1. **CALL TO ORDER**

Chair Danelle Del Corso called the meeting to order at 7:00 p.m. (present at Community Center). Other Supervisors present were Mr. Strouse (present at Community Center); Patti Hartle (present by Zoom); David Piper, (present at Community Center) and Chuck Beck (present at Community Center). Staff present were Denise Gembusia, Township Manager (present at Community Center); Amy Smith, Township Clerk (present by Zoom) and Solicitor Zachary Rice (present by Zoom). Residents & others in attendance: Jaclyn Davidson, Boyer & Ritter, LLC (present by Zoom); Eric Norberg, Centre Region COG Executive Director (present at Community Center) and Joe Viglione, Centre Region COG Finance Director (present at Community Center).

Roll Call: Ms. Del Corso, present; Mr. Strouse, present; Ms. Hartle, present; Mr. Beck, present; Mr. Piper, present.

OPENING ANNOUNCEMENTS

More information is available on the website: www.halfmoontwp.us

- This evening's meeting is being LIVE recorded on C-NET's YouTube channel https://www.youtube.com/user/CNetCentreCounty
- The township is asking for resident's email addresses for important updates and notices even if you signed up in the past. To sign up, visit www.halfmoontwp.us and click on the CONTACT US button on the homepage.
- We're looking for residents to volunteer on various committees and boards. If you would be interested in volunteering, please visit the township website for more information on these vacancies.
- Ms. Gembusia announced there was an executive session held after the October 14th regular meeting from 7:45 p.m. to 9:02 p.m. There were no decisions made.

2. **CITIZEN COMMENTS**

There were no citizen comments.

3. **AGENDA**

Ms. Gembusia requested that the appointment of Boyer & Ritter LLC be moved ahead of the Centre Region Council of Governments 2022 budget comments under new business.

- ***MOTION: Mr. Strouse moved to approve the agenda with the noted change; Mr. Piper seconded; Vote 5-0-0; Motion Carried.***

4. **SUBDIVISION/LAND DEVELOPMENT PLANS OR CONDITIONAL USES**

a. None.

5. **APPROVAL OF MINUTES**

a. October 14, 2021- Board of Supervisors Budget Meeting Minutes
b. October 14, 2021 – Board of Supervisors Regular Meeting Minutes

- ***MOTION: Mr. Strouse moved to approve the Board of Supervisors Budget Meeting Minutes and Board of Supervisors Regular Meeting Minutes of October 14, 2021; Mr. Beck seconded; Vote 4-0-1; Mr. Strouse, yea; Mr. Beck, yea; Ms. Del Corso, yea; Mr. Piper, yea; No Nays; Ms. Hartle abstained due to not being in attendance of the meeting; Motion Carried.***

6. **CONSENT AGENDA**

a. Approve payment of the Bills List for the period of 10/09/2021 to 10/22/2021 from the following funds:
   i. General Fund in the amount of $10,914.00
   ii. Open Space Preservation Fund in the amount of $599,750.77
   iii. Park and Recreation Fund in the amount of $2,999.62

- ***MOTION: Mr. Strouse moved to approve the Consent Agenda; Mr. Beck seconded; Mr. Strouse questioned what the payment for $5,000 was in reference to that was made to Doty & Hench; Ms. Gembusia commented it was for Workman's Compensation; Vote 5-0-0; Motion Carried.***

170296

7. OLD BUSINESS

a. Centennial Hills Watch Children Sign (MEMO)
Ms. Gembusia stated this item is from a request at the last Board of Supervisors meeting. Ms. Gembusia stated she spoke to Roadmaster Brown who suggested placing two signs in each direction where the Centennial Hills Road and James Hill Road loop. Mr. Strouse stated he saw a suggestion where it was requested that the sign be moved from Ike Circle to the corner of Marengo Road and Smith Road at the entrance of Centennial Hills Road. Ms. Gembusia stated that should come to the office as a formal request. Ms. Paster commented there are now 20 children on Centennial Hills Road under the age of 10 and this is just a reminder for people to slow down and be more observant of the children out playing. Mr. Strouse commented that it is wonderful to hear that the children in our community are outside playing. The Board agreed to purchase two signs for this location.

b. Stable View Drive Cul-de-sac Sign (MEMO)
Ms. Gembusia stated she has been continually tracking complaints for this area and this is the fifth complaint. Ms. Gembusia stated staff did reach out to the homeowners with letters requesting that they not park in the cul-de-sac, but this is still a problem and a safety issue for the children. Ms. Gembusia commented there are three options for the board to consider, two of which are a difference in the sign size. The signs can either read that there is no parking in the cul-de-sac and violators will be towed or the smallest of the signs can simply read that there is no parking in the cul-de-sac. Mr. Piper suggested the smaller sign. Ms. Gembusia questioned whether the board wanted to place one or two signs on the cul-de-sac. The board agreed that one sign would be appropriate and requested that staff send a letter to the homeowners stating that they will be towed if they park in the cul-de-sac.

8. NEW BUSINESS

a. Resolution 2021-18, Appointing Boyer & Ritter, LLC to conduct the 2021 Audit
Ms. Gembusia commented that the Board has already reviewed the proposal provided by Boyer & Ritter, LLC, and approved advertising for the appointment. Ms. Gembusia stated this Resolution confirms the appointment. Ms. Gembusia stated Boyer & Ritter LLC have provided an engagement letter to start the process.

- ***MOTION: Mr. Strouse moved to approve Resolution 2021-18, Appointing Boyer & Ritter, LLC to conduct the 2021 audit; Mr. Piper seconded; Ms. Davidson thanked the Board and commented she looks forward to working with staff; Vote 5-0-0; Motion Carried.***

b. Centre Region Council of Governments 2022 Budget
Mr. Norberg stated this is a COG budget process is quickly becoming a year-round process that started in the March/April timeframe. Mr. Norberg commented that the detailed budget went through a fairly comprehensive review by the Finance Committee and a number of items were modified or changed to bring down the total cost of the budget. Mr. Norberg stated the Executive Committee and Finance Committee recommends approval. Ms. Del Corso commented the township does not participate in the Centre Region Fire Program, Parks & Recreation Program, and the Regional Refuse program. Ms. Del Corso stated township tax dollars go to the following Centre Region Council of Governments services: Emergency Management, Planning, CCMPO, Transportation, COG Administration, Schlow Library Operating & Capital, Building Capital, and COG Contingency Plan. Ms. Del Corso stated that the COG budget has fluctuated up and down slightly since 2015. Ms. Del Corso commented that Halfmoon Township contributes 4.23% of the entire Centre Region COG 2022 budget. Ms. Del Corso stated this is a .07% decrease from last year.

Ms. Gembusia stated there has been a decrease of $2,500 to the 2022 Centre Region CCMPO & Library Operating budgets for Halfmoon Township and that has now been added back into the unencumbered funds balance in the township budget. Mr. Piper questioned how there is an increase to what the township owes to the COG budget and yet shows a decrease in the percentage. Mr. Piper asked how much more the township is paying this year as compared to last year. Mr. Norberg commented it is $14,591 more this year than last year. Mr. Norberg stated there has been some fluctuation within the different programs. Ms. Gembusia stated there are studies going on in IT and there have been consultants hired so that has increased some of the costs. Mr. Norberg stated there will be some administrative staffing additions, there has been a decrease in the library operating and capital budget, an increase in a study for the planning agency that is a one-year project, a decrease in CCMPO, and a slight increase in emergency management that nets $14,591.00. Ms.

Del Corso commented that although the overall COG budget went up the township share went down a little bit.

Mr. Piper questioned if 2020 census numbers are a factor in the 2022 budget. Mr. Viglione stated the budget is based on the 2020 census estimates, excluding students and not the 2020 actual census. Ms. Gembusia commented that there are some Centre Region Municipalities that are contesting the 2020 census numbers, but Halfmoon Township is not one of them. Mr. Viglione commented that the State College Borough had a very significant decrease in 2020 census numbers. Mr. Piper questioned whether the numbers are based on projected growth that did not happen. Mr. Viglione stated there are three factors that play into the budget, planning, administration, and emergency management. Mr. Viglione explained that each of those one of those factors are a 1/3 of the assessed value of real estate. Mr. Viglione stated to date earned income wages and population excluding students determines the accessed value. Mr. Viglione stated the Schlow Library formula is based on checkout usage and in 2018 it was moved to a three-year average of checkouts. Mr. Piper questioned whether there was a true audit of those checkouts. Mr. Norberg commented that they monitor checkouts, but it is difficult to monitor e-book checkouts, but it is something to keep an eye on monitor every now and then. Ms. Gembusia commented that it is difficult to track the usage because they offer so many more services that go far beyond checkouts and encouraged the Board to take the tour to see what all the services are that they provide. Ms. Del Corso commented that the formula tries to be as fair as it can be and may not be the best solution and will probably have to be looked at again in the next few years.

Mr. Piper questioned what the budget numbers look like for administrative versus planning. Ms. Del Corso stated administrative costs are $25,997 and planning is $72,990. Ms. Del Corso stated she looks at it this way for planning, if we did not have that service through COG, we would have to look for it elsewhere. Ms. Gembusia stated it is just not local planning but includes CCMPO, regional and transportation planning is included in the planning budget number.

There were no additional comments. The Board thanked Mr. Viglione and Mr. Norberg for attending and answering any questions.

c. New Halfmoon Township Logo (MEMO)
The Board reviewed the three logos provided by Mr. Kelton Fedor. The Board agreed that they would like to remove the cloud on logo #2 and add a half moon. The Board also agreed that between the three logos they preferred logo #2 with the change and #3 to go to the public for a vote.

d. Manager Ordinance Update and request for permission to advertise hearing
Ms. Gembusia stated the board provided her with a one-year exception to live in Bellefonte. Ms. Gembusia commented that although she searched to find an affordable home within the manager ordinance requirements, she was unable to find something she could afford on her own. Ms. Gembusia stated she amended the ordinance to add that the manager also has the option to live within a typical 30-minute commute. Ms. Gembusia stated she also changed some wording within the Ordinance to plan long term for a change in titles. Ms. Gembusia commented that the Manager is now responsible for ensuring the duties are completed by the Secretary and Treasurer that are delegated to other staff. Solicitor Rice stated he has reviewed the Ordinance and the proposed changes bring the in the relevance of the Second-Class Township Code. Solicitor Rice added that the added contractual language is administrative housekeeping.

- ***MOTION: Ms. Del Corso moved to give staff permission to advertise the Manager Ordinance for public hearing; Mr. Piper seconded; Vote 5-0-0; Motion Carried.***

e. Resolution 2021-19, Amending and setting forth the schedule of fees
Ms. Gembusia commented this amendment added the Parkland Dedication fees and Act 50 Wireless Communication Facility fees.

- ***MOTION: Mr. Strouse moved to approve Resolution 2021-19, Amending, and setting forth the schedule of fees; Mr. Piper seconded; Vote 5-0-0; Motion Carried.***

f. Draft 2022 Budget permission to advertise for public input and set hearing date (MEMO)
Ms. Gembusia stated the only change that was made to the budget was the addition of the $2,500 savings from the COG budget that was added to the unencumbered fund.

Ms. Del Corso commented that she and Ms. Hartle attended the Centre County Association of Township Officials (CCATO) and there were scholarships awarded and one of those scholarships went to a Halfmoon Township resident. Ms. Del Corso stated that currently the board does not budget to contribute to these scholarships and the board may want to consider contributing in the future.

- ***MOTION: Mr. Strouse moved to direct staff to advertise for public hearing and set the hearing date at 11/18; Ms. Hartle seconded; Vote 4-0-0; Motion Carried.***

g. Permission to advertise 2022 Bituminous, Aggregates, and Machinery Bid

- ***MOTION: Mr. Piper moved to give staff permission to advertise for Bituminous, Aggregates and Machinery bids to possibly award bids on the November 18th meeting; Mr. Strouse seconded; Vote 5-0-0; Motion Carried.***

170296

h. Open Space Applications Moratorium (MEMO)
Ms. Gembusia stated at the October 13th the Open Space Preservation Board voted to place a temporary moratorium on the program until a five-year program analysis can be completed. Ms. Gembusia stated the analysis will include a review of the effectiveness, funding, and goals of the program.

Ms. Gembusia stated staff reviewed the CPI projections from 1972 to present and revised the 2% CPI to 4% based on this research. Ms. Gembusia commented with a 4% projection, the program will not sustain itself past 2060. Due to these projects, staff also recommends placing a moratorium on any new applications until a review analysis can be complete to see where the program stands and how to best move forward.

Ms. Gembusia commented that the same day she was going to approach the Board regarding placing a moratorium on the program and application came in for a 99-year lease with a ten-year advance. Ms. Gembusia stated this application is under review.

- ***MOTION: Mr. Strouse moved to place a temporary moratorium on all new open space preservation program applications until the 2022 five-year open space preservation program evaluation and analysis has been completed; Ms. Hartle seconded; Mr. Piper commented that he does not understand why there needs to be a moratorium, it is not like people are beating down the door to get into the program; Ms. Gembusia commented that letters were sent out to current applicants to seek what the interest was for a permanent easement purchase and funding for those responses are currently being evaluated; Ms. Del Corso stated she is okay with putting a temporary moratorium on the program because it can always be lifted; Mr. Strouse commented that if the program is unsustainable in its current state, an analysis will either confirm this or not; Ms. Del Corso stated that a five-year review is done regardless of whether a moratorium is placed on the program or not; Ms. Hartle stated she is okay putting a moratorium on the program to do an analysis and it also provides time to look at opportunities to look at partnering for permanent easement purchases; Vote 4-1-0; Ms. Del Corso, yea; Ms. Hartle, yea; Mr. Strouse, yea; Mr. Beck, yea; Mr. Piper, nay; No abstentions; Motion Carried.***

9. DEPARTMENT REPORTS (September 2021)

a. Treasurer's Report
b. Tax Collector's Report
c. Building/Code/Zoning Report
d. Public Works Report
e. Manager's Report
f. Budget Report
   i. P&L General Fund
   ii. Balance Sheet

10. SUPERVISORS' REPORTS

EXECUTIVE COMMITTEE – Mr. Strouse had nothing to report.

FINANCE COMMITTEE – Ms. Hartle had nothing to report.

HUMAN RESOURCES COMMITTEE – Mr. Strouse had nothing to report.

PUBLIC SAFETY COMMITTEE – Ms. Del Corso had nothing to report.

PUBLIC SERVICES & ENVIRONMENTAL & TRANSPORTATION & LAND USE – Ms. Del Corso had nothing to report.

AD HOC FACILITIES COMMITTEE – Ms. Hartle reported that the park bid is out for the Whitehall Regional Park. Ms. Hartle stated phase II of the design for the Millbrook Marsh Center is underway.

SPRING CREEK WATERSHED COMMITTEE – No report was provided.

CENTRE AREA CABLE CONSORTIUM COMMITTEE – Ms. Hartle had nothing to report.

C-NET COMMITTEE – Mr. Strouse reported they approved the budget and operating budget.

UPPER BALD EAGLE HALFMOON COG – Mr. Strouse had nothing to report.

OPEN SPACE PRESERVATION BOARD – Ms. Hartle had nothing to report.

SOLAR POWER PURCHASE WORKING GROUP – Mr. Strouse reported the Centre Region municipalities provided their last years' worth of electric bills and Greensky Development Group has been hired as a consultant. Ms. Gembusia stated this prompted staff to look at our power usage and spoke to the municipal representative from West Penn Power and will be consolidating bills. Ms. Gembusia commented it was an incredibly helpful exercise. Mr. Strouse stated this has cost us virtually nothing and it will decrease energy costs in the end while being healthy for the environment.

STATE COLLEGE BOROUGH WATER AUTHORITY – There was no report provided.

CLIMATE ACTION & SUSTAINABILITY COMMITTEE – Ms. Del Corso reported there will be solar tour going on November 7th in Centre County from 1 – 3 p.m. Ms. Del Corso encouraged anyone interested in signing up and registering for this event to visit www.solarunitedneighbors.org Ms. Del Corso stated there will be two homes in Halfmoon Township that will be part of this tour. Ms. Del Corso commented the tour will include rood mounted solar panels and ground mounted solar arrays.

Committee/Commission	2021 Representative
Executive	Strouse, Alternate Del Corso
Finance	Hartle, Alternate Del Corso
Human Resources	Strouse, Alternate Del Corso
Public Safety	Strouse, Alternate Piper
Public Services & Environmental & Transportation & Land Use	Del Corso, Alternate Piper
Ad Hoc Facilities Committee	Hartle, Alternate Del Corso
CCMPO Coord.	Spencer, Alt. is any BOS Member
CCMPO Technical	Piper, Alt. is any BOS Member
Spring Creek Watershed	Piper, Alternate Del Corso
State College Borough Water Authority	Piper, NO Alternate
C-NET	Strouse, Alternate Hartle
Upper Bald Eagle Halfmoon COG	Strouse, Alternate Piper
Open Space Representative	Hartle, Alternate Piper
Solar Power Purchase Working Group	Strouse, Alternate Gembusia (non-voting)
Climate Action & Sustainability	Del Corso, Alternate Strouse

11. GOOD & WELFARE

Ms. Gembusia stated there will be an executive session to discuss personnel after the adjournment of this meeting.

Mr. Strouse stated reflective address signs are being sold and highly recommends the purchase to help emergency management services find you in the event of an emergency. Mr. Strouse commented if anyone was interested in purchasing a sign they should contact Township Manager, Denise Gembusia.

Ms. Del Corso stated Ms. Emily Campbell who is a Halfmoon Township resident and attends South Hills Business School for Diagnostic Medical Sonography received one of the CCATO scholarships.

Ms. Del Corso encouraged citizens to purchase a membership from Centre Life Link since they support Halfmoon Township residents and the Port Matilda EMS. Mr. Strouse reminded citizens that Port Matilda EMS is the primary service provider.

170296

12. ADJOURNMENT

There being no further business before the board, the regular meeting was adjourned at 8:14 p.m.

Respectfully submitted,

Denise Gembusia

Denise Gembusia,
Township Secretary

SUPERVISORS OF HALFMOON TOWNSHIP