

1. **CALL TO ORDER**

Chair Mark Stevenson called the meeting to order at 7:00 p.m. Other Supervisors present were Barbara Spencer, Andy Merritt, Todd Kirsten and Ben Pisoni. Staff present were Susan Steele, Township Manager; Amy Smith; Township Clerk; D.J. Liggett, CRPA; Jason Little, HMTPC; Jeff Martin, HMTPC; Danelle DelCorso, HMTPC and Melissa Gartner, HMTPC. Residents & others in attendance: Hugh Mose, CATA; Louwanna Oliva, CATA; Sandra Neal, PMEMS and Matt Carroll, CDT.

2. **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

3. **CITIZEN COMMENTS**

Ms. Neal stated she came to clarify an erroneous report given by a news channel that stated the Port Matilda EMS was going to close their doors. Ms. Neal commented that the Port Matilda EMS is not going under but stated she was hoping to encourage community support. Ms. Neal explained that the monies from the insurance companies have decreased as well as Medicare reimbursements. Ms. Neal stated that only 25% of the community sent in memberships. Ms. Neal stated there are 400-420 calls per year. Ms. Neal commented if 50% of the community would send in their memberships that would equate to about \$156,000 for the ambulance company. Ms. Steele questioned what a membership provides the homeowners' with. Ms. Neal explained that if an ambulance was called to a home the ambulance ride would be covered regardless of whether the person had insurance or not. Ms. Neal encouraged folks that worked in State College to have a membership with Centre Lifelink as well to cover ambulance service in the event that they would need transportation in State College. Ms. Neal stated a membership for the Port Matilda EMS service for a 2 or more household would cost \$65.00. Mr. Eberhart thanked the Port Matilda EMS for their service. Mr. Merritt stated it is too important not to have a membership and it helps keep the ambulance company in service. The Board thanked Ms. Neal and the Port Matilda EMS.

4. **MINUTES**

- ***MOTION: Mr. Kirsten moved to approve the meeting minutes of January 23rd, 2014; Mr. Pisoni seconded; Vote 5-0-0; Motion Carried.***

5. **BILLS LIST**

- ***MOTION: Mr. Kirsten moved to approve the Bills List dated February 27th, 2014; Mr. Merritt seconded; Vote 5-0-0; Motion Carried.***

6. **TREASURER'S REPORT**

- ***MOTION: Mr. Merritt moved to approve the Treasurer's Report dated February 13th, 2014 for the month of December 2013; Ms. Spencer seconded; Vote 5-0-0; Motion Carried.***

7. **PRESENTATION BY CATA AND MOTION TO APPROVE CONTINUED CATA SERVICE**

Ms. Oliva, Assistant General Manager, CATA, provided an overview of the fall 2013 marketing and ridership. Ms. Oliva stated the Board had requested CATA try to analyze and market ridership to see if numbers would increase. Ms. Oliva stated service began in 2009 with an extended Gray's Woods route to Stormstown. In June of 2013 there was a survey completed by the existing riders. Ms. Oliva commented they changed the route bids to have a consistent driver for this route and introduced Autumn Meadow Park as a park-and-ride lot. Ms. Oliva stated in early fall of 2013 developed a 4 page marketing piece that featured the A G Route map and timetable noting both park and ride locations, information on services available for person 65 and over and persons with disabilities, PSU ride for five program, park and ride program for downtown employees and provided two complimentary tickets. Ms. Oliva stated they distributed this information to 900 residences and over 30 complimentary ride tickets were used, 6 by new unique riders. Ms. Oliva commented that 1 in every 5 G route riders either board or deboard in Halfmoon Township with approximately 9 boarding's per day that don't appear to be the same riders daily. Ms. Oliva stated most of these boarding's are in the morning. Ms. Oliva stated there were 105 pick-ups and 106 drop-offs between July 1 and November 15th, 2013 for CATARIDE. There are few riders with 1 accounting for 99% of rides. Ms. Oliva pointed out that residents are eligible for the County van service. The

Secretary

Board questioned the difference. Ms. Oliva stated the difference is the span of service where CATARIDE is only M-F for Halfmoon Township. Ms. Oliva stated there may be a lack of ridership growth due to the area being difficult to serve due to population density, length of route and lack of commercial trip generators, limited service schedule, loss of key regular riders and single vehicle mindset. Ms. Oliva stated Halfmoon Township would have a 7.1% increase for the 2013/2014 CATA budget. Halfmoon Township will contribute \$7,254.00. If CATA service was terminated, service would cease on August 23, 2014.

Mr. Kirsten discussed the vanpool service. Ms. Oliva stated a vanpool could be put together and the cost split between the riding members. Mr. Mose stated there would have to be 7 folks willing to use vanpool to qualify. Ms. Spencer stated there needs to be more advertising for the bike rack on the bus. Mr. Mose stated the bike rack service is heavily used in Centre Region. Mr. Mose commented that CATA would continue the service but the Board of Supervisors have made it clear that the numbers do not justify the service. Ms. Steele complimented CATA on the marketing strategy and commented that CATA paid for the marketing. Mr. Merritt stated that the service is too important and it only costs each resident 7.25 per tax payer. Ms. Spencer stated she would like to give it more time. Mr. Kirsten stated he disagrees because the numbers do not lie. Mr. Stevenson stated he was appalled by the increase. Ms. Oliva stated they are looking at a 3% increase for next year. Mr. Kirsten commented that the capital is increasing. Ms. Spencer questioned whether there would be more of an increase in riders if there were more trips. Mr. Kirsten reiterated that the reality is the numbers are not there and keeping this service would account for 1% of the Township.

- **MOTION: Mr. Merritt moved to continue CATA service; Ms. Spencer seconded; Vote 4-1-0; Messrs. Stevenson, yea; Merritt, yea; Pisoni, yea; Ms. Spencer, yea; Mr. Kirsten, nay; No abstentions; Motion Carried.**

8. PRESENTATION BY PLANNING COMMISSION TO APPROVE FUTURE LAND USE MAP IMPLEMENTATION AND MOTION TO DIRECT PLANNING COMMISSION TO WORK ON AG DISTRICT ZONING DETAILS

Ms. DelCorso reviewed a PowerPoint presentation evaluation update. Ms. DelCorso stated the Planning Commission evaluated how they could implement the future land use map. Ms. DelCorso reviewed the background of the future land use map stating that it is a required element in the Centre Region Comprehensive Plan and it was developed because the Board of Supervisors did not like what the Township could possibly look like based on current zoning so the Board of Supervisors asked the Planning Commission to explore options that could aid in implementing the map. Ms. DelCorso reviewed the current zoning, possible future land use based on current zoning and the approved future land use map that was submitted with the Comprehensive Plan. Ms. DelCorso reviewed the goals that included; restricting the Agricultural (A-1) zone, move land uses to where they make the most sense, reduce potential sprawl, analyze zoning proactively and allow for higher density housing options and mixed use. Ms. DelCorso discussed evaluating how to implement the future map by reviewing current permitted, accessory, and conditional uses in all zones, reviewed other resources, and evaluated approaches to facilitate implementation. Ms. DelCorso reviewed the current zoning. Ms. DelCorso reviewed a map of possible zoning that would include a ridge overlay, agriculture residential, residential and planned community districts. Ms. DelCorso stated the Planning Commission is looking for support to begin evaluating bulk regulations for the Agricultural Zone. Ms. DelCorso stated the agriculture residential would not have as many permitted uses as the agricultural zone.

- **MOTION: Ms. Spencer moved to direct the Planning Commission to work on Ag district zoning and approve the future land use map implementation; Mr. Kirsten seconded; Vote 5-0-0; Motion Carried.**

Mr. Kirsten encouraged residents to attend the Planning Commission meetings to take part in discussions. Ms. Steele stated there could be workshops and listening sessions open to the public.

9. PRESENTATION AND DISCUSSION ABOUT POSSIBLE OPTIONS FOR LOCATION OF NEW MUNICIPAL BUILDING FOR MANAGER TO PURSUE IMPLEMENTING

Ms. Steele reviewed several reasons why the new Municipal building is being discussed; researching different options for a new municipal building placed as a priority on Manager's Performance review, researching different options for a new municipal building placed as a priority for implementation on FY 2014 Budget, feasibility study

done two-three years ago indicated a new one was necessary, mold issues in present building harmful to staff and public-staff complains of headaches, teary and burning eyes, dry coughs and congestion, runny noses and scratchy throats while at work, overuse of present building, sewer and water issues and ADA issues. Ms. Steele shared pictures of the present building. Ms. Steele reviewed two possible location options and reviewed the pros and cons of each location. The first location would be at Autumn Meadow Park and the second location is on the eastern end of the township near Gray's Woods. Ms. Steele stated the location at Autumn Meadow Park would mean public financing (which would mean debt of no more than \$1.3 million which is township's capacity). The eastern end near Gray's Woods could be financed using a private/public partnership so there would be no debt but the developer in exchange would probably want the Township to go into Centre Region and request a sewer service area extension. Ms. Steele stated she recommends pursuing the eastern edge near Gray's Woods first and meet with developers to see if there is any interest and what their terms would be for preliminary negotiations and come back to the supervisors to discuss the results. There was some concern regarding the sewer service area extension. The Board agreed to have Ms. Steele and Mr. Stevenson meet with developers and come back to the board with the results.

10. PRESENTATION AND DISCUSSION ABOUT PLACEMENT OF TOWNSHIP MANAGER WITHIN PERSONNEL MANUAL MANGER

Ms. Steele commented that currently the personnel manual states that all employees of the Township are subject to the Township's Personnel Manual except for Township Manager and Township Engineer. Ms. Steele explained that there are only three categories for public personnel; an employee; contract employee/independent contractor and a statutory employee. Ms. Steele reviewed the differences. Ms. Steele reviewed how managers are typically handled and reviewed the advantages for the employee and employer as an employee and a contracted employee. Ms. Steele stated she recommends deleting the language stating the Township Manager is exempt from the personnel manual because the township does not have the financial means of entering into a contract with a manager at this time (higher annual salary, car, computer, tablets/IPADs, cell phones, data plans and six months' severance) and making the manager an employee because that is how it is being practiced now. The Board agreed to delete the language exempting the manager from the personnel manual and keeping the manager as an employee.

Ms. Steele stated she will be working with the intern to make changes to the personnel manual and questioned how the Board would like see these recommended changes. The Board would like to see the personnel manual as each section is being worked on.

11. DISCUSSION ON INDIVIDUALS FOR MASTER PARK PLAN STEERING COMMITTEE

Ms. Steele stated she received a letter of interest from a resident wanting to serve on this committee. The Board requested that two members from the Planning Commission and Parks and Recreation Board be appointed as well as the interested resident. Mr. Merritt stated he may have someone that may be interested as well.

12. CONTINUED DISCUSSION ON PERSONAL PUBLIC SUPERVISORS' EMAIL AND TOWNSHIP DROPBOX FOR SUPERVISORS

The Board agreed to keep the emails as they are now and keep the same practices for online documents.

13. DISCUSSION AND POSSIBLE MOTION TO APPROVE CENTRE REGION BUILDING AND HOUSING CODE BOARD OF APPEALS MEMBERS

- ***MOTION: Ms. Spencer moved to Moses D.F. Ling, PE, R.A., Leed AP for a 3 year term commencing on February 15th, 2014 to the Plumbing Board; Alternate - Moses D.F. Ling, PE, R.A., Leed AP for a 3 year term commencing on February 15th, 2014 to the Mechanical Board; Nicole Woodring for a 3 year term commencing February 15th, 2014 to the Property Maintenance Board with Lisanne Semion as alternate for same term; Richard Harris, P.E., for a 3 year term commencing February 15th, 2014 to the Electrical Board with Kirk Lauer, P.E. as alternate for same term; Mr. Kirsten seconded; Vote 5-0-0; Motion Carried.***

14. MANAGER'S REPORT

Ms. Steele reviewed her Manager Report.

Secretary

15. SUPERVISORS' REPORT

Mr. Merritt questioned whether there could be a paved pad under the recycling bins at Autumn Meadow Park. Mr. Merritt also thanked the Port Matilda EMS and encouraged residents to support them.

Ms. Spencer stated the CCMPO was trying to determine how to deal with membership with members coming and going. Ms. Spencer commented they were going to go ahead with the 322 Potters Mills project and the bridge over 322.

Mr. Kirsten thanked the Roadcrew for their work during the recent storms.

Mr. Pisoni thanked the additional help that helps the Roadcrew.

Mr. Stevenson congratulated Ms. Spencer for her work on the Upper Bald Eagle Halfmoon COG. Mr. Stevenson requested staff send all the Board members the pension plan information. Mr. Stevenson provided information that is sponsored by the Spring Creek Watershed Commission regarding Stormwater Management on March 19th at the Visitors and Convention Center Auditorium.

16. ADJOURNMENT

There being no further business before the board, the meeting was adjourned at 9:12 p.m.

- ***MOTION: Ms. Spencer moved to adjourn the meeting at 9:12 p.m.; Mr. Merritt seconded; Vote 5-0-0; Motion Carried.***

Secretary