

1. **CALL TO ORDER**

Chair Mark Stevenson called the meeting to order at 7:04 p.m. Other Supervisors present were Barbara Spencer, Todd Kirsten, Andy Merritt and Ben Pisoni. Staff present were Susan Steele, Township Manager and Amy Smith, Township Clerk. Residents & others in attendance: Lee & Judy Pressler & Melissa & William Gartner.

2. **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

3. **CITIZEN COMMENTS**

There were no citizen comments.

4. **GOOD CITIZEN AWARD PRESENTATED TO LEE PRESSLER**

Ms. Spencer stated Mr. Pressler headed up and worked hard on the FCC and helped the Fire Company get out of debt and provided resources. Ms. Spencer stated she will be forever grateful for his contribution. Ms. Spencer stated Mr. Pressler also volunteered as a member on the Open Space Preservation Board for many years and has been a long time member of the Grange. Ms. Spencer thanked Mr. Pressler for his time and commitment. Mr. Pressler reviewed some of the history of the FCC and thanked the Board for the award. The Board thanked Mr. Pressler.

5. **MINUTES**

- ***MOTION: Mr. Kirsten moved to approve the meeting minutes of November 19, 2015; Mr. Pisoni seconded; Vote 5-0-0; Motion Carried.***

6. **TREASURER'S REPORT**

- ***MOTION: Mr. Kirsten moved to approve the Treasurer's Report dated December 10, 2015 for end of month October 2015; Ms. Spencer seconded; Vote 5-0-0; Motion Carried.***

7. **BILLS LIST**

- ***MOTION: Mr. Kirsten moved to approve the Bills List dated December 10, 2015; Mr. Pisoni seconded; Vote 5-0-0; Motion Carried.***

8. **END OF YEAR FINANCIAL CONDITION REPORT**

Ms. Steele reviewed the end of year financial condition report. Ms. Steele stated the Township was \$23,113.80 ahead so there would be no deficit in the audit. Ms. Steele reviewed the end of year balances in each account.

9. **MOTION TO ADVERTISE FOR BIDS FY 2016 MACHINERY, BITUMINOUS AND AGGREGATE MATERIALS FOR ROADS**

- ***MOTION: Mr. Merritt moved to approve to advertise for bids for Machinery, Bituminous and Aggregate materials for roads; Mr. Kirsten seconded; Vote 5-0-0; Motion Carried.***

10. **MOTION TO APPROVE RESOLUTION 2015-13, A RESOLUTION OF THE TOWNSHIP OF HALFMOON TO APPROVE THE FY 2016 CONTRIBUTION TO THE WARRIORS MARK FIRE COMPANY FOR FIRE PROTECTION WITHIN HALFMOON TOWNSHIP**

- ***MOTION: Mr. Merritt moved to approve Resolution 2015-13, A Resolution of the Township of Halfmoon to approve FY 2016 contribution to the Warriors Mark Fire Company for fire protection within Halfmoon Township totaling \$17,928.35; Mr. Kirsten seconded; Vote 5-0-0; Motion Carried.***

Secretary

11. MOTION TO APPROVE RESOLUTION 2015-14, A RESOLUTION OF THE TOWNSHIP OF HALFMOON TO APPROVE THE FY 2016 CONTRIBUTION TO THE PORT MATILDA EMS FOR EMERGENCY MEDICAL SERVICES WITHIN HALFMOON TOWNSHIP

- *MOTION: Mr. Merritt moved to approve Resolution 2015-14, A Resolution of the Township of Halfmoon to approve FY 2016 contribution to the Port Matilda EMS for Emergency Medical Services within Halfmoon Township totaling \$7,000.00; Mr. Kirsten seconded; Mr. Stevenson reminded citizens to fill out their membership forms; Vote 5-0-0; Motion Carried.*

12. MOTION TO APPROVE RESOLUTION 2015-15, A RESOLUTION OF THE TOWNSHIP OF HALFMOON TO APPROVE THE FY 2016 CONTRIBUTION TO THE PORT MATILDA FIRE COMPANY FOR FIRE PROTECTION WITHIN HALFMOON TOWNSHIP

- *MOTION: Mr. Merritt moved to approve Resolution 2015-15, A Resolution of the Township of Halfmoon to approve FY 2016 contribution to the Port Matilda Fire Company for fire protection within Halfmoon Township totaling \$41,832.82; Mr. Kirsten seconded; Vote 5-0-0; Motion Carried.*

13. MOTION TO APPROVE RESOLUTION 2015-16, A RESOLUTION OF THE TOWNSHIP OF HALFMOON TO APPROVE THE ESTABLISHMENT OF REAL PROPERTY TAX FY 2016

- *MOTION: Mr. Merritt moved to approve Resolution 2015-16, A Resolution of the Township of Halfmoon to approve the establishment of Real Property Tax FY 2016; Mr. Kirsten seconded; Vote 5-0-0; Motion Carried.*

14. MOTION TO APPROVE RESOLUTION 2015-17, A RESOLUTION OF THE TOWNSHIP OF HALFMOON TO APPROVE FY 2016 C-NET DUES OF \$12,667.00

- *MOTION: Mr. Merritt moved to approve Resolution 2015-17, A Resolution of the Township of Halfmoon to approve FY 2016 C-NET dues of \$12,667.00; Mr. Kirsten seconded; Vote 5-0-0; Motion Carried.*

15. MOTION TO APPROVE RESOLUTION 2015-18, A RESOLUTION OF THE TOWNSHIP OF HALFMOON TO APPROVE THE FY 2016 CENTRE REGION COUNCIL OF GOVERNMENT'S FOR HALFMOON CONTRIBUTIONS IN THE TOTAL AMOUNT OF \$127,815.00

- *MOTION: Mr. Merritt moved to approve Resolution 2015-18, A Resolution of the Township of Halfmoon to approve FY 2016 Centre Region Council of Governments for Halfmoon contributions in the total amount of \$127,815.00; Mr. Kirsten seconded; Vote 5-0-0; Motion Carried.*

16. FOLLOW-UP OF 11/19/15 SUPERVISOR'S DIRECTIVES OF MOVING TIMELINE, COSTS AND DRAINAGE COSTS

Ms. Steele reviewed the staff schedule, timeline and moving costs.

Mr. Franson stated he met with Mr. Brown to review the drainage issue around the building. Mr. Franson stated the water is coming down the parking lot and onto the sidewalk. The sidewalk is low so the water is running down the sidewalk and into the building. Mr. Franson suggested crowning the parking lot and putting an underdrain or on the landscaping in front of the building. The underdrain only needs a narrow strip which could be done with a ditch witch (backhoe too big of hole). Mr. Franson stated he does recommend waiting until spring

Mr. Franson also suggested installing heated cable at the gutters at both sides of the building to prevent ice dam in the gutter. Mr. Franson stated they could have sensors in them so the heat would turn off at a certain temperature. Mr. Franson commented that heat tape is also another possibility. Mr. Franson stated there would be minor heating costs. Mr. Stevenson instructed staff to check into the heat tape option.

Mr. Franson suggested adjusting the grade of the sidewalk and adding 2A stone to divert runoff toward the sides of the building. Mr. Franson stated estimated costs for all the mentioned corrective actions would be \$6,000.

Mr. Pisoni stated he had no problem with the heat tape but would like to explore the damage done in the walls.

Mr. Kirsten questioned whether there was toxic mold in the meeting room. Ms. Steele stated there was not toxic mold but there was allergen mold. Mr. Stevenson stated he would like to remediate immediately per recommendation Mr. Schneider. Mr. Stevenson suggested space heaters to keep pipes from freezing. Mr. Kirsten stated he would like to at least like to see some level of re-build after the remediation. Mr. Pisoni questioned whether the Board would still be able to hold their meetings in the meeting room. Ms. Steele stated she would like to discuss remediation after the reorganization meeting. Ms. Steele stated she may have to bring in the movers again. Mr. Kirsten questioned that is staff was not in the building who was going to check any heating concerns. Ms. Spencer suggested that everyone put together their suggestions and discuss them in January. Mr. Stevenson reminded Ms. Steele that these can be separate projects and not done at the same time.

17. DISCUSSION RE: POSSIBLE CANCELLING OF 12/17/2015 BOARD OF SUPERVISOR'S MEETING

- ***MOTION: Mr. Stevenson moved to cancel the Board of Supervisors meeting of 12/17/2015; Mr. Kirsten seconded; Vote 5-0-0; Motion Carried.***

18. MANAGER'S REPORT

Ms. Steele requested the Board RSVP to Centre Region COG regarding attending a retirement reception for Ms. D.J. Liggett.

Ms. Steele stated Mr. Jim May will take over as the planner for Halfmoon Township until a new planner is hired.

Ms. Steele stated staff will be attending a Holiday luncheon tomorrow.

19. SUPERVISORS' REPORT

General Forum- Mr. Stevenson stated the bike plan will be on the agenda.

Finance Committee- There was no report provided.

Executive Committee- There was no report provided.

Public Service Committee- There was no report provided.

TLU Committee- Mr. Kirsten stated the TLU Committee reviewed the final bike plan and recommended approval. Mr. Kirsten commented that Ms. Meek did a great job on the bike plan.

Public Safety- There was no report provided.

Human Resources Committee- There was no report provided.

CCMPO Coordinating Committee- Ms. Spencer provided a website if citizens are interested in reviewing an overview of Penn Dot projects.

Upper Halfmoon Bald Eagle COG- Ms. Spencer stated the Port Matilda Fire Company will be hosting a Christmas party on December 13th and there will be the Santa run on December 12th, 2015.

Spring Creek Water Commission- There was no report provided.

Any Additional Supervisor Reports- Mr. Stevenson thanked President Barron and his wife for working with elected officials and inviting them to their home for a reception.

Mr. Stevenson attended a DCNR workshop and provided a proposed action plan for the parks.

Mr. Kirsten wished citizens a Happy Holiday.

Secretary

Mr. Pisoni thanked staff and the Board of Supervisors and commented that he is happy with the direction they are going with the Township. Mr. Pisoni commented he felt Ms. Del Corso will be an asset to the Board.

14. **ADJOURNMENT**

There being no further business before the board, the meeting was adjourned at 8:40 p.m.

- ***MOTION: Ms. Spencer moved to adjourn the meeting at 8:40 p.m.; Mr. Pisoni seconded; Vote 5-0-0; Motion Carried.***

Secretary