

1. **CALL TO ORDER**

Chair Danelle Del Corso called the meeting to order at 7:00 p.m. Other Supervisors present were Barb Spencer, Andy Merritt, Todd Kirsten and Mark Stevenson. Staff present were Susan Steele, Manager; Amy Smith, Township Clerk; Jeff Stover, Township Solicitor; Jim May, CRPA and Michael Patroski, CRPA. Residents & others in attendance: Andrew Watters, Mark Maloney, Virginia Squier and Doug Erickson, Patton Township Manager and Michael Pratt, Keller Engineers.

2. **CITIZEN COMMENTS**

Ms. Del Corso stated she has lost her voice so she will be turning the meeting over to Mr. Kirsten, Vice-Chair to conduct the meeting.

Mr. May introduced the new Planner, Michael Patroski. Mr. May stated he would be helping transition Mr. Patroski.

3. **MINUTES**

- ***MOTION: Mr. Stevenson moved to approve the regular meeting minutes for November 9th, 2017; Ms. Del Corso seconded; Vote 5-0-0; Motion Carried.***

4. **BILLS LIST**

- ***MOTION: Mr. Del Corso moved to approve the Bills List dated December 14th, 2017; Mr. Stevenson seconded; Vote 5-0-0; Motion Carried.***

5. **TREASURER'S REPORT**

- ***MOTION: Mr. Merritt moved to approve the Treasurer's Report dated December 14th, 2017 for end of month for October, 2017; Ms. Spencer seconded; Vote 5-0-0; Motion Carried.***

6. **PRESENTATION OF CERTIFICATES OF APPRECIATION TO SUPERVISORS ANDREW MERRITT AND TODD KIRSTEN**

Mr. Stevenson stated both Mr. Kirsten and Mr. Merritt have been incredible assets to the Board of Supervisors on behalf of the citizens of Halfmoon Township. Mr. Stevenson read the certificate which stated, Certificate of Appreciation presented to Todd D. Kirsten for his extraordinary service and dedication serving as a member of the Halfmoon Township Board of Supervisors and Parks & Recreation Board Member. Your professionalism, accomplishments and contributions prove your commitment to the constituents of the community. Mr. Stevenson recognized Mr. Kirsten for his long-term commitment to the Finance Committee and that he represented the Township extremely well. Mr. Stevenson stated Mr. Kirsten proved influential on the COG budgeting process both as a conduit of what the Board feels and how they would like it to work but Todd's own personal contribution has made that work even better. Mr. Stevenson thanked Mr. Kirsten.

Mr. Stevenson read Mr. Merritt's certificate which stated, Certificate of Appreciation presented to Andrew G. Merritt for his extraordinary service and dedication serving as a member of the Halfmoon Township Board of Supervisors and Open Space Preservation Board Member. Your professionalism, accomplishments and contributions prove your commitment to the constituents of the community. Mr. Stevenson stated speaking on behalf of the board and past boards appreciates that Mr. Merritt was the sole of Township by thinking about how the Boards decisions impact other people and makes sure they are thinking of that at all times. Mr. Merritt has kept the Board centered and he is the heart and soul of their decisions.

Mr. Kirsten stated it has been a pleasure working will all of you and representing the Halfmoon Township residents and wishes everyone a Happy Holiday.

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Mr. Merritt stated he would like to say it has been an honor to be here working with the Board and one thing he has learned is you have listen more and talk less and he hopes he has live up to that. Mr. Merritt commented it is critical to hear all voices.

7. **POSSIBLE APPROVAL OF SUBDIVISION PLAN GRAY'S WOODS PLANNED COMMUNITY OPEN SPACE LOT 3**

Mr. Pratt stated this subdivision is 104 acres with 44 acres being in Halfmoon Township. Ms. Spencer requested Mr. Erickson clarify the uses for this property. Mr. Erickson stated there will be open spaces uses with a forestry plan. Mr. Erickson stated the Patton Township Board approved this plan. Mr. Erickson commented the property owners made a considerable contribution. Mr. May stated the plan is consistent with the Small Area Plan and Comp Plan.

- ***MOTION: Mr. Stevenson moved to approve the Subdivision Plan Gray's Woods Planned Community Open Space Lot 3; Ms. Del Corso seconded; Vote 5-0-0; Motion Carried.***

8. **PUBLIC HEARING FY 2018 PROPOSED BUDGET**

Mr. Kirsten opened the public hearing at 7:14 p.m. There were no public comments. Mr. Kirsten stated there was no tax increase. Mr. Kirsten closed the public hearing at 7:15 p.m.

9. **APPROVAL OF RESOLUTION 2017-25, ADOPTING THE BUDGET FY 2018**

- ***MOTION: Mr. Merritt moved to approve Resolution 2017-25, A Resolution of the Township of Halfmoon adopting the budget FY 2018; Mr. Stevenson seconded; Vote 5-0-0; Motion Carried.***

10. **APPROVAL OF RESOLUTION 2017-15 PROHIBITING LOCATION OF A CATEGORY 4 (MINI CASINO) WITHIN THE TOWNSHIP**

- ***MOTION: Mr. Stevenson moved to approve Resolution 2017-15, A Resolution of the Township of Halfmoon prohibiting location of a Category 4 (mini casino) within the Township; Ms. Spencer seconded; Vote 5-0-0; Motion Carried.***

11. **APPROVAL OF RESOLUTION 2017-16 APPROVING THE SUM OF \$275.00 FOR THE TOWNSHIP'S FY 2018 CONTRIBUTION TO THE SPRING CREEK WATERSHED COMMISSION**

- ***MOTION: Mr. Merritt moved to approve Resolution 2017-16, A Resolution of the Township of Halfmoon approving the sum of \$275.00 for the Township's FY 2018 contribution to the Spring Creek Watershed Commission; Mr. Stevenson seconded; Vote 5-0-0; Motion Carried.***

12. **APPROVAL OF RESOLUTION 2017-17 APPROVING THE SUM OF \$1,054.00 FOR THE TOWNSHIP'S FY 2018 CONTRIBUTION TO THE SPRING CREEK RESOURCE MONITORING**

- ***MOTION: Mr. Merritt moved to approve Resolution 2017-17, A Resolution of the Township of Halfmoon approving the sum of \$1054.00 for the Township's contribution for the Spring Creek Water Resource Monitoring; Ms. Del Corso seconded; Vote 5-0-0; Motion Carried.***

13. **APPROVAL OF RESOLUTION 2017-18 APPROVING UP TO \$1,000 IN FY 2017 AND UP TO \$1,000 IN FY 2018 FOR ITS PRO RATA SHARE TO REVIEW THE CENTRE COUNTY CABLE FRANCHISE WITH COMCAST/XFINITY**

- ***MOTION: Mr. Merritt moved to approve Resolution 2017-18, A Resolution of the Township of Halfmoon approving up to \$1,000 in FY 2017 and up to \$1,000 in FY 2018 for its pro rata share to review the Centre County Cable Franchise with Comcast/Xfinity; Ms. Del Corso seconded; Vote 5-0-0; Motion Carried.***

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14. APPROVAL OF RESOLUTION 2017-19 APPROVING UP TO \$50 IN FY 2018 TO BE CONTRIBUTED TO THE CENTRE TAX COMMITTEE FOR ITS PRO RATA SHARE OF EXPENSES

- *MOTION: Mr. Merritt moved to approve Resolution 2017-19, A Resolution of the Township of Halfmoon approving up to \$50 in FY 2018 contributed to the Centre Tax Committee for its pro rata share of expenses; Mr. Stevenson seconded; Vote 5-0-0; Motion Carried.*

15. APPROVAL OF RESOLUTION 2017-20 APPROVING THE TOWNSHIP'S CNET SHARE TO BE \$14,014.00 IN FY 2018 TO BE PAID IN FOUR EQUAL QUARTERLY INSTALLMENTS

- *MOTION: Mr. Merritt moved to approve Resolution 2017-20, A Resolution of the Township of Halfmoon approving the Township's CNET share to be \$14,014.00 FY 2018 to be paid in four equal quarterly installments; Ms. Spencer seconded; Vote 5-0-0; Motion Carried.*

16. APPROVAL OF RESOLUTION 2017-21 APPROVING CENTRE REGION COUNCIL OF GOVERNMENT FY 2018 CONTRIBUTION IN THE TOTAL AMOUNT OF \$140,726.00 TO BE PAID IN FOUR EQUAL QUARTERLY INSTALLMENTS

- *MOTION: Mr. Merritt moved to approve Resolution 2017-21, A Resolution of the Township of Halfmoon approving Centre Region Council of Governments FY contribution in the total amount of \$140,726.00 to be paid in four equal quarterly installments; Ms. Del Corso seconded; Vote 5-0-0; Motion Carried.*

17. APPROVAL OF RESOLUTION 2017-22 APPROVING FY 2018 CONTRIBUTION TO THE CBICC IN THE AMOUNT OF \$2,000 FOR REGIONAL ECONOMIC AND COMMUNITY DEVELOPMENT INITIATIVES

- *MOTION: Mr. Merritt moved to approve Resolution 2017-22, A Resolution of the Township of Halfmoon approving FY 2018 contribution to the CBICC in the amount of \$2,000 for Regional Economic and Community Development Initiatives; Ms. Spencer seconded; Vote 5-0-0; Motion Carried.*

18. APPROVAL OF RESOLUTION 2017-23 APPROVING FY 2018 CONTRIBUTION FOR FIRE PROTECTION SERVICES TO PORT MATILDA FIRE COMPANY IN A TOTAL AMOUNT OF \$44,911.41 TO BE PAID IN FOUR EQUAL QUARTERLY INSTALLMENTS

- *MOTION: Mr. Merritt moved to approve Resolution 2017-23, A Resolution of the Township of Halfmoon approving FY 2018 contribution for fire protection services to Port Matilda Fire Company in a total amount of \$44,911.41 to be paid in four equal quarterly installments; Ms. Spencer seconded; Vote 5-0-0; Motion Carried.*

19. APPROVAL OF RESOLUTION 2017-24 APPROVING FY 2018 TOTAL CONTRIBUTION TO THE PORT MATILDA EMS FOR EMERGENCY MEDICAL SERVICES IN THE AMOUNT OF \$7,350 TO BE PAID IN FOUR EQUAL QUARTERLY INSTALLMENTS

- *MOTION: Mr. Merritt moved to approve Resolution 2017-24, A Resolution of the Township of Halfmoon approving FY 2018 contribution for Port Matilda EMS for Emergency Medical Services in the amount of \$7,350 to be paid in four equal quarterly installments; Ms. Spencer seconded; Mr.*

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Merritt questioned if this is all we pay the EMS; Ms. Steele commented that is what was budgeted; Ms. Spencer stated we pay the lowest amount to the EMS; Mr. Stevenson stated this is why the Board will be discussing this in 2018; Vote 5-0-0; Motion Carried.

20. APPROVAL OF RESOLUTION 2017-26 APPROVING FY 2018 TOTAL CONTRIBUTION OF \$17,928.55 FOR FIRE PROTECTION SERVICES TO WARRIORS MARK FIRE COMPANY TO BE PAID IN FOUR EQUAL QUARTERLY INSTALLMENTS

- *MOTION: Mr. Merritt moved to approve Resolution 2017-26, A Resolution of the Township of Halfmoon approving FY 2018 total contribution of \$17,928.55 for fire protection services to Warriors Mark Fire Company to be paid in four equal quarterly installments; Ms. Del Corso seconded; Vote 5-0-0; Motion Carried.*

21. APPROVAL OF RESOLUTION 2017-27 SETTING THE REAL ESTATE LEVY FOR THE TOWNSHIP FY 2018 AT 4.98 MILLS

- *MOTION: Mr. Merritt moved to approve Resolution 2017-27, A Resolution of the Township of Halfmoon setting the real estate levy for the Township for FY 2018 at 4.98 mills; Ms. Spencer seconded; There was no increase; Vote 5-0-0; Motion Carried.*

22. APPROVAL TO ENTER INTO CONTRACT NO. C0000A66679 BETWEEN THE COMMONWEALTH OF PA FINANCING AUTHORITY (CFA) AND HALFMOON TOWNSHIP FOR \$201,628.00 GREENWAYS, TRAILS AND RECREATION PROGRAM GRANT AGREEMENT

- *MOTION: Mr. Merritt moved to approve entering into Contract No. C0000A66679 between the Commonwealth of PA financing authority (CFA) and Halfmoon Township for \$201,628.00 Greenways, Trails and Recreation program grant agreement; Mr. Stevenson seconded; Mr. Kirsten thanked everyone involved in making this happen; Mr. Stevenson stated for the public, that we won a massive grant and hope to move dirt in 2019; Ms. Steele stated Mr. Mears will be at the first meeting in January; Mr. Merritt suggested doing a press release; Mr. Stevenson suggested putting it in the Centre County Gazette; Mr. Stevenson stated Ms. Steele has expert guidance as well as COG staff and Penn State; Vote 5-0-0; Motion Carried.*

23. DISCUSSION AND FURTHER DIRECTION OF THE DRAFT SMALL AREA PLAN PREPARED AND DEVELOPED BY SMALL AREA PLAN COMMITTEE

Ms. Steele requested the Board review the questions she placed on the agenda and answer them for clarification to staff and residents.

Is the plan as revised by the SAP Committee a plan that cannot be revised? Mr. May stated the Planning Commission and Board of Supervisors can make changes to the SAP but the Committee wanted it to be used as a baseline. Mr. Kirsten commented he would like to see citizen comments taken into account. Mr. Stevenson stated that the final plan has to come from the Board of Supervisors. Mr. Watters commented the Small Area Plan Committee incorporated comments from the Town Hall meeting and he would like to see that considered by the Board. Mr. May stated the November 20th recommendations are what is being moved forward to the Board.

- *MOTION: Mr. Stevenson moved that the Steering Committee Small Area Plan will be the recommendation from the November 20th meeting will be the template for the Board to use to develop an approved plan; Ms. Del Corso seconded; Vote 5-0-0; Motion Carried.*

Mr. Kirsten thanked everyone involved in the SAP and hopes the residents continue to be engaged.

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There needs to be one point of contact to address comments so there is accountability and consistency who should this be? Ms. Steele will be the contact.

Do the Supervisors want an SAP Plan that can be implemented by the present property owners within the mixed-use area? Mr. Stevenson stated this needs to be a much larger discussion. Ms. Del Corso stated this has to be a vision for the Township, not the landowners. Mr. Kirsten commented this decision will not be made by this board but by the next board.

Do the Supervisors still wish for the SAP to be used as a means to go to the Region to expand the RGB/DRI? Mr. Stevenson stated this discussion is sort of the chicken before the egg and feels this should be another discussion after a joint meeting with the Planning Commission. Mr. Maloney stated he would like to be part of the joint meeting with his plan and have the planner attend. Mr. Kirsten questioned whether both the Solicitor and Planner should be there. Mr. May stated he would wait and see what comes out of the SAP then Mr. Maloney could submit an official plan but at this point there is no zoning in place for his plan. Mr. Maloney commented it could be an education opportunity. Ms. Del Corso stated this plan is about what the Township wants not what the developers want. Ms. Del Corso reminded Mr. Maloney that several years ago the Township worked on a zoning district based on the developers and then it could not be implemented. Mr. Steele stated both the developers provided comments and if Mr. Maloney had different comments other than what he submitted then he could submit them. Mr. Maloney stated the Board should get the developers input before approving the plan. Mr. Stevenson stated he does not want the vision highjacked and the more information we have the better. Mr. Stevenson stated he does not want to exclude the developers and they could have so much time to talk. Ms. Del Corso stated the Board has a vision and Mr. Maloney participated in the SAP Committee but the Board needs to continue with their vision. Ms. Steele stated Mr. Maloney needs to submit his plan as everyone else does and pay the proper fees. Ms. Steele stated the Planning Commission does not want to see a sketch plan until the SAP is in place.

Transparency of discussions? Ms. Steele questioned whether it is the Supervisors wish that all SAP discussions are during their regular meetings or possibly joint meeting with the Planning Commission. The Board would like to have all SAP discussions at a regular meeting or joint meeting.

Does the Board wish for the Township Solicitor and Zoning Officer review the SAP? The Board would like both Mr. Stover & Mr. Soder at the joint meeting. Mr. May will provide the revised version of the SAP from their November 20th meeting. Mr. Kirsten suggested reaching out to Harris Township and see what they did when they reached this milestone. The Board requested staff email the landowners and Sawmill Road residents when a joint meeting is set.

24. PROCLAMATION OF SCHOOL CHOICE

No action was taken.

25. RESIGNATION OF MS. STEVENSON FROM THE BOARD OF SUPERVISORS FOR SIX YEAR TERM TO BEGIN 1/1/2018

Mr. Stover stated the Board has 30 days after they accept the resignation to appoint a new member so he suggested waiting until the reorganization meeting to accept the resignation.

26. MANAGER REPORT

Ms. Steele stated the meeting room will not be available after the last meeting in January or none of February so staff contacted the Halfmoon Christian Fellowship Church to inquire whether we could use the room on those dates. Mr. Frantz stated if the Board could use the Sunday School room we could use the building. The Planning Commission dates are available to use the main room. Staff will contact Mr. Frantz and schedule the use of the Church.

Ms. Steele commented she researched what protocols other Municipalities use to display the US Flag. Ms. Steele stated they only fly their US Flags at the Administrative Municipal Buildings. Ms. Steele stated she has Mr. Brown put the flag up during Elections and take it down afterwards since no one is at the building. Ms. Steele questioned what protocol the Board would like to use for displaying the flag at the Municipal Building, Maintenance Building and Office by the Pizza Shop. Ms. Steele suggested the Flag be flown during Election and

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would take the flag taken down at the Pizza Shop Office at night and put back up in the morning. The flag would be removed from the Maintenance Building since it is not open to the public. The Board discussed this issue and suggested removing the flag at the Maintenance Building and leaving the flag down at the Municipal Building until the building is done and re-visit the issue. Mr. Stevenson also suggested that there may also be a solar powered light that shines down on the flag.

27. NEW BUSINESS NOT ON THE AGENDA

Mr. Stevenson stated there was an article in the PSATS magazine regarding LUCA and the census. Ms. Smith stated she is working with the CRPA and the County on this.

Mr. Stevenson stated he would like to see Halfmoon Township get more into social media and requested Ms. Steele place this on the agenda for a future meeting.

Ms. Del Corso stated the Port Matilda EMS memberships are out and encouraged everyone to fill them out and pay the membership fee.

28. SUPERVISORS' REPORT

TLU Committee - Ms. Spencer stated Atherton Street is going to be a mess for the next two years due to construction. Ms. Spencer stated there will be a map so folks know what areas to avoid.

CCMPO Committee – Ms. Spencer stated there is a drive forward campaign to get a grant to push forward the I80 and I99 interchange project. Ms. Spencer stated they will also finish SR 322 and make it four lanes through Boalsburg. Mr. Stevenson commented there is a drive forward website to support the interchange project.

CBICC – Mr. Stevenson commented there are drones being used to flow over the I99 interchange to review traffic flow and usage. Mr. May stated there is a link on the Centre Region COG's CCMPO page for the drive forward campaign. http://www.crcog.net/index.asp?Type=B_BASIC&SEC={AC4A0175-4ED9-49A9-9935-6F9821BEC810}

Public Services and Environmental Committee – Ms. Spencer stated the COG will be sending out a survey for the refuse program.

UBEH COG – Ms. Spencer stated the Penn State Cooperation Extension Office has lots of links on their website that are not being utilized. <https://extension.psu.edu/> Ms. Spencer commented the Port Matilda EMS membership is underway and could easily become a tax so encouraged folks to pay more than the membership. Ms. Spencer stated the PMFC has a deficit in their operating budget and are to the good in their capital budget. Ms. Spencer commented that Halfmoon Township is short on EMS funding compared to other COG members. Ms. Spencer stated the Santa run will be December 16th and the Children's party will be December 17th at the Port Matilda Fire Hall.

Executive Committee – Ms. Del Corso thanked Mr. Steff for his work at the Centre Region COG.

Emergency Management Committee - Ms. Del Corso stated the Emergency Management Committee participated in EMC exercises with Penn State and simulated weather emergencies. Ms. Del Corso stated it was enlightening to be involved.

Finance Committee – Mr. Kirsten stated the Finance Committee was canceled.

Mr. Kristen stated it has been an honor to represent the Township residents and a privilege to work with Township staff and COG staff.

Mr. Merritt requested that if we owe the PMEMS more money than we should figure out how to pay them more in this budget.

Mr. Merritt commented that SR 550 was in terrible shape after it had snowed and the Board has to look out for the residents. Mr. Stevenson stated Penn Dot has cut back on the number of trucks and staff.

Secretary

29. **ADJOURNMENT**

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

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

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