Ms. Del Corso called the January 16, 2018 meeting of the Centre Region Council of Governments (COG) Executive Committee to order at 12:16pm in the COG Building meeting room.

**Members present:** Mses. Del Corso and Stilson; and Messrs. Abrams, Harden, Miller, and Myers.

**Others present:** Messrs. May, CRPA Director; Steff, COG Executive Director and Viglione, COG Finance Director; and Mses. Dininni, Ferguson Township Supervisor; Salokargas, CRPR Director and Stamm, COG Office Manager and Recording Secretary.

**CITIZEN COMMENTS**

There were none.

**MINUTES**

A motion was made by Mr. Miller and seconded by Mr. Abrams that the minutes of the December 11, 2017 Executive Committee meeting be approved as presented. The motion was unanimously approved.

**INTRODUCTIONS**

Ms. Del Corso welcomed the new members to the Executive Committee; Ms. Carla Stilson of College Township, Mr. Frank Harden of Harris Township and Mr. Myers of the State College Borough.

**COG ARTICLES OF AGREEMENT**

Mr. Steff reviewed the responsibilities of the Executive Committee and the history of Act 180. He explained that organizations such as the COG are authorized by state legislation.

**NOMINATION OF OFFICERS**

Ms. Del Corso explained that the COG Articles of Agreement require that the General Forum annually select a Chair and a Vice Chair. In accordance with the approved rotation the Executive Committee will forward the following motion to the General Forum:

A motion was made by Mr. Abrams and seconded by Mr. Myers that the General Forum appoint Danelle Del Corso as Chair and Steve Miller as Vice Chair of the Centre Region Council of Governments for a term beginning January 22, 2018 and ending with the General Forum’s first meeting during January 2019. The motion was unanimously approved.
Ms. Del Corso also stated that the Vice Chair of the COG is also a member of the Centre Region Emergency Management Council.

GENERAL FORUM MEETING DATES, TIME & LOCATION

Ms. Del Corso reviewed the dates provided for the 2018 General Forum meetings. The committee agreed with the schedule as follows:

A motion was made by Ms. Stilson and seconded by Mr. Harden that the General Forum adopt the following 2018 meeting schedule with all sessions beginning at 7:00pm.

<table>
<thead>
<tr>
<th>Date</th>
<th>Location</th>
<th>Date</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 22</td>
<td>COG Building</td>
<td>July 23</td>
<td>COG Building</td>
</tr>
<tr>
<td>February 26</td>
<td>COG Building</td>
<td>August 27</td>
<td>COG Building</td>
</tr>
<tr>
<td>March 26</td>
<td>COG Building</td>
<td>September 24</td>
<td>COG Building</td>
</tr>
<tr>
<td>April 23</td>
<td>State College Borough*</td>
<td>October 29***</td>
<td>COG Building</td>
</tr>
<tr>
<td>May 29</td>
<td>COG Building**</td>
<td>November 26</td>
<td>COG Building</td>
</tr>
<tr>
<td>June 25</td>
<td>COG Building</td>
<td>December 18****</td>
<td>COG Building</td>
</tr>
</tbody>
</table>

* Location changed to the State College Borough building so municipal officials can attend an Environmental Sustainability Showcase on the ground and second floors of the Borough Building. Attendance at both events is encouraged. This date conflicts with the PSATS conference so the General Forum should be polled to ensure a quorum of elected officials will be present.

** Date Changed to Tuesday in order to accommodate the Memorial Day Holiday

*** Date changed to fifth Monday of the month in order to accommodate COG Budget cycle

**** Date changed to third Tuesday of the month in order to accommodate the Christmas Holiday

The motion was unanimously approved.

EXECUTIVE MEETING DATES, TIME & LOCATION

The committee agreed to meet in 2018 on the Tuesday prior to the General Forum meeting at 12:15pm. The 2018 dates will be as follows:

<table>
<thead>
<tr>
<th>January 16</th>
<th>May 22</th>
<th>September 18</th>
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</thead>
<tbody>
<tr>
<td>February 20</td>
<td>June 19</td>
<td>October 23*</td>
</tr>
<tr>
<td>March 20</td>
<td>July 17</td>
<td>November 20</td>
</tr>
<tr>
<td>April 17</td>
<td>August 21</td>
<td>December 11**</td>
</tr>
</tbody>
</table>
APPOINTMENT OF FIRE MARSHALS AND ASSISTANT FIRE MARSHALS

Ms. Del Corso explained that this agenda item asks the committee to recommend the appointments of Fire Marshal and Assistant Fire Marshals for a two-year term.

A motion was made by Mr. Abrams and seconded by Mr. Myers to forward the Public Safety recommendation to the General Forum for the appointment of Mr. John Wilson as Fire Marshal and Messrs. Brian Bittner, Barrett Smith, Tim Knisely, and Tim Townsend as Assistant Fire Marshals for two year terms beginning January 22, 2018 and ending with the first COG General Forum meeting in 2020. The motion was unanimously approved.

APPOINTMENT OF ALPHA FIRE CHIEFS

Ms. Del Corso explained that this agenda item asks the committee to recommend the appointments of Fire Chief and Assistant Fire Chiefs for 2018.

A motion was made by Mr. Myers and seconded by Ms. Stilson to recommend that the General Forum appoint the following individuals to the positions of Fire Chief and Assistant Fire Chiefs for 2018:

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chief</td>
<td>Jason Troup</td>
</tr>
<tr>
<td>1st Assistant Chief</td>
<td>Tony Berrena</td>
</tr>
<tr>
<td>2nd Assistant Chief</td>
<td>Buck Harpster</td>
</tr>
<tr>
<td>Health &amp; Safety Officer</td>
<td>Svend Pedersen</td>
</tr>
</tbody>
</table>

The motion was unanimously approved.

RECOMMENDATION TO CREATE AN AD HOC COG BUILDING COMMITTEE

Ms. Del Corso stated that discussions had begun in 2017 from the Finance Committee’s recommendation to the Executive Committee to establish a Building Committee. She added that this committee should continue to discuss the mission and potential recommendations.

Mr. Steff summarized that the mission of the Ad Hoc COG Building Committee is to evaluate and prepare recommendations to the General Forum on facilities that are to receive a significant portion of funding through the Centre Region COG. He added that by that statement, that includes a broad net on what buildings would be looked at since every program receives a portion of funding through the COG.

Ms. Del Corso stated that this mission statement may be too broad and that she expected this committee to focus on just the operational contents of COG and not all the buildings that provide services. Ms. Stilson stated that she did not think the statement was too broad since all buildings
could potentially be used for space. She added that the focus could be on the operational taking into account the other spaces.

Mr. Harden questioned who would serve on this committee and the length of time for the appointed committee or if this would possibly be a permanent committee. He added that in reference to the mission statement where it is stated to require new COG Buildings to be net zero energy, waste and water after 2025 and changing that statement to “strive to be net zero...” rather than “require” incase those options are just not affordable by that time. Mr. Steff responded regarding the members for this committee stating that it may be important for all of the groups to have representation at the table, such as Millbrook Marsh Nature Center and Schlow Library. He added that some discussions for certain buildings may be brief but this project may take a long time since some issues pertaining to properties require a unanimous vote by the General Forum.

Mr. Miller and Mr. Abrams agreed that all buildings should be evaluated in this committee charge. Mr. Myers added that the recommendation came from the Finance Committee so that these issues could be viewed more strategically rather than just on a yearly basis.

In summary, Mr. Harden stated that there is obviously a need for this committee and the recommendation should be sent to the General Forum. Mr. Steff summarized the numerous topics that would need addressed by a building committee including the fire station and pools. Mr. Miller added that the first step would be for the General Forum to commit to forming the committee then to get recommendations for topics and members.

Ms. Dininni, Ferguson Township Supervisor, stated that this seems like an asset management task and recommended that members appointed to this committee should have financial interests in mind to lay the foundation for what tax dollars are used for. Mr. Myers responded that members who perform work at the facilities and have expertise in specific areas are important to have as members of the committee as well.

A motion was made by Mr. Abrams and seconded by Mr. Myers to recommend to the General Forum to establish an Ad Hoc Building Committee and have the municipalities advise their representatives to the COG Executive Committee about their preferences regarding the composition of the Committee prior to its February 20, 2018 meeting. The motion was unanimously approved.

REGIONAL APPROACHES TO ENHANCE MUNICIPAL FISCAL CAPACITY

Mr. Steff stated that this topic was brought up by the Finance Committee where it was suggested it was a more global issue that should go to the General Forum. He added that the Finance Committee started looking at issues more strategically and the observation was made that the financial integrity of the COG is interwoven with the fiscal capacity of the municipalities so it should be a topic for regional discussion. More specifically, if there are ways that state law could be changed to give local government more authority over how revenues are raised.
Mr. Evans stated that the alcohol pour tax is an example of something the State College Borough recently implemented. He added there may be other items or ideas that would allow revenue raised if looked at as the COG rather than individuals to be more effective.

Ms. Del Corso stated that the Finance Committee discussed moving forward by possibly sending correspondence to legislature on behalf of the COG. Mr. Steff suggested discussing this with the Managers Roundtable since the municipalities are who can levy a tax. Ms. Stilson responded that the managers may already have ideas of taxes they would be interested in implementing.

Ms. Dininni suggested the hotel tax that goes to the Visitors Bureau be looked into while researching this topic.

PROPOSED UAJA ODOR CONTROL FACILITY

Mr. Steff stated that the Public Services and Environmental (PSE) Committee suggested that Mr. Miller, UAJA Executive Director, give a presentation regarding the plans to construct an Odor Control Facility at the wastewater treatment plant located in College Township.

Ms. Stilson advised the Executive Committee members that the PSE Committee suggested that the presentation be cut down to only the highlights and that all of the technical information be excluded. Ms. Del Corso added that she would like to review the presentation prior to the General Forum meeting. The committee members agreed to allow for the presentation at this month’s General Forum meeting.

EXECUTIVE DIRECTOR’S REPORT

Mr. Steff stated that his report is enclosed with the packet and pointed out that the University has sold the Whitehall Road property to Toll Brothers. He added that the developer believes the project will start in late spring or early summer and that this will provide the road, sewer line, electrical line and gas line up to the entrance of the park. Mr. Steff noted that this portion of the project will save COG approximately 1.2 million dollars and the master site plan will need revised to reflect this change.

Ms. Dininni questioned if the pump station would be on the park land and if an agreement is in place. Mr. Steff responded that there will be a written agreement addressing those issues.

OTHER BUSINESS

Ms. Del Corso briefly reviewed the Matter of Records for the committee.
TENTATIVE AGENDA ITEMS

The committee reviewed and finalized the agenda items for the General Forum meeting.

ADJOURNMENT

There being no further business for the committee the January 16, 2018 meeting of the COG Executive Committee was adjourned at 1:16pm for an Executive Session.

Respectfully submitted,

Cheryl Stamm
Recording Secretary