



**PATTON TOWNSHIP  
CENTRE COUNTY, PENNSYLVANIA**

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## **BOARD OF SUPERVISORS**

BOARD MEETING ROOM  
PATTON TOWNSHIP MUNICIPAL BUILDING

**December 8, 2021**      **5:00 PM**

### **\*\*\* AGENDA UPDATED \*\*\***

**UPDATES INCLUDE:** Item 4b – Report and Press Release attached; Item 6b – Revised attachments included; Item 7d – Update included; Item 8 – Consent Agenda Updated; Item 8b1- Recommendation to reject all bids; Item 8b2 - COSTARS bid attached; Item 8b3 - Withdrawn; Item 8d2 – Report attached; Item 10 – Report attached

**PLEASE NOTE: This meeting will be a hybrid, combining in-person and tele-conferencing.**

The Public is welcome to attend via Zoom, but may also provide comments prior to the meeting by email [patton@twp.patton.pa.us](mailto:patton@twp.patton.pa.us) or phone 814-234-0271 (ask for the Manager)

The meeting will be broadcast live on C-NET (Comcast Ch 7) and live-streamed at <https://www.youtube.com/user/CNetCentreCounty/live>

**Join Zoom Meeting Information:**      <https://us02web.zoom.us/j/81455820520>  
**Meeting ID:** 814 5582 0520      **or Dial-up: 929-205-6099**

1. If you are not a Board member or a Patton Township staff member we request that you turn off your video. If you are an applicant or presenter, please wait to be recognized by the Chair or Manager to turn on your video and speak.
2. If you are a member of the public and would like to provide comments during Item 2; Public Comments or on a particular agenda item, please use the “raise hand” feature of the Zoom application. Please wait for the Chair to indicate that it is your opportunity to speak. Public comments will be limited to five minutes per person per item.

To receive Board agendas via email, please email a request to [patton@twp.patton.pa.us](mailto:patton@twp.patton.pa.us)  
Meetings can be live-streamed at <https://www.youtube.com/user/CNetCentreCounty/live>

1. **CALL TO ORDER**

The Chair will call the meeting to order.

a. **Announcements** - at the conclusion of tonight's meeting, the Board will hold an executive session with the Township Manager to review his performance for 2021. As no Board action is anticipated to be required, the Board will not be re-convening after the session.

b. **Pledge of Allegiance** – as you are able, please rise and join the Board in the Pledge

c. **Additions to the Posted Agenda**

The Board of Supervisor has adopted the following procedures for adding items to a posted agenda:

The tentative agenda for the Patton Township Board of Supervisors is typically published on the Friday prior to the Wednesday meeting. An Updated Agenda is typically published on the Tuesday prior to a Wednesday meeting. The Updated Agenda shall be considered the “posted” agenda in accordance with Act 65 of 2021.

At this time, the Chair may announce and/or ask the other Board members for the addition of agenda items that constitute Emergency Business or are considered de minimas in nature and do not involve the expenditure of funds or entering into a contract or agreement. The Chair shall determine if the items do constitute Emergency Business or are considered de minimas in nature and will determine the placement of each such added item within the meeting agenda.

Any Board member wishing to add an item to the agenda that is not Emergency Business and not considered de minimas in nature shall ask for recognition by the Chair and shall make a motion to add an item, including stating the nature of the item and reason for changing the agenda. If the motion is seconded, the Chair shall oversee discussion and a vote on the motion to add the item. If the motion is approved by a majority vote of the individuals present and voting, the item shall be added to the agenda. The Chair shall determine the placement of the added item within the meeting agenda.

Please see attachment “Item 1a, Meeting Conduct Policy”, for guidance on meeting decorum.

## 2. PUBLIC COMMENTS

Residents/taxpayers may address the Board on issues of interest to the Township. Comments related to specific agenda items should be deferred until that point in the meeting.

If you are attending on Zoom please use the “raise hand” feature of the Zoom application and wait for the Chair to indicate that it is your opportunity to speak.

If you are attending in-person please approach the podium and wait for the Chair to indicate that it is your opportunity to speak.

Public comments are limited to five minutes per person.

## 3. PRESENTATIONS / PUBLIC HEARINGS

### a. **UAJA Meeks Lane Pump Station Proposal**

#### Background

In 2015 the Executive Director of UAJA proposed relocating the primary sanitary sewer line (also known as an interceptor sewer) serving the Gray’s Woods Planned Community Development. This project could eliminate several existing and future sewage pumping facilities (also known as “lift stations”). Sewage systems generally are more efficient and less likely to create problems for customers when they use gravity pipes to move flows downhill instead of using pumps to push the sewage uphill.

Since 1990 the municipalities that comprise the Centre Region Council of Governments (COG) have jointly regulated the availability of public sewer service through the creation of a Sewer Service Area (SSA) that is incorporated into the Act 537 Sewage Facilities Plan, a planning process/document that is required by the Commonwealth and enforced by the Department of Environmental Protection (DEP).

UAJA has recently completed a “[Special Study for the Meeks Lane Pump Station](#)” for a proposed update to the Act 537 Plan (see agenda Item 3a.1 – for the Executive Summary – click on link for full report). The concurrence of the Patton Township Board of Supervisors and 5 of 6 of the COG members is required to update the 537 Plan and move this project to construction. A location map is included on Page 5 of this agenda.

This matter was last reviewed by the Patton Township Board in May of 2017.

### 3. PRESENTATIONS / PUBLIC HEARINGS (Continued)

#### a. UAJA Meeks Lane Pump Station Proposal (Continued)

##### Discussion Points

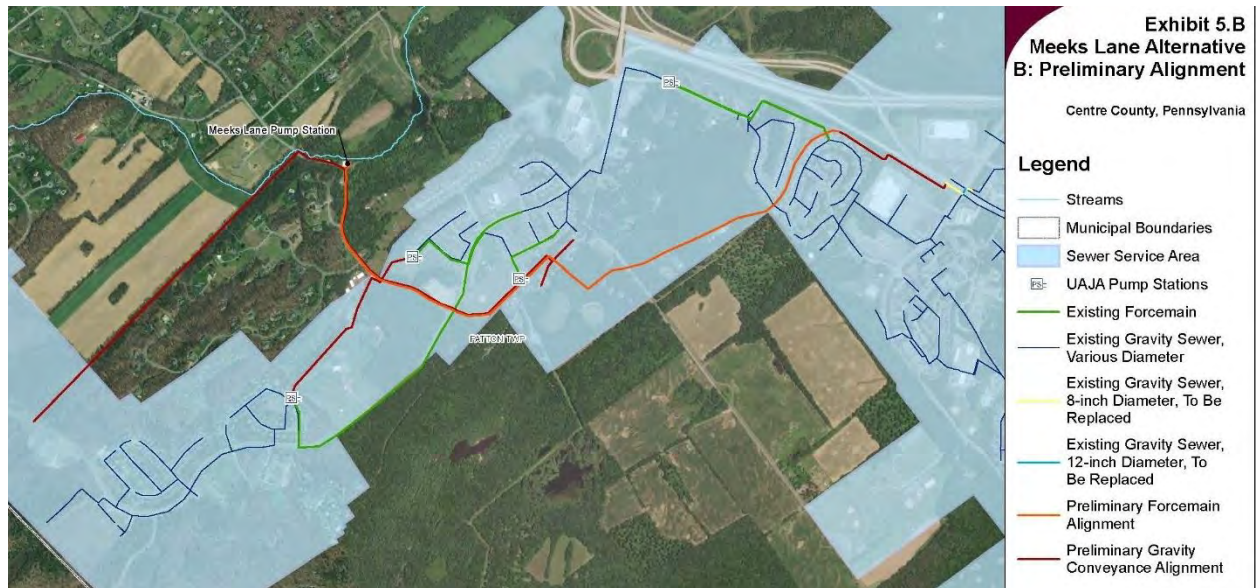
The Board members may wish to consider some or all the following matters as they study this item:

- **Improvements to the overall sanitary sewage collection and conveyance system** – this project would replace several smaller pumping facilities with one larger facility. This will decrease energy consumption, decrease operating costs, and increase the reliability of the system.
- **Future Development in Grays Woods Planned Community and The Reserve** – this project will eliminate the need to construct any new pump stations. All future homes would be served by gravity sewers that would flow to the new Meeks Lane Pump Station.
- **Sanitary Sewage facilities outside of the designated Sewage Service Area (SSA)**– this project would install new gravity sanitary sewage lines that would be located outside of the SSA. It is highly likely that property owners adjacent to these new lines will request permission from the Township to connect. The Board will have the future options of denying a request (with or without comment or justification), approving a limited number of connections, or seeking approval of a larger number of connections through a COG-mandated process (see Item 3a.3).
- **Construction impacts** – this project will temporarily impact road users and property owners during construction that is likely to last at least a year. UAJA will need to acquire easements to install pipes across several properties. Meeks Lane will see the installation of both gravity and pressure mains in areas that will require excavation in rock. Keeping residents informed would require close coordination between Township and UAJA staffs.
- **Future public sanitary service to Halfmoon Township** – this project could make service feasible to portions of Halfmoon, with the approval of the Halfmoon Board and an approved expansion of the SSA by the COG.
- **Financial Considerations** – this project does not involve any direct costs for the Township. All costs related to easement acquisition, construction, and restoration will be borne by UAJA. UAJA may be acquiring some funding from developers of properties within the current SSA.

### 3. PRESENTATIONS / PUBLIC HEARINGS (Continued)

#### a. UAJA Meeks Lane Pump Station Proposal (Continued)

##### Project Location Map



The following items are included with the agenda materials:

- Item 3a.1 Executive Summary for the “[Special Study for the Meeks Lane Pump Station](#)” click on link for full report)
- Item 3a.2 Exhibit 5.B from Special Study
- Item 3a.3 2013 Centre Region Growth Boundary and Sewer Service Area Implementation Agreement

For this item the Board should:

- Review the information included/referenced in the agenda
- Receive a presentation from the UAJA Executive Director and/or their consultant
- Solicit additional information from the presenters
- Solicit public input
- Identify additional information desired prior to taking action
- Provide direction to the Manager on future steps – options include:
  - Holding information sessions for residents impacted by construction
  - Scheduling matter for future Board consideration

**3. PRESENTATIONS / PUBLIC HEARINGS (Continued)**

**b. CATA's A Route Disruption**

The CATA Board of Directors meet on November 22<sup>nd</sup> and reviewed the request from the Patton Township Board of Supervisors to restore service to the A route in Park Forest Village. The CATA Board committed to the following:

- Hold a Public Input session on December 7<sup>th</sup> at the Library.
- Provide a written response from the CATA Board Chair to the latest letter from Patton Township
- The CATA Board Chair and senior staff will attend a Patton Board meeting to make a presentation.

The Manager advises, that while we wait for a written response from CATA, the Board members should consider which of these options is the least-best alternative the Board is willing to consider:

1. Full restoration of the A Route
2. Some reduced level of service for A route customers
  - a. Reduced number of daily trips
  - b. Modifications to other routes to serve parts of the A route
  - c. Some on-request type of service (Like CATA-GO)
3. No Service (current status-quo)

For this item the Board should:

- Review the information included in the agenda
- Receive any available update on the December 7<sup>th</sup> CATA Input session
- Solicit public input
- Discuss alternatives and identify any additional information desired



#### 4. PUBLIC SAFETY

##### a. Update from Chick-fil-A Restaurant

A representative from the Chick-fil-A corporation will provide an update on the proposed improvements to the facility located at 1938 North Atherton Street (see Item 4a.1 of the attached agenda materials.)

##### Township Process for Approving Proposed Improvements

An application for a variance has been submitted to the Zoning Hearing Board (ZHB) and a hearing is scheduled for December 15<sup>th</sup>. Variances are requested for side and rear yard setbacks for canopy structures over portions of the drive through lanes, and for rear yard screening requirements. A page from the submitted drawings is included with the attached agenda materials as Item 4a.2 – the proposed canopies are the gray shaded areas in the drawing. The ZHB adjudicates variance requests based on mandated criteria from the Municipalities Planning Code (MPC) and our own zoning regulations.

Once the ZHB has rendered a decision, Chick-fil-A can submit plans to the Engineering, Planning, and Zoning Department for review and comment. Once staff has reviewed the plans for compliance with Township zoning and land development regulations, the plans will be placed on the Planning Commission's agenda for review and recommendation to the Board of Supervisors.

For this item the Board should:

- Review the information included with the agenda
- Receive a brief presentation from the Chick-fil-A representative(s)
- Solicit public input
- Solicit any additional information desired from Chick-fil-A or staff

This item is for information only, no formal Board action will be taken.

##### b. Police Update

The November 2021 Public Safety Report was distributed with the December 7<sup>th</sup> agenda supplement (Item 4b.1). The Police Chief will review the report and respond to questions.

As we head into the winter season, Chief Jolley would like to remind residents and visitors of our Snow Emergency parking restrictions and the requirement to clear sidewalks of ice and snow after storms. Please see attachment Item 4b.2 included with the agenda supplement.

**5. PUBLIC WORKS OPERATIONS– no items**

**6. ENGINEERING, PLANNING, AND ZONING**

a. **The Planning Commission did not meet in December.** The next meeting will be January 10, 2022.

**b. Conservation Easement for Gray's Woods Preserve**

A REVISED final draft document (Item 6b.1R – both mark-up and clean) was distributed with the December 7<sup>th</sup> agenda supplement. This has been developed, reviewed and accepted by the Manager, Solicitor and Clearwater Conservancy. The Open Space Stewardship Committee met in November and approved these items as Conservation Objectives (see Section 1.05) for the property:

OBJECTIVE 1: Protect and improve forest health and resiliency by developing and implementing a Forest Stewardship Plan, and updating the Plan as needed/recommended.

OBJECTIVE 2: Protect and enhance sensitive habitats such as wetlands, vernal pools and critical upland areas by creating a Conservation Plan that will include mapping and classifying sensitive habitats, inventorying flora/fauna, and provide recommendations for activities that benefit or improve the habitat(s).

OBJECTIVE 3: Protect and enhance habitat for rare, threatened, and endangered species by locating, identifying and mapping these species, and by working with subject matter experts to preserve and improve these habitats.

OBJECTIVE 4: Conduct public outreach to promote appropriate recreational use of the properties, promote educational and research opportunities, and promote public knowledge by telling stories of our successes.



## 6. ENGINEERING, PLANNING, AND ZONING (Continued)

### b. Conservation Easement for Gray's Woods Preserve

Staff is currently working on a funding agreement with the Hamer Foundation and Clearwater Conservancy for supporting the Agreement.

For this item the Board should:

- Review the revised information included/referenced in the agenda supplement
- Receive a brief presentation from the Manager recommending approval of the "Declaration of Public Trust and Covenants and Grant of Conservation Easement"
- Solicit additional information from staff
- Solicit public input
- Consider action to adopt Resolution 2021-029 (see Item 6b.2R) approving the easement agreement and authorizing the Chair to execute same on behalf of the Board of Supervisors.

## 7. ADMINISTRATION

### a. Meeting Dates and Times for 2021

The Manager requests that the Board consider making a tentative decision on setting a Board meeting time for 2021. This action will also assist C-NET with scheduling for the next year. In 2020 the Board changed to meeting in the late afternoon/ early evening in March.

The agenda materials include:

- Draft calendar of meetings for 2022. To be officially approved at the January 3<sup>rd</sup> Organizational meeting.

For this item the Board should:

- Review the provided materials
- Solicit public input
- Consider action to set a meeting time for 2022 meetings or defer action to the January 3<sup>rd</sup> Organizational Meeting

**7. ADMINISTRATION (Continued)**

**b. Adoption of Capital Improvement Plan 2022-2026, 2022 Township Budget, and 2022 Council of Governments Budget.**

The following documents will be considered for adoption under this item. These items can each be reviewed, downloaded or printed by clicking on the link.

[2022 Township Budget](#)  
[2022-2026 Township CIP](#)

[2022 Township Line Item Detail](#)  
[2022 COG Summary Budget](#)

In October the Board received and reviewed the Manager's recommendation for the Township's five year Capital Improvement Plan (CIP). The CIP provides an additional financial planning tool that serves as a companion to the Township's annual Budget, focusing on major capital projects, significant operational increases (e.g. staff additions or COG programmatic changes), and long-term financing options.

At the November 10th meeting the Manager's recommended budget was presented, incorporating the current elements of the CIP, which the Board tentatively adopted with no change to the proposed tax rates. This Tentative 2022 Township Budget was advertised for a Public Hearing, which was held on November 17th. No changes were made to the tentative budget following the Public Hearing.

The 2022 Township Budget presented for final adoption **provides for no increase in tax rates** and the following totals:

Revenue	\$14,236,696
Expenditures	\$13,773,620
Revenue less Expenses	\$ 463,076
Ending Cash Balance	\$ 1,823,066

The 2022 Township Budget must be adopted by December 31, 2021.

At the November 22<sup>nd</sup> General Forum meeting the 2022 Centre Region Council of Governments Budget was approved and referred to the municipalities for adoption. Approval of the 2022 Township Budget would incorporate approval of the 2022 COG Budget.

The Board should consider the following actions to adopt the 2022-2026 CIP and the 2026 Township Budget:

- Approval of a 2022-2026 Capital Improvement Plan Resolution (2021-25)
- Approval of a 2022 Budget Resolution (2021-26)
- Approval of a 2022 Property Tax Rate Resolution (2021-27)

Drafts of the three resolutions are included with the agenda materials

To receive Board agendas via email, please email a request to [patton@twp.patton.pa.us](mailto:patton@twp.patton.pa.us)

## 7. ADMINISTRATION (Continued)

### c. Human Relations Commission Update

The Bellefonte Borough Council has declined to participate in the formation of a regional Human Relations Commission (HRC). This leaves Patton and Ferguson Townships along with State College and Millhiem Boroughs as the potential partners in the effort.

Included with the agenda materials (Item 7c.1) is a new revised draft ordinance that incorporates the following changes:

- Removal of support animals from the definition of service animals
- The language on multiple filings has been amended to state that the Regional Human Relations Commission *would not* file with the state HRC on behalf of the complainant, and that all timeframes and statutes of limitation would overlap one another.

If the Board has no objections to moving this process forward, the Manager will report that to the other participants and seek consensus on a schedule for implementing this initiative.

### d. ABC Nominations

The ABC Commission will be holding interviews with volunteer over the next couple of weeks. Nominations to fill vacancies will be reported to the Board for consideration with the January 3, 2022 agenda.

## 8. CONSENT AGENDA

The items included below are routine in nature and it is not anticipated that any will generate discussion or questions. The actual Consent Agenda with a brief description of each item is included with the agenda packet materials distributed to the Board and will also be available to the public at the sign-in table. At the request of a Board member any single item or all items on the Consent Agenda can be discussed and voted on separately. If no items are “pulled,” the Board should consider a motion for “approval of the Consent Agenda items as shown on the agenda.”

- a. **Public Safety – no items**
- b. **Public Works Operations**
  - 1) **Recommendation to reject bids for 2022 Stone, Asphalt, Concrete and solicit new quotes.**
  - 2) **Truck Purchase for 2022**
  - 3) ~~**Approval of COSTARS Bids for Court Resurfacing for Bernel Road Park and Green Hollow Park (waiting on complete bid documents)**~~
- c. **Engineering, Planning, and Zoning**
  - 1) **Appointment of Acting Zoning Officer**
  - 2) **Green Light-Go Grant Application**
- d. **Administration**
  - 1) **Minutes -- November 10, 2021 and November 17, 2021**
  - 2) **November Voucher Report**
  - 3) **Resolution for Police Pension Plan Employee Contributions for 2022**

## 9. MANAGER'S REPORT

The Manager will report on current matters, including:

- a. Correspondence –
  - [1] Happy Valley Adventure Bureau [2020-21 Annual Report](#)
  - [2] DEP Groundwater Investigation
- b. Announcements – no items
- c. ARP Consultant Update
- c. Upcoming Events
  - [1] December 13-17 - Bulk Waste Collection
  - [2] December 24, Christmas Eve, Office Closed
  - [3] December 31, New Years Eve, Office Closed
  - [4] January 3, Office **OPEN**
  - [5] ABC Volunteer Appreciation Dinner – Feb 11

## 10. COMMITTEE REPORTS

Board members should report on the meeting(s) of the COG and other committee(s) on which they serve, including:

- a. Council of Governments Committees (Committee agendas can be downloaded by clicking the highlighted link)

### Finance, Nov 18

- Municipal Comments on the 2022 COG Summary Budget (*Action*)
- Code Software Contract with Traisr (*Action*)
- Input on e-Payment Fees – Code Software (Discussion)
- Year End Recap – Finance Office (Informational/Discussion)
- Special Meeting Dates for December (Informational)
- Facilities Committee Report (*Informational*)

### Exec, Nov 18

- Adoption Of Centre Region Climate Action and Adaptation Plan (CAAP)
- MG2V Project and Musser Gap Greenway Access Letter
- Municipal And Public Comments On The 2022 COG Budget
- Code Software Contract With TRAIRS
- Special Meeting Dates for December
- COG Solicitor Appointment Procedure
- Unit Voting During Hybrid General Forum Meetings Process Review

### Public Services & Environmental & TLU, Dec 2 (report enclosed- Item 10a.3)

- Act 537 Sewage Facilities Plan Special Study for the Calder Way and Atherton Street Sewer Main Replacement
- Act 537 Sewage Facilities Plan Special Study for Meeks Lane Pump Station
- Overview of Utility-Scale Solar Toolkit Recommendations

### Human Resources, Cancelled

### Future Meetings:

#### Facilities, Finance, Parks Capital, Dec 9, 8:30 am (Joint Meeting)

- Whitehall Road Regional Park Phase 1 Development

#### Exec, Dec 9, 11 am

- Whitehall Road Regional Park Phase 1 Development
- Executive Session to Discuss Personnel Matter

#### Climate Action & Sustainability, Cancelled

#### Public Safety, Cancelled

**10. COMMITTEE REPORTS (Continued)**

- b. State College Borough Water Authority (3<sup>rd</sup> Thursday)
- c. Centre Area Cable Consortium, as needed – Trevino (did not meet)
- d. Spring Creek Watershed Commission – Mason (report enclosed)
- e. Centre County Metropolitan Planning Org. Nov. 23, – Robb, Abrams Alt. (report enclosed)
- f. Centre County Airport Authority, (4<sup>th</sup> Thursday)
- g. Solar Power Purchase Working Group – Whitman, Pegher Alt. (did not meet)

**11. OTHER BUSINESS**

**12. ADJOURN**

**13. EXECUTIVE SESSION**

The Board will hold an executive session with the Township Manager to review his performance for 2021.

**14. FOR YOUR INFORMATION**

Enclosed: (none)

Upcoming Meetings:

Tue., Dec. 21      General Forum

**Mon., Jan 3 – 4 pm** Board of Supervisors – Reorganization

Mon. Jan. 24      General Forum

Wed., Jan. 26      Board of Supervisors

**Items to be Scheduled - as prioritized on Jan 4, 2021, revised February 10 and April 28**

- a. Sustainability Resolution (August 2018)
- b. Open Space preservation options (October 2018)
- c. Regulating Special Events on Public Property (Sept 2017)
- d. Authorities dissolution (December 2018)
- e. Home Occupations – potential change by Ordinance (Dec 2017)
- f. Stargazing Permits (Feb 2020)