

**1. CALL TO ORDER**

Chair Mark Stevenson called the meeting to order at 7:00 p.m. Other Supervisors present were Danelle Del Corso, Andy Merritt and Todd Kirsten. Staff present were Susan Steele, Township Manager and Amy Smith Township Clerk. Residents & others in attendance: Cathi Alloway, Schlow Library; Lisa Rives Collens, Schlow Library and Virginia Squier, Schlow Library Representative for Halfmoon Township.

**2. CITIZEN COMMENTS**

There were no citizen comments.

**3. MINUTES**

- ***MOTION: Mr. Kirsten moved to approve the minutes for November 10<sup>th</sup>, 2016; Mr. Merritt seconded; Ms. Del Corso requested under citizen comments the last sentence be clarified to stated that costs were not to exceed \$19,500 Vote 4-0-0; Motion Carried.***

**4. SCHLOW LIBRARY FUNDING FORMULA TASK FORCE DISCUSSION**

Ms. Alloway provided a written report outlining Library formula questions and answers. Ms. Alloway reviewed the report and touched base on each question and answer. Attached is the report.

Mr. Kirsten questioned if Ms. Alloway could provide rough estimates/percentages as to how many citizens are utilizing what is provided within the Library versus checkouts.

Ms. Alloway explained that every service is not monitored as far as numbers so there was no way to provide that number. Ms. Alloway also explained that off the top of her head 63% of the budget is used for staff, 12% for collections, 8% on the building and 10% for other services.

Mr. Kirsten stated he supports the Library and is only asking questions to answer the questions residents have when the Library is discussed.

Mr. Merritt stated he did not use the Library but worries what it would mean to the community if it was not supported because it is a valuable asset.

Ms. Alloway commented they had re-did their website and that attracted more usage, not just for Halfmoon Township residents and are looking at having lockers or vending machines placed throughout the region more particularly in Halfmoon Township and western Ferguson Township. Ms. Alloway stated it may be possible to have a kiosk within the Halfmoon Township Township Building.

Mr. Stevenson stated there may be a need to have a joint task force with Ferguson Township to discuss possibility.

Ms. Alloway provided a fundraising report for 2016 and stated Halfmoon Township residents supports the Library with donations.

The Board thanked Ms. Alloway and Library staff.

**5. HALFMOON TOWNSHIP FIVE YEAR STRATEGIC PLAN**

Ms. Steele provided the draft five year strategic plan an asked if there were any questions.

Mr. Kirsten stated he was thankful for the work Ms. Steele put into the document but wanted a lighter level of information and felt it was heavy on the details. Mr. Kirsten commented there could be supporting documents if a subject needs to be delved into deeper for the goal.

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Ms. Del Corso stated in some cases there was enough detail and in other cases there was too much information. Ms. Del Corso stated since this is a public document she would like to see it less government and more understandable to the citizens

Ms. Steele stated she would like to make a page or two of bulletins for the citizens to base their comments.

Mr. Stevenson requested Ms. Steele revise the plan and fix things and condense it for bulletin pages for the citizen version.

Ms. Steele stated she felt the mailings for the Steering Committee really drew citizens in and suggested doing a mailing for comments on the Strategic Plan.

Mr. Kirsten stated if the Township is mailing this out let's try to send as much information as possible when doing mailings. Mr. Kirsten volunteered to help stuff envelopes.

**6. STATUS OF PARK SUPPORT LETTERS**

Ms. Steele provided a chart providing outstanding letter requests for the park grant. Mr. Stevenson requested Ms. Steele make this an agenda item at the end of January.

**7. MANAGER REPORT**

Ms. Steele provided an update on the Steering Committee meeting. Ms. Steele stated there were about 50-75 citizens in attendance and they had a great question and answer session.

Ms. Steele briefly reviewed her written report that was provided on the agenda.

**8. NEW OTHER BUSINESS NOT ON THE AGENDA**

Mr. Merritt reminded citizens to fill out their EMS membership forms and send them back and if possible add an additional 10% extra for a donation.

**9. SUPERVISORS' REPORTS**

Finance Committee – Mr. Kirsten commented that they discussed the health benefits plan and they decided that Mr. Stevenson should bring it up at the Executive Committee meeting to see if they would like to send it to the General Forum to then send it to the Finance Committee since it is a COG wide policy decision. Mr. Kirsten stated there will be a loan from the new construction budget of the Centre Region Code Agency to Centre Region Parks and Recreation for the Oak Hall Park (\$139,800) and the active adult center (\$107,000). Mr. Kirsten explained that he did not vote since Halfmoon Township is not a member of the Parks Program but was told that since the monies are coming from the new construction budget of the Centre Region Code Agency that Halfmoon Township should vote. Mr. Kirsten explained he was bringing this up since this will go the General Forum for a vote.

Spring Creek Watershed Commission – Mr. Stevenson stated he attend the SCWC and Ms. Michelle Haskall will be helping with the grant. Mr. Stevenson commented there was also an interesting presentation on MS4.

**10. ADJOURNMENT**

There being no further business before the board, the meeting was adjourned at 8:30 p.m.

- ***MOTION: Mr. Kirsten moved to adjourn the meeting at 8:30 p.m.; Ms. Del Corso seconded; Vote 4-0-0; Motion Carried.***