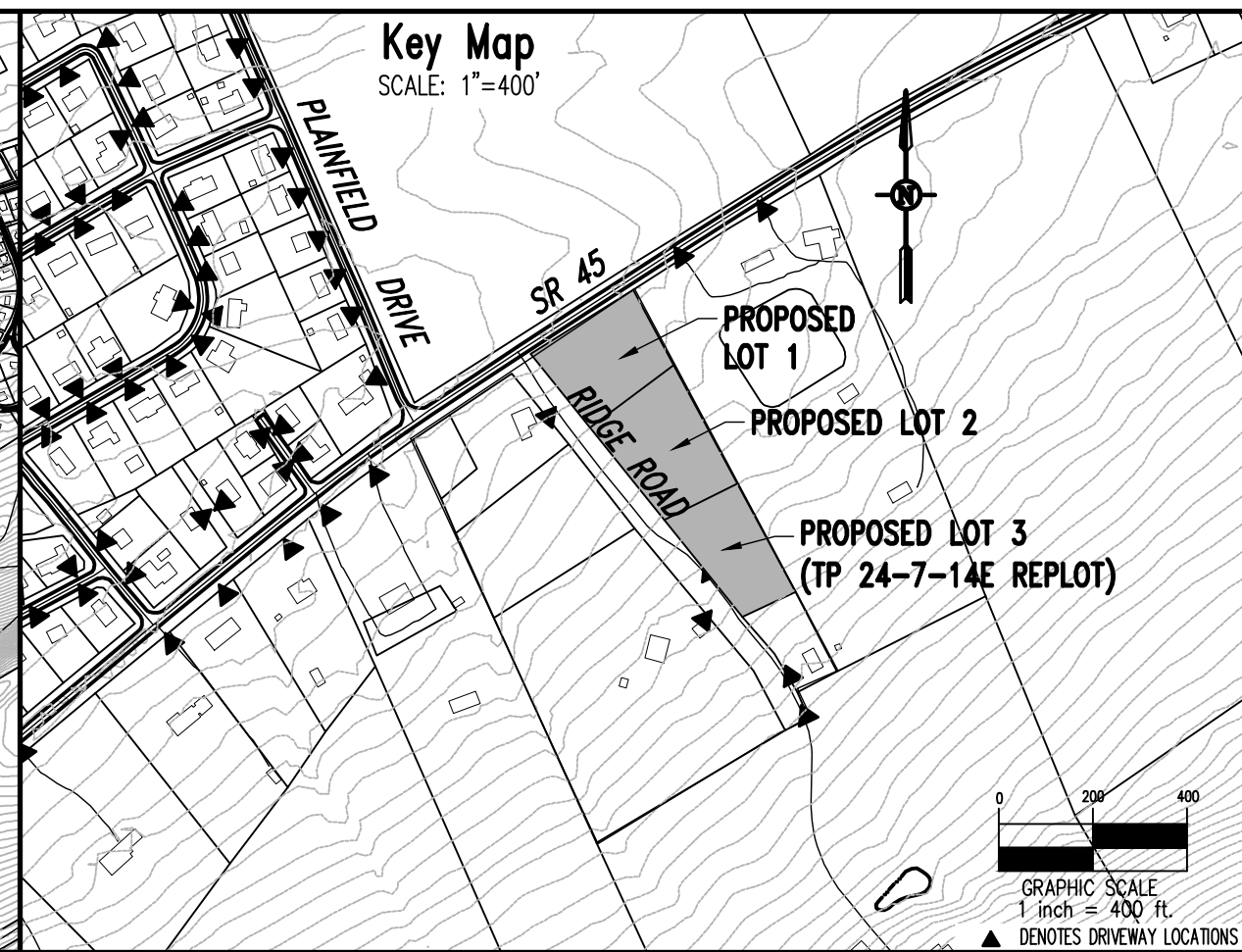
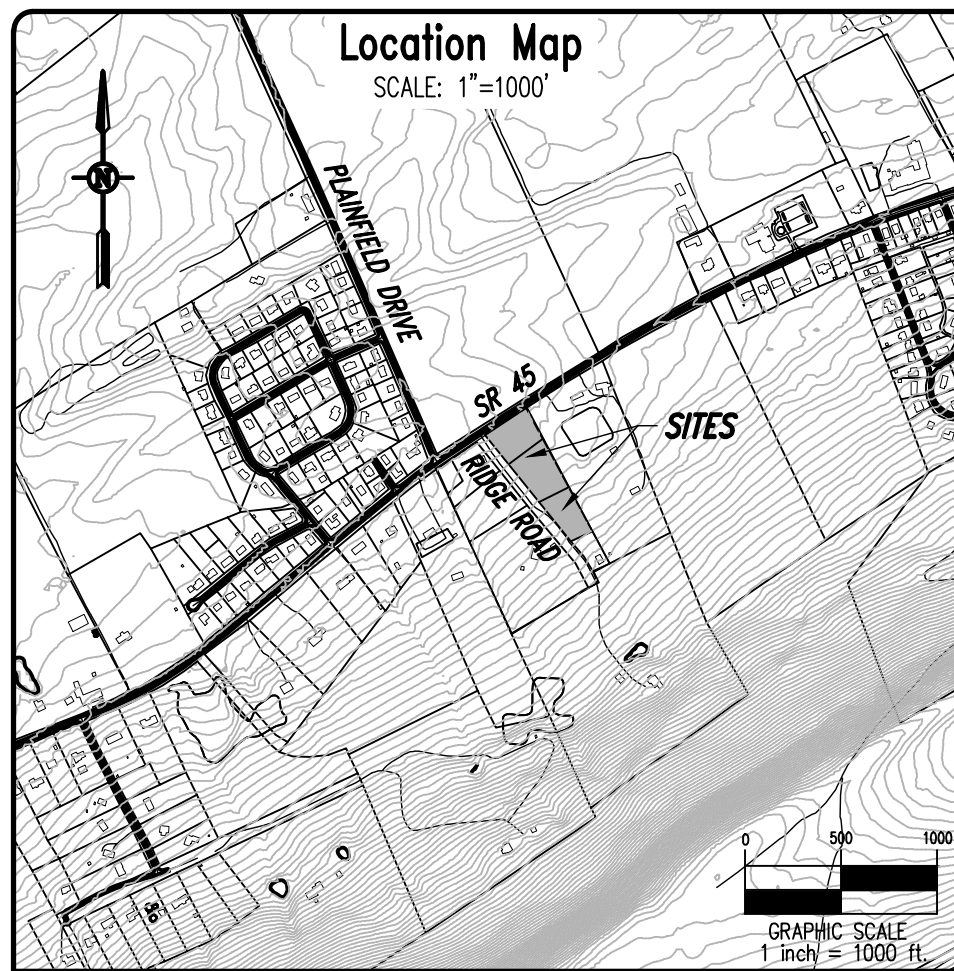
Harner Farm Proposed Concept Plan: The Planning Commission held a preapplication conference with Aspen Whitehall Partners, LLC, Aspen Route 26 Partners, LLC, Penn Terra Engineers, and representatives from Sheetz on Tuesday, December 4, 2018. The proposal is for approximately 27 acres encompassing the 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. ***A Land Use questionnaire for the NPDES Permit was submitted, staff responded.***

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. **Revised Plans were resubmitted. Comments are due back to staff by April 2, 2019.**

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. **Terms and Conditions are now in the hands of the developer. A meeting to discuss the workforce housing agreement is set for Friday, March 29.**

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. Keller Engineers will be presenting the proposed plan to the Board of Supervisors on Monday, April 1.***



- ### SURVEY FEATURES LEGEND
- Property Line, Lot Line or Right of Way Line
 - Adjoining Property Line
 - Building Setback Line
 - Existing Property Corner
 - PROPOSED Property Corner
- ### EXISTING FEATURES LEGEND
- Existing Building
 - Existing Contours (2's)
 - Existing Contours (10's)
 - Existing Soil Limit Line / Boundary
 - Existing Soil Type
 - Existing Tree Line
 - Existing Sanitary Sewer w/ Manhole
 - Existing Sanitary Sewer Lateral
 - Existing Water Line w/ Valve
 - Existing Water Service Lateral
 - Existing Storm Sewer Line w/ Inlet
 - Existing Overhead Utility Line w/ Pole
 - Existing Evergreen Tree
- ### SOILS LEGEND
- Soil cover on the site consists of:
- AnB - Andover channery silt loam, 0%-8% Slopes
 - AnC - Andover channery silt loam, 8%-15% Slopes
 - AoC - Andover channery stony loam, 8%-15% Slopes
 - BuB - Buchanan channery silt loam, 3%-8% Slopes
- Soil Notes:
- Andover and Buchanan soils are on the Centre County Hydric soils list.
 - There are no Prime Agricultural soils on this plan.

REFER TO THE HUMMEL SUBDIVISION DATED MARCH 18, 1992 AND RECORDED AT PB 46, PAGE 5 FOR THE 35' (OPEN) AND 50' RIGHT-OF-WAY

REFER TO REPLIT OF LOTS 1 & 3 - SZALKAY SUBDIVISION PLAT 20, PG 53 AS RECORDED AT PB 32, PAGE 77 FOR 50' (OPEN) RIGHT-OF-WAY

- Ridge Road is open to use for fire apparatus & emergency services. Those vehicles can turn around on existing driveways. No current existing fire department connections exist on the private water system serving the homes along Ridge Road.
- No homes existing along Ridge Road have built-in fire suppression systems. The future owner of Lot 1 & Lot 2 may or may not install a fire suppression system. The nearest front property owner of (Proposed Lot 1) is 360 feet from the nearest public fire hydrant at Plainfield Drive.
- Lot 1 will/must access Ridge Road (The Street of lower classification than SR45 / West Pine Grove Road).
- Newly created lots & deeds for existing lots must include a provision placed in the deed regarding access to the private street & identify the private road agreement.
- Refer to Sheet 2 for the existing conditions / lot configuration.

Owners Certification (T.P. 24-7-14E)

Commonwealth of Pennsylvania
County of Centre

On this the _____ day of _____, 20____

personally appeared before me and certified that she was the owner of the properties shown on this plan and acknowledge the same to be her act and plan and designs, the same to be recorded as such, according to the law.

_____ Owner

witness my hand and seal, this date _____

Notary Public Commission Expires _____

Professional Land Surveyor Certification

I, Nevin L. Grove, a Professional Land Surveyor in the Commonwealth of Pennsylvania, do hereby certify that this plan correctly represents the tracts of lands as shown.

Signature _____ Date _____

Sewage Disposal Review

Based on the results of soil log profiles performed on this property in compliance with the Pa. Sewage Facilities Act No. 537, as amended by Act 208, Chapter 73, the areas around test pit number 1 are generally suitable for on-lot sewage disposal; This is not a guarantee that a permit will or will not be issued for any lot or parcel. The Municipal Sewage Enforcement Officer (SEO) must be contacted to conduct further tests as necessary to determine permit issuance.

Sewage Enforcement Officer _____ Date _____

Township Engineer Certification

I, _____ have reviewed and hereby certify that the plan meets all engineering design standards and criteria of the Ferguson Township Code of Ordinances.

Township Supervisors

Ferguson Township Supervisors Approved

Chairman _____ Date _____

Secretary _____ Date _____

Township Planning Commission

Ferguson Township Planning Commission Approved

Chairman _____ Date _____

Secretary _____ Date _____

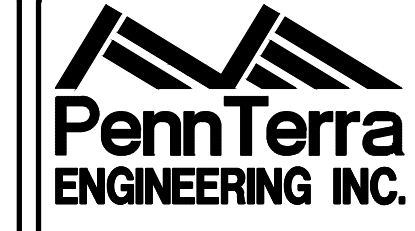
Recorder of Deeds

Recorded in the Office of the Recorder of Deeds at Centre County, Pennsylvania, in Plat Book _____ Page _____ on this the _____ day of _____, 20____

Recorder of Deeds _____

PROJECT NOTES:

- General Site Information:
 - Owner of Record: Martha S. Hummel, 154 Ridge Road, Pennsylvania Furnace, PA 16865, Record Book 2225, Page 34, 24-7-14E
 - Deed Information: 24-7-14E
 - Tax Parcel No.: 24-7-14E
 - Size: Existing: TP 24-7-14E - 3.837 acres / 167,133 S.F.
Proposed: Lot 1 - 1.208 acres / 52,613 S.F.
Revised TP 24-7-14E: Existing TP 24-7-14E - 3.837 acres / 167,133 S.F.
Lot 1 - 1.208 acres / 52,613 S.F.
Lot 2 - 1.448 acres / 63,069 S.F.
Revised TP 24-7-14E - 1.181 acres / 51,451 S.F.
 - Zoning: RR - Rural Residential District
Site Address: 137 Ridge Road, Pennsylvania Furnace, PA 16865 (TP 24-7-14E)
11 Ridge Road, Pennsylvania Furnace, PA 16865 (Lot 1)
or 474 West Pine Grove Road, Pennsylvania Furnace, PA 16865 (Lot 2)
131 Ridge Road, Pennsylvania Furnace, PA 16865 (Lot 2)
 - Site Use: Existing: TP 24-7-14E - Single Family Residence
Proposed: Revised TP 24-7-14E - Single Family Residence & Undeveloped Land
Lot 1 - Single Family Residence
Lot 2 - Single Family Residence
 - Building Setbacks: Front - 50' on arterial streets, 20' on local or collector streets
Side - 30'
Rear - 30'
- Act 287 Utility Information (Serial No. 20151780040):
 - Water: State College Borough Water Authority (SCBWA), 1201 West Branch Road, State College, PA 16801; (814) 238-6766
- All homes on Ridge Road (except N/F Muller) are serviced by a shared private water system. A curb box is stubbed for use by Lot 1; as identified.
- Fire flow data for fire hydrant located at Plainfield Road is as provided by SCBWA.
 - Public Sewer: University Area Joint Authority (UAJA), 1576 Spring Valley Road, State College, PA 16801; (814) 238-9662 (Lot 1 and Lot 2)
On-site (Revised TP 24-7-14E)
Existing on-lot sewage system (Refer to Sanitary Module)
 - Telephone: Verizon Facilities Management Center, 224 South Allen Street, State College, PA 16801; (814) 231-6511
 - Electric: West Penn Power Company, 2800 East College Avenue, State College, PA 16801; (814) 237-5821
 - Cable Television: Comcast, 60 Decibel Road, State College, PA 16801; (814) 238-5050
 - Gas: Columbia Gas, 2550 Carleton Drive, State College, PA 16801; (814) 238-6775
 - Storm Sewer: (None Existing) Ferguson Township, 3147 Research Drive, State College, PA 16801; (814) 238-4651
- UAJA has granted Lots 1 & 2 approval for sewage connection.
- Lot 1 & Lot 2 shall be serviced by UAJA for a new public sewage connection. UAJA has granted Lot 2 approval for sewage connection. Revised Tax Parcel 24-7-14E shall continue to use an on-lot septic system/conventional sewage system.
- PROPOSED USE & PLAN PURPOSE:
The purpose of this plan is to Subdivide Existing TP 24-7-14E, creating Revised TP 24-7-14E and create the new Proposed Lot 1 & Lot 2. Revised TP 24-7-14E will remain with home & garage. Lot 1 and Lot 2 shall be sold as a planned lot for a future single family residential homes constructed.
- Contours are from USGS mapping and have been spot checked verified.
- Soil limits and descriptions have been taken from the Soil Survey of Centre County, dated August 1981.
- The site is not located within the 100-year flood plain shown on the Flood Insurance Rate Map (FIRM), Community Panel 4202700835F, prepare by Federal Emergency Management Agency (FEMA), effective May 4, 2009.
- There are no wetlands located on site according to the National Wetlands Inventory mapping.
- Based on field survey by PennTerra Engineering, Inc., there are no steep slopes on the property.
- Based on field survey by PennTerra Engineering, Inc., there are no visible sinkholes on the property.
- No more than three dwelling units may be constructed on the land which is the subject of this subdivision plan unless additional land is dedicated to the Township of Ferguson for parkland and open spaces and/or the Board of Supervisors accepts an additional fee-in-lieu of dedication of parkland.
- Existing areas for septic systems shall not be altered or disturbed. No construction or activity may occur which would render these Areas unsuitable for sewage disposal. The minimum isolation distance between an absorption area and a property line, easement, or right-of-way is 10 feet per Pennsylvania Code Title 25 Chapter 73.13. Refer to on-lot sewage certification for revised Tax Parcel 24-7-14E this sheet. Similar language shall be represented in the new deed.
- Fee-in-lieu payment in accordance with Ferguson Township Ordinances Section 22-513.2.(b)(1) shall be made prior to final plan approval and municipal signatures for recording.
- Ridge Road is to remain a Private Road. The private road agreement is as identified & recorded in RB 676, PG. 882. A new agreement is developed with the New Lot 1 & Lot 2 creation. That agreement is recorded in _____.
- This Record Plan conforms with the Plan receiving final approval by the Ferguson Township Board of Supervisors on _____.
- All improvements are, or will be installed in accordance with such Plan in a manner and time so specified therein.
- Sidewalks shall be constructed along the frontage of Lots OR may be waived at the discretion of the Township Supervisors. A waiver request is made by the Subdivider since no other sidewalks exist within the development area and/or along Ridge Road the private roadway. The nearest sidewalk is approximately 1/2 mile away outside of Pine Grove Mills on Deepwater Drive.
- Project References:
 - Final Plan, Szalkay Subdivision, Survey of Lands for Charles Szalkay dated March 10, 1975 and recorded at the Centre County Recorder of Deeds in Plat Book 20 page 53.
 - Hummel Subdivision for Malcolm K. and Martha S. Hummel dated March 18, 1992 and recorded at the Centre County Recorder of Deeds in Plat Book 46 page 5.
 - Deed from Martha S. Hummel to Philip R. & Amanda M. Mandzik, Record Book 2169, Page 0098.
 - Declaration of private right of way agreement and agreement to maintain common water system (RB 676, PG. 882).

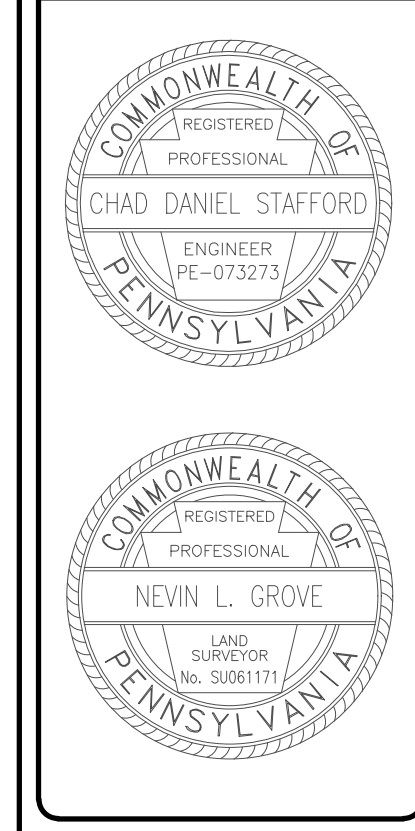


CENTRAL PENNSYLVANIA REGION OFFICE:
3075 ENTERPRISE DRIVE
SUITE 100
STATE COLLEGE, PA 16801
PH: 814-231-8285
Fax: 814-237-2308

LANCASTER REGION OFFICE:
3904 B ABEL DRIVE
COLUMBIA, PA 17512
PH: 717-522-5031
Fax: 717-522-5046

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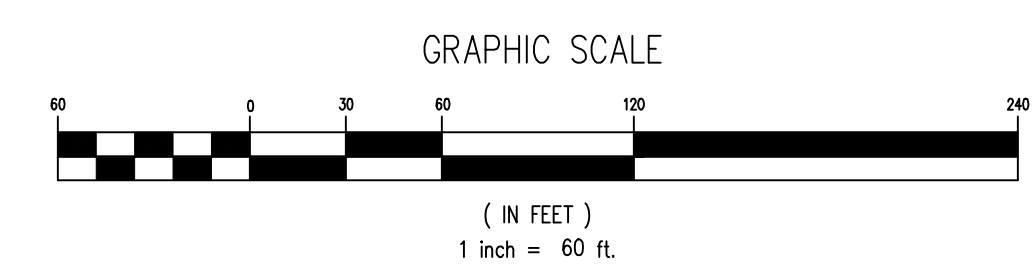
Designer: _____
Draftsman: MLH
Proj. Manager: CDS
Surveyor: _____
Perimeter Clk: _____
Book: Pg _____
Drive P: Layout Subdivision
Acad: 15101-CSD12-MD.dwg

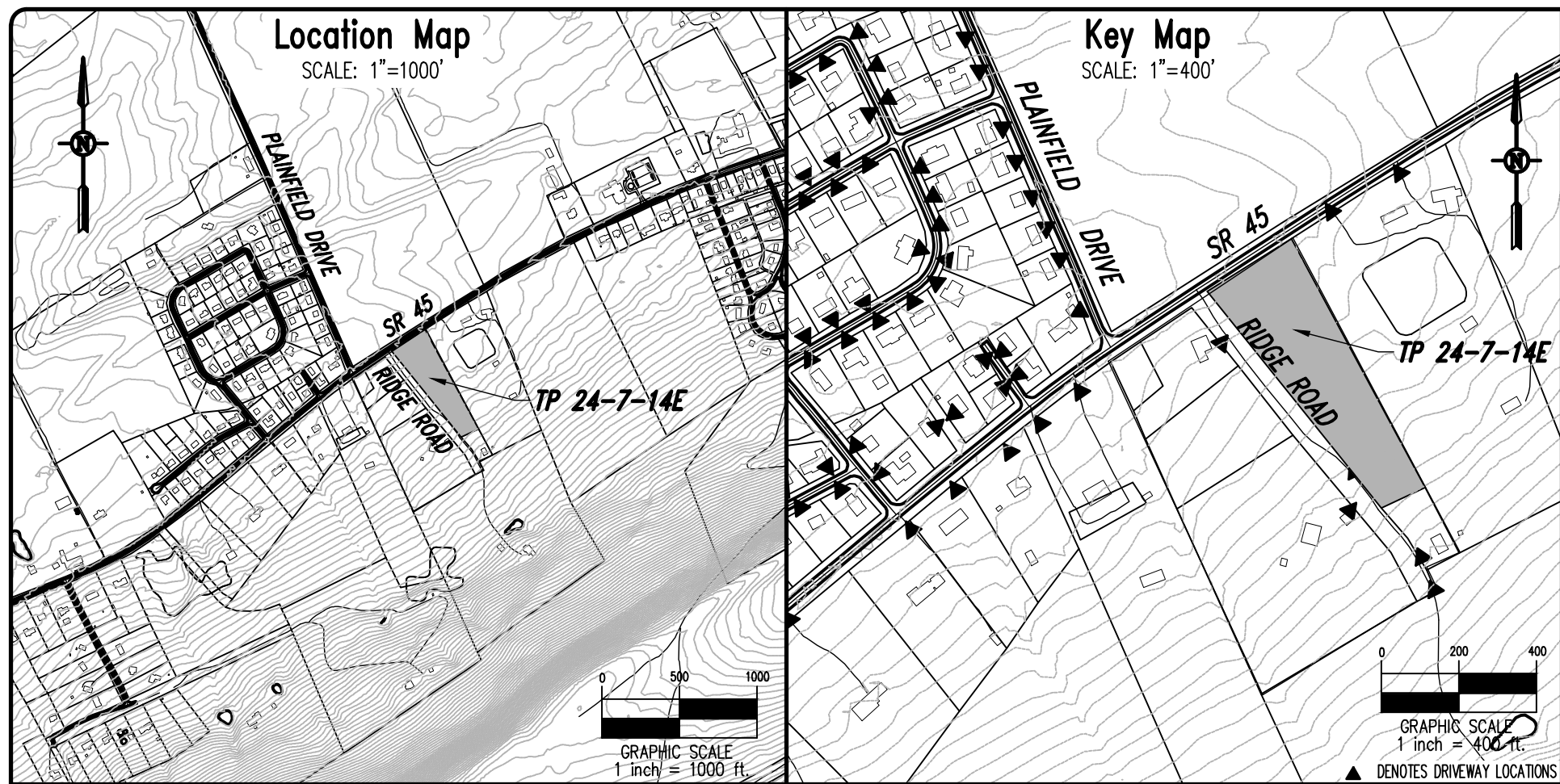
Date	Description
2-14-19	UPDATED OWNER INFORMATION
5-2-18	ADDED PRIVATE DRIVE SIGN
4-26-18	LOT 2 AS "LOT"
3-29-18	2ND TWP REVIEW
2-2-18	TWP COMMENTS
Date	Description

HUMMEL SUBDIVISION
FERGUSON TOWNSHIP
CENTRE COUNTY
PENNSYLVANIA

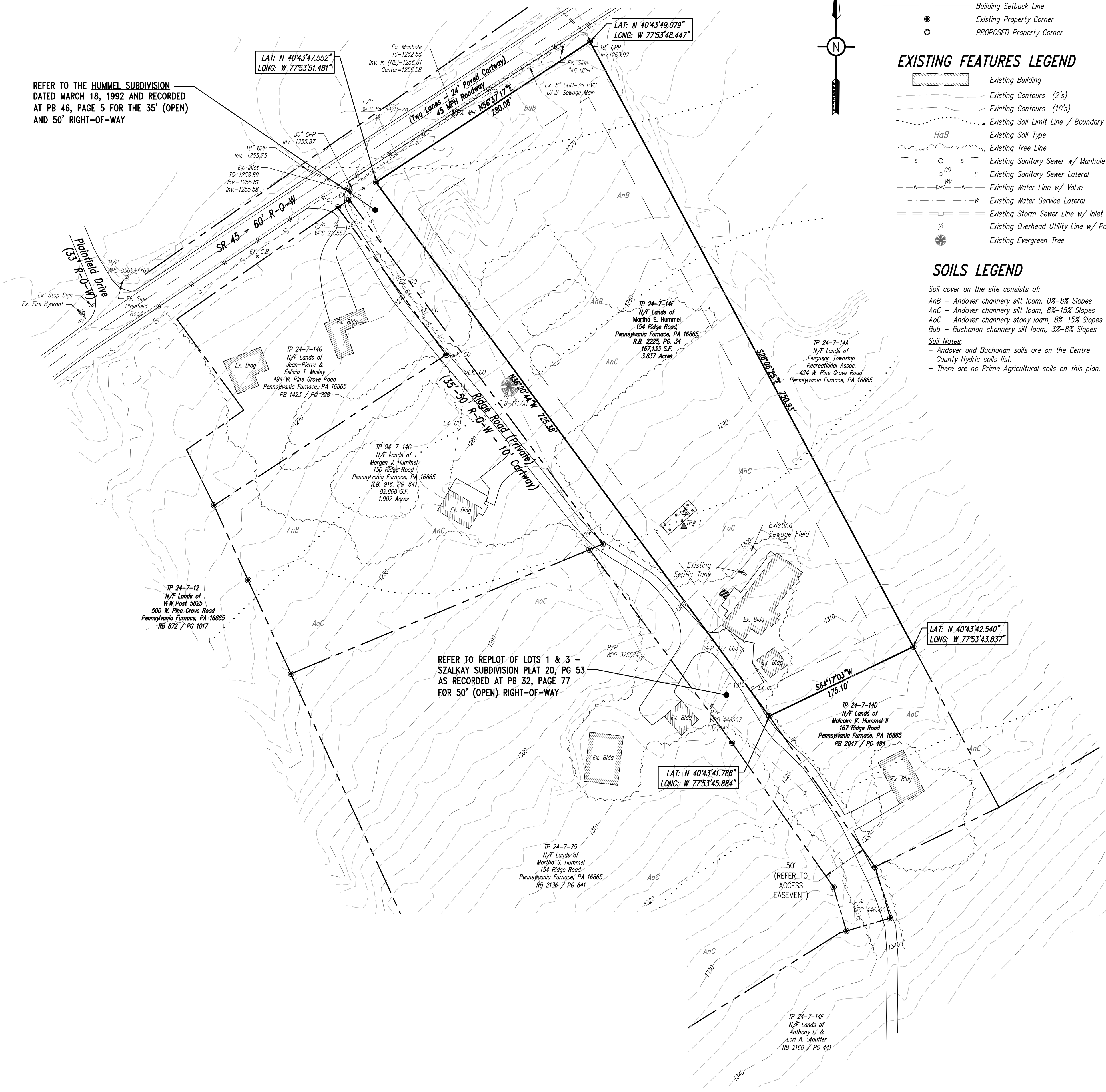
SUBDIVISION OF TAX PARCEL 24-7-14E

PROJECT NO. 15102
DATE: JUNE 6, 2017
SCALE: 1"=60'
SHEET NO. 1 OF 2





REFER TO THE HUMMEL SUBDIVISION
DATED MARCH 18, 1992 AND RECORDED
AT PB 46, PAGE 5 FOR THE 35' (OPEN)
AND 50' RIGHT-OF-WAY



REFER TO REPLIT OF LOTS 1 & 3 -
SZALKAY SUBDIVISION PLAT 20, PG 53
AS RECORDED AT PB 32, PAGE 77
FOR 50' (OPEN) RIGHT-OF-WAY

SURVEY FEATURES LEGEND

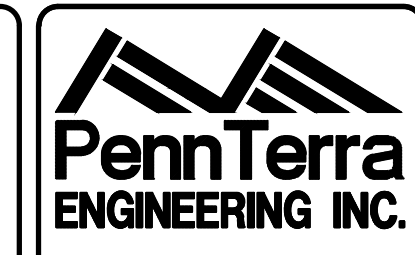
- Property Line, Lot Line or Right of Way Line
- - - Adjoining Property Line
- Building Setback Line
- Existing Property Corner
- PROPOSED Property Corner

EXISTING FEATURES LEGEND

- Existing Building
- Existing Contours (2's)
- Existing Contours (10's)
- Existing Soil Limit Line / Boundary
- HaB Existing Soil Type
- Existing Tree Line
- Existing Sanitary Sewer w/ Manhole
- Existing Sanitary Sewer Lateral
- Existing Water Line w/ Valve
- Existing Water Service Lateral
- Existing Storm Sewer Line w/ Inlet
- Existing Overhead Utility Line w/ Pole
- Existing Evergreen Tree

SOILS LEGEND

- Soil cover on the site consists of:
- AnB - Andover channery silt loam, 0%-8% Slopes
 - AnC - Andover channery silt loam, 8%-15% Slopes
 - AoC - Andover channery stony loam, 8%-15% Slopes
 - BuB - Buchanan channery silt loam, 3%-8% Slopes
- Soil Notes:
- Andover and Buchanan soils are on the Centre County Hydric soils list.
 - There are no Prime Agricultural soils on this plan.

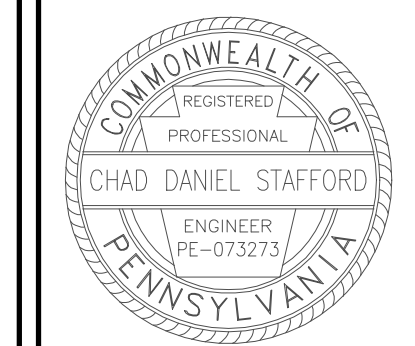


PennTerra ENGINEERING INC.
CENTRAL PENNSYLVANIA REGION OFFICE:
3075 ENTERPRISE DRIVE
SUITE 100
STATE COLLEGE, PA 16801
PH: 814-231-8285
Fax: 814-237-2308

LANCASTER REGION OFFICE:
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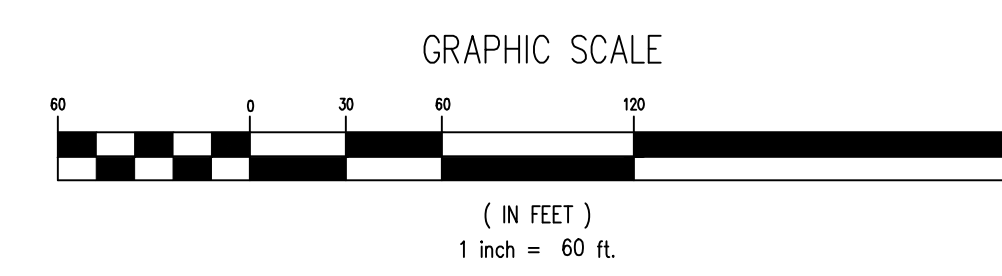
Designer	
Draftsman	MLH
Proj Manager	CDS
Surveyor	
Perimeter Ck.	
Book	Pg
Drive	P: Layout / Subdivision
Acad	15101-CSD12-MD.dwg

Date	Description
2-14-19	UPDATED OWNER INFORMATION
5-2-18	ADDED PRIVATE DRIVE SIGN
4-26-18	LOT 2 AS "LOT"
3-29-18	2ND TWP REVIEW
3-29-18	REVISED PER
2-2-18	TWP COMMENTS
Date	Description

HUMMEL SUBDIVISION
FERGUSON TOWNSHIP
CENTRE COUNTY
PENNSYLVANIA

EXISTING
CONDITIONS OF
TAX PARCELS
24-7-14C &
24-7-14E

PROJECT NO.	15102
DATE	JUNE 6, 2017
SCALE	1"=60'
SHEET NO.	2 OF 2





TOWNSHIP OF FERGUSON

3147 Research Drive • State College, Pennsylvania 16801

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

Public Works Director's Report to the Board of Supervisors for the regular meeting on April 1, 2019

1. **Transportation Mobility Study** –A working group meeting is planned for April 12, 2019 to review comments from the public meeting (open house) held on March 11, 2018 and focus on suggested improvements and associated costs 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. A presentation to the Board of Supervisors to include a summary of the study, suggested improvements and associated estimated costs is planned for a regular meeting of the Board of Supervisors in May.
2. **Proposed Public Works Maintenance Facility**– A presentation of the land development plan will occur at the regular meeting.
3. **Stormwater Fee Study Phase 2** – The Township entered into a contract with Wood to complete phase 2 of this study. The first meeting of the Stormwater Advisory Committee is scheduled for April 10, 2019. See attached work flow chart with milestone dates for this phase of the study.
4. **Arborist and Ferguson Township Tree Commission** – The next FTTC meeting is planned for April 15, 2019. Tree planting by Greene Landscaping in various neighborhoods 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 various parks.
5. **Maintenance Section:** Township wide brush collection and leaf collection begin Monday, April 1, 2019. Street sweeping continues through this week. Crack sealing is planned for the week of April 8, 2019. Vehicle maintenance and completion of work orders continues.
6. **Engineering Section:** Engineer staff completed the design of 2019 road capital projects with support from GIS staff and is working on remaining 2019 contracts and conducting inspections.
7. **Contract 2017-C1 Kansa Avenue:** Bids were opened on February 26, 2019.
8. **Contract 2018-C5 Chestnut Ridge Pipe Lining:** This contract work is near completion.
9. **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.

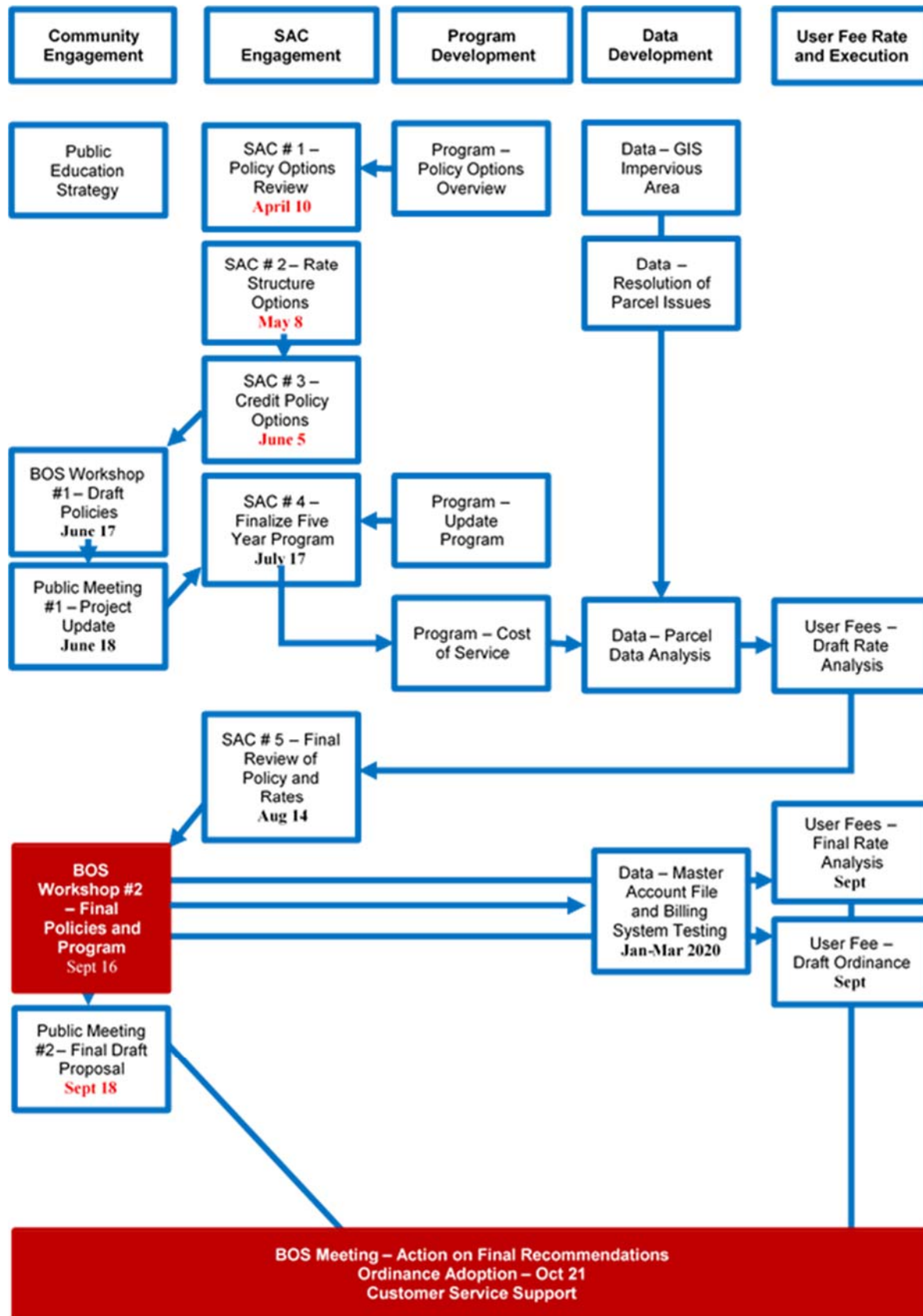
- 10. Contract 2019-C1 Street Improvement Projects (North):** See separate award memo.
- 11. Contract 2019-C2 Street Improvement Projects (West):** This project is out to bid for a bid opening on April 2, 2019. Work includes paving and improvements to West Blade (turn around), Brooklawn Drive, Goddard Circle, and Timothy Lane cul-de-sac. An open house was held on Monday, March 4, 2019 from 4:30pm to 6:00pm. An addendum was issued to include full width milling and asphalt overlay of a 2,488 linear foot section of Tadpole Road. This work was previously being designed as contract 2019-C3 to include select “milling and filling” within this same stretch of road. It was determined based on the extent of the mill and fill, and the economies of scale, to include this work as mill and overlay under contract 2019-C2.
- 12. Contract 2019-C3 Tadpole Road Base Repair (mill and fill):** deleted and included in contract 2019-C2 via addendum.
- 13. Contract 2019-C6 Curb Ramp Upgrades:** Reference separate award recommendation memorandum.
- 14. Contract 2019-C7a Fuel:** Reference separate award recommendation memorandum.
- 15. Contract 2019-C7c Asphalt and Aggregate:** This contract is currently out to bid with a bid opening on March 26, 2019.
- 16. Contract 2019-C8 Pavement Marking:** This work was awarded to Alpha Space Control and will be performed this summer. Other municipalities piggyback on this contract. Work will commence in the spring and they will return in the fall after road projects are completed to finish the contract.
- 17. Contract 2019-C9 Microsurfacing:** This contract is in design for a planned bid advertisement in mid-April. Other municipalities piggyback on this contract. Microsurfacing in Ferguson Township is planned for the following streets in 2019:

Road Name	From Street	To Street
Tadpole Rd	Marengo Rd	Gatesburg Rd
Gardner Ln	Whitehall Rd	End
Timothy Ln	Whitehall Rd	cul-de-sac
W Blade Dr	End	Timothy Ln
W Blade Dr	Timothy Ln	Gardner Ln
E Blade Dr	Gardner Ln	Gardner Ln
Pine Cliff Rd	Autumnwood Dr	Science Park Ct.
Pine Hall Rd	S. Foxpointe Dr	Science Park Ct.
S. Foxpointe Dr	cul-de-sac	Pine Hall Rd
Farmstead Ln	Circleville Rd	Berkshire
Harris St	E Aaron Dr	North Hills Pl
Harris St	North Hills Pl	Clinton Ave

Curtain St	E Aaron Dr	North Hills Pl
Curtain St	North Hills Pl	Clinton Ave
North Hills Pl	Atherton St	End
Clinton Ave	Atherton St	End
Sandy Dr	Science Park Rd	Science Park Rd
Stonebridge Dr	Sheffield Dr	Bristol Ave
Stonebridge Dr (West side split)	Whitehall Rd	Sheffield Dr
Westover Dr	Sheffield Dr	Sheffield
Manor Ct	Westover Dr	Westover Dr
Shieffield Dr	Stonebridge Dr	Stonebridge Dr
Shieffield Ct	Sheffield Dr	Sheffield Dr
Raleigh Ave	Sheffield Dr	Shellers Bend

- 18. Contract 2019-C10 Sealcoating Bikepaths and Parking Lots:** This contract is in design to be bid in March. One municipality is piggybacking on this contract this year.
- 19. Contract 2019-C11 Sidewalk Repairs:** A contract will be let to repair sidewalks that were not repaired after residents received notice to repair their sidewalks. This contract is let annually.
- 20. Contract 2019-C12 LED Signal Modules:** Each year the Township receives material quotes from vendors to replace traffic signal LED modules (lights). A purchase order was issued to General Highway. Work will be performed this summer by FTPW.
- 21. Contract 2019-C13 Street Tree Planting:** This work was awarded to Greene's Landscaping and should start in April.
- 22. 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





TOWNSHIP OF FERGUSON

3147 Research Drive • State College, Pennsylvania 16801

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

TO: David Modricker, Director of Public Works
FROM: Ryan Scanlan, Assistant Township Engineer
DATE: March 13, 2019
SUBJECT: 2019-C1 Street improvement Projects - North & 2019-C2 Street improvement Projects – West Open House Summary

On Monday March 4, 2019, an open house was held for 2019-C1 Street improvement Projects – North and 2019-C2 Street improvement Projects - West. The open house was held in the main meeting room of the Ferguson Township building from 4:30 PM to 6:00 PM.

Property owners abutting roads along the project area were invited to the open house by letter in the mail. In addition, the Supervisors, State College Area School District Transportation Office, and Columbia Gas were copied on the invitation to the open house.

Attached is a summary of the scope of work that was displayed along with the plan of the area.

A total of 15 people representing 12 properties attended the open house to view the displays and talk with Township staff regarding the project. A copy of the sign-in sheet is attached. No adverse verbal or written comments were received.

Attachments: Sign-In Sheet
Project Description

Copy: 2019-C1 Open House file
2019-C2 Open House file

FERGUSON TOWNSHIP 2019-C1 AND 2019-C2 STREET IMPROVEMENT PROJECTS

OPEN HOUSE MARCH 4, 2019
SIGN IN SHEET (PLEASE SIGN IN)

(If you provide your e-mail address, you will receive project updates during construction via e-mail.)

NAME	STREET ADDRESS	PHONE (optional)	EMAIL (optional)
Jim YORKS	1288 ABERURY CIRCLE	814-237-9767	Jamesyorks16@gmail
Jim Steffens Ted Gabriel	137 Goddard Circle	570-362-2678	+gabriel57@gmail.com
DAN & ROSEANN SIEMINSKI	1664 PRINCETON	814-238-6816	MINSKIWATON@gmail.com
GARY GRENEC	1931 W. Park Mills Ave	"ditto"	"ditto"
Jim Kelly	1264 W. Park Mills Cir	238-2054	JPKelly19@AOL.com
BILL MELIA	1741 PRINCETON DR	814 237 4688	BILLMELIA@COMCAST.NET
Rik Hulsis	1344 Greenwood Cir	814 237 1291	harrzh@comcast.net
Joe & Lucy Loomis	4836 W WHITEHALL	814-237-2569	LUC@PSU.EDU
Gordon Femess	1653 Dogwood Cir.		gaj2@juno.com
ANNA GRIECO	1440 PARK LN	865-680-8090	ANNALANE.GRIECO@GMAIL.COM

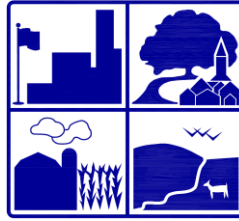
FERGUSON TOWNSHIP 2019-C1 AND 2019-C2 STREET IMPROVEMENT PROJECTS

OPEN HOUSE MARCH 4, 2019

SIGN IN SHEET (PLEASE SIGN IN)

(If you provide your e-mail address, you will receive project updates during construction via e-mail.)

NAME	STREET ADDRESS	PHONE (optional)	EMAIL (optional)
Diane Boden	151 W. Blade Drive		diane.boden@gmail.com
John Oppy	1320 Apple Tree Cir		JohnOppy@Rocketmail.com



TOWNSHIP OF FERGUSON

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

2019-C1 STREET IMPROVEMENT PROJECTS - NORTH

STREETS: Appletree Circle and Avebury Circle

PROJECT DESCRIPTION:

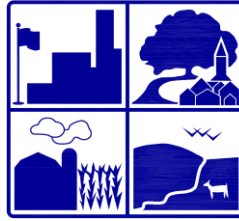
This project involves the following improvements to the street:

- Milling of existing street and curb
- Place new low-profile concrete curb with depressed curb for driveways
- Repair base pavement as needed
- Place leveling course of pavement
- Adjust manholes and water valves to street grade
- Place final wearing course of pavement
- Restore driveways with asphalt
- Adjust topsoil/seed as needed behind curb

- There will be delays during all phases of construction, but one lane of traffic will always be open.

SCHEDULE: Construction anticipated to begin in May/June and completed July/August of 2019.

CURRENT ESTIMATED CONSTRUCTION COST: \$128,136 (TOTAL PROJECT BUDGET \$116,000)



TOWNSHIP OF FERGUSON

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

2019-C1 STREET IMPROVEMENT PROJECTS - NORTH

STREETS: Dogwood Circle, Park Lane (E. Park Hills to approx. 100' South of W. Aaron drive), and Princeton Drive (Wiltshire Drive to E. Park Hills Avenue)

PROJECT DESCRIPTION:

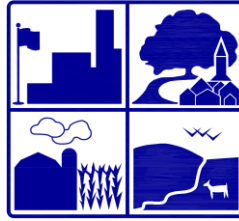
This project involves the following improvements to the street:

- Milling of existing street
- Repair base pavement as needed
- Place leveling course of pavement
- Adjust manholes and water valves to street grade
- Place final wearing course of pavement

- There will be delays during all phases of construction, but one lane of traffic will always be open.

SCHEDULE: Construction anticipated to begin in May/June and completed July/August of 2019.

CURRENT ESTIMATED CONSTRUCTION COST: \$150,397 (TOTAL PROJECT BUDGET \$255,000)



TOWNSHIP OF FERGUSON

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Telephone: 814-238-4651 • Fax: 814-238-3454
www.twp.ferguson.pa.us

2019-C2 STREET IMPROVEMENT PROJECTS - WEST

STREETS: Brooklawn Drive and Goddard Circle

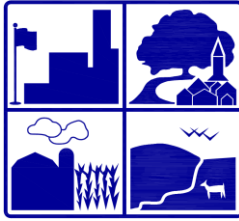
PROJECT DESCRIPTION:

This project involves the following improvements to the street:

- Milling of existing street
 - Repair base pavement as needed
 - Place leveling course of pavement
 - Adjust manholes and water valves to street grade
 - Place final wearing course of pavement
-
- There will be delays during all phases of construction, but one lane of traffic will always be open.

SCHEDULE: Construction anticipated to begin in May/June and completed July/August of 2019.

CURRENT ESTIMATED CONSTRUCTION COST: \$57,801 (TOTAL PROJECT BUDGET \$101,000)



TOWNSHIP OF FERGUSON

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Telephone: 814-238-4651 • Fax: 814-238-3454
www.twp.ferguson.pa.us

2019-C2 STREET IMPROVEMENT PROJECTS - WEST

PROJECT DESCRIPTION

STREETS: Timothy Lane Cul-De-Sac

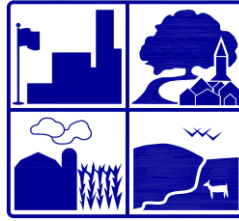
PROJECT DESCRIPTION:

This project involves the following improvements to the street:

- Milling of cul-de-sac
 - Repair base pavement
 - Place leveling course of pavement
 - Adjust manholes and water valves to street grade
 - Place final wearing course of pavement
-
- There will be delays during all phases of construction, but one lane of traffic will always be open.

SCHEDULE: Construction anticipated to begin in May/June and completed July/August of 2019.

CURRENT ESTIMATED CONSTRUCTION COST: \$19,233 (TOTAL PROJECT BUDGET \$16,000)



TOWNSHIP OF FERGUSON

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2019-C2 STREET IMPROVEMENT PROJECTS - WEST

PROJECT DESCRIPTION

STREETS: West Blade Drive Turn-Around

PROJECT DESCRIPTION:

This project involves the following improvements to the street:

- Installation of a turn-around at the end of West Blade Drive
 - Repair base pavement as needed
 - Place leveling course of pavement
 - Place final wearing course of pavement
 - Restore driveways with asphalt
 - Adjust topsoil/seed as needed
-
- There will be delays during all phases of construction, but one lane of traffic will always be open.

SCHEDULE: Construction anticipated to begin in May/June and completed July/August of 2019.

CURRENT ESTIMATED CONSTRUCTION COST: \$46,186 (TOTAL PROJECT BUDGET \$42,000)