

1. **CALL TO ORDER**

Chair Mark Stevenson called the meeting to order at 7:00 p.m. Other Supervisors present were Andy Merritt, Ben Pisoni, Todd Kirsten, and Barbara Spencer. Staff present were; Susan Steele, Township Manger; Amy Smith, Township Clerk; D.J. Liggett, CRPA; Danelle DelCorso, PC Chairman; Residents & others in attendance: Don and Toni Houtz, Steve Kibe, Port Matilda Fire Company, Rich Sutton, Port Matilda Fire Company, Bill Donley & Kevin Abbey, Clearwater Conservancy.

2. **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

3. **CITIZEN COMMENTS**

There were no citizen's comments.

4. **MINUTES**

MOTION: Mr. Kirsten moved to approve the minutes dated August 22nd, 2013; Ms. Spencer seconded; Vote 5-0-0; Motion Carried.

5. **BILLS LIST**

MOTION: Mr. Kirsten moved to approve the Bills List dated September 12th, 2013; Mr. Pisoni seconded; Vote 5-0-0; Motion Carried.

6. **TREASURER'S REPORT**

MOTION: Mr. Kirsten moved to approve the Treasurer's Report dated July, 2013; Mr. Merritt seconded; Vote 5-0-0; Motion Carried.

7. **APPROVAL OF PLANNING COMMISSION RECOMMENDATIONS TO REVISE TOWNSHIP CODE AS IT RELATES TO THE TOWNSHIP'S PRESENT FIRE REGULATIONS CHAPTER 215, SECTIONS 215-7, 215-8, 215-12, 215-16, 215-25, 215-26, 215-27, AND DIRECT TOWNSHIP SOLICITOR TO DRAFT PROPOSED CHANGES AND SET FOR PUBLIC HEARING ON OCTOBER 24, 2013**

Ms. Steele stated the Planning Commission reviewed the fire regulations. Their recommendations were going to be presented to the Board of Supervisors by the Planning Commission's chairman.

Ms. DelCorso provided a power point that reviewed the background of the fire protection regulations that were adopted in 2004 by all municipalities in the Centre Region. Ms. DelCorso commented that since then no changes have been made and reviewed what developments have triggered the proposed changes and the concerns the Planning Commission had regarding these regulations. Ms. DelCorso stated the Planning Commission met with the Centre Region Fire Director, Centre Region Emergency Management Coordinator, Warriors Mark Fire Company, Port Matilda Fire Company and Upper Halfmoon Water Company to discuss the regulations. Ms. DelCorso stated they discussed the reality of the fire regulations and commented that there were limited resources and not enough staff to inspect water storage tanks. Ms. DelCorso stated the Fire Companies come prepared with water tankers. Ms. DelCorso commented that the recommended changes were goals to make it easier on the citizens and township. The recommended changes include; no longer requiring hydrant flow rates, no longer requiring water storage systems, reduced required hydrant flow rates and changes to fire apparatus access road requirements. There was discussion on flow rates consistent with ISO ratings. Mr. Stevenson stated he would like staff to follow up on what the definition of a credible water source per the ISO, the pressure presently on each hydrant, what is considered adequate gallons per minutes, and work on the next steps to ensure new development has adequate flow rates. Mr. Merritt stated the township needs to have flow rates because it is about fireman safety. Ms. Spencer requested that these recommendations be cross referenced in the fire regulations and subdivision regulations.

There was discussion on the amount of time it takes to disconnect from a water storage tank to a tanker. Mr. Sutton stated the Fire Company will not use water storage tanks (cisterns) and identifies other resources such as ponds or swimming pools. Cisterns do not have adequate water resources and may be plugged. Mr. Sutton commented that the Fire Company knows where the cisterns are but they are not viable. Mr. Stevenson commented that he

would like residents assured that there was an adequate water rate. Mr. Stevenson requested that possibly a future project would be to inventory ponds and pools and identify where they are located. Mr. Kibe stated they already have that inventory that was supplied by the County. There was discussion on maximum distances from a water source. Mr. Kibe stated the Fire Company brings 700 gallons of water with them on a tanker. Mr. Pisoni stated he does not want to abandon the idea of some type of water source requirement. Ms. DelCorso stated the Fire Companies provided feedback on these changes. The Port Matilda Fire Company offered to provide a demonstration on what the process is when coming to fight a fire. This agenda item was tabled until a future meeting to allow staff enough time to gather the information the supervisors' requested.

8. APPROVAL OF FIRE AGREEMENT DRAFT BETWEEN HALFMOON TOWNSHIP AND PORT MATILDA FIRE COMPANY FY 2014

Ms. Steele stated she met with the Port Matilda Fire Company in February and reviewed the 2007 agreement between the Township and the fire company to see what was still pertinent. Ms. Steele stated this agreement would be a one year agreement that would be entered into each year. Ms. Steele stated the Township Solicitor had reviewed the agreement as approved by the fire company.

Mr. Kibe stated the Fire Company met with the FCC and requested they provide better reporting to the Municipalities. Ms. Spencer commented that the report Mr. Pressler, FCC provided at the UBEH COG meeting was not satisfactory. Mr. Stevenson questioned whether the agreement had to be done yearly and could the dates be taken out or updated and add pertinent phone numbers to the agreement as an addendum.

Mr. Kibe provided a report and stated this report could be provided on a yearly basis. Mr. Pisoni questioned whether information would be presented regarding capital reserves and forecasting. Ms. Steele stated she had an informative walk through of the Fire Company building. Mr. Pisoni stated he would like to see a similar report from the Warriors Mark Fire Company. Ms. Spencer questioned whether she could share the fire agreement with the Upper Bald Eagle COG members. Mr. Kibe stated they would like to work with the other municipalities but asked that Ms. Spencer not share the agreement until the next UBEH COG meeting.

Mr. Sutton shared that Halfmoon Township has a population of 2,600 but only three members are from Halfmoon Township and requested the Township encourage volunteers. There was discussion on effective ways to recruit volunteers. Mr. Stevenson suggested placing a flyer at each polling place with tear off phone numbers for more information. Mr. Sutton stated that training takes a lot of time and they are not asking for a commitment but someone interested could come hang out and see what is involved.

This item was tabled for a future meeting.

9. PUBLIC HEARING ON ORDINANCE NO. 2013-11, AN AMENDMENT TO THE HALFMOON TOWNSHIP CODE TO REVISE CHAPTER 163, OPEN SPACE PRESERVATION, SPECIFICALLY SECTIONS 163-3, ADMINISTRATION, SECTION 163-5, REVIEW PROCESS, SECTION 163-7, LEASE AND SECTION 163-8, ADVANCE PAYMENT OPTIONS

Mr. Stevenson opened the public hearing at 8:13 p.m. Ms. Steele provided a presentation reviewing the amendments made to the Ordinance. Mr. Houtz questioned whether legal opinions are paid out of open space funds. Ms. Steele stated that legal opinions are paid out of the open space funds. Mr. Houtz questioned how a property qualifies and if it can't be developed why is the Township still paying a lease for it. Ms. Steele commented that it is a concern among the Board and the Open Space Preservation Board will be reviewing the land rating system. Mr. Houtz stated that he was confused because there are properties that rate high and still can't be developed. Mr. Pisoni stated there is no minimum or maximum number for the land rating system that disqualifies a property and stated Mr. Houtz's comments are well taken. Mr. Stevenson closed the public hearing 8:22 p.m.

MOTION: Mr. Kirsten moved to approve Ordinance No. 2013-11, An Amendment to the Halfmoon Township Code to revise Chapter 163, Open Space Preservation, specifically sections 163-3, Administration, section 163-5, review process, section 163-7, lease and section 163-8, advance payment options; Ms. Spencer seconded; Vote 4-1-0; Messrs. Stevenson, yea; Kirsten, yea; Pisoni, yea; Ms. Spencer, yea; Mr. Merritt, nay, No abstentions; Motion carried.

10. MOTION TO APPROVE REQUEST FOR PROPOSAL (RFP) NO. 2013-01, HALFMOON TOWNSHIP PARKS FACILITIES' MASTER PLANS FOR HALFMOON MUNICIPAL PARK AND/OR AUTUMN MEADOW PARK TO BE ADVERTISED

Ms. Steele provided a power point stating that three proposals will be requested; one for both parks, one for Autumn Meadow Park only and one for Halfmoon Township Park only. Ms. Steele stated the proposals would include public meeting and work sessions. The proposals will be rated by a committee of the township and the top three scoring entities will be interviewed by the Board of Supervisors. Mr. Kirsten commented that the RFP cost will be minimal to see what the cost of an actual project will cost. There was discussion on grant funding, current park plan, bike/trail paths and DCNR grants vs. CCMPO funding. Mr. Kirsten stated the only way to find the cost benefit analysis is to consult and consultant. Mr. Donley commented that it sounds like a good idea to hire a consultant but questioned whether the Township could use the techniques provided by the consultants on other township projects. Ms. Steele stated the Township would own the plan so yes, they could be used on other projects. Mr. Stevenson stated in the past projects have brought in volunteers and this will help identify those volunteers. Ms. Steele commented that people that are part of the process are more willing to volunteer.

MOTION: Ms. Spencer moved to advertise RFP proposal 2013-01; Mr. Merritt second; Mr. Stevenson clarified that this is a 6 month – a year process; Vote 5-0-0-, Motion carried.

11. DISCUSSION REGARDING STATE COLLEGE BOROUGH WITHDRAWAL FROM CENTRE REGION CODE AGENCY

Ms. Steele provided the Board with a memo from Mr. Steff, Centre Region COG Director that provided a financial analysis and implications of the Borough's withdrawal. There was discussion regarding a la carte services and how this conflicts with the Articles of Agreement. Mr. Pisoni stated there were some concerns from College Township regarding a la carte and reminded the Board that it would take a unanimous vote to change the Articles of Agreement. Mr. Stevenson stated there were some duplication of services on some items with the State College Borough and the Code Agency. Mr. Pisoni stated he had no objections to a la carte and thought that it gives everyone more flexibility. Ms. Steele commented that the Code Agency is all fee based and not tax funded. Mr. Houtz stated there was a presentation from Keystone and questioned whether a developer could choose. Mr. Stevenson explained that a developer could not choose with the current Articles of Agreement. Mr. Pisoni stated the Public Safety Committee voted to allow the Borough to withdraw with the vote being 4-1. Mr. Merritt questioned if whether over time members lose the sense of what it means to be a member of COG. Mr. Kirsten stated this could be a domino effect. Mr. Merritt commented that Centre Region COG needs to look at themselves and ask themselves what they could do better. No action was needed on this agenda item and will be discussed at the General Forum meeting.

12. DISCUSSION REGARDING FERGUSON TOWNSHIP'S REQUEST FOR \$5,000 TO BE CONSIDERED IN PREPARING TOWNSHIP'S FY 2014 BUDGET

Mr. Steele provided a letter received from Ferguson Township requesting \$5,000 to help with a project on S&A field. The Board agreed this would be discussed during budgeting workshops. No action was taken.

13. DISCUSSION REGARDING TOWNSHIP'S PRESENT BOARD MEMBERS, TERMS AND CANDIDATES

Ms. Steele provided a list of open positions that will be available December 31, 2013 along with a list of residents that were contacted to see if there was any interest serving on any of the available positions. The Board requested staff try to solicit more interested candidates by posting the information to the website and in an update. The Board will begin interviewing in December.

14. MANAGER REPORT

Ms. Steele reviewed the Managers report.

15. SUPERVISORS REPORT

Ms. Spencer stated the Port Matilda Fire Company will hold a community Turkey Dinner on November 23rd and the Port Matilda EMS is requesting a push on proper addressing. There was discussion whether the Township could purchase the signs and residents could then purchase the address signs off of the Township.

16. ADJORNMENT

There being no further business before the board, the meeting was adjourned at 9:17 p.m.

Secretary

MOTION: Ms. Spencer moved to adjourn the meeting at 9:17 p.m.; Mr. Kirsten seconded; Vote 5-0-0-, Motion Carried.

Secretary