

1. **CALL TO ORDER**

Chair Mark Stevenson called the meeting to order at 7:00 p.m. Other Supervisors present were Barbara Spencer Todd Kirsten, Danelle Del Corso and Andy Merritt. Staff present were Susan Steele, Township Manager and Amy Smith; Township Clerk. Others in attendance: Heather Higgins, Tom Higgins, Boy Scout Troop 375; Kristen Dolphin, Connor Dolphin, Boy Scout Troop 375.

2. **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

3. **CITIZEN COMMENTS**

Ms. Higgins explained that Tom Higgins and Connor Dolphin were present to achieve their citizen in community merit badge.

4. **MINUTES**

- ***MOTION: Mr. Kirsten moved to approve the meeting minutes of April 28th, 2016; Ms. Del Corso seconded; Vote 5-0-0; Motion Carried.***

5. **BILL'S LIST**

- ***MOTION: Ms. Del Corso moved to approve the Bills List dated May 12<sup>th</sup>, 2016; Mr. Kirsten seconded; Vote 4-0-1-; Messrs. Stevenson, yea; Merritt, yea; Kirsten, yea; Ms. Del Corso, yea; No Nays, Ms. Spencer abstained due to receipt of payment; Motion Carried.***

6. **TREASURER'S REPORT**

- ***MOTION: Ms. Spencer moved to approve the Treasurer's Report dated May 12<sup>th</sup>, 2016 for March; Mr. Kirsten seconded; Vote 5-0-0; Motion Carried***

7. **MUNICIPAL BUILDING PRESENTATION, DISCUSSION AND POSSIBLE NEW DIRECTIVES SINCE 3/10/2016 MOTION TO PROCEED**

Ms. Steele explained that the Township was under no financial obligation if the Board voted to terminate the contract or alter the contract with Peneco. Ms. Steele also stated she had presented Mr. Walt Schneider, Agency Director at Centre Region Code with the questions posed by herself, Supervisor Stevenson and Kirsten. Ms. Steele stated she also followed up with supervisors' request for Mr. Schneider to attend the meeting tonight, but he was unavailable. Ms. Steele restated the supervisors March, 2016 motion wherein they directed her to move forward with the Penneco proposal remediating the mold in the entire building. Since then, the supervisors have discussed changing their mind on this directive and Ms. Steele stated she needed to know if they wanted to change their March, 2016 directive as Penneco needed to know by 5/17/16. Ms. Steele would need to know what the Board would like to proceed with for the contract so she can notify them prior to May. Ms. Steele commented Peneco will be busy in the summer and delaying the remediation may delay the date they would be available to complete the remediation.

Ms. Steele reviewed the costs for what was budgeted to complete the remediation and provided an overview of monies in the reserves and that may be available to help fund the remediation if necessary.

Ms. Steele began to review the questions posed to Mr. Schneider and their answers. Mr. Stevenson halted Ms. Steele's, stating he wanted to provide his thoughts.

Mr. Stevenson commented if it is a break even deal for staff to stay at 1948 Halfmoon Valley Road then that is the way to go. Mr. Stevenson stated all he really wants to know is if the toxic mold is removed does it prohibit the use of the meeting room, bathrooms and vestibule if no remediation is completed in these areas. Mr. Stevenson commented that the toxic mold could be remediated in the office and then could be left in an unrepaired state until the Board can see what happens with a new building. Mr. Stevenson stated he did not feel re-build is necessary right of way.

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Secretary

Ms. Steele stated that Penneco in their proposal as well as orally told the Supervisors that the word "toxic" when it comes to mold is subjective as there is no acceptable level and types of molds because the adverse health effects depends on the individual. That is why Penneco recommended remediating the mold in the entire building.

Ms. Spencer stated she is struggling with the unknowns and would like to save money and start to focus on a new building.

Ms. Del Corso commented that she concurs with Mr. Stevenson and stated they could block off the office and still utilize the meeting room space without closing the whole building.

Ms. Steele commented that she thought that prolonged exposure would be a problem but Mr. Stevenson did not feel this would cause health issues.

Mr. Stevenson stated he would like to see the machines that were purchased to help alleviate the mold in the meeting room used and turned on at all times. Ms. Steele stated there were signs on all machines at one time, but people turn them off when in use to hear one another and then forget to turn them back on. She stated she would try to figure out signage or regulations if an organization does turn them off and does not turn them back on when leaving.

Mr. Stevenson stated he did not want Penneco breaking through the bathroom wall while working on the interior wall of the manager's office when they remediate the mold.

Mr. Kirsten commented that he agrees to just remediate the office space.

Mr. Merritt questioned whether we would have to meet ADA standards. Mr. Steele commented since there is remediation only being done and no re-build ADA standards were not an issue.

Ms. Del Corso questioned if the building was scrapped would remediation still have to be completed before demolition.

Mr. Kirsten questioned how it could be verified in the proposal that the Board wished to no longer remediate the vestibule, meeting room and bathrooms. Ms. Steele commented she would get a new proposal.

- ***MOTION: Ms. Del Corso moved to approve remediation of the blue walls, option 1 (orange walls) and option 2 (floor) in just the office area and not bust through the interior bathroom walls; Mr. Stevenson seconded; Vote 5-0-0; Motion Carried.***

Ms. Steele questioned whether the Board would still like to have Mr. Schneider attend the meeting on May 26<sup>th</sup> (meeting cancelled later on by supervisors) to answer any more questions. Mr. Kirsten commented he would like wait until the remediation is complete and have him attend a meeting at that time. Ms. Steele stated she would have Mr. Schneider attend the supervisors' 6/23/16 meeting to conduct a walk through and to address any questions.

Mr. Kirsten requested staff replace the filters on the machines in the meeting room that is helping control the allergen mold. Mr. Stevenson would like more professional signage placed on the machines requesting they not be shut off.

Mr. Del Corso stated she would like to confirm that Mr. Schneider will not be attending the May 26<sup>th</sup> meeting (meeting later cancelled by the supervisors).

**8. PRESENTATION OF AUDITOR/FINANCIAL ADVISOR PROPOSALS FOR SERVICES TO BEGIN 1/1/17**

Ms. Steele stated she received a proposal from Baker Tilley (current auditor) and Maher Duesel. Ms. Steele stated she recommends hiring Maher Duesel as 1) they were half the price of Baker Tilley and 2) they provided free financial advice whereas Baker Tilley only provided two hours free and then at the rate of \$150 per hour. Mr. Kirsten commented that he has had an opportunity to work with both and feels both are competent firms, but if the Township can get the work done cheaper than the Board should take advantage of that. Mr. Stevenson stated he is okay with whomever the staff is comfortable with using.

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Secretary

- **MOTION:** *Mr. Merritt moved to award auditing/financial services to Maher Duessel beginning 1/1/17; Ms. Spencer seconded; Vote 5-0-0; Motion Carried.*

**9. PRESENTATION OF PENSION PROPOSAL FOR SERVICES TO BEGIN 1/1/17**

Ms. Steele stated she received only one proposal regarding the Township's present pension plans. That one being from the present provider PSATS. Ms. Steele commented she had some interest from ICMA and Fulton Bank but ICMA does not do defined benefit plans anymore and Fulton Bank did not feel the plan value was enough for their participation. Mr. Stevenson questioned whether the proposal from PSATS is the same cost as we are paying now. Ms. Steele stated it was the same cost. There was no motion necessary since the service provider is not changing.

**10. APPROVAL OF CPI INCREASE FY 2016 OPEN SPACE PROGRAM LEASE PAYMENTS OF 0.6%**

- **MOTION:** *Mr. Kirsten moved to approve the CPI increase FY 2016 Open Space Preservation Lease payments of 0.6%; Ms. Del Corso seconded; Vote 4-0-1; Messrs. Stevenson, yea; Merritt, yea; Kirsten, yea; Ms. Del Corso, yea, No Nays; Ms. Spencer abstaining due to having a lease in the program; Motion Carried.*

**11. MANAGER REPORT**

Ms. Steele stated she attended the Parks & Recreation Board meeting on May 5<sup>th</sup> to discuss possible tasks on the Park Plan implementation but there was no quorum.

Ms. Steele reviewed the work session, public input for rezoning project and works session on parks plan dates, times and locations.

Ms. Steele provided dates when she will be at conferences and vacation.

Ms. Steele questioned whether the Board wanted Mr. Schneider to attend the May 26<sup>th</sup> meeting. Mr. Stevenson stated since they were not requesting Mr. Schneider to attend unless there is other business cancel the meeting.

- **MOTION:** *Ms. Del Corso moved to cancel the Board of Supervisors meeting of May 26<sup>th</sup>, 2016; Mr. Merritt seconded; Mr. Kirsten questioned if Ms. Steele was sure there was nothing that was going to sneak up on them; Ms. Spencer and Mr. Kirsten provided dates they would not be in attendance of the meeting; Vote 5-0-0; Motion Carried.*

**12. SUPERVISORS' REPORT**

Finance Committee – Mr. Kirsten stated the Finance Committee recommended a 2.75% overall increase to the Centre Region COG budget for 2017. Mr. Kirsten commented that he reiterated the motion Halfmoon Township made at the last meeting and voted against this recommendation.

Mr. Kirsten stated the Kimber study was discussed and is not to exceed \$15,000 and it will go to the General Forum if funds are expended. Mr. Kirsten commented that Halfmoon Township's contribution would be \$428.00.

Public Services Committee - Ms. Spencer stated they were going to leave Harris Township and Halfmoon Township out of the study due to the contract with Comcast and did not want to include other entities because it would make it more expensive. Ms. Spencer stated she informed them that Halfmoon Township wanted to be part of the study.

TLU Committee – Mr. Kirsten stated there will be an amendment to the Bike Plan to include permitting bike pedals with electrical assist with the plan. Mr. Kirsten commented it was the recommendation of the TLU Committee that all municipalities all this. This will go to the General Forum.

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Secretary

Mr. Kirsten stated it is National Public Works week and he wanted to thank the Halfmoon Township Public Works Department for an excellent job.

Mr. Stevenson reminded citizens that Riff Raff days will be next Friday and Saturday. Ms. Steele reminded citizens that Goodwill will be present to collect electronics and other items.

Mr. Merritt thanked all the Veterans for their service.

**13. ADJOURNMENT**

There being no further business before the board, the meeting was adjourned at 8:15 p.m.

- ***MOTION: Ms. Del Corso moved to adjourn the meeting at 8:15 p.m.; Mr. Kirsten seconded; Vote 5-0-0; Motion Carried.***

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Secretary