

1. **CALL TO ORDER**

Vice-Chair Todd Kirsten called the meeting to order at 6:15 p.m. Other Supervisors present were Barbara Spencer, Andy Merritt, Danelle Del Corso and Mark Stevenson (arrived at 6:50 p.m.). Staff present were Susan Steele, Township Manager and Amy Smith Township Clerk. Residents & others in attendance: Jim Steff, Centre Region Council of Governments; Joe Viglione, Centre Region Council of Governments; Walter Schneider, CRPA; Andrew Richards, A Squared Construction; Ben Pisoni, Upper Halfmoon Water Company; John Switalski, Boy Scouts Troup 375 and Ken Henderson, Halfmoon Township Election Board member.

2. **EXECUTIVE SESSION**

Mr. Kirsten closed the meeting at 6:16 p.m. to hold an executive session. Mr. Stevenson called the meeting back to order at 7:09 p.m. Mr. Stevenson announced there was an executive session held to discuss legal matters.

3. **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

4. **CITIZEN COMMENTS**

There were no citizen comments.

5. **MUNICIPAL BUILDING DISCUSSION**

Ms. Steele reviewed the report from Peneco stating that mold testing was not completed at the time of remediation in the office area to determine what type of mold was removed from the drywall due to post remediation testing not be requested in the proposal. Mr. Heebner shared the results from the air sampling that was completed on 7/1/2015, which showed Ascospores, Basidiospores and Cladosporium, which had the highest spore counts per cubic meter. Mr. Heebner stated he thought the office area would be safe to occupy but additional air samplings would confirm this.

Mr. Stevenson reminded citizens that the samplings revealed there was toxic mold in the office area and non-toxic mold in the meeting room. Therefore, the office area was remediated.

Ms. Del Corso stated she would like to see an air sampling completed for the current year.

Ms. Steele reviewed the estimate provided by Mr. Richards which contained an estimate to configure the office area into one big meeting room. Ms. Steele commented that according to the feasibility study, both areas would have about the same square footage. Ms. Steele stated she discussed with Mr. Richards the possibility of making the office area into two meeting rooms. Ms. Steele stated after this discussion she and Mr. Richards did not feel the size of those rooms would meet the citizens' needs. Mr. Richards stated he recommends removing the counter area and this could be a location to place C-NET for the Board of Supervisors meetings.

Mr. Kirsten questioned how long the estimate would be good for? Mr. Richards stated with the swing in the market the estimate would be good for 60 days but beyond that he would have to review the estimate.

Ms. Del Corso requested a line by line cost estimate with the possibility of doing some of the work in-house.

Mr. Richards stated that when something is determined by the Board he could provide line by line cost estimates.

Mr. Richards commented that this work would require a commercial code inspection. Mr. Richards explained there would be significant electrical modifications.

Mr. Stevenson questioned if the tile was removed and there was just a cement floor would that decrease the cost estimate? Mr. Richards stated it would be but the cost estimate included replacing or installing tile where walls were removed. Mr. Richards stated there may be asbestos issues if you removed the tile. Mr. Richards suggested putting carpet over the tile and then there would not be asbestos issues. Mr. Richards also pointed out that the meeting room has a concrete floor that was painted and the paint is not sticking.

Mr. Kirsten explained that the Board does not want to put a lot of money into the building but there is no choice so that is why the Board is requesting a line by line cost estimate.

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Secretary

Ms. Steele questioned whether the Township would have to submit plans to the Code Office. Mr. Schneider stated plans would be needed.

Mr. Stevenson stated the Board invited some users of the building and would like their input.

Mr. Switalski stated he is with the Boy Scouts and they meet at the Municipal Building every Monday. The size of the meeting room is adequate but it is difficult to look for an alternative meeting space.

Ms. Spencer suggested using the office area the way it is and take care of remediating the meeting room so the public can use the office area for meetings until the remediation is complete in the meeting room and re-built.

Mr. Schneider stated the office area can't be used with the electrical equipment exposed.

Ms. Steele stated if the remediation is completed in the meeting room the whole building would need closed.

Mr. Switalski stated he would rather wait until the remediation is complete before moving the meetings back.

Mr. Schneider commented the Board of Supervisors would have to wait for an occupancy permit before the building could be used again.

Mr. Henderson commented that meeting room space is scarce and there will be a high turn-out for the November Election.

Mr. Richards the office area is ready for re-build so it makes sense to rebuild the office space into a meeting room and let the public use that room since the remediation is not done in the meeting room and you don't have a HVAC system moving air around.

Mr. Kirsten explained that the decision has bounced around so much because the Board was not sure what was behind the walls and to what extent we would have to bring it up to code.

Mr. Stevenson commented the office area was the worst area so the meeting room should not be as bad.

Mr. Kirsten stated we could use the office space while the remediation is going on in the meeting room.

Mr. Stover questioned Mr. Schneider if that were a possibility if the bathrooms walls were ripped off. Mr. Schneider suggested that the bathrooms and office area be re-built at the same time and then move onto the meeting room.

Mr. Kirsten questioned if it was possible to remediate and rebuild before the election.

Ms. Steele stated the remediation could be done in a week. Ms. Steele stated we could remediate the meeting room and then rebuild the office area into a meeting room.

Ms. Spencer disagreed and would like to rebuild the office area and bathrooms and then remediate the meeting room.

Mr. Stevenson commented the Board could assume there is a remedial risk and continue using the meeting room until after the Election and then rebuild the office area into a meeting room, use that for meeting space while the meeting room is being remediated.

Mr. Kirsten stated he has concerns with poll workers being in the building all day long.

Mr. Schneider suggested sampling the whole building and determine what is in the meeting room, what type of mold is there and if it has gotten worse.

Mr. Schneider also suggested that once the paneling is removed, replace it with drywall because it would be more energy efficient.

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Secretary

Mr. Richards stated there would be no demolition requirements in the meeting room and if Peneco removes the drywall then the prep work is already done.

Mr. Kirsten questioned whether it is being suggested that this could be done by Election Day?

Ms. Steele stated she does not know if Peneco could remediate before the Election but the estimated provided before had a cost of about \$3,500 to remove the paneling.

Mr. Richards commented there were no interior walls removed against the bathrooms so this would limit the scope of work.

Mr. Kirsten suggested Peneco complete a sampling of the whole building, find out their availability, add post testing to proposal and figure out what to do with the meeting room based on those results. Mr. Kirsten also feels the groups should stay out of the building for now.

**MOTION:** *Ms. Del Corso moved to progress with scheduling as soon as possible of air testing the meeting room and if the air sampling is the same or less than what it was in the past then keep room as is until after the Election; Mr. Kirsten seconded; Ms. Del Corso stated the Board does not know what to do without the testing being done. Mr. Pisoni stated he was concerned that that the Board is going to do nothing if the test results come back the same; Ms. Del Corso stated it is only until after the Election; Mr. Pisoni questioned whether the Board was going to put a disclaimer up?; Mr. Stevenson questioned what kind of disclaimer; Mr. Pisoni commented it could state if someone has a compromised immune system then they can vote by mail or something; Ms. Spencer stated she does not feel the Board has a choice but to move the Election location; Ms. Spencer commented she is tired of dinking around with this; Ms. Steele commented she would have to notify the Elections Office; Mr. Merritt commented if Peneco could be available relatively soon the room could be done and at least the dry wall could be up before the Election; Mr. Merritt stated he did not care what the room looked like as long as it was safe; Mr. Merritt commented if he were a poll worker he would refuse to come here; Ms. Steele stated it takes 4-6 weeks to get the testing back; Mr. Kirsten stated staff will have to check with Peneco to find out their availability; Ms. Del Corso withdrew her motion.*

Mr. Stevenson stated that yes, there is a risk but he levels that have been in here since it was tested have been maintained with the machines. Mr. Stevenson stated he is highly allergic to dust mites and takes shots or medicine if he knows he is going to be around it. Mr. Stevenson commented he would like to discuss how to proceed at the next meeting when the Board can see a line by line estimate from Mr. Richards and what can be done in-house and find out the availability for Peneco.

Ms. Steele stated she should alert Joyce from the Election Office. Mr. Stevenson requested Ms. Steele tell her the Board may be remediating the mold but if it can't be done in time how does she feel about holding the Election at the Municipal Building.

Mr. Schneider suggested that the Board should still do testing to benchmark the mold status that way you can find out later if anything has changed.

**MOTION:** *Mr. Kirsten moved to approve Peneco testing the whole building, staff should contact Peneco to get an estimate on remediating the bathrooms, vestibule and meeting room and have staff contact the Election Office; Mr. Merritt stated we do not need to wait two weeks until another meeting to decide whether this should be done and if Peneco is available they should just come and do the remediation; Mr. Richards stated he agrees with Mr. Merritt and time is of the essence and he needs as much lead time as possible to be able to get started in October to be done by November; Ms. Spencer seconded; Ms. Del Corso stated if Peneco can be done by the end of September than Ms. Steele has the authority to proceed; Mr. Richards stated re-build of the meeting room would not require permits; Ms. Spencer stated she would like to see pictures of everything taken off the wall and have it tested and remove all walls in the bathroom, vestibule and meeting room; Ms. Del Corso amended the motion to include a summary report and testing afterwards, pictures and follow up testing; Ms. Spencer seconded the amendment; Vote 5-0-0; Motion Carried.*

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Secretary

Mr. Stevenson stated this will be an inconvenience for a few months.

Mr. Pisoni stated it is a priority to remediate the meeting room but is there a need to have two meeting rooms? Why not move staff back into the offices and not spend money on both buildings.

Mr. Stevenson commented that not that much is being spent and staff and citizens like the new location.

**6. SUPERVISORS COMMENTS ON COG 2017 PROGRAM PLAN AND SEND TO CENTRE REGION COG BY 8/18/2016**

Mr. Stevenson questioned whether Mr. Steff wanted single agreed upon comment or all comments. Mr. Steff stated Mr. Bernier requested consensus comments.

Mr. Stevenson left the meeting at 8:30 p.m.

The Board reviewed their comments and questions with Mr. Steff and Mr. Vigilone.

**7. BILLS LIST**

- ***MOTION: Ms. Spencer moved to approve the Bills List dated August 11, 2016; Mr. Merritt seconded; Vote 4-0-0; Motion Carried.***

**8. TREASURER'S REPORT**

- ***MOTION: Ms. Del Corso moved to approve the Treasurer's Report dated August 11<sup>th</sup>, 2016 for end of month for June; Ms. Spencer seconded; Vote 4-0-0; Motion Carried.***

**9. MINUTES**

- ***MOTION: Ms. Del Corso moved to approve the minutes for July 28<sup>th</sup>, 2016; Mr. Merritt seconded; Vote 4-0-0; Motion Carried.***

**10. POSSIBLE MOTION TO APPROVE HIRING OF SWANK MOTION PICTURE FOR THE TOWNSHIP SPONSORED MOVIE NIGHT IN THE AMOUNT OF \$375.00**

- ***MOTION: Ms. Spencer moved to approve hiring Swank Motion Pictures for the Township sponsored movie night in the amount of \$375.00; Ms. Del Corso seconded; Vote 4-0-0; Motion Carried.***

**11. POSSIBLE MOTION TO APPROVE HIRING JUMP THIS FOR RENTAL OF A BOUNCE HOUSE IN THE AMOUNT OF \$250.00 FOR 8/27/2016 MOVIE NIGHT**

- ***MOTION: Ms. Spencer moved to approve hiring Jump This for rental of bounce house in the amount of \$250.00 for 8/27/2016 movie night; Ms. Del Corso seconded; Vote 4-0-0; Motion Carried.***

**12. POSSIBLE MOTION TO APPROVE TREE ESTIMATE TO TAKE DOWN TREES IN MUNICIPAL PARK AND TO FIX DISEASED TREES - \$14,000 CS DAUGHENBAUGH**

Ms. Steele stated there are twenty eight (28) dead trees within Municipal Park that need to be taken down and removed. There will be mulch available to the public and the trees will cut into 10' lengths that the public can come in and cut into firewood and removed. This will be available to citizens for a week.

- ***MOTION: Ms. Del Corso moved to approve hiring CS Daughenbaugh to remove twenty eight dead trees in Municipal Park the amount of \$14,000.00; Ms. Del Corso seconded; Vote 4-0-0; Motion Carried.***

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Secretary

**13. MANAGER'S REPORT**

Ms. Steele stated Mr. Stover is reviewing the fire regulations.

**14. SUPERVISORS' REPORT**

General Forum - Ms. Spencer stated budget meetings should not be scheduled when a Centre Region COG General Forum meeting is scheduled.

Public Service Committee – Ms. Spencer stated they discussed the hardship program to pump septic systems and renewing the contract for regional refuse program to include organic waste.

TLU Committee – Mr. Kirsten commented they discussed potential changes to CHIP which is the work project and priorities for the Centre Region Planning Agency. Mr. Kirsten stated they are also applying for the bicycle friendly community award and try to move from bronze to silver and a big part of that is the regional bike plan.

Additional Reports – Mr. Kirsten reminded citizens that movie night will be Saturday, August 27<sup>th</sup> starting at 6:00 p.m. There will be a bounce house this year. Movie night will be held at Municipal Lane Park.

**15. ADJOURNMENT**

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

- ***MOTION: Ms. Del Corso moved to adjourn the meeting at 8:40 p.m.; Ms. Spencer seconded; Vote 4-0-0; Motion Carried.***

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Secretary