

1. **CALL TO ORDER**

Chair Mark Stevenson called the meeting to order at 7:02 p.m. Other Supervisors present were Barbara Spencer, Andy Merritt, Todd Kirsten and Ben Pisoni. Staff present were Susan Steele, Township Manager and Amy Smith, Township Clerk. Residents & others in attendance: Susan Kennedy, Nancy Stine, Tammy Mann, Betty Lewis and Sharon Hazle, Halfmoon Township Garden Club members.

2. **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

3. **CITIZEN COMMENTS**

There were no citizen comments.

4. **MINUTES**

- ***MOTION: Mr. Kirsten moved to approve the meeting minutes of June 11th, 2015; Mr. Merritt seconded; Vote 5-0-0; Motion Carried.***

5. **HALFMOON TOWNSHIP GARDEN CLUB GOOD CITIZEN AWARD**

Mr. Merritt provided a photo as to where the flower garden planted by the Garden Club at Beckwith (intersection of SR 550 and Beckwith Road). Mr. Merritt stated the Garden Club is 50 years old with 10 current members but is always looking for more members and membership is open to anyone. The dues are \$10 a year and \$1 a month. The Garden Club presents horticultural programs, goes on field trips, and volunteers in Toys for Tots. Each May, the club hosts an evening presentation at Way's Café that is free and open to the public on gardening issues. The Club is planning to have a plant sale next spring. It also holds a potluck Harvest dinner each fall and usually makes a donation to a local charity with any funds left at the end of the year. A few years ago the Garden Club held a free workshop on vegetable gardening. The next meetings will include a tour of local green foods in July and an evening of wine, chocolate and shopping for spring bulbs in August. Mr. Merritt commented the Garden Club is a great organization which is under the radar. Mr. Merritt thanked all members of the Garden Club in attendance for their continued efforts and then presented a certificate of appreciation.

Ms. Kennedy stated the Club appreciates the certificate and hopes this recognition may help get new members in to the club. Ms. Kennedy also commented the Club is a good way to get to know your neighbors.

Mr. Stevenson stated if Ms. Kennedy could provide their meeting information the Township could sponsor bulletin boards on C-NET. Mr. Stevenson thanked the Garden Club.

6. **APPROVAL OF CATA CONTRACT AND RESOLUTION 2015-12, APPROVING CATA LOCAL SHARE PAYMENT FY 2015-2016**

Ms. Steele commented that the local share payment would be made in quarterly payments of \$1,334.00.

- ***MOTION: Mr. Merritt moved to approve the CATA contract and Resolution 2015-12, approving CATA local share payment FY 2015-2016 in the amount of \$5,336.00; Ms. Spencer seconded; Mr. Stevenson commented that although citizens use the service less than 1% it equals out to 1% in the Township budget so it is an even service; Vote 5-0-0; Motion Carried.***

7. **MOTION TO FORWARD DRAFT LITTLE LEAGUE CONTRACT TO STATE COLLEGE LITTLE LEAGUE**

Ms. Steele provided a power point comparing the old Halfmoon Little League (HMLL) lease to the new State College Little League (SCLL) lease. She stated the term was the same as it was for HMLL of 10 years and for use of the Municipal Park fields during the same hours and days as HMLL. She stated she deleted the use of the Autumn Meadow Parks as had been in the HMLL Lease as SCLL does not need. She stated she added to the SCLL lease a clause which would permit the Township to charge the Little League \$50.00 per game if garbage was not cleaned up within the park and around the fields. Ms. Steele stated she also added the Township will tow vehicles parked within the signed area in front of the Municipal Building reserved for Township business. Mr. Pisoni questioned whether parking had been a problem when HMLL leased the premises. Ms. Steele stated it was not as much of a problem with HMLL, but is a continuing problem with SCLL. Ms. Steele concluded stating

Secretary

all other conditions of the lease remained the same except SCLL will be responsible or replacing the snack shack and storage buildings compared to the HMLL lease which held the Township responsible for replacement. Ms. Steele stated in considering the new lease with SCLL she looked at the fact that 1) the citizens of the Township had made major capital investments such as the light to the fields, 2) many citizens attend little league games, and 3) Municipal Park is seldom used outside of little league games. She also stated that although it is now SCLL rather than HMLL, there are still a lot of citizens that are involved in Little League that live within the Township. There was discussion on why the league rules had changed. Ms. Steele stated that per HMLL last year, Williamsport stated that home school leagues would be the only ones allowed to participate in the National Little League World Series and as such HMLL wanted to have the opportunity to participate. Mr. Kirsten stated he had been concerned about leasing the Autumn Meadow Park field but sees that SCLL is not interested in leasing that field. There was discussion the length of the lease and termination time limits. Mr. Kirsten stated since the Township did not have the same relationship with SCLL as it did with HMLL, he proposed the term of the SCLL lease be reduced to five years and then could request an extension for the lease which would only be approved if both parties agreed.

- **MOTION: Mr. Kirsten moved to change the length of the lease to five (5) years, change the length term dates and amend item #2 to add that the State College Little League could request an extension that is agreeable to both parties; Mr. Pisoni seconded. Vote 5-0-0; Motion Carried.**
- **MOTION: Mr. Kirsten moved to forward the lease to State College Little League for use of Halfmoon Township baseball fields at Municipal Park; Ms. Spencer seconded; Mr. Stevenson stated he had received compliments on the park and fields; Mr. Kirsten stated he would like the relationship work out between Halfmoon Township and State College Little League; Vote 5-0-0; Motion Carried.**

Ms. Spencer suggested the Board recognize Halfmoon Little League for the good citizen's award at the next meeting.

8. DISCUSSION ON TELEVISION VS. POWER POINT PROJECTOR PURCHASE

Ms. Steele, per the Supervisors' request, researched and provided recommendation of the purchase of either a television or power point projector for power point presentations. Ms. Steele provided the pros and cons. Ms. Steele recommended purchasing a television. Mr. Stevenson suggested pricing televisions at Sam's Club. Mr. Kirsten recommended that Ms. Steele look into chrome cast. The Board agreed to discuss further at upcoming budget meeting for purchase next year. Ms. Steele stated C-NET offered to sell a power point projector to the Township for \$100.00.

- **MOTION: Ms. Spencer moved to purchase the power point projector from C-NET for \$100.00; Mr. Kirsten seconded; Vote 5-0-0; Motion Carried.**

9. CENTRE REGION COG REORGANIZATIONAL SUGGESTIONS

Ms. Steele reviewed the suggestions the Board had made at its 5/28/15 meeting which at that time they requested be forwarded to the COG Executive Director. Ms. Steele stated she followed the directive by forwarding their comments, with a copy to each supervisor, via email to the COG Executive Director on 5/29/15. Since that time, Mr. Kirsten approached Ms. Steele about making the matter an agenda item so the supervisors could determine what items, if any, they would like Township supervisors' to present to committee members within COG.

Mr. Kirsten stated he would like clarity from the Board as to which items they wished Mr. Stevenson to present to the Executive Committee and he to the Finance Committee.

Mr. Stevenson stated he feels Mr. Steff could have an impact of looking at support staff without full buildout support staff. Mr. Stevenson suggested rather than replacing Ms. Liggett look at a part-time staff member instead of automatically hiring another full time replacement. Mr. Stevenson stated he would like to see instead of a 5% increase every year see the COG hold the line. Mr. Stevenson commented that the Township runs lean but is effective.

Secretary

Mr. Kirsten stated no one wants to lay off but its doing a financial disservice if you do not look at opportunities to reduce staff when available.

- **MOTION:** *Mr. Stevenson moved to approve Mr. Kirsten presenting the streamlining process to the Finance Committee as well as requesting the COG Program Plan this year include four to five options from each Agency Director on how to contain or diminish their agency's costs; Mr. Kirsten seconded; Vote 5-0-0; Motion Carried.*
- **MOTION:** *Mr. Stevenson moved to approve himself presenting to the Executive Committee: 1) committee representatives should make presentations to the General Forum if the motion is their recommendation when it involves money or increase in staff 2) Municipal Managers report in a revolving format at each General Forum meeting, 3) Committee meetings should be issue driven rather than calendar. Mr. Kirsten seconded; Vote 5-0-0; Motion Carried.*

10. MANAGER'S REPORT

Ms. Steele reviewed the Manager's report. Staff will post to the website information the Smith Road project open house and also send an email update out as well. There was discussion of speeds on Smith Road. Mr. Kirsten questioned whether rumble strips would be part of the project for the blind hill near the Way home. Ms. Steele stated she asked the Township Engineer regarding same, and he stated that the rumble strips were not part of the project, but after the traffic study is done after the project completed. Mr. Kirsten stated he would like to revisit the rumble strips after the project is completed and the traffic study completed.

Ms. Steele also presented a middle of the year financial report which indicated if the supervisors expended what they budgeted against the revenues they budgeted to receive, the Township will have an approximate \$19,000 deficit by the end of FY 2015. Ms. Steele stated that this potential deficit will be reviewed again towards the end of the year, against actual revenues and before reserves are transferred, to insure if transferring monies into reserves will cause another year of deficit. Ms. Steele also reiterated from the last meeting, the deficit keeps occurring because the supervisors use cash in the bank at the end of the year as revenues which monies are already committed for the first five months of the next fiscal year towards expenses.

11. SUPERVISORS' REPORT

Mr. Kirsten commented that the crosswalks were painted and should be painted in the spring or early summer each year since they were painted last fall and deteriorated rapidly. He stated they were painted last year in the fall and doing at that time is a waste of paint and time.

Mr. Stevenson stated he and Ms. Steele presented the Township's thoughts on re-zoning the eastern end of the Township to the General Forum. Mr. Stevenson commented that he had not attended the Spring Creek Watershed Commission meeting but they are working with the Spring Creek Watershed Association on a water atlas map that will map out areas that are critical to the watershed. Mr. Stevenson stated they may ask for future funding.

Ms. Spencer commented the CCMPO meeting was canceled.

Mr. Merritt wished citizens a Happy 4th of July.

10. ADJOURNMENT

There being no further business before the board, the meeting was adjourned at 8:47 p.m.

- **MOTION:** *Mr. Kirsten moved to adjourn the meeting at 8:47 p.m.; Ms. Spencer seconded; Vote 5-0-0; Motion Carried.*

Secretary