

1. **CALL TO ORDER**

Temporary Chair Mark Stevenson called the meeting to order at 7:05 p.m. Other Supervisors present were Andy Merritt, Ben Pisoni, Todd Kirsten and Barbara Spencer. Staff present was: Susan Steele, Manager; Amy Smith, Township Clerk; D.J. Liggett, CRPA & Trish Meek, CRPA. Residents and others in attendance: James Smith.

2. **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

3. **ORGANIZATION OF THE BOARD OF SUPERVISORS**

a. **Appointment of Chairman**

- ***MOTION: Mr. Kirsten moved to nominate Mr. Stevenson as Chair; Ms. Spencer seconded; Vote 5-0-0; Motion Carried.***

b. **Appointment of Vice-Chair**

- ***MOTION: Mr. Merritt moved to nominate Ms. Spencer as Vice-Chair; Mr. Pisoni seconded; Vote 5-0-0; Motion Carried.***

Mr. Stevenson resumed the meeting as Chair.

4. **CITIZEN COMMENTS**

There were no citizen comments.

5. **MEETING SCHEDULE**

- ***MOTION: Mr. Merritt moved to keep the present meeting schedule of the second and fourth Thursdays of each month at 7:00 p.m. except for the months of November and December when the meetings will be on the second and third Thursdays; Ms. Spencer seconded; Vote 5-0-0; Motion Carried.***

6. **SELECTION OF PARK CONSULTANT TO CONDUCT A TOWNSHIP'S MASTER PARKS PLAN**

Ms. Steele reviewed the consultants that were interviewed and commented that staff recommends Johnson, Mirmiran & Thompson, Inc.

- ***MOTION: Ms. Spencer moved to approve Johnson, Mirmiran & Thompson, Inc. as the consultant hired to conduct the Township's Master Park Plan; Mr. Merritt seconded; Vote 5-0-0; Mr. Kirsten requested that this information be added to the newsletter; Motion Carried.***

7. **APPRECIATION GIFT AT CLEARWATER CONSERVANCY'S WILDLIFE CORRIDOR**

Ms. Steele stated that Mr. Eberhart worked with Clearwater Conservancy during his tenure with the Township and has made a request to Clearwater Conservancy for some sort of recognition be placed at the Wildlife Corridor. Ms. Steele commented she will follow up with Clearwater. Ms. Steele stated she would post the ceremony information on the newsletter and website.

8. **LOCAL AGENCY BOARD OF ADJUDICATION**

- ***MOTION: Mr. Merritt moved that the Chair, Vice-Chair and members at large for the Local Agency Board of Adjudication be the same as those of the Board of Supervisors; Mr. Pisoni seconded; Vote 5-0-0; Motion Carried.***

8A. **RESIGNATION LETTER ACCEPTANCE**

- ***MOTION: Ms. Spencer moved accept the resignation of Mr. Brooks Way as a member of the Open Space Preservation Board; Mr. Kirsten seconded; The Board thanked Mr. Way for his service; Vote 5-0-0; Motion Carried.***

Secretary

9. LOCAL AUTHORITY BOARD OF ADJUDICATION

Ms. Steele explained this is a body to conduct business concerning transportation and highway matters.

- **MOTION:** *Mr. Merritt moved that the Chair, Vice Chair and members at large for the Local Authority Board of Adjudication be the same as those of the Board of Supervisors; Mr. Kirsten seconded; Vote 5-0-0; Motion Carried.*

10. APPOINTMENTS

MOTION: *Mr. Merritt moved that appoint the following; Township Treasurer – Susan Steele; Township Secretary – Susan Steele; Township Solicitor – Goodall & Yurchak; Zoning Hearing Board Solicitor – Jeffrey W. Stover, Esq.; Township Engineer – Mr. Don Franson P.E.; Township Manager – Susan Steele; Township Roadmaster – Scott Brown; Sewage Enforcement Officer – David C. Piper; Sewage Enforcement Officer – Terry Wilkinson; Zoning Officer – David C. Piper; Alternate Zoning Officer – Susan Steele; Township Code Officer – David C. Piper & Susan Steele; Township Clerk/Assistant Secretary – Amy Smith; Open Space Preservation Program Administrator – Amy Smith; Delegate & Alternate members to Tax Collection Committee – Susan Steele Delegate; Amy Smith Alternate; Township Emergency Management Coordinator – Shawn Kauffman; Mr. Kirsten seconded; Vote 5-0-0; Motion Carried.*

11. COG COMMITTEE ASSIGNMENTS

Members of the Board of Supervisors serve on Centre Region COG standing and Ad Hoc Committees. Following is a list of COG Committees, and 2014 Halfmoon Township representatives.

<u>Committee</u>	<u>2014 Representative</u>
Executive	Stevenson
Finance	Kirsten
Human Resources	Merritt, Alternate Steele
Public Safety	Pisoni
Transportation & Land Use	Kirsten
Public Services & Environmental	Spencer, Alternate Steele
CCMPO Coord.	Spencer
CCMPO Technical	Manager

- **MOTION:** *Ms. Spencer moved approve voting authority for all alternates; Mr. Kirsten seconded; Vote 5-0-0; Motion Carried.*

12. SPRING CREEK WATERSHED COMMISSION

Mr. Kirsten stated he can no longer serve as representative on this commission. Mr. Stevenson agreed to serve as the representative and Mr. Merritt agreed to serve as alternate.

- **MOTION:** *Mr. Merritt moved to appoint Mr. Stevenson as the representative to Spring Creek Watershed Commission and Mr. Merritt as the alternate; Ms. Spencer seconded; Vote 5-0-0; Motion Carried.*

13. CENTRE AREA CABLE CONSORTIUM DIRECTOR COMMITTEE

Mr. Pisoni agreed to serve as the Centre Area Cable Consortium Committee representative.

- **MOTION:** *Mr. Merritt moved to appoint Mr. Pisoni as the representative to Centre Area Cable Consortium Director Committee; Ms. Spencer seconded; Vote 5-0-0; Motion Carried.*

14. CENTRE NETWORK BOARD OF DIRECTORS (C-NET)

Mr. Kirsten agreed to serve as the representative on the C-NET Board of Directors.

Secretary

- **MOTION:** *Mr. Merritt moved to appoint Mr. Kirsten to the Centre Network Board of Directors (C-NET); Ms. Spencer seconded; Vote 5-0-0; Motion Carried.*

15. UPPER BALD EAGLE/HALFMOON COUNCIL OF GOVERNMENTS

Ms. Spencer agreed to continue serving as the representative for the Upper Bald Eagle Halfmoon COG. Mr. Kirsten agreed to be the alternate.

- **MOTION:** *Mr. Merritt moved to appoint Ms. Spencer as the representative to the Upper Bald Eagle COG and Mr. Kirsten as the alternate; Mr. Kirsten seconded; Vote 5-0-0; Motion Carried.*

16. APPOINTMENTS BOARDS AND COMMISSIONS

- **MOTION:** *Mr. Merritt moved to appoint the following members to the Planning Commission; Mr. Jeff Martin, Ms. Melissa Gartner & Mr. Jason Little; Park & Recreation Board, Ms. Yvonne Smith; Township Vacancy Board, Mr. Barry Hamilton; Open Space Preservation Board, Ms. Patti Hartle; Zoning Hearing Board, Ms. Tammy Terosky; Schlow Library, Ms. Virginia Squire; Mr. Kirsten seconded; Vote 5-0-0; Motion Carried.*
- **MOTION:** *Ms. Spencer moved to appoint Mr. Pisoni as the Township Supervisor representative on the Open Space Preservation Board; Mr. Kirsten seconded; Vote 5-0-0; Motion Carried.*

17. PROFESSIONAL SERVICE APPOINTMENTS

- **MOTION:** *Mr. Merritt moved to appoint the following; Earned Income Tax Collection, State College Borough Tax Office and Alternate Engineer, Uni-Tec Mr. Kirsten seconded; Vote 5-0-0; Motion Carried.*

18. BOND LIMITS

- **MOTION:** *Mr. Merritt moved to set the bond limits for Township Treasurer Bond at \$450,000 and Township Clerk Bond at \$50,000; Mr. Kirsten seconded; Vote 5-0-0; Motion Carried.*

19. EMERGENCY EXPENDITURE APPROVALS

- **MOTION:** *Mr. Merritt moved to authorize the Manager to approve individual purchases of a routine nature up to \$2,000; and of an emergency nature of up to \$10,000; with all procurement actions to be reported to the Board of Supervisors; Mr. Kirsten seconded; Vote 5-0-0; Motion Carried.*

20. APPOINTMENTS MUNICIPAL EMPLOYEES

- **MOTION:** *Mr. Merritt moved to retain the current full-time and part-time Public Works Department Employees; Mr. Kirsten seconded; Vote 5-0-0; Motion Carried.*

21. DEPOSITORIES OF TOWNSHIP FUNDS

- **MOTION:** *Mr. Merritt moved to continue M&T Bank, First National Bank, and PLGIT as the general depositories for the Township's checking and savings accounts and Retirement Funds through PSATS, with the stipulation that any bank savings institution or PLGIT may be used for the investment of Township Funds; Mr. Kirsten seconded; Vote 4-0-1; Messrs. Pisoni, yea; Mr. Merritt, yea; Mr. Kirsten, yea; Ms. Spencer, yea; No Nays; Mr. Stevenson abstaining; Motion Carried.*

22. REIMBURSEMENT FOR MILEAGE RATE FOR TOWNSHIP

Ms. Steele stated the current IRS mileage reimbursement rate is .56 cents a mile.

- **MOTION:** *Mr. Merritt moved to approve the mileage rate at .56 cents a mile; Mr. Kirsten seconded; Vote 5-0-0; Motion Carried.*

23. TOWNSHIP FEE SCHEDULE

a. **Township Fee Schedule**

- **MOTION:** *Mr. Merritt moved to approve Resolution 2014-01, A Resolution to adopt the Halfmoon Township Fee Schedule; Mr. Pisoni seconded; Vote 5-0-0; Motion Carried.*

b. **Solicitors Fee Schedule**

- **MOTION:** *Mr. Merritt moved to adopt Resolution 2014-2, A Resolution of the Township of Halfmoon Establishing and setting forth the Schedule of the Solicitors Fees of the Township of Halfmoon at \$145.00 per hour; Ms. Spencer seconded; Vote 5-0-0; Motion Carried.*

c. **Zoning Hearing Board Solicitors Fee Schedule**

- **MOTION:** *Mr. Merritt moved to adopt Resolution 2014-3, A Resolution of the Township of Halfmoon Establishing and setting forth the Zoning Hearing Board Solicitors Fees at \$130.00 per hour; Mr. Kirsten seconded; Vote 5-0-0; Motion Carried.*

d. **Engineers Fee Schedule**

- **MOTION:** *Mr. Merritt moved to adopt Resolution 2014-4, A Resolution of the Township of Halfmoon Establishing and setting forth the Township Engineer Fees at \$65.00 Professional Engineer; \$40.00 for Technician II; \$35.00 for Technician I; \$30.00 for Secretarial; .45 a mile; and \$70.00 lump sum for meeting attendance; Mr. Kirsten seconded; Vote 5-0-0; Motion Carried.*

e. **Sewage Enforcement Officers Fee Schedule**

- **MOTION:** *Mr. Merritt moved to adopt Resolution 2014-5, A Resolution of the Township of Halfmoon Establishing and setting forth the fees for the Sewage Enforcement Officer; fees to be 100% to applicant; Mr. Kirsten seconded; Vote 5-0-0; Motion Carried.*

24. PENSION DISCLOSURE STATEMENT

- **MOTION:** *Mr. Pisoni moved to adopt the Disclosure Statement that covers the administrative, actuarial, investment and advisory services which are provided to the pension plan through PSATS Pension, Trust, Summit Financial Corporation and Nationwide; Ms. Spencer seconded; Vote 5-0-0; Motion Carried.*

25. RESOLUTION 2011-06 TO ADOPT HALFMOON TOWNSHIP ROAD CLASSIFICATIONS

Ms. Steele explained that this should be completed each year as road classifications may change and helps staff administer ordinances more effectively.

- **MOTION:** *Mr. Merritt moved to approve Resolution 2014-06; A Resolution of the Township of Halfmoon, Centre County, to adopt Halfmoon Township Road Classifications; Ms. Spencer seconded; Vote 5-0-0; Motion Carried.*

Secretary

26. OTHER BUSINESS

Mr. Pisoni questioned Ms. Steele if she was elected as Tax Collector as a Township citizen. Ms. Steele stated she was elected in by her constitutes.

27. ADJOURNED

- ***MOTION: Ms. Spencer moved to adjourn the meeting at 7:40 pm; Mr. Merritt seconded; Vote 5-0-0; Motion Carried.***