

1. **CALL TO ORDER**

Chair Mark Stevenson called the meeting to order at 7:00 p.m. Other Supervisors present were Andy Merritt, Barbara Spencer, Todd Kirsten and Danelle DelCorso. Staff present were Susan Steele, Township Manager; Amy Smith; Township Clerk; and Jeff Stover, Township Solicitor. Residents & others in attendance: Corporal Jenkins.

2. **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

3. **CITIZEN COMMENTS**

There were no citizen comments.

4. **MINUTES**

- ***MOTION: Ms. DelCorso moved to approve the meeting minutes of January 14th, 2016 with the correction of Baker Tilly; Mr. Merritt seconded; Vote 5-0-0; Motion Carried.***

5. **POSSIBLE MOTION TO APPOINT JIM SMITH TO THE OPEN SPACE PRESERVATION BOARD VACANCY**

Ms. Steele stated Mr. Smith is a farmer within the Township and Centre Region.

- ***MOTION: Mr. Merritt moved to approve appointing Mr. Smith to the Open Space Preservation Board; Ms. Spencer seconded; Mr. Stevenson thanked Mr. Smith for volunteering; Vote 5-0-0; Motion Carried.***

6. **POSSIBLE MOTION TO APPOINT DON FRANSON, TOWNSHIP ENGINEER AS HALFMOON TOWNSHIP'S REPRESENTATIVE TO THE CCMPO TECHNICAL COMMITTEE**

- ***MOTION: Ms. DelCorso moved to approve appointing Don Franson to the CCMPO Technical Committee; Ms. Spencer seconded; Vote 5-0-0; Motion Carried.***

7. **CORPORAL JENKINS ATTENDANCE**

Corporal Jenkins stated he is in attendance to answer any questions the Board may have. Ms. Spencer questioned whether there was any information on the murder case in Ferguson Township. Corporal Jenkins commented that he had no information. Mr. Stevenson stated residents should remain vigilant. Corporal Jenkins commented that Halfmoon Township is a nice and quiet area and there is not much crime. The Board thanked Corporal Jenkins for his attendance.

8. **CONTINUED DISCUSSION OF PRESENT MUNICIPAL BUILDING REHABILITATION**

Ms. Steele reviewed the time line and costs for the move, drainage (if completed), dismantling of wall built ins and packing rest of office, remediation, rebuild and moving back into the Municipal building. The estimated cost for all that was mentioned above is \$16,211.65. Ms. Steele stated it cost \$3,414.11 to move, purchase supplies, cable install, purchase a sign, etc. Ms. Steele commented that it is anticipated to cost \$2,937.54 to move back to the Municipal building. Ms. Steele she received a quote for \$3,800.00 for the gutter work. Ms. Steele stated Penoco provided a diagram of the walls that will be removed and possible wall removal with an estimated cost of \$2,400.

Ms. Spencer stated she would like to know how much mold is in the office. Ms. Steele had the Board and staff complete a walk-through of the office. Mr. Stevenson questioned what the \$2,400 would cover. Ms. Steele stated she was not sure and would have to review the quote. Mr. Stevenson stated that without knowing he would not authorize the gutter work until the walls are off and it is determined whether the water damage is coming in from the gutters or the floor. Ms. DelCorso stated she feels the drainage should be done and the Board should go forward with strategic sessions to move forward with the remediation. Mr. Stevenson stated he would rather authorize the remediation with better costs and then the drainage and gutter work and then re-evaluate the building situation. Ms. Spencer stated they will not know how bad the mold is until the remediation is done and would like to remediate now. Mr. Stevenson stated he has concerns that the longer the Board waits the worse it could get. Ms. Steele suggested completing the remediation and fix the walls later. Ms. Steele stated Mr. Franson suggested completing the remediation and drainage at the same time. Mr. Stevenson stated that the

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sooner the mold is taken care of the better. Ms. Steele stated she will get an estimate on what it would cost to remediate the possible wall removal and flooring. Ms. Spencer questioned why it could not be started now. Mr. Kirsten suggested removing the walls and not remediating until drainage can be done. Ms. Steele stated no one could be in the building at all while the mold is exposed. Mr. Stevenson stated he agrees that the Board should spend as little as possible until it can be seen how much mold damage there is and what it will cost.

- **MOTION:** *Ms. DelCorso moved to direct staff to get additional information from Penoco about extra costs to remove orange walls if necessary and edit statement of work to include a report that the Board of Supervisors would get at the end of that as a step one to move forward to remediation; Ms. DelCorso seconded; Vote 3-0-0; Motion Carried.*

9. MANAGER'S REPORT

Ms. Steele provided her report with the Board.

Ms. Steele stated she attended the Planning Commission meeting and they suggested having listening sessions and joint meetings with the Board of Supervisors to review the different zoning district recommendations.

Ms. Steele commented she met with Mr. Franson and Mr. Andy Mears (Park Consultant) to begin the process of preparing for a DCNR/DCED grant in April of 2017. Mr. Mears will not charge for a preliminary park development site plan drawing. The cost for same would be around \$100,000.

10. SUPERVISORS' REPORT

CATA Orientation – CATA provides an orientation for all elected officials. Mr. Kirsten inquired who would like to attend.

Ms. DelCorso thanked Mr. Stevenson for a very nice introduction at the General Forum meeting. Ms. DelCorso thanked Mr. Steff for putting together an orientation for new Board of Supervisors. Ms. Spencer requested Ms. DelCorso share the invitation with her.

Ms. Spencer thanked Ms. Steele for researching and contacting the appropriate representative for the cistern issue in Trotter Farms.

Mr. Stevenson stated he reviewed the investment performance summary for the pension plan and had some concerns. Mr. Stevenson discussed those concerns and requested staff contact the provider and investigate the discrepancy. Mr. Stevenson also requested staff RFP the management of the pension plan.

11. ADJOURNMENT

There being no further business before the board, the meeting was adjourned at 8:08 p.m.

- **MOTION:** *Ms. DelCorso moved to adjourn the meeting at 8:08 p.m.; Mr. Merritt seconded; Vote 5-0-0; Motion Carried.*