

**Meeting Minutes**  
**State College Borough Council**  
**October 15, 2010**

The State College Borough Council met on Friday, October 15, 2010, in the State College Municipal Building, 243 South Allen Street, Room 304, State College, PA. Council President Filippelli called the meeting to order at 12:35 p.m. after meeting in an executive session.

Present: Ronald L. Filippelli, President of Council  
Thomas E. Daubert  
Donald M. Hahn  
Theresa D. Lafer  
Silvi Lawrence  
Peter Morris  
James L. Rosenberger

Also present: Thomas J. Fountaine, II, Borough Manager; Amy R. Miller, Recording Secretary; Charley DeBow, Parking Manager; Jacqui Fuge, Tax Specialist; Michael Groff, Finance Director; Thomas King, Police Chief; Roger Dunlap, Assistant Borough Manager; Beth Johnston, Human Resource Director; Ernie Dabiero, Risk Manager and Purchasing Director; Mark Whitfield, Public Works Director; Norma Crater, Accounting Supervisor; Tim Grattan, Information Technology Director; members of the media; and other interested observers.

**PUBLIC HOUR.**

Carolyn Shu, 600 West Beaver Avenue, addressed Council in regard to a newspaper article she read about student housing. She was concerned about an increase in the rental housing fee of \$50 and the 'three unrelated rule' decreasing to 'two'. Staff assured Ms. Shu that the information in the newspaper article was reported erroneously. Staff said if the fee were increased, it would be from the current fee of \$42.50 to \$50; an increase of \$7.50. Staff also stated that there are no plans at this time to change the 'three unrelated rule.'

**GENERAL POLICY AND ADMINISTRATION**

Enterprise Resource Planning (ERP) IT 111 Project. Staff began with an overview of the proposal for the Enterprise Resource Planning (ERP) IT 111 Project and summarized the process taken to date.

Beginning with the 2002-2006 Capital Improvement Plan, the Borough identified a number of high priority technology improvements that would be needed in order to sustain municipal operations and increase productivity in the coming years. Allocations

in 2010 allowed for work tasks to begin and a Request for Proposal for Consulting Services openly solicited competitive bids from firms qualified in assisting with the planning, selection and purchase of Enterprise Resource Planning Systems for municipal entities. After a thorough and complete review of the proposals and qualified firms, the team recommended that Plante & Moran be retained for this particular engagement.

Adam Rujan, Partner with Plante & Moran, briefed Council on his accounting and consulting firm. Mr. Rujan said the consulting side of Plante Moran works exclusively with municipalities on the technology side of government and needs assessments. Mr. Rujan said Plante & Moran has collected appropriate documents and conducted numerous fact-finding interviews with members of both Borough and Centre Region COG staff. The collection phase concluded on October 4.

Council then asked Mr. Rujan several questions; based upon Councils' questions, Mr. Rujan had the following comments:

- Staff time will be saved. For example, three individuals were once required for data entry, after implementation only one person would be needed.
- Through attrition, there will be less staff, therefore costs savings.
- Implementation would take 18 months.
- A new hardware update would not be required.
- The new system may require an additional IT staff person.

Council said they were also concerned that the project could cost significantly more than planned. Staff replied that each implementation phase will be considered carefully as to what is best for the Borough. Additionally, staff said they would proceed with the RFP for service and consider the costs. If needed bids could be rejected and new bids requested.

Staff also encouraged Council to submit any additional questions or feedback they might have regarding the ERP IT 111 Project at any time.

2011 Earned Income Tax Rules and Regulations. Borough staff worked jointly with the State College Area School District and the Centre Region Tax Collectors to prepare the 2011 Earned Income and Net Profits Tax Rules and Regulations. State law requires the Tax Collector to promulgate rules and regulations with approval by the governing body. Staff add that no amendments are needed to the 2010 Rules and Regulations and Council will be asked to approve the 2011 Rules and Regulations at their regular meeting on October 18.

Council had no questions or comments about the 2011 Rules and Regulations and agreed to place the item on the agenda for its October 18 meeting.

ITEMS OF INFORMATION.

Council President Filippelli announced that Council held an Executive Session prior to this meeting to discuss personnel and litigation and would be adjourning to continue the Executive Session.

Mr. Filippelli also announced that due to time constraints, the subject of 'renaming' will be postponed to a meeting in November.

There being no further business, the meeting adjourned at 1:40 p.m.

Respectfully submitted,

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Sharon K. Ergler  
Assistant Borough Secretary