

1. **CALL TO ORDER**

Chair Mark Stevenson called the meeting to order at 7:01 p.m. Other Supervisors present were Andy Merritt and Danelle DelCorso. Staff present were Susan Steele, Township Manager; Amy Smith; Township Clerk; Jim May, CRPA and Jeff Stover, Township Solicitor. Residents & others in attendance: None.

2. **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

3. **CITIZEN COMMENTS**

There were no citizen comments.

4. **BILLS LIST**

- ***MOTION: Mr. Merritt moved to approve the Bills List dated January 14<sup>th</sup>, 2016; Ms. DelCorso seconded; Vote 3-0-0; Motion Carried.***

5. **TREASURER'S REPORT**

- ***MOTION: Mr. Merritt moved to approve the Treasurer's Report dated January 14<sup>th</sup>, 2016 for November 2015; Ms. DelCorso seconded; Vote 3-0-0; Motion Carried.***

6. **MINUTES**

- ***MOTION: Ms. DelCorso moved to approve the meeting minutes of December 10<sup>th</sup>, 2015 and January 4<sup>th</sup>, 2016; Mr. Merritt seconded; Vote 3-0-0; Motion Carried.***

7. **APPROVAL OF SEWAGE PLANNING MODULE FOR DONNA L. VAUX RE-SUBDIVISION OF LOT 1RR & REPLOT OF LOT 5 OF PREVIOUSLY APPROVED SUBDIVISION OF LOT 1 INTO LOT 1RRR, LOT 5R AND LOT 6 AT 49 GRANNY LANE**

Mr. Henry stated the replot for Lot 5 will make this lot a 15 acres lot and will create a 2 acre lot. Mr. May commented that staff, engineer, zoning officer and Planning Commission reviewed the plan and recommend approval. Mr. May stated there was one correction requested that Mr. Henry corrected.

- ***MOTION: Ms. DelCorso moved to approve the sewage planning module for the Donna Vaux re-subdivision; Mr. Merritt seconded; Vote 3-0-0; Motion Carried.***

8. **APPROVAL OF WATER LINE EASEMENT AGREEMENT OF DONNA L. VAUX SUBDIVISION**

Mr. May stated the easement will protect the property in the future. Mr. May stated staff recommends approval.

- ***MOTION: Mr. Merritt moved to approve the water line easement agreement of Donna L. Vaux; Ms. DelCorso seconded; Vote 3-0-0; Motion Carried.***

9. **APPROVAL OF PRELIMINARY/FINAL SUBDIVISION PLAN FOR DONNA L. VAUX RE-SUBDIVISION OF LOT 1RR & REPLOT OF LOT 5 OF PREVIOUSLY APPROVED RESUBDIVISION OF LOT 1 INTO LOT 1 RRR, LOT 5R AND LOT 6, AT 49 GRANNY LANE**

Mr. May stated the entire property is located on the east side of the original property. The re-subdivision falls under the RPD and if there is any additional subdivision would still fall under the RPD requirements. There is a right of way reservation and dry hydrant requirement on the plan. Mr. May stated there is a note on the plan stating that any street providing access to more than 4 homes would need to be brought up to Township specifications.

Ms. Steele commented that Mr. Soder, Zoning Officer, requested a surety bond in place for the construction of the dry hydrant. This was requested to ensure this gets completed in the future. Mr. Henry questioned whether it could be stated approved with construction of or security bond of dry hydrant. Mr. May stated that would be

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satisfactory. Mr. Stevenson requested a set date for construction if a security bond is not in place. Mr. Henry stated he could add that it has to be constructed to the satisfaction of the Fire Company. Ms. Steele reiterated that the Zoning Officer wanted the security bond in place to ensure the dry hydrant actually gets constructed. Mr. May stated it could state that the dry hydrant has to be in place prior to any occupancy permit for the first unit. Mr. Stevenson added that it should also be up to the Fire Companies satisfaction.

- **MOTION:** *Mr. Merritt moved to approve the preliminary/final subdivision plan for Donna L. Vaux re-subdivision of Lot 1RR & Replot of Lot 5 of previously approved re-subdivision of Lot 1 into Lot 1 RRR, Lot 5R and Lot 6, at 49 Granny Lane conditional upon a surety bond or construction of a dry hydrant prior to the issuance of an occupancy permit with review and approval by Port Matilda Fire Company; Ms. DelCorso seconded; Vote 3-0-0; Motion Carried.*

**10. APPROVAL OF AUDITOR ENGAGEMENT LETTERS OF BAKER TILLY BAKER**

Ms. Steele stated the Auditor General does an audit on the pension every two years so she does not feel Baker Tilly needs to complete another audit.

- **MOTION:** *Ms. DelCorso moved to approve Baker Tilly completing the Township Municipal Audit and Real Estate Tax Collector Audit but no the pension audit; Mr. Merritt seconded; Vote 3-0-0; Motion Carried.*

**11. APPROVAL OF RESOLUTION 2016-07, A RESOLUTION OF THE TOWNSHIP OF HALFMOON TO ADD SUPERVISOR DANELLE DELCORSO AS A SIGNATOR TO ALL M&T ACCOUNTS**

- **MOTION:** *Mr. Merritt moved to approve Resolution 2016-07, A Resolution of the Township of Halfmoon to add Supervisor Danelle DelCorso as a signator to all M&T accounts; Ms. DelCorso seconded; Vote 3-0-0; Motion Carried.*

**12. APPROVAL OF RESOLUTION 2016-08, A RESOLUTION OF THE TOWNSHIP OF HALFMOON TO ADD SUPERVISOR DANELLE DELCORSO AS A SIGNATOR TO ALL PLIGIT ACCOUNTS**

- **MOTION:** *Mr. Merritt moved to approve Resolution 2016-08, A Resolution of the Township of Halfmoon to add Supervisor Danelle DelCorso as a signator to all PLIGIT accounts; Ms. DelCorso seconded; Vote 3-0-0; Motion Carried.*

**13. APPOINT TAMMY TEROSKY AS THE PLANNING COMMISSION RECORDING SECRETARY**

- **MOTION:** *Mr. Merritt moved to appoint Tammy Terosky as the Planning Commission recording secretary; Ms. DelCorso seconded; Mr. Stevenson requested staff contact Ms. Terosky and inquire whether she would be interested in serving as the Spring Creek Watershed recording secretary that meets every third Wednesday at the Spring Township Municipal Building; Vote 3-0-0; Motion Carried.*

**14. APPOINTMENT OF PSATS DELEGATE**

- **MOTION:** *Mr. Merritt moved to appoint Barbara Spencer as the delegate for the PSATS Conference; Ms. DelCorso seconded; Vote 3-0-0; Motion Carried.*

**15. APPOINTMENT OF CONFLICTS COUNSEL**

Ms. Steele verified that Mr. Tom Shrank agreed to represent Halfmoon Township as conflicts counsel. Ms. Steele reviewed the fee schedule.

- **MOTION:** *Mr. Merritt moved to appoint Mr. Tom Shrank of McQuade Blasko as Conflicts Counsel; Ms. DelCorso seconded; Vote 3-0-0; Motion Carried.*

**16. MANAGER'S REPORT**

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Ms. Steele provided her report with the Board.

**17. SUPERVISORS' REPORT**

Ms. DelCorso stated she attended the Public Safety Committee meeting which was held at Alpha Fire Company. They reviewed the appointments and truck apparatus issues.

Mr. Merritt thanked Mr. Jim Steff and Mr. Tom Fontaine for their willingness to allow students from State College Area High School to use the Centre Region COG meeting room and the State College Borough Council meeting room.

Ms. Steele thanked the State College Borough Council and Mr. Tom Fontaine for sending their IT employees out to Halfmoon Township and helping us with IT.

**18. ADJOURNMENT**

There being no further business before the board, the meeting was adjourned at 7:45 p.m.

- ***MOTION: Mr. Merritt moved to adjourn the meeting at 7:45 p.m.; Ms. DelCorso seconded; Vote 3-0-0; Motion Carried.***

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