

ANALYSIS OF CENTRE REGION COG DIRECT CITIZEN SERVICES

WITH PARAMETERS DIRECTED BY THE BOARD OF SUPERVISORS ON
1/4/16

PRESENTED FEBRUARY 11, 2016

DIRECTIVES OF SUPERVISORS ON 1/4/16

Prepare Analysis of COG Services using the following parameters

- Agency Name
- Direct Services Presently Utilized by Halfmoon Citizens provided by Agency
- Can these Services be provided by another agency or entity?
- Cost of these services

Deliverables

- Have COG staff present or prepare white paper
- Have a one page presentation on each agency ready by the first BOS meeting in February

ITEMS REVIEWED

- COG FY 2016 BUDGET AND HMT'S CONTRIBUTIONS
- COG AGENCY SERVICES LISTED IN FY 2016 PROGRAM PLAN
- COG AGENCY SERVICES PRESENTLY BEING UTILIZED BY HALFMOON CITIZENS
- REVIEW OF OTHER PRIVATE AND PUBLIC ENTITIES AND SERVICES THEY CAN PROVIDE
- MUNIS Software FY 2015 reports for new construction in Township
- RESOLUTION 2015-11 (Approved FY 2016 Program Budget)
- PRIORITY LIST APPROVED BY CRPC AND TLU FOR REGIONAL PROJECTS IN FY 2017
- COG WHITE PAPER PRESENTED TO MANAGER BY COG EXECUTIVE DIRECTOR
- TOTAL TIME SPENT TO FULFILL SUPERVISOR DIRECTIVES: TOWNSHIP MANAGER – 26 HOURS, COG STAFF-16 HOURS

FINANCIAL SUMMARY-PER RESOLUTION 2015-11

REVENUES				
COG Building Lease	\$7,295.00			
EIT Revenues (32.95% of Total EITS)	134,666.24			
TOTAL REVENUES NEEDED:	\$141,961.24			
EXPENSES:				
Administration	\$ 30,990.24			
Local Planning	\$ 49,062.00			
Regional Planning	\$ 10,429.00			
CCMPO	\$ 4,259.00			
EMC	\$ 4,943.00			
Schlow Library	\$ 42,278.00			
TOTAL EXPENSES:	\$141,961.24			
17% of Total General Fund Expenses				

SERVICES—ADMINISTRATION AGENCY

SERVICES	DIRECT SERV TO HMT CITIZENS?	CAN IT BE PROVIDED BY ANOTHER AGENCY	IF SO, WHICH ONE	COSTS PER RESOLUTION 2015-11	\$30,990.24
Finance, HR, Admin.	Internal Services Only	Possibly-if privatized	Various	Muni Contrib	16,031.00
Refuse	No	Yes	Private Haulers	Muni Bldg Contrib	813.00
				Super Salaries	3,060.00
				Super Mileage	500.00
				GF Hosting	200.00
				Manager Salary	3,553.00
				Manager Mileage	933.33
				Manager Breakfast Hosting	100.00
				Solicitor Fees to Review Regional Ordinances	2,000.00
				Legal Ads for Regional Ordinances	1,000.00
				Codification of Regional Ordinances	1,100.00
				Salary of Clerk	860.65
				Salary of PT Ad Man	83.54
				FICA, Unemploy, Medicare	755.72

SERVICES—CRPA

SERVICES		DIRECT SERV TO HMT CITIZENS?	CAN IT BE PROVIDED BY ANOTHER AGENCY	IF SO, WHICH ONE	COSTS PER RESOLUTION 2015-11	\$59,491.00
Local	40% or 16 hrs				\$49,062	
		Land Use/Zoning Ordinance Review	Yes	County/Consult/Emp		
		Subdivision Plan Review	Yes	County/Consult/Emp		
		DRI Preparation	No			
		Prepare PC Agendas and attend PC meetings	Yes	County/Consult/Emp		
		Attend BOS meetings as required	Yes	County/Consult/Emp		
		Stores and revises Township Maps	Yes	County/Consult/Emp		
Regional	60% or 24 hrs				\$10,429	
		CRPC	Yes	County		
		Sustainability of AG	Yes	County & Township		
		Cost of Development	Yes	Consultant/PSU		
		Municipal Inter Agreements	Yes	Municipalities		
		Create an affordable Housing Clearinghouse	Yes	County, NFP		
		PC Training	Yes	Seminars		
		Comprehensive Plan	Yes	Township or County		
		Act 537 Sewage Facilities Plan	Yes	Township or County		
		Demographic Profiles	Yes	County, State and Federal Govs		
		UAJA/RGB/Redcap (Township not part of RGB)	No			

SERVICES—CCMPO (TRANSPORTATION)

SERVICES	DIRECT SERV TO HMT CITIZENS?	CAN IT BE PROVIDED BY ANOTHER AGENCY	IF SO, WHICH ONE	COSTS PER RESOLUTION 2015-11	\$4,259.00
NOTE: FEDERAL LAW REQUIRES EXPENDITURES ON FEDERALLY APPROVED HIGHWAYS BE REVIEWED BY A CCMPO—AS A RESULT MOST OF FUNDING FOR CCMPO'S COME FROM PENNDOT AND COUNTY. HOWEVER IT SHOULD BE NOTED NONE OF THE TOWNSHIP ROADS ARE ELIGIBLE FOR FEDERAL FUNDING EXCEPT WHERE THEY INTERSECT WITH HIGHWAY 550 (IN LIMITED CASES—E.G. SAWMILL AND BECKWITH)					
HMT/Patton Traffic Study (SR 550)-Cost \$40,000	Yes	Yes	Private/Consultant		
Traffic Count and Piano Key Study in Stormstown	Yes	Yes	PennDot/Consultant		
Sawmill Road Improvements	Yes	Yes	Consultant		
Road Sharing Program (Peds/Bikes & Vehicular)	Yes	Yes	Consultant		
Official Map of Traffic Systems in Township	Yes	Yes	Consultant		
Park Plan Review & Assistance	Yes	Yes	Consultant		
Township Road Mapping	Yes	Yes	County/Consultant		
Trails	Yes	Yes	Consultant		

SERVICES—ALPHA FIRE COMPANY

NO. OF MUTUAL ASSISTS TO PORT MATILDA FIRE DEPT.	TOTAL NUMBER	NO. OF MUTUAL ASSISTS TO PORT MATILDA FIRE DEPARTMENT WITHIN TOWNSHIP			\$0
<p>NOTE: ALTHOUGH HALFMOON TOWNSHIP IS NOT A PARTICIPATE IN THE ALPHA FIRE DEPARTMENT. DUE TO MUTUAL AIDE ASSISTANCE AGREEMENT IS THE PRIMARY STATION WHICH ASSISTS PORT MATILDA FIRE COMPANY. DUE TO EMERGENCY SERVICES MUTUAL ASSIST AGREEMENTS, WILL NOT DELINEATE IF ANOTHER AGENCY CAN HANDLE AS THIS IS DONE BY THE COUNTY AND STATE</p>					
2013	45	6			
2014	28	6			
2015	34	10			
2016 (YTD)	4	0			
<p>It should also be noted that in 2015, Port Matilda failed to respond twice, resulting in the Centre Region Fire Protection Program taking heir call. Both were daytime/weekday calls.</p>					
Site and Land Development Fire Plan Reviews	7				
Preparation of Comprehensive Water Study with Upper Halfmoon Water Company and evaluation of all sisterns					
BOS Meetings	2				

SERVICES—SCHLOW LIBRARY-\$42,278.00

SCHLOW CENTRE REGION LIBRARY 2015 HALFMOON TOWNSHIP REPORT

Total checkouts	19,245	
Average checkouts	7.20%	items per resident
Centre County Library Bookmobile checkouts	2,133	down 5% from 2014
Books/media	17,615	3.11% of all checkouts; up 16% over 2014
E-books	1,630	4.7% of all e-book checkouts
Value of items loaned	\$384,900	average \$20.00 per item
Remote returns to Stormstown-Brothers Pizza	3,127	34% increase over 2014
Remote returns to Carson's Corner-UniMart	3,353	4% increase over 2014
Summer Reading Program	113	children ages 5-12 registered via Gray's Woods Elementary
Library materials to choose from	150,748	total collection size as of 2/3/16

- 7 day a week service, 61 hours per week, over 3,000 hours per year
- Web catalog and online holds and online renewals
- Quick and convenient access to all materials held at the Centre County Library and its branches
- Remote returns (including Brothers Pizza in Stormstown and Carson's Corner)
- Comfortable place to read, study, meet friends
- Programs for teens, adults and seniors
- Children's programs for ages 1-12, including storytimes and summer reading
- Reference and information service
- Telephone reference and renewals
- Email notifications and email book suggestions (Next Reads)
- Online databases for homework assignments and general information
- Public computers and wireless access at the library
- Downloadable audiobooks
- Meeting rooms for community groups
- Homebound library-by-mail service
- Free parking while using the library
- Bookmobile delivery (provided by Centre County Library) of Schlow Library book requests and as well as interlibrary loan materials
- Interlibrary loans

SERVICES—CODE-\$0-FEE BASED

HALFMOON TOWNSHIP SEWAGE MANAGEMENT REPORT

AS OF 1/27/16

Total Properties in SMP: 941

	Full Tank Inspections	Walk Over Inspections
2008	42	n/a
2009	70	n/a
2010	143	n/a
2011	205	n/a
2012	128	n/a
2013	99	n/a
2014	60	129
2015	30	81
Total	777	210

Full Tank Inspects Waived: 145 (Walk over inspections that are completed or will be completed in the future)*

* Full tank inspections are waived for new systems, when the Sewage Enforcement Officer performs the inspection, etc)

Full Tank Inspections To Be Completed in 2016: 19
(waivers per Sewage Enforcement Officer or change of owner)

Other Services: (no cost to Township)
Well and Borehead Ordinance
Maintains Code Board of Appeals
Consultant of Structural Engineer
Emergency Response for Building Evaluation in support of the fire departments and Township
Munis Software System which allows for a more seamless interchange between Code, Township and Zoning Officer to insure permits are issued promptly

New Construction Building Permits Issued in FY 2015:
Single Family Dwellings: 14
Accessory Buildings: 12
Additions: 5
Decks/Porches: 6