Meeting Minutes
State College Borough Council
Work Session
November 2, 2007

The State College Borough Council met in a work session on Friday, November 2, 2007, in the State College Municipal Building Room 304, 243 South Allen Street, State College, PA. Ms. Dauler called the meeting to order at 12:00 p.m.

Present:	Catherine G. Dauler, President of Council
	Thomas E. Daubert
	Elizabeth A. Goreham
	Donald M. Hahn
	Craig R. Humphrey
	Jeffrey R. Kern
Absent:	Ronald L. Filippelli

Also present: Mark Whitfield, Public Works Director; Herman Slaybaugh, Zoning Officer; Michael Groff, Finance Director; Thomas King, Chief of Police; Roger Dunlap, Assistant Manager; Beth Johnston, Director of Human Resources; Sheila Carl, Recording Secretary; members of the media; and other interested observers.

Public hour. There were no comments from the public.

Centre Region Council of Governments (COG) 2008 Budget. Mr. Fountaine stated Council is asked to comment on the COG Budget summary they received at the October 22, 2007 COG General Forum meeting. He said staff would summarized Council's comments and forward them to the COG Executive Director.

Mr. Fountaine added the Municipal Managers in the area have talked about the benefits of having COG develop a Capital Improvement Plan (CIP) to better plan for costly projects. The increase in COG programs has been significant and a CIP would help to better plan for these projects.

Mr. Steff, COG Executive Director, stated the increase in the 2008 COG budget is due to the Welch and Park Forest Pool projects and contributions to Millbrook Marsh. He noted the pool projects will be financed over a period of time. He added COG staff has begun discussions to reorganize the office to add financial oversight and part of this work will be to prepare a CIP.

Mr. Humphrey questioned the dollar amount for the item on page 4 titled new construction and asked what construction was being done. Mr. Steff explained that section of the budget referred to the code office and the projected money received for new construction building permits.

Ms. Dauler complimented COG on the hard work done to complete the budget and said she felt the process has been improved.

Welch Pool Options. Mr. Fountaine stated Council was asked to finalize the selection of their desired option/costs for the Welch Pool. Based on the previous discussion, he said it appears that there is a consensus of Council on the following points:

- Option 3 is the preferred alternative for the Welch Pool renewal project
- grassy areas should be incorporated into the final site plan
- shaded areas should be incorporated into the final site plan
- diving boards should be included in the final program for Welch Pool
- the final program for Welch Pool should include sustainable design elements
- aquatic features that are included in the Welch Pool Program should be carefully evaluated for impact on maintenance and operating costs

Todd Roth, CRPR Aquatics Supervisor, attended the meeting to answer Council's questions.

Mr. Hahn asked if there was a developing consensus on an option among the municipalities. Mr. Roth stated option 3 has been a popular option with a few changes being made to the design. There has been discussion about phasing in a second water slide, he added.

Ms. Dauler commented on a newsletter giving citizens the option to donate or sponsor trees as a memorial and said this was a good idea. She also commented on the survey responses requesting more seating and chairs. Mr. Roth stated COG wants citizens to be aware of the option to have memorial items placed at the pools. He also reminded Council the designs provided do not include lounge chairs and shade trees but there is flexibility with where and how to place such items.

Mr. Daubert expressed his concerns that adults who are not swimming will not have activities to do at the pool and people are not able to learn to dive from diving boards. Mr. Roth stated the programming will be designed to meet all the needs of the citizens and changes can be made as needed. He said the consultants will be made aware of these requests and will be asked to develop a design to meet the options being asked for. The ideal option, Mr. Roth commented, would be to designate a pool for the adults and a separate pool for the children.

Ms. Goreham suggested the use of cementless ash slag concrete be used as alternative to concrete.

Ms. Dauler questioned Council if they agreed the six points previously discussed are the items that should be sent back to COG. Council agreed, adding it should read option three is the preferred concept and the price is not to exceed 5.4 million dollars.

Mr. Fountaine added the pool design should also include swimming and diving options along with adult swimming options. Council agreed.

Mr. Roth stated the consultant should have a draft plan completed by January 2008.

Results from the National Citizens Survey and Police Neighborhood Report. Copies of the 2007 National Community Survey and the State College Police Department Neighborhood Survey reports were distributed to Council. Mr. Fountaine stated Mr. Hess and Officer Gregory Koehle would be attending the November 9, 2007 meeting to answer Council's questions and asked Council to review the reports prior to the meeting.

Mr. Fountaine gave a brief explanation of the reports given to Council which included:

1) A summary report of the national survey
2) The State College results with a narrative of the survey process
3) The comparatives for the national survey
4) The police department survey

Mr. Fountaine stated the national survey would not be done every year and in the off year a local survey would be completed. The Police Department is not expected to complete a survey every year, he added. The initial survey will provide a better understanding of issues facing particular neighborhoods, he concluded.

Amendments to the Administrative Code. Mr. Fountaine explained the Administrative Code, Chapter I of the Code of Borough Ordinances, establishes the structure and administration of the Borough. Part H. of the Administrative Code establishes the Municipal Departments; Part J. establishes the Personnel System. These parts of the Administrative Code have not been updated to recognize the establishment of several departments, the changes in titles for some department heads or the appointment of assistant managers. These changes have been approved and implemented over a number of years but have not been codified in the ordinances accordingly.

Council was provided copies of Part H. Municipal Departments and Part J. Personnel System (sections 1001 through 1005) annotated to illustrate the revisions needed to bring these code sections up to date. The changes incorporated include the following:

- Addition of several departments
- Addition or revision of several department head titles
- Change of the Personnel Officer to Human Resources Director
- Addition of Assistant Managers
- Update of the residency requirement for department heads
- Addition of a statement of ethical standards for employees

Staff provided a brief overview of the changes needed to bring the code up to date. Mr. Fountaine noted, the ordinance will be placed on a regular meeting agenda for formal consideration.

Ms. Goreham questioned if the Neighborhood Services Department listed in the Administrative Code and the neighborhood associations listed on our website were the same. Mr. Fountaine stated the neighborhood services and neighborhood associations are completely different. The neighborhood associations listed on the Borough website is a pilot project and the Borough website is just hosting one association's website under a pilot agreement. Staff is hoping the project is successful and this service can then be offered to the other neighborhood associations. Ms. Goreham requested the website list the names of all the neighborhood associations.

Mr. Fountaine added the Neighborhood Services Department referred to in the code is formerly the Borough's Department of Health as listed on the organizational chart received by Council in April of this year. Staff spent many hours comparing other communities before changing the name of the Health Department. Many Council members expressed their concerns with having the title changed and suggested the title should be more reflective on what the Health Department does. Ms. Dauler disagreed with the other Council members and stated when she suggested neighbors having problems should contact the Borough Health Department, they looked confused.

Ms. Dauler also added the administrative code should be gender neutral and also suggested the work "inimical" listed under Section 807 should be replaced with more familiar wording.

Ms. Goreham questioned who was responsible for the Borough website and for Council log-in information. Tom Fountaine explained each department manages their section of the website as this allows for expedited changes. Cindy Hanscom is the contact person for Council members with questions regarding their log-in information.

Ms. Goreham did not agree with eliminating the residency requirement for Department Heads. She suggested making the requirement be within 5 years rather than within 1 year. Mr. Fountaine strongly encouraged eliminating the residence requirement and explained this change would allow for more flexibility when recruiting management staff. He also stated recent management hires are making strong efforts to find a property in the Borough but have been unable to find a home.

Mr. Kern also said the residency requirement should remain because this allows Department Heads to experience living in the Borough and understand the issues facing Borough residents. He suggested developing a homestead assistance program to help management staff with their home search and financing. He said he

would like to discuss the development of an assistance program during budget discussions.

Mr. Hahn said Council should encourage management staff to live in the Borough but residency should not be a requirement until Council is able to establish the program(s) Mr. Kern suggested. He stated the Borough manager is able to inform department heads of things that need to be addressed.

Mr. Fountaine stated there is no evidence to suggest a manager performs better because they live in the community where they work. He also added the difficulty in finding homes in the Borough is not just a matter of cost but of availability. When a residence in the Borough is put on the market it is normally a matter of days until the property is under contract. Mr. Fountaine said it was important to have more flexibility for management employees and not risk them reconsidering employment with the Borough because of this restriction. He added that it is unreasonable to think employees would move several times in an effort to relocate to the Borough.

Mr. Daubert questioned if the Manager would be able to make exceptions to this requirement. Mr. Fountaine stated he is able to waive the residency requirement as he has in the past but felt it better to change the residency requirement rather than continually using the waiver provision.

Ms. Dauler stated she felt the requirement should remain. Council has often said if officials from Penn State University lived in the Borough they would better understand the issues facing Borough officials. She said a better approach would be to work on a housing assistance program. Mr. Fountaine stated staff could talk about an assistance program but housing availability also needed to be considered.

Mr. Fountaine stated additional comments on this matter should be given to him by November 9, 2007.

Zoning Amendment: Commercial Incentive District and Signature Development. Mr. Fountaine reported Council received the zoning ordinance amendment at their meeting of October 15. The proposed ordinance would:

- apply Commercial Incentive zoning and the Signature Development Project conditional use to the two blocks between Garner and Hetzel;
- revise the Signature Development Project regulations; and
- revise the height regulations in the block between Hiester and Garner.

Council was also provided with the ordinance language as it has been incorporated into the existing zoning language and the comments from the Centre Region Council of Governments on the Development of Regional Impact Application. A public hearing and enactment of the ordinance is scheduled for November 5, 2007. Zoning Officer, Herman Slaybaugh, was in attendance for Council to ask questions.

Council asked for clarification regarding the new building heights calculations. Mr. Slaybaugh explained the changes and noted the building location and whether the building is a signature building affects the building height.

Ms. Goreham expressed her concerns with raising the height limits on the west side of Garner without finalizing the plans for Calder Way. She requested the Planning Commission review the plans for Calder Way.

Mr. Kern felt the results of studies for Calder Way showed it is best used as a way to move trucks off of College and Beaver Avenues. He felt efforts should be more focused on developing College and Beaver Avenues.

Ms. Dauler felt the Planning Commission has become fixed on Calder Way and this is not an area to focus a lot of time and energy. She felt it best to move forward with this ordinance.

Mr. Hahn expressed concerns about the availability of parking and questioned if the Planning Commission discussed parking options. Mr. Slaybaugh stated parking was not discussed at any of the meetings he attended.

West End Revitalization Plan – Capital Improvements. Mr. Fountaine explained that, as part of the West End Revitalization Plan, Delta Development submitted recommendations for the Capital Improvement Plan (CIP). Council was provided with a summary sheet and breakdown with the agenda. Mr. Fountaine stated staff did not intend to discuss the recommendations at this meeting and asked Council to review the information for discussion at a future meeting.

There being no further business, the meeting adjourned at 1:50 p.m.

Respectfully submitted by:

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Cynthia S. Hanscom
Assistant Borough Secretary