

**FERGUSON TOWNSHIP BOARD OF SUPERVISORS**  
**Regular Meeting Agenda**  
**Monday, May 18, 2020, 7:00 PM**

Join Zoom Meeting:

<https://us02web.zoom.us/j/81052333009>

Meeting ID: 810 5233 3009

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Dial In: (814) 238-4651, extension 3799

**I. CALL TO ORDER**

**II. CITIZENS INPUT**

**III. APPROVAL OF MINUTES**

1. May 4, 2020, Board of Supervisors Regular Meeting

**IV. SPECIAL REPORTS**

- a. COVID-19 (Coronavirus) Response Report

**V. UNFINISHED BUSINESS**

1. Public Hearing – Ordinance, Parking Prohibited At All Times In Certain Locations
2. Public Hearing – Ordinance, Stop Intersections Established
3. Authorization to advertise a public hearing on a conditional use application – Orchard View Subdivision

**VI. NEW BUSINESS**

1. Consent Agenda
2. Public Hearing – Resolution authorizing submittal of a DUI Enforcement Grant Application
3. Proclamation – Congratulating the State College Area School District Class of 2020
4. Request for Economic Development Funding – Pine Grove Mills Farmer's Market
5. Discussion – COG Greenhouse Gas Emissions Reduction Resolution
6. Discussion – COG Committee on Climate Action and Comprehensive Review of COG Committees

**VII. REPORTS**

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

**VIII. COMMUNICATIONS TO THE BOARD**

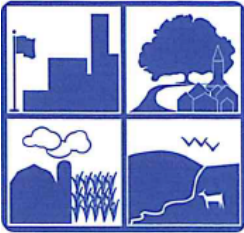
**IX. CALENDAR ITEMS – MAY/JUNE**

1. CATA Public Hearing Proposed Fare Increase and Service Changes

**X. ADJOURNMENT**



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# TOWNSHIP OF FERGUSON

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## Board of Supervisors Regular Meeting Agenda Monday, May 18, 2020 7:00 P.M.

- I. **CALL TO ORDER**
- II. **CITIZEN'S INPUT**
- III. **APPROVAL OF MINUTES**
  1. May 4, 2020, Board of Supervisors Regular Meeting Minutes
- IV. **SPECIAL REPORTS** 5 minutes
  1. COVID-19 (Coronavirus) Response Report – David Pribulka, Township Manager
- V. **UNFINISHED BUSINESS**
  1. **A PUBLIC HEARING ON AN ORDINANCE OF THE TOWNSHIP OF FERGUSON, CENTRE COUNTY, PENNSYLVANIA AMENDING THE CODE OF ORDINANCES CHAPTER 15, MOTOR VEHICLES AND TRAFFIC; PART 4, GENERAL PARKING REGULATIONS; SECTION 403, PARKING PROHIBITED AT ALL TIMES IN CERTAIN LOCATIONS.** 10 minutes

### **Narrative**

Provided with the agenda is a copy of the ordinance advertised for public hearing and adoption this evening. At the Regular Meeting on April 20th, the Board of Supervisors authorized advertisement of an ordinance for public hearing which, if adopted, would provide parking restrictions at two locations: East Pine Grove Road and Johnson Road as stated below.

- Staff received a complaint about blocked sight distance from a resident when pulling out of his driveway at 151 East Pine Grove Road. Engineering staff conducted a sight distance study and found a large vehicle with trailer blocking the sight distance. Staff recommended advertising a public hearing for an ordinance to restrict parking on a section of East Pine Grove Road near 151 East Pine Grove Road.
- Staff received a complaint about blocked sight distance from a resident when pulling out of Johnson Road onto Whitehall Road. Engineering staff conducted a sight distance study and found a large vehicle with trailer blocking the sight distance. Staff recommended advertising a public hearing for an ordinance to restrict parking on a section of Whitehall Road near Johnson Road.

*Recommended Motion: That the Board of Supervisors adopt the ordinance amending the Code of Ordinances Chapter 15, Motor Vehicles and Traffic; Part 4, General Parking Regulations; Section 403, Parking Prohibited At All Times In Certain Locations.*

**Staff Recommendation**

That the Board of Supervisors *adopt the ordinance.*

- 2. A PUBLIC HEARING ON AN ORDINANCE OF THE TOWNSHIP OF FERGUSON, CENTRE COUNTY, PENNSYLVANIA AMENDING THE CODE OF ORDINANCES CHAPTER 15, MOTOR VEHICLES AND TRAFFIC; PART 2, TRAFFIC REGULATIONS; SECTION 215, STOP INTERSECTIONS ESTABLISHED. 10 minutes**

**Narrative**

At the Regular Meeting on April 20<sup>th</sup>, the Board of Supervisors authorized advertisement of an ordinance for public hearing which, if adopted, would establish a stop intersection at Curtin Street, southbound, and Clinton Avenue. This was recommended following a “near miss” between a bicycle and a motor vehicle that was reported to staff. Ron Seybert, Township Engineer, completed an intersection study. In his judgement, to better establish the right-of-way at this intersection, the southbound Curtin Street approach should be signed with a “STOP” sign and a supplemental “Except Right Turn” placard. Provided with the agenda is a copy of the ordinance advertised for public hearing and adoption this evening.

*Recommended Motion: That the Board of Supervisors adopt the ordinance amending the Code of Ordinances Chapter 15, Motor Vehicles and Traffic; Part 2, Traffic Regulations; Section 215, Stop Intersections Established.*

**Staff Recommendation**

That the Board of Supervisors *adopt the ordinance.*

- 3. AUTHORIZATION TO ADVERTISE A PUBLIC HEARING ON A CONDITIONAL USE APPLICATION SUBMITTED BY ASPEN WHITEHALL PARTNERS, LLC & ASPEN ROUTE 26 PARTNERS, LLC FOR THE ORCHARD VIEW SUBDIVISION. 10 minutes**

**Narrative**

On April 27, 2020, Penn Terra Engineering submitted a conditional use application for the Orchard View Subdivision Plan at the corner of West College Avenue and West Whitehall Road on behalf of their client, Aspen Whitehall Partners, LLC. The Orchard View Subdivision Plan consists of 37 lots including 36 single-family residential lots and one lot dedicated as a stormwater basin. The application is to request a flag lot parcel for Lot #37, the stormwater basin.

The Zoning Ordinance requires that all lots have appropriate street frontage determined by the zoning district. Orchard View is zoned Single-Family Residential (R-1) and the minimum required lot width at street line is fifty (50) feet. The applicants are requesting conditional use approval to allow Lot #37 to have less than the required fifty (50) feet and are proposing a lot width for Lot #37 at street line to be twenty (20) feet as shown on the approved subdivision plan.

The Zoning Ordinance does permit the Board of Supervisors to approve a lot width of less than the required minimum width as a flag lot. The memorandum included in the agenda from the Zoning Administrator, dated May 6, 2020, lists the four conditions that the Board of Supervisors should consider when reviewing a conditional use application for a flag lot. The Planning Commission reviewed the Conditional Use Application at their May 11, 2020, meeting and recommended approval to the Board of Supervisors pending the conditions listed in Planning & Zoning Director memorandum dated May 12, 2020. A copy of the memorandum and conditional use application have been provided with the agenda.

*Recommended Motion: That the Board of Supervisors authorize advertisement of a public hearing on the conditional use application for the Orchard View Subdivision for June 1, 2020.*

**Staff Recommendation**

That the Board of Supervisors **authorize** advertisement of a public hearing on the conditional use application for June 1, 2020.

**VI. NEW BUSINESS**

**4. CONSENT AGENDA**

5 minutes

- a. Acceptance of the March 2020 Treasurer's Report

**5. A PUBLIC HEARING ON A RESOLUTION OF THE TOWNSHIP OF FERGUSON, CENTRE COUNTY, PENNSYLVANIA AUTHORIZING THE SUBMISSION OF AN APPLICATION FOR A GRANT FROM THE PENNSYLVANIA DEPARTMENT OF TRANSPORTATION FOR THE 2021-2022 CENTRE COUNTY SOBRIETY CHECKPOINT AND EXPANDED DUI ENFORCEMENT PROGRAM; AND AUTHORIZING THE TOWNSHIP MANAGER TO SIGN ALL DOCUMENTS RELATED TO THE GRANT ON BEHALF OF THE TOWNSHIP.**

10 minutes

**Narrative**

Provided with the agenda is a copy of the resolution authorizing the submission of the 2021-2022 Centre County Highway Safety Enforcement Grant Application. The grant encompasses funding for DUI enforcement, Aggressive Driving, Occupant Protection enforcement and Pedestrian Safety initiatives (Pedestrian is State College Borough only). The grant will provide funding for enforcement activities in Ferguson Township, Patton Township, Spring Township, State College Borough and the Centre County Sheriff's Department.

PennDOT has restructured the grant program to centralize grant management. The consolidated grant model will be implemented throughout the state. Our county has been selected as a test group for the new program. The grant will span two years. PennDOT is strictly using crash data, not regional attractions or special events, to allocate funding. The local grant funding has been significantly reduced. As a comparison, in 2019, the regional traffic safety grants were \$84,926 and under the new program the funding will be \$42,655.

The most recent program statistics from the 2019-2020 grant period show that DUI enforcement efforts have resulted in contact with 29,442 citizens through a combination of DUI checkpoints, public awareness details and roving patrols. These contacts have resulted in 45 arrests for driving under the influence, 18 citations for underage drinking, 143 miscellaneous traffic citations, 17 non-traffic citations for criminal acts such as disorderly conduct, public drunkenness and trespassing, 10 criminal arrests for violations such as drug possession and weapons violations and 1,047 warnings.

*Recommended Motion: That the Board of Supervisors adopt the resolution authorizing the submission of an application for a grant from the Pennsylvania Department of Transportation for the 2021-2022 Centre County Sobriety Checkpoint and Expanded DUI Enforcement Program; and authorizing the Township Manager to sign all documents related to the grant on behalf of the Township.*

**Staff Recommendation**

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

**6. A PROCLAMATION OF THE TOWNSHIP OF FERGUSON, CENTRE COUNTY, PENNSYLVANIA CONGRATULATING THE STATE COLLEGE AREA SCHOOL DISTRICT CLASS OF 2020 AND OTHER AREA GRADUATES ON AN EXEMPLARY ACADEMIC CAREER.**

10 minutes

**Narrative**

Provided with the agenda is a copy of a proclamation recognizing and honoring the achievements of the State College Area School District Class of 2020 and other area graduates in advance of the upcoming graduation ceremonies. Due to the COVID-19 pandemic, regional graduation ceremonies have been modified to take place in a virtual environment, and it is the intent of this proclamation to demonstrate the support of the Board of Supervisors and appreciation for their willingness to cancel the in-person ceremonies for the good of community health and safety.

*Recommended motion: That the Board of Supervisors adopt the proclamation congratulating the State College Area School District Class of 2020 and other area graduates on an exemplary academic career.*

**Staff Recommendation**

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

**7. REQUEST FOR ECONOMIC DEVELOPMENT FUNDING - PINE GROVE MILLS FARMER'S MARKET**

10 minutes

**Narrative**

The Board of Supervisors has appropriated funding to support local and regional economic development initiatives in its 2020 Operating Budget. Since 2018, the Board has provided financial assistance to the Pine Grove Mills Farmer's Market located in the parking lot of St. Paul Lutheran Church in Pine Grove Mills. In 2020, the Market Steering Committee is requesting \$3,000.00 from the Township's economic development account to assist in offsetting their operational expenses for the upcoming season. A representative from the Pine Grove Mills Farmer's Market will be in attendance to present the request and answer any questions the Board may have.

*Recommended motion: That the Board of Supervisors authorize the appropriation of \$3,000.00 from the Township's Economic Development account to the Pine Grove Mills Farmer's Market.*

**Staff Recommendation**

That the Board of Supervisors **authorize** the appropriation of \$3,000.00 to the Pine Grove Mills Farmer's Market.

**8. CENTRE REGION COUNCIL OF GOVERNMENTS – GREENHOUSE GAS EMISSIONS REDUCTION RESOLUTION DISCUSSION**

10 minutes

**Narrative**

Provided with the agenda is a copy of a draft resolution prepared by Pam Adams, Centre Region Sustainability Coordinator and the Technical Advisory Group establishing greenhouse gas emissions reduction goals for the Centre Region. The purpose of the resolution is to "guide the creation of a climate action and adaptation plan" that would be developed and implemented by the member municipalities. Ferguson Township has already adopted Resolution 2017-14, effectively committing the Township to achieving net-zero greenhouse gas emissions by 2050 in a manner that is fair, transparent, and economically feasible. The COG Public Services and Environmental Committee has requested feedback from member municipalities in advance of their June 2<sup>nd</sup> meeting. More information is provided by visiting the link below:

[Centre Region Council of Governments – Climate Action Goals](#)

*Recommended motion: That the Board of Supervisors direct the Township Manager to forward its comments on the draft COG Greenhouse Gas Emissions Reduction Resolution to the Centre Region Sustainability Coordinator by June 2, 2020.*

**Staff Recommendation**

That the Board of Supervisors *review and comment* on the DRAFT COG Greenhouse Gas Emissions Reduction Resolution.

**9. CONSIDERATION OF THE ESTABLISHMENT OF A COG COMMITTEE ON CLIMATE ACTION AND SUSTAINABILITY AND A COMPREHENSIVE REVIEW OF THE COG COMMITTEE STRUCTURE** 20 minutes

**Narrative**

Provided with the agenda is a memorandum from Eric Norenberg, COG Executive Director and Jim May, Centre Regional Planning Agency Director, summarizing a proposed establishment of a COG Climate Action and Sustainability Committee and comprehensive review of COG committee responsibilities and assignments. The COG Executive Committee has asked each municipality to provide their initial feedback and comments to their representative on the Committee in advance of their May 19<sup>th</sup> meeting. Any comments the Board has may be provided to Mr. Miller to deliver to the COG Executive Committee.

**Staff Recommendation**

That the Board of Supervisors *comment* on the proposal to establish a COG Committee on Climate Action and Sustainability and to conduct a comprehensive review of COG Committee responsibilities and assignments.

**VII. STAFF AND COMMITTEE REPORTS**

- 1. **COG COMMITTEE REPORTS** 25 minutes
  - a. Ad Hoc Facilities Committee
  - b. Human Resource Committee
  - c. Public Services & Environmental Committee
  - d. Finance Committee
  - e. Public Safety Committee
- 2. **OTHER COMMITTEE REPORTS** 5 minutes
- 3. **STAFF REPORTS** 20 minutes
  - a. Manager's Report
  - b. Public Works Director
  - c. Planning & Zoning Director
  - d. Chief of Police

**VIII. COMMUNICATIONS TO THE BOARD**

**IX. CALENDAR ITEMS – MAY/JUNE**

- 1. CATA Public Hearing Proposed Fare Increase and Service Changes

**X. ADJOURNMENT**

## FERGUSON TOWNSHIP BOARD OF SUPERVISORS

Regular Meeting  
Monday, May 4, 2020  
7:00 PM

### ATTENDANCE

The Board of Supervisors held its first regular meeting of the month on Monday, May 4, 2020, via Zoom. In attendance were:

<b>Board:</b>	Steve Miller, Chairman	<b>Staff:</b>	Dave Pribulka, Township Manager
	Laura Dininni		Jenna Wargo, Planning/Zoning Director
	Prasenjit Mitra		Chris Albright, Chief of Police
	Patty Stephens		Dave Modricker, Public Works Director
	Lisa Strickland		Eric Endresen, Director of Finance

*Others in attendance included:* Rhonda Demchak, Recording Secretary; John Compton, Baker Tilly; Christine Zoerner, Baker Tilly; Jeremie Thompson, Chair, Planning Commission; Scott Pflumm, Chair, Tree Commission; Charima Young, PSU; Bill Keough, Centre Region Parks and Recreation Authority

### I. CALL TO ORDER

Mr. Miller called the Monday, May 4, 2020, regular meeting to order at 7:00 p.m.

Mr. Pribulka noted that the Board of Supervisors meeting had been advertised as a virtual meeting via Zoom. There is also an audio conference bridge that is accessible by accessing the Ferguson Township's main line at 814-238-4651 and then dialing extension 3799. Per the Sunshine Act, which allows during a time of disaster recovery to meet virtually, but it also requires that a roll call be taken and that elected officials verbally respond. Mr. Pribulka took roll call and noted there was a quorum.

### II. CITIZEN'S INPUT – No Citizen's Input was received.

### III. APPROVAL OF MINUTES

Ms. Dininni moved that the Board of Supervisors **approve** the Board of Supervisors Minutes of April 20, 2020. Ms. Strickland seconded the motion.

Ms. Dininni requested that a correction be made to the minutes regarding language on the Harner Farm Subdivision Plan that a plan note will be added to reflect the Board's right to require the applicant to install sidewalks at any time. The motion passed unanimously.

### IV. SPECIAL REPORTS

#### 1. COVID-19 Response Report – David Pribulka, Township Manager

Mr. Pribulka noted that there have been several significant updates since the last time he had addressed the Board and viewing public to both our local and regional response efforts to the COVID-19 pandemic. Today, May 4<sup>th</sup>, marks the beginning of the reconstitution of full Township operations. The road crew began reporting back to the office and began the first of two rounds of brush and leaf collection for the month of May. Additional protocols have been implemented to ensure the safety of our road workers including staggered start times, revised vehicle and equipment assignments, social distancing measures, and additional personal protective equipment. Office staff also began reporting back to the office today, and Mr. Pribulka has approved temporary remote work assignments for staff to reflect a weekly rotation of in-office and remote work. The office building will remain closed to the

public until further notice, and residents are encouraged to utilize the deposit box located next to the main entrance doors to drop off tax payments and other critical documents.

Regionally, efforts have been undertaken to develop a standard set of protocols and restrictions for residential and commercial construction activities, which were permitted to resume on May 1<sup>st</sup>. A communication to contractors and the media describing the protocol in place will be forthcoming and will include requirements that contractors provide their COVID-19 response plans and contact information for their designated pandemic response officer to the Centre Region Code Administration and host municipality. Local police departments will work in concert with the Code Office for enforcement of any observed violations.

The regional emergency operations center continues its Level 2 “virtual” activation and meetings are being held twice per week with members from various governmental organizations, school districts, utilities, and first responders. Centre County will “re-open” in the “yellow” category of the governor’s recovery plan on Friday, May 8<sup>th</sup>. This means that some restrictions on social and business activity will be lifted, while others will remain in place. All approved activity will continue to require appropriate social distancing measures and personal protective equipment. Messaging continues to be distributed via various media outlets through the Centre Region Public Information Officer, Amy Farkas. Those watching at home or on C-NET are encouraged to follow Centre Region Ready on Facebook for the most current information on regional response efforts.

Mr. Pribulka again thanked the residents and business owners in the Township for their patience and understanding as the Township moves forward with the recovery from the COVID-19 pandemic. Also, Mr. Pribulka thanked everyone for their concern expressed for the health and well-being of our officers and emergency responders.

## 2. Centre Region Parks and Recreation Authority – Bill Keough

Mr. Keough member of the Centre Region Parks and Recreation Authority (CRPR) gave an update on the local and regional facilities. Parks are open in the region and beginning on May 11<sup>th</sup>, restrooms will open in the CRPR, but all water fountains will remain off until Centre County achieves green status. Sport courts and fields will also open on May 11<sup>th</sup>, but participation is limited to 25 people or less. Please note that the basketball courts at all the State College Borough Parks will remain closed. Organized leagues are not permitted to use the facilities. At this time, the pool will not open until green status is achieved; however, there will need to be decisions made on the feasibility to reopen. Ms. Strickland inquired about the summer staff. Mr. Keough noted that they will return in phases. The pavilions will open on May 11<sup>th</sup> to the public but the CRPR will not be taking reservations for private events at this time. Pavilions are on a first come, first served basis for group of 25 people or less.

## 3. Ferguson Township Tree Commission – Scott Pflumm

Mr. Pflumm, Chair, Ferguson Township Tree Commission. Mr. Pflumm gave a brief overview of the commission and their goals. The Tree Commission identified five goals for the 2017-2022 timeframe. They are as follows:

1. Maintain Tree City USA designation
2. Develop tree maintenance plan
3. Increase canopy coverage
4. Increase species diversity
5. Conduct education and outreach



Mr. Pflumm noted that in 2020 the Tree Commission will focus on developing a tree maintenance plan to be completed by the Arborist; the Arborist has a plan to increase canopy coverage in 2020; present a draft tree preservation, incentivization and municipal ordinance plan to the Board of Supervisors for review by the 4<sup>th</sup> quarter; conduct education and outreach. Mr. Pflumm noted that the Tree City USA designation has been completed for 2020 by the Arborist.

Mr. Endresen, Director of Finance, presented the 2020 First Quarter Financial Report. Mr. Endresen reviewed the Township report that included the general fund, capitol project funds, special revenue fund, general obligation account, profit and loss, trends, etc. Mr. Endresen noted that the Township is stable.

## V. UNFINISHED BUSINESS

### 1. AWARD OF CONTRACT 2020-C14, TREE CANOPY SURVEY

Mr. Modricker briefly described the Tree Canopy Survey. The Township budgeted \$25,000 in 2020 to conduct a tree canopy survey. The survey will assist in understanding human and other impacts on the urban forest, measure the impacts over the past 10 years, and develop a plan to best manage the asset in the future. The project will include identifying all tree canopy using a high resolution 2018 National Agriculture Imagery Program aerial imagery. Staff ranked the proposals and conducted a background check of previous projects and clients. The proposal from The SavATree Consulting Group was ranked the best. Discussion followed regarding the imagery program and light detection that was utilized.

Ms. Dininni moved that the Board of Supervisors **award** the professional services contract to SavATree Consulting Group to perform a tree canopy survey in accordance with their proposal for a total price of \$15,964.71. Ms. Strickland seconded the motion. The motion passed unanimously.

## VI. NEW BUSINESS

### 1. PRESENTATION OF 2019 TOWNSHIP AUDIT

Mr. John Compton of Baker Tilly presented the 2019 Township Audit. Mr. Compton gave an update on the different types of audits, financial statements, reporting, compliance, revenue expenditures and the process. Mr. Compton noted that the general fund balance is sound with no material weakness noted. The 2019 audit has been filed with the Pennsylvania Department of Community and Economic Development. The Township plans on submitting the Comprehensive Annual Financial Report to Government Finance Officers Association by the June deadline.

Ms. Strickland moved that the Board of Supervisors **accept** the 2019 Township Audit. Mr. Mitra seconded the motion. The motion passed unanimously.

### 2. PROCLAMATION – 2020 NATIONAL PUBLIC WORKS WEEK

Mr. Pribulka introduced the proclamation. The American Public Works Association has designated the week of May 17<sup>th</sup> – May 23<sup>rd</sup> as National Public Works Week. The theme this year is “The Rhythm of Public Works”. The theme challenges municipalities and their residents to “think about their communities as a symphony of essential services, working in concert to create a great place to live.” More information can be found online at <https://npww.apwa.net>.

Mr. Mitra moved that the Board of Supervisors **proclaim** the week of May 17<sup>th</sup> – May 23<sup>rd</sup> to be 2020 National Public Works Week in Ferguson Township. Ms. Stephens seconded the motion. The motion passed unanimously.

### 3. AWARD OF CONTRACT 2020-C7a, FUEL

Mr. Modricker reviewed the bids for the fuel award. Bids were open for this contract on April 27, 2020, via Zoom. The bid was advertised in the Centre Daily Times and invitations were sent to qualified contractors.

Mr. Mitra moved that the Board of Supervisors **award** Contract 2020-C7a, Fuel to Stuck Enterprises doing business as Jacobs Petroleum in accordance with their bid in the amount of \$27,913.50 subject to the contractor submitting a COVID-19 safety plan for the job acceptable to the Township prior to starting work. Ms. Dininni seconded the motion. The motion passed unanimously.

### 4. AWARD OF CONTRACT 2020-C7c, ASPHALT AND AGGREGATE

Mr. Modricker reviewed the bids for the asphalt and aggregate. Bids were open for this contract on April 27, 2020. The bid was advertised in the Centre Daily Times and invitations were sent to qualified contractors.

Ms. Dininni moved that the Board of Supervisors **award** Contract 2020-C7c, Asphalt and Aggregate, items 1, 2, 3, and 4 (aggregate) to Hanson Aggregate in the amount of \$10,075.00, and items 5, 6, 7, and 8 (asphalt) to HRI in the amount of \$24,520.00 subject to the contractor submitting a COVID-19 safety plan for the job acceptable to the Township prior to starting work. Mr. Mitra seconded the motion. The motion passed unanimously.

## VII. STAFF AND COMMITTEE REPORTS

### 1. COG COMMITTEE REPORTS

- a. Executive Committee. Mr. Miller noted that the Executive Committee have not met but will be starting up zoom meetings to conduct business. Discussion followed on the hiring process of COG staff.
- b. Transportation & Land Use. Ms. Strickland noted that the committee met today, May 4, 2020. Ms. Strickland gave an update on the Housing Affordability Study the committee received from the Centre Regional Planning Agency. The CRPA have been conducting an extensive survey with local property managers and landlords, to obtain rental information that includes pricing, availability, number of units available, etc.

Ms. Strickland reported that the CRPA is proposing an abbreviated process regarding the approval of the Comprehensive Plan Implementation Program (CHIP) projects for 2021-2022. The CRPA has three major projects either underway or beginning in 2021. They are as follows:

1. Completion of Act 537 Plan Special Studies from the UAJA
2. Initiation of the Centre Region Comprehensive Plan Update (including Inventory and Analysis of Existing Conditions)
3. Implementation of the Centre Region Climate Action and Adaptation Plan

### 2. OTHER COMMITTEE REPORTS

- a. Climate Action & Adaption Technical Advisory Group. Mr. Pribulka was unable to attend the meeting but included the agenda as a matter of record.

**3. STAFF REPORTS**

- a. Township Manager. Mr. Pribulka noted that the Township received a thank you letter from the State College Area Meals on Wheels program expressing appreciation of the contribution made by the Township in response to the COVID-19 pandemic. Ferguson Township staff participated in a meeting facilitated by officials at Penn State University outlining a Centre County Community Cohort Study commissioned by Penn State Data Action. The study is a two-phased approach to assess the impact of the COVID-19 pandemic. The Township will assist with promoting the study. The grant application to the Department of Conservation and Natural Resources has been submitted for the development of Suburban Park.
- b. Public Works Director. Mr. Modricker reported that curbside brush and leaf collection started on May 4, 2020. There will be a second collection starting on May 18, 2020. Work continues at the Public Works Maintenance Facility. Mr. Modricker noted that they continue to tract the impacts of the COVID-19 work suspension project. There are 130 workdays remaining as of May 4, 2020. The engineering staff met with the consultant to review the Stormwater Fee Study Phase 2 regarding level of service, credits, and an estimated fee.
- c. Planning & Zoning Director. Ms. Wargo noted that the Planning Commission was cancelled on April 27, 2020. There will be a Zoning Hearing Board meeting on May 26, 2020. Ms. Wargo attended the National Planning Conference hosted by the American Planning Association virtually on April 25-28, 2020.

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

**IX. CALENDAR ITEMS – MAY**

- a. Brush and Leaf collection begins today, May 4, 2020.

**X. ADJOURNMENT**

With no further business to come before the Board of Supervisors, Ms. Dininni motioned to adjourn the meeting. The meeting adjourned at 9:25 p.m.

Respectfully submitted,

David Pribulka, Township Manager  
For the Board of Supervisors

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE TOWNSHIP OF FERGUSON, CENTRE COUNTY, PENNSYLVANIA CHAPTER 15 MOTOR VEHICLES AND TRAFFIC, PART 4, GENERAL PARKING REGULATIONS, SECTION 403 PARKING PROHIBITED AT ALL TIMES IN CERTAIN LOCATIONS**

The Board of Supervisors of the Township of Ferguson hereby ordains:

**Section 1** Chapter 15 Motor Vehicles, Part 4, General Parking Regulations, Section 403 Parking Prohibited at All Times in Certain Locations is hereby amended to establish the following parking restrictions on the following streets:

Parking Prohibited at All Times in Certain Locations.

**Add:**

Street	Side	Between
West Whitehall Road	North	A point 22 feet east of Johnson Road and a point 87 feet east of Johnson Road

Street	Side	Between
East Pine Grove Road	North	A point 526 feet east of Nixon Road and a point 590 feet east of Nixon Road

**ORDAINED** and **ENACTED** this 18th day of May, 2020

**TOWNSHIP OF FERGUSON**

By: \_\_\_\_\_  
Steve Miller, Chairman  
Board of Supervisors

[ S E A L ]

**ATTEST:**

By: \_\_\_\_\_  
David Pribulka, Secretary

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE TOWNSHIP OF FERGUSON, CENTRE COUNTY, PENNSYLVANIA CHAPTER 15 MOTOR VEHICLES AND TRAFFIC, PART 2, TRAFFIC REGULATIONS, SECTION 215 STOP INTERSECTIONS ESTABLISHED**

The Board of Supervisors of the Township of Ferguson hereby ordains:

**Section 1** Chapter 15 Motor Vehicles, Part 2, Traffic Regulations, Section 214 Stop Intersections Established is hereby amended to establish the following stop street on the noted intersecting or through street:

Stop Intersections Established.

**Add:**

<b>Stop Street</b>	<b>Intersecting or Through Street</b>	<b>Direction of Travel</b>
Curtin Street (except right turn)	Clinton Avenue	South

**ORDAINED** and **ENACTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2020

**TOWNSHIP OF FERGUSON**

By: \_\_\_\_\_  
Steve Miller, Chairman  
Board of Supervisors

[ S E A L ]

**ATTEST:**

By: \_\_\_\_\_  
David Pribulka, Secretary



Department of  
**PLANNING AND ZONING**

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Interoffice Memorandum

**TO:** Board of Supervisors

**FROM:** Jenna Wargo, AICP  
Director of Planning and Zoning

**DATE:** May 12, 2020

**SUBJECT:** Conditional Use—Orchard View Subdivision (Harner Farm) Flag Lot

On April 27, 2020, Penn Terra Engineering submitted a Conditional Use Application Request for the Orchard View Subdivision Plan at the corner of West College Avenue and West Whitehall Road, on behalf of their client, Aspen Whitehall Partners, LLC.

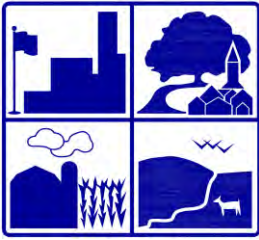
The Orchard View Subdivision Plan consists of 37 lots—36 single family residential and one lot dedicated as a stormwater basin. The application is to request a flag lot parcel for Lot #37—dedicated stormwater basin lot.

The Zoning Ordinance requires that all lots have appropriate street frontage determined by the zoning district. Orchard View is Zoned R-1 and the minimum required lot width at street line is 50 feet. The applicants are proposing that Lot #37 have less than the required 50 feet and are proposing a lot width for Lot #37 at street line to be 20 feet.

The memorandum included in the agenda packet from the Zoning Administrator, dated May 6, 2020, lists the four goals that the Board of Supervisors should take into consideration when considering a conditional use application.

Planning Commission reviewed the Conditional Use Application during their May 11, 2020 meeting and recommended approval to the Board of Supervisors pending the conditions listed below:

- Clearly identified on the Orchard View Subdivision plan
  - Who will be responsible for installation of the 20 foot sidewalk for Lot #37
  - Who will be responsible for maintenance of the lot, the stormwater basin and the 20 foot sidewalk
    - If the Home Owners Association (HOA) is assuming responsibility of the maintenance of the stormwater basin, the developer will assume responsibility of maintenance until the HOA is created



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# TOWNSHIP OF FERGUSON

3147 Research Drive • State College, Pennsylvania 16801  
Telephone: 814-238-4651 • Fax: 814-238-3454  
[www.twp.ferguson.pa.us](http://www.twp.ferguson.pa.us)

---

**To:** Ferguson Township Planning Commission.

**From:** Jeffery S. Ressler, Zoning Administrator.

**Date:** May 6, 2020.

**Subject:** Orchard View Conditional Use Request for Flag Lot

The Orchard View Subdivision plan consists of 37 lots, 36 single family residential and one lot dedicated as a stormwater basin. The Zoning ordinance requires that all lots created have appropriate street frontage of a minimum width at street line as determined by the zoning district. Orchard View Subdivision is Zoned R-1. The minimum required lot width at street line is 50'. The applicants are proposing that lot # 37, the stormwater basin lot, have less than the required 50' of frontage along the street line. The proposed lot width for lot #37 at street line is 20'.

The zoning ordinance, also in Chapter 27-732 Flag Lots, allows the Board of Supervisors to grant a Conditional Use approval for a lot to be less than the required minimum lot width at street line, commonly called a flag lot. The zoning ordinance lists 4 goals that the Board of Supervisors should take into consideration when considering a conditional use application. The goals are as follows:

1. Creation of the flag lot will eliminate access to an arterial or collector street.
2. Creation of the flag lot will make better use of an irregularly shaped property.
3. Creation of the flag lot is consistent with a design and layout creating the minimum number of flag lots in the subdivision, taking into account 27-732.A.6(a) and (b).
4. Creation of the flag lot will reduce the loss of tillable acreage associated with a farm parcel that has no subdivision potential.

In granting a conditional use, the Board of Supervisors shall attach such conditions as are necessary to meet the intent of this section.

Based on my review of the plan and ordinance, it is my recommendation the Planning Commission make a recommendation that the Board of Supervisors approve the Conditional Use request for a flag lot.





What size(s) are the existing buildings (square feet)?

N/A

If proposing a building, please state the size (square feet).

N/A

If proposing a parking lot, please state the size, how many cars can be parked in the parking lot (including handicap accessible), and how many employees you hope to employ.

N/A

Please explain how the proposed project will not subsequently alter or change the character of the neighborhood.

The proposed subdivision will require the basin no matter what. The flag lot provides a means to create a separate lot for those basins.

**Additional Comments (attach additional sheets if necessary)**

See attached conditional use requirements and comments on meeting those.

I hereby certify that all of the above statements contained in any papers or plans submitted herewith are true to the best of my knowledge and belief. I understand that other permits may be required and made separately from this application.

Mark Torretti:  
Owner/Applicant Name **MARK TORRETTI (AGENT)**

4/27/20  
Date

**-For Office Use Only-**

Date Received: \_\_\_\_\_ By: \_\_\_\_\_

Date Paid: \_\_\_\_\_ Check No.: \_\_\_\_\_ Amount: \_\_\_\_\_

Advertisement Dates: \_\_\_\_\_ Planning Commission Review Date: \_\_\_\_\_

Board of Supervisors Meeting Date: \_\_\_\_\_

CONDITIONAL USE ADDITIONAL COMMENTS

Orchard View Subdivision

4/27/2020

- (6) In granting a conditional use for a flag lot, the Board of Supervisors shall take into consideration whether some or all of the following goals will be reached:
- a. Creation of the flag lot will eliminate access from the lot to an arterial or collector street.  
***The purpose of the flag lot is to provide the required street frontage for the lot. This allows the access to be off of the residential street rather and not off of an arterial or collector street.***
  - b. Creation of the flag lot will make better use of an irregularly shaped property.  
***With the layout, the flag lot allows for the stormwater basins to be on a separate lot and not encumbering any of the residential lots.***
  - c. Creation of the flag lot is consistent with a design and layout creating the minimum number of flag lots in the subdivision, taking into account Subsection 1K(6)(a) and (6)(b), above.  
***The creation of the flag lot is consistent with a design and layout creating the minimal amount of flag lots required for the subdivision. No residential lots are required to be flag lots.***
  - d. Creation of the flag lot will reduce the loss of tillable acreage associated with a farm parcel that has no additional subdivision potential.  
***Not applicable***





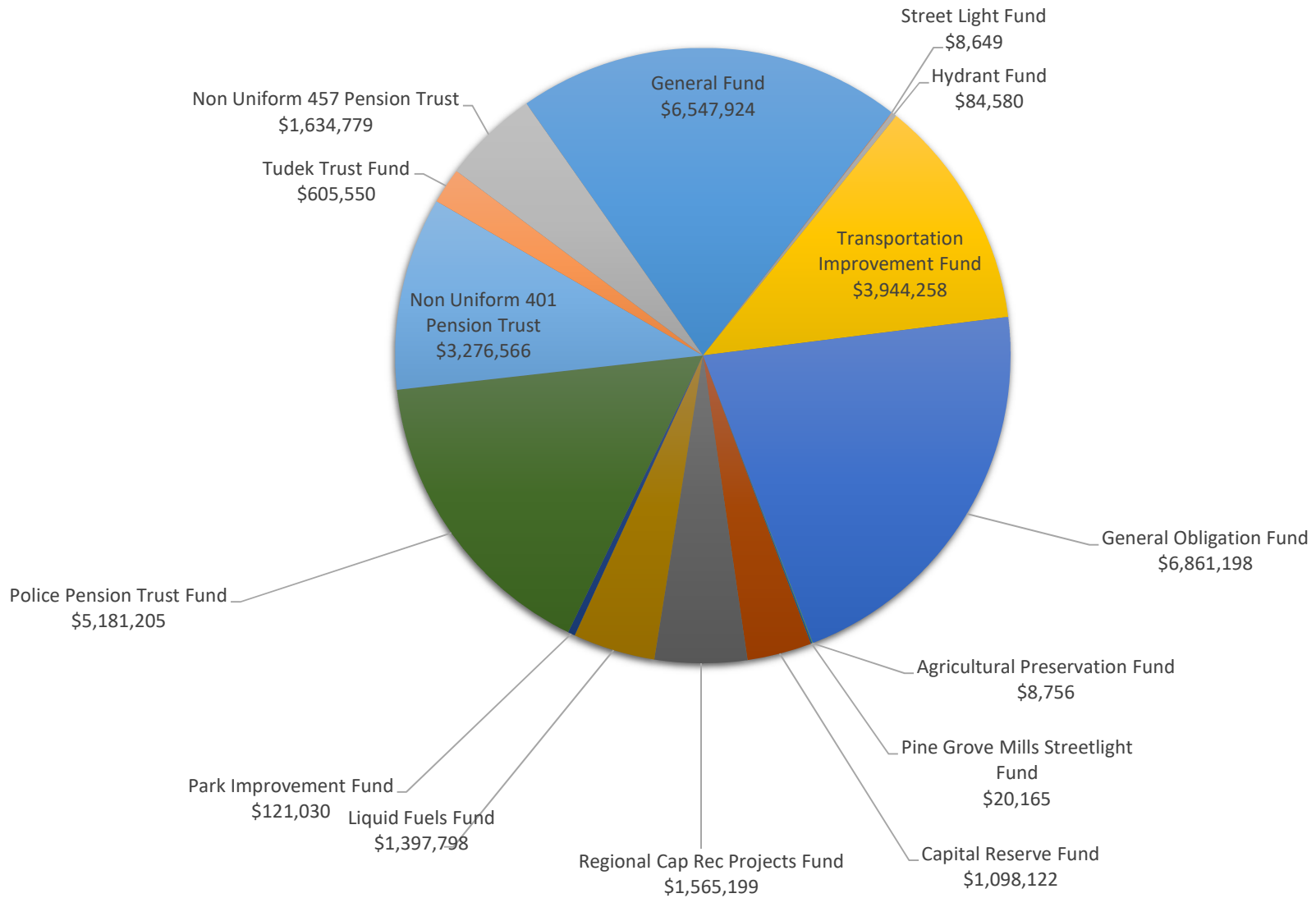




# *MONTHLY TREASURERS REPORT*

MARCH 2020

### CASH BALANCES BY FUND - MARCH 31, 2020



# Ferguson Township Treasurer's Report

March 31, 2020

## Statement of Cash Balances

### General Fund

**Checking**

Jersey Shore State Bank Operating (3245)	4,421,761.45
JSSB Flex Plan Checking (8757)	9,399.85
Ameriserv Money Market 2602	261,322.95
Ameriserv CD (0210) (matures 12/3/21)(1/3 of total)	268,156.08
PLGIT General Fund Classs (3017)	221,058.96
PLGIT General Fund Prime (3017)	800,645.60
PLGIT General Fund CD (matures 6/30/20)	247,000.00

**Investments**

JSSB/Voya Brokerage Account (@ market)	318,579.37
--	------------

**TOTAL GENERAL FUND**

**6,547,924.26**

### Other Funds

**Fund 02 Street Lights**

JSSB Checking (4836)	8,649.45
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**Fund 03 Fire Hydrant**

JSSB Checking (4844)	84,580.34
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**Fund 16 General Obligation**

JSSB Checking (4852)	7,585.04
JSSB 2019 Bond Checking	6,853,612.87

**Fund 19 Agricultural Preservation**

JSSB Checking (4879)	8,755.62
----------------------	----------

**Fund 30 Capital Reserve**

Paypal Account	9,201.91
JSSB Checking (Employee Wellness Sinking Fund)(4909)	13,420.91
JSSB Capital Reserve Checking (3555)	264,032.37
JSSB Checking (Police Equipment Sinking Fund) (1711)	94.77
JSSB Checking (PW Equipment Sinking Fund)(4895)	573,781.77
JSSB Checking (Bldg Equipment Sinking Fund)(4887)	237,590.09

**Fund 31 Regional Capital Recreation Projects**

JSSB Checking (3547)	1,035,719.81
Ameriserv Money Market 2818	261,322.95
Ameriserv CD (0210) (matures 12/3/21)(1/3 of total)	268,156.08

**Fund 32 Transportation Improvement**

JSSB Checking (3539)	2,348,300.28
PLGIT Checking (Class & Plus)(3261)	66,075.44
PLGIT Checking (Prime)(3261)	500,403.50
PLGIT CDs (2)(mature 5/20/20, 11/6/20)	500,000.00
Ameriserv Money Market 2693	261,322.95
Ameriserv CD (0210) (matures 12/3/21)(1/3 of total)	268,156.08

**Fund 33 Pine Grove Mills Street Lights**

# Ferguson Township Treasurer's Report

## March 31, 2020

### Statement of Cash Balances

JSSB Checking (4917)	20,164.51
<b><u>Fund 34 Park Improvement</u></b>	
JSSB Checking (4925)	121,030.32
<b><u>Fund 35 Liquid Fuels</u></b>	
JSSB Checking (4933)	484,451.39
PLGIT Checking (Class) (3020)	12,981.64
PLGIT Checking (Prime) (3020)	400,365.01
PLGIT CD (3020) (mature 5/20/20)	500,000.00
<b><u>Fund 93 Tudek Memorial Trust</u></b>	
JSSB Checking (4976)	27,080.26
FNB Investments (@market)	135,064.21
Centre Foundation Investments	443,405.25
<b>TOTAL OTHER FUNDS</b>	<b>15,715,304.82</b>
<b>TOTAL NON PENSION FUNDS</b>	<b>22,263,229.08</b>
<b>Employer Pension Trust Funds</b>	
<b><u>Fund 60 Police Pension Trust</u></b>	
JSSB Checking (4941)	24,834.91
PNC Enterprise Checking (9642)	51,245.19
PNC Investments (@market)(includes accrued interest)	5,105,124.93
<b><u>Fund 65 Non Uniformed 401a Pension Trust</u></b>	
JSSB Checking (4968)	101.85
ICMA-RHS (801695) Employee Retirement Health Savings Trust (@ market)	70,023.41
ICMA-401 (108860) Employer Pension Investment Trust (@ market)	3,206,440.49
<b>TOTAL PENSION TRUST FUNDS</b>	<b>8,457,770.78</b>
<b>GRAND TOTAL</b>	<b>30,720,999.86</b>
<b>Employee Pension Trust Funds</b>	
<b><u>Fund 66 Non Uniformed 457 Pension Trust</u></b>	
ICMA-457 (300747) Employee Pension Investment Trust (@ market)	1,604,113.93
ICMA-ROTH IRA (706007) Employee Pension Investment Trust (@ market)	30,665.10
	<b>1,634,779.03</b>

# Bank Reconciliation

## Uncleared Checks by Fund

User: eendresen  
Printed: 05/01/2020 - 11:28AM  
Checks Before: 03/31/2020



Fund/Check No.	Check Date	Clear Date	System	Vendor/Employee No.	Vendor/Employee Name	Amount
01	GENERAL FUND					
0	03/15/2020	Uncleared	AP	10870	PNC INSTITUTIONAL INVESTMENTS	3,414.09
0	03/15/2020	Uncleared	AP	11216	VANTAGEPOINT TRANSFER AGENTS 401	8,367.64
0	03/15/2020	Uncleared	AP	11218	VANTAGEPOINT TRANSFER AGENTS 457	6,826.69
0	03/15/2020	Uncleared	AP	11381	VANTAGEPOINT TRANSFER AGENTS-706007 ROTH	181.28
0	03/31/2020	Uncleared	AP	10870	PNC INSTITUTIONAL INVESTMENTS	3,414.09
0	03/31/2020	Uncleared	AP	11216	VANTAGEPOINT TRANSFER AGENTS 401	8,367.64
0	03/31/2020	Uncleared	AP	11218	VANTAGEPOINT TRANSFER AGENTS 457	6,826.69
0	03/31/2020	Uncleared	AP	11381	VANTAGEPOINT TRANSFER AGENTS-706007 ROTH	181.28
6192	09/29/2017	Uncleared	AP	11577	CBICC	2,500.00
6255	10/13/2017	Uncleared	AP	11547	FOSTER DANIEL	250.00
6727	01/31/2018	Uncleared	AP	11597	WITHERS KARYN	15.00
7254	06/15/2018	Uncleared	AP	11738	GREENE HERBERT	25.00
7622	08/31/2018	Uncleared	AP	11756	TOMKEIL PAUL	40.00
7947	11/15/2018	Uncleared	AP	11344	PETERSON INDUSTRIES INC.	684.53
8001	11/29/2018	Uncleared	AP	10720	MORRISON SHAWN	25.00
8162	01/15/2019	Uncleared	AP	10670	MAYER JONATHAN	750.00
8358	02/28/2019	Uncleared	AP	11614	SNAP ON INDUSTRIAL	11.47
8596	04/30/2019	Uncleared	AP	10422	GEISINGER HEALTH SYSTEM	157.47
8753	06/15/2019	Uncleared	AP	10755	NITTANY OFFICE EQUIP C O HON	254.10
8799	06/28/2019	Uncleared	AP	10240	COLLEGIATE PRIDE INC	171.92
9001	08/22/2019	Uncleared	AP	10263	CORMANS MAIL SERVICE	2,873.11
9183	10/15/2019	Uncleared	AP	11593	HOME DEPOT CREDIT SERVICES	288.05
9272	11/15/2019	Uncleared	AP	10035	ALS TECHNOLOGIES INC	1,145.00
9297	11/15/2019	Uncleared	AP	11253	INFRADAPT LLC	3,221.44
9340	11/29/2019	Uncleared	AP	11855	ANDERSON INDUSTRIAL MACHINERY	769.80
9437	12/31/2019	Uncleared	AP	10035	ALS TECHNOLOGIES INC	1,145.00
9467	12/31/2019	Uncleared	AP	10670	MAYER JONATHAN	750.00
9562	01/20/2020	Uncleared	AP	11173	WALKER & WALKER EQUIPMENT II LLC	43.19
9597	01/30/2020	Uncleared	AP	10745	NEWMAN TRAFFIC SIGNS INC	1,992.49
9717	02/28/2020	Uncleared	AP	11702	BLUE KNOB AUTO	600.00



Fund/Check No.	Check Date	Clear Date	System	Vendor/Employee No.	Vendor/Employee Name	Amount
9725	02/28/2020	Uncleared	AP	11248	CENTRO PRINT SOLUTIONS	100.17
9798	03/15/2020	Uncleared	AP	10383	FERGUSON TWP AREA SENIOR CITIZENS GROUP	500.00
9804	03/15/2020	Uncleared	AP	10566	JOHNSON FARM ASSOCIATES	3,817.92
9806	03/15/2020	Uncleared	AP	11797	LANDPRO EQUIPMENT LLC	759.15
9811	03/15/2020	Uncleared	AP	10701	MILLER WELDING SERVICE	153.00
9819	03/15/2020	Uncleared	AP	10819	PATTON TOWNSHIP SUPERVISORS	879.35
9822	03/15/2020	Uncleared	AP	11290	POWER DMS	2,250.00
9825	03/15/2020	Uncleared	AP	10927	REDLINE SPEED SHINE	280.33
9836	03/24/2020	Uncleared	AP	10263	CORMANS MAIL SERVICE	641.72
9838	03/31/2020	Uncleared	AP	10003	A & A SALES ASSOCIATES	147.45
9839	03/31/2020	Uncleared	AP	11242	AMAZON CAPITAL SERVICES INC	1,012.49
9840	03/31/2020	Uncleared	AP	10083	BANYAN HOMES	2,930.00
9841	03/31/2020	Uncleared	AP	10085	BASTIAN TIRE & AUTO CENTERS	418.98
9842	03/31/2020	Uncleared	AP	11702	BLUE KNOB AUTO	300.00
9843	03/31/2020	Uncleared	AP	11878	CAMPBELL CHRIS	1,655.58
9844	03/31/2020	Uncleared	AP	11384	CENTRAL PA DOCK & DOOR LLC	125.00
9845	03/31/2020	Uncleared	AP	10184	CENTRE COMMUNICATIONS INC	116.00
9846	03/31/2020	Uncleared	AP	10201	CENTRE COUNTY UNITED WAY	27.00
9847	03/31/2020	Uncleared	AP	10203	CENTRE DAILY TIMES	465.02
9848	03/31/2020	Uncleared	AP	10243	COLUMBIA GAS OF PA INC	1,582.37
9849	03/31/2020	Uncleared	AP	10284	CUSTOM ALTERATIONS	24.00
9850	03/31/2020	Uncleared	AP	11493	CUTTING EDGE TREE PROFESSIONALS, LLC	17,264.00
9851	03/31/2020	Uncleared	AP	10297	DAVIDHEISERS INC	1,145.00
9852	03/31/2020	Uncleared	AP	11233	DRISCOLL AUTOMOTIVE	6,500.00
9853	03/31/2020	Uncleared	AP	10374	FEDERAL EXPRESS	80.54
9854	03/31/2020	Uncleared	AP	11217	FERGUSON TOWNSHIP POLICE ASSOCIATION	420.00
9855	03/31/2020	Uncleared	AP	10380	FERGUSON TOWNSHIP SUPERVISORS	61,232.89
9856	03/31/2020	Uncleared	AP	11518	GENERAL CODE	676.50
9857	03/31/2020	Uncleared	AP	11635	GREAT AMERICA FINANCIAL SERVICES	217.64
9858	03/31/2020	Uncleared	AP	10491	HINTON & ASSOCIATES	18,975.00
9859	03/31/2020	Uncleared	AP	11286	HUNTER KEYSTONE PETERBILT, LP	385.24
9860	03/31/2020	Uncleared	AP	11253	INFRADAPT LLC	2,459.41
9861	03/31/2020	Uncleared	AP	10642	INTERNATIONAL ASSOCIATION OF CHIEFS OF POLICE	525.00
9862	03/31/2020	Uncleared	AP	10568	K & S DISTRIBUTION	357.62
9863	03/31/2020	Uncleared	AP	10622	LEE GREEN & REITER INC	5,489.86
9864	03/31/2020	Uncleared	AP	10644	LOWES COMPANIES INC	1,150.14
9865	03/31/2020	Uncleared	AP	11704	MADISON NATIONAL LIFE	2,225.87
9866	03/31/2020	Uncleared	AP	10762	MARCO	1,490.52
9867	03/31/2020	Uncleared	AP	10669	MAXWELL TRUCK & EQUIPMENT LLC	117.80
9868	03/31/2020	Uncleared	AP	10701	MILLER WELDING SERVICE	25.50
9869	03/31/2020	Uncleared	AP	11807	MODEL UNIFORMS	244.48

Fund/Check No.	Check Date	Clear Date	System	Vendor/Employee No.	Vendor/Employee Name	Amount
9870	03/31/2020	Uncleared	AP	10757	NITTANY OIL COMPANY	4,132.00
9871	03/31/2020	Uncleared	AP	11332	NTM ENGINEERING INC	567.88
9872	03/31/2020	Uncleared	AP	11879	PA TURNPIKE	4.30
9873	03/31/2020	Uncleared	AP	10831	PENN PRIME WORKERS COMPENSATION TRUST	12,707.00
9874	03/31/2020	Uncleared	AP	11877	RUSSIAN CHURCH OF CHRIST	78.11
9875	03/31/2020	Uncleared	AP	10958	S & A HOMES	993.72
9876	03/31/2020	Uncleared	AP	11012	SPRINGBROOK NATIONAL USER GROUP	100.00
9877	03/31/2020	Uncleared	AP	11029	STAHL SHEAFFER ENGINEERING LLC	4,492.80
9878	03/31/2020	Uncleared	AP	11601	STATE COLLEGE AL INVESTORS LLC	1,193.22
9879	03/31/2020	Uncleared	AP	11037	STATE COLLEGE FORD LINCOLN INC	209.72
9880	03/31/2020	Uncleared	AP	11039	STATE COLLEGE POSTMASTER	50.00
9881	03/31/2020	Uncleared	AP	11192	WEST PENN POWER	3,073.50
9882	03/31/2020	Uncleared	AP	10771	WITMER PUBLIC SAFETY GROUP INC	2,985.00
9883	03/31/2020	Uncleared	AP	11262	X-PERT COMMUNICATIONS	520.00
Fund 01 Total:						225,567.76
02	STREET LIGHT FUND					
121	03/31/2020	Uncleared	AP	11192	WEST PENN POWER	217.09
Fund 02 Total:						217.09
03	HYDRANT FUND					
29	01/30/2020	Uncleared	AP	11035	STATE COLLEGE BOROUGH WATER AUTHORITY	0.01
Fund 03 Total:						0.01
30	CAPITAL RESERVE FUND					
707	03/31/2020	Uncleared	AP	10236	CMT LABORATORIES	455.00
708	03/31/2020	Uncleared	AP	11675	GREENFIELD ARCHITECTS LTD	947.13
709	03/31/2020	Uncleared	AP	10504	HAYDEN POWER GROUP	16,631.05
710	03/31/2020	Uncleared	AP	11881	LEONARD S. FIORE INC	207,252.00
711	03/31/2020	Uncleared	AP	10644	LOWES COMPANIES INC	147.88
712	03/31/2020	Uncleared	AP	10820	PBCI ALLEN MECHANICAL AND ELECTRICAL	29,058.71
713	03/31/2020	Uncleared	AP	11857	TRIANGLE FIRE PROTECTION, INC.	12,600.00
714	03/31/2020	Uncleared	AP	11880	WHITMAN, REQUARDT & ASSOCIATES, LLP	13,434.00
Fund 30 Total:						280,525.77
32	TRANSPORT IMPROVEMENT FUND					
2017036	10/15/2018	Uncleared	AP	10819	PATTON TOWNSHIP SUPERVISORS	9,898.12
2017072	03/31/2020	Uncleared	AP	11029	STAHL SHEAFFER ENGINEERING LLC	21,987.95

Fund/Check No.	Check Date	Clear Date	System	Vendor/Employee No.	Vendor/Employee Name	Amount
					Fund 32Total:	31,886.07
34						
42	03/31/2020	Uncleared	AP	10644	LOWES COMPANIES INC	90.24
					Fund 34Total:	90.24
35						
341	03/31/2020	Uncleared	AP	10475	HANSON AGGREGATES PA INC	1,609.14
342	03/31/2020	Uncleared	AP	10509	HRI INC	234.60
343	03/31/2020	Uncleared	AP	10644	LOWES COMPANIES INC	99.61
344	03/31/2020	Uncleared	AP	11045	STEPHENSON EQUIPMENT INC	104,175.40
					Fund 35Total:	106,118.75
93						
20190920	03/31/2020	Uncleared	AP	11192	WEST PENN POWER	79.27
					Fund 93Total:	79.27
					Grand Total:	644,484.96

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION OF THE TOWNSHIP OF FERGUSON, CENTRE COUNTY, PENNSYLVANIA AUTHORIZING THE SUBMISSION OF AN APPLICATION FOR A GRANT FROM THE PENNSYLVANIA DEPARTMENT OF TRANSPORTATION FOR THE 2021-2022 CENTRE COUNTY SOBRIETY CHECKPOINT AND EXPANDED DUI ENFORCEMENT PROGRAM, AND AUTHORIZING THE TOWNSHIP MANAGER TO SIGN ALL DOCUMENTS RELATED TO THE GRANT ON BEHALF OF THE TOWNSHIP OF FERGUSON.**

**BE IT RESOLVED**, by the authority of the Board of Supervisors of the Township of Ferguson, Centre County, Pennsylvania, and it is hereby resolved by authority of the same that the Township Manager of said Municipality, Authority be authorized and directed to sign the grant on its behalf.

**RESOLVED**, this 18th day of May, 2020.

**TOWNSHIP OF FERGUSON**

By \_\_\_\_\_  
Steve Miller, Chairman  
Board of Supervisors

[S E A L]

**ATTEST**

By \_\_\_\_\_  
David G. Pribulka, Secretary

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**CERTIFICATION**

I, David G. Pribulka, Secretary of the Township of Ferguson, do hereby certify that the foregoing is a true and correct copy of the Resolution adopted at a regular meeting of the Board of Supervisors, held the 18th day of May 2020.

**A PROCLAMATION OF THE TOWNSHIP OF FERGUSON, CENTRE COUNTY, PENNSYLVANIA CONGRATULATING THE STATE COLLEGE AREA SCHOOL DISTRICT CLASS OF 2020 AND OTHER AREA GRADUATES ON AN EXEMPLARY ACADEMIC CAREER.**

**WHEREAS**, the State College Area School District Class of 2020 and other area graduates have demonstrated exemplary academic resilience and strength in the face of adversity and challenging times; and

**WHEREAS**, the graduating classes have exhibited a commitment to community health and safety by holding this year's commencement ceremonies in a virtual environment; and

**WHEREAS**, while the commencement ceremonies cannot take place as originally planned, the circumstances should in no way diminish the sense of pride and accomplishment felt by the graduating classes on their day of celebration; and

**WHEREAS**, as emerging leaders in our global community, it is the solemn responsibility of each student in the Class of 2020 to employ the lessons learned throughout their academic experiences to usher in a new era of social and civic responsibility; and

**WHEREAS**, it is acknowledged that the tradition of scholastic excellence instilled in each student has prepared them to meet this responsibility head-on and succeed as future leaders, pioneers, creators, motivators and role models.

**NOW THEREFORE**, the Ferguson Township Board of Supervisors does hereby congratulate the State College Area School District Class of 2020 and other area graduates on an exemplary academic career;

**AND FURTHER**, the Ferguson Township Board of Supervisors hereby extends its sincere wishes for a bright and limitless future to the graduating seniors as they embark on the next journey in their lives.

**PROCLAIMED** this 18<sup>th</sup> day of May 2020.

**FERGUSON TOWNSHIP  
BOARD OF SUPERVISORS**

By: \_\_\_\_\_  
Steve Miller, Chairman  
Board of Supervisors

[ S E A L ]

ATTEST:

\_\_\_\_\_  
David Pribulka, Secretary



**CENTRE REGION COUNCIL OF GOVERNMENTS  
RESOLUTION 2020 - 1**

**A RESOLUTION OF THE CENTRE REGION COUNCIL OF GOVERNMENTS  
TO DEVELOP AND IMPLEMENT A PRAGMATIC, FISCALLY RESPONSIBLE STRATEGY TO  
MITIGATE GREENHOUSE GAS EMISSIONS AND ADAPT TO CHANGING CLIMATE CONDITIONS**

**Preamble:** The Centre Region has a tradition of responsible stewardship, prudent fiscal accountability, and inclusive local government and community practices. All six Centre Region municipalities are Sustainable Pennsylvania certified which is recognition for the policy and practice of sustainability as their way of operating in order to advance community prosperity. State College Borough, Ferguson Township and Harris Township have passed resolutions to address greenhouse gas (GHG) emissions. The municipalities each recognize that many actions needed to address climate change will be more effective with regional and cooperative efforts.

**WHEREAS**, the National Oceanic and Atmospheric Administration (NOAA) has determined that Pennsylvania's temperatures have risen around 1.1°C (1.8°F) since the beginning of the 20th century and that temperatures in the 21<sup>st</sup> century have been higher than any other historical period; and

**WHEREAS**, the National Weather Service (NWS) has determined that the average annual precipitation in Pennsylvania has increased about 10% in the past 110 years, and NWS indicates that during that time period State College experienced a 70% increase in extreme rain events (greater than two inches); and

**WHEREAS**, the Pennsylvania Auditor General reported that in 2018 climate-related costs to Pennsylvania totaled at least \$261 million; that number includes record-breaking floods and landslides that caused over \$125.7 million in infrastructure damages; and

**WHEREAS**, the Centre Region completed a GHG emissions inventory and found that in 2016 the Region contributed 824,190 MTCO<sub>2e</sub> (metric tons carbon dioxide equivalent); and

**WHEREAS**, 67% of the Centre Region GHG emissions came from energy consumption in 2016, and that energy is one of the largest operating costs that municipalities incur; and

**WHEREAS**, the Intergovernmental Panel on Climate Change *Global Warming of 1.5°C Report*, the U.S. *Fourth National Climate Assessment*, and the *15th Global Risk Report of the World Economic Forum* all conclude that climate disruption is a present danger to human health, the environment, and the economy; and

**WHEREAS**, Pennsylvania is part of the US Climate Alliance, which is a bipartisan coalition of 24 governors committed to holding the increase in the global average temperature to well below 2°C above pre-industrial levels, and to pursuing GHG efforts to limit the increase to 1.5°C above pre-industrial levels in order to prevent catastrophic harm to people and ecological systems on which life depends;

**WHEREAS**, municipal actions taken to reduce greenhouse gas emissions, increase energy efficiency and protect the region from climate vulnerabilities provide multiple local benefits by decreasing air pollution, creating jobs, reducing energy expenditures, and saving money for the local government, businesses, and residents; and

**WHEREAS**, both the magnitude and speed needed to achieve GHG emission reductions necessary to prevent dangerous human-induced warming urgently requires all local government entities to cooperate with other levels of government, the private sector, educational institutions, agriculture, and others to rapidly develop strategies to reduce GHG emissions; and

**WHEREAS**, the Constitution of the Commonwealth of Pennsylvania, Article 1, Section 27 guarantees that, “The people have a right to clean air, pure water, and to the preservation of natural, scenic, historic, and esthetic values of the environment. Pennsylvania’s public natural resources are the common property of all the people, including generations yet to come. As trustees of these resources, the Commonwealth shall conserve and maintain them for the benefit of all the people;” and

**WHEREAS**, the Pennsylvania Department of Environmental Protection found Pennsylvania contributes approximately 1% of global GHG emissions, which, according to the Commonwealth’s 2015 *Pennsylvania Climate Impacts Assessment Report*, is affecting agriculture, energy, human health, infrastructure, recreation, water quality, forests, and other ecosystems in Pennsylvania, and human health and ecological systems around the world; and

**WHEREAS**, green building practices and standards have been established, energy efficient buildings make communities more resilient, and the cost of alternative renewable energy is reaching price parity with non-renewable energy; and

**WHEREAS**, green building and renewable energy industries employ thousands of Pennsylvanians; and

**WHEREAS**, agriculture and forestry have played important roles in the Centre Region’s economy and culture for generations, and are integral in sequestering carbon, providing additional ecosystem services, beauty, and recreation, as well as afford a high quality of life for people and our environment; and

**WHEREAS**, universities in Pennsylvania, including the Pennsylvania State University, provide jobs that research, support, and educate Pennsylvania’s renewable energy industry and conduct international, national, state-level, and local climate assessments and planning assistance; and

**NOW, THEREFORE, BE IT HERE RESOLVED:** that the Centre Region Council of Governments shall:

1. Immediately begin to develop a regional plan to:
  - Achieve a 45% reduction in GHG emissions by 2030 based on 2010 levels
  - Achieve an 80% reduction in GHG emissions by 2050 based on 2010 levels
  - Offset the remaining 20% of GHG emissions in 2050 with carbon offset projects to be carbon neutral in 2050
  - Engage peer governmental entities, non-governmental organizations, businesses, and universities to (i) raise awareness of climate change, (ii) identify and encourage courses of action to reduce the amount of GHG emissions, (iii) identify and encourage courses of action to lessen the impacts of changing climate conditions and (iv) embrace the opportunities of climate adaptation; and
2. Continue to lead by example to rapidly pursue these goals in a manner that is transparent, fair, and economically responsible; and
3. Encourage local projects and local impacts first, prior to making an investment out of the region to provide long-term benefits to the region; and
4. Promote “clean, renewable energy” to achieve the stated goals which includes energy produced from environmentally beneficial technologies. Technologies will be evaluated for carbon impact, public health and environmental justice implications.

RESOLVED, this *twenty-second day of June 2020*, meeting in regular session.

Attest:

By:

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Eric Norenburg  
Executive Director, Centre Region COG

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Elliot Abrams  
Chair, Centre Region COG

DRAFT





## CENTRE REGION COUNCIL OF GOVERNMENTS

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April 30, 2020

TO: Executive Committee

FROM: Eric Norenberg, COG Executive Director  
Jim May, CRPA Director

CC: Municipal Managers

SUBJECT: Establishment of a Climate Action and Sustainability Committee and the preparation of a comprehensive review of COG Committees.

At its April 21, 2020 meeting, the Executive Committee agreed to gather feedback from their governing bodies regarding potential changes to COG Committees. The Executive Committee reached consensus on a two-phase approach the municipal governing bodies should consider:

1. Establish a Climate Action and Sustainability Committee
2. Prepare a comprehensive review of COG committees.

### PLANNING FOR THE IMPLEMENTATION PHASE OF THE CLIMATE ACTION AND ADAPTATION PLAN

#### PHASE 1: ESTABLISH A CLIMATE ACTION AND SUSTAINABILITY COMMITTEE

The Executive Committee reached a consensus that the governing bodies should discuss the merits of creating a Climate Action and Sustainability (CAS) Committee by the first quarter of 2021.

The CAS Committee will provide oversight of strategic and coordinated actions among the COG municipalities to set the stage for a successful implementation of the Climate Action and Adaptation Plan (CAAP). The committee will align and organize climate actions to utilize resources efficiently and to identify gaps and opportunities for alignment across various organizations.

PROPOSED responsibilities of the Climate Action and Sustainability Committee could include:

- To recommend and/or review programs, project initiatives or other actions relating to reductions in greenhouse gas emissions and climate adaptation.

- To recommend bidding specifications for the refuse/recycling program to the General Forum and to recommend actions on major policy issues affecting that program.
- To provide oversight of how to measure, monitor, and assess reductions in greenhouse gas emissions and to meet reduction targets on time.
- To promote climate actions and mitigation efforts to improve resiliency and adapt to climate change in the Centre Region.
- To advance the Centre Region as a leader in diverse sustainable practices that contribute to environmental and human health, economic prosperity, and social equity.
- To coordinate studies, plans, and proposals with other COG Committees as they relate to major land use policy, transportation projects, and other infrastructure projects.
- To study and prepare recommendations on greenhouse gas emissions reductions and efforts to adapt to climate change in the Centre Region as requested by the Executive Committee.

## PHASE 2: PREPARE A COMPREHENSIVE REVIEW OF COG COMMITTEES

The last comprehensive review of COG Committees occurred in 2009. Since that time, there have been several changes in municipal and COG operations and priorities. This review would assess COG committees and recommend changes that could include a merger of responsibilities, disbanding, creation of new committees, or other issues as determined by the governing bodies.

The COG recognizes the time commitment and workload that is placed on area elected officials with their representation on individual COG Committees as well as their municipal responsibilities and additional obligations. This review will allow for municipal feedback on the entire COG committee structure and process.

PROPOSED topics that have been recently raised include:

- Merger of the Transportation and Land Use and Public Services and Environmental Committees to form a single Land Use, Transportation, and Infrastructure Committee and shift some responsibilities to the Climate Action and Sustainability Committee.
- Formation of a standing Facilities Committee
- Review of the Parks Capital Committee
- Review of the responsibilities of the Human Resources Committee
- Automatic disbanding of ad hoc committees upon conclusion of their work

- Review the frequency and length of meetings
- Ensuring that the expansion of the number of committees, changes in their scope and the incremental growth of committee workload can be adequately supported by COG staff
- A possible amendment to the COG Articles of Agreement and rules of procedure to permit attendance electronically/remotely at COG meetings
- Adoption of a paperless agenda packet management/distribution process
- Other changes as may be identified by the governing bodies

Staff appreciates the consideration being given to this topic and recognizes the value that standing committees and short-term committees bring to the work of the COG. Our committees enable careful deliberation of important issues, contribute to the transparency of the organization, and create opportunities for stakeholders and residents in each of our communities to be engaged in the work of the COG. Accordingly, staff believes the decision regarding the timing and process to review the COG committee structure should be given careful consideration and the process selected should help to assess not only the topics listed above, but what will be best for the COG for at least the next five years.

If possible, we are asking that municipalities provide initial comments and feedback, and any recommendations to Eric Norenberg by May 14, 2020, so that they may be included in the agenda packet for review and available for discussion at the May 19, 2020, regular meeting of the Executive Committee.

Your feedback on these issues is important as you are an integral part of the success that is achieved by the intergovernmental cooperation at COG.

Sincerely,

Eric Norenberg  
COG Executive Director

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## **AD HOC FACILITIES COMMITTEE**

Video Conference

May 5, 2020

12:15 PM

*During the COVID-19 health emergency, in order to continue business operations of the COG and ensure the safety of municipal officials and staff, the General Forum has authorized the Executive Committee to act of its behalf except in cases where a unanimous vote of the municipalities is required. As a result of the "Stay at Home" order and the requirement that non-essential business operations be closed, the Facilities Committee will hold its meeting via video conference. Written public comment or requests to speak to the Facilities Committee for items not on the agenda and for specific agenda items below may be submitted in advance by emailing [sbinkley@crcog.net](mailto:sbinkley@crcog.net).*

## AGENDA

### PLEASE REMEMBER TO BRING YOUR BLACK BINDER – FACILITIES PERM FILE

1. CALL TO ORDER

Mr. Francke will convene the meeting.

2. PUBLIC COMMENTS

Members of the public are invited to comment on any items not already on the agenda (five minutes per person time limit, please). Comments relating to specific items on the agenda should be deferred until that point in the meeting. Submitted comments will be read into the record by the Executive Director at the appropriate time in the meeting.

3. APPROVAL OF MINUTES (Action)

A copy of the minutes of the March 3, 2020 Ad Hoc Facilities Committee meeting is **enclosed.**

4. PROJECT UPDATES (Informational)

This is an information agenda item intended for the COG staff to share with the Committee about the status of current projects.

- Millbrook Marsh Nature Center boardwalk update by Ms. Pam Salokangas, Parks Director
- Code Renovation project update by Mr. Walt Schneider, Code Director
- RFP for Parking Lot update by Mr. Don Francke and Mr. Joe Viglione
- Ms. DJ Lilly, Schlow Office Manager, and Mr. Tom Brown, State College Borough Facilities Manager, will provide information regarding a potential sidewalk repair/replacement along Beaver Avenue and Allen Street in conjunction with the Borough of State College and CATA.
- Mr. Don Francke will provide an update on the Facilities Assessments of the Patton Township Fire Station, Park Forest Pool, and Oak Hall Regional Park since the March meeting.

The Committee members should ask any questions they deem pertinent.

5. FACILITIES COMMITTEE VISIONING EXERCISE (Discussion)

At its March 3, 2020 meeting the Committee agreed to restart its visioning exercise. This project originally began about a year ago but was tabled due to more pressing concerns (such as the relocation of the Parks offices). The project was for the Committee members to complete two separate writing tasks, one is a newspaper article about an accomplishment of the Facilities Committee written in 2022. The other is an agenda item from a 2025 Facilities Committee meeting.

This request was sent out to the ten Committee (6 voting, 4 nonvoting) members, a heavily involved and knowledgeable volunteer, and four COG staff. To date twelve of the fifteen responses have been received and submitted to the staff responsible for guiding the discussion, Mr. John Franek, Code Services Manager. Mr. Franek, in his previous role at College Township, managed a similar exercise with very positive results for College Township Council.

At its meeting, the elected officials should begin to discuss the process and final objective, receive from and provide guidance to Mr. Franek, and begin the development of a timeline to complete this project.

6. SUMMARY OF COG FACILITY INFORMATION (Discussion)

The Chair requested staff compile a one page summary of documents to clarify all facilities currently owned, rented, or otherwise being maintained under the responsibility of the Centre Region COG, Schlow Centre Region Library, or the Centre Region Parks and Recreation Authority.

The **enclosed** document will provide the Committee members a concise snapshot of these properties to reference as needed. The Committee members should receive and review the document noting information they would like to have added/deleted/edited and asking questions they deem pertinent.

7. PREPARING FOR THE FACILITIES COORDINATOR (Discussion)

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

Earlier this year the Facilities Committee approved the job description for the Facilities Coordinator and the Human Resources Committee approved the job description at its March 4, 2020 meeting as well. The position is anticipated to be hired, but due to the hiring freeze associated with COVID-19 and delays with the COG building renovations, the start date of July 1, 2020 has been delayed.

In preparation of this hiring the Facilities Committee restarted its visioning project and discussed the process, timeline, and desired outcomes earlier in the agenda. In addition to the visioning project, the committee should determine if there are any additional work tasks that should be considered and/or accomplished between now and the start date for the Facilities Coordinator in preparation of their arrival.

8. FINANCE COMMITTEE REPORT (Informational)

Ms. Hartle will report on the April 9, 2020 Finance Committee agenda.

9. OTHER BUSINESS (Informational)

A. Matter of Record - The Human Resources Committee approved the Facilities Coordinator job description at its March 4, 2020 meeting. At this present time this position has not been advertised for due to the hiring freeze associated with COVID-19.

B. Matter of Record - Other business for discussion or action as the Committee deems necessary.

10. ADJOURNMENT

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## **HUMAN RESOURCES COMMITTEE**

Video Conference

Wednesday, May 6, 2020

12:15 PM

During the COVID-19 health emergency, to continue business operations of the COG and to ensure the safety of municipal officials and staff, the General Forum has authorized the Executive Committee to act on its behalf except in cases where a unanimous vote of the municipalities is required. As a result of the “Stay at Home” order and the requirement that non-essential business operations be closed, this Human Resources meeting will be held via video conference. Written public comment or requests to speak to the Human Resources Committee for items not on the agenda and for specific agenda items below may be submitted in advance by emailing [rpetitt@crcog.net](mailto:rpetitt@crcog.net)

### AGENDA

1. CALL TO ORDER

Chairman Nigel Wilson will convene the meeting.

2. PUBLIC COMMENTS

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

3. APPROVAL OF MINUTES

A copy of the minutes from the March 4, 2020 Human Resources Committee meeting is **enclosed** for approval.

4. COVID-19 UPDATE IN REGARD TO PERSONNEL

This agenda topic is for general informational purposes only.

The COVID-19 pandemic and stay at home orders has most COG employees working remotely from home or at a very limited capacity dependent upon the nature of each position. The COG Executive Director, in conjunction with the COG Executive Committee, generously granted 280 hours of paid emergency COVID leave (pro-rated for part-time employees). This has allowed us to keep staff whole through the end of April.

As each day unfolds, management staff continue to follow the federal and state regulations and guidelines that are released regarding expanded family medical leave act for those employees who may encounter childcare issues due to school and day care closures; the expanded unemployment compensation regulations which lift the waiting period for benefits, increase the number of weeks an individual can collect benefits, and offer a \$600/week payment above the regular unemployment benefits; and staff are developing plans for the slow return to work, including but not limited to, continuing remote work from home where able, staggering shifts and practicing physical distancing, wearing proper personal protective equipment (PPE), increasing cleaning services, and providing pick up and drop off services to the public.

Each agency is unique in the work that can be completed remotely and some of their budgetary streams are unique as well. Discussions regarding potential furlough situations are currently being held. Under a furlough, impacted employees would be eligible for the expanded unemployment compensation package and they would also be able to remain on the COG's health insurance.

The COG Executive Director, Finance Director, and Human Resources Officer have also been in discussions with each individual Agency Director and their management staff to review budgets and the impact the pandemic has had on revenue sources. Scenarios are being compiled to be shared at the May Finance Committee meeting. Typically, at the May HR Committee meeting, the Committee reviews personnel requests for the following budget year. Currently, those requests are pending further guidance from the Finance Committee as to whether personnel requests will be handled as business as usual, limited requests, or no requests for the 2021 budget.

5. MMNC PROGRAM COORDINATOR JOB DESCRIPTION RECLASSIFICATION

This is an action agenda item that asks the Human Resources Committee to approve the reclassification of the Millbrook Marsh Nature Centre (MMNC) Program Coordinator job description from an exempt to non-exempt status.

During 2019, COG staff worked with a labor attorney to complete a comprehensive overview of the six COG Office Manager's job descriptions. Using the same knowledge learned during the Office Manager job description review, COG staff recently reviewed the COG Finance Assistant position to ensure proper classification under the Fair Labor Standards Act (FLSA). When the Finance Assistant position was brought forth at the March HR Committee meeting, it was suggested that the MMNC's Program Coordinator position be reviewed in the same manner. The review involved the update and revision of the MMNC Program Coordinator job description to determine that the description was an accurate depiction of the current job duties and responsibilities.



The FLSA uses criteria to determine whether a position is exempt under the executive, professional or administrative exemptions. By way of example, a position may be exempt from overtime if it:

- Meets the salary threshold (earns more than \$35,568 per year / \$684 per week)
- Supervises two full-time employees (or the equivalent number of part-time employees)
- Performs duties that are primarily administrative in nature and includes the exercise of **discretion and independent judgement with respect to matters of significance**

These are not all of the criteria identified by the FLSA, but they were the main focus of the review for the Program Coordinator position under the administrative or professional exemptions. COG management staff have determined that the MMNC Program Coordinator position should be re-classified as non-exempt (to be paid overtime) under the FLSA effective immediately.

This means that effective immediately, the Program Coordinator position will be paid at a rate of one- and one-half times their hourly rate of pay for all hours worked over forty (40) in a work week. Because non-exempt employees must be paid for all hours actually worked, including overtime, it will be important that time worked is recorded and reported properly. Overtime work will require the advanced approval of an employee's supervisor. The Agency Director and a non-exempt employee may mutually agree to compensatory time in lieu of overtime pay, as compensatory time is earned at the same rate as overtime pay. Another third option is that hours may be adjusted within the 40-hour work week in order to avoid incurring overtime/comp time. This option is referred to as flex time.

This agenda item requires the Committee to review the **enclosed** draft job description and classification change for the MMNC Program Coordinator position. If the Committee decides to approve these items, a potential enacting motion is:

***“That the Human Resources Committee approve the MMNC Program Coordinator job description dated May 6, 2020, as revised, including the non-exempt classification, and update the 2020 salary schedule in accordance to reflect the classification as non-exempt for the position.”***

## 6. PARKS PEER TO PEER GRANT OPPORTUNITY

During the Centre Region Parks, Recreation, and Open Space Comprehensive Study, the consultants reviewed staffing levels across the Agency and commented that for the amount of programming and facility management for which we are responsible, the Agency is under-staffed and not capable of fully vetting long-term programs, events, and facility management issues. Agency staff are constantly moving from season-to-season with very little short- and long-term planning time.

Because the focus of this study was on areas such as governance, maintenance, programming, and resident satisfaction levels, time to focus on the staffing levels was not available. In Core Theme 7 – Expand Environmental Sustainability Opportunities, the consultants recommend hiring a Natural Resource Supervisor based on feedback from community surveys and public meeting input. This position, while a good one for the Agency, may not help with the current staffing needs. The opinion of Ms. Pam Salokangas, Agency Director, is that there are higher priorities than this position and those priorities could be further explored through a Peer-to-Peer Grant opportunity, which the Agency learned about as a result of the Comp. Study.

The Peer-to-Peer grant program is through the PA Department of Conservation and Natural Resources (DCNR). This grant program is “available to assist municipal entities with hiring a professional consultant to study specialized small-scale issues. Up to \$10,000 can be made available to hire a peer – typically a park and recreation professional – to work in close collaboration with community leaders to develop an action plan.” It was suggested by Ms. Sue Landes, of Recreation Park Solutions, one of our Comp. Study consultants, that she would be willing to be the peer consultant for a staffing study, the focus of which would be to evaluate more closely the work done by the current staff and what could be the next best position(s) to add to the department. A job description(s) would be developed as well as a salary recommendation. To qualify for this \$10,000 grant, \$1,000 must be provided by the Agency. The grant applications are accepted on a rolling basis, and the Agency has these funds in place now as staff planned to request this grant in 2020.

Ultimately, the reason this topic is important to the HR Committee and COG, is that the recommendations from the Peer Study could result in another grant opportunity through DCNR’s Circuit Rider program. A Circuit Rider grant could help fund one start-up position. With the Circuit Rider grant, the salary costs are spread over four years so that COG can spread the required matching funds across that same time frame, thereby reducing the municipal contributions to a four-year spread vs a one-year expense. If the HR Committee approves this process, it could eventually lead to a new staff hire with a successful Circuit Rider grant application, and COG would be required to provide the required match as follows:

- First year up to one hundred percent (100%) of gross salary.
- Second year up to seventy-five percent (75%) of gross salary.
- Third year up to fifty percent (50%) of gross salary.
- Fourth year up to twenty-five percent (25%) of gross salary.”

COG would be required to provide local funds to cover the circuit rider's employee benefits for all four years, the balance of the salary in years two, three and four, and normal support services, such as office space and furnishings, training and travel expenses, clerical support, equipment, etc. It is expected in year five that COG would pay 100% of this staff member’s salary and benefits. If a staffing recommendation was made from the Peer-to-

Peer study, and the Agency was not successful in receiving the Circuit Rider grant, then 100% of the salary and benefits for the position would be proposed through the next budget cycle.

Circuit Rider grants are typically how multi-municipal parks and recreation departments are started in PA, especially in small, rural locations. Mr. Jeff Hall's first full-time position was through a Circuit Rider grant; he served as the Recreation Director with the Punxsutawney Area Community Center. Ms. Salokangas' first full-time position was as Recreation Director of the Spring-Ford Regional Recreation Commission which included two boroughs, two townships, and the school district.

The Committee should consider the request to move forward with the Peer-to-Peer Grant opportunity available through DCNR. The Committee would review the results of the study and be asked to make further consideration of the Circuit Rider Grant once the Peer-to-Peer study is complete.

## 7. OTHER BUSINESS

- A. Matter of Record - The Makery provided COG with a generous donation of 150 beautiful hand-crafted material masks. The masks will be shared with employees as we return to work following the COVID-19 pandemic.
- B. Matter of Record - The Consumer Price Index for the 12 months ended March 31, 2020 was 1.5% (CPI-U). Based upon the volatility of recent activity in the CPI-U, the Finance Director is predicting the CPI-U will end up between 1.7% and 2.0% for the measurement period.
- C. Matter of Record - The following represents a list of vacancies of COG full- and part-time, year-round positions:

**Admin** - Following 36 years of service, Mr. Jim Steff retired on April 3<sup>rd</sup>, 2020. Mr. Eric Norenberg was hired on March 16, 2020, as the new COG Executive Director. There was some overlap with the exiting Executive Director, and Mr. Norenberg officially took the reins on April 4, 2020.

**Codes** - Following 20 years of service, Mr. Arnold Pelka, Division Manager - New Construction, retired on April 3, 2020. The supervisory position is currently vacant and in the interim, the job duties will be split between the Agency Director and Codes Services Manager.

**Codes** - Following 9 years of service, Mr. Jim Metzgar, Commercial Plans Examiner/Building Inspector, submitted his letter of resignation effective April 10, 2020. Mr. Metzgar has accepted employment out of state. This position is currently vacant and will be advertised internally and externally simultaneously to ensure a solid pool of candidates.

**Emergency Management** – Mr. Derek Hoover began work on April 6, 2020, as the part-time Deputy EM Coordinator. Mr. Hoover has a background in Emergency Services and currently works part-time as the Ferguson Township Ordinance Officer. Derek embraces this opportunity for part-time employment with the COG and has hit the ground running during this COVID 19 emergency. This is a new position as approved through the 2020 budget process.

**Fire** – Mr. Colin Meyer was hired as the summer intern with an April 27, 2020 start date.

**Parks** – A retirement letter was received from long-time employee, Mr. Gary Sprankle, Parks Caretaker I. His retirement date is May 1, 2020. Management staff are considering temporary, short term solutions amidst COVID-19, to use this vacancy savings to re-hire seasonal employees who are already trained to assist during the busy season. The full-time position would then be advertised in the fall months when we can properly recruit, hire and train a new staff member. The intent would be to fill this position as early in 2021 as possible.

**Refuse & Recycling** – As planned, Ms. Darlene Chiver's part-time position as Refuse and Recycling Assistant position ended on April 3, 2020. The Refuse and Recycling Administrator position went full-time in February 2019 in anticipation of this change.

8. ADJOURNMENT

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## PUBLIC SERVICES AND ENVIRONMENTAL COMMITTEE

Video Conference

May 07, 2020

12:15 PM

During the COVID-19 health emergency, to continue business operations of the COG and to ensure the safety of municipal officials and staff, the General Forum has authorized the Executive Committee to act on its behalf except in cases where a unanimous vote of the municipalities is required. As a result of the "Stay at Home" order and the requirement that non-essential business operations be closed, this Public Services and Environmental Committee meeting will be held via video conference. Written public comment or requests to speak to the Public Services and Environmental Committee for items not on the agenda and for specific agenda items below may be submitted in advance by emailing [smato@crcog.net](mailto:smato@crcog.net)

### AGENDA

1. CALL TO ORDER AND ROLL CALL

Chair Hameister will convene the meeting.

2. PUBLIC COMMENTS

Members of the public are invited to comment on any items not already on the agenda (five minutes per person time limit, please). Comments relating to specific items on the agenda should be deferred until that point in the meeting. Submitted comments will be read into the record by the Committee Chair or Recording Secretary at the appropriate time in the meeting.

3. APPROVAL OF MINUTES

A copy of the minutes of the March 05, 2020 Public Services and Environmental Committee meeting are *enclosed*.

4. REVIEW OF THE UAJA TASK ACTIVITY REPORTS - *presented by Corey Rilk and Jim May*

This item provides brief update on three active UAJA Task Activity Reports. The Public Service and Environmental Committee should review the material and provide any

comments to the CRPA staff. Staff will primarily provide information on the Beneficial Reuse Service Area Designation Project.

### **Beneficial Reuse Service Area Designation**

The UAJA submitted a Draft Special Study – Task Activity Report (TAR) for regional review. The purpose of the TAR, from the draft report is to determine:

*A clearly delineated Regional Growth Boundary/Sewer Service Area for the UAJA’s sewer collection and conveyance system currently exists. However, a service area for the provision of the UAJA’s Class A beneficial reuse, or reclaimed, water has not yet been delineated. The Beneficial Reuse Service Area Designation Project generally involves the evaluation and delineation of a service area for existing and potential future extensions of the UAJA’s beneficial reuse water system within the Centre Region. For this Special Study, the entire Centre Region will be considered to be the study area. The Special Study will include an evaluation of existing beneficial reuse water facilities as well as existing and potential future demands for beneficial reuse water within the Centre Region. The designation of a beneficial reuse service area will provide beneficial reuse opportunities that may include one or more of the following:*

- *Urban Reuse*
  - *Golf Course and Recreational Field Irrigation*
- *Agricultural Reuse*
- *Impoundments*
  - *Recreational and Landscape Impoundments*
  - *Snowmaking*
- *Environmental Enhancement*
  - *Wetlands*
  - *Stream Flow Augmentation*
- *Commercial and Industrial Uses*
  - *Cooling Towers*
  - *Boiler Water Make-up*
  - *Process Water for High-Technology Water Reuses*
- *Groundwater Recharge - Nonpotable Reuse*

*The delineation of the Beneficial Reuse Service Area will be based on the need and opportunity to expand the existing system to benefit the community and environmental, while sustaining an outlet for highly treated wastewater to promote continued growth within the RGB/SSA. The following documents will be used to guide the identification of opportunities and ultimately, the service area.*

The UAJA can produce two million gallons per day of beneficial reuse water and the existing Act 537 Plan allows one million more gallons per day. The Pennsylvania Department of Environmental Protection lists beneficial reuse water as wastewater and prohibits any residential uses. Current regional uses for beneficial reuse water range from laundry, irrigation, car washing, etc.

As growth continues within the Centre Region, source water protection will continue to be more critical. As part of the 2000 ACT 537 plan, beneficial reuse was selected as the preferred method to handle wastewater. The TAR would allow beneficial reuse water lines to be expanded within the Centre Region without filing amendments to the Regional Act 537 Plan. The TAR was sent to the State College Borough Water Authority, College Township Water Authority, Penn State, and Clearwater Conservancy for review and comments. The comments submitted by each entity and UAJA responses are *enclosed* with the agenda.

The CRPA staff will discuss responses to the questions in the CRPA comment section of the *enclosed* UAJA Response to Comments on the Beneficial Reuse Service Area Designation Project document. Other reviewing entities have been requested to respond, with a due date to return comments to the CRPA no later than May 29, 2020. CRPA staff will continue to coordinate with the water authorities, other entities, and the UAJA to assure all parties have the clarity needed to fully understand what the UAJA is trying to accomplish with the proposed TAR based upon their responses to the questions.

Other UAJA updates include:

**Meeks Lane Task Activity Report**

The Meeks Lane Pump Station Project involves the construction of a new strategically placed pump station, an additional gravity conveyance infrastructure, and forcemain providing an alternative wastewater conveyance approach in west Patton Township. The completion of this project will allow for the reduction of existing and proposed pump stations to provide a more reliable conveyance system with reduced operator attention. To the fullest extent possible, information contained in the report will be reused to aid in development of the Special Study. UAJA staff anticipate completed of the Draft Special Study within a few weeks.

**Scott Road Pump Station and Bristol Interceptor Task Activity Report**

The Scott Road Pump Station supplies wastewater conveyance from the Pine Grove Mills area of Ferguson Township. New development in the area and increased sewage flows have caused further overload conditions at the Scott Road Pump Station. The Special Study Preliminary Draft is complete and exploratory probing is being completed on Research Drive to verify the locations of utilities.

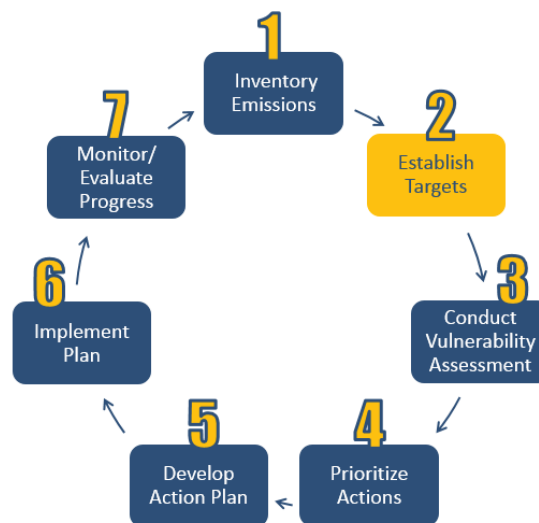
5. **DRAFT GREENHOUSE GAS (GHG) EMISSIONS REDUCTION RESOLUTION** -  
*presented by Pam Adams*

This agenda item asks the Public Services & Environmental Committee to provide feedback and consider forwarding a draft GHG emissions reduction resolution to the General

Forum. Ms. Adams will present information about potential action items and their estimated impact on reducing GHG emissions in order to demonstrate a path towards reaching the emissions reduction targets.

As shown in the figure to the below, there are seven milestones in the climate action and adaptation planning process. Currently, the PSE Committee is deliberating a GHG emissions reduction resolution which will ultimately be forwarded to the General Forum for adoption. The remainder of 2020 will be focused on conducting a vulnerability assessment and developing a Climate Action and Adaptation Plan (CAAP), milestones three through five.

#### 7 Milestones of Climate Action and Adaptation Planning



At its March 5, 2020 meeting, the PSE Committee discussed a draft GHG emissions reduction resolution that was created using municipal and Climate Action and Adaptation Technical Advisory Group (TAG) input. Based on discussion from the March PSE Committee meeting, *enclosed* is a second draft of the GHG emissions reduction resolution.

In this draft some of the whereas language was removed. The purpose of the whereas statement is to provide a “why” for the resolution and the committee expressed interest in keeping the resolution shorter and to focus on keeping it “local”. The targets remained the same in both drafts and the recommended numeric targets are below:

The Centre Region shall immediately begin to develop a plan to:

- Achieve a 45% reduction in GHG emissions by 2030 based on 2010 levels
- Achieve an 80% reduction in GHG emissions by 2050 based on 2010 levels
- Offset the remaining 20% of GHG emissions in 2050 with carbon offset projects to be carbon neutral in 2050; and

It should be noted that the TAG expressed some concern with removing some whereas language as noted in the March 16, 2020 TAG Meeting Summary which is included as a Matter of Record in this agenda. CRPA Staff recommends the current draft which focuses on the local aspects of why the elected officials are passing this resolution while including enough information about state and global efforts.



The identified targets will spearhead the climate action and adaptation planning process. While they are aggressive, there are actions that can be taken at the local and state level that will allow the Region to meet this target. *Enclosed* is a document that outlines some possible action items that could be taken to reach the GHG emissions reduction targets.

The committee should consider any questions they have and/or further information they need to make an informed decision about supporting the draft GHG emissions reduction resolution.

The suggested next steps for establishing GHG emissions reduction targets are:

- May 7 PSE Committee reviews the draft resolution for regional GHG emissions reduction targets and seeks to discuss with municipal board/council as needed.
- June 4 PSE Committee recommends a GHG emissions reduction resolution be forwarded to the General Forum for final action.
- June 22 General Forum adopts a Centre Region resolution that defines the GHG emissions reduction targets.

## 6. OTHER BUSINESS

- A. Matter of Record - *Enclosed* is a GHG Emissions Inventory Infographic created by Jess Chou, CRPA Sustainability Intern. It can also be found on the COG webpage at <https://bit.ly/2RIE0eL> along with the 2016 Community Wide GHG Inventory and Methodology Report and its Executive Summary.
- B. Matter of Record - *Enclosed* is an updated timeline for the Climate Action and Adaptation Plan (CAAP). The main changes are that the task for the General Forum to set the GHG emissions reduction targets was moved from March to June 2020 and the vulnerability assessment is scheduled to be completed by August 2020, not June 2020. The end date of April 2021 for the CAAP report to be completed remains the same.
- C. Matter of Record - In collaboration with the Citizen's Climate Lobby, Ms. Adams will be presenting the regional process for creating the Climate Action and Adaptation Plan on Sunday, May 31, 2020 at 2:00pm through Zoom. It will include the GHG emissions inventory results, recommended reduction targets and possible actions our community can take to reduce GHG emissions and adapt to changing climate.
- D. Matter of Record - *Enclosed* is a document created by the Climate Action and Adaptation Technical Advisory Group (TAG) that provides information on why agriculture is important to include when planning for GHG emissions reductions and

why it is included as the 2<sup>nd</sup> to last WHEREAS in the Centre Region COG Resolution, 2020-1, GHG Emissions Resolution.

- E. Matter of Record - *Enclosed* is the March 16, 2020 and April 20, 2020 meeting summary of the Climate Action and Adaptation Technical Advisory Group (TAG). The TAG's next meeting is May 18, 2020 at 8:30am virtually through Zoom.
- F. Matter of Record - The Sustainable Communities Collaborative (SCC) and its community partners have been busy reviewing student presentations on projects ranging from architectural design to food waste reduction and GHG mitigation. The Spring Expo, where students typically showcase their projects in the State College Borough Building, will be virtual this year. The "expo floor" will open online on **May 1, 2020**, and remain open throughout the summer. Beginning May 1, please take a moment to stop by to view the collaborative projects of students, faculty and community members at [www.sustainability.psu.edu/expo](http://www.sustainability.psu.edu/expo) .
- G. Matter of Record - The next meeting of the Public Services and Environmental Committee is scheduled for Thursday, June 04, 2020, at 12:15 pm. It has not yet been determined if this will be an in-person or video conference meeting. Staff anticipates that we will conduct the meeting virtually using the ZOOM platform. Staff will also inform the Committee closer to the meeting day if in-person meetings are being considered as a meeting option. Agenda items include a presentation by the UAJA regarding any nutrient fee capacity proposals by the Authority. The Committee approved a motion at its meeting on February 6, 2020 for the UAJA to make this presentation. Staff will also request an update on the Spring Benner Walker Joint Authority (SBWJA) proposal to provide public sewer to parcels adjacent to Shiloh Road, near the UAJA Plant.

# CENTRE REGION COUNCIL OF GOVERNMENTS

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State College, PA 16801

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## **FINANCE COMMITTEE**

Video Conference

May 14, 2020

8:30 AM

*During the COVID-19 health emergency, in order to continue business operations of the COG and ensure the safety of municipal officials and staff, the General Forum has authorized the Executive Committee to act of its behalf except in cases where a unanimous vote of the municipalities is required. As a result of the “Stay at Home” order and the requirement that non-essential business operations be closed, the Finance Committee will hold its meeting via video conference. Written public comment or requests to speak to the Finance Committee for items not on the agenda and for specific agenda items below may be submitted in advance by emailing [jviglione@crcog.net](mailto:jviglione@crcog.net).*

## AGENDA

### 1. CALL TO ORDER

Mr. Myers will convene the meeting.

### 2. PUBLIC COMMENTS

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

### 3. APPROVAL OF MINUTES (Action)

A copy of the minutes from the March 5, 2020 Finance Committee meeting is **enclosed** for approval. Also **enclosed** for approval are the meeting notes from the April 9, 2020 Finance Committee Work Session.

### 4. REGIONAL PARKS LOAN

*This is an action agenda item. The Committee should provide a recommendation as to how to proceed with amending the Regional Parks Loan with Fulton Bank.*

The Finance Committee retained Mr. Chris Gibbons, Concord Public Financial Advisors, to contact and enter into negotiations with Fulton Bank at its March 5, 2020 meeting. Mr. Gibbons and Mr. Viglione worked with Mr. Carl Chambers of Fulton Bank to secure two potential offers to amend the loan. At this time the Committee has three clear choices:

1) Amend the agreement based on Fulton Bank's first offer to extend the draw date by two years (from June 1, 2020 to June 1, 2022) and extend the fixed term of the loan of 2.59% for two additional years (from December 1, 2022 to December 1, 2024).

2) Amend the agreement based on Fulton Bank's second offer to extend the draw date by two years (from June 1, 2020 to June 1, 2022). Increase the interest rate on the fixed term of the loan from 2.59% to 2.65% and extend the fixed term of the loan for 4.5 additional years (from December 1, 2022 to June 1, 2027). In addition the variable cap would be reduced from 5.35% to 5% from September 1, 2027 through December 1, 2031, but the underlying variable rate floor would be increased from 64% of Prime to 81% of Prime.

3) Do not amend the terms of the loan.

Staff and Mr. Gibbons recommend proceeding with Option 1 (see the **enclosed** loan documents). Option 2, while fixing in the cost for a greater period of time, also has the potential of increasing the overall interest costs over the current terms of the loan. The cost for Option 1 would be less than \$4,000 - currently \$2,500 to Mr. Jens Damgaard for bond counsel fees and a \$500 loan modification fee are known. There could be additional advertising and/or legal costs that are unknown at this point that could increase the total amount to closer to \$4,000.

Option 3, while it does not have a cost associated with it, would create an additional cost as the additional undrawn funds would need to be drawn and held in escrow. Currently, the undrawn amount is approximately \$2.8 million and the interest rate spread would be approximately 2% on those funds. The cost to carry the additional undrawn funds if they were drawn and held in escrow for one month would be approximately \$4,500 (\$500 more than the cost to amend the terms of the loan under Option 1).

The timeline outlined below notes the important dates for COG and the CRPR Authority between now and the June 1, 2020 final draw date for the Regional Parks loan.

- May 14 @ 8:30 am - Mr. Gibbons provides a recommendation of how to proceed in regard to amending the loan. The Finance Committee should make a recommendation to the Executive Committee and/or General Forum as to how to proceed with the loan.
- May 19 @ 12:15 - Executive Committee either 1) endorses that the CRPR Authority take action to amend the loan based on the Finance Committee recommendation or 2) refers the action to be taken by the General Forum.
- May 21 @ 12:15 pm - COG staff provides an update and answers questions at the CRPR Authority meeting. Action is to be taken by the Authority to amend the loan either 1) based on the recommendation of the Finance Committee and endorsement of the Executive Committee or 2) based on the recommendation of the Finance Committee and contingent upon the endorsement of the General Forum.

- May 26 @ 7:00 pm – COG General Forum would endorse the Authority taking action to amend the loan with Fulton Bank. *\*\*Only necessary if the Executive Committee does not act on behalf of the General Forum in this instance.\*\**

At its April 9, 2020 meeting, the Finance Committee recommended that the costs of the loan be funded from excess funds in the regional parks fund and not from a draw on the available loan funds. Again, the cost for amending the terms of the loan is estimated to be less than \$4,000.

It should also be noted that based on the current status of the loan and the amount being held in escrow currently, a draw of approximately \$70,000 to increase the escrow amount will likely be required to maintain compliance with the terms of the loan.

If the Finance Committee agrees with the financial advisor and staff recommendation, then a motion would be as follows:

*“That the Finance Committee recommends to the Executive Committee that they endorse the Centre Region Parks and Recreation Authority to action to amend the loan with Fulton Bank to extend the final draw date from June 1, 2020 to June 1, 2022 and extend the fixed term of the loan from December 1, 2022 to December 1, 2024 at a rate of 2.59%.”*

The Committee should also begin to discuss next steps with Mr. Gibbons and staff as it pertains to the loan and whether there may be a scenario that may make sense to refinance the loan on the open market.

## 5. FINANCIAL SCENARIO DISCUSSION

*This agenda item asks the Finance Committee to discuss the financial scenarios memo prepared by staff and provide input and direction.*

At the April Finance Committee meeting, the Committee asked staff to take a look at their operations and perform scenario planning with the parameters of a July 1 partial opening and a September 1 full reopening. Staff met during the last two weeks of April and developed a plan and about the time the staff meetings were concluding the governor announced construction activity would resume May 1 and that Centre County would move from Red to Yellow effective on May 8, 2020.

On May 1, the Executive Director and Finance Director met with the Chair and Vice Chair to discuss many items. Two significant pieces of information came out of the meeting. First, staff clarified that the initial document was consistent with the Committee’s directive of staff at the April meeting. Second, the Chair and Vice Chair authorized staff to update the parameters surrounding their financial scenarios to reflect the more recent direction from the governor.

The Committee should review the **enclosed** Financial Scenario and Maintenance Staffing memos and discuss the information and staff recommendations contained within. In addition direction should be provided to staff pertaining to next steps that should be taken in the process. The Committee should expect this discussion to likely extend over multiple meeting agendas going forward.

**6. 2021 COG BUDGET PROCESS**

*This agenda item asks the Finance Committee to discuss amending the 2021 budget process providing staff with input/direction.*

Based on the information in the previous agenda item, staff recommends discussing with the Committee a means to amend/abbreviate the 2021 Budget Process. The budget process usually commences with the distribution of the Program Plan and Capital Improvement Program (CIP) in late June/early July to the Committee. The Detailed Budget document is typically distributed in mid-September and the Summary Budget is distributed to the General Forum in late October.

Due to the delays, uncertainty, and additional workload the typical spring processes have not occurred to date. Typically in late April the Agency Directors begin preparing their sections of the Program Plan and the CIP. In early May the Human Resources Committee receives and vets any proposed new positions that may be included in the 2021 Program Plan. In April and May, the Finance Committee typically discusses whether or not to set a budget guideline for staff to follow in the creation of the following year's budget.

At this point in time, COG staff's focus over the past two months has been amending workflows so that business could be conducted again. This refocus of workload, and the current economic uncertainty associated with COVID-19, has led to delays in the commencing of the budget process.

Staff wishes to discuss with the Committee ways to possibly amend/abbreviate the budget process with the goal being twofold – first, to ease the burden on staff who are spending significant time learning the new working and programming environment associated with COVID-19, and second, to allow more time to pass to potentially provide municipal leaders with a greater clarity of the impacts associated with COVID-19.

**7. FEMA REIMBURSEMENT DISCUSSION**

*This agenda item is for informational purposes and does not require action from the Finance Committee.*

As the life cycle of COVID-19 virus moves from the emergency response phase to the recovery phase, the municipalities and COG should also begin to move to the recovery phase. Part of the recovery phase will be for COG and its member municipalities to

register and submit for reimbursement from FEMA for additional costs it may have incurred in connection with its COVID-19 response.

It is the hope of staff that the Finance Committee meeting can be a forum for communication and coordination between the COG and the six member municipalities to ensure knowledge is being shared and to ensure each knows and understands what the other is doing.

Mr. Shawn Kauffman, EM Coordinator, will be attending the meeting and providing an update on the **enclosed** information to the Finance Committee. The Finance Committee should provide any recommendations they may have to make the obtaining of reimbursements from FEMA a more cohesive, effective, and efficient process.

## 8. USE OF CODE FUNDS/BORROWING POLICY

*This agenda item asks the Finance Committee to consider developing a policy on the methodology of utilizing the Code Fund Balance for non-Code purposes.*

Recently there has been three loans between the Code – New Construction fund (Centre Region COG) and various funds of the Centre Region Parks and Recreation Authority. In 2019, the Committee discussed and passed the following motion pertaining to the rate of interest that should be charged on the loans:

***“The Finance Committee recommends to staff to utilize the maximum forfeited depository interest rate for the length (time period) of the loan to calculate the interest rate for all interfund/interagency loan agreements between Centre Region Council of Governments, Centre Region Parks and Recreation Authority, and Schlow Centre Region Library.”***

Currently, members of the Finance Committee have discussed a desire to set parameters as to how and when loans should be made between funds/entities. The Committee should utilize this meeting to begin to set the framework and based upon their recommendations staff can bring back a policy to the Committee for its consideration at the June Finance Committee meeting.

## 9. FIXED ASSET LISTING

*This agenda item is for informational purposes and does not require action from the Finance Committee.*

**Enclosed** please find the December 31, 2019 fixed asset report completed by Mr. Cary Asendorf. This is a listing of all Capital Assets owned by the Centre Region COG, Centre Region Parks and Recreation Authority, and Schlow Centre Region Library.

The Finance Committee should review the report and note areas of concern/interest.

10. AD HOC FACILITIES COMMITTEE

Mr. Francke will report on the Committee's May 5, 2020 meeting.

The Committee should receive this report and comment as it deems appropriate.

11. MONTHLY REPORTS

*This is an action agenda item that asks the Finance Committee to consider and approve the March and April 2020 voucher reports.*

The **voucher** reports for March and April 2020 are **enclosed**. To proceed, the Committee should consider the following motion:

*“That the Finance Committee approves the March and April 2020 voucher report for the Centre Region COG.”*

The April 2020 **financial** reports are **enclosed**.

Each month paper copies of the **voucher** report will be available at the meeting to folks who have requested paper agenda packets. If the Committee has a question about any of the items in these reports, please let Finance Director Joe Viglione ([jviglione@crcog.net](mailto:jviglione@crcog.net) or 231-3062) know as soon as possible, so that the information can be researched prior to the next Committee meeting.

12. OTHER BUSINESS

- A. Matter of Record – Construction activity has resumed in the Centre Region effective May 1, 2020.
- B. Matter of Record – The Governor of Pennsylvania has authorized Centre County to move from the Red Phase to the Yellow Phase in its response to COVID-19 effective on May 8, 2020.
- C. Matter of Record – The Consumer Price Index for the 12 months ended March 31, 2020 was 1.5% (CPI-U). Based upon the volatility of recent activity in the CPI-U, the Finance Director is predicting the CPI-U will end up between 1.7% and 2.0% for the measurement period.
- D. 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	Parks and Recreation Regional Comp Plan	Complete.
2	Study of Regional Fire Protection Program	The consultants visited in March as planned and we continue to exchange data. The project is only slightly behind schedule due to the pandemic with the consultants still conducting benchmarking exercises.
3	IT Study	Due to staff limitations, this project did not go forward in 2019 and was carried into 2020. There is agreement among COG staff and Borough staff (the IT service provider for 4 COG Agencies) that this should be a priority work objective for 2020. At this time a lead staff member has not been identified.
4	Code Software Study	TRAISSR and OpenGov provided demonstrations. Coordinating group representatives will perform site visits to multiple software client locations in March. (Update: Site visits were canceled due to COVID-19 travel restrictions. This project is currently on hold.)
5	COG Facilities Evaluation	The study of the parking lot at the COG Building is underway and the purchase order for the repair of the windows should be approved between the time of the agenda preparation and the May 14 <sup>th</sup> Finance Committee meeting.
6	Executive Director Recruitment and Screening Committee	Complete.
7	Solar Power Purchase Agreement Working Group	This project is on hold until the Working Group finds an appropriate time to formally approve the cost sharing agreement and the release of the RFP for Energy Consulting Services.
8	Fleet Management Plan/COG Building Parking Lot Study	There is agreement among COG staff and the elected officials that this should be a priority work objective for 2020. At this time a lead staff member has not been identified.
9	Evaluation of Boardwalk at Millbrook Marsh Nature Center	The Feasibility Study Working Group continues to meet virtually about every two weeks. A draft RFP was distributed at the May 4 meeting for discussion and review. Based on the amount of available funds available for this project, the team is leaning toward reducing the scope of work in this first RFP. Once the results are back from that study, it should provide much more clear direction for a second RFP for the exploration of one recommended design, a recommended path, and chosen materials. A grant opportunity would be available for the second RFP if matching funds are in place. More is to be evaluated on this plan and the next meeting scheduled for June 1.

### 13. ADJOURNMENT

# CENTRE REGION COUNCIL OF GOVERNMENTS

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## **PUBLIC SAFETY COMMITTEE**

COG Forum Room

2643 Gateway Drive

Tuesday, May 12, 2020

12:15 p.m.

During the COVID-19 health emergency, to continue business operations of the COG and to ensure the safety of municipal officials and staff, the General Forum has authorized the Executive Committee to act on its behalf except in cases where a unanimous vote of the municipalities is required. As a result of the “Stay at Home” order and the requirement that non-essential business operations be closed, this Public Safety meeting will be held via video conference. Written public comment or requests to speak to the Public Safety Committee for items not on the agenda and for specific agenda items below may be submitted in advance by emailing [tes@crcog.net](mailto:tes@crcog.net)

## AGENDA

1. CALL TO ORDER

Chair Dan Murphy will convene the meeting.

2. PUBLIC COMMENTS

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

3. APPROVAL OF MINUTES

A copy of the minutes from the March 10, 2020 meeting of the COG Public Safety Committee is **enclosed**.

4. TRANSFER OF HAZMAT PROGRAM RESPONSIBILITY TO COG

Beginning in 2013 and more formally in 2016, COG Staff, Alpha Fire Company, State College Fireman’s Relief Association, and the Pennsylvania State University have been discussing the transfer of the Penn State HazMat Team to COG. After considerable discussion, several reports, a HazMat learning lunch event, and multiple presentations to the COG Public Safety Committee, there is consensus on a plan to move forward.

The plan to move forward is based on COG accepting responsibility for the HazMat Team as part of the Regional Fire Protection Program for a period of not less than three years. Penn State will fully fund the team for two years and will donate all team equipment to COG. This plan does not increase the Regional Fire Protection Program budget over the three-year period.

Formal agreements have been developed to affect the transfer of the HazMat Team from Penn State to COG. These include:

1. Agreement between Penn State and COG
2. Agreement between COG and Centre County
3. Agreement between COG, Alpha Fire Company, and State College Fireman's Relief Association

The agreement between COG and Centre County has been accepted by Centre County and awaits COG approval.

The agreement between COG and Penn State is in final legal review by Penn State after two rounds of review. Penn State does not expect significant changes to the current draft.

The agreement between COG, the Alpha Fire Company, and the State College Fireman's Relief Association is in final review.

Staff asks the Public Safety Committee to review the **enclosed** draft agreements in detail and affirm their desire to move the project to completion. Completion of this project will require executing each of the agreements prior to June 30, 2020.

## 5. ANNUAL EMERGENCY MEDICAL SERVICES REPORT

This is an informational agenda item for the Public Safety Committee. It will be introduced by Shawn Kauffman. No action from the Committee is requested. However, the main discussion points should be reported to the General Forum.

In 2008, Pennsylvania House Bill 1131 required Second Class Townships to be responsible for ensuring that fire and emergency medical services (EMS) are provided and to consult with fire and EMS providers to discuss the needs for the Township. In the spirit of this township requirement, the Centre Region Council of Governments invites EMS providers to an annual meeting of the Public Safety Committee to report on current operations, opportunities for improvements, future concerns, and large event planning.

Mr. Kauffman will introduce each of the Centre Region EMS providers. This year's report will also provide an update of COVID-19 preparedness and response activities.

6. STAFF UPDATES

COG Staff will provide updates on the following topics:

- **Code Administration (Walt Schneider)** – The Codes Director will report on the current items including following:
  - Update on the re-opening of Agency to perform construction and property maintenance inspections
  - The status and time schedule for the office space renovations for the relocation of the administrative division of the CRCA agency to space previously occupied by Centre Region Parks and Recreation.
  - The status and time schedule for the Code Software Study
- **Fire Protection (Steve Bair)** – The Fire Director will report on current activities.
- **Emergency Management Program (Shawn Kauffman)** – The Emergency Management Coordinator will report on current items.

7. OTHER BUSINESS

- A. Matter of Record – The February 2020 monthly comparison of new construction code statistics and permits issued/permits closed reports will be distributed at a later date. The February 2020 monthly comparison of existing structures code statistics are **enclosed**.
- B. Matter of Record – The June meeting of the Public Safety Committee will be on June 9 at 12:15 p.m. It will most likely be via Zoom. Anticipated agenda items include:
  - a. Code software update
  - b. Update the 2004 Articles of Agreement and review of the composition of the Centre Region Building and Housing Code Board of Appeals
- C. Matter of Record – The following are staff changes that have occurred in the Office of Administration, Codes, Emergency Management, and Fire.

**Administration** – Following 36 years of service, Mr. Jim Steff retired on April 3<sup>rd</sup>, 2020. Mr. Eric Norenberg was hired on March 16, 2020, as the new COG Executive Director. There was some overlap with the exiting Executive Director, and Mr. Norenberg officially took the reins on April 4, 2020.

**Code** – Following 20 years of service, Mr. Arnold Pelka, Division Manager – New Construction, retired on April 3, 2020. The supervisory position is currently vacant and in the interim, the job duties will be split between the Agency Director and Codes Services Manager.

**Codes** – Following 9 years of service, Mr. Jim Metzgar, Commercial Plans Examiner/Building Inspector, submitted his letter of resignation effective April 10, 2020. Mr. Metzgar has accepted employment out of state. This position is currently vacant and will be advertised internally and externally simultaneously to ensure a solid pool of candidates.

**Emergency Management** – Mr. Derek Hoover began work on April 6, 2020, as the part-time Deputy EM Coordinator. Mr. Hoover has a background in Emergency Services and currently works part-time as the Ferguson Township Ordinance Officer. Derek embraces this opportunity for part-time employment with the COG and has hit the ground running during this COVID 19 emergency. This is a new position as approved through the 2020 budget process.

**Fire** – Mr. Colin Meyer was hired as the summer intern and began work on April 27, 2020.

8. ADJOURNMENT



**Manager's Report  
May 18, 2020**

1. A meeting of the Chamber of Business and Industry of Centre County (CBICC) – Economic Recovery Leadership Group took place on Wednesday, May 6<sup>th</sup>. The group included representatives from the municipal managers committee and leadership from Penn State University and the business community. The agenda included considerations of community need and strategies that can be employed locally to ensure access to resources and assistance to help revitalize the Centre County economy in the wake of the COVID-19 pandemic.
2. Staff held a meeting to discuss the framework of a policy on park maintenance in undeveloped areas. This includes guidance on maintaining low-/no-mow areas, native meadows, native landscape gardens, and wetland planting in stormwater basins. A policy draft will be presented to the Parks and Recreation Committee for review and placed on an upcoming Board of Supervisors Regular Meeting agenda for consideration and comment.
3. Regional stakeholders met virtually with Penn State Athletics and Parking staff to discuss a modified parking plan for the 2020 football season. The modifications focus on improving egress from football games; access for ride-sharing services; and better coordination with Mount Nittany Medical Center for hospital patients to access the facilities during peak traffic hours. There are no immediate impacts to Ferguson Township roads.
4. Provided with my report is a letter of appreciation from the PennPRIME Worker's Compensation and Liability Insurance Trust to the Ferguson Township Police Department for their commitment to community health and safety during the pandemic recovery effort.
5. Provided with my report is a summary of real estate transactions by area for April 2020. This includes comparative statistics for the same time period in 2019 and is a good general indicator of the preliminary impacts of the COVID-19 pandemic on the housing market in Centre County.
6. Preparations are underway to kickstart the stormwater fee study project and reconvene the Stormwater Advisory Committee. Given that congregations of groups of 25 or more remain prohibited in Centre County, public outreach events will likely be held in a virtual environment with details still being finalized.



May 11, 2020

**Ferguson Township Police Department,**

With the advent of Police Week 2020, we would like to take this opportunity to recognize your vital and indispensable role and contributions to the overall welfare of our communities. The current environment has only intensified our need for your services and we are truly grateful that you continue to provide them despite the increased risk.

We appreciate the immense legal knowledge, tactical procedures, and department protocols that you must employ at a moment's notice under constant scrutiny and post-incident reviews. We value the continual training you are not only required to obtain, but also willingly seek, in order to become more versed in your areas of expertise.

We honor each and every one of you for your individual efforts in professional policing and genuinely thank you for exceeding your oath to protect and serve, every single day, especially during these trying times.

With the utmost respect,

A handwritten signature in black ink that reads "Rick Schuettler".

Rick Schuettler  
PML Executive Director  
PennPRIME Secretary/Treasurer

A handwritten signature in black ink that reads "P. Cornell".

Paul Cornell  
East Hanover Township Manager  
PennPRIME Chairman

A handwritten signature in black ink that reads "Angela Tennis".

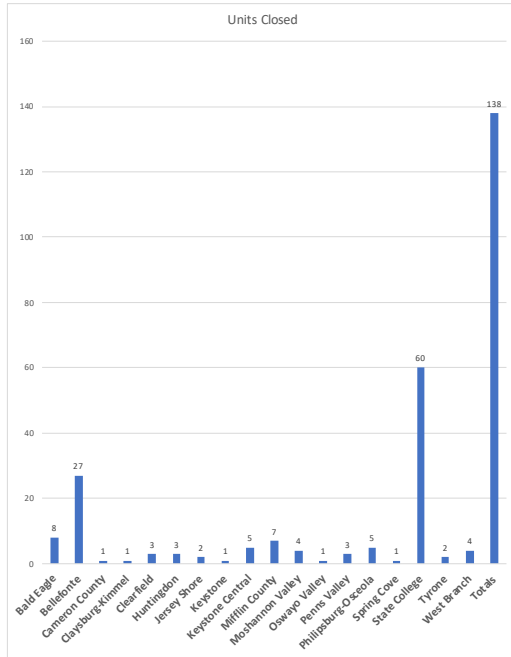
Angela Tennis  
PennPRIME Insurance Services Director

A handwritten signature in black ink that reads "Cheryl A. Lees".

Cheryl Lees  
PennPRIME Loss Control Manager

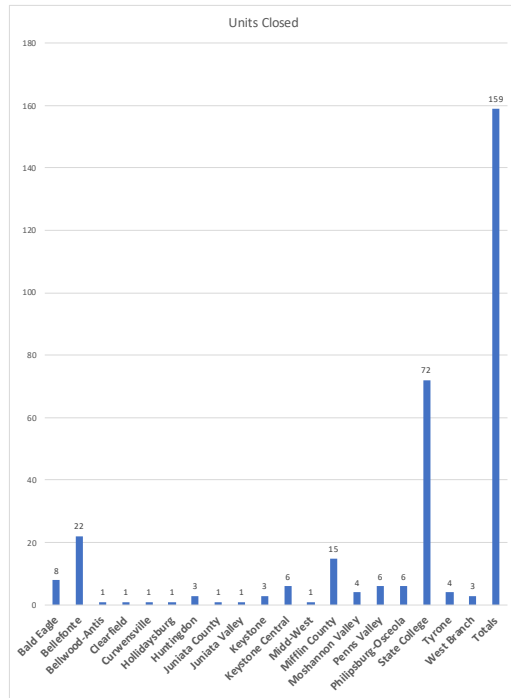
**Centre County Association of REALTORS® Residential Sold by Area April 1 - 30, 2020**

Area - School District	Units Closed	% Market	Dollar Volume	Avg List \$	Avg Sale \$	LP/SP %	Avg Dom
Bald Eagle	8	6%	1,460,800.00	191,787.50	182,600.00	95	30
Bellefonte	27	20%	6,689,289.00	249,362.56	247,751.44	99	66
Cameron County	1	1%	28,800.00	30,800.00	28,800.00	94	62
Claysburg-Kimmel	1	1%	275,000.00	275,000.00	275,000.00	100	14
Clearfield	3	2%	384,000.00	135,966.67	128,000.00	94	119
Huntingdon	3	2%	287,530.00	103,266.67	95,843.33	93	30
Jersey Shore	2	1%	545,000.00	286,450.00	272,500.00	95	95
Keystone	1	1%	230,000.00	229,900.00	230,000.00	100	8
Keystone Central	5	4%	1,120,900.00	226,139.80	224,180.00	99	28
Mifflin County	7	5%	1,284,800.00	187,457.14	183,542.86	98	139
Moshannon Valley	4	3%	248,000.00	69,000.00	62,000.00	90	95
Oswayo Valley	1	1%	34,440.00	34,440.00	34,440.00	100	133
Penns Valley	3	2%	782,500.00	269,300.00	260,833.33	97	38
Philipsburg-Osceola	5	4%	504,400.00	106,579.80	100,880.00	95	25
Spring Cove	1	1%	183,500.00	189,900.00	183,500.00	97	43
State College	60	43%	22,217,615.00	381,306.67	370,293.58	97	42
Tyrone	2	1%	311,900.00	158,450.00	155,950.00	98	4
West Branch	4	3%	515,500.00	128,575.00	128,875.00	100	65
<b>Totals</b>	<b>138</b>	<b>100%</b>	<b>\$37,103,974</b>	<b>\$275,992</b>	<b>\$268,869</b>	<b>97.41</b>	<b>54</b>



**Centre County Association of REALTORS® Residential Sold by Area April 1 - 30, 2019**

Area - School District	Units Closed	% Market	Dollar Volume	Avg List \$	Avg Sale \$	LP/SP %	Avg Dom
Bald Eagle	8	5%	1,500,900.00	193,075.00	187,612.50	97	56
Bellefonte	22	14%	6,262,827.00	290,871.82	284,673.95	98	72
Bellwood-Antis	1	1%	117,000.00	119,900.00	117,000.00	98	13
Clearfield	1	1%	78,000.00	89,900.00	78,000.00	87	420
Curwensville	1	1%	107,000.00	119,000.00	107,000.00	90	128
Hollidaysburg	1	1%	215,000.00	234,900.00	215,000.00	92	14
Huntingdon	3	2%	1,782,900.00	772,266.67	594,300.00	77	19
Juniata County	1	1%	137,500.00	143,500.00	137,500.00	96	19
Juniata Valley	1	1%	249,000.00	249,000.00	249,000.00	100	12
Keystone	3	2%	501,900.00	169,933.33	167,300.00	98	222
Keystone Central	6	4%	786,500.00	135,633.33	131,083.33	97	59
Midd-West	1	1%	26,100.00	26,000.00	26,100.00	100	85
Mifflin County	15	9%	1,979,100.00	136,906.67	131,940.00	96	52
Moshannon Valley	4	3%	277,000.00	74,650.00	69,250.00	93	61
Penns Valley	6	4%	803,150.00	130,950.00	133,858.33	102	42
Philipsburg-Osceola	6	4%	1,345,500.00	243,233.33	224,250.00	92	75
State College	72	45%	22,714,359.00	319,906.69	315,477.21	99	15
Tyrone	4	3%	775,900.00	200,950.00	193,975.00	97	105
West Branch	3	2%	344,000.00	114,000.00	114,666.67	101	67
<b>Totals</b>	<b>159</b>	<b>100%</b>	<b>\$40,003,636</b>	<b>\$260,017</b>	<b>\$251,595</b>	<b>96.76</b>	<b>45</b>







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# TOWNSHIP OF FERGUSON

3147 Research Drive • State College, Pennsylvania 16801

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

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## **Public Works Director's Report to the Board of Supervisors for the regular meeting on May 18, 2020**

- 1. Public Works Road Crew Activities** – One complete round of curbside brush collection and one complete round of leaf collection were completed within the first two weeks of the month. Another round of brush collection and a round of leaf collection will begin on Monday, May 18<sup>th</sup> and should be completed within one week. Other activities scheduled for the road crew in May include street sweeping and roadside mowing, and sod repairs from damage caused by snow plow blades. The crew continues to work in shifts and observe COVID-19 safety protocols.
- 2. Arborist and Tree Commission Activities-** The arborist is working a combination of field work including tree inspections, trimming and tree care, and office/remote work including work on a proposed tree preservation ordinance. The Tree Commission will meet remotely on Monday, May 18<sup>th</sup> at 5pm remotely via ZOOM. Agenda items include discussions on the proposed tree preservation ordinance, plant list, tree canopy survey, and future podcasts.
- 3. Public Works Fleet** - The mechanics are working staggered shifts.
- 4. Public Works Buildings** - The building custodians have returned to their normal schedules which includes one day shift and one night shift. The contractor for the administration building renovations should return to complete punch list items within the next 3 weeks. Site work continues for the new public works facility in accordance with a COVID-19 work safety plan. Work for the next 3 weeks includes excavation for footers and structures and underground fuel tanks, forming and pouring concrete and forming and installing rebar, installation of anchor bolts, foundation insulation, backfilling footers, and installation of the underground gas and diesel tanks. Progress/Coordination meetings with the design team and prime contractors continues. The current estimated substantial completion date is November 2, 2020 based on a contract duration of 140 work days and includes 22 COVID-19 suspension days and 3 weather days.
- 5. Public Works Engineering and GIS-** Engineering and GIS section personnel are working a combination of field work and office/remote work. Work includes managing 2020 capital construction projects and professional engineering service contracts, inspections of MS4 structures and BMPs, pavement inspections, and sidewalk inspections, land development plan reviews, and other engineering related activities.
- 6. Stormwater Fee Study Phase 2** – Staff attended a remote meeting with our consultant team on May 7<sup>th</sup> to discuss a revised level of service, a proposed fee and rate structure, a credit structure and how to move forward with stormwater advisory committee meetings and public

outreach and education. A poll of the stormwater advisory committee members is being conducted to determine the best method to meet.

7. **Contract 2020-C1 Street Improvement Project (portions of Blue Course Drive and Saratoga Drive)** Improvements to sections of these two roads include inlet repairs, curb repairs, asphalt repairs and an asphalt overlay. Work on this project was awarded to New Enterprise. A pre-construction meeting was held on May 12<sup>th</sup>. Notices were sent to adjoining property owners indicating the Township intends to give Notice to Proceed to the contractor on May 18<sup>th</sup> and work will begin shortly thereafter.
8. **Contract 2020-C2 Street Improvement Project (Dry Hollow Road, Deibler Road, portion of Whitehall Road)** – Work includes base repair, asphalt milling, and paving a new asphalt wearing course on Whitehall Road from Timothy Lane to the County line. Some sections of guiderail will be replaced. Work on this project was awarded to New Enterprise. A pre-construction meeting was held on May 12<sup>th</sup>. Notices were sent to adjoining property owners indicating the Township intends to give Notice to Proceed to the contractor on May 18<sup>th</sup> and work will begin shortly thereafter.
9. **Contract 2020-C6 Curb and Ramp upgrades:** This is an annual contract to update and replace curb ramps on sidewalks to meet ADA requirements on roads that receive microsurfacing. Notice of award was sent to GOH. A pre-construction meeting was held on May 7<sup>th</sup>. A Notice to Proceed was issued on May 11<sup>th</sup>. Residents adjoining the work locations were provided notice. Ramps are being upgraded at the locations below:

Road Name	From Street	To Street
James Ave	Stonebridge	Stonebridge
Red Lion	Stonebridge	Kings Ct
Chownings Ct	Red Lion	Cul-De-Sac
Williamsburg	Red Lion	Cul-De-Sac
Kings Ct	Williamsburg	Cul-De-Sac
Wetherburn Dr	Williamsburg	Stonebridge
S. Osmond St	W. College Ave	Twp. Line

10. **Contract 2020-C7a Fuel:** This contract was awarded and a purchase order is pending.
11. **Contract 2020-C7c Asphalt and Aggregate:** This contract was awarded and signed.
12. **Contract 2020-C8 Pavement Markings:** Each year the Township bids painting lines and legends on our roads. A dozen municipalities piggyback on this popular contract. This work was awarded to Alpha Space Control. This work is authorized to proceed.

**13. Contract 2020-C9 Microsurfacing:** Microsurfacing is a pavement preservation technique and a contract is let annually. The work was awarded to Asphalt Paving Systems. Administrative work is in progress. A Notice to Proceed is anticipated on June 22<sup>nd</sup>.

**Contract 2020-C13 Street Tree Planting** This work includes planting 43 street trees and was awarded to Luther Lawn Service LLC. [Work is expected to proceed in May.](#)



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# TOWNSHIP OF FERGUSON

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## **PLANNING & ZONING DIRECTOR'S REPORT**

Monday, May 4, 2020

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### **PLANNING COMMISSION**

The Planning Commission met Monday, May 11, 2020 via Zoom and reviewed the Orchard View Subdivision Conditional Use Application Request and the draft Chapter 19, Signs and Billboards amendment.

### **LAND DEVELOPMENT PLANS AND OTHER PROJECTS**

1. Active Plans are listed below for the Board of Supervisors (4/29/20).
  - Harner Farm Subdivision (24-004-067 and replot 24-004-067C)
  - Orchard View Subdivision (24-004-,067)
  - Whitehall Road Sheetz Land Development Plan (24-004-067)
  - Thistlewood Lot 19 (24-746-007)
2. Planning and Zoning Staff started coming back into the office on May 4 and have been rotating weekly.
3. PZ Director attended training for Docufree, the selected vendor that scanned land development and subdivision plans. The documents have been migrated in to Laserfiche and the Township Receptionist is filing the plans into Laserfiche.
4. PZ Director attended the Crisis Management Team and Crisis Communication Team Meetings.
5. Township Manager, PZ Director and Township Arborist met to review edits to the draft Tree Preservation Ordinance.
6. Township Manager and PZ Director had a Zoom meeting about Pine Hall TTD.
7. Community Planner is working on an active land development plan map.
8. Community Planner and PZ Director reviewed calculations for the Pine Hall TTD plan.
9. Zoning Administrator registered for the virtual National Floodplain Conference for certification maintenance.

### **UPCOMING ZONING HEARING BOARD MEETINGS**

1. The Zoning Hearing Board meetings have been postponed.



FERGUSON TOWNSHIP POLICE DEPARTMENT

April 2020 Calls for Service

Part I Crimes Summary	Previous Month April 2019	Current Month April 2020	Previous YTD April 2019	Current YTD April 2020
Homicide	0	0	0	0
Rape	0	1	2	5
Robbery	0	0	0	0
Assault	8	3	20	12
Burglary	1	0	5	0
Theft	8	3	21	12
Auto Theft	0	0	0	2
Arson	0	0	0	0
<b>Total</b>	<b>17</b>	<b>7</b>	<b>48</b>	<b>31</b>

Part II Crimes Summary	Previous Month April 2019	Current Month April 2020	Previous YTD April 2019	Current YTD April 2020
Forgery	1	1	2	2
Fraud	9	4	33	15
Embezzlement	0	0	0	0
Receiving Stolen Property	1	0	1	0
Criminal Mischief	4	4	19	8
Weapons Violation	0	0	1	0
Prostitution and Commercialized Vice	0	0	0	0
Sex Offense	1	1	4	5
Drug Violation	2	1	9	3
Offenses Against Family	0	0	0	2
DUI	4	0	13	11
Liquor Laws (minors law, furnishing, false ID)	0	0	5	2
Public Intoxication	2	1	14	2
Disorderly Conduct	25	19	76	68
Vagrancy	0	0	0	0
All Other Criminal	2	1	15	9
<b>Total</b>	<b>51</b>	<b>32</b>	<b>192</b>	<b>127</b>

Total Crimes	Previous Month April 2019	Current Month April 2020	Previous YTD April 2019	Current YTD April 2020
Part I Crimes	17	7	48	31
Part II Crimes	51	32	192	127
<b>Total</b>	<b>68</b>	<b>39</b>	<b>240</b>	<b>158</b>



FERGUSON TOWNSHIP POLICE DEPARTMENT

April 2020 Calls for Service

Other Calls for Service	Previous Month April 2019	Current Month April 2020	Previous YTD April 2019	Current YTD April 2020
Vehicle Code - Crashes	23	5	101	46
Vehicle Code - Other Traffic Incidents	50	23	202	129
Health and Safety – EMS Assist	55	41	222	197
Health and Safety – Fire Assist	8	4	28	23
Other Health and Safety Incidents	12	15	63	55
Alarms	9	20	67	69
Suspicious Activity	26	35	97	120
Unsecure Property	0	3	2	6
Found Property	5	2	15	5
Lost Property	3	4	12	14
Community Relations/ Crime Prevention	3	1	24	11
Car Seat Check	1	0	6	5
School Check	27	0	103	60
Township Ordinances	5	3	40	27
Request for Assistance – Attempt to locate	2	2	9	8
Request for Assistance – Can-Help	0	0	3	0
Request for Assistance – Civil Matter	8	11	39	37
Request for Assistance - Other	57	55	183	202
Missing Persons/ Runaways	1	0	9	1
Animal Complaints	17	19	42	50
Department Information	3	3	14	10
Assist Other Agencies	24	11	76	52
<b>Total</b>	<b>339</b>	<b>257</b>	<b>1357</b>	<b>1127</b>

Total Calls for Service	Previous Month April 2019	Current Month April 2020	Previous YTD April 2019	Current YTD April 2020
Part I Crimes	17	7	48	31
Part II Crimes	51	32	192	127
Other Calls for Service	339	257	1357	1127
<b>Total</b>	<b>407</b>	<b>296</b>	<b>1597</b>	<b>1285</b>



## FERGUSON TOWNSHIP POLICE DEPARTMENT

April 2020

	2019	2020	Previous YTD	Current YTD	Notes:
Traffic Citations	103	4	268	120	
Parking Tickets	113	0	516	234	
Traffic Stops	253	32	642	505	
Criminal Arrests	9	1	64	30	
Supplements	172	212	707	617	
Hearings	24	1	71	45	
Med Return	73.74	17.27	134.38	58.01	

*Note:*

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

### **Department Notes:**

- Officer Ryan Plunkett and Officer Lauren Neely responded to a call involving a 27-year-old female experiencing a drug overdose. Officers administered two doses on Naloxone (Narcan) and revived the woman. She was taken to the hospital for evaluation. She overdosed on Heroin.
- Officers responded to a report of a male acting strangely. As officers spoke with the 35-year-old male, he started to run away from officers and toward a parked police cruiser. The man jumped on the hood and fell breaking the car's windshield. The male resisted arrest and kicked officers. The suspect was taken to the hospital for medical evaluation. An officer went to the hospital with minor

injuries and exposure to the suspect's blood. The suspect was determined to be under the influence of Meth and Acid. Charges are pending.

- Officers responded to a local motel for a man walking around the parking lot displaying a handgun. Officers located the man and determined that it was a Taser.
- Officers responded to twenty-three calls involving COVID-19 guidance concerns. The calls ranged from kids playing to a business operating in violation of the Governor's order. In some cases, officers educated the involved parties and in other cases they took no action.
- Officers responded to a large party hosted by a PSU student. Officers issued a citation and made a referral to PSU Office of Student Conduct.

### **Investigations**

- Detectives are investigating a suicide involving a 33-year-old woman.
- Detectives are investigating an elder abuse possible sexual assault allegation.
- Detectives are working with the FBI to investigate a fraudulent check scheme targeting a local bank. One of the department detectives is an active member of the regional FBI Task Force.
- Detectives are investigating a counterfeit check scam and Identity Theft case at a local bank. The same bank has branch offices throughout Pennsylvania that are experiencing similar crimes.



## Record List - Total:293

Contact or caller	Nature	Area	Reported	Incident
<b>911NOVOICE (1)</b>				
911 no voice	911NOVOICE	FT2F1	08:55:30 04/20/20	20FT01699
<b>ABANDVEHICL (3)</b>				
Abandoned vehicle	ABANDVEHICL	FT2G1	07:50:23 04/27/20	20FT01764
Work van parked in callers parking lot	ABANDVEHICL	FT1B1	13:29:03 04/24/20	20FT01746
Abandoned vehicle	ABANDVEHICL	FT2G1	08:00:00 04/23/20	20FT01735
<b>ALARM BURGLAR (19)</b>				
Install bay alarm	ALARM BURGLAR	FT1B1	09:27:49 04/29/20	20FT01788
Burglar alarm	ALARM BURGLAR	FT1A1	08:50:17 04/27/20	20FT01767
Res. Alarm	ALARM BURGLAR	FT2G1	09:58:25 04/25/20	20FT01756
Residential Alarm - cancelled	ALARM BURGLAR	FT2G1	23:34:58 04/24/20	20FT01753
Burglar Alarm	ALARM BURGLAR	FT2F1	23:08:49 04/23/20	20FT01743
Commercial burglar alarm, employee error	ALARM BURGLAR	FT1E1	17:34:35 04/23/20	20FT01768
Burglar alarm	ALARM BURGLAR	FT1A1	18:47:17 04/21/20	20FT01718
Burglar alarm	ALARM BURGLAR	FT1A1	11:15:38 04/21/20	20FT01715
Commercial burglar alarm	ALARM BURGLAR	FT1B1	02:14:26 04/18/20	20FT01688
Commercial burglar alarm	ALARM BURGLAR	FT1A1	23:22:41 04/17/20	20FT01687
Burglar alarm	ALARM BURGLAR	FT2E1	18:30:24 04/16/20	20FT01671
Rear door alarm	ALARM BURGLAR	FT2G1	07:50:32 04/15/20	20FT01652
Alarm cancelled prior to arrival	ALARM BURGLAR	FT2G1	06:42:56 04/15/20	20FT01651
Alarm	ALARM BURGLAR	FT1A1	17:35:38 04/13/20	20FT01640
Burglar alarm	ALARM BURGLAR	FT1E1	16:35:53 04/13/20	20FT01639
Alarm	ALARM BURGLAR	FT1E1	16:57:30 04/10/20	20FT01614
Accidental Alarm	ALARM BURGLAR	FT1E1	15:55:36 04/08/20	20FT01589
Burglar Alarm	ALARM BURGLAR	FT1A1	17:16:22 04/06/20	20FT01560
Employee and janitor room alarm	ALARM BURGLAR	FT2F1	07:19:27 04/06/20	20FT01552
<b>ALARMFIREPDONLY (1)</b>				
Caller said a smoke alarm going off	ALARMFIREPDONLY	FT1B1	16:37:23 04/19/20	20FT01693
<b>ALCOHOL (1)</b>				
21 yof - conscious alcohol overdose	ALCOHOL	FT1F1	22:46:24 04/30/20	20FT01809
<b>ANIMAL (20)</b>				
pony on roadway	ANIMAL	FT3T1	08:13:40 04/30/20	20FT01801
Possible dog abuse	ANIMAL	FT1B1	21:19:58 04/27/20	20FT01778
Injured ground hog	ANIMAL	FT2H1	17:00:51 04/27/20	20FT01775
Dog loose in area	ANIMAL	FT1A1	15:27:37 04/27/20	20FT01773
Caller has someones dog that was running around.	ANIMAL	FT2E1	15:52:09 04/25/20	20FT01759
Caller found a dead feral cat in the bushes	ANIMAL	FT1E1	13:47:01 04/25/20	20FT01758
Dog was off leash near the park but under control	ANIMAL	FT2H1	17:42:25 04/24/20	20FT01749
Injured raccoon dispatched	ANIMAL	FT3H1	10:37:26 04/24/20	20FT01745
Callers dog attacked by dog	ANIMAL	FT1B1	16:41:36 04/20/20	20FT01707
Male surrendered his abused/injured cat to vet	ANIMAL	FT1B1	01:36:17 04/19/20	20FT01691
Dog barking - GOA	ANIMAL	FT2G1	11:37:59 04/14/20	20FT01647
Possible sick raccoon	ANIMAL	FT2G1	11:10:23 04/14/20	20FT01646
Dog bit or scratched 2 people	ANIMAL	FT2H1	11:39:03 04/12/20	20FT01631
Non compliance of Dangerous dog law	ANIMAL	FT2G1	10:35:25 04/09/20	20FT01600
Dog off leash walking with owner	ANIMAL	FT2H1	19:08:50 04/08/20	20FT01593
Injured rabbit on roadway	ANIMAL	FT1B3	23:19:27 04/06/20	20FT01566
Raccoon hiding under a box or pallet	ANIMAL	FT3J1	09:54:34 04/05/20	20FT01539
Found feral cat	ANIMAL	FT1A1	00:09:43 04/04/20	20FT01530
Injured raccoon - GOA	ANIMAL	FT2H1	10:18:08 04/03/20	20FT01516
Dog barking and running up to his dog	ANIMAL	FT2M1	13:31:00 04/02/20	20FT01506
<b>ASSAULT (2)</b>				
Male is sexually harassing caller	ASSAULT	FT2H1	17:02:02 04/09/20	20FT01605
Male assaulted officer and damaged cruiser	ASSAULT	FT2H1	12:54:35 04/07/20	20FT01572
<b>ASSAULTEARLIER (2)</b>				

Possible sexual assault of a 86 yof with Dementia	ASSAULTEARLIER	FT1F2	16:21:58 04/23/20	20FT01739
Domestic between brother and sister	ASSAULTEARLIER	FT1A1	02:37:11 04/09/20	20FT01595
<b>BADCHECKS (2)</b>				
Bad checks	BADCHECKS	FT1B1	15:00:08 04/20/20	20FT01705
Fraudulant checks	BADCHECKS	FT1E1	09:00:00 04/02/20	20FT01507
<b>COMMRELATIONS (1)</b>				
Participated in a parade.	COMMRELATIONS	FT2H1	16:22:14 04/30/20	20FT01808
<b>CRIMMISCHIEF (4)</b>				
Graffiti on sign	CRIMMISCHIEF	FT1F1	10:47:36 04/30/20	20FT01802
Graffiti on tunnel walls under Blue Course Dr	CRIMMISCHIEF	FT1F1	13:40:00 04/29/20	20FT01792
Unknown person damaged animal cage	CRIMMISCHIEF	FT3J1	12:45:23 04/10/20	20FT01610
Saw horses blocking road	CRIMMISCHIEF	FT3T1	14:55:19 04/08/20	20FT01587
<b>DEPTINFO (1)</b>				
Concern for horses and property in Ferguson	DEPTINFO		17:00:00 04/23/20	20FT01744
<b>DISORDERLYCOND (15)</b>				
Loud music	DISORDERLYCOND	FT1A1	22:18:24 04/28/20	20FT01786
Two calls about loud music	DISORDERLYCOND	FT1F2	05:41:24 04/17/20	20FT01678
D/C loud noise	DISORDERLYCOND	FT1F2	23:07:26 04/16/20	20FT01675
D/C - loud music	DISORDERLYCOND	FT1A1	23:46:19 04/15/20	20FT01664
Verbal argument going on outside	DISORDERLYCOND	FT1C1	23:02:47 04/11/20	20FT01630
Loud music	DISORDERLYCOND	FT2G1	19:51:32 04/11/20	20FT01628
Male from Out of The Cold brandishing a handgun-found to be taser	DISORDERLYCOND	FT2H1	13:46:41 04/10/20	20FT01611
Loud music	DISORDERLYCOND	FT1B2	22:58:45 04/09/20	20FT01608
Loud music	DISORDERLYCOND	FT1B2	17:58:33 04/06/20	20FT01563
Loud party	DISORDERLYCOND	FT1B1	03:11:57 04/06/20	20FT01551
Loud music and voices	DISORDERLYCOND	FT1B2	17:36:35 04/05/20	20FT01544
Party with 10 people - Cited for DC	DISORDERLYCOND	FT1B1	03:54:46 04/05/20	20FT01538
Loud music	DISORDERLYCOND	FT1F2	01:48:12 04/05/20	20FT01537
Loud music	DISORDERLYCOND	FT2G1	17:52:05 04/04/20	20FT01534
Loud music	DISORDERLYCOND	FT2G1	20:41:31 04/02/20	20FT01511
<b>DOMESTICDISPUTE (4)</b>				
Verbal domestic	DOMESTICDISPUTE	FT2H1	15:34:01 04/28/20	20FT01781
Verbal domestic	DOMESTICDISPUTE	FT1F2	21:52:15 04/11/20	20FT01629
Domestic reported by email	DOMESTICDISPUTE	FT2H1	11:13:51 04/02/20	20FT01503
Father/Son verbal argument	DOMESTICDISPUTE	FT3Q1	18:41:57 04/01/20	20FT01496
<b>DRUGLAW (1)</b>				
27 YOF Heroin OD/Narcan/Non-Fatal	DRUGLAW	FT2H1	03:21:29 04/17/20	20FT01677
<b>FORGERY (1)</b>				
Counterfeit check and Identity Theft at Bank	FORGERY	FT1A1	10:20:30 04/22/20	20FT01725
<b>FRAUD (2)</b>				
Craigslist scam	FRAUD	FT2G1	12:27:15 04/13/20	20FT01633
Green dot card scam	FRAUD	FT3K1	14:55:33 04/07/20	20FT01574
<b>HARASSMENT (5)</b>				
Threats made by husband	HARASSMENT	FT2H1	14:41:15 04/26/20	20FT01763
Caller said roomates mom pushed her	HARASSMENT	FT1F2	20:26:55 04/25/20	20FT01761
Customer employee dispute	HARASSMENT	FT1B1	18:40:22 04/14/20	20FT01649
Daughter is getting harassing messages	HARASSMENT	FT3I1	16:08:47 04/11/20	20FT01623
Caller is being harassed by her Ex	HARASSMENT	FT1B3	14:07:26 04/03/20	20FT01521
<b>HLTHSFTY (15)</b>				
Welfare check on elderly female	HLTHSFTY	FT2G1	16:42:03 04/24/20	20FT01748
Autistic male left home, found at neighbors	HLTHSFTY	FT3T1	17:02:26 04/23/20	20FT01741
33 yof deceased, probable suicide by overdose	HLTHSFTY	FT3J2	16:50:06 04/23/20	20FT01740
16 YOM suicidal	HLTHSFTY	FT1D1	04:08:13 04/21/20	20FT01713
COVID19-business not following Gov Wolf's order	HLTHSFTY	FT2H1	12:41:15 04/20/20	20FT01703
18 YOM threatening suicide	HLTHSFTY	FT2G1	22:12:39 04/19/20	20FT01695
Recycling bins blown over	HLTHSFTY	FT2H3	10:36:39 04/17/20	20FT01680
Male told a female that he needed help	HLTHSFTY	FT2H1	18:23:08 04/15/20	20FT01660
Overdose on prescription drugs	HLTHSFTY	FT2H1	15:46:18 04/11/20	20FT01622

Smoke Alarm going off	HLTHSFTY	FT2G1	14:03:04 04/11/20	20FT01619
Caller upset about multiple issues MHID	HLTHSFTY	FT2G1	22:07:37 04/07/20	20FT01581
Tip that a juvenile male wanted to die	HLTHSFTY	FT1C1	21:27:21 04/06/20	20FT01564
Wellness Check - 34 YOF	HLTHSFTY	FT1C1	01:38:47 04/06/20	20FT01550
18 YOM mental health issue	HLTHSFTY	FT2G1	14:32:50 04/02/20	20FT01508
Caller paranoid about Coronavirus	HLTHSFTY	FT2G1	10:57:35 04/02/20	20FT01502

### **HLTHSFTYEMSASST (41)**

78 YOM, FALL VICTIM	HLTHSFTYEMSASST	FT1C1	15:58:09 04/30/20	20FT01807
86 YOF, FALL VICTIM	HLTHSFTYEMSASST	FT1C1	15:26:45 04/30/20	20FT01806
73 yof, difficulty breathing	HLTHSFTYEMSASST	FT2G1	19:28:35 04/28/20	20FT01785
49 yom, General Illness	HLTHSFTYEMSASST	FT1B1	15:47:29 04/28/20	20FT01782
82 yom, stroke like symptoms	HLTHSFTYEMSASST	FT1B1	17:50:18 04/27/20	20FT01776
93 yom, combative dementia patient	HLTHSFTYEMSASST	FT1C1	15:46:18 04/27/20	20FT01774
80 yof, chest pain & trouble breathing.	HLTHSFTYEMSASST	FT1E1	08:04:09 04/27/20	20FT01766
73 yof, Flu like illness	HLTHSFTYEMSASST	FT3K1	10:51:37 04/25/20	20FT01757
74 YOF Low blood sugar	HLTHSFTYEMSASST	FT2G1	08:18:09 04/25/20	20FT01754
89 yom, weak legs	HLTHSFTYEMSASST	FT1E1	13:21:24 04/23/20	20FT01738
64 YOM - Throat discomfort	HLTHSFTYEMSASST	FT1C1	02:26:43 04/23/20	20FT01731
30 YOM altered level of consciousness	HLTHSFTYEMSASST	FT2H1	00:06:09 04/21/20	20FT01712
63 YOM altered mental status	HLTHSFTYEMSASST	FT3Q1	19:20:09 04/20/20	20FT01711
65 YOM hip pain	HLTHSFTYEMSASST	FT2G1	01:57:43 04/17/20	20FT01676
47 YOF possible allergic reaction	HLTHSFTYEMSASST	FT3J1	13:51:46 04/16/20	20FT01667
26 YOF trouble breathing and pain	HLTHSFTYEMSASST	FT1A1	07:43:11 04/16/20	20FT01666
53 YOF stuck in recliner	HLTHSFTYEMSASST	FT1B1	18:17:05 04/15/20	20FT01659
91 YOF fever	HLTHSFTYEMSASST	FT2G1	12:01:36 04/15/20	20FT01655
71 YOM complications of congestive heart failure	HLTHSFTYEMSASST	FT1A1	11:55:20 04/15/20	20FT01654
87 YOM trouble breathing	HLTHSFTYEMSASST	FT1C1	04:01:53 04/15/20	20FT01650
88 yof, Shortness of breath	HLTHSFTYEMSASST	FT1C1	21:26:58 04/13/20	20FT01643
80 yof chest pain	HLTHSFTYEMSASST	FT1C1	20:13:47 04/13/20	20FT01642
82 yof, pneumonia-no patient contact	HLTHSFTYEMSASST	FT1B3	15:02:40 04/13/20	20FT01636
63 yom, fever and infection	HLTHSFTYEMSASST	FT3Q1	09:30:23 04/13/20	20FT01632
18 yom suicidal threats	HLTHSFTYEMSASST	FT2G1	17:24:35 04/11/20	20FT01626
66 YOF general illness	HLTHSFTYEMSASST	FT3O1	11:30:34 04/11/20	20FT01618
26 yof, abdominal pain- no patient contact	HLTHSFTYEMSASST	FT1B1	00:57:15 04/11/20	20FT01617
78 YOF breathing difficulty	HLTHSFTYEMSASST	FT1F2	15:35:25 04/09/20	20FT01603
83 YOF ground level fall	HLTHSFTYEMSASST	FT1A1	04:37:26 04/09/20	20FT01596
63 YOF difficulty breathing	HLTHSFTYEMSASST	FT3O1	15:38:22 04/08/20	20FT01588
78 YOM confused	HLTHSFTYEMSASST	FT3K1	17:30:41 04/07/20	20FT01578
61 YOM trouble breathing	HLTHSFTYEMSASST	FT1C1	10:50:07 04/07/20	20FT01569
8 month old fell off bed	HLTHSFTYEMSASST	FT3J1	10:17:43 04/07/20	20FT01567
55 yof, vomiting and diarrhea	HLTHSFTYEMSASST	FT2H1	22:45:26 04/05/20	20FT01548
81 YOM fall	HLTHSFTYEMSASST	FT2G1	21:38:06 04/05/20	20FT01547
54 YOF fall	HLTHSFTYEMSASST	FT2H3	17:38:11 04/05/20	20FT01543
81 YOM fall	HLTHSFTYEMSASST	FT3J2	22:38:30 04/04/20	20FT01536
Medical alarm, accidental	HLTHSFTYEMSASST	FT2H1	21:01:42 04/02/20	20FT01512
83 YOF cardiac symptoms	HLTHSFTYEMSASST	FT2G1	03:29:26 04/02/20	20FT01497
91 yof, aspiration / choking	HLTHSFTYEMSASST	FT1E1	11:46:42 04/01/20	20FT01488
63 yom, trouble breathing, fever, altered mental status	HLTHSFTYEMSASST	FT3Q1	06:01:40 04/01/20	20FT01483

### **HLTHSFTYFIREAST (4)**

Gas was left on all night	HLTHSFTYFIREAST	FT2G1	06:51:49 04/30/20	20FT01800
Two small brush fires	HLTHSFTYFIREAST	FT1F1	17:10:53 04/19/20	20FT01694
Odor of propane	HLTHSFTYFIREAST	FT3N1	22:12:49 04/16/20	20FT01674
Propane fire pit caught fire	HLTHSFTYFIREAST	FT2H3	19:40:55 04/04/20	20FT01535

### **ORDVIOL (3)**

Male burning yard waste	ORDVIOL	FT1B1	13:36:09 04/14/20	20FT01648
Trash blowing around the neighborhood	ORDVIOL	FT2G1	15:57:17 04/06/20	20FT01558
Complaint about smoke from a fire	ORDVIOL	FT1C1	17:22:01 04/05/20	20FT01542

### **OUTAGNCYASST (11)**

welfare check-ORFA	OUTAGNCYASST	FT1A1	18:16:27 04/28/20	20FT01784
Assist PSP with missing person search	OUTAGNCYASST	FT3P1	08:38:18 04/26/20	20FT01762

Checked an address for a run away juvenile from SCPD	OUTAGNCYASST	FT3T1	17:47:33 04/22/20	20FT01729
Assist PSP with locating 55 Honda Pilots	OUTAGNCYASST	FT2H1	12:15:33 04/21/20	20FT01716
Assist SCPD locating 302 person	OUTAGNCYASST		12:51:09 04/20/20	20FT01704
PSP Megan's Law Investigation Request	OUTAGNCYASST	FT3H1	12:20:00 04/20/20	20FT01714
SCPD fraud reported to FTPD	OUTAGNCYASST	FT1A1	11:48:12 04/18/20	20FT01689
Office of aging visiting resident	OUTAGNCYASST	FT2G1	09:25:52 04/15/20	20FT01653
Assist DNCR with a traffic stop	OUTAGNCYASST	FT3R1	18:17:15 04/03/20	20FT01527
Assist PSP locating a burglary suspect	OUTAGNCYASST	FT3S1	18:16:49 04/03/20	20FT01528
Assist PTPD with sound of gunshots	OUTAGNCYASST	PTPD	00:06:13 04/03/20	20FT01513
<b>PROFOUND (2)</b>				
Keys found on sidewalk	PROFOUND	FT1C1	15:43:43 04/07/20	20FT01577
Found iPhone	PROFOUND	FT2H1	10:44:29 04/07/20	20FT01568
<b>PROPLOST (4)</b>				
Lost trailer plate	PROPLOST	FT3N1	10:58:24 04/09/20	20FT01601
Lost driver's license	PROPLOST	FT1B1	15:39:13 04/07/20	20FT01576
Lost ring	PROPLOST	FT1F2	15:46:47 04/03/20	20FT01524
Caller lost his phone on bike path near Bristol.	PROPLOST	FT2H3	19:28:26 04/02/20	20FT01510
<b>RFACIVILDISP (11)</b>				
Child custody dispute	RFACIVILDISP	FT2G1	19:57:16 04/27/20	20FT01777
Roommate dispute over internet	RFACIVILDISP	FT2M1	15:15:29 04/27/20	20FT01772
Civil Dispute over payment	RFACIVILDISP	FT2G1	13:58:32 04/27/20	20FT01770
Customer leaving without paying	RFACIVILDISP	FT1B1	19:07:41 04/25/20	20FT01760
Civil dispute over truck	RFACIVILDISP	FT1D1	16:02:09 04/20/20	20FT01706
Civil dispute over property	RFACIVILDISP	FT1C1	12:07:11 04/15/20	20FT01656
Complaint about custody exchange	RFACIVILDISP	FT3J2	16:25:08 04/11/20	20FT01624
civil issue between estranged spouses	RFACIVILDISP	FT3K1	15:22:19 04/11/20	20FT01621
Civil issue over a sold vehicle	RFACIVILDISP	FT3K1	15:29:19 04/10/20	20FT01612
Subject didn't pay per agreement	RFACIVILDISP	FT2H1	08:40:26 04/10/20	20FT01609
Caller having issues getting horse gear back	RFACIVILDISP	FT3I1	18:51:29 04/09/20	20FT01607
<b>RFALOCATECONT (2)</b>				
Father could not contact son	RFALOCATECONT	FT1F2	22:12:14 04/27/20	20FT01779
Check on the welfare of an 83 YOF	RFALOCATECONT	FT2G1	09:28:32 04/17/20	20FT01679
<b>RFAOTHER (46)</b>				
COVID 19 - Caller concerned with park activity	RFAOTHER	FT1B1	18:19:16 04/28/20	20FT01783
Covid 19: Caller said there was a large gathering of people	RFAOTHER	FT1E1	20:06:40 04/24/20	20FT01752
COVID - Caller REFUSED info for group violation	RFAOTHER	FT1D1	20:03:10 04/24/20	20FT01751
COVID-19 KIDs playing basketball	RFAOTHER	FT2G1	19:09:30 04/24/20	20FT01750
COVID19 - Emergency construction	RFAOTHER	FT1D1	08:34:00 04/23/20	20FT01733
Autistic son damaged property at home	RFAOTHER	FT2H1	20:53:07 04/21/20	20FT01721
Tree fell on sidewalk	RFAOTHER	FT2E1	18:20:08 04/21/20	20FT01719
Disabled vehicle legally parked Tudek	RFAOTHER	FT1B1	18:33:05 04/20/20	20FT01709
COVID19-Complaint of basketball game	RFAOTHER	FT2G1	18:28:04 04/20/20	20FT01710
Argument over dog	RFAOTHER	FT2H1	10:11:56 04/20/20	20FT01702
COVID19 exempt -Car wash open	RFAOTHER	FT1A1	07:52:46 04/20/20	20FT01697
Questions about incident in Lock Haven	RFAOTHER	FT2H3	09:01:38 04/19/20	20FT01692
COVID19 - Contractor working without waiver	RFAOTHER	FT2I1	10:49:31 04/17/20	20FT01681
COVID19- questions about open business	RFAOTHER	FT1E1	15:24:50 04/16/20	20FT01669
COVID19 - Roommate dispute over CDC guidelines	RFAOTHER	FT1F2	22:40:45 04/15/20	20FT01663
Questions about a registration expiring	RFAOTHER	FT2G1	13:57:26 04/15/20	20FT01657
Questions about crash report	RFAOTHER	FT2H1	09:57:21 04/14/20	20FT01645
Caller wanted police assistance moving	RFAOTHER	FT1C1	15:08:37 04/13/20	20FT01638
Caller said her son left with fathers ashes	RFAOTHER	FT1A1	19:55:46 04/11/20	20FT01627
Possible dumping	RFAOTHER	FT2H1	16:31:19 04/11/20	20FT01625
Questions for friend	RFAOTHER	FT1C1	21:16:08 04/10/20	20FT01616
COVID - Walk up complaint of video gaming	RFAOTHER	FT1B1	16:43:45 04/10/20	20FT01613
Couple sleeping near bike path	RFAOTHER	FT1B1	08:20:07 04/09/20	20FT01597
COVID - People playing basketball	RFAOTHER	FT2G1	18:15:02 04/08/20	20FT01592
Caller hit ex husbands car	RFAOTHER	FT3J2	15:51:34 04/08/20	20FT01590

Damage to private power pole	RFAOTHER	FT1B1	11:30:10 04/08/20	20FT01584
COVID- people playing soccer in a school field	RFAOTHER	FT3J1	15:02:19 04/07/20	20FT01575
Questions regarding keeping bees	RFAOTHER	FT1A1	12:10:53 04/07/20	20FT01570
Question about possible PFA violation	RFAOTHER	FT2H1	08:00:00 04/07/20	20FT01571
Drone flying on Shingletown Road	RFAOTHER	FT3I1	19:07:43 04/05/20	20FT01545
COVID - Concerns over people playing soccer	RFAOTHER	FT2G1	18:58:30 04/05/20	20FT01546
Issues with neighbor	RFAOTHER	FT1C1	11:38:12 04/05/20	20FT01541
COVID - Questions about having friends over	RFAOTHER	FT1B3	10:36:38 04/05/20	20FT01540
Questions about a bus in his driveway	RFAOTHER	FT2G1	14:31:06 04/04/20	20FT01533
COVID - Concerns about too many people in a store	RFAOTHER	FT2G1	18:10:26 04/03/20	20FT01526
Inquired about making face masks for PD	RFAOTHER	FT2H1	17:44:47 04/03/20	20FT01525
COVID - Questions about working on his house	RFAOTHER	FT3J2	15:23:11 04/03/20	20FT01523
28 yom MHID issues	RFAOTHER	FT2G1	11:37:37 04/03/20	20FT01519
COVID - Emergency sewer repair	RFAOTHER	FT3N1	11:33:28 04/03/20	20FT01518
Caller's roomates girlfriend stayed over night	RFAOTHER	FT1B1	10:08:28 04/03/20	20FT01515
COVID - Complaint of gathering of 10+ persons	RFAOTHER	FT2G1	18:33:56 04/02/20	20FT01509
COVID - Out of state vehicles at Quality Inn	RFAOTHER	FT1B1	09:23:25 04/02/20	20FT01501
Caller upset that someone who "liked" her public Facebook post	RFAOTHER	FT2G2	15:52:59 04/01/20	20FT01495
Broken down vehicle in church lot	RFAOTHER	FT3N1	15:06:34 04/01/20	20FT01493
COVID - Concern over Staples being open	RFAOTHER	FT1B1	12:17:53 04/01/20	20FT01489
Caller reporting a message to start construction on Toll Brothers during shutdown	RFAOTHER	FT2I1	09:02:34 04/01/20	20FT01486

**SUPPLEMENT (3)**

	SUPPLEMENT		13:10:11 04/27/20	20FT01769
	SUPPLEMENT		13:44:54 04/17/20	20FT01684
Accidently pulled by dispatch	SUPPLEMENT	FT2H1	19:17:11 04/13/20	20FT01641

**SUSPACTY (34)**

Scam Amazon mail	SUSPACTY	FT1E1	11:59:01 04/30/20	20FT01805
Scam phone call from law enforcement	SUSPACTY	FT1B1	11:15:48 04/30/20	20FT01804
Door open and light on	SUSPACTY	FT1C1	01:12:04 04/30/20	20FT01799
Scam email	SUSPACTY	FT2H1	11:25:28 04/28/20	20FT01780
Unknown vehilce drove up Comp.'s driveway	SUSPACTY	FT2M1	21:24:39 04/23/20	20FT01742
Caller received an email containing her password	SUSPACTY	FT1D1	08:54:34 04/23/20	20FT01734
Roomate smoking marijuana in the apartment	SUSPACTY	FT1B4	16:15:00 04/22/20	20FT01728
Social Security Scam	SUSPACTY	FT1E1	08:44:51 04/22/20	20FT01724
Group of individuals in the park	SUSPACTY	FT1A1	23:08:25 04/21/20	20FT01722
Missing ladder	SUSPACTY	FT3J1	19:38:23 04/21/20	20FT01720
Comcast van in lot	SUSPACTY	FT1A1	12:13:26 04/21/20	20FT01717
Multiple reports of gun shots in the area	SUSPACTY	FT1D1	19:05:36 04/17/20	20FT01686
Someone opened paypal account	SUSPACTY	FT1E1	19:42:00 04/16/20	20FT01673
Caller gave personal info to scam	SUSPACTY	FT1B1	17:36:51 04/16/20	20FT01670
Male pulling on doors of closed business	SUSPACTY	FT2H1	18:06:40 04/15/20	20FT01658
Unusual phone call	SUSPACTY	FT2M1	15:47:56 04/13/20	20FT01637
Suspicious voicemail	SUSPACTY	FT3N1	14:38:29 04/13/20	20FT01635
Received email that contained personal information	SUSPACTY	FT1B1	14:45:41 04/11/20	20FT01620
Suspicious activity on iPhone and Gmail account	SUSPACTY	FT2H1	12:00:00 04/11/20	20FT01698
Caller said a male is walking up behind people.	SUSPACTY	FT1B1	18:39:42 04/10/20	20FT01615
Scam email	SUSPACTY	FT2G1	18:15:25 04/09/20	20FT01606
Caller found GPS tracker in car	SUSPACTY	FT2G1	13:43:22 04/09/20	20FT01602
Social Security scam letter	SUSPACTY	FT2G1	10:25:20 04/09/20	20FT01599
Male sitting outside house using phone app	SUSPACTY	FT1C1	10:07:10 04/09/20	20FT01598
Inheritance fraud letter	SUSPACTY	FT1C1	13:35:08 04/08/20	20FT01586
Suspicious vehicle	SUSPACTY		20:12:53 04/07/20	20FT01579
Tarp wrapped up in the woods	SUSPACTY	FT3J2	14:39:52 04/07/20	20FT01573
Male dumping liquid near a car	SUSPACTY	FT1B1	22:07:35 04/06/20	20FT01565
Scam Craigslist advertisement	SUSPACTY	FT1D1	17:24:26 04/06/20	20FT01562
Guest making others feel uncomfortable	SUSPACTY	FT2H1	17:12:32 04/06/20	20FT01559
Male staring at the ground	SUSPACTY	FT2H1	15:22:31 04/06/20	20FT01557
Suspicious vehicle - GOA	SUSPACTY	FT2I1	12:37:42 04/04/20	20FT01532

Social Security scam	SUSPACTY	FT1E1	15:15:39 04/03/20	20FT01522
Caller being scammed about warrants	SUSPACTY	FT3J1	11:34:26 04/03/20	20FT01520
<b><i>THEFT (3)</i></b>				
Male broke into vehicles	THEFT	FT1B5	01:38:03 04/29/20	20FT01787
Someone stole the callers mail from back door.	THEFT	FT1F2	14:46:51 04/27/20	20FT01771
Large personalized rock taken	THEFT	FT3S1	11:33:47 04/06/20	20FT01555
<b><i>TRAFFIC (20)</i></b>				
Helped tractor trailer back out of wrong road	TRAFFIC	FT2G1	10:52:51 04/30/20	20FT01803
TRAFFIC - FOLLOWING CLOSELY	TRAFFIC	FT2H1	05:20:14 04/22/20	20FT01723
Complaint about heavy trucks using road	TRAFFIC	FT3K1	10:53:24 04/17/20	20FT01682
Vehicle with flat tire	TRAFFIC	FT1F1	15:29:09 04/16/20	20FT01668
Trashbag blowing on the roadway	TRAFFIC	FT2M1	06:33:15 04/16/20	20FT01665
Speeding vehicle, GOA	TRAFFIC	FT1C1	18:32:47 04/15/20	20FT01661
Tree leaning on wires	TRAFFIC	FT2E1	14:28:50 04/13/20	20FT01634
Traffic light not cycling correctly	TRAFFIC	FT1F1	16:12:47 04/09/20	20FT01604
Handled under 20FT01587	TRAFFIC	FT3T1	19:20:52 04/08/20	20FT01594
Traffic cones and barricades in roadway	TRAFFIC	FT3T1	17:35:59 04/08/20	20FT01591
11YOF ran into traffic and collided with a car	TRAFFIC	FT1C1	11:41:46 04/08/20	20FT01585
Traffic Enforcement	TRAFFIC	FT3J1	07:47:33 04/08/20	20FT01582
Reckless operation	TRAFFIC	FT1A1	21:25:49 04/03/20	20FT01529
Truck parked in caller's driveway	TRAFFIC	FT1D1	11:09:07 04/03/20	20FT01517
Complaint of vehicles racing up the Mtn	TRAFFIC	FT3J1	13:01:17 04/02/20	20FT01504
Report of car driving recklessly	TRAFFIC	FT1B1	12:59:58 04/02/20	20FT01505
Traffic Enforcement	TRAFFIC	FT3N1	08:05:56 04/02/20	20FT01498
Observe area for speeding vehicles	TRAFFIC	FT3L1	09:50:21 04/01/20	20FT01487
Traffic Enforcement	TRAFFIC	FT3J1	08:37:33 04/01/20	20FT01485
Monitor speeding	TRAFFIC	FT3Q1	07:01:25 04/01/20	20FT01484
<b><i>UNSECPROP (3)</i></b>				
Back door open, audible alarm	UNSECPROP	FT1A1	23:51:47 04/29/20	20FT01798
Front door of a home was open	UNSECPROP	FT1E1	19:25:47 04/16/20	20FT01672
Unsecure business	UNSECPROP	FT2H1	00:28:02 04/06/20	20FT01549
<b><i>VHCLCRSHHITRUN (1)</i></b>				
Report of a hit and run crash	VHCLCRSHHITRUN	FT1B1	15:21:24 04/29/20	20FT01795
<b><i>VHCLCRSHNOINJ (4)</i></b>				
Three car reportable accident	VHCLCRSHNOINJ	FT3R1	07:49:15 04/23/20	20FT01732
Car vs pole vehicle crash	VHCLCRSHNOINJ	FT1C1	18:01:50 04/17/20	20FT01685
Two car accident, no injuries	VHCLCRSHNOINJ	FT3I1	13:37:20 04/17/20	20FT01683
Reportable Accident	VHCLCRSHNOINJ	FT3I1	17:33:21 04/06/20	20FT01561
<b><i>WARRANTSERVICE (1)</i></b>				
302 Warrant	WARRANTSERVICE	FT1C1	17:48:28 04/29/20	20FT01797

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**Subject:** Calendar Item - May 18, 2020, Ferguson Board of Supervisors Regular Meeting  
**Attachments:** CATA Public Hearing Proposed Fare Increase and Service Changes 52620.pdf  
**Importance:** High

**From:** Lyssa Cromell <[lcromell@catabus.com](mailto:lcromell@catabus.com)>  
**Sent:** Wednesday, May 13, 2020 5:53 PM  
**Subject:** Draft FY 2020-21 CATA Budget and Public Hearing Announcement  
**Importance:** High

Good evening,

At its April 27, 2020 meeting, the CATA Board of Directors approved the draft FY 2019/20 CATA Budget and its release for public comment. The draft budget is now available for review on CATA's website at <https://catabus.com/about-cata/cata-overview/budget-annual-report-strategic-plan/>. Municipal officials are provided an opportunity to submit comments for consideration by the CATA board, either by emailing me directly or by contacting their respective representatives to the board. We are asking that comments please be provided by the close of business on Thursday, May 28 so that they can be included in the agenda packet for the board's June 1 meeting.

In addition, a virtual public hearing via Webex has been scheduled for Tuesday, May 26, 2020 from 5:30-7:00 p.m. to receive comments on a proposed 20-cent increase in the **CATABUS** base fare and several proposed services changes for FY 2020/21 that trigger the need for a public hearing in accordance with CATA's adopted Public Hearing Policy. A copy of the press release is attached.

Thank you,

**Lyssa Cromell**  
Executive Assistant / Board Liaison



**Centre Area Transportation Authority (CATA)**  
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## *Press Release*

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Release date: May 13, 2020*

*Phone: (814) 238-2282 ext. 5141  
Date: May 13, 2020*

### ***CATA Public Hearing - Proposed Fare Increase and Service Changes - Tuesday, May 26, 2020***

The Centre Area Transportation Authority (CATA) Board of Directors will host a public hearing on Tuesday, May 26, 2020, at 5:30 p.m., to seek public comment on a proposed increase in CATABUS fares and proposed service changes to tentatively take effect this summer.

This public hearing will be held virtually via WebEx and participants are required to preregister. Full details on how to register will be available on the CATA website at [www.catabus.com/publichearing](http://www.catabus.com/publichearing) in the coming days.

For the first time since 2017, CATA is proposing an increase in the CATABUS base fare from \$2.00 to \$2.20, with a matching percentage increase to all other passes and fare media. These fares would also apply to the CATAGO! service. (No increases in CATARIDE fares are proposed.)

Several service, routing and frequency changes are also being proposed for CATABUS service, and specifically for the **A (Park Forest Village)**, **B (Boalsburg)**, **C (Houserville)**, **F (Pine Grove)**, **G (Gray's Woods)**, **HM (Nittany Mall/Toftrees)**, **K (Cato Park)**, **NV (Havershire/Martin/Vairo/Toftrees)**, **S (Science Park)**, and **VN (Toftrees/Vairo/Martin/Havershire) Routes**, in addition to the elimination of all service on Christmas Eve day.

Full details for all proposed fare and service changes will be made available on the CATA website, [www.catabus.com/publichearing](http://www.catabus.com/publichearing), no later than Monday, May 18.

If you are unable to attend the virtual public hearing, but wish to have your suggestions or viewpoints presented and submitted to CATA's Board of Directors, comments may be directed to:

Christopher Jordan, Director of Service Planning and Community Engagement  
Centre Area Transportation Authority (CATA)  
2081 W. Whitehall Road, State College, PA 16801

Comments may also be submitted by email to [cjordan@catabus.com](mailto:cjordan@catabus.com) and by telephone by calling (814) 238-CATA(2282) ext. 7500.

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