

1. **CALL TO ORDER**

Chair Mark Stevenson called the meeting to order at 7:14 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: Virginia Squier, Raelene Mellott, Centre Bulldogs; Jim Steff & Joe Viglione, Centre Region COG.

2. **EXECUTIVE SESSION ANNOUNCEMENT**

Mr. Stevenson announced there was an executive session prior to the meeting to discuss personnel issues.

3. **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

4. **CITIZEN COMMENTS**

There were no citizen comments.

5. **MINUTES**

- ***MOTION: Mr. Kirsten moved to approve the meeting minutes of September 10th, 2015; Ms. Spencer seconded; Vote 5-0-0; Motion Carried.***

6. **JAKE BREAK STUDY DISCUSSION**

Ms. Steele questioned where the Board would like the study completed to see whether the Township qualified for Jake Brake signage. Ms. Spencer stated she had complaints within the village of Stormstown so that is where she would like the study done. Mr. Stevenson suggested having the study completed from Smith Road to the Halfmoon Christian Fellowship Church.

Ms. Spencer requested Ms. Steele contact Mr. Kenepp from PennDot to see who is responsible for flooding into citizens homes after berm work is completed along State Route 550.

7. **MUNICIPAL BUILDING REMEDIATION OF MOLDS IN OFFICE AREA**

Ms. Steele stated she received the bid from Penoco to remediate the mold in the office area of the Municipal Building. Ms. Steele explained that it would be two days to remediate the mold if not longer due to any unforeseen issues. Ms. Steele commented that all the furniture would have to be removed from the office and the wall would be removed 4' from the floor. Ms. Steele stated this time of year would be an inconvenience and suggested waiting until the spring of 2016. Ms. Steele stated staff could move to the maintenance building until the remediation could be completed next year.

Ms. Spencer questioned whether there was any way to speed up the process for the new building. Ms. Spencer stated she is not inclined to spend money on this building.

There was discussion on where to place the furniture. Ms. Steele commented that costs could be up to and could exceed \$50,000 with repairing the walls, possible flooring, moving costs and storage. Mr. Stevenson suggested moving the furniture to the maintenance building. Ms. Steele reiterated she would like to wait until next spring.

Mr. Pisoni stated he felt this was a safety issue for staff and suggested having the remediation done this year and then bidding out and repairing walls and floors next year.

Mr. Stevenson requested that the General Forum not be held at Halfmoon Township for 2016.

Ms. Steele questioned whether the Board wanted to remediate this year or wait until this year so she could adjust the budget. Mr. Kirsten stated that he would not want staff to work out of the maintenance building all winter and agrees with Mr. Pisoni to have the remediation done this year and repairs next year. Mr. Steff suggested renting a construction trailer to store the furniture. There was discussion on where to pull the monies from to fund this project. Mr. Stevenson suggested tapping the capital reserves or building reserves.

Secretary

8. SUPERVISOR DISCUSSION & DIRECTIVES REGARDING COMPLAINT OF CENTRE BULLDOGS PARKING

Ms. Steele stated she had received a complaint regarding parking along Autumn Circle during Centre Bulldogs football games. Ms. Steele contacted Ms. Mellott informing her of this complaint. Ms. Mellott stated she already posts signs, sends letters out and tries to control parking as much as possible but asked if the Township could assist in any way. Ms. Steele stated she offered more cones and providing information for the Port Matilda Fire Police to assist with parking. Ms. Mellott suggested posting more no parking signage further up Autumn Circle to discourage parking there. Ms. Mellott felt with no signage there it was not clear that parking is not permitted. Ms. Mellott does not want the Bulldogs to be perceived as a bad organization.

Mr. Stevenson suggested placing stakes and chains along Autumn Circle similar to what is done in the Municipal parking lot. Mr. Pisoni suggested that the organization may have to start towing vehicles. Mr. Kirsten suggested asking the Boy Scouts to help with parking since they have been willing to help with other events. Ms. Smith will forward the Scouts information to Ms. Mellott.

Ms. Steele commented that Mr. Kirsten had made a great suggestion. Mr. Stevenson requested that no parking and tow away zone signs be posted, chains & stakes used and request Boy Scouts to be present to help with parking. Mr. Kirsten volunteered to help if the Boy Scouts were not able to attend. Mr. Pisoni questioned who would call to tow? Ms. Spencer stated the Township could authorize Ms. Mellott to call and have vehicles towed. Mr. Pisoni stated the Bulldogs have always done an excellent job with parking so anything the Board can do to help. Mr. Kirsten stated the Bulldogs have always stepped up to help and remediate the situation. The Board thanked Ms. Mellott.

9. PRESENTATION OF COG BUDGET AND DISCUSSION BY JIM STEFF AND/OR JOE VIGILONE

Mr. Steff stated there were three steps to the COG budget process; the program plan (which has been done), goes to General Forum (where the municipalities have an opportunity to speak of any complaints) and the summary budget. Mr. Steff stated the Finance Committee will start reviewing the budget October 5th and it may change by 20% based on those comments. Mr. Steff stated at the March General Forum the COG was asked not to increase their budget more than 3% and it was only increased by 2.6%. Mr. Steff stated the UAJA will contribute to planning costs and COG has started discussing staffing changes. Mr. Steff stated some municipalities have changed their level of service. Halfmoon Township has increased to 10% for its contribution. This is due to the cost of planning services going up and Halfmoon is going from 33% of the planner's time to 40% of the planner's time and they are proposing an increase in the municipal contribution to the Library capital cost from \$20,000 to \$80,000 which is a \$2,300 increase for Halfmoon Township. Mr. Steff stated there has been an increase of usage by Halfmoon Township. Mr. Kirsten commented that the increases to planning and the library cannot be criticized.

Ms. Spencer questioned whether e-books contributed to the increase in usage. Ms. Squier stated it is both hard copies and e-books. Ms. Spencer stated this is costing us an arm and a leg and would rather purchase the books than increase our usage and have to pay more for the Library. Mr. Stevenson requested that Ms. Squier get the raw numbers of checkouts (what is it in actual numbers) to help understand how the cost per item would appear. Ms. Squier stated she thought she could get the raw numbers. Mr. Stevenson stated the municipalities are picking up what the State has been renegeing on their shares. Mr. Stevenson commented there is a new fund raising manager and rather than increase he would like to sound the alarms. Mr. Kirsten stated he is concerned that once the capital reserves are depleted than who are they going to come to replenish those funds? the municipalities. Ms. Squier stated the flooding depleted some of the capital reserve. Mr. Stevenson stated the number has not been justified to pay each year. Mr. Kirsten stated if the municipalities are not contributing to the capital reserves than a big number is going to come in and really hurt the municipalities. Mr. Stevenson questioned how the capital campaigning is going. Mr. Vigilone stated it is not going to pay off. Ms. Spencer questioned whether the Library building is paid off. Mr. Vigilone replied that the Library is paid off.

Mr. Steff stated Ms. Alloway, Centre County Library, will be attending the General Forum to answer questions. Mr. Stevenson thanked Mr. Vigilone and Mr. Steff for attending.

Mr. Stevenson explained to the citizens that we do get good services from COG but they will have to work on cost containment.

10. DISCUSSION AND POSSIBLE APPROVAL OF TOWNSHIP LINE ITEM BUDGET FY 2016 (ALL FUNDS)

Ms. Steele reviewed the minor changes to the budget that were approved at the last budget meeting. The Board questioned how Ms. Steele was going to show the "float" since it is not going to be included in the actual budget. The "float" is monies that is needed for the first five months of the year to pay expenses until tax revenues start coming into the Township. Ms. Steele stated she would show this in a balance sheet. Mr. Stevenson requested Ms. Steele email a copy of the final revised budget for review to the Board and bearing any changes keep public hearing for November 19th, 2015.

- ***MOTION: Mr. Kirsten moved to approve setting the public hearing for November 19th, 2015 at 7:00 p.m. FY 2016 Budget contingent upon final review by Board of Supervisors; Ms. Spencer seconded; Vote 5-0-0; Motion Carried.***

11. MANAGER REPORT

Ms. Steele provided a written report.

12. SUPERVISORS REPORT

- a. COG General Forum – No report provided.
- b. COG Executive Committee – Mr. Stevenson reported that there will be an additional bridge built at the Toftrees interchange and the off ramps will be widened.
- c. COG Public Safety – Mr. Pisoni reported the Public Safety Committee did not meet.
- d. COG Public Services and Environmental Committee – No report provided.
- e. COG HR Committee – No report provided.
- f. COG Finance Committee – Mr. Kirsten reported the Finance Committee reviewed the audit report.
- g. COG TLU Committee – Mr. Kirsten reported the TLU Committee is reviewing the regional bike plan.
- h. CCMPO Coordinating Committee – Ms. Spencer reported that the Committee is discussing finding funding to upgrade the high speed interchange of I-80 & I-99. Ms. Spencer stated Benner Township may be withdrawing from CCMPO which will leave an \$8,000 deficit that municipalities may have to make up.
- i. Spring Creek Watershed Commission – Mr. Stevenson was not able to attend.
- j. Upper Bald Eagle COG – No report provided.
- k. Other meetings/committee – Mr. Kirsten reminded citizens that the Park & Recreation Board is holding movie night this Saturday and encouraged citizens to attend.

13. ADJOURNMENT

There being no further business before the board, the meeting was adjourned at 9:02 p.m.

- ***MOTION: Mr. Kirsten moved to adjourn the meeting at 9:02 p.m.; Ms. Spencer seconded; Vote 5-0-0; Motion Carried.***

Secretary