

**HALFMOON TOWNSHIP OPEN SPACE PRESERVATION BOARD  
REORGANIZATION MEETING - MINUTES  
JANUARY 4TH, 2012**

**1. CALL TO ORDER**

Chair Ron Hoover called the meeting to order at 7:05pm. Other members present were Bob Eberhart, Ben Pisoni, Denny Thomson, Joe Tylka, Jerry Brown, and Andy Merritt. Staff present was Susan Steele, Manager; Amy Smith, OSPB Administrator, D.J. Liggett, Township Planner and Rebekah Seymour, Recording Secretary. No Audience present.

**2. PLEDGE OF ALLEGIANCE**

**3. ORGANIZATION OF THE OPEN SPACE PRESERVATION BOARD**

**a. Appointment of Chairman**

- *MOTION: Mr. Eberhart moved to appoint Mr. Hoover as the Chair; Mr. Pisoni seconded; Mr. Hoover accepted; Mr. Brown moved to close the nominations; Mr. Pisoni seconded; Vote 7-0-0; Motion carried*

**b. Appointment of Vice-Chair**

- *MOTION: Mr. Eberhart moved to appoint Mr. Brown as Vice-Chair; Mr. Pisoni seconded; Mr. Brown accepted; Mr. Thomson moved to close nominations; Mr. Pisoni seconded; Vote 7-0-0; Motion carried.*

**4. RECORDING SECRETARY**

- *MOTION: Mr. Hoover moved to appoint Ms. Seymour as Recording Secretary; Mr. Merritt seconded; Vote-7-0-0; Motion carried.*

**5. MEETING SCHEDULE**

- *MOTION: Mr. Thomson moved to approve the meeting dates of the first and third Wednesday of each month as listed on the agenda; Mr. Pisoni seconded; Vote 7-0-0; Motion carried.*

**6. MINUTES**

- *MOTION: Mr. Eberhart moved to approve the minutes of December 7<sup>th</sup>, 2011; Mr. Brown seconded; Vote 7-0-0; Motion carried.*

**7. DISCUSSION ON ADVANCE PAYMENTS FY 2012 APPLICATIONS**

Mr. Hoover inquired if all the new applicants had been informed that the 20 year advance would only be available if the funds were available. Ms. Smith stated that they had been informed when they applied that the advance was only a possibility

and they were okay with that and still willing to apply. Ms. Smith also stated that all the applicants asked for an advance of “whatever is available” and not a specified year amount. There was a discussion to clarify the disbursement of funds in the past year and how they should be dispersed in the future according to the business model set up by Mr. Tylka. Mr. Pisoni stated that he would like to see a copy of the budget before approving advance payments. Ms. Steele said that the OSPB could not, not pay the advances because the Board of Supervisors had already decided that advances should be paid. Mr. Thomson stated that this board was only an advisory board to help the Board of Supervisors make the decision of who receives advance payments. There was a discussion about how paying advancements would impact the current budget plan. Ms. Steele stated that the budget needed an overhaul because of some expenses, such as administrative costs, were becoming too high. Mr. Thomson stated that the OSPB needed to jump on these properties while they can and pay the advances on the new applications. Ms. Steele stated that the business model that had been set up based on no recommended 20 year recurring advance for 5 years to allow for funds to build up. Ms. Steele further explained that the board stated that if the money was there to pay the advances. Ms. Smith clarified that the OSPB could recommend a ten or five year advance or no advance for these properties to the Board of Supervisors but the BOS would make the final decision.

Mr. Tylka stated that he was surprised that Ms. Yurchak (not present) changed how the leases were documented and did not present her rationale to the OSPB. As a result he was losing confidence in the firm she is a partner in and that the OSPB probably needed better counsel.

The OSPB discussed how to best proceed with making changes to the ordinance. Mr. Merritt stated that the discussions that occurred in the meetings about whether to do or not do something or stop and starting on an idea meant the board was paying for nothing since Ms. Yurchak couldn't do anything from it but advise as best she could. Mr. Hoover stated that she was needed since the language in the ordinance was tricky on a legal standpoint. Ms. Smith said the original ordinance was written using the Camp Hill firm and that any revisions had been written by OSPB or staff and not legal counsel. Ms. Steele stated that the current ordinance contains requirements that are too strict and confusing to allow for membership to be opened up to others who might be interested; which was why the OSPB was attempting to revise the ordinance and Ms. Yurchak was needed to help with writing the language. Mr. Tylka proposed the OSPB meet first without Ms. Yurchak to resolve the business issues and then bring her in to have her incorporate their points into the document.

Ms. Steele stated that at this moment the board needed to use what they have now so they can send a recommendation to the Board of Supervisors. Mr. Tylka stated that he went through the budget and there was no problem in funding these new acres.

- ***MOTION: Mr. Thomson moved to recommend to the Board of Supervisors to approve payment of a 10 year advance for both of Sandra Podgurski and the Wayne and Margaret Friling applications; Mr. Tylka seconded; Vote 6-1-0; Messrs. Eberhart, yea; Merritt, yea; Brown, yea; Tylka, yea; Hoover, yea; Thomson, yea; Pisoni, nay; No abstentions; Motion carried.***

Mr. Pisoni questioned if they should stick to the 5 year review recommendation and not pay advances for 5 years since the applicants were told there was a possibility there wouldn't be funds available. Ms. Smith restated for the board that the applicants only asked for "what was available." Mr. Tylka said the spirit of the recommendation was that so funds would grow to cover future years when the tax revenue would be insufficient to cover the annual lease payments. Ms. Steele stated that as a manager she would recommend not paying any recurring advances. There was a discussion about how money was being spent and whether what it was being spend on was where it should go. Mr. Hoover requested that discussion be tabled for another time. Mr. Eberhart requested a list of expenditures for the past 3-4 years for everyone to see and a written copy of the 5 year review. Mr. Hoover agreed and said he wanted to see the break down.

Ms. Steele requested that the board come to a decision about what they wanted to cover for codification for next meeting. Mr. Thomson requested they try to make points to follow in the meeting. Ms. Steele stated that that was tried and did not work. There was a discussion about whether any decision of changes to the code required the full board to be there and how it might not be possible because of it being a volunteer board and many times people can not attend due to emergencies or prior commitments. Ms. Steele stated that the next meeting they would need to finish up the membership clause to open up who can be on the board and move on to the next clause that needed to be revised.

## **8. CITIZEN'S COMMENTS**

There were no citizen's comments.

## **9. ADJOURNMENT**

The meeting was adjourned at 8:49pm. Ms. Smith left at 8:40pm.

- ***MOTION: Mr. Thomson motioned to adjourn the meeting at 8:49pm; Mr. Merritt seconded; Vote 7-0-0; Motion carried.***