

**ATTENDANCE:**

BOARD	Elliot Abrams, Chair Bryce Boyer, Vice-Chair George Downsborough, Jr., Supervisor Jeff Luck, Supervisor Walt Wise, Supervisor
STAFF	Doug Erickson, Township Manager Brent Brubaker, Township Engineer Lawrence Pegher, Finance Director Betsy Dupuis, Solicitor Eric Vorwald, Planner
ABSENT	John Petrick, Chief of Police Susan Wheeler, RAC/ PW Project Manager
AUDIENCE	C-NET (3) Joe Viglione, COG

**1. CALL TO ORDER**

The August 19, 2015 Patton Township Board of Supervisors meeting held at the Township Municipal Building was called to order at 7:00 PM by Chair Elliot Abrams.

**2. APPROVAL OF MINUTES**

Mr. Boyer moved to approve the July 15, 2015 meeting minutes. Seconded by Mr. Luck, the motion passed 5-0.

**3. PUBLIC COMMENTS**

There were no public comments.

**4. PUBLIC WORKS**

**a. Consultant Agreement for Engineering Oversight and Utility Coordination for Waddle Road Interchange Improvement Project**

Mr. Erickson stated that the project will move to a Design/Build contract with the Department of Transportation (PennDOT) in October of 2015. The Township remains responsible for the pre-construction work involving right-of-way acquisition and utility relocations. The right-of-way work may be completed within the next few weeks by Interstate Acquisition Services. The utility relocation process will begin in earnest in October and PennDOT would like to see all relocation work completed sometime in the spring of 2016. Additionally, some of the roadwork involves Township streets, Waddle Road and Toftrees Avenue.

The Township issued a Request for Proposals for consultants to provide engineering oversight and utility relocations coordination services for the duration of the project. This consultant would review construction plans on behalf of the Township, and work with PennDOT and the design/build contractor to facilitate the utility relocation process. Five proposals were received and three firms were selected for interviews. The selection team, consisting of the Manager, the Township Engineer and the Township's Planner, ranked the firms based on qualifications demonstrated through their proposals and interviews.

Mr. Erickson stated that Glenn O. Hawbaker was the low bidder for the Waddle Road Interchange Improvement project.

5. **PUBLIC WORKS (CONTINUED)**

a. **Consultant Agreement for Engineering Oversight and Utility Coordination for Waddle Road Interchange Improvement Project (CONTINUED)**

Mr. Erickson and Mr. Brubaker recommend entering in an agreement with Markosky Engineering Group in the amount of \$85,148.73 to provide engineering oversight and utility relocations coordination services for the duration of the Waddle Road Interchange Improvement Project.

Mr. Boyer moved to approve entering in an agreement with Markosky Engineering Group in the amount of \$85,148.73. Seconded by Mr. Luck, the motion passed 4-1 with Mr. Downsborough voting against the motion.

Mr. Downsborough stated he is concerned about spending this much money without comparative costs. Mr. Erickson stated that this is how PennDot handles all their professional services and that the \$85,148.73 is a cost not to exceed as the Township will pay on an hourly basis. He stated that the Township did a qualification based selection process.

Mr. Luck stated that in this case the Township is looking at who is most qualified to do the work and he would not want to go with the low bid on a project like this.

Mr. Erickson stated that the Township is just mirroring PennDot's process since the construction project is a PennDot project. Mr. Erickson also noted that this process is required when there is State or Federal funding included with a project.

Mr. Downsborough that he would prefer getting an hourly rate data sheet for the top three firms to do a comparison.

5. **PLANNING AND ZONING**

Mr. Abrams stated that the Planning Commission meeting for August was canceled for lack of business.

a. **Inter-Municipal Zoning Agreement Update – College Township Zoning Ordinance Amendments**

Mr. Erickson stated that in 2005, Patton Township entered into an agreement with College Township relative to the "fair share" requirements of available zoning as outlined in the Municipalities Planning Code (MPC). The MPC also provides for the sharing of zoning among municipalities that also share a comprehensive plan. Specifically, Patton Township has an excess of land zoned for multi-family uses but limited land for industrial uses while College Township has an excess of land for industrial uses but limited land for multi-family uses. To that end, Patton Township and College Township entered into an agreement to share the following multi-family and industrial zoning districts:

Patton Township Zoning Districts  
Medium Density Residential District (R-3)  
Planned Community District (PC)  
Planned Airport District (PAD)  
Industrial District (I-1)

College Township Zoning Districts  
Multi-Family Residential District (R-3)  
General Industrial District (I-1)  
Rural Residential District (R-R)

The agreement states that any proposed change to any of the shared districts shall be reviewed by the other municipality prior to the host municipality taking action. College Township is proposing an amendment to their General Industrial District related to permitted uses. Specifically, College Township is considering allowing commercial and fleet vehicle washing facilities as a permitted use in the General Industrial District. Included with the agenda is a draft of the proposed ordinance amendment for College Township as well as a review letter from the College Township Planner providing an overview of the proposed amendment.

5. **PLANNING AND ZONING (CONTINUED)**

a. **Inter-Municipal Zoning Agreement Update – College Township Zoning Ordinance Amendments (CONTINUED)**

**Recommendation**

Staff reviewed the proposed amendment and feels that the proposal does not adversely impact the inventory of available industrial land and therefore is consistent with the Inter-municipal Zoning Agreement. The Planning Commission members reviewed the documents and provided comments to staff via email. The Township's Planner summarized the comments as:

"I heard back from 5 of the PC members. The only concern that was noted was Bob Prosek had a question about how wastewater disposal would be handled. He noted that if that was addressed somewhere else then he was okay with it. Everyone else that responded was okay with the amendment." (Note: all wastewater generated by such a facility must be directed to the public sanitary sewer system.)

The Board should consider taking action to endorse the proposed change by College Township.

Mr. Luck moved to endorse the proposed change by College Township. Seconded by Mr. Downsborough, the motion passed 5-0.

6. **ADMINISTRATION**

a. **ABC Committee Report**

Mr. Downsborough stated that the Committee reviewed applicants to fill vacancies on the Library Board and the alternate position on the Spring Creek Watershed Commission.

- Judi Minor – to partial term ending December 31, 2015 for Schlow Centre Region Library Board of Trustees (regular 3 year terms)
- Doug Wion – to partial term ending December 31, 2015 as Alternate for the Spring Creek Watershed Commission (regular 1 year terms)

Both nominees would be eligible for reappointment for full terms beginning in 2016.

Mr. Boyer moved to appoint Ms. Minor to the Library Board and Mr. Wion to the Spring Creek Watershed Commission. Seconded by Mr. Luck, the motion passed 5-0.

b. **Council of Governments (COG) 2016 Program Plan and Capital Improvement Plan**

The General Forum has referred the 2016 Centre Region COG [Program Plan](#) and the [Capital Improvement Plan](#) to the municipalities for review and comment. The full plans can be viewed or downloaded from the COG website by clicking on the links above.

The Board initially reviewed the Plans in July and posed several questions to the COG staff to clarify items in the plan.

Included with the agenda materials was a matrix with the questions posed by the COG Executive Director's introductory comments, along with preliminary comments from the Township Manager and a section for recording the Boards comments. A response from COG to the Manager's preliminary questions is anticipated prior to the meeting.

Mr. Abrams stated that having a storage shed for the equipment can help extend the life and usability of equipment.

6. **ADMINISTRATION (CONTINUED)**

b. **Council of Governments (COG) 2016 Program Plan and Capital Improvement Plan (CONTINUED)**

Mr. Boyer stated that if you are going to spend the money on the equipment you might as well spend the money to protect them.

Mr. Downsborough stated that COG needs to look into allowing land owners to opt in or opt out of the organics recycling. He stated that the library is asking for a significant amount to refund the capital account and asked about deferring that until we see how the new fundraising person works out and see what the results are.

Mr. Luck stated that he knows that the library is struggling and wonder what the long term funding is going to be.

Mr. Wise asked how the process of going from Program Plan comments to COG Budget would play out.

Mr. Viglione stated that he has received several comments and are going thru them and going point by point to consolidate into a document for each municipality.

Mr. Erickson stated that he will send Mr. Downsborough's comments to Mr. Viglione.

c. **Mid-Year Financial Report**

Mr. Pegher stated that the mid-year review show that revenues are on track. He stated that a little bit behind from Police revenue year to date. He stated that our health insurance and our claims are higher than budget and will be looking into this with our insurance company. He stated that the expenditures are on track.

A memo from the Director and a spreadsheet showing year-to-date revenues and expenses compared to budgeted amounts was included with the agenda materials.

d. **Non-resident Owner Contacts**

Mr. Erickson stated that from the March 12, 2014 Board of Supervisors agenda:

A staff discussion concerning the total number of rental units in the Township lead to a review of rental housing permit records against the property tax rolls. This comparison of public data bases found a substantial number of dwellings that list an alternate address for the owner, rather than the address of the dwelling itself. This may occur for a variety of valid reasons – it may be a second home, it may be occupied by close relatives of the owner, or the unit is vacant or on the market.

However, if the unit is being leased or rented and does not have a rental housing permit, the unit is in violation of the Centre Region Building Safety and Property Maintenance Code. The requirement to obtain a rental housing permit has been in place since 1968. Currently there are 3,261 permitted rental housing units in the Township.

Staff proposes to begin a process of inquiring with property owners and reminding them of the requirement to have rental housing permits. Each month, staff would mail out 50 inquires such as included in the agenda materials. Staff has already done a first review of the list and removed properties that are vacant or known to be owner-occupied.

After discussion, the Board should provide direction to the Manager on continuing in this effort.

6. **ADMINISTRATION (CONTINUED)**

d. **Non-resident Owner Contacts (CONTINUED)**

The Board directed the Manager to proceed as recommended. In practice about 30 to 40 initial requests were sent each month. A copy of the initial request letter was included with the agenda materials. Up to two additional requests were sent to unresponsive property owners. The results of the effort are tabulated below:

RESPONSE	NUMBER	PERCENTAGE
Non-responsive	14	3%
Have a rental permit	33	8%
Obtained rental permit after contact	41	9%
Replied they would be applying for a rental permit	14	3%
Vacant dwellings	10	2%
Occupied by Owner or close relatives	130	30%
Second or vacation home	189	43%
Miscellaneous	8	2%
<b>Total</b>	<b>439</b>	<b>100%</b>

Mr. Erickson stated that the Township should not have to do this for another 5-10 years.

e. **Voucher Report**

A copy of the July 2015 Voucher Report is included with the agenda materials. Board members having questions should contact the Township office prior to the meeting so the necessary information can be obtained.

Mr. Luck moved to approve the July 2015 Voucher Report. Seconded by Mr. Downsborough, the motion passed 5-0.

7. **MANAGER'S REPORT**

a. **Mosquito spraying in Gray's Woods and Marysville**

Mr. Erickson stated that the County has done two mosquito sprayings in Gray's Woods and Marysville area in the last month. He stated that there was also a request to put mosquito traps in the W. Clearview Avenue area.

b. **Deer Management in Cedar Cliff**

Mr. Erickson stated that the Cedar Cliff Home Owners Association asked the Game Commission for a deer management program for their neighborhood. He stated that the Game Commission will hand out permits for bow hunters.

8. **COMMITTEE REPORTS**

Mr. Luck state that Transportation and Land Use discussed the CATA Strategic Plan, CRPA Regional Planning Program Services and the Regional Bike Plan update.

Mr. Boyer stated that Public Safety met and discussed the COG/Ferguson Lease Agreement, 2016 Permit Fee Schedule, 2016 Existing Structures Study and Statewide Issues Affecting the Volunteer Fire Service.

**9. OTHER BUSINESS**

Mr. Downsbrough asked staff if contacting State Representative to see if there is anything that can be done about the maintenance status of the property at 1984 Park Forest Avenue that is owned by HUD. Ms. Dupuis suggested that HUD may be trying to sell property and having problems selling and suggested getting more information before contacting a State Representative.

**10. ADJOURNMENT**

There being no further business, by Mr. Boyer's motion and Mr. Luck's second, the meeting was adjourned at 7:59PM.

---

Douglas J. Erickson, Township Secretary