



**PROPOSED FY 2019  
BUDGET  
12/13/18**

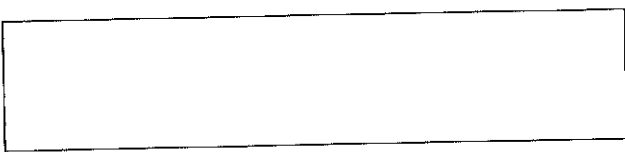
A large, textured, 3D rectangular block, resembling a piece of stone or concrete, is positioned horizontally across the lower half of the page. The block has a rough, pitted surface. The year '2019' is printed in a large, black, sans-serif font on the right side of the block.

**2019**

## DCED NEW RANKINGS AND GOALS FOR MUNICIPAL FINANCIAL OPERATIONS

(Documentation supporting same must be attached for DCED purposes)

GOAL	TOWNSHP STATUS
Professional staff are employed or retained in the areas of budgeting and finance	✓ Manager is ICMA (International City County Management Association) and GFOA (Government Finance Officers Association) trained and certified. Attends annual conferences and training sessions accordingly.
A revenue-expenditure trend analysis is conducted annually	✓ Manager prepared and presented last trend analysis in preparation of FY 2016. An updated one is attached here.
Municipality routinely evaluates ability to ensure that revenue is sufficient to maintain public infrastructure (roads, sewer, water, stormwater)	✓ Manager reviews actual vs. budgeted expenses on a monthly to quarterly basis. Presents a mid-year report to supervisors mid-year and in the last quarter of each year
Obligations for pension/other post-employment benefits are funded for the long term to at least 80%	No-Only funded up to 71% per the Auditor General's last audit and per Manager's conversation with Auditor General in 8/18
5-10 percent of operating funds are carried over year to year	✓ See attached report.
Taxation takes a balanced approach applicable to all municipal services provided and fees satisfy cost recovery	✓ Yes at it relates to all funds except Open Space Fund. The Township uses the balanced approach for taxation with balanced approach taxation being defined as "taxing only for present and future projected Township expenses." In addition, the Township reviews each year if fees satisfy the cost of fee-based services and then pass a resolution in January of each year insuring same. The Open Space Fund is a special levy with funds being accrued for future lease payments PLUS any future uncertain lands in quality or quantity.
Green vehicle fleet assessment has been initiated toward using greener fuels and/or vehicles, vehicle right-sizing for the job/trip, retrofits or replace older diesel trucks or equipment with cleaner technology, or driver education about driving techniques for fuel economy	✓ Manager and Roadmaster performed green vehicle fleet assessment in FY 2016. The cost of retrofitting was around 20% more than purchasing new vehicles. However, if new green fuel vehicles were purchased in Centre Region inefficient fueling options. If the Township purchased a stand alone CNG fueling station it would take a day to fuel each vehicle. This time span is not adequate for fueling in winter months when four trucks are out plowing 24 hours a day. In addition, the only public CNG fueling areas are presently at CATA,



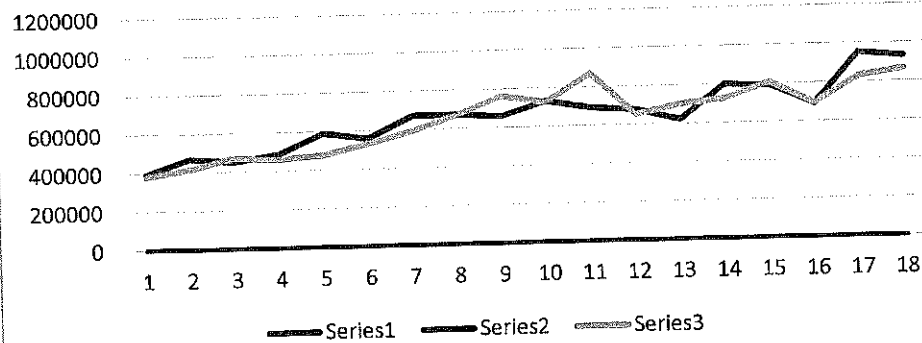
Centre Recycling, and the Uni-Mart near  
COG==both are too far away from Halfmoon  
Township to serve fueling needs

## UPDATED TREND ANALYSIS

FY 2010-FY 2017

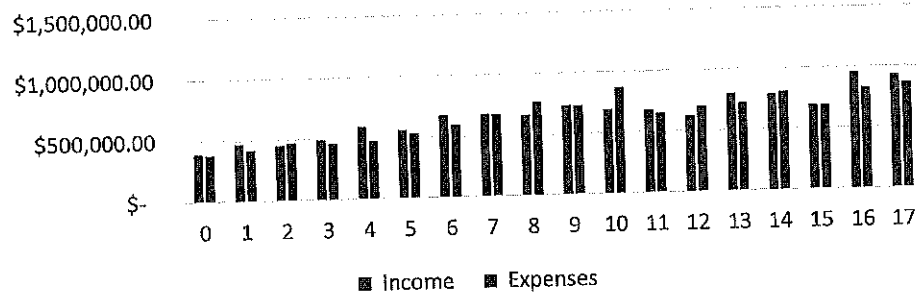
### REVENUES & EXPENSES AVAILABLE FOR REOCCURRING COSTS-GENERAL FUND

Green=Expenses, Revenues=Orange



### REVENUES VS. EXPENSES AVAILABLE FOR REOCCURRING COSTS-GENERAL FUND

Red=Expenses, Blue=Revenues



**OPERATING FUNDS (GENERAL FUND) CARRIED OVER YEAR TO YEAR**

**Audited Figures (2012-2017)**

**(5-10% is DCED Goal)**

<b>Year</b>	<b>Total Operating Funds</b>	<b>Carry Over</b>	<b>Percentage</b>
2012	\$763,783	\$12,503	1.64%
2013	\$803,000	\$43,155	5.38%
2014	\$781,418	\$18,889	2.42%
2015	\$808,916.00	\$53,527	6.62%
2016	\$954,531.00	\$122,576	12.85%
2017	\$934,039.00	\$66,721.00	7.15%

FY 2019 POLICIES, PROJECTS & PROGRAMS:

Redo Saldo (in its entirety)-Susan's drafted—staff reviewing including attorney now

AG District/including RPD-Susan's drafted-staff reviewing including attorney now

R District/deleting RPD-Susan's drafted-staff reviewing including attorney now

Commercial District-not begun

Industrial District-not begun

VZD District-not begun

Reparian Buffer-not begun

Implementation Agreement/2013 Ordinance—incorporate into SALDO and Zoning and then codify

**For PC:**

Possible new Mixed use

Affordable Housing

**FOR BOS:**

OSB Referendum (?)

DRI

Property Maintenance Code

**For Staff:**

Sustainability

**PROJECTS:**

Autumn Meadow Park Revitalization—Staff and Consultants

**PROGRAMS:**

OSP-BOS, Staff and OSB

Policies for parks (reservations/leases, etc)

# GENERAL FUND

**ANTICIPATED 2019**  
**GENERAL FUND REVENUES**

<b>Item</b>	<b>Comment</b>
01.301.10 Real Estate Current	1% increase per historic data
01.301.40 R/E Tax Delinquents	FY 2018 showed a one time increase due to \$7,000 in an account closure
01.310.20 EIT	1% increase per historic data, Audited FY 2017 increase was due to PSU going from quarterly to monthly
01.342.20 Meeting Room Rental	Just an estimate for new anticipated community center rental fees
01.362.44 Soil Testing/SEO Reimbursement	Centre Region Code will be handling in FY 2019
<b>TOTAL ANTICIPATED FY 2018 REVENUES:</b>	<b>\$901,485.40</b>

**ANTICIPATED 2018**  
**GENERAL FUND EXPENSES**

<b>Item</b>	<b>Comment</b>	<b>Attachment, if any</b>
01.400.05 Salary of Supervisors	Includes attending CCATO meetings	
01.400.420 Dues-CNET	Includes Increase	27
01.400.420 Dues-PELRAS	Is going to be included at no cost for all PML members	2
01.400.420 Dues-Cable Consortium	Township portion for legal services to negotiate new Comcast Franchise Agreement	
Centre Region Council of Governments		5
01.401.10 Salary of Manager	EXEMPT EMPLOYEE: 3% cola, 2.75% MERIT \$86,715.00 39.42% General Administration-\$34,183.05 11.18% Board of Supervisors-\$9,694.74 6.36% Financial Duties-\$5,515.07 1.46% Open Space Program-\$1,266.04 5.59% Parks-\$4,847.37 2.13% Personnel/HR-\$1,847.93	6, 7



	5.45% Planning and Zoning- \$4,725.97 3.13% Municipal Bldg Project- \$2,714.18 5.45% Professional Development-\$4,725.97 2.41% Regional Matters- \$2,089.83 .57% Real Estate Collection- \$494.28 .25% Roads & Streets=\$217.79 12.79% Paid Time Off (Holiday, Sick, Vacation): \$11,080.85	
01.401.46 Manager Mileage and Professional Development	Averages around \$200 per month to attend meetings and run errands	
	ICMA Annual Conference APPM State Conference (2) APPM Executive Conferences ICMA Regional Conference	
01.402.31 Audit by CPA	Goes up around 3% per year As well as including two separate grant audits	8
01.403.00 Tax Collection	Meeting and Travel Expenses: \$1,500 for CLE Conference/training \$500 mileage	
01.404.34 Legal Ads-Regional Ordinances	Possible advertisement of Property Maintenance Code	
01.404.45 Legal Fees-Solicitor	General Business—includes around \$5,000 for any litigation	
01.405.12 Clerk Wages, Open Space Administrator, Assistant Township Secretary	EXEMPT 3% COLA, 1.7% Merit \$47,137.60 71.03% Administration-- \$33,481.84 6.48% Board of Supervisors-- \$3,045.52 .30% Financial Duties-\$141.43 .24% Open Space Program- \$113.13 .28% Personnel (staff meeting)- \$131.99 5.16% Planning and Zoning- \$2,432.30	6, 7

	.12% Municipal Building Project-\$56.56 .12% Professional Development-\$56.57 14.68% Paid Time Off (Sick, Vacation, Holiday)-\$6,919.80	
01.405.15 PT Adm Assistant/Assistant Treasurer/Accounts payable receivable/payroll	NON-EXEMPT-28 HOURS PER WEEK 3% Cola, 2.75% Merit \$18.16 per hour (Part Time) Anticipated Regular Wage: \$26,440.96 49.31% Administration-\$13,038.04 15.18% Financial Duties-\$4,013.74 .18% Personnel (Staff Meetings)-\$47.59 .38% Professional Development-\$100.48 33.02% Real Estate Collection-\$8,730.81 1.12% Paid Time Office (Vacation)-\$296.14	6,7
01.405.46 Clerk Professional Development	PAMA Conference-\$2,000 Misc Conferences-\$1,500 \$550 for mileage PT Adm Pro Development-\$1,500	9, 10
01.406.21 Office Supplies	Includes new shredder	11
01.406.23 Postage	Includes one mass mailing to residents	
01.406.28	Copier Lease	13
01.407.22 Computer Hardware/Software	Includes new surface pro for manager and new website	14, 15
01.409.32 Land Line Community Center	Required for public buildings \$116.86 per month estimate	
01.409.37 Bldg Repair/Cleaning	Community Center Maintenance-\$2,500 \$1,000 towards painting entire interior in five years \$1,000 towards buffing all floors \$500 general maintenance	
	Cleaning Services at 1948 -- \$960—once a month at \$80	16

	Cleaning Services at Community Center-\$3,000-once a week for \$80 a time	16
	Exterminator a Community Center to be resumed	
	Rent at HMMV—\$807.08 per month or \$9,684.96	17
01.411.01 Fire Protection	1% increase per agreement (45,360.52), plus \$7,157 due in January for first payment of nine for rescue truck	28
01.412.00 EMS Service	Increased to \$8,350.00	
01.429.31 Pro SEO Services	Nothing—Code will be taking over in FY 2019	
01.430.12 Public Works Salaries		
Road Crew Lead/Safety Director	<p>NON-EXEMPT</p> <p>3% COLA, .50% merit</p> <p>New Hourly Wage: \$22.97 per hour</p> <p>Total Regular Wage: \$40,167.40</p> <p>OT Annual Anticipated Wages: \$662.20 (\$34.46 per hour x 19 hours)</p> <p>Total Anticipated Wage: \$40,829.60</p> <p>43.05% Roads &amp; Streets-\$17,577.14</p> <p>13.42% Equipment Maintenance: \$5,479.33</p> <p>12.06% Snow removal/highway safety-\$4,924.05</p> <p>10.23% Parks Maintenance-\$4,176.87</p> <p>4.21% Administration-\$1,718.93</p> <p>3.50% Building Maintenance-\$1,429.94</p> <p>2.30% Riff Raff-\$939.08</p> <p>1.30% Municipal bldg. project-\$530.78</p> <p>.31% Professional Development-\$126.57</p> <p>.04% Personnel (Staff Meetings)-\$16.33</p> <p>7.58% Paid Time Off (Holiday, Vacation &amp; Sick)-\$3,094.88</p>	6,7
Road Superintendent	<p>NON-EXEMPT</p> <p>3% COLA, .50% Merit</p>	6,7

	<p>New Hourly Wage: \$32.93 per hour</p> <p>Total Regular Wage: \$59,932.60</p> <p>OT Annual Anticipated Wages: \$988 (\$49.40 per hour x 20 hours)</p> <p>Total Anticipated Wage: \$60,920.60</p> <p>33.23% Roads &amp; Streets- \$20,243.92</p> <p>18.34% Administration- \$11,172.84</p> <p>15.46% Snow Removal/Highway Safety-\$9,418.32</p> <p>6.28% Equipment Maintenance- \$3,825.81</p> <p>5.15% Building Maintenance- \$3,137.41</p> <p>5.22% Parks-\$3,180.06</p> <p>1.06% Professional Development-\$645.76</p> <p>.42% Municipal Bldg Project- \$255.87</p> <p>.04% Personnel (Staff Mtgs)- \$24.37</p> <p>2.44% Riff Raff-\$1,486.46</p> <p>.15% Board of Supervisors- \$91.38</p> <p>10.22% Paid Time Off (Sick, Holiday &amp; Vacation)-\$6,226.09</p>	
01.430.15 Part Public Works & Seasonal	<p>NON-EXEMPT</p> <p>Haskell-Permanent Part Time at 25 hours per week</p> <p>3% COLA, 2% merit</p> <p>New hourly wage: \$16.75 per hour</p> <p>Anticipate Regular Wage: \$21,775.00</p> <p>AS NEEDED/SEASONAL</p> <p>\$15.76 HOUR up to \$1,313.25 per year (83.33 hours)</p> <p>22.6% Roads and Streets=\$5,216.00</p> <p>55.52% Parks-\$12,818.60</p> <p>4.50% Snow Removal/Highway Safety-\$1,038.97</p> <p>2.55% Riff Raff-\$588.75</p>	6, 7

	1.08% Professional Development-\$249.35 1%-Administration-\$230.88 .34% Equipment Maintenance-\$78.50 .34% Municipal Bldg Project-\$78.50	
01.430.74 Capital Purchase of Equipment-tires for Tractor	Tire for Tractor AG& Turf phone estimate (\$450) Tires for GMC 3500 phone estimate with LMR (\$900)	
01.447.45 CATA Bus Service	Contract runs from 7/1 to 6/30 of each year—increased 3% for anticipated increase	19
01.454.25 Parks Maintenance and Repairs	Replace poles on lower field backstop-Craig Fencing-\$1600 Paint Tennis court out of bounds-Ameron-\$5,700 New tennis net-BNS Sports-\$140 New volley ball net—BNS Sports-\$60 New ice rink liner-Frank Roberts & Sons-\$1,700 Replace main light pole in muni park-Heritage Electric-\$1,600 Certified Park Mulch - \$2,000 Misc. Equipment and repairs-\$1,000	20,21, 22, 23, 24
01.456.42 Schlow Library	\$51,991 operation and \$2,704 Capital	
01.483.30 Employer Pension Contribution		25
01.486.10 Liability Insurances	10/1 through 9/30 of each year	26
01.487.19 Employee Health Insurances	What we are paying currently plus 5% increase when contract renews in 6/19	
<b>TOTAL ANTICIPATED FY 2018 GENERAL FUND EXPENSES:</b>		<b>\$901,485.40</b>

**Hairmoon Township  
Profit & Loss Budget vs. Actual  
January 1 through October 1, 2018**

	B	D	E	F	G	H	I	K	L	M	N	O
					Audited			Budget		Anticipated		
					FY 2017	Jan 1 - Oct 1, 18				2018 Total	FY 2019 Budget	
2												
3												
42				01.361.65 R/E Tax Certification	\$ 2,009.00	1,300.00		1,779.00		\$ 2,009.00	\$ 2,009.00	
43				01.362.44 Sewage Permits								
44				Sewage Permits	\$ 8,980.00	3,500.00		6,250.00		\$ 4,000.00	\$ -	
45				Soil Testing/SEO Reimburse	\$ 8,066.83	5,929.72		2,553.18		\$ 6,000.00	\$ -	
46				01.362.44 Sewage Permits - Other		500.00		0.00				
47				01.364.50 Sale of Recyclables	\$ 1,561.00	427.90		1,561.77		\$ 427.90	\$ 500.00	
48				01.367.14 Pavilion Rental Fees	\$ 140.00	150.00		140.00		\$ 150.00	\$ 150.00	
49				01.387.00 Donations		0.00		0.00				
50				01.389.00 Refunds & Misc								
51				Bid Packet Fee for Proj. 17036	\$ 100.00	200.00		0.00		\$ 200.00		
52				Insurance Reimbursement		1,853.27		0.00		\$ 1,853.27		
53				Xerox Buyout		2,146.40		0.00		\$ 2,146.40		
54				01.389.00 Refunds & Misc - Other	\$ 3,238.29	3,921.53		166.00		\$ 3,921.53	\$ 200.00	
55				01.395.00 Refund of Prior Yr Ex	\$ 50.00	46.00		50.00			\$ 50.00	
56				30.492.01 Transfer to GF								
57				Transfer from Operating to GF		0.00		0.00				
58				Transfer from Bldg to GF	\$ 122,751.77	0.00		0.00				
59												
60				Total Income	\$ 1,055,649.28	\$ 764,441.44		\$ 883,243.04	#	\$ 821,965.96	\$ 901,485.40	
61												
62												
63				Expense								
64				01.400.05 Salary of Supervisors	\$ 9,000.00	6,750.00		9,250.00		\$ 9,500.00	\$ 9,500.00	
65				01.400.420 Subscriptions/Dues								
66				APPM	\$ 165.00	165.00		165.00		\$ 165.00	\$ 165.00	
67				Cable Consortium		1,861.32		1,000.00		\$ 1,861.32	\$ 3,764.00	
68				CDT	\$ 351.00	397.80		357.00		\$ 397.80	\$ 400.00	
69				Centre County Tax Committees	\$ 46.11	0.00		50.00		\$ -	\$ 50.00	
70				CNET	\$ 12,863.75	10,273.50		14,014.00		\$ 14,014.00	\$ 14,701.00	Attach 27
71				GFOA	\$ 170.00	170.00		170.00		\$ 170.00	\$ 170.00	
72				GFOA-PA	\$ 75.00	75.00		75.00		\$ 75.00	\$ 75.00	
73				ICMA	\$ 600.00	656.00		820.00		\$ 656.00	\$ 700.00	
74				IMC	\$ 160.00	160.00		160.00		\$ 160.00	\$ 160.00	
75				Nitrary Abstract	\$ 130.00	135.00		150.00		\$ 135.00	\$ 140.00	
76				Other/Extra	\$ 250.00	0.00		0.00		\$ -	\$ -	
77				PAMA	\$ 140.00	140.00		140.00		\$ 140.00	\$ 140.00	
78				PELRAS	\$ 450.00	450.00		450.00		\$ 450.00	\$ -	Attach 2
79				PML	\$ 426.72	693.42		810.00		\$ 693.42	\$ 640.08	Attach 2
80				PSATS	\$ 1,148.00	1,248.00		1,200.00		\$ 1,248.00	\$ 1,300.00	

Haitmoon Township  
**Profit & Loss Budget vs. Actual**  
January 1 through October 1, 2018

	B	C	D	E	F	G	H	I	J	K	L	M	N	O
						Audited	Jan 1 - Oct 1, 18			Budget		Anticipated		
						FY 2017						2018 Total	FY 2019 Budget	
2														
3														
81						\$ 60.00	30.00			60.00		\$ 30.00	\$ 60.00	
82						\$ 90.00	45.00			90.00		\$ 45.00	\$ 45.00	
83						\$ 1,054.00	0.00			1,054.00		\$ 1,054.00	\$ 1,054.00	
84						\$ 267.00	0.00			275.00		\$ 275.00	\$ 275.00	
85							100.00			0.00			\$ 100.00	
86														
87						\$ 16,071.00	12,631.50			16,842.00		\$ 16,842.00	\$ 16,657.00	
88						\$ 4,618.00	3,362.25			4,483.00		\$ 4,483.00	\$ 4,601.00	
89						\$ 787.00	1,000.50			1,334.00		\$ 1,334.00	\$ 1,487.00	
90						\$ 5,216.00	4,042.50			5,390.00		\$ 5,390.00	\$ 5,549.00	
91						\$ 70.00	37.50			50.00		\$ 50.00	\$ 54.00	
92						\$ 55,279.00	37,841.25			62,568.88		\$ 62,568.88	\$ 57,970.00	
93						\$ 10,916.00	9,095.25			10,013.12		\$ 10,013.12		
94							0.00			0.00				
95														
96						\$ 2,496.78	1,408.41			3,780.00		\$ 2,000.00	\$ 2,000.00	
97						\$ 1,113.49	1,422.27			1,700.00		\$ 2,000.00	\$ 2,000.00	
98							0.00			0.00				
99						\$ -	0.00			0.00			\$ -	
100						\$ 1,000.00	1,020.00			2,000.00		\$ 1,020.00	\$ 2,000.00	
101						\$ 75,000.00	61,499.92			82,000.00		\$ 82,000.00	\$ 86,715.00	
102														
103						\$ 1,347.13	890.85			2,400.00		\$ 2,000.00	\$ 2,400.00	
104						\$ 2,000.93	2,103.92			5,230.00		\$ 5,000.00	\$ 5,230.00	
105							0.00			0.00				
106						\$ -	0.00			100.00		\$ 150.00	\$ 150.00	
107														
108							0.00			0.00				
109						\$ 696.00	0.00			0.00				
110						\$ 5,930.00	6,034.00			6,107.90		\$ 6,034.00	\$ 6,291.14	
111													\$ 2,000.00	
112													\$ 2,000.00	
113							0.00			0.00				
114														
115						\$ 1,489.64	387.97			1,000.00		\$ 400.00	\$ 1,500.00	
116						\$ -	0.00			0.00				
117						\$ 675.10	863.36			1,500.00		\$ 1,000.00	\$ 2,000.00	
118							0.00			0.00				

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						Audited						Anticipated		
2						FY 2017	Jan 1 - Oct 1, 18			Budget		2018 Total	FY 2019 Budget	
3														
119					01.404.34 Legal Ads									
120					General Business	\$ 1,720.04	2,464.22			2,500.00		\$ 3,000.00	\$ 3,000.00	
121					Regional Ordinances	\$ -	0.00			0.00		\$ -	\$ 750.00	
122					Zoning Hearing Board	\$ -	0.00			1,000.00		\$ -	\$ 1,000.00	
123					Zoning Matters	\$ -	0.00			1,000.00		\$ -	\$ 2,000.00	
124					Autumn Meadow Park Bid Advertisement							\$ -	\$ 700.00	
125					01.404.34 Legal Ads - Other		0.00			0.00				
126					01.404.35 Staff Bonds									
127					Assistant Treasurer Bond	\$ 1,009.00	1,009.00			1,009.00		\$ 1,009.00	\$ 1,009.00	
128					Clerk Bond	\$ 1,230.00	0.00			123.00		\$ 123.00	\$ 123.00	
129					Manager Bond	\$ 1,009.00	1,009.00			1,009.00		\$ 1,009.00	\$ 1,009.00	
130					Notary Bond	\$ -	158.50			500.00		\$ 500.00	\$ -	
131					01.404.35 Staff Bonds - Other		0.00			0.00				
132					01.404.45 Legal Fees-Solicitor									
133					General Business	\$ 6,284.00	3,645.00			8,000.00		\$ 9,500.00	\$ 13,000.00	
134					Legal Fees-Other		0.00			2,000.00		\$ -	\$ 2,000.00	
135					Legal Fees-Solicitor-Other		0.00			1,300.00		\$ -	\$ 1,300.00	
136					Matnaia	\$ 6,072.40	0.00			2,000.00		\$ -	\$ -	
137					Municipal Building	\$ 965.00	0.00			2,000.00		\$ -	\$ -	
138					Nittany Greyhound	\$ 1,525.00	0.00			0.00		\$ -	\$ -	
139					Regional Matters	\$ -	0.00			2,000.00		\$ -	\$ 2,000.00	
140					Zoning Matters	\$ -	3,877.00			2,500.00		\$ 7,000.00	\$ 8,000.00	
141					OSP Referendum (Solicitor Fees)							\$ -	\$ 2,000.00	
142					01.404.45 Legal Fees-Solicitor - Other		0.00			0.00				
143					01.404.49 Codification									
144					Regional Ordinances	\$ -	0.00			1,195.00		\$ -	\$ 2,400.00	
145					Updates	\$ 2,515.32	1,195.00			1,195.00		\$ 1,195.00	\$ 1,195.00	
146					Zoning	\$ -	0.00			3,585.00		\$ -	\$ 5,000.00	
147					01.404.49 Codification - Other		0.00			0.00		\$ -	\$ 4,000.00	
148					01.405.12 Clerk Wages		33,749.99			45,000.00		\$ 45,000.00	\$ 47,137.60	
149					01.405.15 PT Admin Asst Wages		19,616.83			24,999.52		\$ 24,999.52	\$ 26,440.96	
150					01.405.46 Clerk/Asst. Trea. Edu									
151					Clerk Milieage	\$ 163.50	145.20			215.00		\$ 215.00	\$ 200.00	
152					Clerk Pro. Dev.	\$ 425.00	471.17			1,055.00		\$ 500.00	\$ 4,000.00	
153					PT Admin Assistant Pro Dev	\$ 601.43	652.38			558.00		\$ 700.00	\$ 1,500.00	
154					01.405.46 Clerk/Asst. Trea. Edu - Other		0.00			0.00				
155					01.406.21 Office Supplies	\$ 3,150.30	2,026.42			3,850.00		\$ 3,500.00	\$ 3,300.00	
156					01.406.23 Postage	\$ 1,964.90	536.82			2,000.00		\$ 1,000.00	\$ 2,000.00	



**Profit & Loss Budget vs. Actual**  
January 1 through October 1, 2018

B	C	D	E	F	G	H	I	J	K	L	M	N	O
					Audited	Jan 1 - Oct 1, 18		Budget		Anticipated			
2					FY 2017					2018 Total		FY 2019 Budget	
3													
157				01.406.24 Gen. Oper. Supplies									
158				First Aide Supplies	\$ -	0.00		0.00	\$ -	\$ -		-	
159				Water	\$ 196.40	99.60		200.00	\$ 132.80	\$ 132.80		132.80	
160				01.406.28 Copier/Copies									
161				Copier Lease	\$ 3,625.13	2,727.68		3,600.00	\$ 3,637.00	\$ 2,918.76			
162				Copies	\$ 133.16	0.00		150.00	\$ -				
163				01.406.28 Copier/Copies - Other		0.00		0.00					
164				01.406.30 Dog Licenses Exp	\$ 736.00	758.00		800.00	\$ 800.00	\$ 800.00		800.00	
165				01.406.40 Hearings/Court Csts	\$ -	0.00		1,000.00	\$ -	\$ 1,000.00		1,000.00	
166				01.406.45 Zoning Officer Cont.	\$ 5,942.05	5,225.70		8,000.00	\$ 8,000.00	\$ 9,967.60			
167				01.407.22 Comp Hard/Software									
168				Annual Payroll Update									
169				Annual Support	\$ -	249.95		0.00	\$ 249.95	\$ 250.00		250.00	
170				Monthly Per Employee Fee	\$ -	150.52		0.00	\$ 150.52	\$ 200.69		200.69	
171				Annual Payroll Update - Other	\$ 401.74	413.40		499.99	\$ 413.40	\$ 413.00		413.00	
172				Comp Hard/Software-Other	\$ 1,239.57	1,798.31		3,000.00	\$ 1,798.31	\$ 1,660.00		1,660.00	
173				Email & Online Storage	\$ 99.00	613.71		533.77	\$ 613.71	\$ 615.00		615.00	
174				New Computer Amy	\$ 1,585.91	0.00		0.00	\$ -	\$ -		-	
175				New Laptop Scott	\$ 412.17	0.00		0.00	\$ -	\$ -		-	
176				SEDA COG Web Hosting	\$ 100.00	197.20		100.00	\$ 200.00	\$ 200.00		200.00	
177				Software Updates		0.00		0.00	\$ -				
178				01.407.22 Comp Hard/Software - Other	\$ 919.00	486.87		0.00	\$ 486.87	\$ 500.00		500.00	
179				01.408.45 Prof Engineering									
180				General Business	\$ 3,965.75	1,603.00		4,300.00	\$ 2,500.00	\$ 2,500.00		2,500.00	
181				Mahala Road	\$ 603.00	0.00		0.00	\$ -	\$ -		-	
182				01.408.45 Prof Engineering - Other		0.00		0.00	\$ -				
183				01.409.32 Telephone									
184				1948 HMVR Telephone	\$ 1,606.42	1,294.49		1,620.00	\$ 1,725.99	\$ 1,725.99		1,725.99	
185				Maint Bldg Telephone	\$ 977.86	876.25		1,140.00	\$ 1,140.00	\$ 1,140.00		1,140.00	
186				01.409.32 Land line community center	\$ -	0.00		0.00	\$ -	\$ 1,402.25			
187				01.409.36 Public Utilities									
188				1948 HMVR Electric	\$ 988.91	621.93		1,000.00	\$ 1,000.00	\$ 1,000.00		1,000.00	
189				1948 HMVR Heating Oil	\$ 1,758.91	1,643.08		1,700.00	\$ 1,700.00	\$ 1,700.00		1,700.00	
190				1948 HMVR Static IP	\$ 1,514.31	1,311.75		1,600.00	\$ 1,600.00	\$ 1,600.00		1,600.00	
191				Maint Bldg Electric	\$ 1,159.72	1,011.91		1,200.00	\$ 1,200.00	\$ 1,300.00		1,300.00	
192				Maint Bldg Propane	\$ 3,798.21	3,297.10		3,800.00	\$ 3,500.00	\$ 3,500.00		3,500.00	
193				Maint Bldg Water	\$ 23.00	96.00		100.00	\$ 100.00	\$ 100.00		100.00	
194				Municipal Bldg Electric	\$ 3,845.33	2,227.94		4,300.00	\$ 3,500.00	\$ 3,500.00		3,500.00	

Hairmoon Township  
**Profit & Loss Budget vs. Actual**  
January 1 through October 1, 2018

	B	C	D	E	F	G	H	I	J	K	L	M	N	O
						Audited	Jan 1 - Oct 1, 18			Budget		Anticipated		
						FY 2017						2018 Total	FY 2019 Budget	
2														
3														
195						Municipal Bldg Internet	\$ 1,381.63	1,132.20		1,400.00		\$ 1,400.00	\$ 1,400.00	
196						Municipal Bldg Water	\$ 48.86	368.52		70.00		\$ 450.00	\$ 100.00	
197						Other Electric	\$ 615.44	450.83		650.00		\$ 550.00	\$ 550.00	
198						01.409.36 Public Utilities - Other		0.00		0.00				
199						01.409.37 Bldg. Repair/Cleaning								
200						Bldg Repairs move to 1948 HMVR	\$ -	0.00		0.00		\$ -	\$ -	
201						Community Center Maintenance	\$ 95.85	278.99		200.00		\$ 300.00	\$ 2,500.00	
202						Cleaning Services 1948 HMVR	\$ 2,760.00	2,480.00		2,080.00		\$ 3,000.00	\$ 960.00	
203						Cleaning Services Community Center	\$ 300.00	160.00		2,080.00		\$ 300.00	\$ 3,000.00	
204						Community center exterminator	\$ -	0.00		0.00		\$ -	\$ 720.00	
205						Muni Bldg Rebuild Bldg								
206						Master Plan	\$ 973.25	0.00		0.00		\$ -	\$ -	
207						Roof Insulation	\$ 3,620.47	0.00		0.00		\$ -	\$ -	
208						Toilet Room Renovation	\$ 19,389.96	0.00		0.00		\$ -	\$ -	
209						Muni Bldg Rebuild Bldg - Other	\$ 2,863.22	77.60		0.00		\$ -	\$ -	
210						Rent at 1948 HMVR	\$ 9,225.00	9,450.00		9,450.00		\$ 9,450.00	\$ 9,684.96	
211						01.409.37 Bldg. Repair/Cleaning - Other		0.00		0.00				
212						01.411.01 Fire								
213						Fire Protection-PMFC	\$ 44,466.75	33,683.58		44,911.41		\$ 44,911.41	\$ 52,517.52	
214						Fire Protection-WMFC	\$ 17,928.32	13,446.24		17,928.35		\$ 17,928.35	\$ 17,928.35	
215						Foreign Fire Relier Exp	\$ 17,914.15	0.00		18,784.55		\$ 16,464.59	\$ 16,464.59	
216						01.411.01 Fire - Other		0.00		0.00				
217						01.411.35 Fire/EMS WC								
218						PM EMS WC	\$ 621.52	591.60		630.00		\$ 788.80	\$ 788.80	
219						PMFC Fire WC	\$ 4,945.66	5,813.32		5,200.00		\$ 7,751.09	\$ 7,751.09	
220						WMFC WC	\$ 2,781.39	2,888.11		3,000.00		\$ 2,881.11	\$ 3,000.00	
221						01.411.35 Fire/EMS WC - Other		0.00		0.00				
222						01.412.00 EMS Service	\$ 7,350.00	5,512.50		7,350.00		\$ 7,350.00	\$ 8,350.00	
223						01.414.46 PC Record Secretary	\$ 1,500.00	250.00		1,200.00		\$ 500.00	\$ 1,200.00	
224						01.414.46 PC Pro. Dev.	\$ -	0.00		500.00		\$ -	\$ 500.00	
225						01.429.31 Pro SEO Services	\$ 16,779.12	9,772.80		12,000.00		\$ 10,000.00	\$ -	
226						01.430.12 Public Works Salaries								
227						Road Crew Lead/Safety Dir Wages	\$ 38,938.89	30,407.65		39,812.00		\$ 39,812.00	\$ 40,825.60	
228						Road Superintendent Wages	\$ 57,441.63	45,455.85		58,571.00		\$ 58,571.00	\$ 60,920.60	
229						01.430.12 Public Works Salaries - Other		0.00		0.00		\$ -	\$ -	
230						01.430.15 PW PT & Seasonal Wage	\$ 11,721.74	10,263.83		22,282.60		\$ 22,282.60	\$ 23,279.25	
231						01.430.24 General Oper Supplies	\$ 882.87	542.77		1,200.00		\$ 1,000.00	\$ 1,000.00	
232						01.430.25 Repairs & Maint Supp	\$ 6,918.25	3,720.43		8,000.00		\$ 5,000.00	\$ 5,000.00	

**Halfmoon Township**  
**Profit & Loss Budget vs. Actual**  
January 1 through October 1, 2018

	B	C	D	E	F	G	H	I	J	K	L	M	N	O
						Audited	Jan 1 - Oct 1, 18			Budget		Anticipated		
						FY 2017						2018 Total	FY 2019 Budget	
2														
3														
233					01.430.33 Petro-Trucks & Equip	\$ 5,817.59	3,842.09			6,000.00		\$ 5,000.00	\$ 5,000.00	
234					01.430.46 PW Mfg & Trv Expen									
235					CDL Testing	\$ 195.00	0.00			250.00		\$ -	\$ 250.00	
236					Prof Dev/Training	\$ -	100.00			500.00		\$ 100.00	\$ 500.00	
237					Safety Director Training (Manager)	\$ -	0.00			0.00			\$ 500.00	
238					01.430.49 Uniforms Allowance	\$ 1,003.92	0.00			1,050.00		\$ 1,050.00	\$ 1,050.00	
239					01.430.74 Cap. Purchase-Machine									
240					New Flow Bracket	\$ 7,171.21	0.00			0.00		\$ -	\$ -	
241					Tools	\$ -	0.00			0.00		\$ -	\$ 1,000.00	
242					New front tires for Tractor	\$ -	0.00			0.00		\$ -	\$ 450.00	
243					New tires for GMC 3500	\$ -				0.00		\$ -	\$ 900.00	
244					01.438.00 Maint & Repairs Roads									
245					Dead Tree Removal	\$ 10,500.00	5,000.00			5,000.00		\$ 5,000.00	\$ 5,000.00	
246					General Maintenance	\$ 854.59	212.07			14,125.00		\$ 1,000.00	\$ 5,000.00	
247					Crack sealing	\$ -	0.00			0.00			\$ 3,000.00	
248					Mahala Road	\$ 200.15	0.00			0.00			\$ -	
249					01.438.00 Maint & Repairs Roads - Other		72.56			0.00				
250					01.447.45 CAT/A Bus Services	\$ 7,251.50	5,470.75			7,631.18		\$ 7,631.18	\$ 7,262.53	
251					01.454.25 Parks Maint & Repairs	\$ 3,141.53	2,619.65			8,660.00		\$ 3,200.00	\$ 13,870.00	
252					01.454.26 Parks Min Equip/Tools									
253					Park & Rec Equipment	\$ 640.00	6,620.36			640.60		\$ 7,000.00	\$ -	
254					01.454.26 Parks Min Equip/Tools - Other		0.00			0.00		\$ -		
255					01.454.28 Park & Rec Supplies									
256					Easter Party Supplies	\$ 306.48	503.70			500.00		\$ 503.70	\$ 525.00	
257					Movie Night	\$ 803.06	781.50			1,000.00		\$ 800.00	\$ 850.00	
258					01.454.28 Park & Rec Supplies - Other		0.00			0.00				
259					01.454.36 Ballfield Lights	\$ 197.94	152.91			180.00		\$ 200.00	\$ 200.00	
260					01.454.38 Port Toilet Rentals	\$ 2,700.00	1,840.00			2,400.00		\$ 2,200.00	\$ 2,200.00	
261					01.454.44 Trash/Riff Raff									
262					Riff-Raff	\$ 4,119.79	2,918.15			4,100.00		\$ 2,918.15	\$ 3,000.00	
263					Trash Collection	\$ 765.00	810.00			660.00		\$ 1,100.00	\$ 1,100.00	
264					01.454.44 Trash/Riff Raff - Other		0.00			0.00				
265					01.454.49 Park Plan									
266					Park Plan	\$ 594.81	0.00			0.00		\$ -	\$ -	
267					Parks Plan Engineering	\$ 264.50	0.00			0.00				
268					01.454.49 Park Plan - Other		0.00			0.00			\$ -	
269					01.458.42 Libraries									
270					Centre County Library	\$ 3,500.00	0.00			3,500.00		\$ 3,500.00	\$ 3,500.00	

Halfmoon Township  
Profit & Loss Budget vs. Actual  
January 1 through October 1, 2018

	B	C	D	E	F	G	H	I	J	K	L	M	N	O
2						Audited								
3						FY 2017	Jan 1 - Oct 1, 18			Budget		2018 Total	FY 2019 Budget	
271					Schlow CR Library	\$ 49,871.00	37,533.75			50,045.00		\$ 50,045.00	\$ 54,695.00	
272					01,456,42 Libraries - Other		0.00			0.00				
273					01,483,30 Empr Contr Retirement	\$ 25,519.00	30,029.00			30,029.00		\$ 30,029.00	\$ 31,354.00	
274					01,486,10 Liability Insurances	\$ 12,845.60	5,125.20			12,883.00		\$ 12,883.00	\$ 13,547.00	
275					01,487,01 HRA Reimbursement	\$ 1,425.69	618.48			1,600.00		\$ 1,600.00	\$ 1,600.00	
276					01,489,00 Unencumbered/Uncommit	\$ 3,677.43	688.43			4,672.63		\$ -	\$ 3,522.81	
277					01,489,46 Other Meetings									
278					Small Area Plan	\$ 509.79	0.00			500.00		\$ -	\$ -	
279					Town Hall Meeting	\$ 1,429.94	645.88			2,859.98		\$ 645.88	\$ 1,500.00	
280					01,489,46 Other Meetings - Other	\$ 1,600.09	801.23			1,400.00		\$ 1,200.00	\$ 1,200.00	
281					Transfer to Capital Equipment									
282					01,492,01 Transfers to Park Res	\$ 74,111.26	0.00			0.00		\$ 20,000.00	\$ -	
283					01,492,02 Trans GF to Bldg	\$ 104,819.17	0.00			20,986.94		\$ 20,986.94	\$ 2,517.23	
284												\$ 65,000.00		
285					Payroll Expenses									
286					01,481,00 Empr SS/MC/UC/MC	\$ 20,361.96	16,446.25			28,216.51		\$ 28,216.51	\$ 28,535.30	
287					01,487,196 Health Insurance	\$ 34,210.56	27,541.36			35,847.66		\$ 35,847.66	\$ 38,557.90	
288					01,487,198 Other Insur/Benefits									
289					457 Deferred Compensation	\$ 200.00	0.00			200.00		\$ 200.00	\$ 200.00	
290					Dental Insurance	\$ 1,551.36	1,296.92			1,865.22		\$ 1,400.00	\$ 1,400.00	
291					Life Insurance	\$ 1,000.00	0.00			1,000.00		\$ 1,000.00	\$ 1,000.00	
292					Short Term Disability	\$ 714.24	0.00			720.00		\$ 720.00	\$ 720.00	
293					Vision Insurance	\$ 313.76	240.80			349.32		\$ 300.00	\$ 300.00	
294					01,487,198 Other Insur/Benefits - Other		0.00			0.00				
295					Reconciliation Discrepancies		0.00			0.00				
296					Total Expense	\$ 930,699.98	\$ 592,910.27			\$ 882,700.03		\$ 919,023.58	\$ 901,485.40	
297					Net Income	\$ 124,949.30	\$ 171,531.17			\$ 543.01		\$ 2,942.38		

Halfmoon Township  
Profit & Loss Budget vs. Actual  
January 1 through October 1, 2018

Cell: N5

Comment: Susan Steele:

County automatically increases assesment amounts 1% per year

Cell: M6

Comment: Susan Steele:

\$7,000 was a one time real estate account closure

Cell: G8

Comment: Susan Steele:

This includes an extra payment received in January (13 payments) due to PSU going from quarterly to monthly at the end of the last 1/4 in 2017

Cell: M8

Comment: Susan Steele:

This is the average monthly of around \$37,000-\$38,000 in 2018 x 12

Cell: N8

Comment: Susan Steele:

FY 2018 figure plus 1% as Centre Tax calculates each year

Cell: N19

Comment: Susan Steele:

\$200 a month in rentals (just an estimate to work with)

Cell: H33

Comment: Susan Steele:

\$15985.00 was for Maloney's subdivision and 1260 for two other subdivisions

Cell: N33

Comment: Susan Steele:

3 subdivisions at \$600 a piece

Cell: H34

Comment: Susan Steele:

Road/stormwater escrow

Halfmoon Township  
**Profit & Loss Budget vs. Actual**  
January 1 through October 1, 2018

Cell: N44

Comment: Susan Steele:

Code is taking over all Seo responsibilities in 2019--will be issuing sewer permits and charging for them in-house--Attachment 12

Cell: N45

Comment: Susan Steele:

Code will be taking over in FY 2019--all fees will be charged and paid thorough them

Cell: H52

Comment: Susan Steele:

For water break at municipal building

Cell: H53

Comment: Susan Steele:

Replaced Xerox copier with Ricoh (cheaper per month and better machine). Ricoh gave us money to buy out the remainder of the Xerox lease

Cell: H54

Comment: Susan Steele:

Misc plus a \$3382.34 refund from SC Borough for EIT tax collection

Cell: N64

Comment: Susan Steele:

\$9000 for salaries + \$500 to attend CCATO (\$50 per meeting per statute per supervisor)

Cell: N67

Comment: Susan Steele:

See Attachment 1

Cell: G76

Comment: Susan Steele:

For Economic Development Membership of Mark S.

Halfmoon Township  
**Profit & Loss Budget vs. Actual**  
January 1 through October 1, 2018

Cell: O78

Comment: Susan Steele:

Attach 2-Now included in PML dues

Cell: N83

Comment: Susan Steele:

See attachment 3

Cell: N84

Comment: Susan Steele:

See Attachment 4

Cell: H85

Comment: Susan Steele:

CCATO

Cell: N85

Comment: Susan Steele:

CCATO

Cell: N87

Comment: Susan Steele:

Attachment 5 is COG draft proposed budget summary

Cell: N92

Comment: Susan Steele:

Regional and Local Planning

Cell: N97

Comment: Susan Steele:

Divided 2018 actuals by 9 months to come up with a monthly figure then multiplied by 12

Cell: N100

Comment: Susan Steele:

\$1,000 is for dues--the other \$1,000 for a contribution if needed for an incentive

**Haltmoon Township**  
**Profit & Loss Budget vs. Actual**  
January 1 through October 1, 2018

Cell: N101

Comment: Susan Steele:

3% Cola, 2.75% merit—works 50-60 per week

Attachment 6 (suggested salaries approved on 9/11/18 along with PSAT's salary chart-Attachment 7

Cell: N103

Comment: Susan Steele:

Mileage for errands and meetings per month averages \$200

Cell: N104

Comment: Susan Steele:

ICMA Annual Conference

APPM State Conference

APPM Executive Conference (2)

ICMA Regional Conference

Cell: H106

Comment: Susan Steele:

Will be billed-around \$150

Cell: H110

Comment: Susan Steele:

For both Township Audit and Pension Audit

Cell: N110

Comment: Susan Steele:

Represents 3% increase per agreement--Attachment 8

Cell: N111

Comment: Susan Steele:

Required for any grant over \$100,000--Attachment 8

Cell: N112

Comment: Susan Steele:

Required for any grant over \$100,000--Attachment 8



Halfmoon Township  
Profit & Loss Budget vs. Actual  
January 1 through October 1, 2018

Cell: G115

Comment: Susan Steele:

This includes envelopes with prepaid postage

Cell: H115

Comment: Susan Steele:

Did not need prepaid postage envelopes

Cell: N115

Comment: Susan Steele:

Will need prepaid postage envelopes

Cell: N117

Comment: Susan Steele:

\$1,500 for required CLE conference/training to keep certification plus \$500 car/mileage expense-Attachment 9

Cell: N121

Comment: Susan Steele:

Possible advertising of Property Maintenance Code \$500

Cell: N123

Comment: Susan Steele:

If we redo and revise all land use ordinances at the same time

Cell: M133

Comment: Susan Steele:

Includes work on litigation (\$5000)

Cell: N133

Comment: Susan Steele:

Includes litigation costs if any-around \$5,000

Cell: N139

Comment: Susan Steele:

To review Property Maintenance Code and prepare Ordinance

Halfmoon Township  
**Profit & Loss Budget vs. Actual**  
January 1 through October 1, 2018

Cell: N140

Comment: Susan Steele:

If review all land use ordinance changes at once

Cell: N141

Comment: Susan Steele:

Per Jeff (approximate)

Cell: N144

Comment: Susan Steele:

For Property Maintenance Code possible & RGB Implementation Agreement codification

Cell: N146

Comment: Susan Steele:

If we codify all land use revisions at the same time—otherwise will be around \$2,000 a piece or 8 for \$16,000

Cell: N147

Comment: Susan Steele:

Misc language changes to Code (eg waiver on pre-existing lots, etc.)—estimate is for two of them

Cell: N148

Comment: Susan Steele:

3% COLA, 1.75% merit, approved by supervisors on 9/11/18, Attachments 6 and 7

Cell: N149

Comment: Susan Steele:

3% COLA, 2.75% merit, approved by supervisors on 9/11/18, \$18.16 per hour, works 28 hours per week, permanent part time

Cell: N152

Comment: Susan Steele:

PAMA Conference to keep certification \$2000.00

Misc Conference for job=\$1,500

\$500 for mileage/cr

Attachment 10

Halfmoon Township  
Profit & Loss Budget vs. Actual  
January 1 through October 1, 2018

Cell: N153

Comment: Susan Steele:  
Attachment 9

Cell: N155

Comment: Susan Steele:  
Includes 3,000 for general offices supplies plus \$300 for new shredder -- Attachment 11

Cell: N156

Comment: Susan Steele:  
This includes one mass mailing to residents e.g. town hall meeting, etc.

Cell: N161

Comment: Susan Steele:  
Attachment 13

Cell: N165

Comment: Susan Steele:  
For Petition for Cert if needed

Cell: N166

Comment: Susan Steele:  
Average Monthly cost in FY 2018 x 12 months  
Plus \$3,000 to review zoning and SALDO changes and attend meetings

Cell: N172

Comment: Susan Steele:  
Surface Pro for Susan (IPAD from Ben broken or not working well)--Attachment 14  
Plus new website (in case not done or paid in FY 2018)=910 Attachment15

Cell: N186

Comment: Susan Steele:  
For basic land phone line at Community Center (needed for emergencies)=116.86 x 12

Halfmoon Township  
**Profit & Loss Budget vs. Actual**  
January 1 through October 1, 2018

Cell: H196

Comment: Susan Steele:

More expensive because of the leak/water pipe break. I've asked Ben Pisoni to look into

Cell: N201

Comment: Susan Steele:

At community center:

\$1,000 towards painting entire interior in five years, \$1,000 buffing all floors each year per Andy/Contractor, \$500 general maintenance—supplies, locks, keys, etc.

Cell: N202

Comment: Susan Steele:

Clean once a month \$80 a week—Attachment 16

Cell: N203

Comment: Susan Steele:

Cleaning once a week for \$80 a week

Cell: N204

Comment: Susan Steele:

Resume once building is being used again—mouse inside quite a bit—cost around \$60 a month

Cell: N210

Comment: Susan Steele:

Per Lease, Attachment 17, rent will be \$807.08 per month

Cell: N213

Comment: Susan Steele:

1% increase as agreement (Attachment 18), states .85 mls based on current assessment which county increases 1% each year = \$45360.52 + \$7,157 due for annual payment for rescue truck for 9 years—Attach 28

Cell: N218

Comment: Susan Steele:

Paid 1/4

Halfmoon Township  
**Profit & Loss Budget vs. Actual**  
January 1 through October 1, 2018

Cell: N219

Comment: Susan Steele:  
Pd quarterly

Cell: N223

Comment: Susan Steele:  
\$50 x 26 (two meetings amonth)

Cell: N225

Comment: Susan Steele:  
Code taking over in FY 2019--will be a direct bill and payment to consumer

Cell: N227

Comment: Susan Steele:  
3% COLA, .50% merit--new hourly wage \$22.97 x 35=\$40167.40 regular wages with around \$662.20 OT  
See attachments 6 and 7

Cell: N228

Comment: Susan Steele:  
3% Cola, 1% merit. New hourly wage \$32.93 x 35 a week= \$59932.60 regular wages plus \$988 in OT  
See attachments 6 and 7

Cell: N230

Comment: Susan Steele:  
Haskell (Permanent PT-25 hours a week), 3% Cola, 2% permit, new wage \$16.02 per hour x 25 plus As needed PT at \$15.76 per hour up to \$1,313.25 annually

Cell: N242

Comment: Susan Steele:  
AG&Turf phone estimate

Cell: N243

Comment: Susan Steele:  
LMR phone estimate

Halfmoon Township  
**Profit & Loss Budget vs. Actual**  
January 1 through October 1, 2018

Cell: N250

Comment: Susan Steele:

Per CAT A present agreement plus 3% increase since they run on FY rather than calendar year (7/1-6/30)  
Attachment 19

Cell: N251

Comment: Susan Steele:

Replace poles on lower field backstop: craig fencing, \$1600, Attach 20  
Paint tennis court out of bounds--Ameron-\$5,700, Attach 21  
Professional company repaint tennis lines--no one interested--Scott's called  
New tennis net-BNS sports-\$140, Attach 22  
New volley ball net-BNS Sport-\$60, attach 22  
New ice rink liner-Frank Roberts & Sons, \$1,700, attach 23  
Replace main light pole in muni park-Heritage Electric-\$1,600, Attach 24  
Certified Park Mulch = \$2,000  
Misc. Equipment and Park Repairs=\$1,000

Cell: H266

Comment: Susan Steele:

Beginning in FY 2018, out of parks fund, DCFD match

Cell: N271

Comment: Susan Steele:

Attachment 5:  
\$51991 operation and \$2704 capital

Cell: N273

Comment: Susan Steele:

MMO-Attachment 25

Cell: N274

Comment: Susan Steele:

Attachment 26

Cell: F280

Comment: Susan Steele:

Monthly staff meeting luncheons, retreats, etc..

Halfmoon Township  
Profit & Loss Budget vs. Actual  
January 1 through October 1, 2018

Cell: N286

Comment: Susan Steele:

10% of anticipated total payroll-this includes W/C, Fed, State and Medicare employer taxes, unemployment

Cell: N287

Comment: Susan Steele:

What we are currently paying for health plus 5% increase as premium is due in June of each year  
Attachment

1

Susan E. Steele

**From:** andymerritt@halfmoontwp.us  
**Sent:** Friday, June 16, 2017 12:44 PM  
**To:** townshipclerk@halfmoontwp.us; supervisors@halfmoontwp.us  
**Subject:** Cable consortium

Hey all,

just left the CACC meeting. for budgeting purposes, plan about 6,000 for legal fees for review of the licensing agreement. the total costs were about ~~45,000~~ 43,000 divided 8 ways.

andy

P. et al. fees on 6/4/17  
pre-stop will be paid  
in 2017: \$1000

Revised total \$36,450

HMT = 1,861.00





Pennsylvania Municipal  
**League**

*Attach*  
*28*

**PML.org**  
414 North Second Street  
Harrisburg, PA 17101

717-236-9469  
f 717-236-6716

Ms. Susan Steele  
Halfmoon Township  
1948 Halfmoon Valley Road  
Port Matilda, PA 16870

Dear Ms. Steele,

Thank you for your continued membership in the Pennsylvania Municipal League. Enclosed please find the membership invoice for 2019.

We are very pleased to announce that the League Board of Directors recently approved a dues restructuring plan for 2019. The new structure reduces membership dues for League members by .08 mills and increases program discounts to 20% for members who participate in UCOMP, Penn PRIME Liability and Penn PRIME WC Trusts. Additionally, Public Employer Labor Advisory Service (PELRAS) membership is now provided at no cost for all members as an added benefit of PML membership. Please review the attached invoice and discover the additional savings to your community.

This has been another amazing year of growth and progress for our organization. We are proud to represent 101 direct members and to continue offering great programs and services.

We continue to advocate on your behalf, fighting against pre-emption and working for legislative reforms. Visit our website for the complete list of legislative priorities and policies. Stay updated by reading our monthly publications, League Link and Legislative Locator.

Our new brand has been revealed and stay tuned for a new, more interactive website coming in early 2019.

We value your membership and encourage you to take advantage of all the League offers. We look forward to seeing you at one of our many training opportunities, your spring district meeting, and our annual summit being held in historic Gettysburg in 2019, October 3-5. As always, please feel free to contact me with any comments or questions about your membership.

Sincerely,

Richard J. Schuettler  
Executive Director

Cc: The Honorable Danelle DeICorso, Chairwomen



## INVOICE

October 10, 2018

Invoice Number: 43352

Halfmoon Township  
1948 Halfmoon Valley Rd  
Port Matilda PA 16870

2019 Pennsylvania Municipal League Dues: \$853.44

Less Dues discount for participation in  
PML business programs

Fourth Year-25%	\$(213.36)
PennPRIME:	\$
PennPRIME WCT:	\$
Business Leaders:	\$
UCOMP:	\$_____

Total Discount: \$(213.36)

**TOTAL 2019 DUES:** \$640.08

**NEW FOR 2019-PELRAS** membership is now included as a no cost benefit to all League Members!

Dues are payable on or before February 1, 2019

PLEASE RETURN STUB WITH PAYMENT

Halfmoon Township  
1948 Halfmoon Valley Rd  
Port Matilda PA 16870

43352

PML Annual Dues »  
\$640.08 SN ID: 19129

REMIT  
TO:

PA MUNICIPAL LEAGUE  
414 NORTH SECOND STREET  
HARRISBURG, PA 17101

Questions: (717) 236-9469

3

HALFMOON TOWNSHIP,  
CENTRE COUNTY,  
PENNSYLVANIA

RESOLUTION 2017-17

A RESOLUTION OF THE TOWNSHIP OF HALFMOON, CENTRE COUNTY,  
PA TO APPROVE THE FY 2018 CONTRIBUTION TO THE SPRING CREEK  
WATER RESOURCE MONITORING

WHEREAS, Halfmoon Township has agreed to pay for its prorate share to test the  
water annually within Spring Creek;

NOW, THEREFORE, BE IT RESOLVED, and it is hereby approved the Board of  
Supervisors of the Township of Halfmoon, approves the following in FY 2018 for a  
contribution to water testing;

Spring Creek Water Resource Monitoring shall be paid c/o Clearwater  
Conservancy in the amount of \$1,054.00 FY 2018

**RESOLVED** and adopted this 14th day of December, 2017.

HALFMOON TOWNSHIP BOARD OF SUPERVISORS

By: \_\_\_\_\_

Attest:

\_\_\_\_\_

4  
HALFMOON TOWNSHIP,  
CENTRE COUNTY,  
PENNSYLVANIA

RESOLUTION 2017-16

A RESOLUTION OF THE TOWNSHIP OF HALFMOON, CENTRE COUNTY,  
PA TO APPROVE THE FY 2018 CONTRIBUTION TO THE SPRING CREEK  
WATER COMMISSION

WHEREAS, Halfmoon Township is a member of the Spring Creek Water  
Commission to insure the watersheds within the region are protected;

NOW, THEREFORE, BE IT RESOLVED, and it is hereby approved the Board of  
Supervisors of the Township of Halfmoon, approves the following in FY 2018 for a  
contribution to SPRING CREEK WATER COMMISSION in connection with  
protection of the region's watersheds;

That Spring Creek Water Commission shall receive the sum of \$275 for FY  
2018

**RESOLVED** and adopted this 14th day of December, 2017.

HALFMOON TOWNSHIP BOARD OF SUPERVISORS

By: \_\_\_\_\_

Attest:

\_\_\_\_\_

# ANNUAL BUDGET

## TABLE B

### 2019 COG BUDGET: SUMMARY OF PROPOSED REVENUES

	Total	Fund Balance	County	Other	Local	* - Amended by Staff 10/2/18					
			State	Revenues	Government	State College	College	Ferguson	Halfmoon	Harris	Patton
			Federal	& Fees	Share	Borough	Township	Township	Township	Township	Township
Administration	\$ 742,392 *	\$ 70,309	\$ -	\$ 286,500	\$ 385,583 *	\$ 87,874 *	\$ 62,349 *	\$ 102,025 *	\$ 16,657 *	\$ 35,975 *	\$ 80,703 *
Regional Refuse	290,239	169,169	-	121,070	-	-	-	-	-	-	-
Contingency	27,110	26,910	-	200	-	-	-	-	-	-	-
COG Building Capital	180,644	130,153	-	18,080	34,411	7,842	5,564	9,105	1,487	3,211	7,202
Insurance Reserve	559,905	531,155	-	128,750	-	-	-	-	-	-	-
Unemployment	99,567	65,002	-	34,565	-	-	-	-	-	-	-
Codes - New Construction	5,613,830	3,959,050	-	1,654,780	-	-	-	-	-	-	-
Codes - Existing Structures	1,499,503	302,333	-	1,197,170	-	-	-	-	-	-	-
Codes - Capital	330,890	135,090	-	195,900	-	-	-	-	-	-	-
Library Operating	2,438,063	147,156	366,499	386,201	1,538,207	445,619	221,502	442,080	51,991	105,829	271,186
Library Capital	521,349	534,549	-	6,800	80,000	23,176	11,520	22,992	2,704	5,504	14,104
CRPA	790,864 *	45,950	131,500	1,800	611,614 *	70,390 *	179,336 *	81,725 *	57,970 *	92,196 *	129,995 *
CCMPO	603,401 *	57,762	418,563 *	1,400	125,676 *	32,972 *	22,815 *	29,499 *	4,601 *	11,316 *	24,473 *
Fire Protection	1,303,793 *	91,241	-	122,027 *	1,090,525 *	287,677 *	204,077 *	334,292 *	-	-	264,479 *
Fire Capital	1,481,004	1,058,891	-	118,986	303,127	79,964	58,726	92,921	-	-	73,516
Emergency Management	178,785 *	47,042	-	3,300	128,444 *	29,272 *	20,770 *	33,986 *	5,549 *	11,984 *	26,883 *
Emergency Mgmt - Contingency	113,096	111,096	-	750	1,250	285	202	331	54	116	262
Parks & Recreation	2,101,674 *	261,851	-	376,961	1,462,862 *	348,154 *	246,969 *	404,448 *	848 *	142,712 *	319,931 *
Parks Capital	491,133	325,283	-	2,950	182,900	38,786	27,514	45,058	-	15,899	35,643
Aquatics	709,669	147,644	-	562,025	-	-	-	-	-	-	-
Pools Capital	570,255	79,132	-	2,000	489,123	114,361	81,987	136,275	-	47,515	108,985
Active Adult Center	379,096 *	66,546	109,853	39,500	163,196 *	35,677 *	46,043 *	42,581 *	-	18,952 *	19,943 *
Nature Center - Operating	306,510 *	67,379	-	149,250	89,881 *	21,401 *	15,161 *	24,861 *	-	8,772 *	19,666 *
Nature Center - Capital	1,320,178	610,178	-	660,000	50,000	11,905	8,445	13,830	-	4,880	10,940
Regional Parks - CRPRA	3,198,979	2,009,789	-	816,000	371,190	86,476	66,987	104,376	-	34,834	76,417
<b>TOTAL</b>	<b>\$ 26,062,029 *</b>	<b>\$ 11,050,660</b>	<b>\$ 1,026,415 *</b>	<b>\$ 6,886,965 *</b>	<b>\$ 7,087,989 *</b>	<b>\$ 1,721,831 *</b>	<b>\$ 1,277,987 *</b>	<b>\$ 1,920,385 *</b>	<b>\$ 141,661 *</b>	<b>\$ 539,797 *</b>	<b>\$ 1,466,328 *</b>

9/14/2018 10/4/18

6

	A	B	C	G	H	I	J	K	L	M
1										
2										
3	Salary Order	Exempt	Non Exempt	2018	2018 Regular Wage	Anticipated Total	2018	Regular Wage	Anticipated Total	
4	Susan*	1% COLA-4% MERIT			\$45.06/hour	\$	82,000.00	3% COLA, 2.75% Merit	47.65 \$	85,715.00
5	Scott		1% COLA, 2% MERIT		\$31.66/hour	\$	58,571.00	3% COLA, 1% Merit	\$32.93	60,920.60
6										
7	*Amy Amith	1% COLA-4% Merit								
8	Mike		1% COLA, 2.25%		\$24.72/hour	\$	45,000.00	3% COLA, 1.75% Merit	\$25.90	\$47,137.60
9					\$21.32/hour	\$	39,812.00	3% COLA, .50% Merit	\$22.07	40,823.60
10	Brett Laird		1% ColA, 2.5% Merit		\$17.17/hour				\$18.16	\$36,440.96
11	Haskell		1% ColA, 1.25% Merit		\$16.11/hour	\$	20,943.00	3% ColA, 2% Merit	\$16.75	\$21,775.00
12	Jim Smith		1% ColA		\$15.76/hour	\$	1,339.60	Stays same	\$15.76	\$1,313.25
13										
14						\$	277,655.12		\$	285,132.01
15						5%			5%	
16						between 2017-2018			between 2018 and 2019	
17						\$	13,897.19		\$	12,466.89

## Employee Positions by Region

### **Northcentral (West) – Cameron, Centre, Clearfield, Clinton, Elk, Jefferson, McKean, & Potter**

Employee Position	Full-Time Hourly Rates					Part-Time Hourly Rates				
	# of Twps	Low	Avg.	Med.	High	# of Twps	Low	Avg.	Med.	High
<b>Office Staff:</b>										
Secretary-Treasurer	29	10.00	16.68	16.00	25.75	45	7.25	13.58	13.51	20.00
<b>Public Works/Road Crew:</b>										
Roadmaster	33	13.00	17.65	17.86	24.40	23	7.50	13.89	13.75	20.10
Road Superintendent	5	15.50	28.54	30.90	33.09					
Road Foreman	19	14.25	19.08	18.20	25.02					
Assistant Roadmaster	5	13.50	14.41	14.00	15.55					
Mechanic	5	13.25	19.30	21.01	25.25					
Heavy Equipment Operator	21	12.00	15.90	15.00	23.50	10	11.50	13.99	13.70	18.00
Light Equipment Operator	5	13.30	16.36	15.25	21.01	6	11.50	12.54	12.00	15.00
Sewer/Wastewater Plant Operator						5	7.50	20.67	16.50	35.00
Labor, Skilled	25	10.00	16.50	16.00	22.61	16	9.00	12.09	11.75	16.00
Labor, Unskilled	12	8.50	13.45	13.95	19.25	15	9.50	11.48	11.50	14.00
CDL Driver	12	11.00	16.02	15.63	21.85	5	11.50	14.55	15.00	18.00
Park Maintenance						5	9.50	13.81	14.00	20.10
<b>Planning/Code Enforcement:</b>										
Code Enforcement Officer						8	7.50	12.58	11.71	21.50
Sewage Enforcement Officer						7	7.50	43.93	50.00	60.00
Zoning Officer						13	7.50	18.80	15.00	55.00
<b>Seasonal:</b>										
Seasonal Road Worker/Laborer						22	7.25	11.56	11.50	15.41
CDL Driver (Seasonal)						9	11.50	14.66	15.00	18.80
<b>Management/Professional:</b>										
Township Manager	5	36.18	40.57	37.89	52.06					
<b>Police Positions:</b>										
Police Chief	6	17.13	31.79	31.58	48.21					
Patrolman	5	21.78	28.79	28.88	35.59					

### **Northcentral (West) Township Responses and Employee Benefits:**

- 85 out of 142 townships in this region responded, a response rate of 60 percent.
- 41 responding townships, or 48 percent, provide employee medical and hospitalization insurance.
- 41 responding townships, or 48 percent, provide paid pension or retirement benefits.

	Baker Tilley	Maier Duessel
Public Sector Experience	Yes-have 300 employees working full time with public sector entities	Yes-Only does governmental and NFP work
Local Presence	Yes-SC Office	Yes-SC Office
Public Sector Client Number	1,000 +	530+
Types of Public Sector Clients & Work	Municipalities Consulting Single Audits Utilities and Transit Higher Education NFP K-12 Counties	66 Municipalities 85 authorities 12 School Districts 10 Counties 9 Transit Authorities 7 State Entities 3 Intermediate Units 3 Community Colleges 3 Tax Collection Committees 35 Other Local Government
Regional Municipal Clients	Halfmoon Township Harris Township	State College Borough Centre Region Council of Governments
Staff Members to Work on HMT	Rick Bair, Relationship & Audit Partner David Bolton-Q/A Partner Anna Greico-Staff Auditor in Charge	Timothy Morgus-Engagement Partner Jeffrey Kent-Q/A Partner Joseph Minick-Staff Auditor in Charge
Deliverables	Quotes good only until 12/31/16	Quotes Good Through 12/31/17 and then anticipate rising around 3% per year
Annual: DCED Report Consolidated Financial Statement for publication Adjusted Trial Balance and approved JE adjustments Liquid Fuels Financial Statements & Audit Open Space Financial Statements & Audit Tax Collection Accounts Financial Statements & Audit Bi-annual pension audit and financial statements	\$10,000.00 (good through 12/31/16 including pension audit)	\$5,900.00 (good through 12/31/17 and then around 3% increase per year)
Grant Audits – Required by the State for any grants of \$100,000 or more (as needed)	\$3,500-\$5,000	\$2,000 per audit
Financial Advice (Debt, budgeting, cash flow,	First two hours free and then charged at the rate of \$150 to	Comes with auditing package



9

Conferences for Brett:

Tax collector conference/training CLE required--\$1,500 (to keep certification)

Other Misc Conferences or seminars of interest or improvement for job (e.g. quickbooks, etc.): \$1,500

10

Conferences for Amy:

PAMA--\$2,000 (to keep certification)

Other Misc Conferences or seminars of interest or improvement for job (e.g. open records, etc.): \$1,500

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Home > Shredders, Projectors & Office Machines > Shredders & Accessories > Shredders > Fellowes Powershred 79Ci 16-Sheet 100% Jam Proof Cross-Cut Shredder

Item #: 703104 | Model #: 3227901/3227917



Rollover image to zoom in



View all

## Fellowes Powershred 79Ci 16-Sheet 100% Jam Proof Cross-Cut Shredder

321 Reviews Add to List

Share:

Each  
Special financing available

☐ Delivered by Wed, Oct 03  
with Next-Day Delivery

**\$214.59**

This item not available in stores

Add a Protection Plan | 2 available starting at \$20.79

Qty 1

ADD TO CART

Staples memberships could save you more | Learn More

eligible Learn | Sign in

### Product Details

- Shreds: Staples, Credit Cards, Paper Clips, CDs/DVDs, Junkmail
- 6 gallon pull-out bin
- Measures 21.31 by 15.38 by 10.44 inches (HxWxD)

Go to full description & specifications

SAVE AN  
EXTRA \$25.60

With this  
STAPLES Brand  
Equivalent



Staples High-Speed Cross-Cut  
Shredder, 16-Sheet Capacity

217 Reviews

**\$188.99** Each

1

ADD TO CART

Supplies & Accessories

Product Description & Specifications

From The Manufacturer

Reviews

▸ ×

## Supplies And Accessories

12  
**Susan E. Steele**

---

**From:** Susan E. Steele <manager@halfmoontwp.us>  
**Sent:** Monday, July 16, 2018 11:37 AM  
**To:** 'Walter G. M. Schneider III, Ph.D., P.E., CBO, MCP'  
**Cc:** 'townshipclerk@halfmoontwp.us'; 'Susan Steele'  
**Subject:** SEO Services for FY 2019 in Halfmoon Township

Walt:

I know we spoke and emailed each other previously about Code taking over the Township's SEO services in FY 2019. I left a message for you Friday to confirm same with both Amy and Danelle stating you incorporated doing HMT's SEO services next year in your program plan and budget.

This serves as confirmation Code will be providing this SEO service beginning in FY 2019. To that end, I have attached an educational seminar being conducted by PSATS regarding loans/grants for septic repairs. This might come in handy next year for any repairs in HMT or other municipality where Code is the SEO as many times citizens state they cannot afford their septic necessary repairs.

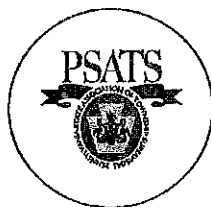
Since COG is not a township, I doubt the organization is a member. If that is the case, please feel free to let me know if you or other members of CODE want to attend, and I can register you and them for same under HMT's membership and reduced rate.

Thanks.

Susan Steele  
Township Manager

**From:** PSATS' Education <kkronicz@psats.org>  
**Sent:** Monday, July 16, 2018 8:31 AM  
**To:** manager@halfmoontwp.us  
**Subject:** Helping Residents Finance On-lot Sewage System Repairs

Click [here](#) if you are having trouble viewing this message.



**WEBINAR**  
**WEDNESDAYS**



## Topp Business Solutions

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Fax (570) 344-5227  
[www.toppcopy.com](http://www.toppcopy.com)

## Cost Comparison

July 13, 2018

### Prepared For:

Halfmoon Township  
1948 Halfmoon Valley Road  
Port Matilda, PA 16870

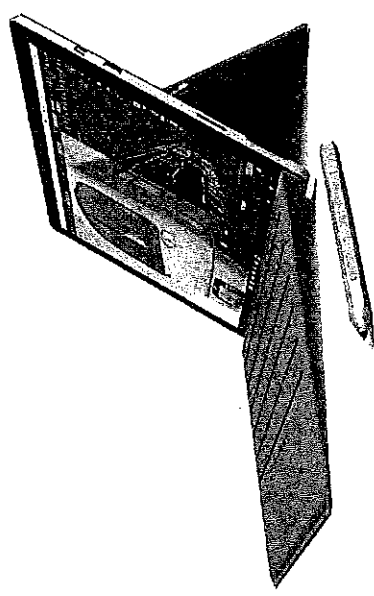
### Prepared by:

Aaron Fineberg  
Major Account Executive  
[afineberg@toppcopy.com](mailto:afineberg@toppcopy.com)

Current			
Equipment * 60 Month Lease*			
Includes 2,000 b/w pages & 800 color pages			
Xerox W7220PT			\$268.30
<b>Total Monthly Equipment Cost:</b>			<b>\$268.30</b>
Service Contract (Base)			
** Includes All Parts, Labor & Supplies **			
Black and White			
0	\$0.00700		\$0.00
Full Color			
0	\$0.0530		\$0.00
<b>Total Monthly Base</b>			<b>\$0.00</b>
Overages			
Black and White			
0	\$0.00700		\$0.00
Full Color			
0	\$0.0530		\$0.00
<b>Total Monthly Overages</b>			<b>\$0.00</b>
<b>Total Monthly Cost:</b>			<b>\$268.30</b>

Proposed			
Equipment * 60 Month Lease *			
Lanier MPC3004			
			\$206.00
<b>Total Monthly Equipment Cost:</b>			<b>\$206.00</b>
Service Contract (Base)			
** Includes All Parts, Labor & Supplies **			
Black and White			
0	\$0.007000		\$0.00
Full Color			
0	\$0.04250		\$0.00
<b>Total Monthly Base</b>			<b>\$0.00</b>
Overages			
Black and White			
1,421	\$0.007000		\$9.95
Full Color			
642	\$0.04250		\$27.29
<b>Total Monthly Overages</b>			<b>\$37.23</b>
<b>Total Monthly Cost:</b>			<b>\$243.23</b>

<b>Savings per Month</b>	<b>\$25.07</b>
<b>Savings per Year</b>	<b>\$300.81</b>



Roll over image to zoom in

**Microsoft**  
**Microsoft Surface Pro 4 (128 GB, 4 GB RAM, Intel Core i5)**  
 4.7 out of 5 stars (870 customer reviews) | 476 answered questions

List Price: ~~\$899.00~~  
 Price: **\$743.99** + FREE Shipping  
 You Save: \$255.01 (28%)

Print (1) Try Fast, Free Shipping

Only 15 left in stock - order soon.  
 Want it Friday, May 18? Order within 2 hrs 45 mins and choose Two-Day Shipping at checkout. Details

Business Seller - Ships from and sold by Dig17

- Surface Pro 4 powers through everything you need to do, while being lighter than ever before
- The 12.3 PixelSense screen has extremely high contrast and low glare so you can work through the day without straining your eyes
- Keyboard is not included and needed to be purchased separately
- Features an Intel Core i5 6th Gen (Skylake) Core, Wireless 802.11ac Wi-Fi wireless networking, IEEE 802.11a/b/g/n compatible Bluetooth 4.0 wireless technology
- Ships in Consumer packaging.
- See more product details

Compare with similar items

Used & new (51) from \$559.99 - \$8.95 shipping

Report incorrect product information.

There is a newer model of this item:

Microsoft Surface Pro (Intel Core i5, 4GB RAM, 128GB) - Newest Version  
 \$769.99  
 In Stock

What you need to know - This product has a serial number that uniquely identifies the item. When your order ships, Amazon will scan the serial number and add it to the history of the order. Should the item go missing before it arrives, Amazon may register the serial number with loss and theft databases to prevent fraudulent use or resale of the item. There is no action required from you and the serial number will only be used to prevent fraudulent activity associated with the missing item.

Father's Day Electronics Gift Guide

Find great tech gifts for Father's Day from electric razors to smart home gadgets and more. Shop now

Share:

Buy new: **\$743.99**

Qty: 1 ☒ Buy in bulk?

**\$743.99** - Free Shipping  
 Only 15 left in stock - order soon.  
 Sold by Dig17

Add-on Accessories:

- ☐ Office 365 Personal (1-user Keyboard) **\$59.99**
- ☐ Microsoft Surface Pro Type Cover with Fingerprint... **\$129.99**

**Add to Cart**

1-Click ordering is not available for this item.

☒ Deliver to BRETT - PORT MATILDA 16870

☐ Buy used: **\$595.00**

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**\$747.98** **Add to Cart**

100%+ (15,126)

152

08/14/2017



Halfmoon Township  
100 Municipal Lane  
Port Matilda, PA 16870-9518  
Phone 814-692-9800

Dear Supervisors,

This correspondence outlines the scope of work for your website project, including objectives, procedures, identification of responsibilities, and estimated fees.

### ***Project Background***

Halfmoon Township Supervisors are requesting a quote for the migration of the township web site to an updated Content Management Platform. Pages to migrate include but not limited to:

- Home
- About
- Township Government
- Public Notices
- Public Works
- Parks & Recreation
- Emergency Services
- New Residents Guide
- Township Codes

Halfmoon Township would like to have the ability to maintain their site, thus training will be provided.

### ***Design and Site Functionality***

SEDA-COG will also be responsible for:

- Setting up the Content Management System (CMS) and configuring modules needed for site.
- Setting up the appropriate folders to accommodate images and documents.
- Setting up the appropriate user roles for administration.
- Site design (look and feel)
- Setup place holders for content
- CMS Training.

### ***Client Responsibilities***

Halfmoon Township will be responsible for providing any additional content that may be needed to complete the site migration.

A  
LOCAL  
DEVELOPMENT  
DISTRICT

including the counties of  
Centre  
Clinton  
Columbia  
Juniata  
Lycoming  
Perry  
Potomac  
Shenandoah  
Washington  
Westmoreland  
York  
Sussex  
Union

SEDA  
Council of  
Governments

201 Furnace Rd  
Lewisburg  
PA 17837  
USA

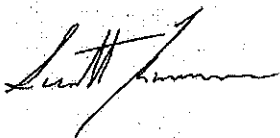
(570) 524-4491  
fax 524-9190

### Subscription and Professional Fees

Annual Subscription Fees:	est. \$100.00/year
<ul style="list-style-type: none"><li>Domain Hosting (Annual Fee)</li></ul>	
Profession Services to include:	\$910.00
<ul style="list-style-type: none"><li>DNN and Skin Setup- 2hrs</li><li>Configuring DNN Modules – 2hrs</li><li>Website Content Place Holders (pages) – 1hr</li><li>Website Content Migration – 6 hrs</li><li>Website admin training – 2hrs</li></ul>	
Estimated(13hrs @ 70.00 per hr)	
Total	\$910.00
Note: Future pages and functionality can be added at our normal hourly rate of \$70.	

We appreciate the opportunity to service your web design needs. If you wish to accept this proposal, please sign one copy and return.

Sincerely,



Scott Kramer  
Senior IT Specialist, SEDA-COG

RESPONSE



Accepted by

11/9/17

Title



Date

To Begin 11/1/18



16

To Whom it may concern:

I have been the main member of the cleaning staff or part of the cleaning staff going on 12 years now. Next year (2018) I will be returning as the main member of the cleaning staff and am asking the BOS to consider adjusting my pay to \$80.00 per week.

Cleaning **\$80.00** per week regardless of which location at **52** weeks would be a total of **\$4,160.00** for 2018.

I will continue to clean Brother's Pizza every week until the completion of the Community Center in which the following schedule will take place:

3 times a month I clean the new Community Center

1 time a month I clean Brother's Pizza

Taking the trash out weekly at both places regardless of which place is being clean.

Respectfully,

Linda S. Laird

Linda S. Laird

3/16/18  
Linda  
for Book

Budget

2017  
2,359.96

Actual

Paid

\$ 3139.71

actual  
paid  
60.38  
week

so far  
will  
paid 39 weeks  
58.46 a  
week  
through  
9/30/17  
however as  
started  
in 10/17  
Brother's  
every 2  
weeks  
wanting  
4/60  
weeks

17

LEASE AGREEMENT

This Lease Agreement is made and entered into this 11<sup>th</sup> day of May, 2017, by and between EDWARD FINDLEY and JOSEPHINE FINDLEY, hereinafter referred to as Lessor, and HALFMOON TOWNSHIP, hereinafter referred to as Lessee.

In consideration of the mutual covenants and agreements herein set forth, and other good and valuable consideration, Lessor does hereby demise and lease to Lessee, and Lessee does hereby lease from Lessor, the premises known as 1948 Halfmoon Valley Road, Port Matilda, Centre County, Pennsylvania, hereinafter called the "leased premises."

ARTICLE 1

Term of Lease

1.01 The term of this lease shall be for five (5) years commencing on January 1, 2018, and ending on December 31, 2022, made and entered into on \_\_\_\_\_ day of \_\_\_\_\_, 2017,

by and between EDWARD FINDLEY and JOSEPHINE FINDLEY, hereinafter referred to as

ARTICLE 2

Lessor, and HALFMOON TOWNSHIP, hereinafter referred to as Lessee.

2.01 Lessee agrees to pay to Lessor without any prior demand therefore and without any deduction or set off whatsoever, and as a fixed minimum rent, and payable on the first (1<sup>st</sup>) day of each month commencing January 1, 2018, as follows:

(a) Seven Hundred Eighty-Seven and 50/100 (\$787.50) Dollars per month for 2018;

(b) Eight Hundred Seven and 08/100 (\$807.08) Dollars per month for 2019;

(c) Eight Hundred Twenty-Seven and 08/100 (\$827.08) Dollars per month for 2020;

(d) Eight Hundred Forty-Seven and 75/100 (\$847.75) Dollars per month for 2021; and

(e) Eight Hundred Sixty-Eight and 92/100 (\$868.92) Dollars per month for 2022.

ARTICLE 3

Other

3.01 Lessee agrees to pay to Lessor the sum of \_\_\_\_\_ Dollars per month, without any deduction or set off whatsoever, and as a fixed minimum rent, and payable on the first (1<sup>st</sup>) day of each month commencing January 1, 2018, as follows:

(f) If any monthly rent payment is not received by the sixth (6<sup>th</sup>) day of the month, Lessee shall pay a late fee of Ten and 00/100 (\$10.00) Dollars per day until rent is fully paid.

#### Security Deposit

2.02 Lessee has deposited the sum of Seven Hundred Fifty and 00/100 (\$750.00) Dollars with Lessor as security for the full and faithful performance by Lessee of the terms and conditions of this lease. Lessor may apply all or any part of the deposit to cure any default of Lessee under the terms and conditions of this lease. In the event of such application, Lessee must deposit with Lessor the amount applied to cure its default immediately on notice from Lessor of the nature and amount of the application. Lessor shall return the deposit to Lessee, minus any amounts deducted pursuant to this paragraph which have not been replaced by Lessee, no later than thirty (30) days after Lessee surrenders possession of the leased premises to Lessor. The deposit must be returned as provided in this section to the address left with Lessor by Lessee for this purpose or, if no such address was left, at Lessee's last known address.

(f) If any monthly rent payment is not received by the sixth (6<sup>th</sup>) day of the month,

#### ARTICLE 3 Conduct of Business

3.01 Lessee shall operate the leased premises for the use and purposes for which it is let, continuously during the term of this Agreement, to-wit: **municipal purposes.**

2.02 Lessee has deposited the sum of Seven Hundred Fifty and 00/100 (\$750.00) Dollars with Lessor as security for the full and faithful performance by Lessee of the terms and conditions of this lease. Lessor may apply all or any part of the deposit to cure any default of Lessee under the terms and conditions of this lease. In the event of such application, Lessee must deposit with Lessor the amount applied to cure its default immediately on notice from Lessor of the nature and amount of the application. Lessor shall return the deposit to Lessee, minus any amounts deducted pursuant to this paragraph which have not been replaced by Lessee, no later than thirty (30) days after Lessee surrenders possession of the leased premises to Lessor. The deposit must be returned as provided in this section to the address left with Lessor by Lessee for this purpose or, if no such address was left, at Lessee's last known address.

#### ARTICLE 4 Waste and Nuisance

##### **Waste and Nuisance:**

4.01 Lessee, throughout the lease term, shall maintain the premises and keep the buildings and other improvements on the leased premises free from waste or nuisance. Landlord shall be responsible for snow removal, exterior maintenance, and exterior lighting.

4.02 Lessee shall, at its own expense, keep and maintain the leasehold premises in good condition and repair. In the event that Lessee fails to keep and maintain the premises in good condition and repair and/or shall fail to correct such non-performance within ten (10) days after

written notice from the Lessor, Lessor shall have the right to come upon the premises and perform such maintenance, repairs, and replacements at Lessee's expense, and such reimbursement of expenses shall be due immediately on receipt.

## **ARTICLE 5**

### **Obligations of Lessor and Lessee**

#### **Utility Charges:**

5.01 Lessee shall pay be responsible for the following: electricity, telephone, cable, internet, and fuel oil for heating. Lessor shall be responsible for the following: water, sewer, trash, and real estate taxes.

#### **Insurance:**

5.02 Upon execution of this Agreement, the Lessee shall carry commercial general liability insurance and the Lessee shall provide the Lessor with a Certificate of Insurance and Additional Insured Endorsement naming the Lessor as Additional Insureds thereunder. Additional Insured coverage shall apply as primary insurance with respect to any other insurance afforded to Lessor. The coverage available to the Lessor, as Additional Insureds, shall not be less than One Million and 00/100 (\$1,000,000.00) Dollars. Such insurance shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal and advertising injury, and liability assumed under an insured contract (including the tort liability of another assumed in a business contract). All coverage shall be placed with an insurance company duly admitted in the State of Pennsylvania and shall be reasonably acceptable to the Lessor.

Each Certificate of Insurance shall provide that the insurer must give the Lessor at least thirty (30) days' prior written notice of cancellation and termination of the Lessee's coverage thereunder. Not less than two (2) weeks prior to the expiration, cancellation, or termination of any such policy, the Lessee shall supply the Lessor with a new and replacement Certificate of

and 00/100 (\$1,000,000.00) Dollars. Such insurance shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal and advertising

Insurance and Additional Insured Endorsement as proof of renewal of said original policy. Said new and replacement Endorsements shall be similarly endorsed in favor of Lessor as set forth above. Lessee shall provide Lessor with copies of Certificate(s) of Insurance. Lessee shall also insure its own personal property which is on the premises.

**Fire and Casualty Damage:**

5.03 If the building or other improvements on the leased premises should be damaged or destroyed by fire, or other casualty, Lessee shall give immediate written notice thereof to Lessor.

(a) If the building on the leased premises should be totally destroyed by fire, or other casualty, or if it should be so damaged that rebuilding or repairs cannot reasonably be completed within ninety (90) working days from the date of written notification by Lessee to Lessor of the occurrence of the damage, this lease shall terminate.

(b) If the building or other improvements on the leased premises should be damaged by fire, flood, or other casualty, but not to such an extent that rebuilding or repairs cannot reasonably be completed within ninety (90) working days from the date of written notification by Lessee to Lessor of the occurrence of the damage, this lease may continue at Lessee's option.

**Condemnation:**

5.04 If, during the term of this Lease or any extension or renewal thereof, all of the leased premises should be taken for any public or quasi-public use under any governmental law, ordinance, or regulation, or by right of eminent domain, or should be sold to the condemning authority under threat of condemnation, this Lease shall terminate.

If less than all of the leased premises shall be taken, this Lease shall not terminate, but Lessor shall forthwith at its sole expense, restore and reconstruct the building and other improvements, situated on the leased premises, provided such restoration and reconstruction

notification by Lessee to Lessor of the occurrence of the damage, and within ninety (90) working days of Lessee's option.

Condemnation:

shall make the same reasonable tenantable and suitable for the uses for which the premises are leased.

#### **Alterations to Premises:**

5.05 Lessee shall make no alterations or modifications to the leased premises without the prior written consent of Lessor. Any alterations or improvements must be made in accordance with the local building code and regulations. It shall be Lessee's responsibility to insure compliance with all local building codes and regulations. Any such fixtures shall be deemed a part of the premises and shall be retained by Lessor upon expiration of the lease.

5.06 Lessee will accept the premises in "as is" condition. Any renovations will require Code approval and Lessee will obtain all necessary permits.

shall make the same reasonable tenantable and suitable for the uses for which the premises are leased.

#### **ARTICLE 6**

##### **Indemnity**

6.01 Lessee agrees to indemnify and hold Lessor harmless against any and all claims, demands, damages, costs and expenses, including reasonable attorney's fees for the defense thereof, arising from the conduct or management of Lessee's business in the leased premises or from any breach on the part of Lessee of any conditions of this lease, or from any act or negligence of Lessee, its agents, contractors, employees, subtenants, or licensees in or about the leased premises.

premises and shall be retained by Lessor upon expiration of the lease.

#### **ARTICLE 7**

7.01 Lessee shall not have the right to sublet all or any portion of the premises, nor to assign this lease without the prior written consent of Lessor, which consent shall not be unreasonably withheld.

#### **ARTICLE 8**

##### **Indemnity**

8.01 Lessor agrees to indemnify and hold Lessee harmless against any and all claims, demands, damages, costs and expenses, including reasonable attorney's fees for the defense thereof, arising from the conduct or management of Lessee's business in the leased premises or from any breach on the part of Lessee of any conditions of this lease, or from any act or negligence of Lessee, its agents, contractors, employees, subtenants, or licensees in or about the leased premises.

premises and shall be retained by Lessor upon expiration of the lease.

### Prior Agreements Superseded

8.06 This Agreement constitutes the sole and only agreement of the parties hereto and supersedes any prior understandings or written or oral agreements between the parties respecting the within subject matter.

### Rights and Remedies Cumulative

8.07 The rights and remedies provided by this lease agreement are cumulative and the use of any one right or remedy by either party shall not preclude or waive its right to use any or all or all other remedies. Said rights and remedies are given in addition to any other rights the parties may have by law, statute, ordinance or otherwise.

### Waiver of Default

8.08 No waiver by the parties hereto of any default or breach of any term, condition, or covenant of this lease shall be deemed to be a waiver of any other breach of the same or any other term, condition, or covenant contained herein.

### Time of Essence

8.09 Time is of the essence of this Agreement.

8.08 No waiver by the parties hereto of any default or breach of any term, condition, or covenant of this lease shall be deemed to be a waiver of any other breach of the same or any other term, condition, or covenant contained herein.

### Time of Essence

8.09 Time is of the essence of this Agreement.

### Time of Essence

8.09 Time is of the essence of this Agreement. 7

18  
AGREEMENT FOR FIRE PROTECTION

THIS AGREEMENT FOR FIRE PROTECTION SERVICES is made this day of  
September 2016, by and between:

PORT MATILDA VOLUNTEER FIRE COMPANY, INC., of Port Matilda.

-AND-

HALTMOON TOWNSHIP, a municipal corporation, of Centre County, Pennsylvania,  
party of the second part hereinafter referred to as "Municipality."

RECITALS

WHEREAS, Fire Company is authorized and equipped to provide fire protection services and has in the past serviced all or a portion of the Municipality, and the Municipality desires to provide fire protection services to its residents, and has agreed to provide financial support to Fire Company in order to secure fire protection services for its residents.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, and intending to be legally bound hereby, the parties hereto do hereby agree as follows:

1. Fire Protection Services. Fire Company shall provide fire protection services to Municipality within the boundaries of the Municipality during the term of the within Agreement.
2. Municipal Support. Municipality agrees to accept fire protection services from Fire Company for the term of this Agreement and agrees to provide financial support to Fire Company as hereinafter set forth.
3. Term. The term of this Agreement shall be for one (1) year commencing January 1, 2016 and continuing thereafter until either party wishes to change its terms.
4. There shall be attached to this Agreement a yearly addendum denoting the municipal and fire company personnel and contact numbers.
5. Annual Reporting: The following reports shall be provided between Municipality and Fire Company as follows:
  - a. By January 31 of each year, Fire Company shall provide the Municipality with daytime, evening and cell phone numbers of the Fire Company's President, Secretary, and Fire Chief as well as email addresses.



- b. the Municipality shall provide Fire Company, on a monthly basis, the names of any Township Roads which will be under construction during said month to assist Fire Company in the event they are called out for service during said monthly period
- c. On or before January 31 of each year, the Municipality's Emergency Management Director shall notify Fire Company of the locations of registered shelters within the Township.
- d. On or before February 28 of each year, Fire Company shall cause to be prepared for submission to the Municipality an annual report detailing the use of monies received by the Port Matilda Fire Company. The annual report shall include the total number of runs during the last fiscal year, the type of runs, number of personnel needed, and other information the Municipality may from time to time request.
- e. On or before February 28 of each year, Fire Company will supply a report to Municipality showing that all firefighters (excluding probationary and junior) and officers have certification for the operation of equipment and for participation in the fighting of fires as required by the Commonwealth of Pennsylvania.
- f. On or before June 30 of each year, Fire Company shall meet with Municipality in a work session to deliver **each year's** budgeting requests for Fire Company operations and capital expenditures. Also, at said work session, Fire Company will address with Municipality any concerns they have regarding public or private access, fire regulations, or other issues which might hinder the Municipality's fire protection.

6. **Payment.** Municipality shall pay to the Fire Company .595 mils of its estimated assessment as determined by the Centre County Assessor's Office. Payments shall be made to the Upper Bald Eagle Council of Governments, or Port Matilda Fire Company, or as determined by the Municipality's Board of Supervisors and Fire Company. However, nothing prevents Fire Company in requesting any additional monies in a given year as delineated in Section 5 above as part of the Municipality's budgeting process over and above the .595 mils. Which amounts over and above the .595 mils will be paid only upon the approval of the Municipality's Board of Supervisors.

7. **Included Services.** Fire Protection Services shall, for the purposes of this Agreement, be defined as those services provided to the Municipality which attempt to or do protect people from ravages of fire, relieve the suffering of those injured by fire and/or rescue of those endangered or imperiled by fire or accident. (Note to supervisors: this includes resident evacuation)

8. **Service Area.** The service area shall be as follows

- a. All real property in Halfmoon Township encompassed by the Township boundary and East of Marengo Road; and

- b. All real property in Halfmoon Township which uses Marengo Road (1-966) for direct or indirect driveway access to said property; and
- c. All real property in Halfmoon Township, North of SR 0550 and east of Old Hanna Furnace Road which does not use Old Hanna Furnace Road for access and egress to SR 0550, and
- d. All real property north and/or east of the intersection of SR 0550 and Davison Road (1-308) which does not use Davison Road for access and egress.

9. Alarm Response. Response to alarms in the Municipality are to be answered and responded to in the same manner as is customary in any other Municipality serviced by the Fire Company.

10. Response Report. Fire Company will issue a monthly total run report to Municipality for all emergency calls received and responded to by the Fire Company.

11. Fund Expenditure. All funds paid under this Agreement shall be used for any and all general Fire Company expenses as deemed appropriate.

12. Emergency Response Index. The Municipality shall receive a copy of the Emergency Response Index (Box Alarm) assigned to the Municipality.

13. Worker's Compensation. Nothing contained herein shall apply to or limit Municipality's obligation to pay its pro rata share of applicable worker's compensation premiums as invoiced by the Port Matilda Borough.

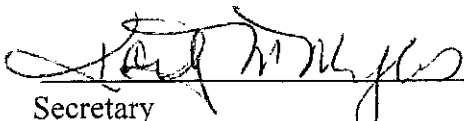
14. Amendment. Amendments or modifications to the within Agreement shall be in writing agreed to by the parties. The within Agreement supersedes and replaces any prior agreements for fire protection by and between the Municipality and Fire Company.

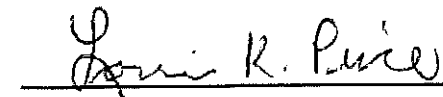
15. Interpretation. The within Agreement shall be interpreted and construed in accordance with the laws of the Commonwealth of Pennsylvania.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals the day and year first written above.

ATTEST:

PORT MATILDA VOLUNTEER FIRE COMPANY, INC.

  
Secretary

  
President

HALFMOON TOWNSHIP BOARD OF  
SUPERVISORS



Secretary



President

ADDENDUM NO. 1

1. By January 31, 2016, Municipality shall provide Fire Company with the daytime, evening and cell phone numbers as well as email addresses of the following Municipal personnel:

Township Manager, Susan Smith, [manager@halfmoontwp.us](mailto:manager@halfmoontwp.us), cell, 814-571-7416

Township Clerk, Amy Smith, [townshipclerk@halfmoontwp.us](mailto:townshipclerk@halfmoontwp.us), cell, 814-876-0803

Township Roadmaster, Scott Brown, [roadmaster@halfmoontwp.us](mailto:roadmaster@halfmoontwp.us), cell, 814-280-7092

Township Emergency Management Director, Shawn Kauffman  
[skauffman@crcog.net](mailto:skauffman@crcog.net), cell, 814-280-0265

Chairman, Board of Supervisors, Mark Stevenson, [markjcfa@gmail.com](mailto:markjcfa@gmail.com), cell, 814-571-4225

And any other numbers Fire Company requests in conjunction with emergency services.

19

**FISCAL YEAR 2018/19  
LOCAL MATCH SHARE AGREEMENT  
FOR PARTICIPATING MUNICIPALITIES**

This Agreement, which shall take effect the 1<sup>st</sup> day of July, 2018, by and between Halfmoon Township, through its Authorized Representatives,

AND

CENTRE AREA TRANSPORTATION AUTHORITY, hereinafter called "CATA,"

1. Halfmoon Township agrees to remit to CATA, for its use in operating public transit service through and between Halfmoon Township and other localities served by CATA's CATABUS routes as determined by CATA, the amount of \$6,002.00 as operating local match share for bus service already provided between July 1, 2017 and June 30, 2018. These payments are due during FY 2018/19. In addition, a capital local match share to CATA for FY 2018/19 in the amount of \$989.00 shall be paid by Halfmoon Township to CATA. This capital local match share is calculated by multiplying the same percentage of CATA's total operating local match share request as determined by the CATA formula by CATA's total capital request for FY 2018/19, consistent with the method used to determine capital local match share for other participating municipalities.
2. Both the operating local match share and capital local match share will be invoiced by CATA in four equal quarterly amounts, beginning July 1, 2018. All amounts due shall be paid to CATA within thirty (30) calendar days of Halfmoon Township's receipt of each invoice.
3. CATA shall establish routes, schedules, fares, and service levels within the municipality that are consistent with demand and CATA's regional service plans, operations, and financial requirements. Within this general framework, CATA shall consider Halfmoon Township's recommendations for specific routing and arrival/departure times based on transit service requirements. If during the course of this Agreement, Halfmoon Township deems CATA's service levels to be insufficient or overly robust for meeting demand, the parties agree to meet and discuss the issue in order to determine appropriate service levels, taking into consideration CATA's regional service plans, overall operations, and financial requirements for rendering service, with CATA retaining sole and final discretion as to routes, schedules, fares, and service levels. CATA shall provide ninety (90) calendar days written notice to Halfmoon Township prior to reducing or increasing service levels.
4. Either party may terminate this Agreement for default upon ninety (90) calendar days written notice to the defaulting party. Such notice shall include a description of the default and specify conditions and/or actions, if any, necessary to cure the default, which the party receiving notice shall have thirty (30) calendar days to cure. CATA may terminate this Agreement for convenience upon ninety (90) days written notice to the other party. Halfmoon Township may discontinue service entirely at the completion of the full term of this Agreement by providing written notice one (1) year prior to the intended date for discontinuing service. This Agreement shall terminate automatically in the event that any substantive portion of it is deemed to be in violation of the law.

5. This Agreement, including any amendments thereto, may be renewed by mutual agreement of both parties not later than ninety (90) calendar days prior to its expiration. Unless renewed, this Agreement shall become null and void on July 1, 2019 and have no further effect. This Agreement may be amended only by written agreement signed by both parties. This Agreement represents the parties' entire agreement with respect to the subject matter herein and supersedes any oral or written communications to the contrary.
6. In the event that this Agreement is terminated or not renewed for any reason contemplated by this Agreement, and provided that appropriate notice was given as required by this Agreement, Halfmoon Township's sole liability to CATA shall be the payment of those portions of the total operating and capital contributions required of Halfmoon Township for the period of time up to and including the date of termination or non-renewal, which period shall include the number of days required for notification of termination or non-renewal.
7. CATA agrees to abide by all federal, state and local laws, rules and regulations pertaining to this grant and the operation of its transit system. All terms and conditions of ridership for any patron are governed solely by CATA's rules and regulations.

WHEREAS, the parties hereto intend to be legally bound hereby and have hereunto set their hands and seals as shown below, after proper consideration and approval of their respective governing bodies, in accordance with law, all terms and conditions set forth in this Agreement shall take effect on July 1, 2018.

CENTRE AREA TRANSPORTATION AUTHORITY:

By:

Louwana Oliva  
Louwana Oliva, General Manager

Date

05/25/18

HALFMOON TOWNSHIP:

By:

Danielle Delia

Date

24 M, 2018

**RESOLUTION BY MUNICIPALITY CERTIFYING PROVISION OF LOCAL MATCH  
FOR STATE OPERATING FINANCIAL ASSISTANCE**

The Board of Supervisors of the Township of Halfmoon resolves and certifies that it will provide to the Centre Area Transportation Authority local funds in the amount of \$6,002.00 to match state funds provided pursuant to 74 Pa. C.S. Section 1513 in Fiscal Year 2018-19.

Further, the Board resolves and certifies that the required amount of local matching funds will be provided no later than the end of the State Fiscal Year, June 30, 2019. The following schedule indicates dates and payments of eligible local matching funds:

<u>Payment Date</u>	<u>Payment Amount</u>
July 31, 2018	\$1,500.50
October 31, 2018	\$1,500.50
January 31, 2019	\$1,500.50
April 30, 2019	\$1,500.50

In addition to the local operating funds shown above, the Township of Halfmoon also resolves and certifies that it will provide capital funding for the fiscal year in the amount of \$989.00 to be paid in quarterly payments on the same dates noted above.

I, Danette DeCorso, Chair of the Board of Supervisors of the  
(Name) (Official Title)  
Township of Halfmoon do hereby certify that the foregoing is a true and correct copy of the Resolution  
adopted at a regular meeting of the Council held the 24 day of May, 2018.

By: Danette DeCorso 24 May 2018  
(Signature) (Date)

**CRAIG FENCING, INC.**  
**Commercial Specialists**

Backstop on Lower Field

September 10, 2018

Halfmoon Township  
100 Municipal Lane  
Port Matilda, PA 16870

*Backstop*

Attn: Scott Brown

Quotation – Halfmoon Little League Field

Total cost to lower (9) existing concrete footers below the current grade, re-cap with new concrete to the existing grade, install 12LF of new 8' high chain link fence and bottom rail at the 3<sup>rd</sup> base side and install new bottom rail at the 1<sup>st</sup> base side.

All according to site visit.

Total \$1,600.00

**300 E. 6th Ave. Altoona, PA 16602**  
**(814) 942-6569 FAX (814) 941-7562**  
**[www.craigfencinginc.com](http://www.craigfencinginc.com)**





*An Employee Owned Company*

21  
2501 N. Atherton Street  
State College, PA 16803  
PH: (814) 237-1586  
FAX: (814) 231-2627

Contractor Registration: PA52  
www.ameronconstruction.com

June 25, 2018

Halfmoon Township  
% Susan Steele, Manager  
100 Municipal Lane  
Port Matilda, PA 16870

Ph: 814-692-9800  
FAX: 814-692-7585  
Cell: 814-280-7092  
Email: [njancuq@halfmoonpa.us](mailto:njancuq@halfmoonpa.us)

RE: 2019 Halfmoon Township Tennis Court – Perimeter (out of bounds) Sealing Budget  
File # 18-117 - B

**2019 Budget Pricing**

As follow-up to the discussion our records show that the RED perimeter had a two-coat application in summer 2014. The following are the dimensions and budget to complete the same in Spring / Summer 2019 using the Acrylic Emulsion Coating (AEC). Pricing is for labor, materials and equipment to provide the following services

**Dimensions:**

Overall Surface – 7,564SF – Note that 1' beyond the fence line (122x62) is assumed.

Tennis Stripped Court – 2,808 SF (78x36 -which had 2 coats of SportMaster Ready-Mix Forest Green Color applied June 2018)

Remaining Perimeter (out of bounds) of Tennis Court – 4,756SF

**Budgets:**

- 1) Court perimeter – Mix and apply TWO coat SportMaster Redi-Mix Color (Twp. Selected RED –C1270) **BUDGET \$4,800.00**
- 2) Restripe Pickleball linework outside of Tennis Court Linework: **BUDGET \$970.00**
- 3) Up to ½" crack filling w/ CourtFlex Crack Sealant: **BUDGET \$1.35/LF**

**The following conditions / clarification apply to this pricing:**

1. All permits, bonds, escrows, fees and licenses by others.
2. The Court Perimeter ~ 4,756SF EXCLUDES sealing the 1' beyond the fence line.
3. The existing Tennis Stripped Court – 2,808 SF (which had 2 coats of SportMaster Ready-Mix Forest Green Color applied June 2018) is not being covered as part of this proposal.
4. No new line stripping INSIDE The tennis Ct. footprint (36'x 8') is included.
5. Halfmoon Twp. to complete / provide;
  - a. Pressure washing prior to application of AEC SealMaster Products. No detergent should be used and complete drying of voids to be accomplished prior to placing AEC.
  - b. Crack filling as desired prior to Ameron mobilization.
6. Work to be coordinated w/ appropriate weather conditions and Halfmoon Twp. / Ameron's schedule.
7. Prevailing Wages do not apply.
8. Any work not specifically mentioned is not included.
9. All of Ameron's work is guaranteed for one full year from date of completion.

This proposal is valid for 45 days from date issued. Should you select Ameron to do the work, payment in full shall be due within 15 days of work completed. If the terms and conditions outlined above are satisfactory, please have an authorized representative return an executed copy of this form to Ameron.

\_\_\_\_\_  
Steven C. Balkey  
Authorized Ameron Signature

\_\_\_\_\_  
June 25, 2018  
Date

\_\_\_\_\_  
Authorized Signature Accepting Proposal

\_\_\_\_\_  
Date

SITE DEVELOPMENT • EXCAVATION • PAVING • UTILITY CONSTRUCTION



SIDELINE STORE

22

Tennis Court Net  
Volleyball Net

Catalog Quick Order

0

[Home](#) / [Equipment](#) / [Sports](#) / [Volleyball](#) / [Nets](#)

CATEGORIES

FILTER BY

## NETS

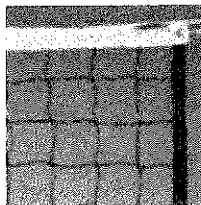
View as:

Page: [1](#) [2](#) [3](#) ▶Show:  of 35Sort  ↑

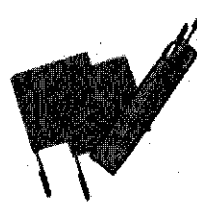
### Volleyball Antenna

**\$54.99** pair[+Wishlist](#)[Add](#)

### Recreational Volleyball Net

**\$39.99** each[+Wishlist](#)[Add](#)

### MacGregor® Sport 32 ft. Volleyball Net

**\$59.99** each[+Wishlist](#)[Add](#)[Contact Us](#)

### Tandem Deluxe Linesman Flags

**\$39.99** set[+Wishlist](#)[Add](#)



SIDELINE STORE

Catalog Quick Order

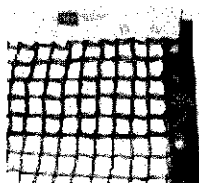
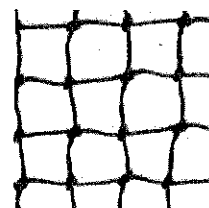
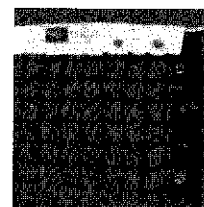
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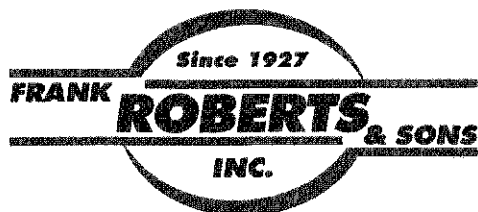
[Home](#) / [Equipment](#) / [Sports](#) / [Tennis](#) / [Nets](#)

FILTER BY

**NETS***BSN Sports Nathan 214-459-9088*

View as:

Show:  12 Item(s)Sort **Edwards 40LS Tennis Net****\$269.99** each[+Wishlist](#)[Add](#)**MacGregor® Super Pro 5000 Polyethylene Tennis Net****\$189.99** each[+Wishlist](#)[Add](#)**MacGregor® Varsity 300 42 ft. Tennis Net****\$139.99** each[+Wishlist](#)[Add](#)[Contact Us](#)**Edwards 30LS Double Center****\$249.99** each[+Wishlist](#)[Add](#)



## QUOTATION

23

TO: Scott Brown  
Halfmoon Township

DATE: 8/13/2018

QUOTE x  
ORDER

FOB: Plant  
REFERENCE: Ice Rink Liner

SHIP VIA: TBD

<u>QTY</u>	<u>DESCRIPTION</u>	<u>UNIT COST</u>	<u>EXTENDED COST</u>
1	ls 60' x 110' 12 mil white/black reinforced polyethylene	\$ 1,240.80 ls	\$ 1,240.80
1	ls Estimated freight	\$425 ls	\$ 425.00
add tax if applicable			

TOTAL \$ 1,665.80

Attachments: See Attachment I  
DELIVERY:

### NOTES:

FREIGHT QUOTES ARE ESTIMATES ONLY. ACTUAL FREIGHT CHARGES MAY VARY.  
STANDARD TESTING, STANDARD SPECIFICATIONS. CONFORMANCE TESTING BY OTHERS.  
PRICING VALID FOR: 15 DAYS.  
SALES TAX IS ADDITIONAL IF APPLICABLE. IF SHIPPED OUTSIDE PA, TAX IS THE RESPONSIBILITY OF THE BUYER.  
TERMS NET 30 UNLESS OTHERWISE NOTED.  
A 3% SERVICE CHARGE WILL BE ASSESSED ON ALL CREDIT CARD TRANSACTIONS (taxable in PA).

### PREPARED BY:

**Mark DeSandre**  
Frank Roberts & Sons, Inc.  
PO Box 815  
Lemont, PA 16851  
(814)692-7599 OFFICE  
(814)692-7598 FAX  
[Mark@Frankrobertsandsons.com](mailto:Mark@Frankrobertsandsons.com)

### Main Office:

1130 Robertsville Road  
Punxsutawney, PA 15767  
(814)938-5000 OFFICE  
(814)938-0880 FAX

ACCEPTED BY: \_\_\_\_\_

DATE: \_\_\_\_\_

By accepting, buyer acknowledges that liner is custom-fabricated and cancellations/returns are at the sole discretion of FR&S.

**ATTACHMENT I  
TERMS AND CONDITIONS OF SALE**

1. **ACCEPTANCE:** This proposal will be accepted and an order placed by Buyer by signing the acceptance (or by submitting a signed written purchase order which shall incorporate the terms contained herein by reference to the proposal number), and returning to Seller within 30 days from the date of this proposal. As a condition precedent, all sales are subject to approved credit, and acknowledgment by Seller of Buyer's acceptance. Price quoted makes no provision for liquidated damages or similar charges. No costs are included for bonds, permits, fees, applicable sales taxes, adhesives, boots, or any other item unless specifically described in the proposal.
2. **PRICES AND PAYMENT:** The quoted price is based on current material costs and can be held firm for 30 days. Credit terms are contingent upon approval by Seller's credit department. Credit terms will not exceed 30 days from date of shipment. Retainage is not applicable. It is understood that Seller may impose a late fee of one and one-half (1 1/2%) percent (18 per annual rate) per month. Buyer will pay costs of collection including reasonable attorney fees. The Buyer agrees that if credit is granted by Seller, the Buyer will be responsible for all invoices as presented. Waiver by Seller of any breach of the terms and conditions hereof shall not be construed as a waiver of any other breach. All taxes including federal, state, local, excise, use and permits are excluded in this proposal and are the responsibility of Buyer to pay to Seller if acting as collecting agent or directly to tax entity.
3. **FUEL SURCHARGE CLAUSE:** The quoted price for Frank Roberts and Sons products includes a freight estimate from our facility to the customer's facility or job site (FOB). The cost of freight has been determined as of the date of this proposal. Customer acknowledges and understands that if Frank Roberts and Sons receives notification of fuel surcharges from its carriers after the date of this proposal and prior to delivery, then that fuel surcharge/freight rate increase will be passed on to customer for customer's account. Customer may, at any time, route freight with their own carrier.
4. **ORDER CANCELLATION:** Buyer is responsible for cancellation fees after Seller has acknowledged the order. If Buyer cancels all or any portion of the order after Seller has been instructed to proceed, Buyer shall pay for all fabricated and/or purchased components pertaining to the canceled order and all other non-recoverable costs incurred by the Seller pertaining to the canceled order.
5. **DELAYS:** Seller will not be liable for any delay in the performance of orders or contracts, or in the delivery of shipment of goods, or for any damages suffered by buyer by reason of such delay if such delay is directly or indirectly caused by, or in any manner arises from, fires, floods, accidents, civil unrest, acts of God, war, governmental interference, strikes, labor difficulties, shortage of labor, fuel, power, materials or supplies, transportation delays, or any other cause or causes beyond the control of seller.
6. **ARBITRATION:** Any controversy or claim arising out of or relating to this order or the breach or performance thereof shall be settled by arbitration in Punxsutawney, PA in accordance with the rules on obtaining of the American Arbitration Association.
7. **DELIVERY OF GOODS:** Delivery of the goods identified in this price proposal/order is scheduled to take place on or before \_\_\_\_\_. Should buyer be unable to accept delivery as scheduled, buyer shall arrange for an alternative delivery site, acceptable to seller. The costs incurred in connection with the use of such alternative site, as well as any additional costs incurred by seller, shall be the sole responsibility of buyer.
8. **RESTOCKING:** No special order Liners or Boots may be returned for credit. Any standard panels uncut and in original containers with no damage are subject to a restocking charge equal to 35% of the purchase price and must be returned within 15 days of substantial completion of lining portion of the project. Freight will be paid by the Purchaser. Product must be inspected and accepted by Frank Roberts and Sons before credit is issued.

Frank Roberts and Sons, Inc. hereby certifies that the goods covered by this price proposal/order were produced in compliance with the Fair Labor Standards Act of 1938 as Amended.

Specific written instructions for your guidance in the use of our products is obtainable from Frank Roberts and Sons, Inc. This transaction shall be governed and construed according to the Laws of Pennsylvania. All orders subject to approval and acceptance by Home Office.

No warranty or guaranty express or implied, including any warranty of merchantability or fitness for a particular purpose is made unless the same is specifically set forth in a separate writing acknowledged by the seller, and in any such case such warranty or guaranty is limited as provided by this paragraph. Frank Roberts and Sons shall not be liable for any incidental or consequential damages resulting from any breach of warranty or defect in the goods covered by this invoice. The liability of Frank Roberts and Sons for any such breach or defect in accepted goods shall be limited to repairing or replacing the goods, as Frank Roberts and Sons shall elect.

Unless other terms are set forth in this Agreement, payment is due upon receipt of the goods identified in this Agreement. Interest will be charged on all amounts past due at the rate of 1 1/2% per month (18% per annum).



For 2019 Budget  
24



## HERITAGE ELECTRIC

201 AUTUMN CIRCLE  
PORT MATILDA, PA. 16870

PHONE: (814) 237-2920 or  
(814) 692-4332

Halfmoon Township  
100 Municipal Lane  
Port Matilda, Pa. 16870

August 5, 2018

Ref: electrical work

Attn: Scott Brown, Road Supervisor

Dear Sir:

The following is a bid proposal for the electrical work for the pole replacement at the Stormstown Park.

The proposal includes all parts & labor to complete the following task:

- Remove existing pole.
- All grounding will be in accordance with the latest local and national electrical codes.
- Remove all equipment on pole to be reused. Will convert existing lights to LEDs.
- Will replace rusted conduit & wire.

**Total Quoted Price \$ 1600.00**

If you have any other questions please feel free to call. Thank you for giving us an opportunity to bid on your upcoming project. Bid proposal is good for ninety days due to the uncertain copper, PVC, and steel prices.

Sincerely,

William R Kawulich

**Acceptance of  
Proposal:** \_\_\_\_\_

**Date of Acceptance:** \_\_\_\_\_

25

## TRUSTEES OF PENNSYLVANIA MUNICIPALITIES RETIREMENT PLAN

### Minimum Municipal Obligation for 2019

Halfmoon Township, Centre County  
Non-Police Pension Plan

Account No. 144

1. Annual Payroll (Projected W-2 payroll for 2018)	<u>\$ 225,383</u>
2. Normal Cost Percentage (From 2017 actuarial valuation)	<u>9.54%</u>
3. Normal Cost (Item 1 x Item 2)	<u>\$ 21,502</u>
4. Amortization Requirement (From 2017 actuarial valuation)	<u>12,659</u>
5. Administrative Expenses (Estimated for 2019)	<u>3,954</u>
6. Total Financial Requirements (Item 3 + Item 4 + Item 5)	<u>\$ 38,115</u>
7. Member Contributions (Estimated based on Item 1)	<u>6,761</u>
8. Funding Adjustment (From 2017 actuarial valuation)	<u>N/A</u>
9. Minimum Municipal Obligation (Item 6 - Item 7 - Item 8)	<u>\$ 31,354</u>

#### IMPORTANT:

- (1) Do not make this payment until 2019 or it will be treated as a 2018 MMO payment.
- (2) If any changes are made to the Minimum Municipal Obligation by the Township and/or any other party, please forward a copy of the revised worksheet to Diane Calhoun at the Trustees office.

MMO CALCULATION ACCEPTED BY:

\_\_\_\_\_  
Name & Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

26

## **INSURANCE PROPOSAL**


**PREPARED FOR:**

**Halfmoon Township Supervisors**

100 Municipal Lane  
Port Matilda, PA 16870

**September 25, 2018 – September 25, 2019**

This presentation is designed to give you an overview of the insurance coverages we recommend for your company. It is meant only as a general understanding of your insurance needs and should not be construed as a legal interpretation of the insurance policies that will be written for you. Please refer to your specific insurance contracts for details on coverages, conditions, and exclusions.





## STATEMENT OF VALUES

LOC	BLDG	PROPERTY DESCRIPTION AND LOCATION	BUILDING VALUE	BPP VALUE
1	1	100 Municiple Lane Port Matilda, PA Office	\$ 238,810	\$ 57,963
1	2	100 Municiple Lane Port Matilda, PA Storage Shed	\$ 5,797	X
1	3	100 Municiple Lane Port Matilda, PA Concession Stand	\$ 57,963	X
1	4	100 Municiple Lane Port Matilda, PA Pavillion	\$ 57,963	X
1	5	100 Municiple Lane Port Matilda, PA Little League Storage	\$ 17,389	X
1	6	100 Municiple Lane Port Matilda, PA Storage Shed #2	\$ 4,637	X
1	7	100 Municiple Lane Port Matilda, PA Tennis Court / Ice Rink	\$ 81,150	X
1	8	100 Municiple Lane Port Matilda, PA Playground Equipment	\$ 57,963	X
1	9	100 Municiple Lane Port Matilda, PA Ballfields #1 & 2	\$ 57,963	X
1	10	100 Municiple Lane Port Matilda, PA Lights at Ballfield	\$ 57,963	X
1	11	100 Municiple Lane Port Matilda, PA Basketball Court	\$ 17,389	X
2	1	23 Autumn Circle Port Matilda, PA Maintenance Building	\$ 233,594	\$ 11,593
2	2	23 Autumn Circle Port Matilda, PA Salt Shed	\$ 115,928	X
2	3	23 Autumn Circle Port Matilda, PA Storage Shed	\$ 10,433	X
2	4	23 Autumn Circle Port Matilda, PA Playground Equipment	\$ 11,593	X
2	5	23 Autumn Circle Port Matilda, PA Concession Stand	\$ 46,371	X
2	6	23 Autumn Circle Port Matilda, PA Pavillion	\$ 57,963	X
3	1	1948 Halfmoon Valley Road Port Matilda, PA Temp Office Space	X	\$ 30,900

## COMMERCIAL PROPERTY COVERAGE

Blanket Coverage: [ X ]

Limits	Property Description	Deductible	Value	Causes of Loss
\$ 1,231,325	Blanket Building & Business Personal Property	\$ 1,000	RC	Special Incl. Theft

### Trident Coverage Notifications:

- Property is on an Agreed Value Basis
- Equipment Breakdown is Included
- Trident Property Extension is Included
- \$1M of Flood and Earthquake Coverage is Included (\$50,000 Deductible)
  - For Non-Flood Zone Areas



**MCGOWAN GOVERNMENTAL UNDERWRITERS**

## SUMMARY OF COVERAGES, LIMITS & DEDUCTIBLE SECTION:

### PROPERTY

COVERAGES:	LIMITS:	DEDUCTIBLE:
Blanket Building & Contents Limit	\$1,231,325	\$1,000
Accounts Receivable	\$100,000	\$1,000
Arson Reward	\$7,500	None
Building Ordinance or Law	Building Limit	
Loss to Undamaged Portion of Building		
Demolition Cost Coverage		
Increased Cost of Construction		
Changes in Temperature or Humidity	\$50,000	\$1,000
Commandeered Property	\$100,000	\$250
Communication Equipment	\$100,000	\$250
Computer Equipment	\$100,000	\$1,000
Crime Reward	\$1,000/\$5,000	None
Detached Signs	\$5,000	\$1,000
Electrical Damage	\$50,000	\$1,000
Extra Expense/ Business Income (each described premises)	\$100,000	\$1,000
Fairs, Exhibitions, Expositions	\$50,000	\$1,000
Fine Arts	\$50,000	\$1,000
Fire Department Services Charge	\$5,000	\$1,000
Fire Equipment Recharge	Included	None
Flagpoles	\$5,000	\$1,000
Foundations	Included	\$1,000
Glass	Included	\$250
Glass Display or Trophy Cases	\$5,000	\$1,000
Grounds Maintenance Equipment	\$50,000	\$1,000
Lock Replacement	\$500	None
Money & Securities	\$5,000	\$1,000
Inside Premises		
Outside Premises		
Newly Acquired or Constructed Property	\$1,000,000 bldg \$500,000 contents	\$1,000
Off Premises Utility Failure	\$50,000	\$1,000
Outdoor Property	\$50,000	\$1,000
Any One Tree, Shrub or Plant	\$1,000	
Property Off Premises	\$50,000	\$1,000
Property Effects & Property of Others	\$1,500	\$1,000
Any one Employee or Volunteer		
Any One Occurrence		
Property in transit	\$50,000	\$250
Pollutant Clean up and Removal	\$25,000	\$1,000
Sewer Backup	Included	\$1,000
Spoilage	\$10,000	\$1,000
Valuable Papers	\$100,000	\$1,000



**MCGOWAN GOVERNMENTAL UNDERWRITERS**

**ADDITIONAL PROPERTY COVERAGE**

Earthquake	\$1,000,000	\$50,000
Flood	\$1,000,000	\$50,000

**EQUIPMENT BREAKDOWN COVERAGE**

COVERAGE:	LIMITS:	DEDUCTIBLE:
Property	\$1,231,325	\$1,000
Expediting Expenses	\$100,000	\$1,000
Hazardous Substances	\$100,000	\$1,000
Spoilage	\$100,000	\$1,000
Computer Equipment	\$100,000	\$1,000
Data Restoration	\$100,000	\$1,000
Service Interruption		24 hour
Demolition & ICC	\$500,000	\$1,000

**PROPERTY COVERAGE ENDORSEMENTS:**

- Replacement Cost
- Margin Clause applicable 125%-Can be removed with appraisal
- Agreed Amount
- 360 -Additional Coverage Modifications
- Liberalization Clause broadens the coverage provided under property section or the policy without additional premium within 45 days prior to or during the policy period.
- Loss Payable Clause
- Newly Acquired – automatic up to **120 days** for date of acquisition, real or personal property and business interruption. Flood and earthquake are excluded.
- Personal Property of officers and employees of the insured, other than motor vehicles.
- Policy Territory includes the United States of America (its territories and possessions), Puerto Rico and Canada.
- Premise boundary increased to 1000 feet
- 30 Days Notice of Cancellation – non-renewal or material change.
- 10 Days Notice of Cancellation – non-payment
  
- Equipment Breakdown coverage
- Jurisdictional Inspection

## COMMERCIAL INLAND MARINE

<u>Limits</u>	<u>Coverage Description</u>
\$ 100,000	Hired, Leased, Borrowed Equipment
\$ 250	Hired, Leased, Borrowed Equipment – Deductible
\$ 128,850	Miscellaneous Scheduled Equipment
\$ 500	Miscellaneous Scheduled Equipment – Deductible
\$ 5,000	Miscellaneous Unscheduled Equipment
\$ 500	Miscellaneous Unscheduled Equipment – Per Item Maximum
\$ 250	Miscellaneous Unscheduled Equipment – Deductible

### Miscellaneous Equipment Schedule

Item #	Equipment Description	Serial Number	Value
1	International Sickle Mower		\$ 2,000
2	John Deere 970 Tractor		\$ 22,000
3	John Deere Finish Mower	M00272X150257	\$ 7,000
4	York Rake	112	\$ 2,000
5	Tenco Snow Plow	16935	\$ 8,000
6	Troy-Built Storm 8.5 HP Snow Blower	1H013B10130	\$ 850
7	Cub Cadet Tank	4B044282030	\$ 5,000
8	1985 John Deere 570A Motor Grader	TO6329C10633S	\$ 25,000
9	1987 John Deere Backhoe	T0210CF7345540	\$ 13,000
10	Country Clipper Mower		\$ 10,000
11	Chipper		\$ 5,000
12	Tar Buggy		\$ 4,000
13	John Deere Motor Grader		\$ 25,000

## COMMERCIAL GENERAL LIABILITY

Coverage Written on:      ☒ Occurrence Form      ☐ Claims-Made Form

<u>Limits</u>	<u>Coverage Description</u>
\$ 1,000,000	Each Occurrence – Bodily Injury and Property Damage
\$ 2,000,000	General Aggregate
\$ 2,000,000	Products and Completed Operations Aggregate
\$ 1,000,000	Personal and Advertising Injury
\$ 100,000	Fire Damage (Any One Fire)

### Trident Coverage Notations:

- Medical Payment coverage is **EXCLUDED**
- Employee Benefits Liability is included in the GL Limits (not separate)
  - \$1,000 Deductible does apply
- Includes \$1,000,000 of Sexual Abuse or Molestation Liability
- Trident General Liability Extension is Included

### Commercial General Liability Schedule of Exposures

(S) GROSS SALES - PER \$1,000/SALES (A) AREA - PER 1,000/SQ. FT. (M) ADMISSIONS - PER 1,000/ADM  
(P) PAYROLL - PER \$1,000 PAY (C) TOTAL COST - PER \$1,000/COST (U) UNIT - PER UNIT (T) OTHER

Loc	Classification	Class Code	Premium Basis
001	Streets, Roads, Highways, or Bridges	48727	20 (T)
001	Contractors – Subcontracted	91589	IF ANY (T)
001	Governmental Subdivision	44102	Estimated Expenditures



**MCGOWAN GOVERNMENTAL UNDERWRITERS**

**LIABILITY**

<b>COVERAGE:</b>	<b>LIMITS:</b>	<b>DEDUCTIBLE:</b>
General Liability - Aggregate	\$2,000,000	
Products-Completed Operations Aggregate	\$2,000,000	
Personal & Advertising Injury Limit	\$1,000,000	\$0
Each Occurrence Limit	\$1,000,000	\$0
Damage to Premises Rented to You	\$100,000	\$0
Employee Benefits Limit	\$1,000,000	\$1,000

Public Official Liability	\$1,000,000	\$1,000
Public Official Liability Aggregate	\$1,000,000	
Non-Monetary defense limit (Does not reduce policy limits)	\$50,000	None
Retro Active Date	9/25/2001	

Employment Practice Liability	\$1,000,000	\$1,000
Employment Practice Liability Aggregate	\$1,000,000	
Non-Monetary defense limit (Does not reduce policy limits)	\$50,000	None
EEOC or similar agency defense limit (Does not reduce policy limits)	\$10,000 per complaint \$50,000 Aggregate	\$0
Back Wages	\$50,000	\$0
Retro Active Date	9/25/2001	



## **MCGOWAN GOVERNMENTAL UNDERWRITERS**

### **GENERAL LIABILITY COVERAGE ENDORSEMENTS:**

- Aggregate Limits of insurance
- Legal Liability
- Blanket Additional Insured Endorsement
- Broadened Definition of Who Is an Insured
- Broadened Insured Contract Definition
- Contractual Liability
- Employees as Insured
- Host Liquor Liability
  
- Knowledge of Occurrence
- Newly Acquired
- Non-Owned Watercraft – less than 51 feet long
- Property Damage Liability-elevators & sidetrack agreements
- Volunteers as Insured
- 30 Days Notice of Cancellation Non-Renewal or Material Change
- 10 Days Notice of Cancellation Non-Payment
- Includes coverage for:
  - Streets/Roads/Highway existence maintenance and construction hazards
  - Parks and Playgrounds
  - Chemical Spraying – Pesticide/Herbicide
  - Concession Stands
  - Ice or Roller Rinks
  - Mowing Operations
  - Paint Spraying (incl. street/road/curb)

### **PUBLIC OFFICIAL LIABILITY COVERAGE ENDORSEMENTS:**

- Broad Named insured includes past, present and future officials
- Zoning
- Land Use
- Permits
- Liable / Slander / Defamation / Wrongful Eviction

### **EMPLOYMENT PRACTICE LIABILITY ENDORSEMENTS:**

- Broad named insured
- EEOC Defense
- Back wages
- Non – monetary defense for lawsuit



## PUBLIC OFFICIALS LIABILITY

Coverage Written on: ☐ Occurrence Form ☒ Claims-Made Form  
Retro: 09/25/2001

<u>Limits</u>	<u>Coverage Description</u>
\$ 1,000,000	Per Wrongful Act
\$ 1,000,000	Annual Aggregate
\$ 1,000	Deductible

### Trident Coverage Notations:

- Includes \$10,000 / \$50,000 of Non-Monetary Defense

## EMPLOYMENT PRACTICES LIABILITY

Coverage Written on: ☐ Occurrence Form ☒ Claims-Made Form  
Retro: 09/25/2001

<u>Limits</u>	<u>Coverage Description</u>
\$ 1,000,000	Per Wrongful Employment Act
\$ 3,000,000	Annual Aggregate
\$ 1,000	Deductible

### Trident Coverage Notations:

- Includes \$10,000 / \$50,000 EEOC Defense
  - \$5,000 Deductible Applies
- Includes \$50,000 / \$50,000 of Non-Monetary Defense
- Back Wage limit is \$50,000
  - \$10,000 Deductible Applies

## COMMERCIAL AUTOMOBILE

<u>Limits</u>	<u>Coverage Description</u>
\$ 1,000,000	Combined Single Limit - Bodily Injury and Property Damage
\$ 500,000	Uninsured Motorists – Non Stacked
\$ 500,000	Underinsured Motorists – Non Stacked
\$ 10,000	Medical Expense Benefits
\$ 5,000	PIP – Work Loss Benefits (\$1,000 Maximum Per Month)
\$ 2,500	PIP – Funeral Expense Benefits
\$ 5,000	Accidental Death Benefits

Includes:

- ☒ Non-Owned Auto Liability
- ☒ Hired Auto Liability
- ☒ Hired Auto Physical Damage (\$50,000)

### Commercial Automobile Schedule

#	Year	Vehicle Make Vehicle Model Serial Number	Cost New	Liab	PIP	UM	UIM	Specified Causes of Loss or Comprehensive Perils	Collision Deductible
001	1987	GMC Dump Truck 1GDN7D1E7HV532570	\$ 100,000	X	X	X	X	<input type="checkbox"/> Specified Causes <input checked="" type="checkbox"/> Comprehensive \$ 500 Deductible	\$ 1,000
002	2002	Sterling Dump Truck 2FZAAWAK02AK93509	\$ 170,000	X	X	X	X	<input type="checkbox"/> Specified Causes <input checked="" type="checkbox"/> Comprehensive \$ 500 Deductible	\$ 1,000
003	2007	Ford F550 1FDAF57P57EA10793	\$ 58,701	X	X	X	X	<input type="checkbox"/> Specified Causes <input checked="" type="checkbox"/> Comprehensive \$ 500 Deductible	\$ 1,000
004	2008	GMC Sierra 3500 1GDHK346558E206583	\$ 50,865	X	X	X	X	<input type="checkbox"/> Specified Causes <input checked="" type="checkbox"/> Comprehensive \$ 500 Deductible	\$ 1,000



# **MCGOWAN GOVERNMENTAL UNDERWRITERS**

## **AUTOMOBILE**

<b>COVERAGE:</b>	<b>LIMITS:</b>	<b>DEDUCTIBLE:</b>
Automobile Liability	\$1,000,000	None
Uninsured/Underinsured Motorists Liability	\$500,000 / \$500,000	N/A
Personal Injury Protection	\$5,000	
PA Added First Party Benefits	\$5,000	None
Medical Expense Benefits	\$1,000 Per Month / \$5,000 Max	
Work Loss Benefits	\$2,500	
Funeral Expense	\$5,000	
Accidental Death		
Comprehensive		\$500
Collision		\$1,000
Non-Owned Liability	Included	None
Hired Car Liability	Included	None
Hired Car Physical Damage	\$50,000	\$500

### **AUTOMOBILE COVERAGE ENDORSEMENTS:**

- Additional Insured Lessors
- Audio, Visual or Electronic Equipment
- Broadened Named Insured
- Bodily Injury Redefined
- Common Deductible
- Communication Equipment Coverage – permanently installed
- Employees as Insured
- Fellow Employee Coverage
- Fleet Coverage - No additional premium for vehicles added throughout the year except vehicles valued over \$250,000
- Hired Autos specified as Covered Autos
- Knowledge of Occurrence
- Lease Gap Coverage
- Loss Payable Clause
- Mandatory State Endorsements
- Notice of Occurrence
- Reimbursement of Deductible for Volunteer worker or employee using on entity business
- Waiver of Subrogation Required
- 30 Day Notice of Cancellation Non-Renewal or Material Change
- 10 Day Notice of Cancellation Non-Payment

**\*\*Deductible is equal to the largest deductible applicable by any owned auto of the same vehicle type. If owned autos do not include this vehicle type, the lowest deductible on the policy for the same physical damage coverage will apply. No deductible applies to loss caused by fire or lightning.**

## WORKERS' COMPENSATION COVERAGE

<u>Limits</u>	<u>Coverage Description</u>
As Required	Workers' Compensation
\$ 1,000,000	Employer's Liability - Each Accident
\$ 1,000,000	Employer's Liability - Disease-Policy Limit
\$ 1,000,000	Employer's Liability - Disease-Each Employee

### Argonaut's Rating Basis

Loc	Code	Classification	Est. Payroll	Rates	Premium
001	0953	Clerical Office Employees	\$ 130,000	0.16	\$ 208.00
001	0951	Salesmen	\$ 8,000	0.38	\$ 30.00
001	0980	Cities, Towns	\$ 94,850	6.44	\$ 6,108.00

	<u>Factor</u>	<u>Estimated Premium</u>
Total		\$ 6,346.00
Increased Liability Limits	0.03300	\$ 209.00
Experience Modification	0.86400	\$ - 891.00
Scheduled Credit	0.90500	\$ - 538.00
Expense Constant		\$ 295.00
Terrorism	0.02700	\$ 63.00
Catastrophe	0.01400	\$ 33.00
PA Assessment	0.02170	\$ 120.00
<b>Total Estimated Premium</b>		<b>\$ 5,637.00</b>

## PREMIUM SUMMARY

DESCRIPTION OF COVERAGE	TRIDENT 2017-2018	TRIDENT 2018-2019
Commercial Property & Inland Marine	\$ 1,630	\$ 1,652
Commercial Inland Marine	\$ 404	\$ 410
Commercial General Liability	\$ 1,394	\$ 1,455
Public Officials Liability	\$ 1,242	\$ 1,297
Employment Practices Liability	\$ 830	\$ 885
Commercial Automobile	\$ 2,082	\$ 2,110
Terrorism	\$ 99	\$ 101
Workers' Compensation	\$ 5,251	\$ 5,637
<b>Total Estimated Premium</b>	<b>\$ 12,932</b>	<b>\$ 13,547</b>

### Additional Available Coverages:

- Umbrella Liability
  - \$1,000,000 Limit would be an additional \$500 in premium
- Cyber Liability



**MCGOWAN GOVERNMENTAL UNDERWRITERS**

**COVERAGE EXCLUSIONS:**

**PROPERTY COVERAGE:**

- Broad Form Nuclear Contamination
- Acts of Terrorism unless otherwise purchased.
- Delay or loss of market, or any other consequential or remote loss of any kind.
- Dishonest criminal acts by you, your partners, employees, directors or anyone to whom you entrust the property for any purpose.
- Earth Movement unless purchased
- Errors in Machine Programming or Instructions to Machines.
- Land
- Loss or damage as a result of insects, vermin, birds, or other animals.
- Loss of Earnings to Finished Stock, including time required to reproduce.
- Retaining wall that are not part of a building
- Underground pipes, flues or drains
- Water/Flood Damage unless purchased
- Unexplained or Mysterious Disappearance

**EQUIPMENT BREAKDOWN**

- Corrosion, Erosion, Wear & Tear Exclusion
- EDP Media Exclusion – defect, virus, loss of data or other situation
- Fines

**GENERAL LIABILITY COVERAGE EXCLUSIONS:**

- Asbestos Exclusion
- Aircraft, auto
- Bodily injury to any insured
- Bodily injury to any person injured while taking part in athletics
- Damage to Property of others
- Nuclear Energy Liability Exclusion
- Pollution Exclusion – except for hostile fire
- Professional Services Exclusion
- Workers Compensation
- War
- Watercraft over 26'

**PUBLIC OFFICIAL LIABILITY COVERAGE:**

- War
- Bodily injury to employee
- Issuance of bonds/ tax assessment or valuations of properties/tax collection
- Criminal Acts-applies only to individual(s) who committed act
- Civil or criminal fines or penalties
- Prior or pending litigation
- Employment liability claims
- Collective bargaining agreement; lockout, strike, labor disputes or labor negotiations, union grievances



## **MCGOWAN GOVERNMENTAL UNDERWRITERS**

- Claim for equitable or injunctive relief initiated by a governmental entity  
EMPLOYMENT PRACTICE LIABILITY
- Collective bargaining agreement
- lockout, strike, labor disputes or labor negotiations, union grievances
- FLSA/MLRA/WARN/COBRA/ERISA/PBA/OSHA
- Criminal Acts- applies only to individuals(s) who committed act
- Claim for equitable or injunctive relief initiated by a governmental entity

### AUTOMOBILE COVERAGE

- War /Nuclear Energy
- Pollution

### INLAND MARINE COVERAGE EXCLUSIONS:

- Vehicles used for road use
- Real property & buildings
- Aircraft
- Wear & tear, inherent vice, freezing
- Mysterious disappearance or shortage disclosed by taking inventory
- Flood, surface water
- Sovereign Immunity/Governmental Immunity non-waiver
- One deductible for two or more coverage parts included in loss
- Asbestos Exclusion



## **McGOWAN GOVERNMENTAL UNDERWRITERS**

### **MGU SERVICES PROVIDED:**

McGowan Governmental Underwriters strives to provide excellent service to our clients. The services provided under this proposal include:

Marketing representative's continuous availability  
Return of phone calls/questions same day  
Review of all coverage's, limits, deductibles on proposals and policies when issued  
Client Meeting to review exposures, coverage's, and limits on account at 6 months into policy term

#### **Service:**

Placement of insurance program with insurance carriers  
Binder Issuance  
Review of policy received from carrier for accuracy  
Policy Delivery to insured  
Claim Kit information which will include Automobile identification cards  
Certificate issuance –same day  
Policy changes - endorsement processing  
Review of all material from insurance carriers to ensure accuracy  
Reporting and processing of claims and claim questions

#### **Risk Management:**

Loss Analysis of loss prevention programs currently in place  
Client meeting for claim review at 6 months for loss leaders, claim issues  
Contract review for insurance requirements  
Assistance with policy and procedures – review or setup of new

#### **Proposal Disclaimer**

The proposal is an outline of the coverages proposed by the Insurers, based on the information provided by your entity. It does not include all the terms, coverages, exclusions, limitations, or conditions of the actual contract language. The policies themselves must be read for those details. Policy forms for your reference will be made available upon request.

MGU shall receive its usual and customary brokerage commission for services provided. In addition to or in lieu of MGU can charge a Service Fee. These commissions and fees are usually offset with commissions to the Client's Insurance agent.

These commissions/fees are included in the premium Invoice provided to the Client.

#### **Actuarial Disclaimer**

The information contained in this proposal is based on the historical loss experience and exposures provided. This proposal is not an actuarial study.



100 N. Academy Avenue  
Danville, PA 17822-5002

Tel. • 800-554-4907 • TTY 711  
GeisingerHealthPlan.com

3/26/2018

HALFMOON TOWNSHIP OFFICE  
ATTN: SUSAN STEELE  
100 MUNICIPAL LN  
PORT MATILDA, PA 16870-9335

Thank you for your continued interest in Geisinger Health Plan (GHP). Enclosed is information on renewing your group coverage. For your convenience, we will automatically renew your group's current benefit plan. If you would prefer to select a different plan or review other options, you can talk to your broker or GHP representative.

Enclosed are the following documents:

1. A summary of benefit changes that will occur upon your renewal
2. A copy of the Summary of Benefits and Coverage document for your current plan
3. A Uniform Glossary of Terms
4. Our non-disclosure notice

Your new premium rates for your group #100694, effective 6/1/2018 through 12/31/2018 are listed below.

Employee - \$794.18

Employee & Child - \$1111.86

Family - \$2390.89

Employee & Spouse - \$1906.04

Employee & Children - \$1588.37

To keep your current group benefits – as outlined above – you do not need to take any action. If you would like to select a different plan, your options may vary. You can contact your broker, GHP representative, or call us directly at 800-554-4907 for assistance.

**Important notice:** Based on federal law through the Affordable Care Act (ACA), if you renew your current coverage with us that coverage will end on December 31, 2018.

This means that your policy period will be less than 12 months. We will send you information on any changes impacting your future coverage and your 2019 coverage options as that date approaches.

To avoid this shortened policy period, you may choose to change your coverage to one of our Marketplace plans (ACA Qualified Health Plan). We have a variety of options that may meet your needs. Enrolling in an ACA Qualified Health Plan will require additional paperwork from you and your employees. Please contact your GHP representative or your broker to learn more.

If you choose to change your plan and want to ensure your employees' member ID cards are issued prior to your renewal date, please complete the renewal process by 5/10/2018. The last day to submit paperwork to be considered for benefits with this effective date is 5/15/2018.

We appreciate the opportunity to continue to provide your health insurance benefits.

Sincerely,

The GHP sales team

Geisinger Health Plan may refer collectively to Geisinger Health Plan, Geisinger Quality Options, Inc., and Geisinger Indemnity Insurance Company, unless otherwise noted.

HPM50 AK KYPACA renew letter Dev 3/18

# Geisinger

## Health Plan

*called & left message on 6/1/18 at 1:40pm*

*#3,147,384 years  
p/s. note per policy only  
10/31/18*

*our plan outside ACA - all plans outside of ACA plan will*

*6/1/18 extension year 6/1/19*

*now at 1/1/19 plan*

*had extension we will receive the plan extension to go*

Attach 28

## Proposed Engine Rescue Financing

The COG has authorized the purchase of a used Engine Rescue by the PMFC for no more than \$160,000 with the stipulation that the fire company sell two of their current fire trucks (Engine and Engine Rescue) and return the proceeds to COG (1). Furthermore, it was agreed that COG would contribute \$30,000 and the PMFC would contribute \$10,000 from their fundraising towards the initial purchase of the fire company and the remaining funds would be financed. We have located a truck and are in the process of securing financing through First National Bank (FNB) and the terms of the loan are detailed in Appendix A.

We propose the following structure of the financing:

- Funds to purchase the truck would come from the 18% down payment of \$28,800 from the COG and \$131,200 from the bank loan for a total of \$160,000
- The remaining \$1,200 of unused funds from COG and the \$10,000 PMFC commitment would be used to pay the first 8.5 months of the loan payments to the bank, which will cover our loan obligations through the end of this year.
- Loan payments by COG would start at the beginning of 2019 (see bottom of Appendix A).
- The Engine Rescue and Engine trucks are to be sold immediately with 51% of the proceeds from the sale of the Engine Rescue and 100% of the funds from the sale of the Engine to be returned to the COG capital account.

## APPENDIX A: Financing for 2003 Engine Rescue Fire Truck

**Purchase Price** \$160,000

### Financing

Purchase Price	\$160,000	
Down Payment	\$28,800	18.0%
Loan Amount	\$131,200	
Structure of the Loan		
Term (yrs)	10	
Interest Rate	3.80%	
Principle	\$131,200	
Payment		
Mth	\$1,315.90	
Annual	\$15,791	

### COG Firetruck Funding

	Source of Funds	Distribution of Funds		
		Truck	Loan Pmts	
		Purchase	Pmt	Mth s
PMFC Contribution	\$10,000		\$10,000	
COG Capital Account	\$30,000	\$28,800	\$1,200	
Loan	\$131,200	\$131,200		
Total	\$171,200	\$160,000	\$11,200	8.5

### 2018-2028 Loan Payments by the Townships

Based on 2017 Annual Contribution

	Loan Pmt	Annual Cog Pmt (1000\$)	Share
Worth	\$2,285	\$14.20	14.5%
Taylor	\$1,296	\$8.05	8.2%
Halfmoon	\$7,157	\$44.47	45.3%
Huston	\$3,573	\$22.20	22.6%
Port Matilda	\$1,481	\$9.20	9.4%
Total	\$15,791	\$98.11	100.0%

## **APPENDIX B: Specifications of Engine Rescue That is to Be Purchased**

### **Vehicle:**

2003 Spartan Quality Engine Rescue

### **Seller:**

Lower Chichester Volunteer Fire Department  
1540 Huddle Street  
Linnwood, PA 19061

### **Description:**

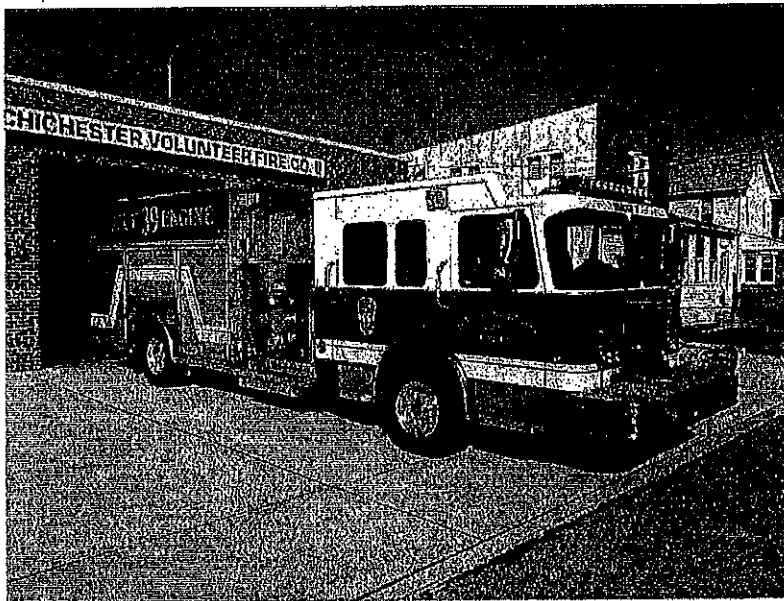
The unit features a Cummins ISM 400 HP Engine with Allison Automatic Transmission equipped with Hale 2000 gallon per minute fire pump and 750 gallon poly booster tank.

The custom cab includes seating for 7 firefighters. Unit is equipped with on-spot chains; engine brake retarder; 20KW Harrison hydraulic generator; LED warning light package; and light tower.

Mileage (as of April 18, 2018) is 28,239 miles.

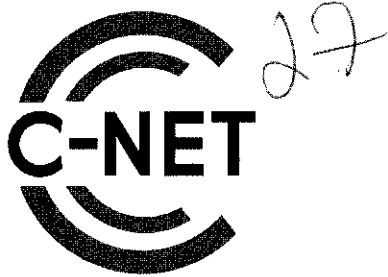
Engine hours: 2825.9

VIN #: 4S7AU32913CO43396



Appendix B (Continued)





**Centre County's Government and Education  
Access Network**

---

243 South Allen St., Suite #336 State College, PA 16801

Phone: (814) 238-5031 Fax: (814) 238-5368

Email: [cnet@centreconnect.org](mailto:cnet@centreconnect.org) Website: [cnet1.org](http://cnet1.org)

---

October 16, 2018

Ms. Susan Steele  
Township Manager  
100 Municipal Lane  
Port Matilda, PA 16870

Dear Ms. Steele,

The C-NET Board of Directors has authorized me to inform you that Halfmoon Township's 2019 C-NET membership dues will be \$14,701. The Township will be invoiced quarterly in the amount of \$3,675.25.

The Board of Directors and staff of C-NET look forward to continuing our relationship with Halfmoon Township in 2019, and welcome any suggestions you might have for ways in which we can improve or enhance our services to the elected officials, staff and residents of the Township.

The Board of Directors has asked that C-NET remind its member municipalities that they may sponsor Bulletin Board messages or programming in support of Volunteer Fire Companies and EMS organizations. These organizations often hold fundraisers and other community events, and publicizing these events on C-NET is one way to show your municipality's support of these vital first responders.

If you should have questions about your membership dues for 2019 or any other matter, please call me at 238-5031 or contact me by email at [chahn@cnet1.org](mailto:chahn@cnet1.org).

Sincerely,

A handwritten signature in cursive script that reads 'Cynthia Hahn'.

Cynthia Hahn  
Executive Director

---

# PARKS FUND

## **PARKS FUND BUDGET**

The Autumn Meadow Revitalization Project will be constructed in FY 2019. The elements of the revitalization are attached (site plan—Attach 3) and specific budgets prepared by the JMT Consultants (Attachments 4, 5 and 6) who designed and are project managers. Autumn Meadow will be closed all of FY 2019 due to this construction but once done will be a park that will contain many amenities which encourage a greater diversified use.

### **ANTICIPATED REVENUES:**

<b>TOWNSHIP PARK FUND BALANCE:</b>	<b>\$121,757.64 (Attach 1)</b>
<b>DCED GRANT (ALREADY AWARDED)</b>	<b>\$201,628.00 (Attach 2)</b>
<b>DCNR GRANT (APPLIED AND AWAITING RESULTS)*</b>	<b>\$232,326.50</b>
<b>CENTRE BULLDOGS CONTRIBUTION:</b>	<b>\$ 200.00</b>
<b>TRANSFER FROM GENERAL FUND</b>	<b>\$60,000.00 (Attach 11)</b>
Rain Garden	\$12,000
Meadow Seeding	\$32,500
<b>If needed, M&amp;T Small Borrowing Note:</b>	<b>\$60,000.00</b>
<b>TOTAL:</b>	<b>\$680,412.14</b>

\*Park is designed and phased so the ADA improvements, parking and trail could be done without receiving DCNR funds.

\*\*Township matches can be in-kind (staff and volunteer time and work)

### **ANTICIPATED EXPENSES**

**\$680,412.14**

**(See Line Item Budget for Details)**

<b>Item- ITEMS OUTSIDE OF BIDDED PARK PROJECT</b>	<b>Work Needed/or to Be done</b>
Anticipated hourly rate for each PW employee	Scott: \$32.93/hour, Mike \$22.07/hour, Haskell \$16.11 per hour, Seasonal \$15.76/hour
Create and pave a recycling pad outside maintenance area	Done-Don-\$15,000—Attach 10
Fencing around maintenance area	Labor\$22,800 (Attach 9) and Materials \$33,779.76 (Attach 8)
Electric conduit from maintenance building to fence area (done in-house)	Materials (Attach 7) and in-house labor \$500



Selective tree removal (2) for autumn meadow	\$93.18 per hour (for three people) x 7 hours = \$652.26
In house swing set and mulch removal at Autumn Park	\$93.18 per hour (for three people) for 3 days (7 hours a day)=\$1,956.78
Four ADA Picnic tables	\$4,800 (State Vendor—BSN) (Attach 14)
2 benches	\$2,800 (State Vendor-BSN) (Attach 14)
2 trail signs	Materials (\$500), Staff time=\$652.26
1 stop sign	Materials (\$80), Staff time=38.18
1 Park entrance sign	Materials (\$1,500), Staff time--\$1,956.78
1 Interpretive sign (PCSM Facilities)	Materials (\$1,500) staff time 1 day x 2 people = \$267.26
1 Youth Playground Equipment	General Recreation--\$37,253.52 (Attach 12)
1 Install of Youth Playground Equipment	General Recreation-\$14,411.77 (Attach 12)
1 Tot Lot Equipment	Done-General Recreation-\$17,992.82 (Attach 12)
1 Tot Lot Swing	Done-General Recreation-\$1,623.18 (Attach 12)
Staff to build with Community Build On 7/27/19	Friday-Sunday-7/27/19 3 days at OT for three people at 10 hour days=Haskell\$483.30, Scott \$1,497.00, Mike \$993.30 or a total of \$2,973.60
250 CY Safety Surface Mulch	Materials (General Recreation--\$4,000) 3 people for five days=\$3,261.30 to install
ADA Privacy Shelter (1)	Materials \$4,000, staff to construct (Attach 13)

[illegible]

[illegible]

[illegible]

[illegible]

**Cell: I5**

**Comment:** Susan Steele:  
See Attachment 1

**Cell: F20**

**Comment:** Susan Steele:  
See Attachment 3

**Cell: E28**

**Comment:** Susan Steele:  
Attachment 5

**Cell: E29**

**Comment:** Susan Steele:  
See Attachment 4-JMT Cost Estimates

**Cell: F30**

**Comment:** Susan Steele:  
See Attachment 15

for in house cost projections

**Cell: F84**

**Comment:** Susan Steele:  
Attachment 6

**Cell: F95**

**Comment:** Susan Steele:  
Attach 12

**Cell: E102**

**Comment: Susan Steele:**

**Attach 14**

**Cell: E105**

**Comment: Susan Steele:**

**Attach 7**

**Cell: F106**

**Comment: Susan Steele:**

**Attach 8**

**Cell: F107**

**Comment: Susan Steele:**

**Attachment 9**

**Cell: E108**

**Comment: Susan Steele:**

**Attachment 10**

**Cell: F116**

**Comment: Susan Steele:**

**Attach 13**

## Halfmoon Township

1

10/8/2018 8:36 AM

Register: PLGIT PARKS &amp; REC

From 01/01/2018 through 10/08/2018

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
01/31/2018			01.341.00 Interest Earn...	Interest		X	187.63	191,771.53
02/28/2018			01.341.00 Interest Earn...	Interest		X	173.15	191,944.68
03/31/2018			01.341.00 Interest Earn...	Interest		X	201.56	192,146.24
04/30/2018			01.341.00 Interest Earn...	Interest		X	225.53	192,371.77
05/10/2018	121	Johnson, Mirmiran &...	30.354.07 Park State G...	Invoice: 1-117...	29,190.00	X		163,181.77
05/23/2018	122	Centre County Conse...	30.354.07 Park State G...	NPDES Permit...	625.00	X		162,556.77
05/23/2018	123	Centre County Clean ...	30.354.07 Park State G...	Individual Base...	1,500.00	X		161,056.77
05/23/2018	124	Commonwealth of Pe...	30.354.07 Park State G...	NPDES Distrib...	300.00	X		160,756.77
05/31/2018			01.341.00 Interest Earn...	Interest		X	228.12	160,984.89
06/13/2018	125	Franson Engineering ...	30.354.07 Park State G...		219.00	X		160,765.89
06/30/2018			01.341.00 Interest Earn...	Interest		X	214.20	160,980.09
07/31/2018			01.341.00 Interest Earn...	Interest		X	235.95	161,216.04
08/31/2018			01.341.00 Interest Earn...	Interest		X	238.97	161,455.01
09/13/2018	126	Franson Engineering ...	30.354.07 Park State G...	Invoice: 2945	210.00			161,245.01
09/13/2018	127	Johnson, Mirmiran &...	30.354.07 Park State G...		22,075.00			139,170.01



2  
Contract No: C000066679

**COMMONWEALTH OF PENNSYLVANIA  
COMMONWEALTH FINANCING AUTHORITY**

**GREENWAYS, TRAILS, AND RECREATION PROGRAM  
GRANT AGREEMENT**

This Contract, is entered into by and between the Commonwealth of Pennsylvania (the "Commonwealth"), acting through the Commonwealth Financing Authority (the "Grantor" or "Authority"), and

**HALFMOON TOWNSHIP  
100 Municipal Lane  
Port Matilda PA 16870**

(the "Grantee").

**BACKGROUND:**

Section 2315(a.1)(1)(iv) of the Act of February 14, 2012 (P.L. 87, No. 13) (58 Pa.C.S. §2315), referred to by the Authority as Act 13, authorizes the Commonwealth Financing Authority to award grants to eligible applicants for planning, acquisition, development, rehabilitation and repair of greenways, recreational trails, open space, parks and beautification projects.

The General Assembly of the Commonwealth has appropriated funds to the Commonwealth Financing Authority to carry out the provisions of the Act.

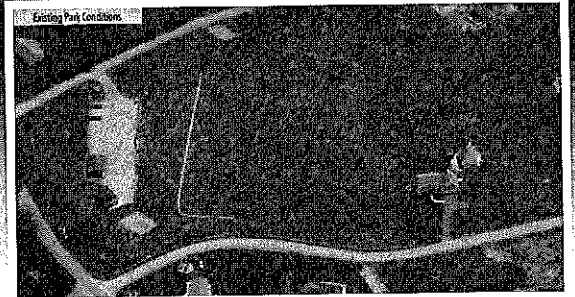
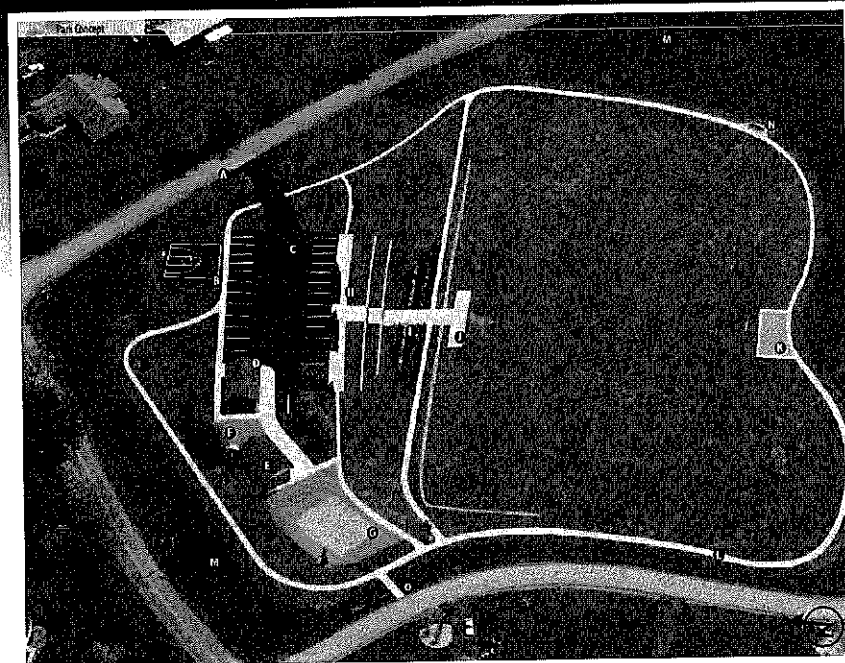
NOW, THEREFORE, in consideration of the foregoing, and subject to the conditions contained herein, the parties hereto intending to be legally bound hereby, do covenant and agree for themselves, their respective successors and assignees as follows:

**ARTICLE I  
AMOUNT OF THE CONTRACT**

Subject to the terms of this Grant, the Grantor hereby makes available to the Grantee out of funds appropriated a grant in the sum of **TWO HUNDRED ONE THOUSAND, SIX HUNDRED TWENTY EIGHT DOLLARS (\$201,628.00) AND NO CENTS-----** or such portion thereof as may be required by the Grantee and authorized by the Grantor, subject to the condition that it shall be used by the Grantee to carry out the activities described in the application submitted by the Grantee and as approved by the Grantor, and which is incorporated herein by reference. In addition, this Grant shall be subject to Appendix A, Project Description and Special Conditions, and Appendix B, Budget Summary, which are attached hereto and incorporated herein.

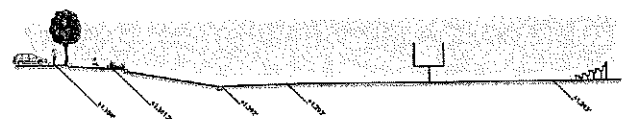
# Autumn Meadow Park

Halfmoon Township, Centre County, PA



- A** Improved Entrance with Landscape Treatments
- B** Existing 1/2 Court Basketball Court, Provide ADA Access to Proposed Walkway System
- C** Paved Parking with 30 Spaces
- D** Existing Pavilion, Provide ADA Access and Seating
- E** Existing Concession and Storage
- F** Park Terrace
- G** Tiered Youth Playground and Tot Lot
- H** Viewing Hill
- I** Garden
- J** ADA Field Access and Viewing Area
- K** Bleachers
- L** Loop Trail (6' wide, 0.3 miles)
- M** Meadow
- N** Rest Stop
- O** Neighborhood Trail Connection

Park Cross Section



# AUTUMN MEADOW PARK REVITALIZATION IMPROVEMENTS HALFMOON TOWNSHIP

## TOWNSHIP AND DCED COST ESTIMATE

05.01.2018

4  
Cleaner/PSU  
Township going  
\* ask PSU to do better



ITEM	DESCRIPTION	EST. QTY.	UNITS	UNIT PRICE	TOTAL COST
<b>A.</b>	<b>Township Site Improvements</b>				
<b>A.2</b>	<b>Site Preparation and Demolition</b>				<b>\$20,600</b>
A.2.1	Strip and Stockpile Topsoil (6" deep)	2,000	CY	\$4.00	\$8,000
A.2.2	Selective Tree Removal	2	EA	\$800	\$1,600
A.2.3	Temporary Tree Protection Fencing	2,000	LF	\$4	\$8,000
A.2.4	Pavement Removal	1	LS	\$1,500	\$1,500
A.2.6	Swing Set Removal / Wood Safety Mulch Removal	1	LS	\$1,500	\$1,500
<b>A.3</b>	<b>Erosion and Sedimentation</b>				<b>\$15,200</b>
A.3.1	12" Compost Filter Sock	1,400	LF	\$5	\$7,000
A.3.2	18" Compost Filter Sock	400	LF	\$8	\$3,200
A.3.3	Construction Entrance with Wash Rack	1	EA	\$2,500	\$2,500
A.3.4	Concrete Washout	1	EA	\$400	\$400
A.3.5	Inlet Protection	7	EA	\$300	\$2,100
<b>A.4</b>	<b>Earthwork</b>				<b>\$6,310</b>
A.4.1	Bulk Excavation and Fill	1,550	CY	\$3	\$4,650
A.4.1.1	Bulk Cut (Common Earth)	415	CY	\$4	\$1,660
A.4.1.2	Bulk Fill (Common Earth)		CY		
	Balance:				
<b>A.5</b>	<b>Pavements</b>				<b>\$13,050</b>
A.5.4	Pavement Markings	1	LS	\$2,000	\$2,000
A.5.5	Concrete Curb	515	LF	\$20	\$10,300
A.5.6	Flush Concrete Walk with Frost Wall	20	LF	\$30	\$600
A.5.7	Concrete Curb End	6	LF	\$25	\$150
<b>A.7</b>	<b>Stormwater Management Allowance</b>				<b>\$76,100</b>
A.7.1	Underdrain *	270	LF	\$16	\$4,320
A.7.2	Type C Inlet *	4	EA	\$2,400	\$9,600
A.7.3	2'x2' Yard Inlet *	1	EA	\$1,500	\$1,500
A.7.4	Storm Manhole *	1	EA	\$2,800	\$2,800
A.7.5	12" HDPE Pipe *	600	LF	\$26	\$15,600
A.7.6	Flared End Section *	1	EA	\$800	\$800
A.7.7	Stone Bed (#57) *	100	CY	\$75	\$7,500
A.7.8	Geotextile Fabric Type 4 *	1,220	SY	\$4	\$4,880
A.7.9	Amended Soils *	300	CY	\$30	\$9,000
A.7.10	Raingarden Seeding *	16,500	SF	\$0.75	\$12,375
A.7.11	Corten Steel Weir in Stepped Pools *	3	EA	\$2,600	\$7,800
<b>A.8</b>	<b>Landscaping</b>				<b>\$20,200</b>
A.8.1	Spread Topsoil 6" Thick, Fine Grade, Fertilize *	2,000	SY	\$3.00	\$6,000
A.8.2	General Lawn Seeding *	95,000	SF	\$0.15	\$14,250
<b>A.9</b>	<b>Retaining Walls</b>				<b>\$</b>
A.9.2	Concrete Step Cheek walls	10	LF	\$40	\$400

<b>A.11</b>	<b>Site Amenities</b>					<b>\$2,550</b>
A.11.4	Trail Signage	2	EA	\$250		\$500
A.11.5	Stop Sign	1	EA	\$250		\$250
A.11.6	Step Handrail	10	LF	\$30		\$300
A.11.8	Park Sign	1	EA	\$1,500		\$1,500

**SUBTOTAL: \$154,535**

**TOTAL BASE COST : \$154,535**

1	Professional Design Fees					<b>\$68,880.00</b>
2	Construction Contingency Fund (5%)					<b>\$7,726.75</b>

**TOWNSHIP TOTAL PROJECT ESTIMATE \$231,142**

ITEM	DESCRIPTION	EST. QTY.	UNITS	UNIT PRICE	TOTAL COST
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## A. DCED Site Improvements

<b>A.1</b>	<b>General Requirements</b>					<b>\$15,900</b>
A.1.1	Mobilization	1	LS	\$5,000		\$5,000
A.1.2	Survey/Construction Layout	3	DAY	\$1,200		\$3,600
A.1.3	Submittals/Shop Drawings	2	MONTH	\$400		\$800
A.1.4	Entrance Sign/Funding Acknowledgment	1	EA	\$1,500		\$1,500
A.1.5	Bonding	1	LS	\$5,000		\$5,000
<b>A.2</b>	<b>Site Preparation and Demolition</b>					<b>\$5,000</b>
A.2.5	Gravel Area Removal	1	LS	\$5,000		\$5,000
<b>A.5</b>	<b>Pavements</b>					<b>\$98,900</b>
A.5.2	4" Concrete Pavement	5,000	SF	\$9		\$45,000
A.5.3	Parking Bituminous Paving and Base	1,540	SY	\$35		\$53,900
<b>A.6</b>	<b>6' Wide Trail</b>					<b>\$47,550</b>
A.6.1	Bituminous Paving and Base	1,585	SY	\$30		\$47,550
<b>A.11</b>	<b>Site Amenities</b>					<b>\$7,600</b>
A.11.1	ADA Picnic Tables	4	EA	\$1,200		\$4,800
A.11.2	Benches	2	EA	\$1,400		\$2,800
						<b>SUBTOTAL: \$174,950</b>

**TOTAL BASE COST : \$174,950**

2	Construction Contingency Fund (5%)					<b>\$8,747.50</b>
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**DCED TOTAL PROJECT ESTIMATE \$183,698**

**TOWNSHIP TOTAL PROJECT ESTIMATE \$231,142**  
**DCED TOTAL PROJECT ESTIMATE \$183,698**

**TOTAL PROJECT ESTIMATE \$414,839**

**Note: Probable cost for site work does not include the following:**

1. Rerouting gas, CATV, or phone lines. Additional improvements as may be required by municipal or other reviewing agencies having jurisdiction
2. Utility service and or connection fees.
3. Utility service extension to the park
4. Removal of unsuitable materials, sink hole remediation, or archeological investigations or phase services.
5. Project financing costs
6. Site renovations or repairs beyond the boundary of the park.

JMT, Inc. is not a construction contractor and therefore probable construction cost opinions are based solely upon our experience with construction. This requires JMT to make a number of assumptions as to actual conditions which will be encountered on the site; the specific decisions of other design professionals engaged; the means and methods of construction the contractor will employ; contractors' techniques in determining prices and market conditions at the time, and other factors over which JMT has no control. Given these assumptions which must be made, JMT states that the above probable construction cost opinion is a fair and reasonable estimate for construction costs.

E. Steele

**From:** Mears, Andrew <AMears@jmt.com>  
**Sent:** Thursday, December 7, 2017 6:25 PM  
**To:** Susan E. Steele  
**Subject:** RE: [EXTERNAL] RE: ACT 13 Greenways, Trails & Rec Grant Approval - Halfmoon Township/Autumn Meadow Park Revitalization Project  
**Attachments:** Autumn Meadows Cost Estimate.pdf

Susan,

It is not cost effective to break the project out into two phases based on the 200k received from DCED due to the permitting requirements, site development costs, and engineering fees required. The Township would be better served to design and permit the entire project. You could bid the work anticipated to be funded with DCNR money as an alternate and if you don't receive it you could always re-apply and bid the alternate as a separate phase when you receive the DCNR monies.

The project will require an individual NPDES permit which will certainly take at least a year to secure, so I would suggested beginning design and permitting in 2018.

Attached is a breakdown of the funding by sources. Basically the Township would use 200k to design, permit, and cover the site work including storm water managements, and the DCED 200k would cover the pavements, trails and site amenities. The DCNR funds of another 200k would cover the decorative pavers, playground equipment, bleachers, retaining walls, and landscape improvements. These items are stand-alone items that could really be implemented at anytime if for some reason you were not able to secure.

Below is a more detailed breakout of the design fees. We did some research to make sure there are not unexpected issues with the storm and E/S and the only concern at this time would be the drainage swale around the football field. Since this project would require an individual NPDES Permit. It is fairly dry right now but since it shows up in the EMap as an intermittent stream there could be a concern since it was relocated to create the football field. We don't think it will be an issue but wanted to you to be aware of it. I can discuss in more detail next week when we meet.

There could be some cost savings on the survey if it is completed by Don and the grant administration would only be if you secure the DCNR grant. Also I did not update the engineering cost on the spreadsheet to keep the overall the same as what was submitted and will be submitted to DCNR. DCNR's maximum consultant fee cannot exceed 15% (\$91,278) of the construction estimate or final construction costs and we are well under that.

**PROFESSIONAL FEES**

*Both DCED & DCNR portions*

A. Topographic Survey.....	\$ 7,550
B. Master Plan Modifications.....	\$ 2,500
C. Site Construction Documents.....	\$ 18,000
D. Storm water Management Design (PCSM Plan) .....	\$ 7,250
E. Erosion and Sedimentation Control Plans.....	\$ 5,850
F. Individual NPDES Permit.....	\$ 4,250
G. Infiltration Testing.....	\$ 3,500
H. PCSM Closeout.....	\$ 5,750
I. Bidding Services.....	\$ 6,800 = 2,000
J. Grant Administration.....	\$ 1,850
K. Construction Observation .....	\$ 5,580 = 3,100

**Total Fees** ..... **\$68,880**

Thank you,

Johnson, Mirmiran & Thompson, Inc.

# AUTUMN MEADOW PARK

## REVITALIZATION IMPROVEMENTS

### HALFMOON TOWNSHIP

#### DCNR BUDGET / COST ESTIMATE

05.01.2018



ITEM	DESCRIPTION	EST. QTY.	UNITS	UNIT PRICE	TOTAL COST
<b>A.</b>	<b>Site Improvements</b>				
<b>A.5</b>	<b>Pavements</b>				<b>\$2,745</b>
A.5.1	ADA Concrete Viewing Area	305	SF	\$9	\$2,745
<b>A.8</b>	<b>Landscaping</b>				<b>\$23,700</b>
A.8.3	Deciduous Trees	10	EA	\$500.00	\$5,000
A.8.4	Evergreen Trees	10	EA	\$475.00	\$4,750
A.8.5	Small Trees	8	EA	\$275.00	\$2,200
A.8.6	Shrubs	75	EA	\$60.00	\$4,500
A.8.7	Grasses/Potted Plants	75	EA	\$30.00	\$2,250
A.8.8	Perennial Garden	1	LS	\$5,000.00	\$5,000
<b>A.9</b>	<b>Retaining Walls</b>				<b>\$16,500</b>
A.9.1	Modular Arched Retaining Wall System	330	SF	\$50	\$16,500
<b>A.10</b>	<b>Bleachers</b>				<b>\$14,640</b>
A.10.1	Portable Bleachers (50 Person Capacity)	50	SEAT	\$120	\$6,000
A.10.2	Bleacher Pads	720	SF	\$12	\$8,640
<b>A.11</b>	<b>Site Amenities</b>				<b>\$13,500</b>
A.11.3	Interpretive Signage - POSM Facilities	1	EA	\$1,500	\$1,500
<del>A.11.7</del>	<del>Wood Split Rail Fence</del>	<del>400</del>	<del>LF</del>	<del>\$30</del>	<del>\$12,000</del>
<b>A.12</b>	<b>Youth Playground</b>				<b>\$44,040</b>
A.12.1	Play Equipment (5-12 Year Old)	1	EA	\$25,000	\$25,000
A.12.2	Installation	1	LS	\$10,000	\$10,000
A.12.3	Concrete Curb Edging	252	LF	\$20	\$5,040
A.12.4	Safety Surface (Wood Mulch)	250	CY	\$16	\$4,000
<b>A.13</b>	<b>Tot Lot</b>				<b>\$25,900</b>
A.13.1	Play Equipment (2-5 Year Old)	1	EA	\$18,500	\$18,500
A.13.2	Installation	1	LS	\$7,400	\$7,400
<b>A.14</b>	<b>Alternates (not included in total price)</b>				<b>\$154,640</b>
A.14.1	Bituminous Paving and Base (upper loop trail)	380	SY	\$30	\$11,400
A.14.2	Modular Linear Retaining Wall System (central stair area)	550	SF	\$33	\$18,150
A.14.3	Concrete Step Cheek walls (central stair area)	50	LF	\$40	\$2,000
A.14.4	4" Concrete Pavement (central stair area)	600	SF	\$9	\$5,400
A.14.5	Step Handrail (central stair area)	50	LF	\$30	\$1,500
A.14.6	Meadow Seeding	130,000	SF	\$0.50	\$65,000
A.14.7	Underdrain (central stair area)	130	LF	\$16	\$2,080
A.14.8	Block Benches	10	EA	\$355	\$3,550
A.14.9	ADA Privacy Shelter	1	EA	\$14,000	\$14,000
A.14.10	Privacy Shelter Pad	130	SF	\$12	\$1,560
A.14.11	Decorative Pavers	1,500	SF	\$20	\$30,000

**SUBTOTAL: \$295,665**

**TOTAL BASE COST : \$295,665**

2 Construction Contingency Fund (5%)

\$14,783.25

**TOTAL PROJECT ESTIMATE**

**\$310,448**

**Note: Probable cost for site work does not include the following:**

1. Rerouting gas, CATV, or phone lines. Additional improvements as may be required by municipal or other reviewing agencies having jurisdiction
2. Utility service and or connection fees.
3. Utility service extension to the park
4. Removal of unsuitable materials, sink hole remediation, or archeological investigations or phase services.
5. Project financing costs
6. Site renovations or repairs beyond the boundary of the park.

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FINK BROTHERS SUPPLY

961 PENNSYLVANIA AVENUE

TYRONE, PA 16686

PHONE: (814) 684-0580

FAX: (814) 684-7607

EMAIL: FINKBROTHERS@COMCAST.NET

*Added?*

FOR: HALFMOON TOWNSHIP

ATTN: SCOTT 'ROADMASTER@HALFMOONTWP.US'

DATE: 9/4/18

Item No.	Description	Quantity	Price/ea.
S3-411	3 PVC/90 DEGREE ELBOW STD RADIUS CONDUIT	1 EACH	\$ 8.95
S3-413	3 PVC/90/36 DEGREE 36" RADIUS ELBOW CONDUIT	1 EACH	\$18.90
519504	3 PVC/40/20 20' SCHEDULE 40 CONDUIT 3" PVC 20' SECTION	1 EACH	\$38.98 = 380.100
127848	16 OZ, Clear, All Purpose Solvent Cement, A Heavy Bodied Cement for Use On ABS, PVC, Or CPVC Pipe & Fittings Up To 6" In Diameter, Exceeds ASTM D-2564, D-2846, D2235 & F-493.	1 EACH	\$ 7.99
167957	3/16" White, Solid Braided Nylon Cord, Load Limit 44 LB	1 FOOT	\$ .10

*380.100*  
*(200)*

TAX NOT INCLUDED

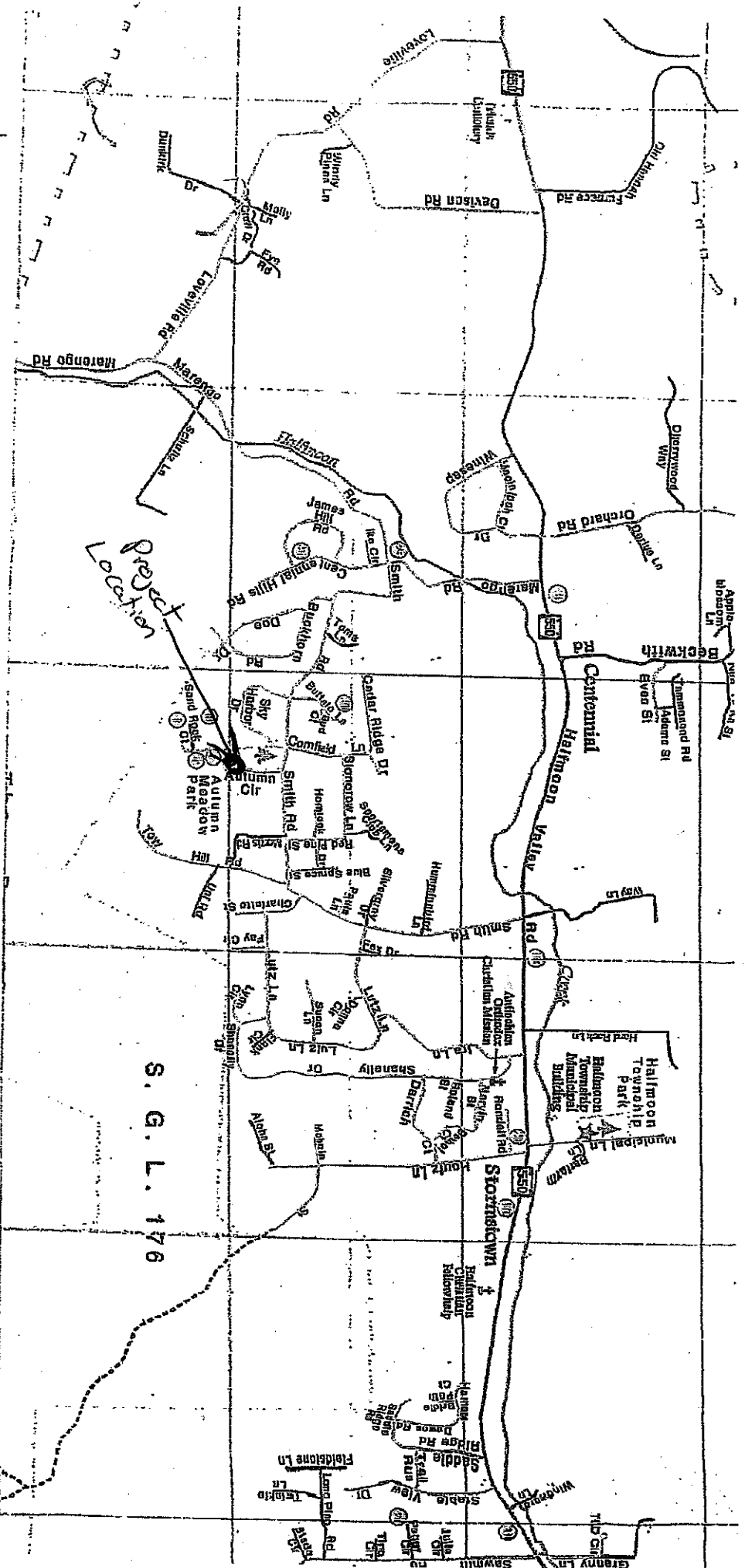
*Electric Conduit  
Materials  
for Main  
Energy*

CUSTOMER IS RESPONSIBLE FOR CHECKING  
QUANTITIES AND SPECIFICATIONS ON QUOTE

Special orders may not be returnable



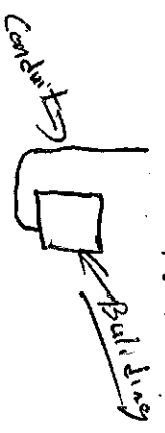
Please note: All quotes good for 14 days from quote date unless otherwise stated.  
AFTER 14 DAYS IT WILL HAVE TO BE REQUESTED



Project Location	Maintenance Building
Work To Be Done	Install Elect Conduit From
Building To Gate after on Fence.	

NOTES

Call PA 1 call 2 weeks  
 before start of project  
 1-800-242-1776



## Man HRS. On Project

Scott	6 <sup>hr</sup>	Laying out and getting Cost Est
	21 <sup>hr</sup>	To do The Project
Mike	21 <sup>hr</sup>	" " "

Hussell	21	" " "
---------	----	-------

## Equipment and Supply's

3	3" 90° Sweeps	10. <sup>00</sup> Each =	30. <sup>00</sup>
220'	of 3" conduit	19. <sup>91</sup> Each =	438. <sup>02</sup>
1	can of glue	6. <sup>48</sup> =	6. <sup>48</sup>
250'	of Rope	20. <sup>00</sup>	20. <sup>00</sup>

Rent	mini Excavator For Two days	600. <sup>00</sup>
------	-----------------------------	--------------------

Estimate 1200.<sup>00</sup>



8

FINK BROTHERS SUPPLY

961 PENNSYLVANIA AVENUE

TYRONE, PA 16686

PHONE: (814) 684-0580

FAX: (814) 684-7607

EMAIL: FINKBROTHERS@COMCAST.NET

*Main  
Fencing  
Materials*

FOR: HALFMOON TOWNSHIP

ATTN: SCOTT 'ROADMASTER@HALFMOONTWP.US'

DATE: 8/31/18

Item No.	Description	Quantity	Price/ea.	TOTAL
996	CHAIN LINK - 2 X 9 X 96"	1100	\$7.68	\$8448.00
158721	PIPE - 1 5/8 X BF40 X 21'	1323	\$2.52	\$3333.96
4711	PIPE - 4" X BF40 X 11'	6	\$98.04	\$ 588.24
278711	PIPE - 2 7/8 X BF40 X 11'	8	\$68.20	\$ 545.60
238711	PIPE - 2 3/8" X BF40 X 11'	100	\$42.63	\$4253.00
193496	BARS - 8' HEAVY TENSION BARS	20	\$5.43	\$ 108.60
504	TENSION BAND - 4"	35	\$1.01	\$ 35.35
524	BRACE BAND - 4"	15	\$1.01	\$ 15.15
50278	TENSION BAND - 2 7/8"	75	\$.69	\$ 51.75
52278	BRACE BAND - 2 7/8"	45	\$.70	\$ 31.50
52238	BRACE BAND - 2 3/8"	20	\$.62	\$ 12.40
721582	RAIL END - 1 5/8" COMBINATION	60	\$1.48	\$ 88.80
70516114	BOLTS 5/16" X 1 1/4" CARRIAGE	200	\$.31	\$ 62.00
87158	SLEEVES - 1 5/8" X 6"	53	\$1.32	\$ 69.96
5443	CAPS - 4" PS DOME	6	\$4.58	\$ 27.48
542783	CAPS - 2 7/8" PS DOME	8	\$2.48	\$ 19.84
672381583	LINE TOP - 2 3/8 X 1 5/8 PS	100	\$2.33	\$ 233.00
6816	TIE WIRE - 9GA TIE X 8 1/4"	12	\$8.14	\$ 97.68
179	TENSION WIRE - 9GA SMOOTH	65	\$1.79	\$ 116.35
689	PIG RINGS - 9GA	6	\$3.88	\$ 23.28
193811	RODS - 3/8 X 11' THREADED RODS	20	\$7.75	\$ 155.00
866	FITTINGS - IND TRUSS TIGHTENER	20	\$1.55	\$ 31.00
GATE	GATE	2	\$775.00	\$1550.00
GATE	GATE	1	\$2441.25	\$2441.25
56904	HINGE - 4" BULLDOG	8	\$17.83	\$ 142.64
593	LATCH - IND DROP ROD ASSEMBLY	2	\$23.25	\$ 46.50
891781	GATE HDW - 2" COM D/R GUIDE	6	\$3.03	\$ 18.18
7334	CANTILEVER ROLLER - 4"POLY W/C	4	\$131.75	\$ 527.00
775951	LIFTMASTER - SL595 1 HP	1	\$3100.00	\$3100.00
77612	LIFTMASTER - 6'X 12' PAVE OV	3	\$232.50	\$ 697.50
776	LIFTMASTER-PLUG IN LOOP DETECT	3	\$387.50	\$1162.50
78951	PEDESTAL 64"	1	\$155.00	\$ 155.00

78911	LINEAR AK-11 KEYPAD	1	\$348.75	\$ 348.75
7897	MILLER EDGE COMPLETE EDGE, TRANSMITTER, AND RECEIVER	1	\$387.50	\$ 387.50
769811	TRANSMITTER - LIFTMASTER 811LM	5	\$31.00	\$ 155.00
DEL	DELIVERY CHARGES	1	\$4700.00	\$ 4700.00
				\$33779.76

TAX NOT INCLUDED

CUSTOMER IS RESPONSIBLE FOR CHECKING  
QUANTITIES AND SPECIFICATIONS ON QUOTE

Special orders may not be returnable

Please note: All quotes good for 14 days from quote date unless otherwise stated.  
**AFTER 14 DAYS IT WILL HAVE TO BE REQUOTED.**



9

7. ~~Robert~~ Main  
Fleming

**Michael Kustenbauder**  
**(814) 574-6298**

Fencing Estimate	Qty	Each	Cost
Customer Name: Halfmoon Township 692-7757			
Address: Scott Brown 280-7092			
Date: 9-7-18			
Install app 1100 ft of 8 ft tall chainlink fencing with material Halfmoon Township will provide.			
Includes (2) 12 ft swing gates and (1) 24 ft slide gate with electric opener			
Fence to be installed with top rail, corner and end bracing, bottom tension wire. All posts set app 36" in footer mix wet concrete that we will provide.			
Accepted by			
Proposed by Michael Husterlander			
PA046711 - Estimate good for 30 days	Total	\$	22,880.00

[Print](#) | [Close Window](#)

*For 2019 Budget*

**Subject:** Paved Parking at Community Building and Recycling Area At Maintenance Building  
**From:** Donald Franson <franson\_eng@franson-engineering@yahoo.com>  
**Date:** Tue, Aug 07, 2018 6:05 am  
**To:** Scott Brown <roadmaster@halfmoontwp.us>, Amy Smith <townshipclerk@halfmoontwp.us>

Scott:

Below are descriptions of work and cost estimates for the two referenced projects we discussed on site last week.

**Paved Parking at Community Building:** This work is the paving of the "front row" along the timber rail fence in front of the Community Building. Paved parking will tie into the existing walkway and will include 11 standard parking spots and a van accessible handicapped parking spot.

Work will include:

1. Removal of stone and pavement as required. Note that I am recommending removal of the existing pavement.
2. Reshape and compact existing stone.
3. Place 2.5" Bituminous Binder and 1.5" Bituminous Wearing.
4. Adjustment of a portion of the fence along the west side of the parking lot. (Township forces)
5. Line striping and ADA Symbol.

The estimated cost is \$14,500

**Paved Recycling Area at Maintenance Building:** This work is the construction of a level paved area (40' by 45') for the placement of recycling containers and to provide paved pull off area.

Work will include:

1. Extension of existing drainage pipe.
2. Strip topsoil.
3. Place fill to achieve desired grade.
4. Place 6" 2A subbase.
5. Place 3.5" Bituminous Binder and 1.5" Bituminous Wearing.
6. Topsoiling and seeding. (Township forces)

The estimated cost is \$15,000

if you have any questions please call.

Don

Donald M. Franson, P.E., P.L.S.

Franson Engineering and Surveying

304 Forest Avenue Bellefonte, PA 16823

Phone: (814) 383-4550

Cell: (814) 360-6590

Halfmoon Township  
\$60,000 for 5 years  
Fixed Rate of 5.38%

*Attache IT*

CASH FLOW DATA

Event	Date	Amount	Number	Period	End Date
1 Loan	9/15/2018	60,000.00	1		
2 Payment	10/15/2018	1,142.75	60	Monthly	9/15/2023

AMORTIZATION SCHEDULE - Normal Amortization

Date	Payment	Interest	Principal	Balance
Loan 9/15/2018				60,000.00
1 10/15/2018	1,142.75	269.00	873.75	59,126.25
2 11/15/2018	1,142.75	265.08	877.67	58,248.58
3 12/15/2018	1,142.75	261.15	881.60	57,366.98
2018 Totals	3,428.25	795.23	2,633.02	
4 1/15/2019	1,142.75	257.20	885.55	56,481.43
5 2/15/2019	1,142.75	253.23	889.52	55,591.91
6 3/15/2019	1,142.75	249.24	893.51	54,698.40
7 4/15/2019	1,142.75	245.23	897.52	53,800.88
8 5/15/2019	1,142.75	241.21	901.54	52,899.34
9 6/15/2019	1,142.75	237.17	905.58	51,993.76
10 7/15/2019	1,142.75	233.11	909.64	51,084.12
11 8/15/2019	1,142.75	229.03	913.72	50,170.40
12 9/15/2019	1,142.75	224.93	917.82	49,252.58
13 10/15/2019	1,142.75	220.82	921.93	48,330.65
14 11/15/2019	1,142.75	216.68	926.07	47,404.58
15 12/15/2019	1,142.75	212.53	930.22	46,474.36
2019 Totals	13,713.00	2,820.38	10,892.62	



16	1/15/2020	1,142.75	208.36	934.39	45,539.97
17	2/15/2020	1,142.75	204.17	938.58	44,601.39
18	3/15/2020	1,142.75	199.96	942.79	43,658.60
19	4/15/2020	1,142.75	195.74	947.01	42,711.59
20	5/15/2020	1,142.75	191.49	951.26	41,760.33
21	6/15/2020	1,142.75	187.23	955.52	40,804.81
22	7/15/2020	1,142.75	182.94	959.81	39,845.00
23	8/15/2020	1,142.75	178.64	964.11	38,880.89
24	9/15/2020	1,142.75	174.32	968.43	37,912.46
25	10/15/2020	1,142.75	169.97	972.78	36,939.68
26	11/15/2020	1,142.75	165.61	977.14	35,962.54
27	12/15/2020	1,142.75	161.23	981.52	34,981.02
2020 Totals		13,713.00	2,219.66	11,493.34	

28	1/15/2021	1,142.75	156.83	985.92	33,995.10
29	2/15/2021	1,142.75	152.41	990.34	33,004.76
30	3/15/2021	1,142.75	147.97	994.78	32,009.98
31	4/15/2021	1,142.75	143.51	999.24	31,010.74
32	5/15/2021	1,142.75	139.03	1,003.72	30,007.02
33	6/15/2021	1,142.75	134.53	1,008.22	28,998.80
34	7/15/2021	1,142.75	130.01	1,012.74	27,986.06
35	8/15/2021	1,142.75	125.47	1,017.28	26,968.78
36	9/15/2021	1,142.75	120.91	1,021.84	25,946.94
37	10/15/2021	1,142.75	116.33	1,026.42	24,920.52
38	11/15/2021	1,142.75	111.73	1,031.02	23,889.50
39	12/15/2021	1,142.75	107.10	1,035.65	22,853.85
2021 Totals		13,713.00	1,585.83	12,127.17	

40	1/15/2022	1,142.75	102.46	1,040.29	21,813.56
41	2/15/2022	1,142.75	97.80	1,044.95	20,768.61
42	3/15/2022	1,142.75	93.11	1,049.64	19,718.97
43	4/15/2022	1,142.75	88.41	1,054.34	18,664.63
44	5/15/2022	1,142.75	83.68	1,059.07	17,605.56

45	6/15/2022	1,142.75	78.93	1,063.82	16,541.74
46	7/15/2022	1,142.75	74.16	1,068.59	15,473.15
47	8/15/2022	1,142.75	69.37	1,073.38	14,399.77
48	9/15/2022	1,142.75	64.56	1,078.19	13,321.58
49	10/15/2022	1,142.75	59.73	1,083.02	12,238.56
50	11/15/2022	1,142.75	54.87	1,087.88	11,150.68
51	12/15/2022	1,142.75	49.99	1,092.76	10,057.92
2022 Totals		13,713.00	917.07	12,795.93	

52	1/15/2023	1,142.75	45.09	1,097.66	8,960.26
53	2/15/2023	1,142.75	40.17	1,102.58	7,857.68
54	3/15/2023	1,142.75	35.23	1,107.52	6,750.16
55	4/15/2023	1,142.75	30.26	1,112.49	5,637.67
56	5/15/2023	1,142.75	25.28	1,117.47	4,520.20
57	6/15/2023	1,142.75	20.27	1,122.48	3,397.72
58	7/15/2023	1,142.75	15.23	1,127.52	2,270.20
59	8/15/2023	1,142.75	10.18	1,132.57	1,137.63
60	9/15/2023	1,142.75	5.12	1,137.63	0.00
2023 Totals		10,284.75	226.83	10,057.92	

Grand Totals	68,565.00	8,565.00	60,000.00
--------------	-----------	----------	-----------

Last interest amount increased by 0.02 due to rounding.

Attachment



# GENERAL | RECREATION, INC.

FROM CONCEPT THROUGH COMPLETION, WE DELIVER QUALITY  
P.O. Box 440 · Newtown Square, PA 19073 · 1-800-726-4793

August 10, 2018

**Proposal by:**

Stephen F. Hemler CPSI  
717.761.2751

**Proposal for: Halfmoon Township**

Ms. Susan Steele  
Township Manager  
1948 Halfmoon Valley Road  
Port Matilda, PA 16870  
814.692.9800

**Autumn Meadow Park Playground**

<b>Ages 2 to 5 Play Area</b>		
1	Landscape Structures Custom Ages 2 to 5 Playshaper Play Structure	\$17,992.87
1	Landscape Structures Welcome Sign Ages 2-5 Years DB #182503A	No Charge
1	Landscape Structures Toddler Swing #177336A/#176038G	\$1,623.18
<b>Community Build Services</b>		
07/18/19	General Recreation Inc. Community Build Services Includes Community Build Letter explaining the delivery, footer layout, equipment preassembly and installation portion of the project. Assistance in the delivery coordination and being present at time of delivery and footer layout assistance.	No Charge
07/26/19 07/27/19	Community Build Installation Specialist Technical Observation Includes two days of equipment installation assistance by a Certified Landscape Structures Installer/Certified Playground Safety Inspector and assistant who will work within the groups and direct them as required.	No Charge
<b>Ages 5 to 12 Play Area</b>		
1	Landscape Structures Custom Ages 5 to 12 Netplex Play Structure	\$33,853.32
1	Landscape Structures Welcome Sign Ages 5-12 Years DB #182503C	No Charge
	Freight	\$3,400.00
<b>Installation Services</b>		
1	Assembly/Installation/Construction Services-Prevailing Wage Rate	\$14,411.77
07/29/19	<b>Scope of Work:</b> Accept delivery of the above stated playground equipment and install <b>only</b> the LSI Custom Netplex Play Structure as per manufacturer specification and approved site plan. Layout and dig footings. Paver block or aggregate base in footings. Assemble equipment. Concrete footings. Accessibility to site: Equipment such as small trucks, skid loaders, dumpster, etc. are able to access site with reasonable ease. Disturbance to grass or area used for installation of playground equipment to be smoothed and raked out. Note: Seeding or remediation shall be BY OTHERS. Dirt spoils shall be disposed of on side of the playground area. Any hidden rock, concrete or other debris requiring additional time and equipment will be billed at a time and material basis. Site to be level or +/- 2% grade. Clean area of construction debris.	
<b>Grand Total</b>		<b>\$71,281.14</b>



# GENERAL | RECREATION, INC.

FROM CONCEPT THROUGH COMPLETION, WE DELIVER QUALITY

Page 2 of 2: Halfmoon Township-Autumn Meadow Park

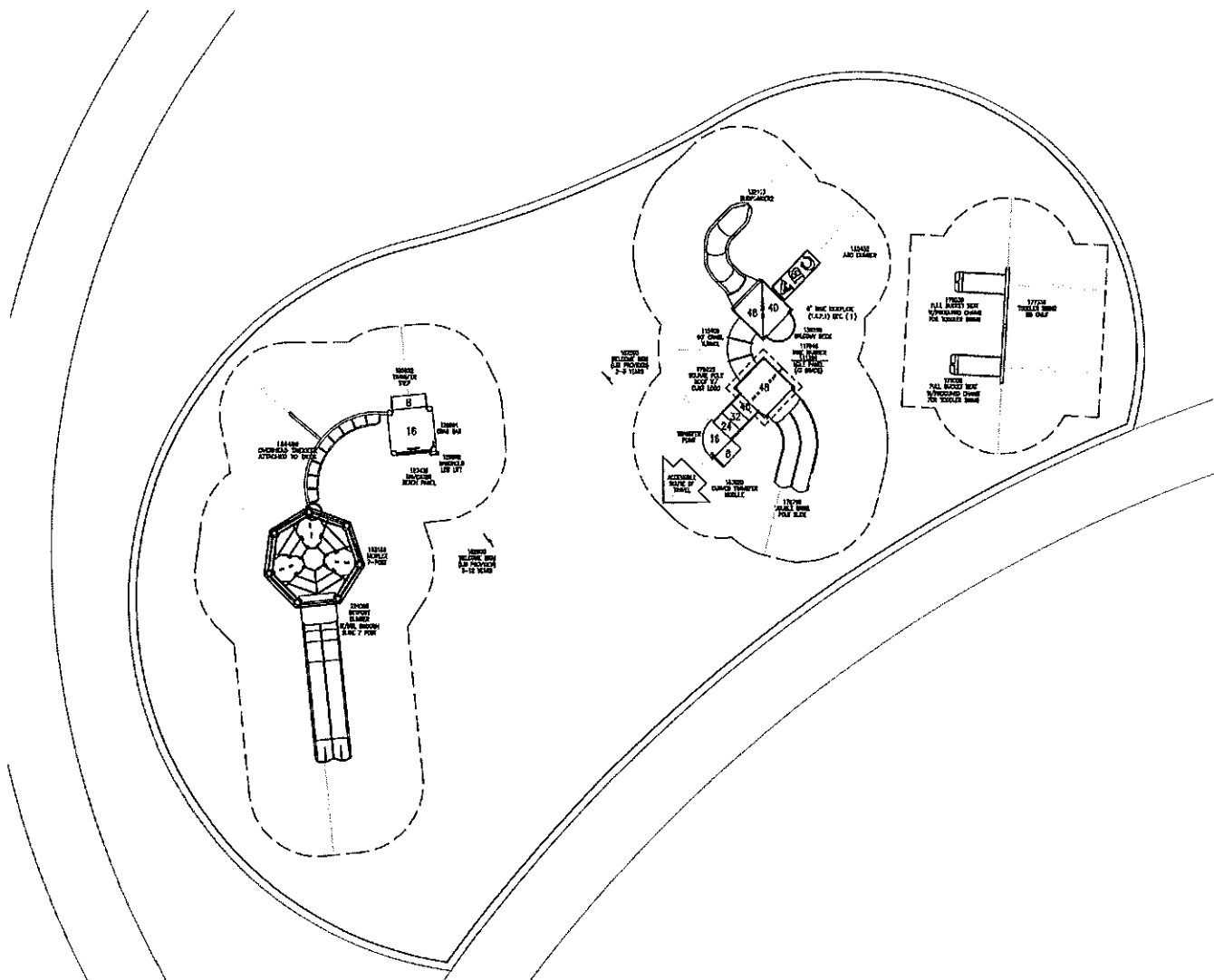
- ❖ Pricing includes only what is stated above.
- ❖ Pricing does not include demolition, excavation, site preparation or drainage system.
- ❖ Permits, if required, are the responsibility of the Owner.
- ❖ Site security is BY OTHERS.
- ❖ Proposal pricing as per Pennsylvania COSTARS-014 Recreational & Fitness Equipment Contract. Vendor #071
- ❖ Terms: Net 30 days.
- ❖ Lead Time: Will Advise.
- ❖ **Quote is valid until April 30, 2019.**

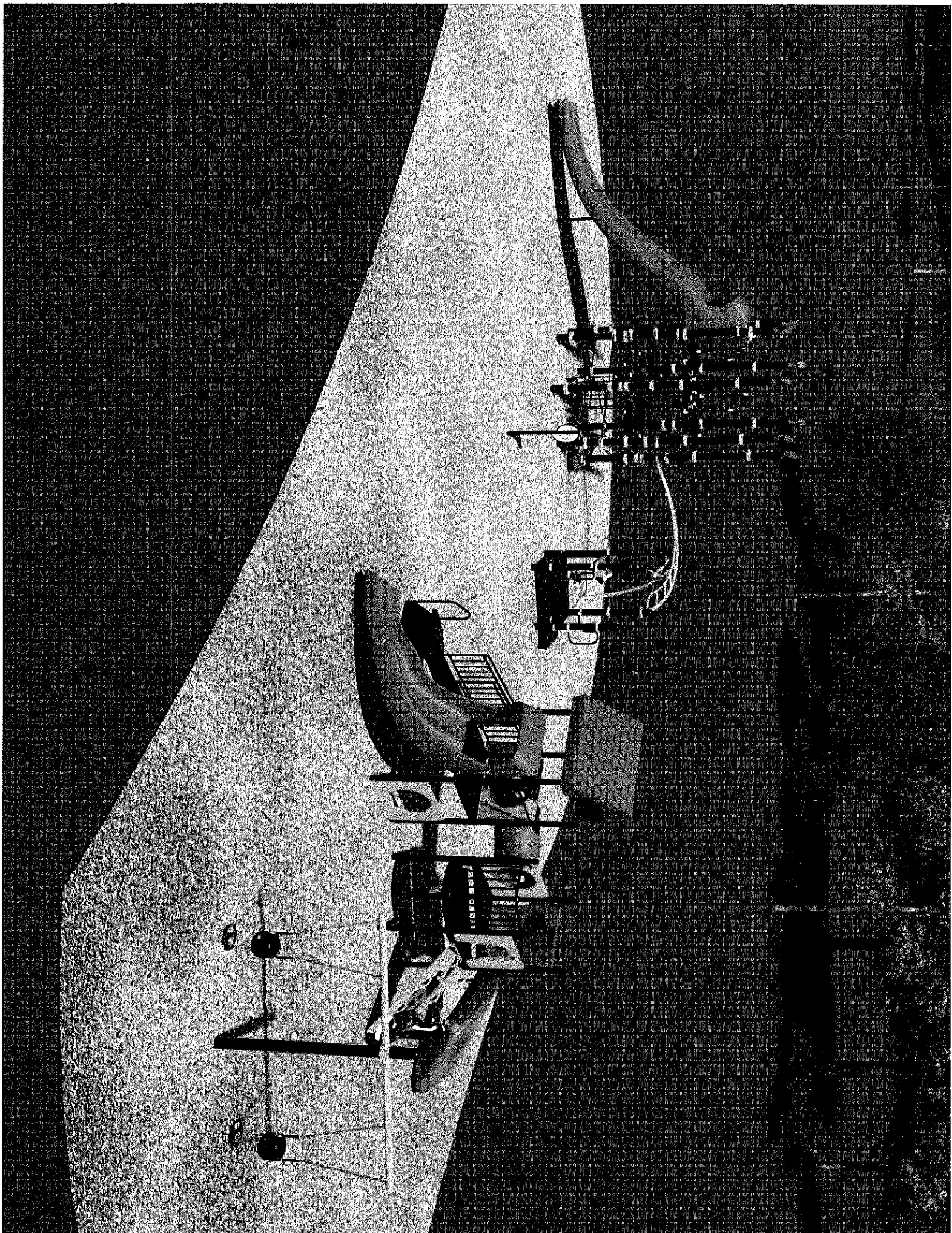
To confirm order, please sign and return to our office.

Signature \_\_\_\_\_

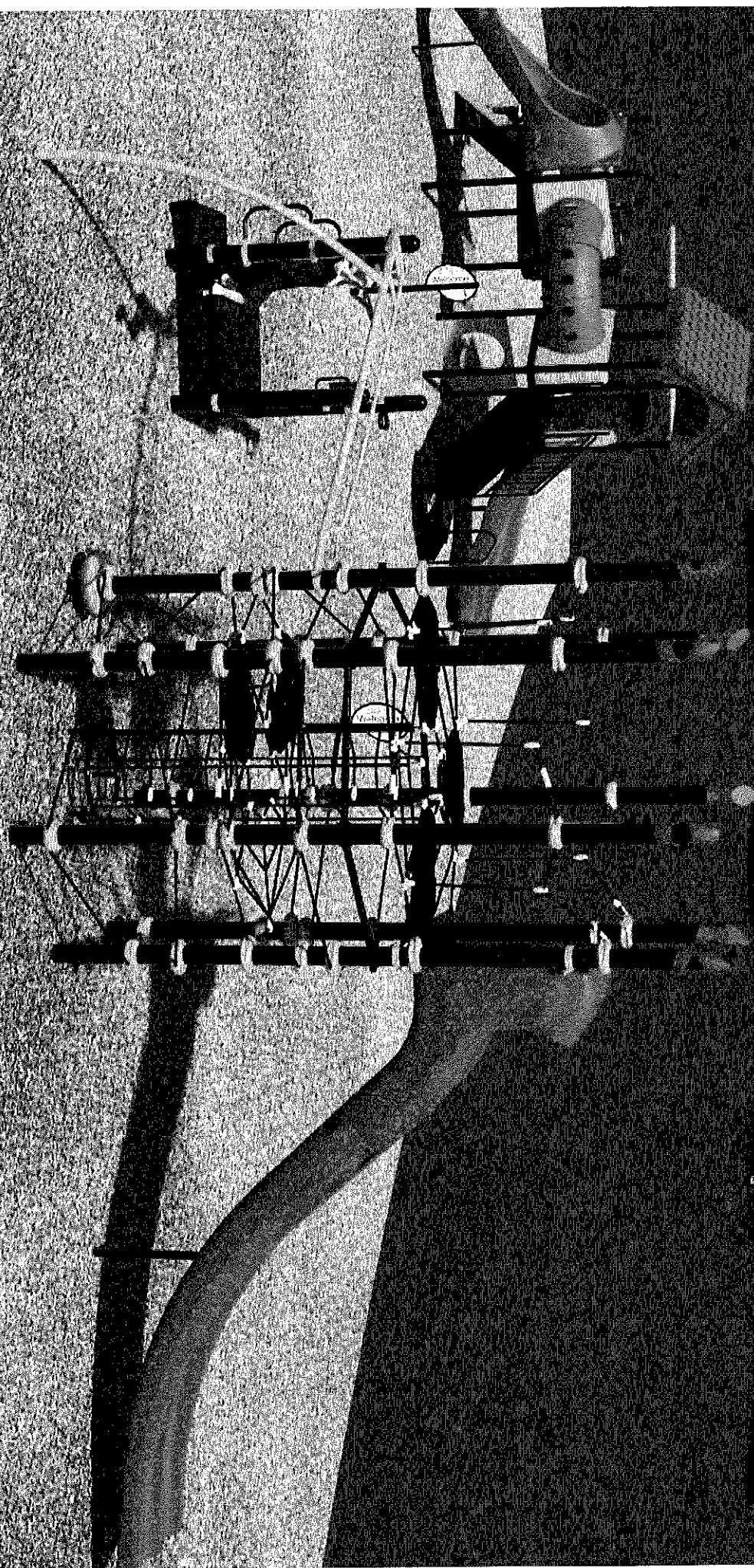
Post Office Box 440 Newtown Square, Pennsylvania 19073

**Office:** 717-761-2751 · **Fax:** 717-761-2493









# Polygon Product Specification Form

by **PORTERCORP**  
 PORTERCORP, 4240 N. 138th AVE. HOLLAND, MI 49424  
 www.polygon.com 616-399-1963

## Privacy Shelter Single [PRV-S]

PROJECT NAME: \_\_\_\_\_

PROJECT LOCATION: \_\_\_\_\_

CUSTOMER NAME: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

COMPANY: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

ADDRESS 2: \_\_\_\_\_

CITY: \_\_\_\_\_

STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

WIND LOAD: \_\_\_\_\_ SNOW LOAD: \_\_\_\_\_

SEISMIC DESIGN: \_\_\_\_\_ BLDG CODE: \_\_\_\_\_

### Shelter Options

- STANDARD WITH THIS SHELTER:
- ☒ STRUCTURAL STEEL FRAME FINISHED WITH PORTERCORP'S SUPER-DURABLE POLY-5000 POWDERCOAT FINISH
  - ☒ STRUCTURAL FASTENERS POWDERCOATED TO MATCH FRAME
  - ☒ MEGA RIB ROOF
  - ☒ (3) SIDES SCREENING
  - ☒ 1:12 PITCH

- SELECT CUSTOMIZATION:
- ☐ INCREASE UPB: \_\_\_\_\_
  - ☐ CUSTOM PITCH: \_\_\_\_\_
  - ☐ ADD ECOATING FRAME: \_\_\_\_\_
  - ☐ ADD GALVANIZING FRAME: \_\_\_\_\_

FRAME COLOR: \_\_\_\_\_

ROOF COLOR: \_\_\_\_\_

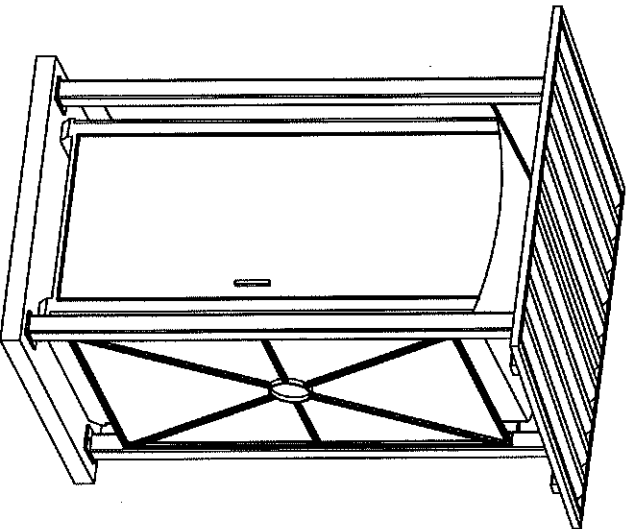
### Sheet Index

COVER SHEET / ORDER FORM
ELEVATION VIEWS
STRUCTURAL FRAME
ANCHOR LAYOUT

Refer to [www.polygon.com](http://www.polygon.com) download area for:

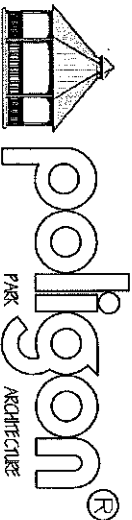
- FOOTING AND ANCHOR INFORMATION
- MISCELLANEOUS OPTIONS
- COLOR CHARTS

PORTERCORP MANUFACTURES AND DELIVERS PRODUCT IN STRICT COMPLIANCE TO GOVERNING BUILDING CODES.



SHELTER MODEL:  
 PRIVACY SHELTER, SINGLE  
 PRV-S

SCALE	REV	DATE
1/24	A	10/24/2011

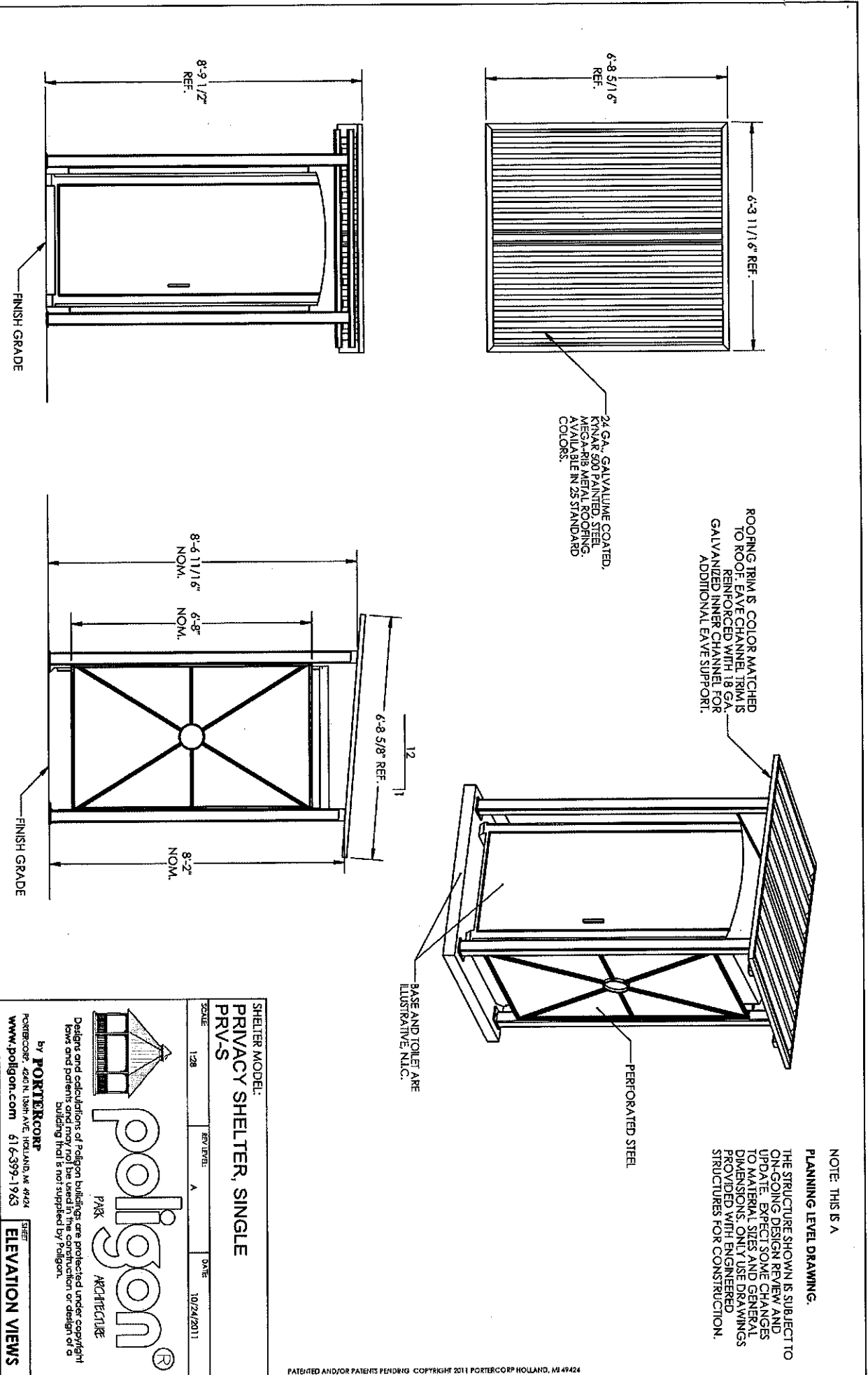


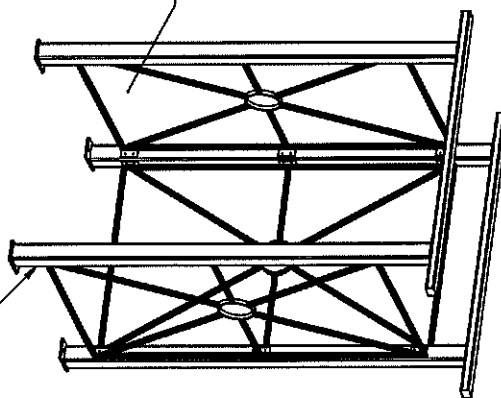
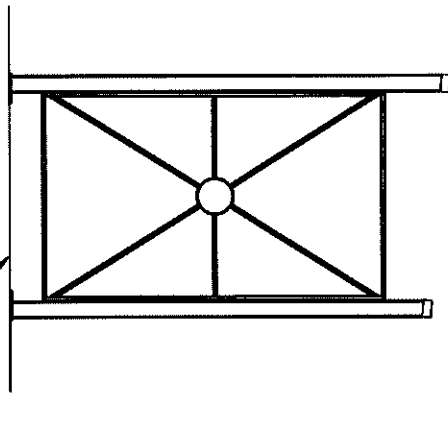
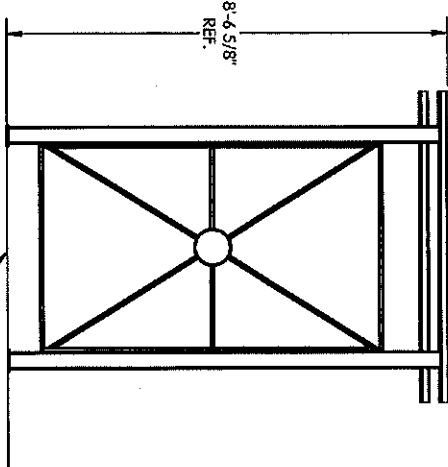
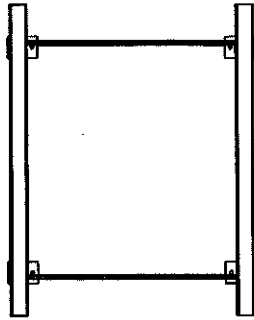
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by **PORTERCORP**  
 PORTERCORP, 4240 N. 138th AVE. HOLLAND, MI 49424  
 www.polygon.com 616-399-1963

**COVER SHEET**







NOTE: THIS IS A  
PLANNING LEVEL DRAWING.  
THE STRUCTURE SHOWN IS SUBJECT TO  
ON-GOING DESIGN REVIEW AND  
UPDATE. EXPECT SOME CHANGES  
TO MATERIAL SIZES AND GENERAL  
DIMENSIONS. ONLY USE DRAWINGS  
PROVIDED WITH ENGINEERED  
STRUCTURES FOR CONSTRUCTION.

PERFORATED STEEL SCREEN  
ATTACHED TO SCREEN  
FRAME WELDMENT

STEEL COLUMNS AND FRAME  
MEMBERS, POWDERCOAT  
FINISHED, 34 STANDARD  
COLORS AVAILABLE

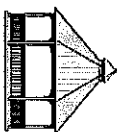
FINISH GRADE

FINISH GRADE

**FRAME AND ORNAMENTATION FINISH:**  
MEMBERS SHOT BLASTED TO NEAR WHITE CONDITION  
(SSPC SP-10), WASHED AND SEALED IN A PHOSPHATE SPRAY,  
COATED WITH SUPER DURABLE TGIC POLYESTER POWDER  
AND OVEN CURED.  
SEE COLOR MATRIX FOR AVAILABLE COLORS.  
OPTIONAL UNDERCOAT:  
EPOXY E-COAT SYSTEM, USING FULL IMMERSION  
ELECTRO-DEPOSITION PROCESS.

**SHELTER MODEL:**  
**PRV-S**

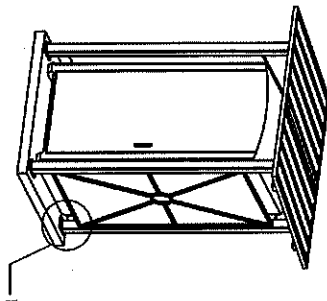
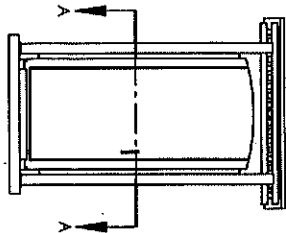
SCALE	REV	LEVEL	DATE
1/28		A	10/24/2011



**poligon**  
PARK ARCHITECTURE

by **PORTERCORP**  
PORTERCORP, 4226 N. 186th AVE, HOLLAND, MI 49424  
[www.poligon.com](http://www.poligon.com) 616-399-1963 **FRAME VIEWS**

Copyright here protect the style and visual appearance of the structure while patents may protect other parts of the design.



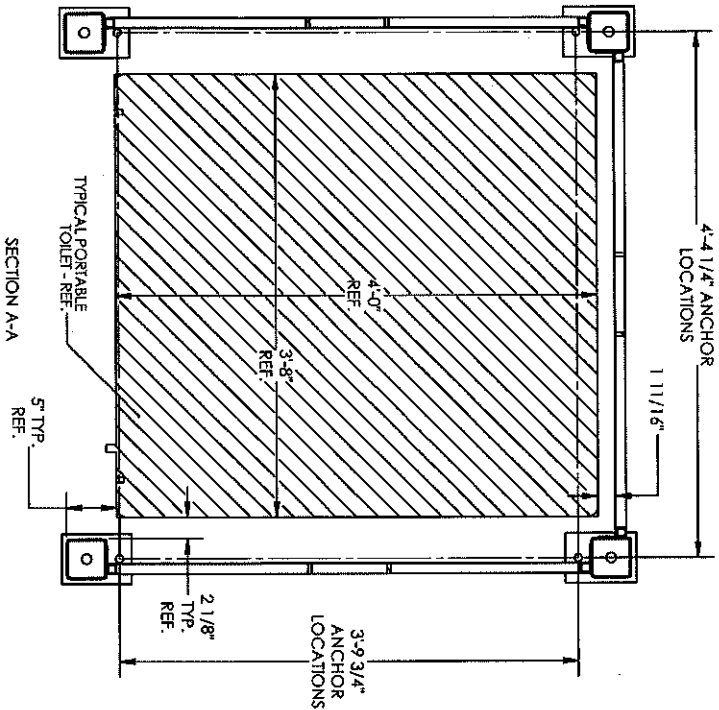
NOTE: THIS IS A

PLANNING LEVEL DRAWING.

THE STRUCTURE SHOWN IS SUBJECT TO ON-GOING DESIGN REVIEW AND UPDATE. EXPECT SOME CHANGES TO MATERIAL SIZES AND GENERAL DIMENSIONS. ONLY USE DRAWINGS PROVIDED WITH ENGINEERED STRUCTURES FOR CONSTRUCTION.



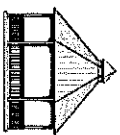
DETAIL 1  
SCALE 1 : 24  
ANCHOR TO SLAB WITH  
STUD OR BOLT STYLE  
IMBEDMENT ANCHOR  
(TYP. OF 4 LOCATIONS)



THIS IS A PRELIMINARY DRAWING. THE ANCHOR METHOD AND DIMENSIONS SHOWN ARE TENTATIVE. ENGINEERING REVIEW OF CODE REQUIREMENTS MAY INDICATE THE NEED FOR AN ALTERNATIVE ANCHORING METHOD. ONLY USE INSTALLATION LEVEL DRAWINGS PROVIDED WITH EACH SPECIFIC SHELTER FOR ANCHOR BOLT LAYOUT AND INSTALLATION.

SHELTER MODEL:  
PRV-S  
PRV-S

SCALE: 1:12 REV LEVEL: A DATE: 10/24/2011



poligon®  
PARK ARCHITECTURE

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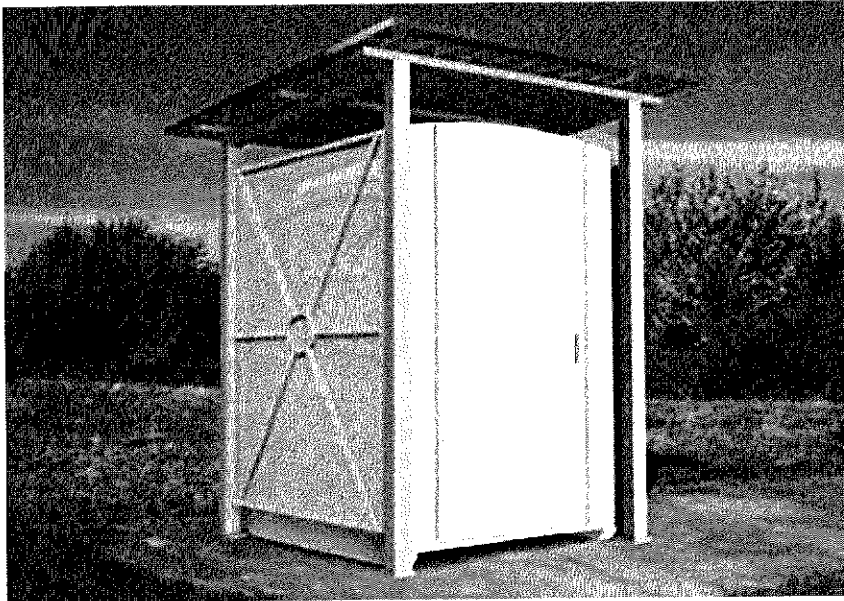
by PORTERCORP

PORTERCORP, 4260 N. HOLLAND, MI 48124  
www.poligon.com 616-599-1963

ANCHOR LAYOUT

# HANDICAP PRIVACY SHELTER

HANDICAP ACCESSIBLE



PRV Handicapped






View more photos

(<https://www.flickr.com/photos/poligonbyportercorp/albums/7215767>)

## TYPICAL DIMENSIONS

### DOWNLOAD TYPE

Bin	Width	Length			
PRV-H	8'	7'-6"	EDR	PDF	DWG

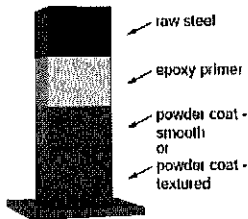
PRV shelters only available with  
Mega-rib roof

[Product Cut Sheet](#)

(<https://www.poligon.com/wp-content/uploads/2015/09/PrivacyShelter21.pdf>)

## FINISHES

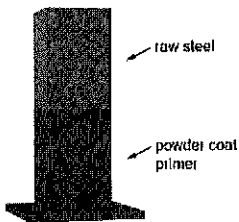
[Click Here \(https://www.poligon.com/wp-content/uploads/2018/03/FinishOptions.pdf\)](https://www.poligon.com/wp-content/uploads/2018/03/FinishOptions.pdf) for finish details.



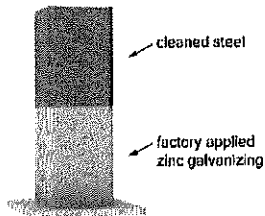
**Poll-5000 Powder Coat** – The most durable powder coat finish system in the industry. Steel is shot blasted to a near white condition, given a phosphate wash, coated with an epoxy primer, and then followed with a coat of polyester TGIC powder formulated for maximum UV protection, adhesion, and fade resistance. The Poligon Poll-5000 process is a completely in-house system and is available in a wide range of smooth, textured, and metallic colors.

Additional benefits include:

- Higher surface hardness/scratch resistance than common liquid coatings
- Reduced chance of damage to coating during installation
- High resistance to cleaners and chemicals
- High resistance to wind-borne abrasives
- Certified by the Powder Coating Institute as PCI-4000



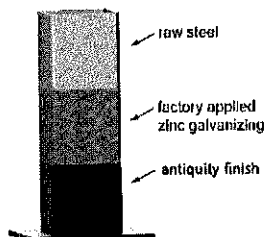
**Powder Coat Primer** – Is electrostatically applied when field paint is required and provides a good base for other paints. The corrosion of Polyester TGIC powder coat primer is superior to typical water-based red oxide primers.



**Galvanized** – A basic, long-accepted method of protecting steel from corrosion, galvanizing is the process of coating steel with zinc using a hot bath process. Galvanizing is considered the best corrosion protection process available for steel components and is commonly used where exposure to salt air is anticipated. The galvanizing process results in a random, spangled finish that can also have alternating areas of haze and sheen.

Additional benefits include:

- The zinc finish causes a cathodic process, protecting the steel substrate
- The zinc corrodes very slowly giving long lasting protection
- The complete dip coverage of zinc gives 100% protection of steel components
- Extremely durable, with little or no maintenance required
- The best and toughest protection available



**Antiquity** – A Poligon finish that creates the look of time-weathered steel. Antiquity is a finish system that combines hot dip galvanizing, the best means of corrosion protection, with a secondary stain etching process that results in a varied rustic brown color. A shelter protected with the Antiquity finish will not appear new but rather as one that has been in place for decades.

Additional benefits include:

- Antiquity process uses no resins or color solids, therefore color will not fade



Stephen Hemler  
General Recreation Inc  
P.O. Box 440  
NEWTOWN SQUARE, PA 19073  
Phone: 1-800-726-4793  
Fax: 610-353-5161  
sales@gen-rec.com

**CUSTOMER INFORMATION**

Name Johnson, Mirmiran &  
Thompson, Inc.  
Address 220 St. Charles Way  
City, State Zip YORK, PA 17402  
Country United States  
Phone 717-741-6229  
Fax 717-741-9100

**PROJECT INFORMATION**

Project Name Autumn Meadow Park  
Job Location PORT MATILDA, PA 16870  
Quote Number 123982  
Revision 0  
Freight Miles 528 miles  
Date Quoted April 03, 2018  
Day Quote Expires May 03, 2018

**DESIGN CRITERIA**

Building Code IBC 2009  
Wind Speed 90  
Ground Snow Load 30  
Min Clearance Height

Calc Books 2  
Drawings 4  
Submittal Approval Required YES  
Sealed Drawings Required YES  
Upper Roof Slope 1.0/12

**BUILDING DESCRIPTION**

Model and Size PRV-HMG 6,470.00  
Primary Roof Mega-Rib 590.00

**FINISHES: COLORS**

Frame Poli-5000 TBD 0.00  
Roof TBD 0.00

**BUILDING TOTALS**

Building Shipping Weight 674 lbs Building Price Each 7,060.00

**QUOTE TOTALS**

Building Quantity 1 Total Price 7,060.00  
Total Engineering Price 500.00

State Sales Tax  
Additional Sales Tax  
Total Shipping Weight 674 lbs Freight Charge 700.00

**GRAND TOTAL 8,260.00**

BIN PRV-HMG  
CLR FR0-RF0

# Polygon Product Specification Form

by **PORTERCORP**  
 PORTERCORP, 4240 N. 138th AVE., HOLLAND, MI 49424  
 www.polygon.com 616-399-1963

PROJECT NAME: \_\_\_\_\_

PROJECT LOCATION: \_\_\_\_\_

CUSTOMER NAME: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

COMPANY: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

ADDRESS 2: \_\_\_\_\_

CITY: \_\_\_\_\_

STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

WIND LOAD: \_\_\_\_\_ SNOW LOAD: \_\_\_\_\_

SEISMIC DESIGN: \_\_\_\_\_ BLDG CODE: \_\_\_\_\_

## Shelter Options

### STANDARD WITH THIS SHELTER:

- ☒ STRUCTURAL STEEL FRAME FINISHED WITH PORTERCORP'S SUPER-DURABLE POLI-5000 POWDERCOAT FINISH
- ☒ STRUCTURAL FASTENERS POWDERCOATED TO MATCH FRAME
- ☒ MEGA RIB ROOF
- ☒ (3) SIDES SCREENING
- ☒ 1:12 PITCH

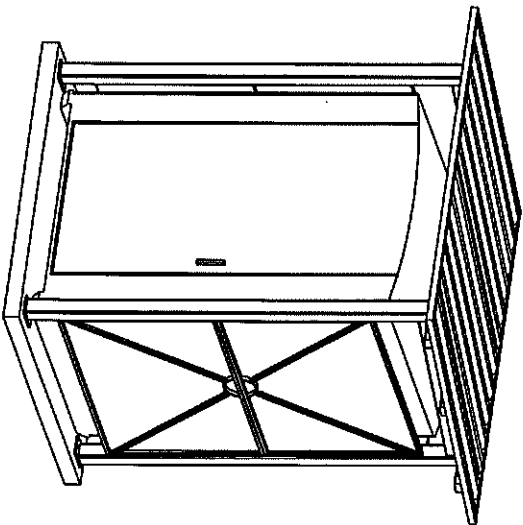
### SELECT CUSTOMIZATION:

- ☐ INCREASE UPB: \_\_\_\_\_
- ☐ CUSTOM PITCH: \_\_\_\_\_
- ☐ ADD E-COATING FRAME: \_\_\_\_\_
- ☐ ADD GALVANIZING FRAME: \_\_\_\_\_

FRAME COLOR: \_\_\_\_\_

ROOF COLOR: \_\_\_\_\_

# Privacy Shelter Handicapped [PRV-H]



## Sheet Index

COVER SHEET / ORDER FORM
ELEVATION VIEWS
STRUCTURAL FRAME
ANCHOR LAYOUT

Refer to [www.polygon.com](http://www.polygon.com) download

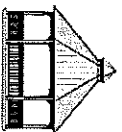
- FOOTING AND ANCHOR INFORMATION
- MISCELLANEOUS OPTIONS
- COLOR CHARTS

PORTERCORP MANUFACTURES AND DELIVERS PRODUCT IN STRICT COMPLIANCE TO GOVERNING BUILDING CODES.

SHELTER MODEL:

**PRIVACY SHELTER, HANDICAPPED**  
**PRV-H**

SCALE: 1/2" = 1' REVISED: A DATE: 10/24/2011

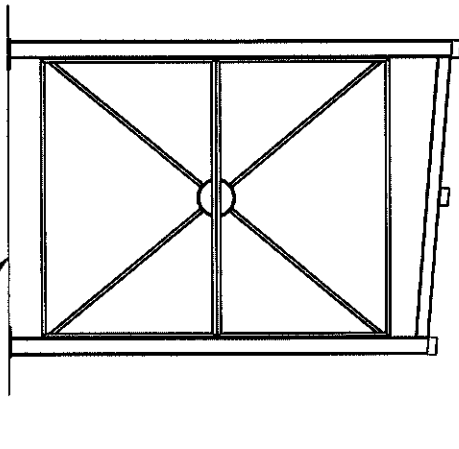
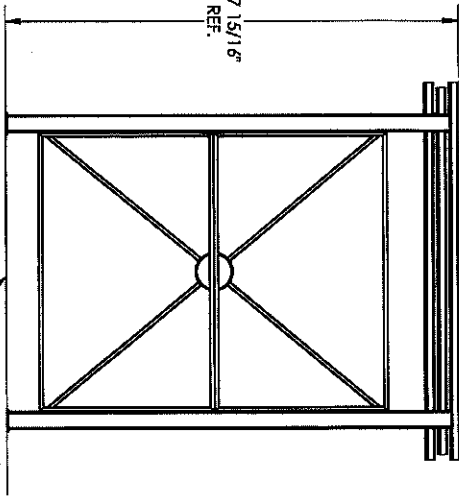
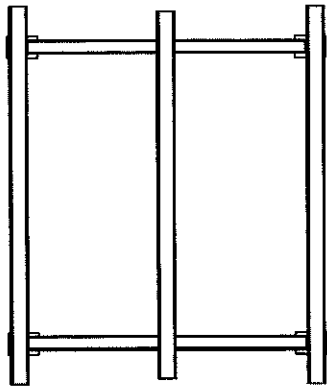


**polygon**  
 PARK ARCHITECTURE

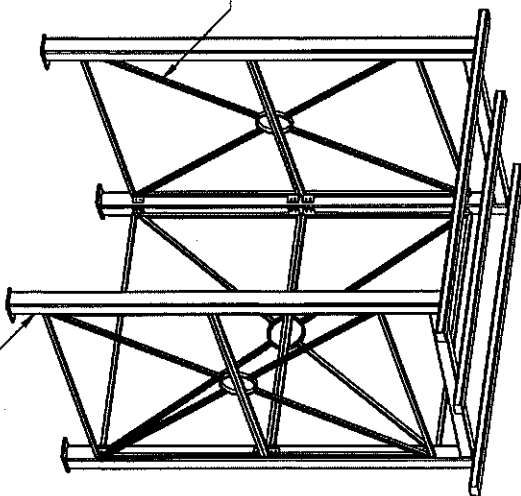
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by **PORTERCORP**  
 PORTERCORP, 4240 N. 138th AVE., HOLLAND, MI 49424  
 www.polygon.com 616-399-1963

**COVER SHEET**



PERFORATED STEEL SCREEN  
ATTACHED TO SCREEN  
FRAME WELDMENT



STEEL COLUMNS AND FRAME  
MEMBERS, POWDERCOAT  
FINISHED. 34 STANDARD  
COLORS AVAILABLE.

NOTE: THIS IS A  
PLANNING LEVEL DRAWING.

THE STRUCTURE SHOWN IS SUBJECT TO  
ON-GOING DESIGN REVIEW AND  
UPDATE. EXPECT SOME CHANGES  
TO MATERIAL SIZES AND GENERAL  
DIMENSIONS. ONLY USE DRAWINGS  
PROVIDED WITH ENGINEERED  
STRUCTURES FOR CONSTRUCTION.

**FRAME AND ORNAMENTATION FINISH:**  
MEMBERS SHOT BLASTED TO NEAR WHITE CONDITION  
(SSPC-SP-10), WASHED AND SEALED IN A PHOSPHATE SPRAY,  
COATED WITH SUPER DURABLE TIGIC POLYESTER POWDER  
AND OVEN CURED.  
SEE COLOR MATRIX FOR AVAILABLE COLORS.  
OPTIONAL UNDERCOAT:  
EPOXY E-COAT SYSTEM, USING FULL IMMERSION  
ELECTRO-DEPOSITION PROCESS.

SHELTER MODEL:  
**PRV-H**  
PRIVACY SHELTER, HANDICAPPED

SCALE: 1/2" = 1'-0" REV LEVEL: A DATE: 10/24/2011



**poligon**  
PARK ARCHITECTURE

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building that is not supplied by Poligon.

by **PORTERCORP**

PORTERCORP, 7400 N. 158th AVE, HOLLAND, MI 49424  
[www.poligon.com](http://www.poligon.com) 616-399-1963

**FRAME VIEWS**

Copyright laws protect the style and visual appearance of the structure with patents may protect other parts of the design.





A Wausau Tile Inc. brand

14

DIRECT: (715) 359-3121 | MAIN: (800) 388-8728  
Mailing Address: P.O. Box 1520, Wausau, WI 54402-1520  
Shipping Address: 9001 Business Hwy 51, Rothschild, WI 54474

## Quote: 1694-1

Quantity	Product	UOM	Description	Weight	Cost Each	Cost Total
3.00	TF3528A22Y	EA	25" X 15" SIDE TABLE	350.00	\$307.00	\$921.00
3.00	TF5206A22Y	EA	19" X 17" X 18" BENCH	350.00	\$254.00	\$762.00

Quotation in effect for 30 days from issue date unless otherwise noted.  
We quote you as above F.O.B. destination.  
Final count and/or square footage validation responsibility of customer.

**ITEM TOTAL:** \$1,683.00

**DISCOUNT:** \$0.00

**SHIPPING :** \$318.77

**SALES TAX :** \$120.11

**TOTAL :** \$2,121.88

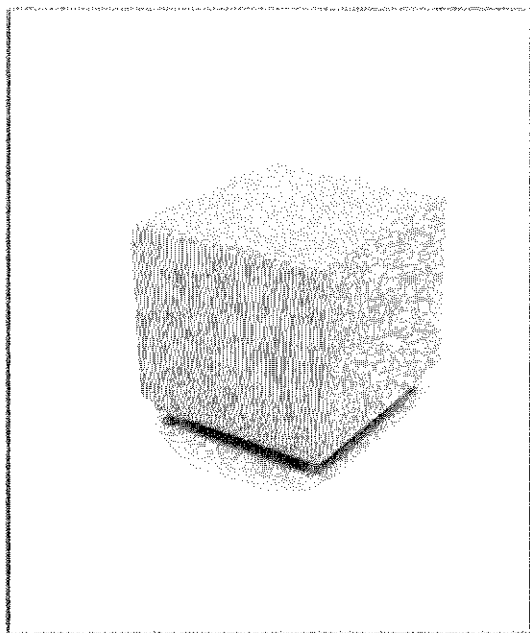
**TOTAL WEIGHT:** 2,100.00

### NOTES:

Colors TBD from standard palette.  
Ground & polished tops or premium Acid Wash stain colors available with upcharge.

# Product Information

# TF5206



<b>Size:</b>	19" x 17" x 18" H
<b>Weight:</b>	350 Lbs.
<b>Material:</b>	Reinforced Concrete
<b>Reinforcing:</b>	1/4" Dia. Steel Rebar
<b>Anchoring:</b>	(4) 3/8" Dia. threaded inserts

## Finish Options

### Standard

- Weatherstone(B)
- Smooth Stain(E)

### Premium

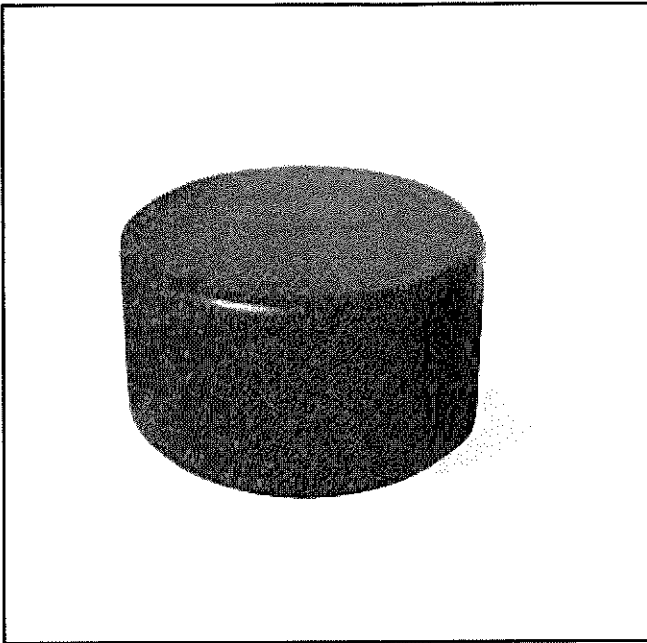
- Weatherstone Glass(C)





REVISIONS						DRAWN BY MJS	JOB	MATERIAL	CONCRETE	
NO.	DATE	BY	NO.	DATE	BY	JOB NO.	LOCATION	WEIGHT		
1	5/6/09	MJS	4	5/4/10	PMW	SCALE  AS NOTED	UNLESS OTHERWISE SPECIFIED DIMENSIONS ARE IN INCHES TOLERANCES ±1/8"	DATE 11/21/08	ITEM NO.  DWG. NO.	350 LBS  TF-5206
2	5/8/09	MJS	5							
3	3/23/10	MJS	6							

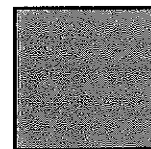
# TF3528



**Size:** 25" Dia. x 15" H  
**Weight:** 360 Lbs.  
**Material:** Reinforced concrete  
**Reinforcing:** 1/4" Dia. steel rebar

**Weatherstone:**

Gray - French Gray - Sand - Buff - Cream - Brown - Brick Red -  
Light Charcoal - Soulard Green - White



Color Options

**Smooth Stained Concrete:**

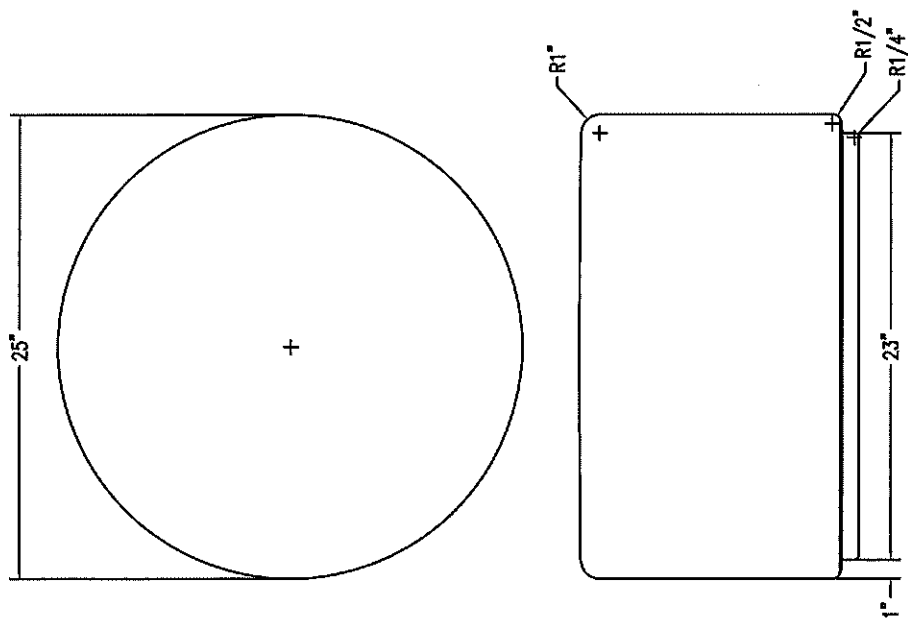
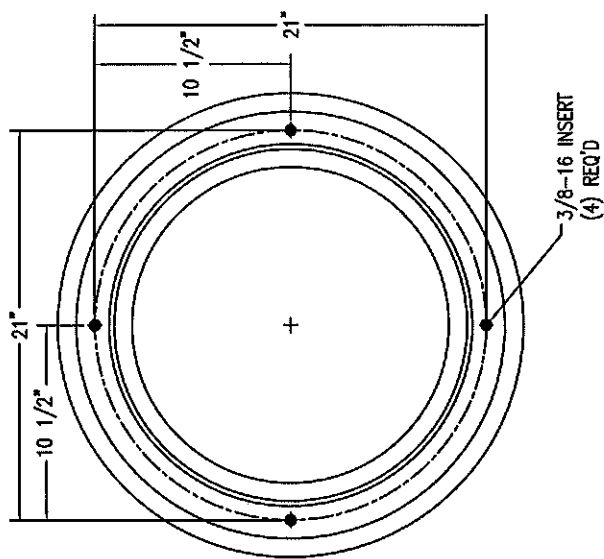
Gray - Sand - Brown - Light Charcoal - Red - Orange - Yellow -  
Soulard Green - Brick Red

**Recycled Glass Aggregate (Weatherstone):**

Clear - Emerald - Blue - Amber - Champagne - Charcoal



Finishes

[illegible]

15

Item- ITEMS OUTSIDE OF BIDDED PARK PROJECT	Work Needed/or to Be done
Anticipated hourly rate for each PW employee	Scott: \$32.93/hour, Mike \$22.07/hour, Haskell \$16.11 per hour, Seasonal \$15.76/hour
Create and pave a recycling pad outside maintenance area	Done-Don-\$15,000—Attach 10
Fencing around maintenance area	Labor\$22,800 (Attach 9) and Materials \$33,779.76 (Attach 8)
Electric conduit from maintenance building to fence area (done in-house)	Materials (Attach 7) and in-house labor \$500
Selective tree removal (2) for autumn meadow	\$93.18 per hour (for three people) x 7 hours = \$652.26
In house swing set and mulch removal at Autumn Park	\$93.18 per hour (for three people) for 3 days (7 hours a day)=\$1,956.78
Four ADA Picnic tables	\$4,800 (State Vendor—BSN) (Attach 14)
2 benches	\$2,800 (State Vendor-BSN) (Attach 14)
2 trail signs	Materials (\$500), Staff time=\$652.26
1 stop sign	Materials (\$80), Staff time=38.18
1 Park entrance sign	Materials (\$1,500), Staff time--\$1,956.78
1 Interpretive sign (PCSM Facilities)	Materials (\$1,500) staff time 1 day x 2 people = \$267.26
1 Youth Playground Equipment	General Recreation--\$37,253.52 (Attach 12)
1 Install of Youth Playground Equipment	General Recreation-\$14,411.77 (Attach 12)
1 Tot Lot Equipment	Done-General Recreation-\$17,992.82 (Attach 12)
1 Tot Lot Swing	Done-General Recreation-\$1,623.18 (Attach 12)
Staff to build with Community Build On 7/27/19	Friday-Sunday-7/27/19 3 days at OT for three people at 10 hour days=Haskell\$483.30, Scott \$1,497.00, Mike \$993.30 or a total of \$2,973.60
250 CY Safety Surface Mulch	Materials (General Recreation--\$4,000) 3 people for five days=\$3,261.30 to install
ADA Privacy Shelter (1)	Materials \$4,000, staff to construct (Attach 13)

# LIQUID FUELS FUND

**LIQUID FUELS ACCOUNT**

**REVENUES**

ITEM	COMMENT	ATTACHMENT, IF ANY
Fund Balance	\$141,141.02	
State Turnback Mileage	\$ 9,040.00	1
State Liquid Fuel	\$119,750.55	1
Interest	\$40.00	
<b>TOTAL ANTICIPATED REVENUES:</b>	269,971.57	

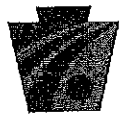
**LIQUID FUELS EXPENSES**

ITEM	COMMENT	ATTACHMENT, IF ANY
Smith Road Fibermat	56,000	2
Reserved for Future Road Projects	72,071.57	2, 3
Professional Engineering	2,000	
Legal Ads	2,000	
Snow & Ice Removal	25,000	
Street Signs	3,500	
Street Maintenance	1,000	
Berming	5,000	
Mowing Roadsides	3,000	
Stone (2rc) for Davidsson Road	1,500	
Stabilizer for Road Shoulders	2,200	
Line Painting	3,000	
Weed Control	1,000	
<b>TOTAL ANTICIPATED EXPENSES:</b>	\$269,971.57	



A	B	C	D	E	F	G	H	I	J	K
1	LIQUID FUELS					Audited FY 2017	Actual Jan-Oct 18	Budgeted FY 2018	Proj. Total FY 2018	Proposed FY 2019
2										
3			Fund Balance			\$ 84,761.00	135,418.01	68,072.18	205,102.56	\$ 141,141.02
4			35,341.10 State Check Interest			\$ 57.12	26.77	55.00	35.69	\$ 40.00
5			35,351.10 Turnback Mileage			\$ 9,040.00	9,040.00	9,040.00	9,040.00	\$ 9,040.00
6			35,361.20 State Liquid Fuels			\$ 114,625.16	120,162.77	118,135.38	120,162.77	\$ 119,750.55
7		Total Income:				\$ 208,483.28	\$ 255,647.55	\$ 195,302.56	\$ 234,341.02	\$ 269,971.57
8										
9			35,404.34 Legal Ads			\$ 775.73	551.00	1,000.00	750.00	\$ 2,000.00
10			35,408.00 Prof Engineering			\$ 296.50	334.00	1,000.00	750.00	\$ 2,000.00
11			35,432.00 Snow & Ice Removal			\$ 15,185.67	13,276.82	25,000.00	25,000.00	\$ 25,000.00
12			35,433.00 Street Signs			\$ 3,421.00	0.00	3,300.00	3,500.00	\$ 3,500.00
13			35,438.00 Street Maintenance							
14			Bermling			\$ 1,805.22	0.00	2,000.00	2,000.00	\$ 5,000.00
15			General Maintenance			\$ 308.75	0.00	500.00	1,000.00	\$ 1,000.00
16			Line Painting			\$ 3,118.31	2,399.34	3,200.00	3,000.00	\$ 3,000.00
17			Mowing Roadside			\$ 2,250.95	0.00	2,200.00	2,500.00	\$ 2,500.00
18			Municipal Ln Pipe & Culvert			\$ -	0.00	0.00	\$ -	\$ -
19			2 rc for Davidson Road			\$ -	0.00	0.00	1,500.00	\$ 1,500.00
20			Stabilizer for road shoulders			\$ -	0.00	0.00	2,200.00	\$ 2,200.00
21			Weed Control			\$ -	0.00	0.00	1,000.00	\$ 1,000.00
22			35,438.00 Street Maintenance - Other				0.00	0.00		
23			35,439.00 Construction & Resurf							
24			Loveville Road (Fibermat Only)			\$ -	49,088.17	52,000.00	50,000.00	\$ -
25			Marengo Road from Ferguson Lt			\$ 227,880.07	0.00	0.00	0.00	\$ -
26			Smith Road Fibermat			\$ -			0.00	\$ 56,000.00
27			35,439.00 Construction & Resurf - Other				0.00	0.00	0.00	
28			35,491.00 Street Unencumbered			\$ -	0.00	105,102.56	141,141.02	\$ 72,071.57
29		Total Expense:				\$ 254,982.20	\$ 55,549.33	\$ 195,302.56	\$ 234,341.02	\$ 269,971.57
30		Net Profit/Loss				\$ (45,498.92)	\$ 199,998.22	\$ -	\$ 0.00	\$ -

1



**pennsylvania**  
DEPARTMENT OF TRANSPORTATION

**NOTICE OF ESTIMATED ALLOCATION  
MUNICIPAL LIQUID FUELS AND TURNBACK**

**September 2018**

14209 HALF MOON  
100 MUNICIPAL LN  
PORT MATILDA, PENNSYLVANIA 16870

Dear Municipal Officials:

This letter shall serve as notification that your ESTIMATED Liquid Fuels (Act 655) allocation for 2019 is \$ 119,750.55. Please note that a portion of this payment is based on the State's Motor License Fund taxes to be collected during the remainder of the year. Therefore, changes in consumption or wholesale price could affect the final payment amount.

This amount is based on the mileage of 20.53 and the population of 2667 for your municipality, according to our records as of January 1, 2018. Any changes made to your mileage figures in 2018 will be reflected in your March 1, 2019, ACTUAL Liquid Fuels payment.

In order to receive your payment on March 1, 2019, your municipality must be CERTIFIED by March 1, 2019. To be CERTIFIED you must submit the following completed reports to the indicated organization (see actual reports for mailing address):

<u>Report Name</u>	<u>Submit To</u>
1. MS-965 Actual Use Report of State Funds	PennDOT District Office
2. Survey of Financial Condition	DCED
3. Report of Appointed and Elected Officials	DCED

Please note that due to the payment date for the Liquid Fuels Tax Fund allocation being changed to March 1 and the due date for the 2018 Survey of Financial Condition (SOFC) being subsequent to that date (March 15), the 2018 SOFC must be submitted prior to the actual due date in order for your payment to be released on March 1, 2019.

In addition to filing the above reports with the correct organization by the date indicated, you should ensure that any findings from the audit of your Liquid Fuels Fund,

Notice of Estimated Allocation  
Page 2  
September 2018

as prepared by the Department of the Auditor General and/or Monitoring Review prepared by the Center for Program Development and Management, are resolved.

In the spirit of efficiency, please note that a separate **HIGHWAY TRANSFER ESTIMATED PAYMENT (Act 32) letter will not be sent to municipalities**. This is known as the turnback program. Payments for the turnback program mileage will be made in March 2019 and are applicable only to local governments participating in the turnback program. Your ESTIMATED Turnback allocation for 2019 is \$ 9,040.00. This amount is based on the Turnback mileage of 2.26. Any changes made to your turnback mileage figures in 2017 and verified by the Department by December 31, 2018, will be reflected in your March 1, 2019, ACTUAL Liquid Fuels payment.

If you receive your payment through electronic funds transfer and you have recently changed your banking information, you must notify the Vendor Data Management Unit (VDMU) at 1.877.435.7363. If you have any other questions, please call Ms. Kristen Sims, Center for Program Development and Management, Pennsylvania Department of Transportation, at 717.214.6161.

Sincerely,

A handwritten signature in black ink that reads "Leslie S. Richards". The signature is written in a cursive, flowing style.

Leslie S. Richards  
Secretary of Transportation

2

**Halfmoon Township  
10 Year Road Improvement Program  
2018-2027**

The following 10 year plan is based on an assumed roadway capital improvement budget of approximately \$70,000/year starting in 2018 and increasing to \$85,000/year by 2027. Not included are any Centre County Liquid Fuels Grants that may be received.

In my 10 year update in 2015 I mentioned Fibermat as an alternative to traditional paving. I noted that Fibermat can reduce paving costs by 30% to 40%. Since that was written The price of asphalt has dropped approximately 20% to 25%. In 2016 asphalt prices started low but increased to a level near the 2015 prices. This year I have seen the prices start out 25% lower than 2015 prices and increase just slightly to 20% less than 2015 prices.

In 2016 two of the townships I work with tried Fibermat in residential areas with small lots. These were on roads more typical of a subdivision rather than on roads with mixed residential and agricultural uses. The process was not well received. Residents have come to expect traditional paving on local roadways and did not like the Fibermat finished surface. Therefore I have modified my cost estimates for the local roads to reflect use of traditional paving methods.

This year Halfmoon Township paved Marengo Road with a Fibermat treatment and overlayed the Fibermat with an 1.5 inch asphalt wearing surface. The cost of this project was \$230,000 for 2.2 miles of roadway. This equates to a cost of almost \$110,000/mile of road. This same road treated with just a Fibermat surface treatment could have been completed for just \$40,000/mile.


The first two projects we have programmed for resurfacing are Loveville Road and Smith Road from Tow Hill Road to Marengo Road. The total length of these two projects is 2.5 miles. Using the \$110,000/mile for the Fibermat/overlay and a budget of \$70,000/year it would take 4 years to complete. These same roads could be paved in just two years using the \$40,000/mile for a Fibermat surface treatment.

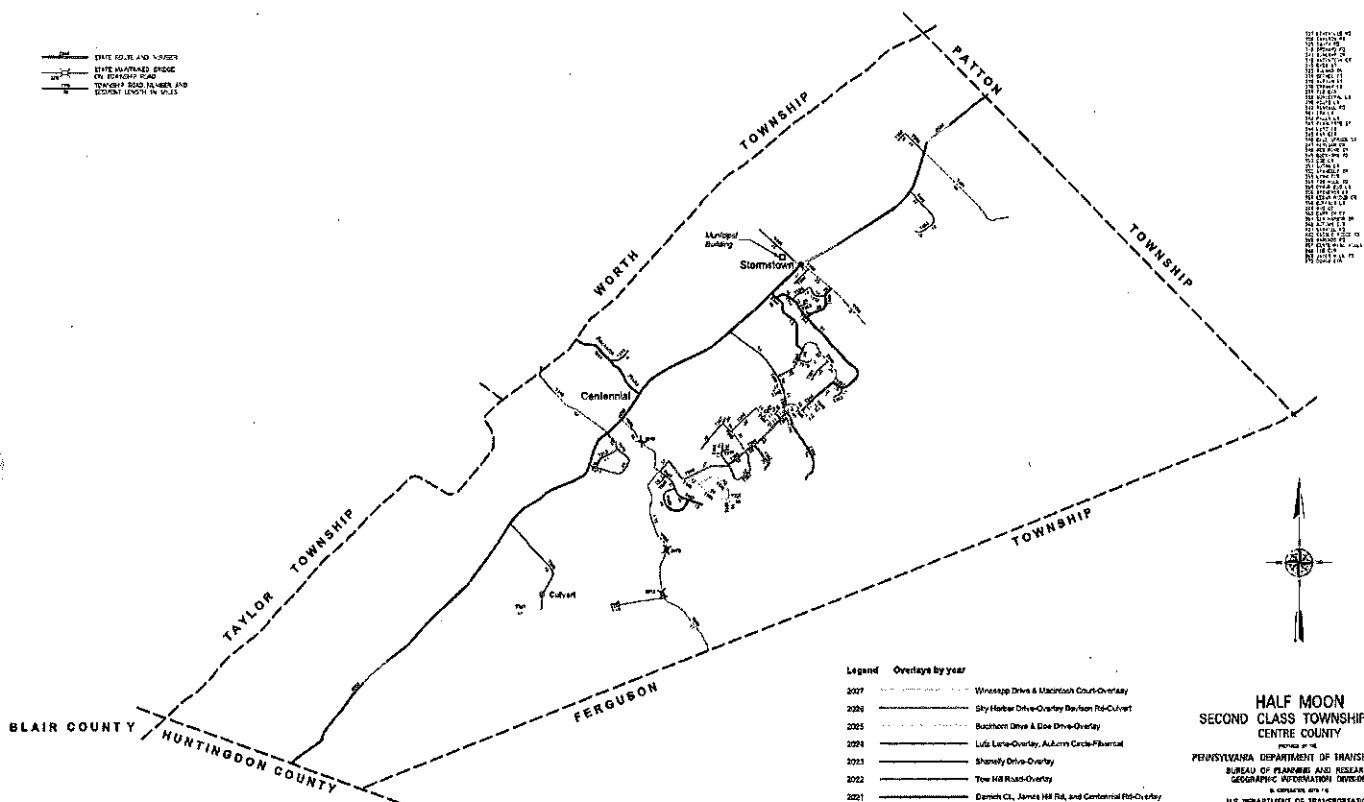
I do not think we can invest 4 years on just these two roads while the numerous local roads continue to deteriorate, so I recommend we go with the Fibermat surface treatment. This would allow the Township to start back on paving the local roads in 2020 rather than 2022.

**10 year road improvement schedule:**

2018 Loveville Road - Fibermat only:	\$ 52,000
2019 Smith Road (from Tow Hill Road to Marengo Road) - Fibermat only:	\$ 56,000
Note that the 2018 and 2019 years are under budget, allowing for some surplus to be saved up for 2020.	
2020 Ira Lane & Shanelly Drive (from SR550 to Darrich Court.) - Overlay:	\$110,000
2021 Darrich Court, James Hill Road, and Centennial Hills Road - Overlay	\$ 90,000
2022 Tow Hill Road - Overlay	\$ 67,000
2023 Shanelly Drive - Overlay	\$105,000
2024 Lutz Lane (Shanelly Drive to Charlotte Road) - Overlay	\$ 45,000
Autumn Circle - Fibermat only	\$ 20,000
2025 Buckhorn Drive and Doe Drive - Overlay	\$120,000
2026 Sky Harbor - Overlay	\$ 60,000
Davison Road - Culver Replacement	\$ 15,000
2027 Winesap Drive and Macintosh Court - Overlay	\$125,000

The total 10 year cost is \$865,000 for an average cost of \$86,500/year. This assumes that the Township will receive some funding through the Centre County Liquid Fuels Grant program. A program the Township has been successful with in the past.

	STATE ROUTE AND NUMBER
	STATE MAINTAINED BRIDGE ON FEDERAL ROAD
	TOWNSHIP ROAD, NUMBER AND LENGTH IN MILES



## HALFMOON TOWNSHIP PAVING PROJECTS 2018 TO 2027

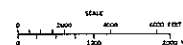
Legend      Overlays by year

- |      |   |
|------|---|
| 2027 | Winnepeg Drive & Macintosh Court-Overlay              |
| 2028 | Jay Harbor Drive-Overlay Bayview Rd-Culvert           |
| 2025 | Boothby Drive & Dix Drive-Overlay                     |
| 2024 | Lulu Lane-Overlay, Autumn Circle-Fiberoptic           |
| 2023 | Shanely Drive-Overlay                                 |
| 2022 | Tow Hill Road-Overlay                                 |
| 2021 | Denish Ct., James Hill Rd., and Centennial Rd-Overlay |
| 2020 | Ina Lane & Shanely Drive-Overlay                      |
| 2019 | Smith Road-Fiberoptic                                 |
| 2018 | Lovely Road-Fiberoptic                                |

HALF MOON  
SECOND CLASS TOWNSHIP MAP  
CENTRE COUNTY

PENNSYLVANIA DEPARTMENT OF TRANSPORTATION  
 BUREAU OF PLANNING AND RESEARCH  
 GEOGRAPHIC INFORMATION DIVISION  
 15 COMMONWEALTH AVE. 15  
 U.S. DEPARTMENT OF TRANSPORTATION  
 FEDERAL HIGHWAY ADMINISTRATION  
 MUNICIPAL CODE 14 209

REVISED FOR PCSW 990 DATED 2-20-09



THE HALL MOORE TOWNSHIP CENTRE COUNTY PENNSYLVANIA

# CAPITAL EQUIPMENT FUND

A	B	C	D	E	F	G	H	I	J	K
1	Capital Equipment					Audited	Actuals	Projected	Budgeted	Proposed 2019
2						2017	Jan-Oct 18	2018	2018	
3			19,296.74 Cap. Eq. Fund Balance			\$ 90,396.00	90,423.64	\$ 90,423.64	90,396.00	79,537.44
4			Interest				218.15	\$ 225.00	0.00	0
5			M&T Lease Purchase				0.00	\$ 165,807.00	0.00	0
6			Total:			\$ 90,396.00	\$ 90,641.79	\$ 256,455.64	\$ 90,396.00	\$ 79,537.44
7			19,430.74 Cap. Equipment Purch.							
8			2018 Truck			\$ -	1,500.00	\$ 167,307.00	30,406.72	
9			Future GIP Purchases			\$ -	0.00		49,999.28	
10			Zero Turn (2)			\$ -	9,611.20	\$ 9,611.20	10,000.00	
11			M&T Loan Payment							\$ (30,406.72)
12			19,430.74 Cap. Equipment P			-	0.00		0.00	
13										
14			30,430.740 Equipment Purchases				0.00	176,918.20	90,396.00	30,406.72
15										
16			Net Profit/Loss				90,641.79	\$ 79,537.44	\$ -	\$ 49,130.72

Cell: 15

Comment: Susan Steele:

Attach 2 and 3

Cell: 15

Comment: Susan Steele:

Attach 1



**M&T Bank**  
**- Sample Amortization Schedule -**

Halfmoon Township

Compound Period: Monthly

Nominal Annual Rate: 3.524 %

**CASH FLOW DATA**

	Event	Date	Amount	Number	Period	End Date
1	Lease	01/15/2018	190,000.00	1		
2	Lease Payment	05/01/2018	30,406.72	7	Annual	05/01/2024

**AMORTIZATION SCHEDULE - Normal Amortization, 360 Day Year**

	Date	Lease Payment	Interest	Principal	Balance
Lease	01/15/2018				190,000.00
1	05/01/2018	30,406.72	1,997.80	28,408.92	161,591.08
2018 Totals		30,406.72	1,997.80	28,408.92	
2	05/01/2019	30,406.72	5,787.35	24,619.37	136,971.71
2019 Totals		30,406.72	5,787.35	24,619.37	
3	05/01/2020	30,406.72	4,905.61	25,501.11	111,470.60
2020 Totals		30,406.72	4,905.61	25,501.11	
4	05/01/2021	30,406.72	3,992.30	26,414.42	85,056.18
2021 Totals		30,406.72	3,992.30	26,414.42	
5	05/01/2022	30,406.72	3,046.27	27,360.45	57,695.73
2022 Totals		30,406.72	3,046.27	27,360.45	
6	05/01/2023	30,406.72	2,066.36	28,340.36	29,355.37
2023 Totals		30,406.72	2,066.36	28,340.36	
7	05/01/2024	30,406.72	1,051.35	29,355.37	0.00
2024 Totals		30,406.72	1,051.35	29,355.37	
Grand Totals		212,847.04	22,847.04	190,000.00	



## MURRAY'S FREIGHTLINER

Exit 97 I-80 Rt. 219N • 1844 Rich Hwy.  
DuBois, PA 15801  
(814) 375-9090 • (888) 371-9707  
Fax (814) 375-0494



PURCHASER'S NAME HALFMOON TOWNSHIP SOC. SEC. NO. \_\_\_\_\_ DATE 9/19/18  
PURCHASER'S ADDRESS 1948 HALFMOON VALLEY ROAD D.O.B. \_\_\_\_\_ RESIDENCE PHONE \_\_\_\_\_  
CITY, STATE & ZIP PORT MATILDA, PA 16870 LIC. NO. \_\_\_\_\_ BUSINESS PHONE (814) 692-7757

VEHICLE BEING PURCHASED			CASH DELIVERED PRICE OF VEHICLE	\$ 94,112.00
PLEASE ENTER MY ORDER FOR THE FOLLOWING <input checked="" type="checkbox"/> NEW <input type="checkbox"/> CAR <input type="checkbox"/> USED <input checked="" type="checkbox"/> TRUCK <input type="checkbox"/> DEMO <input type="checkbox"/> STOCK NO. 175851			TIRE TAX	6.00
YEAR <u>2019</u> MAKE <u>Western Star</u> MILEAGE <u>166</u>			ADDITIONAL EQUIPMENT (Optional)	\$
MODEL OR SERIES <u>4700SB</u> BODY TYPE <u>DUMP</u>				
COLOR <u>YELLOW</u> TRIM				
VIN <u>5KKAAXFE6KPKP3739</u> ENG. TYPE <u>C L9</u>			WAI-47H L9 HD1 5YR / 100,000 MILE	
TO BE DELIVERED ON OR ABOUT <u>ASAP</u> SALESMAN <u>G. Edward Horner</u>			EXT ENGINE WARRANTY	
IF A NEW VEHICLE SALE . . . The only warranties applying to this vehicle are those offered by the manufacturer.			INCLUDED	
IF USED VEHICLE SALE-CHECK APPROPRIATE BOX <input type="checkbox"/> AS IS: This Vehicle is sold "as is" by us. This motor vehicle is sold as is without any warranty. The purchaser will bear the entire expense of repairing or correcting any defects that presently exist or that may occur in the Vehicle. OR <input type="checkbox"/> The only Dealer Warranty on this Vehicle is the Limited Warranty which is issued with and made a part of this order form.			WAX-101 L9 AT3 5YR / 100,000 MILE	
CONTRACTUAL DISCLOSURE STATEMENT FOR USED VEHICLE ONLY "The information you see on the window form for this vehicle is part of this contract. Information on the window form overrides any contrary provisions in the contract of sale."			AFTERTREATMENT WARRANTY	
USED VEHICLE TRADED IN AND/OR OTHER CREDIT			INCLUDED	
YEAR MAKE OF TRADE-IN MILEAGE			FOR DEPOSIT PURPOSES	
MODEL OR SERIES BODY TYPE				
COLOR TRIM				
VIN ENG. TYPE				
Balance Owed To:				
Address:				
Used Trade-In Allowance \$			Cash Price of Vehicle & Accessories	\$ 94,118.00
Balance Owed on Trade-In			STATE AND LOCAL TAXES (If any)	
Net Allowance on Used Trade-In \$			Documentary Fee	
Deposit or Credit Balance			License, License Transfer, Title, Registration Fee	
Cash with Order \$			TOTAL PRICE OF UNIT	\$ 94,118.00
TOTAL CREDIT (Transfer to Right Column) \$ 0.00			TOTAL CREDIT (TRANSFERRED FROM LEFT COLUMN)	\$ 0.00
MEMO:			UNPAID CASH BALANCE DUE ON DELIVERY	\$ 94,118.00

Purchaser agrees that his Order on the face and reverse side hereof and any attachments hereto includes all the terms and conditions, that this Order cancels and supercedes any prior agreements and as of the date hereof comprises the complete and exclusive statement of the terms of the agreement relating to the subject matters covered hereby, and that THIS ORDER SHALL NOT BECOME BINDING UNTIL ACCEPTED BY DEALER OR HIS AUTHORIZED REPRESENTATIVE. Purchaser by his execution of this Order acknowledges that he has read its terms and conditions and has received a true copy of the Order. IF A DOCUMENTARY FEE OR PREPARATION CHARGE IS MADE, YOU HAVE A RIGHT TO A WRITTEN ITEMIZED PRICE FOR EACH SPECIFIC SERVICE PERFORMED. Dealers may not charge customers for services which are paid by the manufacturer.

Accepted By: \_\_\_\_\_ Date \_\_\_\_\_ Dealer or His Authorized Representative \_\_\_\_\_ Date \_\_\_\_\_ Purchaser's Signature \_\_\_\_\_

"THANK YOU - WE APPRECIATE YOUR BUSINESS"  
RETAIL ORDER FOR A MOTOR VEHICLE  
IF A CREDIT SALE. REQUIRED INFORMATION CONTAINED ON A SEPARATE DISCLOSURE STATEMENT IS MADE A PART OF THIS FORM.



PITTSBURGH - 1124 McLaughlin Run Road, Bridgeville, PA 15017 412-257-1160

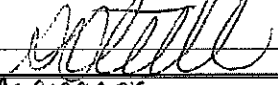
HARRISBURG - 1405 B Hagy Way, Harrisburg, PA 17110 717-724-0310

SOMERSET - 241 East Garrett Street, Somerset, PA 15501

Customer	Halfmoon Township		
Name	Scott Brown		
Address	100 Municipal Lane		
City	Port Matilda	State	PA ZIP 16870
Phone			

Misc	Quote
Date	2/15/2018
Quote No.	20180215-Alum
Rep	EJW
FOB	Port Matilda

Qty	Description	Unit Price	TOTAL
1	11'-0" A&H Aluminum Dump Body See Attached for Full Description	\$ 75,273.45	\$ 75,273.45
1	Co Star Contract 25-044 Discount		\$ (3,584.45)
	Options:		
618	Upgrade Body to Stainless Steel <b>DEDUCT</b> BeauRoc SS Body with Crossmemberless Hardox Floor	\$ 1,610.00	\$ -
0	Same Tenco Plow in a 12'-0" Model <b>ADD</b>	\$ 960.00	\$ -
0	On Spot Automatic Tire Chains Installed <b>ADD</b>	\$ 2,250.00	\$ -
16	Install Existing HTC CrossConveyor <b>ADD</b> Customer Supplied along with Brackets and Supports	\$ 500.00	\$ -
0	Onboard Central Lube System Installed <b>ADD</b> To Be Determined at Time of Build Due to Chassis Differences	\$ 8,000.00	\$ -
16	Installed Customer Supplied Pre Wet System <b>ADD</b> To Be Determined at Time of Build	\$ 450.00	\$ -
16	Stainless Steel Fender Flares for Sides of Body <b>ADD</b> To Be Determined at Time of Build	\$ 1,225.00	\$ -
<p>Taxes and Applicable Fees Not Included If you have any questions, please feel free to contact us at 412-498-7287.</p>			

Quote Accepted By: 

Title: Manager

Date: 3/8/2018

\* Purchase Order Number: 23-08-2018-1

Unit \$ 71,689.00

Tax

TOTAL \$ 71,689.00

Salesman: E.J. Weber  
Title: Territory Manager

Office Use Only

TERMS: EQUIPMENT-DUE UPON DELIVERY PARTS-NET 30 WITH ACCOUNT

Please review carefully. If you have any questions, contact your sales representative. If there are no questions, please sign and return a copy to your sales representative, as we must have a signed copy of this quotation along with any attachments before we process and fabricate your order. Customer signature above constitutes acceptance of the above quotation as an order. CHANGES TO THIS QUOTE ARE SUBJECT TO SCHEDULING AND PRICE CHANGES.

Quote prices applicable 60 days from date of Quote

Prepared for:  
SCOTT BROWN  
HALF MOON TOWNSHIP  
1948 HALFMOON VALLEY  
ROAD  
PORT MATILDA, PA 16870  
Phone: 814-692-7757

Prepared by:  
G. Edward Horner  
MURRAYS FTL / WST  
1844 RICH HIGHWAY  
DU BOIS, PA 15801  
Phone: 814-375-9090

## Q U O T A T I O N

### 4700 SET-BACK FRONT AXLE CHASSIS

SET BACK AXLE - TRUCK  
CUM L9 330 HP @ 2000 RPM, 2200 GOV RPM, 1000  
LB/FT @ 1400 RPM  
ALLISON 3500 RDS AUTOMATIC TRANSMISSION WITH  
PTO PROVISION  
RS-23-160 23,000# R-SERIES SINGLE REAR AXLE  
26,000# FLAT LEAF SPRING REAR SUSPENSION WITH  
HELPER AND RADIUS ROD  
DETROIT DA-F-16.0-5 16,000# FL1 71.0 KPI/3.74 DROP  
SINGLE FRONT AXLE

18,000# TAPERLEAF FRONT SUSPENSION  
110 INCH BBC STEEL CONVENTIONAL CAB  
4050MM (159 INCH) WHEELBASE  
1/2X3.64X11-7/8 INCH STEEL FRAME  
(12.7MMX301.6MM/0.5X11.88 INCH) 120KSI  
2150MM (85 INCH) REAR FRAME OVERHANG  
PARTIAL INNER FRAME REINFORCEMENT AT FRONT  
SUSPENSION  
BODY COMPANY INSTALLED ADDITIONAL FRONT  
FRAME REINFORCEMENT FOR SNOW PLOW

		PER UNIT	TOTAL
VEHICLE PRICE	TOTAL # OF UNITS (1)	\$ 91,762	\$ 91,762
EXTENDED WARRANTY		\$ 2,590	\$ 2,590
DEALER INSTALLED OPTIONS		\$ 0	\$ 0
CUSTOMER PRICE BEFORE TAX		\$ 94,352	\$ 94,352

### TAXES AND FEES

FEDERAL EXCISE TAX (FET)	\$ (240)	\$ (240)
TAXES AND FEES	\$ 0	\$ 0
OTHER CHARGES	\$ 0	\$ 0

### TRADE-IN

TRADE-IN ALLOWANCE	\$ (0)	\$ (0)
--------------------	--------	--------

BALANCE DUE	(LOCAL CURRENCY)	\$ 94,112	\$ 94,112
-------------	------------------	-----------	-----------

COMMENTS: Projected delivery on \_\_\_/\_\_\_/\_\_\_ provided the order is received before \_\_\_/\_\_\_/\_\_\_.

APPROVAL: Please indicate your acceptance of this quotation by signing below: Customer:

X [Signature] Date: 3/8/18

**Daimler Truck Financial**

Financing that works for you.

See your local dealer for a competitive quote from Daimler Truck Financial, or contact us at [Information@dtffoffers.com](mailto:Information@dtffoffers.com).

Daimler Truck Financial offers a variety of finance, lease and insurance solutions to fit your business needs. For more information about our products and services, visit our website at [www.daimler-truckfinancial.com](http://www.daimler-truckfinancial.com).

\* Purchase Order Number 07-08-2018-2

# BUILDING FUND

	A	B	C	D	E	F	G	H	I	J	K
1	BUILDING FUND						Audited 2017	Jan-Oct 1	Projected	Budgeted	Budgeted
2		(See Attachment 1--Memo to Supervisors dated 10/5/18-for specifics)							Totals		
3							Actuals		2018	2018	2019
4			18,296.73 Bldg. Fund Balance				\$ 178,506.98	\$	178,506.98	120,734.96	\$ 13,357.20
5			30,392.01 Trans from GF to Bldg				-	\$	86,988.94	20,988.94	\$ 2,517.23
6			95,130.01 Trans fr GF				\$ 166,588.32	\$	-	0.00	
7		Total:					\$ 166,588.32	\$ 178,506.98	\$ 264,496.92	141,723.90	\$ 15,874.43
8											
9			18,409,730 Capital Purch. Bldg.								
10			Bathrooms, etc.				\$ 43,836.55				
11			Phase I- Insulation				-	\$ 41,897.00	\$ 41,897.00	52,533.73	
12			Phase I- Scope of Services				-	\$ 3,366.92	\$ 3,366.92	8,640.00	
13			Phase II- Legal Ad				-	\$ 620.29	\$ 620.29	0.00	
14			Phase II- Scope of Service				-	\$ 24,194.93	\$ 33,943.10	0.00	
15			Remainder of Project				-	\$ -	\$ 171,311.41	141,723.90	\$ 15,874.43
16			18,409,730 Capital Purch. B				-	\$ -		0.00	
17			30,492,01 Bldg Res trans to GF					\$ -		0.00	
18											
19		Total:					\$ 43,836.55	\$ 70,079.14	\$251,138.72		\$ 15,874.43
20											
21		Net Profit/Loss					\$ 122,751.77	\$ 108,427.84	\$ 13,357.20		\$ -

**Cell: J15**

**Comment:** Susan Steele:

General Construction: \$55,295

Basic HVAC: \$70,644

LVT Upgrade: \$5,700

AC in both meeting rooms (central): \$32,360

Furnishings: \$7,423.52

**Cell: J15**

**Comment:** Susan Steele:

Included Scope of Services for Phase 2

**Cell: K15**

**Comment:** Susan Steele:

Walkway: \$2,500

Paving: \$14,500

Auto Door Opener:

\$3,760

Electric: \$320

1

**Susan E. Steele**

---

**From:** Susan E. Steele <manager@halfmoontwp.us>  
**Sent:** Friday, October 5, 2018 1:02 PM  
**To:** 'supervisors@halfmoontwp.us'  
**Cc:** 'townshipclerk@halfmoontwp.us'  
**Subject:** Community Center Exec Summary w attachments.pdf  
**Attachments:** Community Center Exec Summary w attachments

FYI and use.

Susan



MEMORANDUM

TO: THE BOARD OF SUPERVISORS

FROM: SUSAN E. STEELE, MANAGER

DATE: 10/5/18

RE: COMMUNITY CENTER

---

Myself, staff and consultants have tried to summarize our research in an effort to be as concise as possible through this project.. However, I thought so the supervisors are fully prepared for the 10/11/18 meeting I'd summarize supervisor email requests and supporting documentation.

The documentation is lengthy. Some of the supervisors may not need it. While others have requested it so I wanted to make sure all supervisors had the same information.

Please note: The estimates attached are just that—estimates. Their use is so our budget numbers are based on potential actual costs. So, I recommend not getting bogged down in them or in their details as all items will be bid out or other estimates received before any purchase is made.

ISSUE:

A CLEAR MOTION IS NEEDED FROM THE SUPERVISORS AS TO WHAT IS THE FINAL COMMUNITY CENTER

I was not at the 9/27/18 meeting. Amy listed four options on the agenda. The supervisors discussed said options before a motion was made by Danelle to accept Option 3.

Option 3: AC outside both meeting rooms with LVT upgrade, furnishings, ADA paving of parking lot, ADA automatic door opener, ADA walkway from present exit doors to parking lot

The motion was approved.

However, prior to the motion being approved Mr. Stevenson stated the option was to be revised to take out of Option 3 the furnishings down (furnishings, paving of parking lot, automatic door opener, ADA compliant walkway from exit doors to parking lot).

The manager asked for clarity. Ms. Del Corso replied, Option 3 was the decision. Amy stated orally to me Mr. Stevenson said, then after reading Ms. Del Corso's email, reviewed CNET's discussion of same and guessed it was Option 3.

Since that time, Mr. Stevenson asked for documentation as to 1) ADA necessity, 2) necessity of ADA walkway, 3) necessity of ADA paved area in front of fence, and 4) the list of furnishings.

Mr. Stevenson also instructed manager via email not proceed with the decision made at the 9/11/18 work session regarding the M&T Small Borrowing Note of \$90,000 or the DCED Loan until the motion was clarified on 10/11/18. The manager stated she would do same.

Manager provided to Mr. Stevenson and the rest of the supervisors the backup information Mr. Stevenson requested.

However, I wanted to compile as well as summarize all the information provided in hopes all supervisors will have the same information and documentation. That way, the Board can come fully prepared to the 10/11/18 meeting.

#### ADA COMPLIANCE

Mr. Stevenson's Question Two: is the paving for parking beyond what we already have out there something required by code? If so, I'd like to see the document or letter requiring it. If not, can we reconfigure where we have the handicapped parking space to where it is paved and move the sign, etc to accommodate this need more cheaply?

Answer: See attachments 3-7 as well as:

The Master Parks Plan which spells out the Township's ADA legal obligations, P. 16:  
<https://www.dropbox.com/s/teab9f6kbc35im5/8-27-15%20Halfmoon%20Township%20Parks%20Master%20Plan%20Report.pdf?dl=0>);

"Under federal regulations, when (Park and recreation) facilities are built or altered, they must comply with ADA Standards for Accessible Design (ADA Standards). This applies to features such as accessible parking spaces, accessible routes, accessible restroom facilities, public telephones and spectator seating. The Americans with Disabilities Act (ADA) also requires a Transition Plan by local and state governments. (These were required around 2000 as I needed to do one for a town around then with a population of 1,400 for all our public facilities—otherwise no federal money or grants. Under the ADA, all governments with 50 or more employees must have a completed ADA transition plan (so the Township was exempt and since never received or asked for federal monies probably was not required to do one). Governments with fewer than 50 employees are not required to have an ADA transition plan, but most continue to remove barriers to access as would be required by the ADA Transition Plan (this is where they hook small governments—state monies in the form of grants or low interest loans are not available unless barriers are removed). As of March 12, 2012 all new construction and alternations to existing facilities are required to utilize the new 2010 Standards for Accessible Design, which for the first time in the ADA history, include specific provisions for recreational facilities."

Then on Page 7 of the Master Parks Plan, Andy speaks about Parking Improvements at Municipal Park required by the ADA:

"Porous paving is proposed to minimize runoff and approximately 60 spaces (which is what we approximately have now with gravel if fully utilized), including the required 3 ADA spaces."

#### CAN AN OCCUPANCY PERMIT BE ISSUED WITHOUT THE PAVED PARKING LOT AND WALKWAY BEING COMPLETED?

Mr. Stevenson forwarded an email to the manager asking the above question. Manager has placed a call to both Mike Siggins, Architect and Walt Schneider, Centre Region Code for an answer. She is awaiting a response.

## FY 2018 REVENUE AND EXPENSE PROJECTIONS

I have been working on FY 2019 budget all week. The first part of the budgeting process is to review FY 2018 actual expenses vs. actual revenues. I am pleased to inform you I've been able to capture another \$40,000 in available funds by the end of the year. This means the Township will have around \$68,000 net profit. (Attachment 12).

My recommendation is to transfer \$65,000 of these General funds into the Municipal Building Fund by the end of October. If it is not transferred before the end of the year these funds will become an asset of the township and no longer liquid.

Transferring both this \$65,000 plus the monies already budgeted to be transferred from the General Fund into the building fund will provide \$196,985.29 in the municipal building account.

I've prepared from these numbers three spreadsheets delineated below with suggested use and phasing.

### OPTION 3-SPREADSHEET 1—TOTAL AMOUNT NEEDED TO FUND

The total amount needed to fund Option 3 (Spreadsheet 1) is: \$199,502.52

Less the amount in Municipal Building Fund with transfers ( 196,985.29)

Net Gain/Loss: (2,517.23)

### SPREADSHEET 2—FY 2018 PHASE

Construction, architect services, LVT upgrade,  
central AC in meeting rooms, furnishings: \$178,422.52

Amount Available (with transfers): \$196,985.29

Net Gain/Loss: \$18,562.77

### SPREADSHEET 3 – FY 2019 PHASE

It is too late in FY 2018 (verified by Don Franson) to do outside work. Therefore, Manager is recommending the mandated walkway and paving (See Attachments 3, 4, 5, 6, 7 for supporting documentation) be done in FY 2019. As to the automatic front door opener requested by citizens (I forwarded to Mr. Stevenson my timesheet as to when that discussion was and with whom), I'll leave that decision to the supervisors. But assuming the supervisors DO want to include the door automatic door opener:

#### TOTAL FY 2019 EXPENDITURES:

Walkway, paving and automatic door opener: \$21,080.00

Less amount left in Muni Bldg Fund in

Bldg. fund from FY 2018	(18,562.77)
Plus monies I project available in FY 2019 to be transferred to muni bldg. Fund in FY 2019	(2,517.23)
Net Gain/Losses	0

#### CONCLUSION

These extra available funds mean no borrowing is necessary. In addition, the above phasing allows for all mandated ADA items to be implemented as well as citizen requests.

My plan is not to regurgitate any of this information at the 10/11/18 meeting. Rather, I will assume everyone's read this memo and looked at whatever supporting documentation attached they felt necessary. Therefore, I will just be asking if there are any questions regarding these materials then go right for a motion to clear up the 9/27/18 motion.

[illegible]

A	B	C	D	E	F	J	L	M
1	FY 2018 EXPENSES							
2						\$ 55,295.00		
3	General Construction					\$ 70,644.00		
4	Basic Ventilation					\$ 5,700.00		
5	LVT Option					\$ 32,360.00		
6	Central air on each side of the building (office & meeting room)					\$ 7,000.00	*	Attach 1
7	Architect Services & Expenses remaining					\$ 7,423.52	*	Attach 2
8	Furnishings							
9						\$ 178,422.52		
10	TOTAL:							
11								
12	Monies Available:							
13	in account as of 10/4/18					\$ 110,996.45		Attach 10
14	Monies budgeted to be transferred							
15	by end of 2018					\$ 20,988.84		Attach 11
16	Anticipated monies available that							
17	can be transferred by end of year from General Fund					\$ 65,000.00		Attach 12
18								
19	Total Monies Available:					\$ 196,985.29		
20								
21	Net Gain/Loss					\$ 18,562.77		

	A	B	C	D	E	F	J	L	M	N
1	EXPENSE			FY 2019 Expenses						
2										
3	Paving of parking lot in front of fence (ADA-required)						\$ 14,500.00	*	Attach 3 & 4	
4	ADA automatic door opener (requested by citizens)						\$ 4,080.00	*	Attach 8 & 9	
5	Required ADA complaintwalkway from exit doors to parking lot						\$ 2,500.00	*	Attach 5, 6 & 7	
6										
7	TOTAL:						\$ 21,080.00			
8										
9	Monies Available:		(from FY 2018)				\$ 18,562.77			
10										
11	From FY 2019 Possible Budget:						\$ 2,517.23		Attach 12	
12										
13	Net Gains/Loss							0		

Attach 2

**Michael J. Siggins, Architect, LEED AP**

560 West Hillside Avenue  
State College, Pennsylvania 16803  
Michael J. Siggins, Sole Proprietor

(814) 360-8250  
mksiggins@comcast.net

February 19, 2018

Half Moon Township Board of Supervisors  
c/o Ms. Susan Steele  
Half Moon Township Manager  
1948 Half Moon Valley Road  
Port Matilda, PA 16870

REFERENCE: Half Moon Township Municipal Building- Phase 2  
100 Municipal Lane  
Port Matilda, PA 16870  
PROJECT NO: 18002

Dear Ms. Steele;

This letter will serve as an agreement between Michael J. Siggins (hereafter referred to as "the Architect"), and Ms. Susan Steele, Half Moon Township Manager on behalf of the Half Moon Township Board of Supervisors (hereafter referred to as "the Client") for professional architectural services for the project referenced above.

**GENERAL PROGRAM**

It is my understanding that you wish to have the Architect prepare construction and bidding documents for the project listed above. The scope of this project is outlined in preliminary design drawings, meeting minutes and a cost opinion spreadsheet prepared by the Architect and previously approved by the Half Moon Township Board of Supervisors.

The project will consist of the following:

- Conduct design development and prepare construction documents to complete the renovation of the existing office entry, office area and storage area of the municipal building. Also included in the scope of the project is the selection and specification of floor finishes in all spaces of the building (except for the recently renovated toilet rooms) and the development and implementation of a new HVAC system for the entire building.
- File the project with the Centre Region Code Administration to obtain a building permit for the project.
- Prepare the necessary bidding and specification documentation required to bid and administer the project as per the Commonwealth of Pennsylvania prevailing wage (see the "Contract Administration Phase" below).
- Attend Board of Supervisors meetings as required to present project information and progress reports.

**SERVICES PROVIDED**

**Design Development Phase**

Based upon the approved preliminary design drawings described above, the Architect will further refine and detail the Project based upon input from the Clients. The preliminary opinion of probable construction cost will also be further refined based upon the information developed during this Design Development Phase. The Architect will work with an appointed member of the board of supervisors during the design development phase outside of regularly scheduled board of supervisors meetings. The Architect and the appointed board member will present the progress of the design development phase to the board of supervisors at the regularly scheduled board of supervisors meetings.



### Construction Document Phase

Based upon the approved design development drawings, the Architect will prepare construction drawings and specifications from which zoning and building permits can be obtained, and from which the project can be bid and constructed. The architect will file for zoning and building permits and make any revisions to the construction documents required to obtain zoning and building permits as part of the Construction Documents Phase.

### Construction Administration Phase

The Architect will prepare the necessary documents required to advertise the project and obtain bids, including invitations to bid, instructions to bidders, scheduling and presiding over the on-site pre-bid meeting, developing bidding and construction schedules, preparing project bond and contract forms, assisting the Township Manager in obtaining a prevailing wage determination for the project from the Commonwealth of Pennsylvania, reviewing the bids with the Township Manager and assist in awarding the contract for construction.

During the pre-construction phase, the Architect will assist the Client completing the contract form and assist in obtaining all project documentation required to be submitted prior to the start of construction.

During construction the Architect will make himself available to answer contractor and client questions, convene and preside over weekly on-site construction meetings, prepare and distribute minutes of those meetings, review submittals for approval by the Architect, review and approve the General Contractors' applications for payment, and conduct a final project walk-thru and generate and distribute a punch list of items to be completed or corrected by the General Contractor prior to the issuance of final payment.

### EXCLUSIONS

The following are not included in the scope of professional architectural services provided under this agreement:

1. Construction Management and Construction Contracting services.
2. Payment for zoning and building permit fees and any other fees associated with municipal approval of this Project.
3. Costs for testing and removal of hazardous materials, geotechnical investigation, preparation of a property survey, material testing and code required special inspections, if required, will be paid by the Clients and will be performed by others under separate agreements between the Clients and the entities performing the services.

### REMUNERATION

~~Compensation for professional architectural design services shall be as set forth above shall be based on an hourly rate of \$220.00 per hour to yield a maximum fee of \$238,000.00 (400 hours)~~

88,800.00

### EXCLUSIONS

The following are not included in the scope of professional design services provided under this agreement:

1. Bidding and Negotiation with contractors.
2. Construction Management and Construction Contracting services.
3. Payment for zoning and building permit fees and any other fees associated with municipal approval of this Project.
4. Costs for testing and removal of hazardous materials, geotechnical investigation, preparation of a property survey, material testing and code required special inspections, if required, will be paid by the Clients and will be performed by others under separate agreements between the Clients and the entities performing the services.
5. Costs for testing and removal of hazardous materials, geotechnical investigation, material testing and code required special inspections, if required, will be paid by the Client and will be performed by others under separate agreements between the Client and the entities performing the services.

### ADDITIONAL CONTRACT PROVISIONS

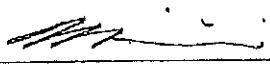
1. Reimbursable expenses shall include the cost of document reproduction, postage and courier fees. Reimbursable

expenses will be charged in addition to the fee quoted above.

2. Payment for professional architectural services shall be made monthly as work on the Project progresses. The monthly invoices will be based upon hourly rates and actual hours for the period of work plus reimbursable expenses. Invoices for all professional architectural services provided are due "Net 30 Days." Past due invoices are subject to finance charge of 1.5% per month (annual 18%). Client agrees to pay all fees and costs of collections including attorney's fees.
3. Additional work requested by the Client that is not included and described in the "Services Provided" section of this Agreement shall be billed separately and in addition to the remuneration listed above. All additional work and the cost to do that work will be agreed upon between the Client and the Architect prior to the commencement of the additional work.
4. It shall be understood that the Client agrees to limit the Architect's liability to the Client due to the Architect's negligent acts, errors, or omissions, such that the total aggregate liability shall not exceed the Architect's total fee for the services rendered on the Project.
5. RELEASE CLAUSE- Upon mutual agreement between the Owner and the Architect, this Agreement can be terminated during the course of this Project. If the Agreement is terminated during a monthly billing cycle, the Architect shall bill the Owner for any hours or reimbursable expenses incurred by the Architect up to the time of Agreement termination.
6. NON- EXCLUSIVITY CLAUSE- This Agreement does not bind the Architect to work exclusively for the Owner. It is understood by the Owner that the Architect will be providing professional architectural services to other clients concurrently with the professional architectural services that the Architect is providing for the Owner during the time that the terms of this Agreement are in effect.
7. This Agreement will serve as a legal and binding contract subject to the laws of the Commonwealth of Pennsylvania, between the parties whose signatures appear below, for the professional architectural services described herein.
8. This agreement will be considered in effect at the time of signing by both parties. This Agreement will remain in effect until the date on which the Architect receives final payment or if the Agreement is terminated as per the provisions of the "Release Clause" of this Agreement.
9. If any provision of this agreement is held invalid or unenforceable by any court of competent jurisdiction, the other provisions of this Agreement will remain in full force and effect. Any provision of this Agreement held invalid or unenforceable only in part or degree will remain in full force and effect to the extent not held invalid or unenforceable.

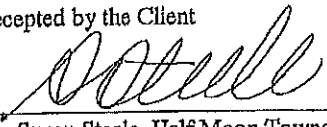
To indicate that the conditions stated above are acceptable, please have one copy of this Letter of Agreement signed and return one copy to me. If you have any questions please call me.

Respectfully Submitted,  
Michael J. Siggins, LEED AP

  
Michael J. Siggins, LEED AP

2.22.18  
Date

Accepted by the Client

  
Ms. Susan Steele, Half Moon Township Manager  
On behalf of the Half Moon Township Board of Supervisors

2/22/18  
Date

Mike Siggins Phase II  
Scope of Services

	Fees	Expenses
	28800	
4/11/2018	-2180.13	
5/10/2018	-4152	-5
6/13/2018	-10040	-81.39
7/5/2018	-2160	-398.78
8/9/2018	-864	-5.41
9/13/2018	-2880	-209.04
Left to	6523.87	+
Pay on Scope		

9:31 AM  
10/04/18

Halfmoon Township  
All Transactions for Michael J. Siggins  
January through December 2018

Type	Num	Date	Account	Amount
Jan - Dec 18				
Check	1012	09/13/2018	Municipal Building Fund	3,089.04
Check	1011	08/09/2018	Municipal Building Fund	869.41
Check	1010	07/05/2018	Municipal Building Fund	2,558.78
Check	1008	06/13/2018	Municipal Building Fund	10,121.39
Check	1007	05/10/2018	Municipal Building Fund	4,757.40
Check	1006	04/11/2018	Municipal Building Fund	2,180.13
Check	1004	03/08/2018	Municipal Building Fund	1,618.56
Check	1003	01/11/2018	Municipal Building Fund	1,748.36
Jan - Dec 18				

81

26,943.10

✓ 3,089.04  
✓ 869.41  
✓ 2,558.78  
✓ 10,121.39  
✓ 4,757.40  
✓ 2,180.13  
✓ 1,618.56  
✓ 1,748.36  
10,040.00

Attachment 2

Furnishings Needed For Community Use		
Large Meeting Room	Unit Price	Total
Available for Public Use & Rental		
48 folding plastic chairs	\$ 24.41	\$ 1,171.68
4 additional folding white tables	\$ 113.96	\$ 455.84
Wall land phone line	\$ 30.00	\$ 30.00
Carts for Chairs (2)	\$200.00	\$ 400.00
Carts for tables (1)	\$ 200.00	\$ 200.00
Subtotal for Meeting Room		\$2,257.52
Kitchenette & Vestible		
Coat Rack	\$ 473.00	\$ 473.00
Fridge (stainless basic w/freeze)	\$ 700.00	\$ 700.00
Microwave (donated)		
Basic silverware (donated)		
Tongs (donated)		
Plastic serving bowls (donated)		
Coffee Maker	\$ 30.00	\$ 30.00
Small round table with chairs	\$ 250.00	\$ 250.00
Subtotal for Kitchenette & Entry		\$1,453.00
Township Business Meeting Room		
Clock	\$ 70.00	\$ 70.00
Dry Erase Board	\$ 145.00	\$ 145.00
Storage Cabinet (nameplates, gavel, pens, etc)	\$ 200.00	\$ 200.00
Two more collapsable long table units	\$ 364.00	\$ 728.00
3 Cork strips for wall (maps, drawings, etd)	\$ 50.00	\$ 150.00
6 More Chairs for unit (staff, commissions, etc)	\$ 70.00	\$ 420.00
Dual powerpoint projector (to show on two walls)	\$2,000.00	\$ 2,000.00
Subtotal for Township Business Meeting Room		\$3,713.00

(or can keep them permanently up—but cleaning costs will increase)  
(or can keep them permanently up—but cleaning costs will increase)

Total Furnishings Price: \$7,423.52

Can provide quotes, research on different items if asked

Alfred

lucal p p projector - 2000

~~I need surfaces~~

~~tables for study room chairs~~ = \$4000 each  
3-4 new white tables = 6 foot \$400  
48 white folding chairs 187.92 for 4

1800 ~~1000~~ ~~micro~~ I will buy white  
bridge will buy white  
set of 2 ~~micro~~ \$500 -  
large serving spoons \$700 -  
longs

plastic serving bowls

\$125 coffee maker

\$250 round table & chairs for bedroom

~~\$150~~ cork strips for wall

\$70 clock

\$30 wall phone

\$145 dry erase board

\$200 storage cabinet

1473 coat rack - movable in entryway

will be done all the above  
7,200 left after cost

165,423.00

7,423.52

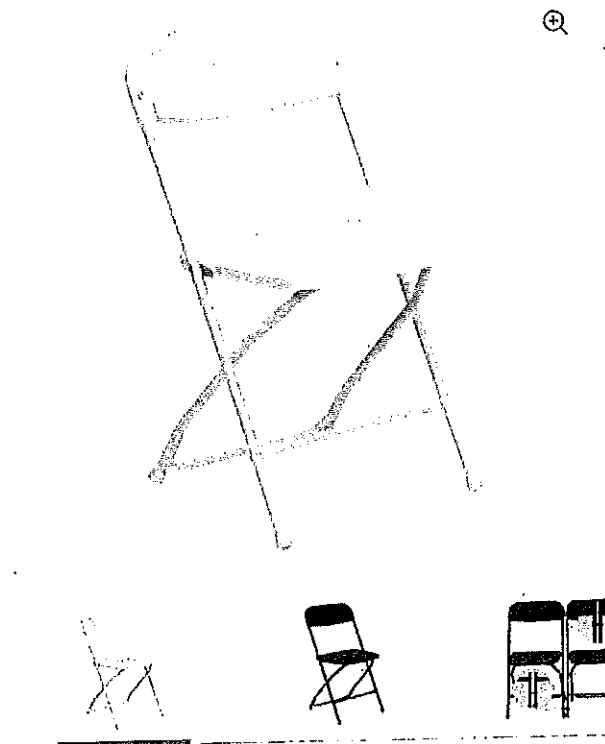


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Home / Furniture / Office Furniture / Folding Tables & Chairs



## Flash Furniture HERCULES Series 800 lb Capacity Premium Plastic Folding Chair, Multiple Colors

★★★★★ 27 reviews [Flash Furniture](#) Walmart # 557087240



**\$24.41** List \$36.00

Free shipping

Arrives by Friday, Jun 1 [Options](#)

Actual Color: White



Avoid unexpected repair costs with a \$0 deductible [care plan](#)

None

2 Year - \$2

Qty:

1



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Pickup not available

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Ziploc Space Bags 6 count Flat Bags: 2 Medium, 2 Large, 2 Extra Large

**\$19.88**

2-day shipping

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## About This Item

**Disclaimer:** While we aim to provide accurate product information, it is provided by manufacturers, suppliers and others, and has not been verified by us. [See our disclaimer](#)

Plastic folding chairs are the choice of many event planners for their lightweight design, ease of cleaning, and versatility among events. This portable folding chair can be used for Banquets, Parties, Graduations, Sporting Events, School Functions and in the Classroom. This chair will be the perfect addition in the home when in need of extra seating to accommodate guests. Constructed of lightweight textured polypropylene and a strong steel frame, these folding chairs will suit most any occasion.

**Flash Furniture HERCULES Series 800 lb Capacity Premium Plastic Folding Chair, Multiple Colors:**

- Plastic folding chair
- 800 lb weight capacity
- Lightweight design
- 5-year limited warranty (non-moving metal parts); 2-year parts warranty

### Warnings:

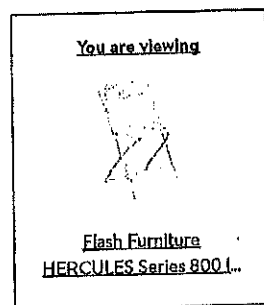
Warning Text: 2 yr Parts

California Proposition 65 Warning: true

## Explore this item

### Specifications

### Comparison Chart



**Flash Furniture HERCULES Series Black Vinyl Metal...**



**Flash Furniture HERCULES Series Premium Curved Tri...**

### Features

Frame Material	Steel	Steel	Steel
Age Group	Adult	Adult	Adult
Frame Color	White	Silver	Gray
Seat Color	White	Black	Burgundy
Units Per Consumer Unit	10 / Box	4 / Box	2 / Box
Material	Metal	Metal	Metal
Brand	Flash Furniture	Flash Furniture	Flash Furniture

Sam's Club >  
Office >  
Office Furniture >  
Folding & Stackable Furniture >  
Folding Tables

## Lifetime 6' Fold-in-Half Light Commercial Grade Table, White Granite

by Lifetime | Item #: 980066876 | Model #: 25011 |

★★★★★ 4.7 out of 5 stars. [Read reviews.](#)

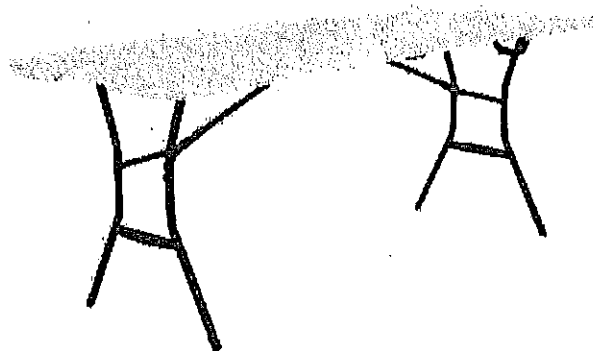
4.7

(80)

[Write a review](#) . This action will open a modal dialog.

[Ask a question](#)

•

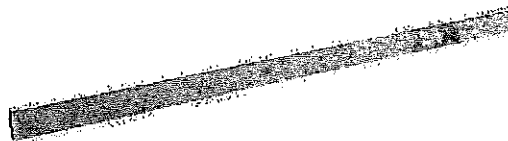


46.98 pc. x 4 = 187.9  
66.98 ship x 4 =

Top Rated  
Price includes shipping

**Office DEPOT.**  
**OfficeMax®**

Quartet® Natural Cork Bulletin Bars, 1" x 4' Item # 342384





\$24.99 each

Estimated delivery 1-3 business days

$\times 6 = 149.94$

## Description

Creates a tackable display surface above whiteboards and chalkboards

- Great for securing documents, presentations and displays with push pins.
- Delivers superior performance in educational and meeting spaces.
- Self-healing surface eliminates unsightly pin holes. Will not fade or crumble like traditional cork boards, even after years of use.
- Easily install above whiteboards and chalkboards or secure directly to any wall.
- Durable, heavy-gauge extruded anodized aluminum frame.

## Product Details

Item #	342384
OfficeMax #	20584789
Manufacturer #	2006
board features	hardware included
brand name	Quartet
color	natural
height	1" inch
length	4 feet
manufacturer	ACCO BRANDS
message bar type	bulletin
mounting hardware included	yes
primary material	corkboard
quantity	1

## Customer Reviews

### Customer Ratings:

★★★★☆ 4.3 4 Reviews  
3 of 3 (100%) reviewers would recommend this product to a friend.

Tips for Writing a Review

### Overall Rating Totals

5 stars	(2)
4 stars	(1)
3 stars	(1)
2 stars	(0)
1 star	(0)

## Product Reviews

Date - Newest First

February 15, 2018  
Tamera Franzel  
Three Rivers MI

★★★★☆ 4 out of 5  
Primary Use: Business User

### Looks Good

Received item quickly. It was what I expected. The only problem was that the two sided tape included to hang it did not hold. We put it up and the next day it was on the floor. Works with extra purchased wall hangings.

2 out of 2 found this review helpful.

Was this review helpful to you? Yes No

(Report inappropriate content)

Share this Review:

March 13, 2017  
Annlo

★★★★☆ 3 out of 5

### Does the Job

Bought this product to add to similar purchased by a colleague many years ago. It is made with very thin lightweight aluminum and arrived bent and twisted after shipping. Office Depot replaced it without a fuss, for which I am grateful. But I now realize that it is not really worth the price. Also, the cork is very thin, pushpins can barely get a grip. So it does what it advertised to do with flimsy barely adequate materials. Would buy a higher quality product that looks and does the same.

6 out of 6 found this review helpful.

Was this review helpful to you? Yes No

(Report inappropriate content)

Share this Review:

November 3, 2014

MG Durham

NC

★★★★★ 5 out of 5

Primary Use: Business User

### Exactly as pictured

This is a great product when you don't need a huge bulletin board taking up precious wall space. This is placed over my desk return so I can post little notes, business cards, etc. for quick and easy reference.

6 out of 8 found this review helpful.

Was this review helpful to you? Yes No

(Report inappropriate content)

Share this Review:    

Customer review from quartet.com

Quartet

August 31, 2014

Chelseam

Orlando, FL, USA

★★★★★ 5 out of 5

Quality

★★★★★ 5 out of 5

Meets Expectations

★★★★★ 5 out of 5

### Love the modern look this cork strip gives my office area @ home!

I needed something to hang reminders, important notes, business cards, daughters school calendar, etc but didn't want the average cork board. I saw this item at staples & thought it would perfect! I had an empty space above my desk I had been wanting to fill and this fit it just how I wanted. Simple, modern & efficient. I want to buy more and line them up across one of my walls to hang art work by my daughter (my next project)!

Quartet® Natural Cork Bulletin Bars, 1" x 4"

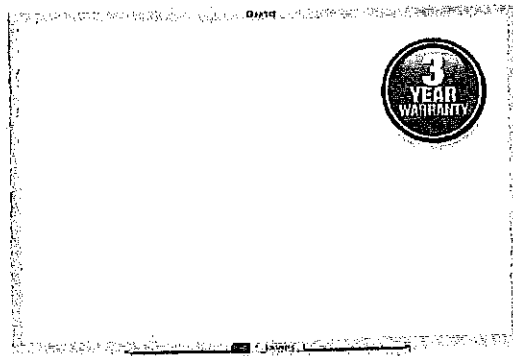
(4)

Qty

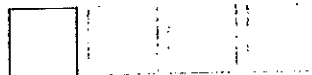
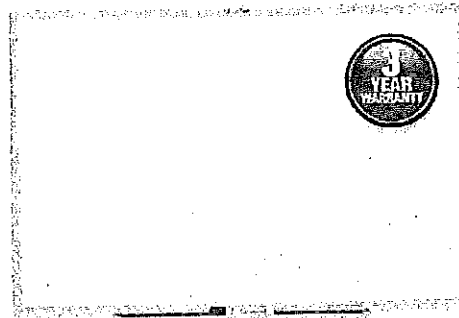
Add to Cart

**Office DEPOT**  
**OfficeMax**

Quartet® Classic Series Dry-Erase Board With Aluminum Finish Frame, 36" x 60", White/Silver Item # 918987



Mouse over to zoom



Description

\$144.99 each

Delivery date provided at checkout ①

Delivery fee may apply

Quartet dry-erase boards are the perfect choice for applications that require occasional use. Utilize this Quartet white board for your own inspiring quotes and messages and invite others to add their own sentiments.

Durable whiteboard with a smooth surface.

Delivers effective performance in low-use personal environments.

Simple, flexible mounting system secures board to the wall in 2

- orientations to accommodate any space.
- Extend surface life with regular cleanings using Quartet® cleaning solutions.
- Quartet dry-erase board with an anodized aluminum frame is sleek with a satin finish that complements contemporary décor.
- Includes attachable tray for convenient marker storage and 1 Quartet® Dry-Erase Marker.

## Product Details

Item #	918987
OfficeMax #	20358621
Manufacturer #	S535
board color	white
board features	hardware included; marker tray
board material	melamine
board use	meeting/classroom; office
brand name	Quartet
Frame	metal
frame color	Silver
manufacturer	ACCO BRANDS
primary material	Melamine
quantity	1
shape	rectangular
size	36" x 60"
surface grade	Standard
weight per unit	20.5 lb

## Customer Reviews



Quartet® Classic Series Dry-Erase Board With Aluminum Finish Frame, 36" x 60", White/Silver

(8)

Qty

[Add to Cart](#)

Add to List  
Add to Registry  
4 other sellers from **\$234.00**

**\$234.00****\$234.00**  
**\$234.00**  
+ **Free**shipping

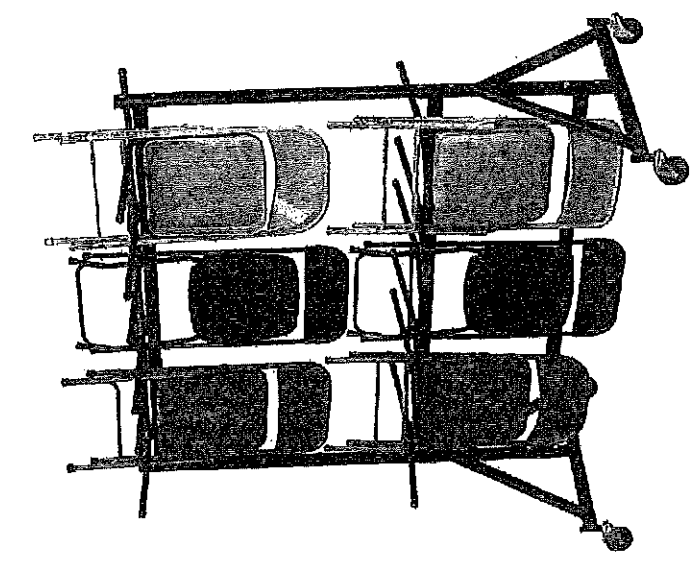
Sold & shipped byHayneedle

**\$308.68****\$308.68**  
**\$308.68**  
+ **Free**shipping

Sold & shipped byVirVentures  
Compare all 5 sellers



Office Products > Office Furniture & Lighting > Chairs & Sofas > Seating Chairs



### Flash Furniture Hanging Folding Chair Truck

Flash Furniture Hanging Folding Chair Truck 800-800-0045

Price: \$245.80 & FREE Shipping Details

In Stock

Want it Monday, May 21? Order within 1 hr 43 min and choose Standard Shipping at checkout. Details

Ships from and sold by Amazon.com.

Color: Black

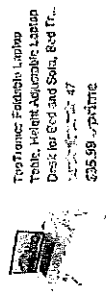
- Folding Chair Dolly
- Supports up to 84 Chairs
- Stores chairs on both sides
- 15.67" L Hanger Bars
- Hanger Bar Width: 12.5" W
- Hanger Bars Have Rubber Stoppers
- Solid Steel Components
- Show more

Compare with similar items

New (25) from \$224.35 & FREE shipping.

Report incorrect product information.

**TAO TRONICS**  
**Exquisitely Compact & Convenient Laptop Table**  
New (25) from \$224.35 & FREE shipping.



As low as: \$25.99

Share ☒ Print ☒

Qty: 1

Add to Cart

1-Click ordering is not available for this item.

Deliver to: EPHET - PORT HASTINGS 190270

Add to List

Other Sellers on Amazon

\$234.35

+ Free Shipping  
Sold by: BionOffice

\$234.64

+ Free Shipping  
Sold by: B LINE SUPPLY

\$240.84

+ \$4.99 shipping  
Sold by: Unique's Shop

New (25) from \$234.58 & FREE shipping.

Have one to sell?

Sell on Amazon



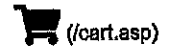


5/16/2018

Epson PowerLite W16SK Projector

Call wait time: no waiting - FREE 2-day shipping on all projectors over \$699 - Sign up & save up to \$100 on your first order  
(<https://projectorpeople.com/promos/first-time-signup.asp>)

1-888-248-0675



You are here: Home (/) / Projectors (projectors/) / Epson PowerLite W16SK Projector



Save up to \$400 on Vivitek high-lumen projection  
Limited time offer, while supplies last.

SHOP NOW

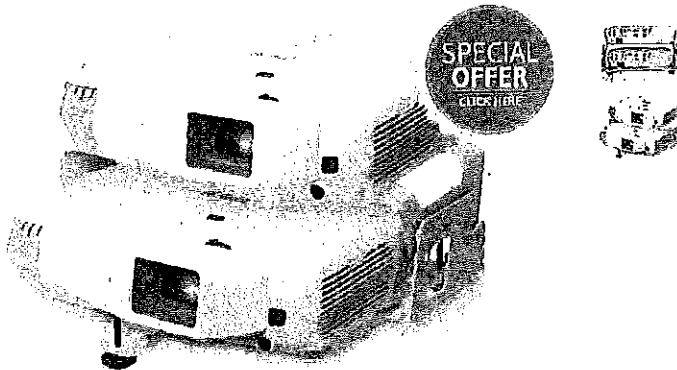
([search\\_results.asp?tag=vivitek-blowout-sale](/search_results.asp?tag=vivitek-blowout-sale))

## Epson PowerLite W16SK Projector

Part #: EPSV11H494020 | Mfg #: V11H494020

We also sell accessories for your projector.

Write the first review (/PowerReviews/WriteReview.asp?pr\_page\_id=28424)



### Recommended Accessories

Select accessory type: All

Epson Replacement Lamp EPSV13H010L67	Chief Manufacturing RPAU Universal Projector Ceiling Mount Black CHIRPAU	Chief Manufacturing KITPS003 Projector Mount Kit - Black CHIKITPS003	Sanus Systems VMPR1 Universal Projector Mount, Black SANVMPR1B
\$162.00 (/Epson- Replacement- Lamp/Accessory/26827)	\$169.60 (/Chief- Manufacturing- RPAU- Universal- Projector- Ceiling-Mount- Black/Accessory/19908)	\$277.60 (/Chief- Manufacturing- KITPS003- Projector- Mount-Kit- Black/Accessory/23830)	\$89.00 (/Sanus- Systems- VMPR1- Universal- Projector- Mount- Black/Accessory/21603)
<a href="#">ADD TO CART</a>	<a href="#">ADD TO CART</a>	<a href="#">ADD TO CART</a>	<a href="#">ADD TO CART</a>

## Epson PowerLite W16SK



Immerse your students in ultra-bright 3D Imagery that takes any subject to a whole new level. The Epson PowerLite W16SK dual projection system adds a bold, new dimension to education, displaying art, science and math lessons in brilliant, vivid detail. This innovative system features two powerful projectors stacked together, for ultra-bright video and images in large classrooms or rooms with ambient light. Use the W16SK to share engaging, brilliant way. This dual projection system is the perfect way to at a price that won't break the budget. And, because this system is so bright, there's no need to turn out the lights to view dynamic 3D content.

Chat now

### Quick Specs

Wide XGA (1280 x 800)  
6000 lumens  
5000:1 contrast  
2 year(s) warranty

\$ 1,899.00

### ADD TO SHOPPING CART

2 Day Shipping	FREE
Tax-free in 49 states	SAVE
Lifetime Tech Support (U.S. based)	FREE
30-Day No Hassle Returns	FREE
View all promotion details	

Add to Wish List

Think you have a better price?  
Call 888-248-0675 for the best deal.  
(/customer-service/best-deal-guarantee.asp)

### Included in the Box

Dual projector stacking mount kit  
1 pair of passive 3D glasses (Adult)  
2 polarizing filters  
2 power cords  
1 USB cable  
remote control with 2 AA batteries  
3 projector feet  
quick setup guide  
user's guide CD and tips sheet  
Original factory lamp(s) included

Projector Calculator



### Product Q & A

Ask the first question  
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pr\_page\_id=28424&appName=askQuestion)

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 Collaborative Tables  
 Computer Tables  
 Conference Tables  
 Drafting & Art Tables  
 Folding Tables  
 Library Tables  
 Picnic Tables  
 Preschool Table & Chair Sets  
 Preschool Tables  
 Sand & Water Tables  
 Science & Lab Tables  
 Table & Chair Sets  
 Table Trucks & Dollies  
[Training & Seminar Tables](#)  
 Utility Tables  
 Waiting Room & Reception Tables  
 Wheelchair Accessible Tables

21st Century Learning

#### Promotions

On Sale  
 Ships in 24  
 Clearance

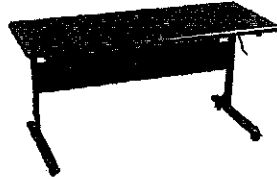
#### Top Categories

AV Equipment  
 Chairs  
 Desks  
 Preschool Furniture & Equipment  
 Tables

#### Categories

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 Dry Erase & Glass Boards  
 Educational Technology  
 Facility Equipment

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Balt

#### Flipper Training Table - Mahogany - Rectangle (24" W x 60" L)

★★★★★ 5.0 (3) [Write a review](#) [Post a question](#) [Start a Live Chat](#)

**\$364.85**

Manufacturer's Price:  
 \$657.46

You Save: \$292.61 (45%)

SKU: BAL-89879M

[Calculate Shipping](#)

#### Select Options:

Color: Mahogany

Size: 24" W x 60" L

Quantity: 1

[Add to Cart](#)

[Share:](#)

#### Specifications Description

Table Shape:	Rectangle
Table Material:	Particleboard
Table Finish:	Mahogany laminate
Frame Material:	Steel
Frame Finish:	Black powder-coat paint
Casters:	2" casters
Warranty:	1 year
Width:	24"
Length:	60"
Height:	29 1/2"
Assembly:	Required
Weight:	84.0 lbs.
Shipping Method:	UPS / FedEx

#### You May Also Like

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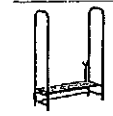
OFM  
 Mesa Series Training Table  
 \$190.99



Learniture  
 Shapes Series II Vinyl Soft Seating Sofa  
 \$669.68



Mayline Group  
 Corsica Series Boat-Shaped Conference Table  
 \$862.99 - \$8,628.99



Midwest Folding Products  
 TransFold Stage & Riser Steps  
 \$270.99 - \$804.99

★★★★★ 5.0 | [3 Reviews](#)

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Select a row below to filter reviews.

Overall ★★★★★ 5.0

5 ★	3
4 ★	0

**STAPLES**

1646 North Atherton St, State College  
CHANGE STORE

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cheap executive desk chairs



## Staples Kelburne Luxura Office Chair, Brown

Brown - \$69.99

\$69.99 nearby • In stock

Available online

Staples  
1646 North Atherton St, State College  
Open today: 8:00 AM - 9:00 PM

staples.com

Shop Online

See other locations

Staples • Executive • Ergonomic

Spend your day working in comfort and style when you integrate this Staples managers chair into your office decor. - Brown Luxura upholstery offers a sophisticated look. - Lumbar support, seat height adjustment with tilt tension and tilt lock offer customized comfort. - Plush ... more »

Browse Office & Desk Chairs »

Related items Details

### Other Office & Desk Chairs from Staples In this store



Staples Sorina Bonded  
Leather Chair, Black

\$94.99 (\$25 more)



Staples Mcallum Bonded  
Leather Managers Chair,  
Gray

\$89.99 (\$30 more)

Swivel



Staples Montessa II  
Luxura Managers Chair,  
Black

\$99.99 (\$30 more)

Swivel



Staples Torrent Bonded  
Leather Managers Chair,  
Black

\$119.99 (\$50 more)

Swivel



Staples Westcliffe Bonded  
Leather Managers Chair,  
Brown

\$129.99 (\$60 more)

Swivel



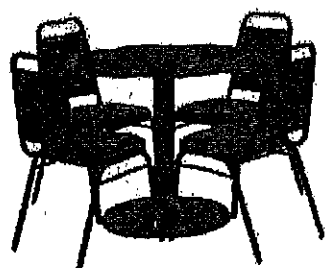
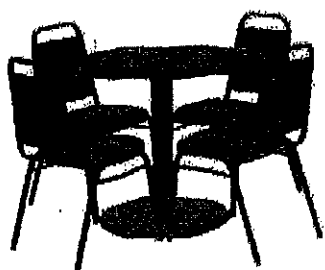
Staples Be  
Leather Mi  
Black

\$269.99 (\$

Swivel

1-6 of 10

### Office & Desk Chairs from other brands In this store



Tell us if something is incorrect

## **Flash Furniture 36" Round Walnut Laminate Table Set with 4 Black Trapezoidal Back Banquet Chairs**

Flash Furniture

Walmart # 557087139

~~\$226.99~~ \$226.99

Free shipping

Arrives by Monday, May 21

Options

**Free pickup Mon, May 21 + discount**

Ships to Mechanicsburg, 6520 Carlisle Pike Ste 550

Options

Cover stains, rips & more with a \$0 deductible care plan

- None
- 2 Year - \$30

Qty:

Add to Cart

Sold & shipped by Walmart

3  
Susan E. Steele

---

From: Donald Franson <franson\_engineering@yahoo.com>  
Sent: Monday, October 1, 2018 11:12 AM  
To: Scott Brown; Susan Steele  
Cc: Amy Smith  
Subject: Fw: Paved Parking at Community Building and Recycling Area At Maintenance Building

Susan and Scott:

X When we are adding the additional paving at the Community Building it will be more cost effective to remove the existing paving and install the entire paved area at one time. This will ensure that the parking area will meet ADA standards.

The "emergency" walkway from the side of the Community Building should provide ADA access to the building to the parking area. With the existing slopes this will be relatively easy to do and the cost I provided assumed ADA accessibility.

If you need any more information please let me know.

thanks,

Don

Donald M. Franson, P.E., P.L.S.

Franson Engineering and Surveying

304 Forest Avenue Bellefonte, PA 16823

Phone: (814) 383-4550

Cell: (814) 360-6590

----- Forwarded Message -----

From: Donald Franson <franson\_engineering@yahoo.com>  
To: Amy Smith <townshipclerk@halfmoontwp.us>; Scott Brown <roadmaster@halfmoontwp.us>  
Sent: Thursday, August 9, 2018, 6:51:26 PM EDT  
Subject: Fw: Paved Parking at Community Building and Recycling Area At Maintenance Building

Scott:

The estimated cost for a 5' paved walkway for emergency access to the Community Building is \$2,500.

Work Included:



[Print](#) | [Close Window](#)

For 2019 Budget

Subject: Paved Parking at Community Building and Recycling Area At Maintenance Building  
From: Donald Franson <franson\_engr@halfmoontwp.us>  
Date: Tue, Aug 07, 2018 6:05 am  
To: Scott Brown <roadmaster@halfmoontwp.us>, Amy Smith <townshipclerk@halfmoontwp.us>

Scott:

Below are descriptions of work and cost estimates for the two referenced projects we discussed on site last week.

**Paved Parking at Community Building:** This work is the paving of the "front row" along the timber rail fence in front of the Community Building. Paved parking will tie into the existing walkway and will include 11 standard parking spots and a van accessible handicapped parking spot.

Work will include:

1. Removal of stone and pavement as required. Note that I am recommending removal of the existing pavement.
2. Reshape and compact existing stone.
3. Place 2.5" Bituminous Binder and 1.5" Bituminous Wearing.
4. Adjustment of a portion of the fence along the west side of the parking lot. (Township forces)
5. Line striping and ADA Symbol.

The estimated cost is \$14,500

**Paved Recycling Area at Maintenance Building:** This work is the construction of a level paved area (40' by 45') for the placement of recycling containers and to provide paved pull off area.

Work will include:

1. Extension of existing drainage pipe.
2. Strip topsoil.
3. Place fill to achieve desired grade.
4. Place 6" 2A subbase.
5. Place 3.5" Bituminous Binder and 1.5" Bituminous Wearing.
6. Topsoiling and seeding. (Township forces)

The estimated cost is \$15,000

If you have any questions please call.

Don

Donald M. Franson, P.E., P.L.S.

Franson Engineering and Surveying

304 Forest Avenue Bellefonte, PA 16823

Phone: (814) 383-4550

Cell: (814) 360-6590

5

**Michael J. Siggins, Architect, LEED AP**

560 West Hillside Avenue  
State College, Pennsylvania 16803  
Michael J. Siggins, Sole Proprietor

(814) 360-8250  
mksiggins@comcast.net

October 2, 2018

Ms. Susan Steele  
Halfmoon Township Manager  
1948 Halfmoon Valley Road  
Port Matilda, PA 16870

REFERENCE: Halfmoon Township Municipal Building- Phase Two  
100 Municipal Lane  
Port Matilda, PA 16870  
PROJECT NO: 18002

Dear Susan;

This letter will serve as a clarification of two exiting issues relating to the project referenced above.

In the initial design development of the New Meeting Room, accommodation for a second exit and connecting side walk to the existing parking lot was included in the floor plan. It was thought that having a contingency plan for a second exit was warranted in case a second exit was required by the state building code (Uniform Construction Code or UCC). As the design was finalized, and calculations for determining occupancy load and travel distance to exits were performed, it was determined that the room was not required to have a second exit and, therefore, the second exit was not included in the scope of work for the project.

The existing exterior double door from the Existing Meeting Room has always served as a second exit from the meeting room. It opens onto an existing concrete landing at grade. According to the UCC, exits from a building must include a connecting path to a public way. In this case the public way would be the adjacent parking lot. Presently, there is no connecting path to the parking lot. The connecting path from the landing to the parking lot is proposed as an asphalt walkway to be installed by the township and was not included in the rebid scope of work for the General Construction Prime Contract.

Sincerely,

Michael J. Siggins, Architect, LEED AP

1 Attach 6.

Susan E. Steele

---

**From:** Donald Franson <franson\_engineering@yahoo.com>  
**Sent:** Monday, October 1, 2018 11:12 AM  
**To:** Scott Brown; Susan Steele  
**Cc:** Amy Smith  
**Subject:** Fw: Paved Parking at Community Building and Recycling Area At Maintenance Building

Susan and Scott:

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If you need any more information please let me know.

thanks,

Don

Donald M. Franson, P.E., P.L.S.

Franson Engineering and Surveying

304 Forest Avenue Bellefonte, PA 16823

Phone: (814) 383-4550

Cell: (814) 360-6590

----- Forwarded Message -----

**From:** Donald Franson <franson\_engineering@yahoo.com>  
**To:** Amy Smith <townshipclerk@halfmoontwp.us>; Scott Brown <roadmaster@halfmoontwp.us>  
**Sent:** Thursday, August 9, 2018, 6:51:26 PM EDT  
**Subject:** Fw: Paved Parking at Community Building and Recycling Area At Maintenance Building

Scott:

The estimated cost for a 5' paved walkway for emergency access to the Community Building is \$2,500.

Work included:

7

Susan E. Steele

---

**From:** Donald Franson <franson\_engineering@yahoo.com>  
**Sent:** Thursday, October 4, 2018 11:38 AM  
**To:** Susan Steele; Amy Smith  
**Subject:** Fw: Paved Parking at Community Building and Recycling Area At Maintenance Building

Susan:

Here is the estimate I did back in august.

Don

Donald M. Franson, P.E., P.L.S.

Franson Engineering and Surveying

304 Forest Avenue Bellefonte, PA 16823

Phone: (814) 383-4550

Cell: (814) 360-6590

----- Forwarded Message -----

**From:** Donald Franson <franson\_engineering@yahoo.com>  
**To:** Amy Smith <townshipclerk@halfmoontwp.us>; Scott Brown <roadmaster@halfmoontwp.us>  
**Sent:** Thursday, August 9, 2018, 6:51:28 PM EDT  
**Subject:** Fw: Paved Parking at Community Building and Recycling Area At Maintenance Building

Scott:

The estimated cost for a 5' paved walkway for emergency access to the Community Building is \$2,500.

Work included:

1. Excavation.
2. 6" 2A Subbase
3. 2.5" 9.5 mm Bituminous Wearing Course

Don

Donald M. Franson, P.E., P.L.S.

8

**QUOTATION***"The door people"*

**A Pennsylvania Certified Woman Business Enterprise**  
**649 East Rolling Ridge Drive- Bellefonte, PA 16823**  
**(814) 355-4003 - PA PH/FAX 800-734-1467- Fax (814) 355-4828**  
**www.thedoorpeople.com**

**COSTARS**  
**PA DEPT GENERAL SERVICES**

<b>Job</b>	<b>DOOR OPERATOR</b>	<b>To</b>	<b>HALF MOON TOWNSHIP</b>
<b>Location</b>	<b>HALF MOON TWP. MUNICIPAL BLDG.</b>	<b>Attention</b>	<b>SCOTT</b>
<b>Quote #</b>	<b>ADP081318HMT</b>	<b>Date</b>	<b>AUGUST 13, 2018</b>

<b>Qty.</b>	<b>Unit</b>	<b>Description</b>	<b>Amount</b>
1	EA	DOOR OPERATOR 6020 689	
1	EA	RF RECEIVER 233804	
2	EA	WIRELESS WALL SWITCH 4S1U4	
1	EA	KEYED SWITCH MK x 41 26D	
1	EA	LABOR TO INSTALL	<b>\$3,760.00</b>

**INSTALLATION EXCLUSIONS:**

LABOR TO REPAIR / ADJUST OPENINGS THAT ARE UNSUITABLE FOR OPERATOR INSTALLATION  
 REPAIR, REMOVAL, OR RELOCATION OF ANY BUILDING STRUCTURAL ELEMENT OR UTILITY  
 PAINTING AND PATCHING  
 110 VOLT WIRING


**THIS QUOTATION IS VALID FOR 30 DAYS****Payment Terms:**

For Customers on open account, payment is due 30 days from the date of delivery and invoicing unless special written credit arrangements are made in advance. For all others, credit is extended only by prior arrangements. Products held by us and identified to the customer's account (stored material) are subject to these credit terms. No setoffs, hold backs or retainages are permitted unless prior written authorization by HC HoodCo, Inc. A finance charge of 1.5% per month will be assessed on all delinquent accounts. We reserve the right to suspend delivery of material for customers whose accounts are delinquent. Subject to credit approval before acceptance by HC Hoodco.

**Other Terms:**

HC HoodCo, Inc. shall make every effort to comply with delivery schedules. However, delays caused by strikes, weather, manufacturing problems, or other unforeseen intervening events may limit compliance with the delivery schedule. All additions or deletions in material shall be accompanied by a written change order on a form acceptable to HC HoodCo, Inc. All returns are subject to reimbursement of re-stocking and shipping charges.

**HC HoodCo, Inc:****AL PELLICIONI ext. 106 apell@thedoorpeople.com**



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## HERITAGE ELECTRIC

201 AUTUMN CIRCLE

PORT MATILDA, PA. 16870

PHONE: (814) 237-2920 or  
(814) 692-4332

Halfmoon Township  
100 Municipal Lane  
Port Matilda, Pa. 16870

October 2, 2018

Ref: electrical work

Attn: Scott Brown, Road Supervisor

Dear Sir:

The following is a bid proposal for the electrical work for the new door opener circuit in Stormstown at the community office building.

The proposal includes all parts & labor to complete the following task:

- Add a new 240 volt, 20amp circuit from existing Cutler-Hammer breaker box to a junction box over the front door capping it off.
- Wiring method will be mc type cable.
- Quote is based on spare space in breaker box.

**Total Quoted Price \$ 320.00**

If you have any other questions please feel free to call. Thank you for giving us an opportunity to bid on your upcoming project. Bid proposal is good for thirty days.

Sincerely,

William R Kawulich

Halfmoon Township

10

10/4/2018 9:29 AM

Register: Municipal Building Fund

From 01/01/2018 through 10/04/2018

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
01/11/2018	1003	Michael J. Siggins	18,409,730 Capital Pur...		1,748.36	X		177,248.23
01/31/2018			01.341.00 Interest Earn...	Interest		X	4.08	177,252.31
01/31/2018			01.389.00 Refunds & ...	Deposit		X	1,254.67	178,506.98
02/28/2018			01.341.00 Interest Earn...	Interest		X	3.68	178,510.66
03/08/2018	1004	Michael J. Siggins	18,409,730 Capital Pur...		1,618.56	X		176,892.10
03/26/2018	1005	John Spearly Constru...	18,409,730 Capital Pur...		41,897.00	X		134,995.10
03/31/2018			01.341.00 Interest Earn...	Interest		X	3.98	134,999.08
04/05/2018			01.389.00 Refunds & ...	Deposit		X	598.60	135,597.68
04/11/2018	1006	Michael J. Siggins	18,409,730 Capital Pur...		2,180.13	X		133,417.55
04/30/2018			01.341.00 Interest Earn...	Interest		X	2.97	133,420.52
05/09/2018			-split-	Deposit		X	160.00	133,580.52
05/10/2018	1007	Michael J. Siggins	18,409,730 Capital Pur...		4,757.40	X		128,823.12
05/31/2018			01.341.00 Interest Earn...	Interest		X	2.99	128,826.11
06/13/2018	1008	Michael J. Siggins	18,409,730 Capital Pur...		10,121.39	X		118,704.72
06/13/2018	1009	Centre Daily Times	18,409,730 Capital Pur...		620.29	X		118,084.43
06/30/2018			01.341.00 Interest Earn...	Interest		X	2.73	118,087.16
07/05/2018	1010	Michael J. Siggins	18,409,730 Capital Pur...		2,558.78	X		115,528.38
07/31/2018			01.341.00 Interest Earn...	Interest		X	2.67	115,531.05
08/09/2018	1011	Michael J. Siggins	18,409,730 Capital Pur...		869.41	X		114,661.64
08/23/2018			01.389.00 Refunds & ...	Deposit		X	40.00	114,701.64
08/31/2018			01.341.00 Interest Earn...	Interest		X	2.63	114,704.27
09/13/2018	1012	Michael J. Siggins	18,409,730 Capital Pur...		3,089.04			111,615.23
09/13/2018	1013	Centre Daily Times	18,409,730 Capital Pur...		618.78			110,996.45

Halfmoon Township  
Profit & Loss Budget vs. Actual  
January 1 through October 1, 2018

	A	B	C	D	E	F	L	M	N
1								Anticipated	
2								2018 Total	FY 2019 Budget
251					01,454.26 Parks Min Equip/Tools				
252					Park & Rec Equipment			\$ 7,000.00	\$ -
253					01,454.26 Parks Min Equip/Tools - Other			\$ -	
254					01,454.28 Park & Rec Supplies				
255					Easter Party Supplies			\$ 503.70	\$ 525.00
256					Movie Night			\$ 800.00	\$ 850.00
257					01,454.28 Park & Rec Supplies - Other				
258					01,454.36 Ballfield Lights			\$ 200.00	\$ 200.00
259					01,454.38 Port. Toilet Rentals			\$ 2,200.00	\$ 2,200.00
260					01,454.44 Trash/Riff Raff				
261					Riff-Raff			\$ 2,918.15	\$ 3,000.00
262					Trash Collection			\$ 1,100.00	\$ 1,100.00
263					01,454.44 Trash/Riff Raff - Other				
264					01,454.49 Park Plan				
265					Park Plan			\$ -	
266					Parks Plan Engineering				
267					01,454.49 Park Plan - Other			\$ -	
268					01,456.42 Libraries				
269					Centre County Library			\$ 3,500.00	\$ 3,500.00
270					Schlow CR Library			\$ 50,045.00	\$ 54,695.00
271					01,456.42 Libraries - Other				
272					01,483.30 Empr Contr Retirement			\$ 30,029.00	\$ 31,354.00
273					01,486.10 Liability Insurances			\$ 12,883.00	\$ 13,547.00
274					01,487.01 HRA Reimbursement			\$ 1,600.00	\$ 1,600.00
275					01,489.00 Unencumbered/Uncommit			\$ -	
276					01,489.46 Other Meetings				
277					Small Area Plan			\$ -	\$ -
278					Town Hall Meeting			\$ 645.88	\$ 1,500.00
279					01,489.46 Other Meetings - Other			\$ 1,200.00	\$ 1,200.00
280					01,492.01 Transfers to Park Res			\$ -	
281					01,492.02 Trans GF to Bldg			\$ 20,988.94	\$ -



# Halfmoon Township Profit & Loss Budget vs. Actual January 1 through October 1, 2018

	ABCD	E	F	G	H	I	K	L	M	N
				Actual					Anticipated	
1										
2				FY 2017	Jan 1 - Oct 1, 18		Budget		2018 Total	FY 2019 Budget
255				\$ 306.48	503.70		500.00	\$	503.70	\$ 525.00
256				\$ 803.06	781.50		1,000.00	\$	800.00	\$ 850.00
257					0.00		0.00			
258				\$ 197.94	152.91		180.00	\$	200.00	\$ 200.00
259				\$ 2,700.00	1,840.00		2,400.00	\$	2,200.00	\$ 2,200.00
260										
261				\$ 4,119.79	2,918.15		4,100.00	\$	2,918.15	\$ 3,000.00
262				\$ 765.00	810.00		660.00	\$	1,100.00	\$ 1,100.00
263					0.00		0.00			
264										
265				\$ 594.81	0.00		0.00	\$		\$ -
266				\$ 264.50	0.00		0.00	\$		\$ -
267					0.00		0.00	\$		\$ -
268										
269				\$ 3,500.00	0.00		3,500.00	\$	3,500.00	\$ 3,500.00
270				\$ 49,871.00	37,533.75		50,045.00	\$	50,045.00	\$ 54,595.00
271					0.00		0.00			
272				\$ 25,519.00	30,029.00		30,029.00	\$	30,029.00	\$ 31,354.00
273				\$ 12,845.60	5,125.20		12,883.00	\$	12,883.00	\$ 13,547.00
274				\$ 1,425.89	618.48		1,800.00	\$	1,600.00	\$ 1,600.00
275				\$ 3,677.43	688.43		4,672.63	\$		\$ -
276										
277				\$ 509.79	0.00		500.00	\$	-	\$ -
278				\$ 1,429.94	645.88		2,859.88	\$	645.88	\$ 1,500.00
279				\$ 1,600.08	801.23		1,400.00	\$	1,200.00	\$ 1,200.00
280				\$ 74,111.26	0.00		0.00	\$		\$ -
281				\$ 104,819.17	0.00		20,988.94	\$	20,988.94	\$ 2,517.23
282										
283									\$ 65,000.00	
284				\$ 20,361.96	16,446.25		28,216.51	\$	28,216.51	\$ 28,535.30
285				\$ 34,210.56	27,541.36		35,847.66	\$	35,847.66	\$ 38,557.90
286										
287				\$ 200.00	0.00		200.00	\$	200.00	\$ 200.00
288				\$ 1,551.36	1,295.92		1,865.22	\$	1,400.00	\$ 1,400.00
289				\$ 1,000.00	0.00		1,000.00	\$	1,000.00	\$ 1,000.00
290				\$ 714.24	0.00		720.00	\$	720.00	\$ 720.00

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Halfmoon Township  
Profit & Loss Budget vs. Actual  
January 1 through October 1, 2018

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1							Audited						Anticipated	
2							FY 2017	Jan 1 - Oct 1, 18			Budget		2018 Total	FY 2019 Budget
291							313.76	240.80			349.32		\$ 300.00	\$ 300.00
292							01,487,198 Other Insur	Benefits - Other			0.00			
293							Reconciliation Discrepancies				0.00			
294							Total Expense							
295							Net Income							
							\$ 930,699.98	\$ 592,910.27			\$ 882,700.03		\$ 899,023.58	\$ 898,042.31
							\$ 124,949.30	\$ 171,531.17			\$ 543.01		\$ 2,285.52	\$ 13,984.00

# OPEN SPACE FUNDS

	A	B	C	D	E	F	G	H	I	J	K
1	Open Space Operations										
2											
3				04.219.10 Fund Balance			\$ 541,118.14	83,711.41	83,711.41	\$ 3,684.76	
4				04.301.12 Ag Pres. R/E Tax			\$ 147,370.00	147,870.89	147,870.89	\$ 147,870.89	\$ 147,870.89
5				04.342.10 Ag Pres. Interest			\$ 2,997.88	664.70	664.70	\$ 1,799.80	\$ 654.70
6				04.343.00 Adv. Payment Reimbur				0.00		\$ -	
7											
8				Totals:			\$ 691,486.02		232,237.00	\$ 149,336.68	\$148,525.59
9											
10				04.100.00 Trans to GF for Salar			\$ 200.00	0.00	0.00	\$ 200.00	\$ 200.00
11				04.404.34 Legal Ads/Publication			\$ 74.09	72.31	72.31	100.00	\$ 100.00
12				04.405.31 OSPP Secretary			\$ 50.00	50.00	150.00	\$ 200.00	\$ 200.00
13				04.405.32 Codification			\$ -	0.00	0.00	\$ -	
14				04.405.47 Recordings			\$ -	0.00	0.00	\$ 1,000.00	\$ 1,000.00
15				04.408.00 Prof Engineering			\$ -	0.00	0.00	\$ 1,000.00	\$ 1,000.00
16				04.461.00 Future Acquisitions							
17				Future Annual Payments			\$ -	0.00	83,711.41		
18				04.461.00 Future Acquisitions - Other				0.00	0.00	\$ -	
19				04.489.00 OSPP Atty Fees			\$ -	165.00	300.00	\$ 1,000.00	\$ 1,000.00
20				04.489.01 OSPP Lease Payments			\$ 66,332.38	70,244.36	70,244.36	\$ 69,500.75	\$ 72,351.69
21				04.489.02 Trans to OSPP Acq. Ac			\$ 541,118.14	0.00	77,759.92	\$ 72,835.93	\$ 68,673.90
22											
23				Totals:			\$ 607,774.61		232,237.00	\$ 145,836.68	\$144,525.59
24											
25				Net/Profit Loss			\$ 83,711.41		0.00	\$ 3,500.00	\$ 4,000.00

Cell: K20

Comment: Susan Steele:

3% increase from previous year--anticipate CPI at around 3%

	A	B	C	D	E	F	G	H	I	J	K
1	OPEN SPACE FUTURE ACQUISITIONS										
2							FY 2017 Audited	FY 2018 Jan-Oct	Total FY 2018 Projected	Budgeted FY 2018	FY 2019
3							\$ 541,118.14	541,118.14	\$ 541,118.14	\$ 541,118.15	\$ 351,235.42
4								0	\$ 77,598.92	\$ 72,835.93	\$ 68,673.90
5							\$ 541,118.14	541,118.14	\$ 618,717.06	\$ 613,964.08	\$ 419,909.32
6											
7							Expenses:				
8							0				
9							Act 148 (County PACE)	\$ 262,718.66	\$ 262,718.66	\$ 262,718.66	0
10							Future Annual Payments on Present Leases	\$ -	\$ -	\$ 351,235.42	\$ 419,909.32
11							Total:	0	\$ 262,718.66	\$ 613,954.08	\$ 419,909.32
12							Net Profit/Loss	278,399.48	\$ 355,998.40	0	\$ -