

**HALFMOON TOWNSHIP OPEN SPACE PRESERVATION BOARD  
REGULAR MEETING-MINUTES  
NOVEMBER 20, 2013**

**1. CALL TO ORDER**

Chair Ron Hoover called the meeting to order at 7:16pm. Other members present were Joe Tylka, Bob Eberhart and Andy Merritt. Staff present was Susan Steele, Manager, Amy Smith, OSPB Administrator and Rebekah Seymour, Recording Secretary. No audience was present.

**2. PLEDGE OF ALLEGIANCE**

**3. MINUTES**

Mr. Tylka requested that the statement "Mr. Tylka stated further that he would rather the OSBP be in it or not in it when it came to decisions" with "Mr. Tylka stated further that he would rather the OSPB be completely involved in issues, thereby having access to all the facts, or, not at all if the OSPB is only privy to a portion of a topic's information" found under section 5 of the minutes.

- ***MOTION: Mr. Merritt moved to approve the meeting minutes of October 16, 2013 with correction submitted by Mr. Tylka; Mr. Eberhart seconded; Vote 4-0-0; Motion carried.***

**4. DISCUSSION ON CLARIFICATION OF ACQUISITION LANGUAGE**

Mr. Hoover began with an overview of discussions at the last meeting and some questions/concerns that the OSPB had forwarded to the Solicitor regarding clarification of acquisition language. Ms. Steele read over comments for Section 163-12(C)(2)(b)(iii) given in a memo by Ms. Yurchak (not present) and suggested that the OSPB accept her recommendations, including removing the phrase "including the financial aspects." Mr. Tylka agreed stating that the phrase "terms and conditions" should cover any financial aspects unless the Board wanted to specifically point something out about them. The board agreed that it would be best to remove that phrase because it would be included within the terms and conditions.

Ms. Steele read over recommendations for Section 163-12(C)(2)(c) and that it should be under (C)(2)(d) instead as well as to remove the time period restriction included as all other time periods have since been removed from the code. There was brief discussion over what language changes were recommended by Ms. Yurchak in the memo and it was requested that before the board agrees with the recommendations they would like clarification as to how the new language would read.

Ms. Steele read through reimbursement language in Section 163-12 (C)(2)(a) and clarified the new language would protect monies if a deal fell apart. Mr. Tylka stated that with the new language of a 50/50 split the Township is better

protected because it will always be backed by monies now. There was discussion regarding the mutual agreement of loss of money so a deal could be made and would no longer be one-sided with Township taking all the risk. The board agreed to the changes of the proposed language. The OSPB also requested that Ms. Steele inquire whether there was a standard operating procedure in the county program regarding shared investments and also how it is carried out. Ms. Steele stated she would look into it and send the OSPB the results of her search.

Ms. Steele read over qualifications added for the appraiser in Section 163-12(D)(3)(b)(1). Mr. Hoover stated he wasn't sure how detailed it really should be. Ms. Steele suggested sending it to the county appraiser to read over for language. There was brief discussion about language for definition crafted for Appraised Value and making sure the Township received a fair appraisal for the land. Ms. Steele suggested making the definition first in the ordinance. Mr. Hoover stated that perhaps Ms. Yurchak could look over this section again for organization because it looked scattered.

Ms. Steele stated that in Section 163-13 regarding allocation of funds, the recommended language was too vague and the Township auditor should give input on the language. Ms. Steele further stated that Ms. Yurchak recommended there be a monetary amount set that could be calculated. Mr. Hoover commented that the monetary number was not always sure and the new language was meant to define a formula to use. Mr. Tylka clarified that the formula was so the OSPB account always had twice the amount it needed to meet expenses and gave examples from the budget. Mr. Tylka further stated perhaps the municipal accountant should write the language for this clause.

Ms. Steele opened discussion for changes made to Section 163-14 in regards to interest paid on installment sales. The OSPB discussed if there was benefits to having interest on installment sales to which Mr. Tylka suggested it might be worth it to reinstate that in the ordinance. The board agreed and Ms. Steele stated she would forward the recommendation to put back in interest on installment sales.

Mr. Eberhart requested that language be added to include an appraisal for fee simple purchase, to which the OSPB agreed. Ms. Steele stated she would ask Ms. Yurchak to add in language that would cover this for the OSPB to review. Mr. Eberhart also commented on inconsistency of saying preservation or conservation easement and requested that Ms. Yurchak be consulted on the reasoning behind this or a way to make it consistent, to which the OSPB agreed. Ms. Steele stated she would forward these questions/concerns to Ms. Yurchak for an opinion.

## **5. OTHER BUSINESS**

Ms. Steele reminded the members of the OSPB that the meeting for December 1, 2013 is cancelled due to room already scheduled for prior use by the Board of Supervisors.

**6. CITIZEN'S COMMENTS**

There were no citizen's comments

**7. ADJOURNMENT**

The meeting was adjourned at 8:48pm.

- ***MOTION: Mr. Tylka moved to adjourn the meeting at 8:48pm; Mr. Merritt seconded; Vote 4-0-0; Motion carried.***