

1. **WALK THROUGH OF MEETING ROOM, BATHROOMS AND ENTRYWAY AT MUNICIPAL BUILDING WITH CONTRACTOR AND STAFF**

The Board of Supervisors met at 5:30 p.m. with staff and Andrew Richards of A Squared Construction and Remodeling to review re-build options since the remediation has been completed. Mr. Richards provided the Board with different options for re-build which the Board discussed when they returned to Halfmoon Christian Fellowship Church to call the meeting to order.

2. **CALL TO ORDER**

Chair Mark Stevenson called the meeting to order at 6:17 p.m. Other Supervisors present were Todd Kirsten, Barb Spencer, Andy Merritt and Danelle Del Corso. Staff present were Susan Steele Township Manager; Amy Smith Township Clerk and Brett Laird, Assistant Treasurer; Residents & others in attendance: None.

3. **CITIZEN COMMENTS**

There were no citizen comments.

4. **REBUILD OF MEETING ROOM, ENTRYWAY AND PUBLIC BATHROOMS AT MUNICIPAL BUILDING**

A. Bathrooms

Ms. Steele stated Mr. Richards met with Mr. Schneider, Centre Region Code Agency Director, who stated due to the extent of remediation that was completed in the bathrooms they would now need to be ADA compliant and would need to be designed by a design professional (i.e. PE or AIA). There would not be enough time to complete a design and re-build prior to the November Elections so Mr. Schneider is allowing temporary occupancy of the meeting room for the Election by allowing for the use of two ADA compliant porta-potties for the bathroom facilities for the Election. Ms. Steele stated the bathroom rebuild would require a building permit. Ms. Steele stated the Board of Supervisors approved expending up to \$30,000 FY 2016 towards mold remediation of the entire municipal building, drainage, moving, rental expenses, and rebuilding the Township Building. Through September 9, 2016, the Township has expended \$17,333.42. Ms. Steele stated she estimates the Township could expend a total of addition \$29,000 (\$12,666.58 remaining of the \$30,000 originally budgeted + \$16,333.42 budgeted in unencumbered not expended) if needed towards this project without placing the Township in deficit for FY 2016 (to be discussed in a later item). Around \$4,000 of this \$29,000 is already committed towards the remediation of the meeting room, vestibule and bathrooms leaving \$25,000 uncommitted.

B. Meeting Room and Entry Rebuild

- ***MOTION: Mr. Stevenson moved to approve Option two which includes: obtaining permits required, removal of all existing paneling and replacement with drywall on the exterior of the meeting room and vestibule, apply new installation in the walls, install new radiant baseboard heaters & update the electrical outlets & junction box panel as discussed in the walk through, new exit and emergency lighting, ADA required signage and painting, adding new windows if it can be done prior to Election, costs not to exceed \$19,500 to be constructed by Andrew Richards commencing October 4th and completed by November 1st, 2016; Ms. Del Corso seconded; Vote 5-0-0; Motion Carried.***

Ms. Steele commented she is recommending Mike Siggins, AIA, as the design professional since he had completed the feasibility study on the Municipal Building and is familiar with the building.

- ***MOTION: Ms. Spencer moved to authorize the Manager to illicit proposals from Mike Siggins, AIA, or another qualified agent if Mr. Siggins is not available as a design professional to design, spec, get permitting, and supervise construction of the ADA compliance of the Municipal Building's tow bathrooms; Mr. Kirsten seconded; Vote 5-0-0; Motion Carried.***
- ***MOTION: Mr. Kirsten moved to direct the Manager to contact the Centre County Board of Election Commissioners regarding the temporary use of the meeting room as outlined by Centre Region Code (two porta potties available) on 11/7, 11/8, 11/9 and have staff arrange to have an additional porta potty delivered by the Election; Ms. Del Corso seconded; Vote 5-0-0; Motion Carried.***

Secretary

- **MOTION:** Ms. Del Corso moved to direct staff to contact all outside groups who formerly used the meeting room for activities as well as place on the website and in the Township emails updates information the meeting room is unavailable for use of the next two to three months; Ms. Spencer seconded; Vote 5-0-0; Motion Carried.
- **MOTION:** Ms. Spencer moved to direct staff to schedule all Township meetings after November 10th, 2016, in the Municipal Building meeting room. However, under no circumstances shall there be any more than two scheduled Township meetings a week inside the meeting room until bather are completed and approved by the Centre Region Code Office; Ms. Del Corso seconded; Vote 5-0-0; Motion Carried.

5. **ESTIMATE OF FY 2016 ANTICIPATED REVENUES AND EXPENSES BY TOWNSHIP MANAGER**

Ms. Steele reviewed the budget revenues and expenses from January through September 9, 2016 which showed how much anticipated revenues and expenses were still expected through the end of 2016. Ms. Steele commented that according to this information the Township will not be in a deficit position.

6. **RECAP OF LAST FIVE YEARS OF AUDITED EXPENSES AND REVENUES AND ESTIMATED FY 2016 EXPENSES AND REVENUES BY TOWNSHIP MANAGER**

Ms. Steele reviewed some graphs which depicted total expenses and revenues, RE taxes and EIT taxes received and salaries, professional development, vacation, sick & mileage and benefits and taxes over the last five (5) years. Ms. Steele pointed out that the EIT revenues are basically flat.

7. **ADJOURNMENT**

There being no further business before the board, the meeting was adjourned at 7:24 p.m.

- **MOTION:** Mr. Kirsten moved to adjourn the meeting at 7:24 p.m.; Ms. Spencer seconded; Vote 5-0-0; Motion Carried.