

1. **CALL TO ORDER**

Vice-Chair (2021) Bob Strouse called the meeting to order at 7:00 p.m. (present at the Community Center). Other Supervisors present were Patti Hartle (present at the Community Center); Dave Piper (present at the Community Center); Chuck Beck (present at the Community Center) and Ron Servello (present at the Community Center). Staff present were Denise Gembusia, Township Manager (present at the Community Center); Amy Smith, Township Clerk (present at the Community Center); Brett Laird, Assistant Treasurer (present at the Community Center); Scott Brown, Roadmaster (present by Zoom) and Corey Rilk, CRPA (present by Zoom). Residents & others in attendance: Andy & Christine Merritt (present at the Community Center); D. Christine Bracken-Piper (present at the Community Center); Mark Hartle (present at the Community Center); Melissa Stine (present by Zoom); Karl Stine (present by Zoom); Brenda Black (present by Zoom); Reed Moyer (present by Zoom); Carol Wright (present by Zoom) and Virginia Squier (present by Zoom).

2. **PLEDGE OF ALLEGIANCE**

3. **NOMINATE & ELECTION OF CHAIRPERSON OF THE BOARD OF SUPERVISORS**

- *MOTION: Mr. Strouse moved to nominate Patti Hartle as Chairperson; Ms. Hartle seconded; No Vote; Motion Failed.*
- *MOTION: Mr. Beck moved to nominate David Piper as Chairperson; Mr. Servello seconded; Vote 5-2-0; Mr. Beck, yea; Mr. Servello, yea; Mr. Piper, yea; Ms. Hartle, nay; Mr. Strouse, nay; No abstentions; Motion Carried.*

4. **NOMINATION & ELECTION OF VICE CHAIRPERSON OF THE BOARD OF SUPERVISORS**

- *MOTION: Mr. Strouse moved to nominate Patti Hartle as Vice Chairperson; Ms. Hartle seconded; No Vote; Motion Failed.*
- *MOTION: Mr. Beck moved to nominate Ron Servello as Vice-Chairperson; Mr. Servello seconded; Vote 5-2-0; Mr. Beck, yea; Mr. Servello, yea; Mr. Piper, yea; Ms. Hartle, nay; Mr. Strouse, nay; No abstentions; Motion Carried.*

5. **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, or contact the manager.

6. **CITIZEN COMMENTS**

There were no citizen comments.

7. **APPROVAL OF AGENDA**

Mr. Piper requested that the agenda be amended to include an Executive Session to be held at the end of the meeting.

- *MOTION: Mr. Strouse moved to approve the agenda as amended; Mr. Servello seconded; Vote 5-0-0; Motion Carried.*

8. **CONSENT AGENDA**

- a. Township Manager – Denise Gembusia
- b. Township Clerk/Secretary – Amy Smith
- c. Township Treasurer – Brett Laird

- d. Deputy Tax Collectors – Denise Gembusia and Amy Smith
- e. Roadmaster – Scott Brown
- f. Seasonal Road Crew Member – James Smith
- g. Open Records Officer – Amy Smith
- h. Assistant Open Records Officer – Denise Gembusia
- i. Code Enforcement Officer – Denise Gembusia
- j. Open Space Preservation Administrator – Amy Smith
- k. Sewage Enforcement Officers –
 - i. Primary SEO, Walter G.M. Schneider III,
 - ii. Alternate SEOs, Cory M. Warner, James W. Royer, Robert E. Royer Jr., Bryan K. Roan, Jonathan T. Long @ fee schedule
- l. Zoning Officer – Patton Township Acting Zoning Officer Nicole Harter
- m. Township Solicitor & Compensation – Zachary Rice, Esq. of Salzmann Hughes @ fee schedule
- n. Planning Commission Solicitor & Compensation – Zachary Rice, Esq. of Salzmann Hughes @ fee schedule
- o. Zoning Hearing Board Solicitor & Compensation – Elizabeth “Betsy” Dupuis of Babst, Callend, Clements & Zomnir @ fee schedule
- p. Special Council & Compensation – Attorney Thomas Shrank of McQuade Blasko, Inc. @ fee schedule
- q. Township Engineering Service & Compensation – Don Franson, P.E., P.L.S. of Franson Engineering @ fee schedule
- r. Alternate Engineering Service & Compensation – McCormick Taylor @ fee schedule
- s. Local Emergency Management Coordinator – Shawn Kauffman
- t. Delegate & Alternate members to the Tax Collection Committee – Amy Smith, delegate, and Denise Gembusia, alternate
- u. Earned Income Tax Collection – State College Borough Tax Office
- v. Banks and Depositories:
 - i. BMO – First Bank of Montreal
 - ii. First National Bank
 - iii. Jersey Shore State Bank
 - iv. M&T Bank
 - v. PLGIT
- w. Accounting Firm for 2021FY Professional Audit– Boyer & Ritter
- x. Emergency Expenditure Approval for Manager - \$2,000 routine nature, \$10,000 emergency nature with all procurements to be reported to Board of Supervisors
- y. Mileage Reimbursement Rate for 2022 @ \$0.585 per mile
- z. Schlow Library Trustee Board – Sharon Rovansek, term expires 12/31/2023
- aa. Bond Limits
 - i. Township Manager – \$1,000,000, provided by Doty & Hench
 - ii. Township Treasurer - \$1,000,000, provided by Doty & Hench
 - iii. Township Clerk/Secretary - \$50,000, provided by Doty & Hench

- **MOTION: Mr. Strouse moved to approve the Consent Agenda; Ms. Hartle seconded; Vote 5-0-0; Motion Carried.**

9. BOARD APPOINTMENTS

- a. PSATS State Convention Voting Delegate (Conference dates April 24-27, 2022, in Hershey)
Ms. Hartle stated she would need to check on the dates but would be willing to consider attending the PSATS State Convention.
- b. PML Municipal Leadership Summit Voting Delegate (October 6-8, 2022, in Pittsburgh)
Mr. Strouse stated if there was not a conflict with his schedule, he would be interested in attending the PML Municipal Leadership Summit.
- c. APMM 2022 Annual Conference (May 23-25, 2022, in Hershey)
Ms. Gembusia will attend the APMM 2022 Annual Conference.
- d. C-NET Member to Board of Directors

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Mr. Strouse commented that he held this appointment and would like to continue serving as the C-NET Member to the Board of Directors.

- e. Upper Bald Eagle/Halfmoon Council of Governments Representative
Mr. Strouse stated he held this appointment and would like to continue to be the Upper Bald Eagle/Halfmoon Council of Governments Representative.
- f. Open Space Preservation Board Representative
Ms. Hartle stated she held this appointment and would like to continue to be the Open Space Preservation Board Representative.
- g. Spring Creek Watershed Commission
Mr. Piper held this appointment and stated he will continue to serve as the Representative to the Spring Creek Watershed Commission.
- h. Centre Region Council of Governments
 - i. Executive Committee
Mr. Strouse stated he held this appointment and would like to continue to serve on the Executive Committee.
 - ii. Finance Committee
Ms. Hartle stated she held this appointment and would like to continue to serve on the Finance Committee.
 - iii. Human Resources Committee
Mr. Strouse stated he held this appointment and would like to continue to serve on the Human Resources Committee.
 - iv. Public Safety Committee
Mr. Servello commented that he would be interested in serving as the Representative to the Public Safety Committee.
 - v. Facilities Committee
Ms. Hartle stated she held this appointment and would like to continue to serve on the Facilities Committee. Mr. Servello commented that he would also like to serve on this committee and offered to serve as the alternate.
 - vi. Climate Action and Sustainability Committee
There was no appointment. This will be an open position with any Board member able to attend if interested.
 - vii. Land Use and Community Infrastructure (LUCI)
Mr. Servello stated he would be willing to serve as the Land Use and Community Infrastructure Committee Representative. Mr. Piper commented he would be willing to serve as the alternate.
 - viii. Parks and Recreation Governance Special Committee
There was no appointment. This will be an open position with any Board member able to attend if interested.
 - ix. Solar Power Purchase Agreement Working Group – Bob Strouse, term expires 12/31/2022
Mr. Strouse stated he held this position and would like to continue to serve on the Solar Power Purchase Agreement Working Group. Mr. Strouse explained that this is a temporary working group until an agreement can be finalized.
 - x. Centre County Metropolitan Planning Organization (CCMPO) Coordinating Committee, Barbara Spencer, term expires 12/31/2023
Ms. Gembusia commented that Ms. Spencer volunteered to continue serving on this committee.

- xi. CCMPO Technical
 Ms. Gembusia stated Ms. Spencer volunteered to serve on this committee.

- i. State College Borough Water Authority
 Mr. Piper held this appointment and stated he was willing to continue to serve as the Representative for the State College Borough Water Authority.

- **MOTION: Mr. Strouse moved to approve all Board appointments as specified; Mr. Beck seconded; Vote 5-0-0; Motion Carried.**

<u>Committee/Commission</u>	<u>2022 Representative</u>
Executive	Strouse
Finance	Hartle
Human Resources	Strouse
Public Safety	Servello
Facilities	Hartle, Alternate Servello
Climate Action & Sustainability	No Appointment
Land Use and Community Infrastructure	Servello, Alternate Piper
Parks & Recreation Governance	No Appointment
Solar Power Purchase Agreement Working Group	Strouse
Spring Creek Watershed	Piper
State College Borough Water Authority	Piper
C-NET Member to Board of Directors	Strouse
Upper Bald Eagle COG	Strouse
Open Space Representative	Hartle
CCMPO Coordinating	Spencer
CCMPO Technical	Spencer

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10. CITIZEN APPOINTMENTS

Ms. Gembusia explained that she provided a list of all Board/Commission members with their term limits and any member listed as a candidate will need reappointed.

- a. Open Space Preservation Board
 - i. Candidate Reed Moyer, term expires 12/31/2025
 - ii. James D. Smith, term expires 12/31/2022
 - iii. Ronald J. Hoover, term expires 12/31/2022
 - iv. Joanne Fisher, term expires 12/31/2023
 - v. D. Christine Bracken-Piper, term expires 12/31/2024
 - vi. Annual BOS Member, term expires 12/31/2022
 - vii. Annual PC Member, Lorin Nauman, term expires 12/31/2022

- **MOTION: Ms. Hartle moved to appoint Reed Moyer for a term to expire 12/31/2025 and acknowledge all members; Mr. Strouse seconded; Vote 5-0-0; Motion Carried.**

- b. Planning Commission
 - i. Candidate Marty Mehring, term expires 12/31/2023
 - ii. Lorin Nauman, term expires 12/31/2022
 - iii. Andrew Meehan, term expires 12/31/2023
 - iv. Ricky Bates, term expires 12/31/2024
 - v. George Stine, term expires 12/31/2024
 - vi. VACANT, term expires 12/31/2022
 - vii. VACANT, term expires 12/31/2026
 - viii. VACANT ALTERNATE, term expires 12/31/2024
 - ix. VACANT ALTERNATE, term expires 12/31/2025

- x. VACANT ALTERNATE, term expires 12/31/2026

Ms. Gembusia stated there are two vacant positions and three vacant alternate positions open on the Planning Commission. Mr. Piper requested that if anyone was interested in serving on the Planning Commission to contact Ms. Gembusia.

- **MOTION: Mr. Strouse moved to appoint Marty Mehring for a term to expire 12/31/2023 and acknowledge all members; Mr. Servello seconded; Vote 5-0-0; Motion Carried.**

- c. Auditor (Elected)

- i. Candidate Frank Keshvari, term expires 12/31/2022
- ii. Candidate Charles Simons, term expires 12/31/2022
- iii. Lemuel Adkins Jr., term expires 12/31/2023

- **MOTION: Mr. Servello moved to appoint Frank Keshvari and Charles Simons for a term to expire 12/31/2022 and acknowledge Mr. Adkins; Ms. Hartle seconded; Vote 5-0-0; Motion Carried.**

- d. Vacancy Board Chairman

- i. Barry Hamilton, term expires 12/31/2022

- **MOTION: Mr. Strouse moved to appoint Barry Hamilton for a term to expire 12/31/2022; Ms. Hartle seconded; Vote 5-0-0; Motion Carried.**

11. TOWNSHIP FEE SCHEDULES & RESOLUTIONS

- a. Resolution 2022-01: Township Schedule of Fees

- **MOTION: Mr. Strouse moved to approve Resolution 2022-01; Township Schedule of Fees; Ms. Hartle seconded; Vote 5-0-0; Motion Carried.**

- b. Resolution 2022-02: Township Solicitor Fee Schedule

- **MOTION: Mr. Strouse moved to approve Resolution 2022-02; Township Solicitor Fee Schedule; Ms. Hartle seconded; Vote 5-0-0; Motion Carried.**

- c. Resolution 2022-03: Township Engineer Fee Schedule

- **MOTION: Ms. Hartle moved to approve Resolution 2022-03; Township Engineer Fee Schedule; Mr. Strouse seconded; Vote 5-0-0; Motion Carried.**

- d. Resolution 2022-04: Zoning Hearing Board Solicitor Fee Schedule

- **MOTION: Mr. Strouse moved to approve Resolution 2022-04; Zoning Hearing Board Solicitor Fee Schedule; Mr. Servello seconded; Vote 5-0-0; Motion Carried.**

- e. Resolution 2022-05: Appointment of CPA Firm for 2021 Fiscal Year Audit

- **MOTION: Ms. Hartle moved to approve Resolution 2022-05; A Resolution approving the appointment of a Certified or Competent Public Accountant, or a firm Certified or Competent Public Accountants to make an examination and audit of all the accounts of the Township for the 2021 fiscal year; Mr. Strouse seconded; Vote 5-0-0; Motion Carried.**

- f. Resolution 2022-06: Township Alternate Engineer Fee Schedule

- **MOTION:** *Mr. Strouse moved to approve Resolution 2022-06; Township Alternate Engineer Fee Schedule; Ms. Hartle seconded; Vote 5-0-0; Motion Carried.*

g. Resolution 2022-07: Township Special Counsel Fee Schedule

- **MOTION:** *Mr. Strouse moved to approve Resolution 2022-07; Township Special Counsel Fee Schedule; Ms. Hartle seconded; Vote 5-0-0; Motion Carried.*

12. APPROVE EMPLOYEE WAGES FOR 2022 AS SET IN THE 2022 BUDGET APPROVAL, EFFECTIVE JANUARY 1, 2022

Mr. Piper stated this agenda item is what he had requested an Executive Session for and would like to adjourn to the Executive Session before discussion on this item.

- **MOTION:** *Mr. Strouse moved to table the approval of Employee wages for 2022 as set in the 2022 budget approval, effective January 1, 2022, until after the Executive Session; Mr. Servello seconded; Vote 5-0-0; Motion Carried.*

13. EXECUTIVE SESSION

Mr. Piper adjourned the organization meeting at 7:44 p.m. to hold an Executive Session. Mr. Piper reconvened the organization meeting at 8:24 p.m.

14. APPROVE EMPLOYEE WAGES FOR 2022 AS SET IN THE 2022 BUDGET APPROVE, EFFECTIVE JANUARY 1, 2022

- **MOTION:** *Ms. Hartle moved to approve Employee wages for 2022 as set in the 2022 budget approval, effective January 1, 2022; Mr. Strouse seconded; Vote 4-1-0; Ms. Hartle, yea; Mr. Strouse, yea; Mr. Servello, yea; Mr. Beck, yea; Mr. Piper, nay; no abstentions; Motion Carried.*

15. GOOD & WELFARE

Ms. Gembusia requested that anyone elected or appointed will need to contact Ms. Smith to set up an appointment to conduct the Oath of Office.

Mr. Moyer questioned why a subdivision plan that was submitted in 2018 and is just now being reviewed in 2021/2022. Mr. Moyer also requested an update on how the plan was progressing. Ms. Gembusia stated this is an agenda item for the regular meeting following this meeting and this question and comment can be addressed at that time.

16. ADJOURNMENT

There being no further business before the board, the organization meeting was adjourned at 8:26 p.m.

Respectfully Submitted,



Amy M. Smith,
Township Secretary



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