

1. **CALL TO ORDER**

Chair Mark Stevenson called the meeting to order at 7:02 p.m. Other Supervisors present were Todd Kirsten, Ben Pisoni and Barbara Spencer (arrived at 7:10 p.m.). Staff present were Susan Steele, Manager; Amy Smith, Township Clerk; D.J. Liggett, CRPA; Eric Vorwald, CRPA, Tom Zilla, CRPA; Don Franson, Township Engineer and Scott Brown, Roadmaster. Residents & others in attendance: Christina Rider, Kalen Brown, William Shuey, Harry Whitehill and Greg Shufuran.

2. **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

3. **CITIZEN COMMENTS**

There were no citizen comments.

4. **TREASURER'S REPORT**

***MOTION: Mr. Kirsten moved to approve the Treasurer's Report dated June 14<sup>th</sup>, 2012; Mr. Pisoni seconded; Vote 3-0-0; Motion Carried.***

5. **BILLS LIST**

***MOTION: Mr. Pisoni moved to approve the Bills List dated June 14<sup>th</sup>, 2012; Mr. Kirsten seconded; Discussion on the cost of Riff Raff; Vote 3-0-0; Motion Carried.***

6. **APPROVAL OF MINUTES**

- ***MOTION: Mr. Kirsten moved to approve the meeting minutes dated May 24<sup>th</sup>, 2012; Mr. Pisoni seconded; Vote 3-0-0; Motion Carried.***

7. **MANAGER'S REPORT**

Ms. Steele commented that due to a lengthy agenda she provided written report but would not review each item unless the Board had any questions. Mr. Stevenson questioned how the bathroom usage has been. Ms. Steele stated that she would like to place locks on the bathroom and re-key the front door and only give one key out to each outfit that uses the building. Ms. Steele stated staff would open the bathroom doors in the morning and lock them when staff left for the evening during the work week. Ms. Steele stated they would also bring one handi-cap accessible porta potty into each park and remove the standard porta potties.

There was discussion whether a second porta potty could be brought in if there is a need. Ms. Steele stated this could be negotiated in the contract with Little League or Centre Bulldogs if they need a second porta potty they could pay that expense themselves.

Mr. Pisoni commented that he felt that the bathroom usage should be addressed by keys. Ms. Steele questioned whether the Board wanted to purchase new front door keys and also lock the bathrooms and provide those keys to building renters. Ms. Steele stated Little League would not need the key to the bathrooms but would need a front door key due to being able to access the AED in the Municipal Building.

Ms. Steele commented that non-profit groups do not pay a key fee and should pay the fee in the event they lose the key. The Board directed Ms. Steele to address the bathroom usage with key locks on the bathroom doors and not purchase new front door keys.

Ms. Steele stated Centre Region Planning Agency will host a Regional Growth Boundary Workshop on June 20<sup>th</sup> with an Open House at 6:00 p.m. and the presentation beginning at 7:00 p.m. Ms. Steele invited the Board members, staff and the public.

**8. DISCUSSION AND POSSIBLE APPROVAL TO SET PUBLIC HEARING JUNE 28, 2012, AMENDMENT TO TOWNSHIP CODE, CHAPTER 112, DRIVEWAYS, SECTION 112.4 (N) AMENDING THE NUMBER OF LOTS TO BE SERVED BY A SHARED DRIVEWAY FROM FOUR TO TWO, AND APPROVING ADVERTISEMENT OF SAME**

Ms. Liggett stated the Planning Commission reviewed Chapter 112, Driveway, Section 112.4 (N) of the Township Code. Ms. Liggett commented the Planning Commission voted to remove the Rural Preservation Development clause and changed the number of homes on a shared driveway from four to two homes. Ms. Liggett stated Centre County 911 states it becomes difficult for Emergency Services to locate the location of the homes when there are more than two homes on a shared driveway. The Board questioned what other municipalities have on the books for shared driveways. Ms. Liggett commented that some have only one home and others have up to four homes. Ms. Liggett stated State Code Title 67 states it should be a minimum of 2-3 houses.

Mr. Pisoni questioned what the advantage of two lots is compared to one. Mr. Pisoni questioned how the magic number of four was derived and how the Planning Commission came up with two. Ms. Liggett stated this decision was partly based on the State Code. Mr. Stevenson stated he thought it was an informal use to farmers to inform them on how many houses can be on a driveway. The Board requested Ms. Liggett get more information. Mr. Stevenson questioned whether the public hearing motion could be amended to show either four homes, 2 homes or just one home on a shared driveway. Ms. Steele stated the Board could table this until the second meeting in July, July 26<sup>th</sup> and staff could bring back the pros and cons. Ms. Spencer questioned whether it could read less than four homes. This agenda items was tabled until the July 2th meeting.

**9. DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION 2012-15, A CONSERVATION LEASE AGREEMENT BETWEEN HALFMOON TOWNSHIP AND SANDRA L. PODGURSKI (PETERS), HELD ON PROPERTY CODE 17-4-45A**

Ms. Steele stated there was a public hearing held on this property and was approved by the Board of Supervisors. The Board approved an advance payment for this property. Ms. Smith stated this property is 31.5 acres located off of Fye Road.

- ***MOTION: Ms. Spencer moved to approve Resolution 2012-15; A resolution of the Township of Halfmoon, Centre County, Pennsylvania, pursuant to the Open Space Preservation Conservation Lease Agreement between Halfmoon Township and Sandra L. Podgurski (Peters), held on property code 17-4-45A; Mr. Pisoni seconded; Mr. Kirsten stated he had some concerns with the leases and advanced payments but since this particular property was already approved he would discuss these concerns at a later meeting; Vote 4-0-0; Motion Carried.***

**10. DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION NO. 2012-16, A MEMORANDUM OF LEASE BETWEEN HALFMOON TOWNSHIP AND SANDRA L. PODGURSKI (PETERS) HELD ON PROPERTY CODE 17-4-45A**

- ***MOTION: Mr. Pisoni moved to approve Resolution 2012-16; A resolution of the Township of Halfmoon, Centre County, Pennsylvania, pursuant to the recording of a Memorandum of Lease for an Open Space Preservation Conservation Lease Agreement between Halfmoon Township and Sandra L. Podgurski (Peters), held on property code 17-4-45A; Mr. Kirsten seconded; Vote 4-0-0; Motion Carried.***

**11. DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION NO. 2012-17, AN AMENDMENT TO CONSERVATION LEASE BETWEEN HALFMOON TOWNSHIP AND SANDRA L. PODGURSKI (PETERS) HELD ON PROPERTY CODE 17-4-45A**

- ***MOTION: Mr. Pisoni moved to approve Resolution 2012-17; A resolution of the Township of Halfmoon, Centre County, Pennsylvania, pursuant to the Amendment of an Agreement of an Open Space Preservation Conservation Lease Agreement between Halfmoon Township and Sandra L. Podgurski (Peters), held on property code 17-4-45A; Ms. Spencer seconded; Vote 4-0-0; Motion Carried.***

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Secretary

**12. DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION NO. 2012-18, A CONSERVATION LEASE AGREEMENT BETWEEN HALFMOON TOWNSHIP AND WAYNE M. AND MARGARET E. FRILING, HELD ON PROPERTY CODE 52-02-08**

This agenda item was tabled until clarification from Township Solicitor as to mortgage status.

**13. DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION 2012-19, A MEMORANDUM OF LEASE BETWEEN HALFMOON TOWNSHIP AND WAYNE M. AND MARGARET E. FRILING, HELD ON PROPERTY CODE 52-02-08**

This agenda item was tabled until clarification from Township Solicitor as to mortgage status.

**14. DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION 2012-20, AN AMENDMENT TO CONSERVATION LEASE BETWEEN HALFMOON TOWNSHIP AND WAYNE M. AND MARGARET E. FRILING, HELD ON PROPERTY CODE 52-02-08**

This agenda item was tabled until clarification from Township Solicitor as to mortgage status.

**15. DISCUSSION AND POSSIBLE APPROVAL OF REVISED PRELIMINARY/FINAL PLAN OF THE SUBDIVISION OF GERALD J. & SHIRLEY P. BROWN, TAX PARCEL 24-3-3**

Ms. Liggett stated Mease Engineering submitted a revised plan for the Gerald J. & Shirley P. Brown subdivision. The Board of Supervisors approved the plan April 26<sup>th</sup> in which the house was to be sprinklered. The property owners would like to install a cistern in place of the sprinkler system so they requested a revision to the plan. Ms. Liggett stated the CRPA, Planning Commission and Engineer have approved the plan as long as the property owners follow the Fire Director recommendations/comments. Ms. Spencer questioned whether the Board would get a report back from the Fire Director stating the property owners followed these comments. Ms. Liggett stated the plan shows the location and details as described by Mr. Bair, Fire Director. Ms. Spencer questioned what would happen if this is not done. Ms. Liggett stated Centre Region Code does not inspect cisterns and this is strictly done by the Fire Companies, in this instant Alpha Fire Company, which Mr. Bair is a member. Ms. Liggett commented there is no signature block for the Fire Company.

Ms. Liggett stated Mr. Bair is in close contact with the property owners and has ensured it will be done as recommended. Ms. Liggett stated the approval could be contingent upon the Fire Directors consultation. Mr. Stevenson questioned what the motion should be. Ms. Liggett suggested that the motion could read, the plan is approved contingent on the Fire Directors comment letter which stipulates that the property owners must continue to work with the Fire Department to ensure compliance with the details of the water storage tank specifically with the location of the tank and Remington Road and the location of the dry hydrant head in relation to the house. Ms. Spencer questioned why make it contingent because the Board has the letter. Ms. Steele stated the Board could request a signature block on the plan for the Fire Director. Ms. Spencer stated she would be more comfortable with a signature block. Ms. Steele stated the signature block would ensure those things get done.

Mr. Stevenson suggested making an amendment to the suggested motion. Ms. Rider explained that all of Mr. Bair's comments and specifications are listed on the plan.

- ***MOTION: Mr. Kirsten moved to approve the plan contingent upon implementation of the recommendations of the Fire Directors comments; Mr. Pisoni seconded; Mr. Kirsten questioned what measure are in place to keep this from freezing. Ms. Liggett explained the dry hydrant receives water from below the frozen surface; Vote 4-0-0; Motion Carried.***

**16. DISCUSSION & POSSIBLE APPROVAL OF SEWAGE FACILITIES PLANNING MODULE OF WAY SUBDIVISION LOCATED AT ORCHARD ROAD, HALFMOON TOWNSHIP, PA**

Ms. Liggett stated Greg Shufran submitted a Sewage Planning 1 Module for a one lot subdivision on behalf of Brooks and Sharon Way. The preliminary/final subdivision plan is to subdivide one lot off of a 78 acre parent tract with on-lot sewage. The primary and replacement areas have been identified. Ms. Liggett commented the Planning Module has been reviewed by the Sewage Enforcement Office and Centre Region Planning Agency with no outstanding issues. The Planning Commission and staff recommend approval of the Planning Module.

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Secretary

- **MOTION:** *Mr. Kirsten moved to approve the Sewage Facilities Planning Module of Way Subdivision located at Orchard Road, Halfmoon Township, PA; Ms. Spencer seconded; Vote 4-0-0; Motion Carried.*

**17. DISCUSSION AND POSSIBLE APPROVAL OF FINAL PLAN-RELOT OF REMAINING LANDS OF OAK LEAF DEVELOPMENT**

Ms. Liggett stated Shope Surveying submitted a re-plot of two lots of the Oak Leaf Development located off of Morris Road and Tow Hill Road. Lot 2 is 3.824 acres and Lot 11 is 26.323 acres. The plan proposes to re-plot lot 11 to remove 13 acres and add it to lot 2. This will result in a reconfiguration. Lot 2 will be 17.156 acres and Lot 11 will be 12.991 acres. Water service will be serviced by Upper Halfmoon Water Company. Septic will be on-lot. The primary and secondary areas have been identified for both lots. The Planning Module has been approved by the Board of Supervisors and the Department of Environmental Protection. Ms. Liggett reviewed staff comments and recommendations to be added to the plan; fire flow rates, right of way dedication to the township to access Tow Hill Road, right of way dedication to township across the portion of lot 2R that abuts Smith Road, no utilities or trees will be placed in the fifty foot right of way off of Tow Hill Road and the plan should include a note indicating that this plan is not intended to alter or negate any rights of access for the 10 lots currently using the exiting private street known as Morris Road. Ms. Liggett stated Mr. Shuey submitted a plan this evening she believes addresses most of those issues but has not had a chance to review it to make sure they have been addressed. Ms. Liggett stated the Board could approve the plan contingent upon staff comments being resolved.

Mr. Shuey stated the 911 Administrator's position is on larger lots not to provide an address until a building permit is requested or obtained and Mr. Shuey would like the Board to waive that requirement. Mr. Shuey stated a note was added to the plan stating that. Ms. Liggett stated she was okay with the note on the plan.

Mr. Shuey commented he spoke with the Upper Halfmoon Water Company and they do not have the fire flow rates for the hydrants on Tow Hill road. Mr. Pisoni stated the UHWC never measure the flow on Tow Hill Road but could have it done. Mr. Shuey stated there are three hydrants on Tow Hill Road and does not feel this needs to be on the plan because they are not creating new lots. There was discussion on fire flow rates. Ms. Liggett stated this was noted because it is a requirement in the Fire Ordinance. Ms. Steele questioned whether Mr. Shuey should have to fill out a waiver request. Ms. Liggett stated she agrees with Mr. Shuey that because it is a re-plot this requirement may not apply. The existing fire protection is not changing. Mr. Kirsten stated that if it applies than the Board needs to follow regulations but if it does not than it should not be required. There was discussion on how difficult it would be to get flow rates. Mr. Franson stated that no lots are being created and the information is not available so he does not see a problem with not having flow rates on the plan and it is reasonable for the Board not to request Mr. Shuey to do this.

Mr. Shuey stated he would like to have the Board approve the plan contingent upon staff review. Mr. Stevenson stated the Board could approve the plan contingent upon the completion of comments one, and three through eight of the Oak Leaf Development Plan. Ms. Steele will check with Ms. Yurchak to see if a waiver is required.

- **MOTION:** *Mr. Kirsten moved to approve the Final Plan Re-Plot for Oak Leaf Development contingent upon the completion of comments 1, and 3-8 recommended by staff; Ms. Spencer seconded; Vote 3-0-1; Messrs. Stevenson, yea; Kirsten, yea; Ms. Spencer, yea; No Nays; Mr. Pisoni abstention; Motion Carried.*

**18. DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION 2012-21, A RESOLUTION IN SUPPORT OF THE COMMONWEALTH OF PENNSYLVANIA AMENDING ITS PREVAILING WAGE LAW**

Ms. Steele stated PSATS has urged municipalities to sign this resolution to raise the prevailing wage from \$25,000 to \$183,203. Ms. Steele explained any federal monies used would be done through Bacon Davis and would still fall under prevailing wage requirements.

- **MOTION:** *Ms. Spencer moved to approve Resolution 2012-21; A Resolution in support of the Commonwealth of Pennsylvania amending its prevailing wage law; Mr. Kirsten seconded; Vote 4-0-0; Motion Carried.*

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Secretary

**19. PRESENTATION BY TRISH MEEKS REGARDING POSSIBLE SR 550 PEDESTRIAN IMPROVEMENTS**

This agenda item was tabled until a later meeting.

**20. PRESENTATION BY TOWNSHIP ENGINEER AND TOWNSHIP ROADMASTER AS TO REVISED ONE AND 10 ROAD IMPROVEMENT PLAN AND SMITH ROAD PEDESTRIAN IMPROVEMENTS**

Mr. Franson provided the ten year improvement plan and maps that provide when each paving project should take place and projected costs.

Mr. Brown stated he was considering paving a two foot wide walking path along Smith Road around the outside of the sharp turn near Charlotte Street but is reconsidering due to safety concerns regarding crossing the road to get to the walking path. Mr. Brown stated he does not know what the liability would be by designating a walking path in that area and having pedestrians cross the road to get to the walking path. Mr. Franson stated he would be concerned about designating a walking area along Smith Road. Mr. Kirsten stated that one thing that was talked about was lining the road so the drivers feel that there is less space and not label it as a designated walking path. Mr. Franson stated it is not legal to stripe an 18' road and Smith Road is an 18' road. Mr. Franson discussed the problems with widening Smith Road to include paved shoulders. There was discussion on property lines and right of ways. Mr. Brown reminded the Board it would cost more to maintain Smith Road. Mr. Franson stated if Smith Road were 22' then it could be striped. Mr. Franson commented that there would be problems with the joint if the shoulders were paved at different times and that the shoulders should be done when that portion of Smith Road gets paved. Mr. Pisoni commented that in the mean time the shoulders could be widened and stoned. Mr. Franson stated the Township could try for a Liquid Fuels grant for widening and paving the shoulders of Smith Road.

Mr. Franson stated he spoke to Ms. Steele who has given an annual budget of \$50,000-\$60,000 to work with.

Mr. Franson stated he included a fairly new concept to this area in the ten year plan called Fibre Mat. Mr. Franson explained that Fibre Mat is slightly different from tarring and chipping. Mr. Franson explained you put the oil down, stone and then add an application of oil with fibres in it and when you add more stone to that you end up with a material that is less susceptible to cracking. Mr. Franson stated you get a few more years out of it and it cost a little over \$3.00 per square yard. There was discussion on the life of Fibre Mat compared to overlay. Mr. Franson stated it is cost effective but does not recommend it for Smith Road, Loveville Road or Marengo Road.

Mr. Franson pointed out that Phase III of the Municipal Lane project has not been included in the ten year plan.

Mr. Kirsten questioned what the current process was of letting citizens know when paving projects will begin. Ms. Steele stated there will be a pre-conference meeting and it is put on the website and in an email. Ms. Steele stated Ms. Smith went door to door last year and residents were able to ask questions or call and ask questions. Mr. Kirsten stated he was willing to volunteer some time to go door to door. Mr. Pisoni stated it is worth the time for staff to go door to door.

Mr. Franson stated if Mr. Brown can identify anything in the right of ways along Smith Road the Board could hold an Open House and discuss this with the residents.

Mr. Pisoni questioned whether there was any data showing all the contractors and how long the paving lasted. Mr. Franson stated there is really no data like that and the qualities all about the same. Mr. Brown stated all contractors are held to Penn Dot standards.

**21. PRESENTATION BY TOM ZILLA AND ERIC VORWALD REGARDING FUTURE LAND USE IN HALFMOON TOWNSHIP**

Mr. Vorwald provided map of proposed future land uses for the Halfmoon/Patton Area Plan. Mr. Vorwald commented the project started in 2006 to start looking at specific goals and policies to help direct land use in a designated area. This project came out of the 2000 Centre Region Comprehensive Plan. There was a steering committee that helped draft the map. The project evolved into three separate parts; a policy document, traffic study and future land use map. Mr. Vorwald explained the policy document provides the goals and policies established and identified the areas where they wanted to show this information. There were six chapters developed out of the policy document. The map shows the study area. Mr. Vorwald stated the second map provided was used as an exercise for the traffic analysis that shows what type of development would be in that

area. Mr. Vorwald explained one thing they found was the land uses they applied would work in this area based on the traffic study. Mr. Vorwald stated he would like to know the initial thoughts and input the Board may have with the proposed land use map and if they are okay with the proposed land uses. Mr. Vorwald commented that the Planning Commission reviewed the map and forwarded it to the Board. Mr. Vorwald explained the Planning Commission did want to change a section of the mixed use to residential and forested use. The property where it shows mixed use is owned by Mark Maloney. Mr. Vorwald explained this area was identified as mixed use because the Board had considered the RVZD Ordinance for that area. Mr. Stevenson stated the mixed use does not necessarily have to be in that area. Mr. Vorwald stated that if the Board wanted mixed use that this is an appropriate place to put it. It may lead to a change in zoning. Mr. Stevenson questioned whether changing the ridge line to forested use is a down zone. Mr. Vorwald stated it may be but it would be difficult to develop anyway. Mr. Vorwald stated the specifics related to the map are up to the Board of Supervisors and the map just shows they approve of the proposed land uses. Ms. Steele stated she and Ms. Liggett are working on a map of all of the Township that shows what build out would really look like according to current zoning. Ms. Steele commented that there is no real agriculture and would look like a residential neighborhood. Mr. Vorwald stated there were 17 mitigation measures used in the development of the map. Mr. Vorwald commented he would like the Board's comments by September. Ms. Spencer discussed the Wildlife Corridor and land preserved in the forest use area and stated that area can't be built on. Mr. Stevenson requested Mr. Vorwald clarify that. Ms. Liggett stated the traffic analysis was done to see what kind of build out could be done in a worst case scenario. Mr. Zilla stated the point of the future land use plan is to see what and how the Board would like it zoned. Mr. Stevenson stated he would like to see the map Ms. Liggett is working on as it might help them better determine where they want what type of zoning. Mr. Eberhart stated he voted against the mixed use area on the Maloney property because the area was never zoned with a density of more than one home on an acre. Mr. Eberhart stated the Township was adamant about against the growth boundary expansion and now there is no requirement to make the developer get open space in the township to get a higher density. Ms. Liggett stated that area was largely driven by the developers in that area and the map gives the township the opportunity to see if they want it somewhere else. The Board thanked Mr. Vorwald & Mr. Zilla.

## 22. SUPERVISORS REPORTS.

Mr. Stevenson thanked Mr. Brown and staff for starting to solve some of the parking problems in the parking lot. Mr. Stevenson requested that staff look into screens for the windows in the meeting room.

Mr. Pisoni stated he attended the Public Safety meeting where they discussed new software for the Code Office. There were two recommendations, the cloud which costs roughly \$900,000 and the second would be housed in the State College Borough which costs roughly \$400,000. Mr. Pisoni stated the Code Office recommended the higher priced software but he voted against that. Mr. Pisoni stated the discussed having a third party make a decision. Mr. Walt Schneider offered to contact a third party to see how much it would cost and how long it would take to review information.

Mr. Pisoni stated he was still concerned about detailed discussion in emails and requested that at some point during the meeting the Board could make a brief discussion on what was discussed in the emails or make a notation on the agenda. Ms. Steele stated she could link the emails to the agenda. Mr. Stevenson stated that discussion or a link should be used but should be noted on the agenda.

## 23. ADJOURNMENT

There being no further business before the board, the meeting was adjourned at 9:33 p.m.

- ***MOTION: Mr. Kirsten moved to adjourn the meeting at 9:33 p.m.; Mr. Pisoni seconded; Vote 4-0-0; Motion Carried.***

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Secretary