Ms. Del Corso called the March 20, 2018 meeting of the Centre Region Council of Governments (COG) Executive Committee to order at 12:17 pm 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; C. Miller, UAJA Executive Director; Steff, COG Executive Director; Swisher, Penn State University; and Viglione, COG Finance Director; Mses. Kauffman, Millbrook Marsh Nature Center Supervisor; Salokangas, CRPR Director; and Stamm, COG Office Manager and Recording Secretary.

CITIZEN COMMENTS

There were none.

MINUTES

A motion was made by Mr. Myers and seconded by Mr. Abrams that the minutes of the February 20, 2018 Executive Committee meeting be approved as presented. The motion was unanimously approved.

PROCESS FOR REVIEWING LEASE FOR MILLBROOK MARSH NATURE CENTER

Mr. Steff explained to the committee that the current lease for the Millbrook Marsh Nature Center (MMNC) is between Penn State University and the Centre Region Parks and Recreation Authority and that it was last updated in 2007. He continued by stating that there has been concern from the municipalities regarding the construction for Phase II of the Educational Building in protecting the investment for improvements done at the facility. Mr. Steff added that in order to protect any investment of funds at the center, the lease requires revisions and this agenda item asks the Executive Committee for a recommendation for the process to review and revise the lease agreement. Mr. Steff concluded by stating that staff recommends option b. for proceeding with the review of the lease which would allow staff to work with the COG solicitor and the University Director of Local Government and Community Relations to prepare recommendations to the lease and refer them to the General Forum, the MMNC Advisory Board, and the CRPR Authority for comment.

Ms. Salokangas discussed the concerns and revisions included in the agenda that was provided by group work from the MMNC Advisory Board. She stated that Penn State University is ready to start the process and added that Ms. Young is a member of the COG Parks Capital Committee and Mr. Maruszewski is a member of the MMNC Advisory Board.

Mr. Harden pointed out that as Penn State University gets more involved in numerous real estate transactions, it is especially important to include language to protect the funds that are being used for improvements to the property. Ms. Salokangas responded that revisions are needed to change the current language included in the lease which is listed as a concern already expressed by various groups.
Mr. Steff and the committee members discussed the importance of referring this topic to the General Forum to present an open process and include everyone so if revisions are under the purview of COG staff, the process is legitimate.

A motion was made by Mr. Abrams and seconded by Mr. Myers that the Executive Committee ask the General Forum to approve COG staff to work with the COG Solicitor and the University Director of Local Government and Community Relations to prepare recommendations to the aforementioned issues and refer them back to the General Forum, MMNC Advisory Board, and the CRPR Authority for comment. The motion was unanimously approved.

STEERING COMMITTEE FOR PARKS AND RECREATION REGIONAL COMPREHENSIVE PLAN

Mr. Steff informed the committee that the Steering Committee was formed with eight members; one from each municipality, one appointed by the CRPR Authority, and the CRPR Director. He added that Ms. Salokangas has received comments from DCNR that there should be an additional three to four members to the committee to represent a broader component of the community. Mr. Steff added that when the topic was discussed at the last Steering Committee meeting it was mentioned that included in the Scope of Work there would be a randomized survey of the residents, interviews of key stakeholders, and two public meetings. He added that some members of the committee felt that the public would be adequately represented. Mr. Steff also pointed out that it may be difficult to identify specific individuals to add to the committee and the Steering Committee ultimately determined that this should topic should go through the Executive Committee.

Ms. Salokangas stated that the current make-up of the committee only includes elected officials or a person serving as an appointed official. She added that DCNR noticed that there was no individual from the community without an affiliation to an elected position. Ms. Salokangas stated that a large part of the Scope of Work and RFP to be submitted to DCNR is almost complete so it may be difficult to incorporate other individuals at this stage and questioned how to choose the individuals to be added.

Mr. Abrams and Ms. Stilson proposed that the committee members should be broadened and the recommendation should be followed because DCNR issued a grant for the study.

Mr. Miller cited that the members of the committee were carefully considered and already understand the resources and dynamics of the process for the study. Mr. Myers added that the process is well underway and expanding the membership may be a good idea if it was done from the beginning.

The Executive Committee members further discussed DCNR’s recommendation and determined that Ms. Salokangas should identify the members of the Steering Committee that match the Department’s Study Guide suggestions. The Executive Committee asked Ms. Salokangas to discuss that as well as the opportunities planned for public participation with DCNR to determine the Department’s position on the make-up of the Centre Region’s Steering Committee for a Comprehensive Plan and report back to this committee next month.
SEWER SERVICE TO PORTIONS OF PENN STATE UNIVERSITY BY THE UNIVERSITY AREA JOINT AUTHORITY

Mr. May reported that Dave Swisher, Engineer for Penn State University, who has been working on this project has a presentation for the General Forum explaining the 1966 Right-of-Way (ROW) Agreement between Penn State University and the University Area Joint Authority (UAJA) regarding the conveyance of sewage from portions of campus to the UAJA system, the concerns the parties have with the agreement, and possible resolutions.

A motion was made by Mr. Abrams and seconded by Mr. Myers that the Executive Committee, as recommended by the Public Services & Environmental Committee, request that the General Forum receive a short presentation on the resolution of the 1966 Right-of-Way (ROW) Agreement and support that the University Area Joint Authority and Penn State University update the ROW Agreement that is satisfactory to both parties.

Ms. Stilson explained that the UAJA representative that attended the PSE Committee stated that the Penn State presentation was one-sided and questioned if UAJA should have the opportunity to give a presentation as well or if Mr. May should be giving the presentation for the General Forum instead of Mr. Swisher from Penn State University. Mr. Miller, UAJA Director, responded that there are still details that need resolved with the agreement such as the tapping fees. He added that COG controls the capacity through the Act 537 Plan so an amendment will need prepared if capacity is reallocated. Mr. Miller also stated that UAJA does not have a problem with Mr. Swisher giving a presentation.

Mr. May summarized for the committee that this motion is expressing support for the ROW Agreement to be updated between PSU and the UAJA. He added that if an amendment to the Act 537 Plan is needed there would be a separate agenda item in the future. The committee agreed that Mr. May should give the presentation to the General Forum highlighting the main points and changes in the agreement and the possibility of an amendment to the Act 537 Plan in the future.

The motion was unanimously approved.

MUNICIPAL ACTION ON THE ACT 537 PLAN SPECIAL STUDY - UPGRADES OF THE PENN STATE WASTE WATER TREATMENT PLANT

Mr. May explained that Penn State is doing a number of upgrades to the Waste Water Treatment Plant which requires an amendment to the Act 537 Plan. He added that doing an amendment will require individual municipal meetings with a unit vote process to approve each resolution adopting the Act 537 Plan Special Study and that Mr. Swisher will give a presentation prior to the vote reporting on the changes proposed to the study. Mr. May summarized that upgrades include producing Class A reuse water and replacing and upgrading infrastructure.

A motion was made by Ms. Stilson and seconded by Mr. Abrams that the Executive Committee, as recommended by the Public Services & Environmental Committee, ask the General Forum to recommend the adoption, by individual municipalities, of the Act 537
Sewage Facilities Plan Special Study for upgrades to the Penn State Waste Water Treatment Plant. The motion was unanimously approved.

CONTRACT AWARD FOR RENOVATIONS TO COG BUILDING

Mr. Steff reported that $150,000 in the Code Budget is allocated for renovations and furniture in the Planning Suite to make room for the Electrical Inspectors offices. He added that a RFP was prepared, a pre-bid meeting was held, and three bids were received, all close in amounts. Mr. Steff stated that the recommendation is that Stickler Construction be awarded the bid in the amount of $119,431 and that the General Forum should award the bid.

A motion was made by Mr. Abrams and seconded by Mr. Myers that the Executive Committee ask the General Forum to award the contract for construction improvements to Stickler Construction in the amount of $119,431. The motion was unanimously approved.

CODE BOARD OF APPEALS APPOINTMENT & RE-APPOINTMENTS

Ms. Del Corso reviewed the appointment and re-appointments.

A motion was made by Mr. Abrams and seconded by Mr. Harden that the Executive Committee ask the General Forum to approve the appointment and re-appointments to the Centre Region Building and Housing Board of Appeals. The motion was unanimously approved.

PSU LAUNCHBOX PRESENTATION

Mr. Steff stated that Dr. Lee Erickson will give an informational presentation regarding The Happy Valley LaunchBox initiative. Ms. Stilson questioned why the General Forum would be an appropriate place to promote this program. Mr. Steff responded that the program is an initiative to encourage the development of small businesses in the Centre Region. Ms. Stilson warned that the COG should be open to other non-profit organizations to share initiatives by presentations at the General Forum. Mr. Myers stated that the university has promoted this initiative with students but the involvement with the community may encourage students to develop businesses and stay in the region.

A motion was made by Mr. Abrams and seconded by Mr. Miller that the Executive Committee refer a presentation regarding the Happy Valley LaunchBox program to the General Forum. The motion was unanimously approved.

EXECUTIVE DIRECTOR'S REPORT

Mr. Steff reported on the current status of the hazmat dispatch issue and agreement being worked on with the County Administrator, Ms. Gray. He added that this item will soon be referred to the General Forum for action.
Mr. Steff also reported that two budget amendments were approved by the Finance Committee for replacing a diving board and UV filter system at the Welch Pool in addition to an intern for the Fire Program.

Mr. Steff also commented that issues pertaining to the Whitehall Road Regional Park will be soon presented to the General Forum as requested when the loan was modified in May 2017.

The committee also discussed the appointments to the Ad Hoc Facilities Committee. Mr. Steff stated that all members should be appointed by the time the General Forum agenda is distributed. Mr. Viglione added that when all members are appointed he will send a doodle poll to determine the best meeting time for the committee.

OTHER BUSINESS

Mr. Steff pointed out to the committee the national recognition Schlow’s Head of IT Services recently received. Ms. Del Corso reminded the committee that the April General Forum meeting will be held at the State College Borough Building with the Sustainability Expo.

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 March 20, 2018 meeting of the COG Executive Committee was adjourned at 1:28pm.

Respectfully submitted,

Cheryl Stamm
Recording Secretary