

1. **CALL TO ORDER**

Chair Mark Stevenson called the meeting to order at 7:00 p.m. Other Supervisors present were Andy Merritt, Todd Kirsten, Ben Pisoni and Barbara Spencer. Staff present were Susan Steele, Township Manager. Residents & others in attendance: None.

2. **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

3. **CITIZEN COMMENTS**

There were no citizen comments.

4. **TREASURER'S REPORT**

- ***MOTION: Ms. Spencer moved to approve the Treasurer's Report dated November 8<sup>th</sup>, 2012; Mr. Kirsten seconded; Vote 5-0-0; Motion Carried.***

5. **BILLS LIST**

There was discussion on installing a switch for the generator and where the generator will be located.

- ***MOTION: Mr. Pisoni moved to approve the Bills List dated November 8<sup>th</sup>, 2012; Mr. Kirsten seconded; Vote 4-0-1-; Messrs. Stevenson, yea; Merritt, yea; Kirsten, yea; Ms. Spencer, yea; No nays; Mr. Pisoni abstaining due to UHWC bill being paid; Motion Carried.***

Mr. Pisoni questioned how the mold testing is going. Ms. Steele commented that mold levels are down.

6. **MINUTES**

- ***MOTION: Mr. Pisoni moved to approve the regular meeting minutes of October 25th, 2012; Ms. Spencer seconded; Mr. Stevenson requested that a correction be made to a spelling error; Vote 5-0-0; Motion Carried.***

7. **CENTRE REGION COG 2013 BUDGET**

Mr. Stevenson stated he had already provided comments to the COG and questioned whether anyone else had any comments. Ms. Spencer commented that the COG has done a good job keeping costs down. Mr. Kirsten discussed the refund for the COG Health Plan.

8. **ZONING HEARING BOARD RESIGNATION LETTER**

Ms. Steele commented that Mr. Scott provided a letter of resignation and the Board would need to accept this resignation by motion.

- ***MOTION: Mr. Kirsten moved to accept the resignation letter from Mr. Frank Scott from the Zoning Hearing Board effective October 30<sup>th</sup>, 2012; Mr. Pisoni seconded; Mr. Pisoni requested staff send Mr. Frank a thank you letter for serving on the Zoning Hearing Board; Vote 5-0-0; Motion Carried.***

9. **REQUEST FOR SPONSORSHIP – CAMPUS WEATHER SERVICE**

Mr. Kirsten commented that he does not visit this site nor watches the program so he would compromise on sponsoring two programs but feels additional programming should be beneficial to the township residents and suggested that it should go to the Planning Commission or another Board/Commission in the township. Ms. Spencer stated they do an outstanding job and feels it does benefit the township. There was discussion whether additional programming would additional costs to the C-NET budget. Mr. Stevenson reiterated what Mr. Merritt suggested last year in that there should be a policy in place that provides an explanation of how a group qualifies for sponsorship. Ms. Steele explained that tax dollars should not be donated and in a way this is like a donation of tax dollars. .

- **MOTION:** *Ms. Spencer moved to not approve the request for sponsorship for the Campus Weather Service; Mr. Kirsten seconded; Vote 5-0-0; Motion Carried.*

Mr. Merritt questioned whether C-NET could tape the Zoning Hearing for the Houtz/Nittany Greyhounds hearing. Ms. Steele commented that it is a judicial matter but she would check with the Zoning Hearing Board Attorney. Ms. Steele explained that if the Zoning Officers decision is appealed it goes to the Zoning Hearing Board but if the Zoning Hearing Boards decision is appealed it goes to court.

#### **10. MANAGER'S REPORT**

Ms. Steele commented that the salt shed costs came within budget. Ms. Steele stated the Public Works Department was preparing the parks for the winter season. Ms. Steele informed the Board that a group was using the ball field lights, which was not approved and the field was not reserved. Ms. Steele stated she would investigate to try to find out who is using the lights. Mr. Pisoni stated he did not have an issue with them using the lights as long as it is not a significant cost. There was discussion on the potential costs and damage to the field.

Ms. Steele stated there were fourteen residents interested in participating on a Board or Commission.

Ms. Steele commented that the Parks & Recreation Board finalized the pavilion and field rental agreement. Staff will include their suggested fees on the January Fee Schedule Resolution. Staff will begin using the reservation agreement in January 2013. Ms. Steele stated that currently the fee for a zoning appeal is \$500.00 which is refunded to the applicant if they prevail. Staff would like to increase that fee to \$1500.00 with no refund due to the out of pocket costs to the Township.

Ms. Steele discussed the debris collection after Hurricane Sandy. Ms. Steele commented there was very little damage.

Ms. Steele stated Ms. Smith would be completing the secretarial duties for the Upper Bald Eagle Halfmoon COG for 2013 at the Port Matilda Borough Building.

Ms. Steele discussed building inspection/code inspection fees. Ms. Steele commented that a representative from Keystone Inspection stopped into the office at the request of some homeowners and offered his fee schedule for review and consideration. Ms. Steele stated she is not making any recommendations but just passing along the information. The Board requested Ms. Steele investigate further for 2013. Ms. Steele suggested that it could put out for RFP to be fair.

#### **11. SUPERVISORS REPORT**

Ms. Spencer stated she attended the UBEH Cog meeting where the Port Matilda Fire Company stated they were purchasing a 2006 Chevy Tahoe for \$500.00 for use on I-99. Ms. Spencer commented that the County has updated its GIS website that shows hydrants in the township so this will be beneficial for the agreement with the Fire Companies. Ms. Spencer stated Halfmoon Township will receive \$4017.13 in impact fees for Act 13 monies.

Mr. Stevenson stated he would like to discuss the complaints and concerns that were received during Election Day. Ms. Steele stated she had received many complaints that there not proper accommodations for handi-cap individuals. Ms. Steele stated the lighting is terrible, the parking lot is not paved so they are trying to maneuver over loose stone and bathroom accommodations were inadequate. Ms. Steele suggested changing the polling place to the church. Ms. Spencer commented that she did not know why the process for checking in with the poll workers has changed. Mr. Pisoni commented he did not feel that there was as much parking at the church. Mr. Stevenson stated he agreed and suggested using other options to make accommodations. Mr. Stevenson stated he would authorize Ms. Steele to look into changing the polling place but wanted to be in on the final decision. Mr. Pisoni commented that one poll worker did come out and mentioned that the handicap did not have to wait and could go right in. Ms. Steele stated if there was a care giver with them then they had to wait until they were finished before they could leave so they were still waiting an hour or more. Mr. Pisoni stated staff should look into the parking at the church before pursuing a location change. Mr. Stevenson commented that it may be time for a second polling sight. Ms. Steele stated she would contact the Election Office and let them know what some of the issues were and see what they would suggest. Mr. Stevenson questioned what the criteria is for establishing another polling place. Ms. Steele stated it is probably a matter of finding poll workers to cover a second location.

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Secretary

Mr. Stevenson congratulated and thanked all the residents for their participation in voting and commented that 80% of the registered voters voted.

Mr. Merritt stated that Sunday is Veterans Day and wanted to thank Ms. Spencer and all the Veterans in the Township and Centre Region.

Mr. Kirsten thanked the poll workers for their work on Election Day. Mr. Kirsten commented that the Transportation and Land Use Committee held a joint meeting with the Centre Region Planning Commission and they voted to move the Comprehensive Plan onto the General Forum.

12. **ADJOURNMENT**

There being no further business before the board, the meeting was adjourned at 9:10 p.m.

- ***MOTION: Mr. Merritt moved to adjourn the meeting at 9:10 p.m.; Mr. Kirsten seconded; Vote 4-0-0; Motion Carried.***