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1. **CALL TO ORDER**

Chair David Piper called the meeting to order at 7:00 p.m. (present at Community Center). Other Supervisors present were Bob Strouse (present at Community Center); Chuck Beck (present at Community Center); Ron Servello (present at Community Center) and Patti Hartle (present at Community Center). Staff present were Amy Smith, Township Secretary (present at Community Center); Brett Laird, Township Treasurer (present at Community Center); Corey Rilk, CRPA, Township Planner (present at Community Center); Don Franson, Township Engineer (present at Community Center) and Zach Rice, Township Solicitor (present by zoom). Residents & others in attendance: Karen Miller (present at Community Center); Ginger Breon (present at Community Center); Bruce Kirkpatrick, Hawbaker Engineering (present at Community Center); Gary Pate, Hawbaker Engineering (present at Community Center); John Hoover (present at Community Center); Rose Ann Hoover (present at Community Center); Tracy Wagner (present at Community Center); Mark Maloney (present at Community Center); John Sepp, Penn Terra Engineering, Inc. (present at Community Center); Bruce Helms (present at Community Center); Esch McCombie, McNees Wallace & Nurick LLC (present at Community Center); Steve Kirsh, HRG, Inc. (present by Zoom); Shelby Fleischer (present by Zoom); Melissa DeSandre (present by Zoom) and Cheryl Barr (present by Zoom).

2. **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. You may also view locally produced programs online at www.cnet1.org
- The township is asking for resident's email addresses for important updates and notices. To sign up, visit www.halfmoontwp.us and click on the CONTACT US button on the homepage.
- Volunteers are needed for open positions on various committees and boards. If you are interested in volunteering, please visit the township website, or contact Secretary, Amy Smith.
- Executive Session regarding the hiring of the Public Works Laborers

3. **CITIZEN COMMENTS**

Ms. Karen Miller questioned the status of the hiring of the manager and roadmaster.

Mr. Servello stated currently the board was in the process of amending the manager ordinance and the personnel manual. Mr. Piper added the roadmaster job position would be addressed later in the agenda. Ms. Miller stated she was just curious and assumed the absence of both positions would lead to higher work volume for current staff. Mr. Servello stated he felt the staff was under no more pressure due to high work volume and invited Ms. Miller to have a conversation with staff, if concerned regarding work level. Mr. Laird stated his volume of work hadn't really changed very much. Ms. Miller stated even if the Board was considering not hiring either position in the future, the Board should tell the citizens that, so they are not in the dark. Mr. Piper stated he felt a manager would be hired eventually but the Board wanted to evaluate needs as far as duties were concerned. Mr. Piper reiterated the roadmaster position would be addressed under action items.

4. **APPROVAL OF AGENDA**

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

5. **SUBDIVISION/LAND DEVELOPMENT PLANS OR CONDITIONAL USES AND PUBLIC HEARINGS**

a. Bradley Barter Subdivision Discussion

Mr. Bruce Kirkpatrick presented a potential subdivision request on behalf of Brad Barter and Tracy Wagner. Mr. Kirkpatrick stated the parcel owned by Mr. Barter is currently in the Halfmoon Township Open Space Preservation Program. Mr. Kirkpatrick added due to the parcel being in the program it makes the process a little more tedious since it provides few options for subdivision. Mr. Kirkpatrick provided the Board with four options and requested the Board determine which they would be more inclined to see happen with the parcel. Ms. Hartle stated she felt option four was the best option, because it allows for the subdivision of 10% of the parcel as outlined per the Open Space Ordinance requirements but noting that this option would require a waiver of direct access to a public street. Mr. Strouse and Piper thanked Mr. Kirkpatrick for the presentation and complimented him on the information provided. Mr. Piper stated staff will review the information and bring back recommendations to the Board for consideration.

b. Don Houtz Final Minor Subdivision (Plan #2021-04), plan expires July 13, 2022

Mr. Rilk provided the board a brief history of the plan and stated that staff's recommendation was to approve the waivers and plan. Mr. Rilk added this is a lot line adjustment that involved no septic or infrastructure, and the neighboring Whittaker property has a primary and backup septic system.

i. Action on Plan

(1) Approve/Deny Waiver Request of SALDO Chapter 215-19: Sanitary Sewage Disposal

- **MOTION: Ms. Hartle moved to approve the waiver request from SALDO Chapter 215-19; Sanitary Sewage Disposal; Mr. Strouse seconded; Vote 5-0-0; Motion Carried.**

(2) Approve/Deny Waiver Request of SALDO Chapter 215-8: Minor Subdivision

- **MOTION: Ms. Hartle moved to approve the waiver request from SALDO 215-8; Minor Subdivision; Mr. Servello seconded; Vote 5-0-0; Motion Carried.**

(3) Approve/Deny Plan 2021-04, Don Houtz Final Minor Subdivision

- **MOTION: Mr. Servello moved to approve Plan 2021-04 for the Don Houtz Final Minor Subdivision; Ms. Hartle seconded; Vote 5-0-0; Motion Carried.**

- c. Weaver Replot of Tax Parcel 17-004-033 & 17-004-033B, (Plan # 2021-05), *plan expires August 13, 2022*
Mr. Rilk provided the board a brief history of the plan. Mr. Rilk added that lot 17-004-033B has a house that existed prior to the requirement of providing primary and secondary septic areas so this lot does not have a secondary backup area. Mr. Rilk explained that per the Township's Code during a submission of subdivision each lot must show a suitable secondary septic location. Mr. Rilk stated the developers are requesting a waiver for lot 17-004-033B from this requirement. Mr. Rilk commented that staff's recommendation was to require that a suitable secondary septic location be determined. Mr. Rilk stated the Planning Commission recommends approving the waivers and plan. Mr. Piper commented that there was testing done on and around this lot in the late 1980's so he is sure there is ample backup areas on this lot.

i. Action on Plan

(1) Approve/Deny Waiver Request of SALDO Chapter 215-19: Sanitary Sewage Disposal for Parcel: 17-004-033

- **MOTION: Ms. Hartle moved to approve the waiver request from SALDO Chapter 215-19; Sanitary Sewage Disposal for Parcel 17-004-033; Mr. Beck seconded; Vote 5-0-0; Motion Carried.**

(2) Approve/Deny Waiver Request of SALDO Chapter 215-19: Sanitary Sewage Disposal for Parcel: 17-004-033B

- **MOTION: Mr. Strouse moved to approve the waiver request from SALDO Chapter 215-19; Sanitary Sewage Disposal for Parcel 17-004-033B; Mr. Beck seconded; Vote 5-0-0; Motion Carried.**

(3) Approve/Deny Waiver Request of SALDO Chapter 215-8: Minor Subdivision

- **MOTION: Mr. Strouse moved to approve the waiver request from SALDO Chapter 215-8; Minor Subdivision; Ms. Hartle seconded; Vote 5-0-0; Motion Carried.**

(4) Approve/Deny Plan 2021-05, Weaver Replot of Tax Parcel 17-004-033 & 17-004-033B

- **MOTION: Mr. Servello moved to approve Plan 2021-05 the Weaver Replot of Tax Parcel 17-004-033 & 17-004-033B; Ms. Hartle seconded; Vote 5-0-0; Motion Carried.**

- d. Half Moon Acres Preliminary Subdivision Plan (Plan #2021-02), *plan expires May 31, 2022*

i. 60-day Time Extension Email, dated May 18, 2022 (If accepted, plan would expire July 30, 2022)

Mr. Rilk stated this is a 69-lot subdivision off Halfmoon Valley Road that proposes its own wastewater treatment facility as well as its own public water system. Mr. Rilk commented that Ms. Smith, Solicitor Rice, and himself met with Mr. Maloney, staff from HRG, Inc. and Mr. Maloney's Solicitor Esch McCombie by zoom and reviewed the waiver requests and staff comments. Mr. Rilk stated that one of the biggest

issues is the waiver request from SALDO 215-16 E (3) which requires a single access subdivision to provide a boulevard style entrance with an internal loop system that would connect back to the boulevard for emergency access. Mr. Rilk commented that Mr. Maloney and his staff agreed to look into it but would like to have them speak to the board.

Half Moon Acres Solicitor Esch McCombie stated he felt staff and the team with Halfmoon Acres were making progress and that was the idea behind granting a 60-day time extension. Solicitor McCombie added he thought that some of the comments could be easily addressed by HRG, Inc. and other comments could be dealt with under final plan approval or as conditions of final plan approval. Solicitor McCombie stated this would leave two comments that need to be worked through, one being the requirement for open land, and he worked with Solicitor Rice on some language that they feel will be able to address that as a plan note on the preliminary plan. Solicitor McCombie stated the other comment is dealing with the loop road. Solicitor McCombie stated it is in their opinion that the ordinance does not require a looped road but are willing to look into it. Solicitor McCombie commented that with the momentum that they have going they are asking for a 60-day extension to work through those last few issues and come back to the board and present the plan.

Mr. Piper explained why the loop road requirement on a single access street is in place. Mr. Piper commented that if there is an emergency there is no other way to get in or out of this development. Mr. Piper stated he is concerned about access of ingress and egress for this development and does not believe that a boulevard with a bubble on the end of it meets the intent. Mr. Piper questioned what they are looking at to address this concern. Solicitor McCombie commented there are ways to do separate points of access with Patton Township down the road but are happy to work with staff to see what can be done now.

Mr. Servello questioned whether a single boulevard access is allowed under the ordinance. Mr. Rilk stated it is allowed but due to the number of lots within the subdivision the loop road is required. Mr. Servello questioned why this was not already addressed. Solicitor McCombie stated because they had a boulevard and cul-de-sacs, they thought this was addressed but staff commented that it was not how they looked at it. Mr. Rilk commented that originally Mr. Maloney stated Penn Terra Engineering informed him it was too steep to loop the road and requested Mr. Maloney confirm this statement. Mr. Maloney confirmed that this is what he was told. Solicitor Rice stated that up until this point Mr. Maloney was seeking a waiver from this provision of the ordinance and at the last Planning Commission meeting, they recommended denial of that waiver so Mr. Maloney is reassessing what they can do and needs some time to do it. Solicitor Rice stated Solicitor McCombie provided a letter to the board stating what their intention is to do with this time extension. Solicitor Rice added that when a developer requests an extension you want to know what they plan to do with the time that is provided so the board knows where it is coming from and why it is necessary as opposed to having no understanding of where things are headed. Mr. Servello commented that he still does not see a reason for the extension. Mr. Servello added that he thought the intention of the meeting with staff was to be clear on what the time would be used for under this extension. Mr. Servello questioned staff whether there was clarity at this meeting. Mr. Rilk stated there was clarity that they were willing to look into the possibility of adding a loop. Mr. Maloney stated he will loop the road and commit to doing the analysis and provide something compliant.

Mr. Servello questioned what the purpose of the last extension was for. Mr. Rilk stated it was to provide additional time to address staff comments. Mr. Servello questioned whether those comments included the loop. Mr. Rilk commented the loop road has been a comment on the comment letters for some time. Mr. Servello questioned whether they see his hesitation in providing another extension.

Solicitor McCombie stated the loop road comment was discussed at the Planning Commission level but there was no discussion that it would not be approved. Solicitor McCombie stated that once there was confirmation that the Planning Commission was not going to approve the waiver, then it forced them to reanalyze and see what they could come up with for a solution.

Mr. Servello stated he had been a supervisor for only five months and in that time frame, he personally had reviewed three or four versions of this plan in that time and the progress of this plan does not build confidence in him. Mr. Servello commented that he sees plans come in and staff comment letters, and another plan comes in and some submissions even occurring on the day of a planning commission meeting. Mr. Servello questioned why the issues of this plan have not been addressed.

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Solicitor McCombie stated he understood Mr. Servello's frustration and clarified the plan will only have the open land and loop road comments to address. Solicitor McCombie stated if in addressing the comments, the engineers find the loop road is not feasible, that may change the outcome of the plan, but the engineers will research the feasibility of the loop road within the 60-days. Mr. Servello questioned if the loop road is not feasible, then what is the next course of action. Solicitor Rice stated presumably after the 60-day time extension everyone will know if the loop road is feasible or not and the plan can be acted upon with or without the waiver in question.

Mr. Piper stated he had noticed a change with the plans regarding the water system and that the sewage collection system was not shown on the plan itself. Mr. Piper questioned how the Board could make a determination on a plan if they have not seen the full plan submission. Mr. Piper added he felt without seeing the whole picture, the Board could not act on something they do not know is feasible. Solicitor McCombie stated Halfmoon Acres is attempting to be as compliant as possible and that preliminary plans are more or less concept plans and certain items can be deferred until the final submission.

Mr. Franson stated he would be comfortable accepting the 60-day time extension to see what the engineers have come up with regarding the loop road.

Mr. Piper stated he would be willing to accept the 60-day time extension, but he felt if all comments were not satisfied in the 60-days he would be in favor of denying the plan.

Mr. Servello stated he agreed with Mr. Piper if the 60-day time extension was accepted, all plan comments needed to be completely addressed and the plan should be in complete compliance.

Mr. Strouse stated his biggest concern is the sewage treatment plant and what would happen if it were to fail. Mr. Strouse added this very issue is why he voted in favor of extending the sewer growth boundary. Mr. Strouse stated if the sewer growth boundary was in Halfmoon Township, the Half Moon Acres plan could have been easily developed and that would have led to a larger tax base due to growth. Mr. Strouse added he is not against the Half Moon Acres development itself but was opposed to the current sewer waste plan. Mr. Rilk commented that Halfmoon Acres was not within the sewer growth boundary so that would have no impact on this plan.

- **MOTION:** *Mr. Strouse moved to accept the 60-day time extension for the Half Moon Acres Preliminary Subdivision Plan; Ms. Hartle seconded; Vote 5-0-0; Motion Carried.*

7. APPROVAL OF MINUTES

- a. May 12, 2022 - Regular Board of Supervisors Meeting Minutes

- **MOTION:** *Mr. Strouse moved to approve the May 12, 2022, regular meeting minutes; Mr. Servello seconded; Vote 5-0-0; Motion Carried.*

8. CONSENT AGENDA

- a. Approve payment of the Bills List for the period of 05/07/2022 to 05/20/2022 from the following funds:
 - (ii) General Fund in the amount of \$9,866.85
 - (iii) Open Space Preservation Fund in the amount of \$50.00
 - (iv) Park & Recreation Fund in the amount of \$2,999.62

- b. Appoint Donnan Stoicovy to the Centre Region COG Climate Action & Sustainability Committee as a non-voting member (EMAIL)

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

9. ACTION ITEMS

- a. Appointment of Public Works Department Laborer Employees
Mr. Piper stated the board held an executive session after their May 12th meeting and had made their decision regarding the public works laborer position. Mr. Piper added the Board decided to hire, Mr.

Derrick Reese and Mr. Charles Beck as two full-time public works laborers both at \$20 per hour and Daniel Truax as a non-CDL seasonal part-time employee at \$16.50 per hour.

- **MOTION:** *Mr. Servello moved to approve hiring Derrick Reese & Charles Beck as full-time public works laborers both at \$20.00 an hour and Daniel Truax as a non-CDL seasonal part-time employee at \$16.50 an hour; Ms. Hartle seconded; Vote 5-0-0; Motion Carried.*

10. DISCUSSION ITEMS

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- a. **Administrative Office Renovation/Relocation Project Update by Ron Servello**
Mr. Servello provided an update on the administrative office move. Mr. Servello stated the new locks had been installed and the window was inserted in the administrative office door. Mr. Servello added there was some painting that was completed, and the CAT 6 wiring is to be completed soon.
 - b. **Shoulder maintenance and possible widening of Smith Road by Dave Piper**
Mr. Piper stated he directed staff to invite the engineer to the meeting to discuss road issues. Mr. Piper commented that Smith Road seems to be a road that the Board agrees needs some attention. Mr. Piper stated the shoulder and edges of the roadway needed milled and resurfaced. Mr. Franson agreed with Mr. Piper and questioned if the in-house stormwater was scheduled to be completed prior to any berm repair because as there were some glaring draining issues along Smith Road. Mr. Beck confirmed the plan was to begin in-house projects in the next few weeks once the newly hired public works laborers got settled into their positions. Mr. Servello stated there are sections of Smith Road that are in worse shape than others. Mr. Beck added he felt Smith Road from Tow Hill heading toward Marengo Road was the worst section. Mr. Servello agreed stating some areas along that section of Smith Road are only 15 feet wide. Mr. Servello added Smith Road is just one of many roads that need berming attention. Mr. Beck stated the public works had just received a load of stone that afternoon to begin working on roads. Mr. Beck added that the plan is to work on in-house road projects as often as possible for the remainder of the year while being budget conscious.
 - c. **Resurfacing and stormwater on Pauls Lane by Ron Servello**
Mr. Servello stated he understood the Board had discussed the Pauls Lane issue earlier this year, but he was requesting the Board take another look since there were some safety issues at the intersection of Smith Road and Pauls Lane due to a drainpipe and some surfacing issues. Mr. Franson stated he was aware of the issues and felt that the project could be primarily handled next year as far as resurfacing but would meet with Mr. Beck regarding the drainage pipe and stormwater issues. Mr. Beck added he agreed with both parties and would research project costs to be completed in-house. Mr. Franson stated that in-house road work, if feasible, is best due to the contractors not wanting smaller jobs with the state of the economy. Mr. Franson stated the stormwater could be handled in-house, but the Township should consult their PENNDOT representative regarding the resurfacing. Mr. Franson added he would be meeting with Mr. Beck tomorrow to discuss other road issues within the Township. Mr. Strouse stated he was aware of an issue on the Susan Lane cul-de-sac and asked if Mr. Franson and Mr. Beck could also look at it during the road inspections tomorrow. Mr. Franson agreed that he and Mr. Beck would investigate this issue.
 - d. **Public Works In-House Projects Schedule by Ron Servello**
Mr. Servello stated this item was only on the agenda to get the discussion going for a future road plan now that the Public Works Laborers had been hired. Mr. Beck confirmed that he was already working with Mr. Beck on a calendar for June and it would be presented to the Board at the June 9th meeting.
 - e. **Solar Power Purchase Agreement by All Supervisors**
Mr. Piper stated at the last meeting the Board had been approached by the Centre Region COG to commit a non-binding percentage of electricity so they could gather information for an RFP. Mr. Piper added he felt that certain board members were caught off guard and thought the issue needed reconsidered. Mr. Piper suggested since there are no extra costs to the township, the Board should continue the efforts since the \$150.00 fee had already been paid for the consultant. Ms. Hartle confirmed currently there is no further financial obligation from the Township. Ms. Strouse questioned if the decision was made too late since his understanding was the decision needed to be provided at the last board meeting. Ms. Smith confirmed she had spoken with Mr. Viglione, and it was not too late to make a commitment to the RFP.

- **MOTION:** Ms. Hartle moved to commit the non-binding figures of 50% and 90% to the Centre Region COG for the Solar Power RFP; Mr. Strouse seconded; Vote 5-0-0; Motion Carried.

11. DEPARTMENT REPORTS

- Treasurer's Report
- Tax Collector's Report
- Building/Code/Zoning Report
- Budget Report
 - P&L General Fund
 - Balance Sheet

Mr. Laird stated he would be presenting the mid-year report at the next meeting.

12. SUPERVISOR'S REPORTS

Mr. Servello reported he attended the Open Space Five-Year Review Committee, and they are working on completing the recommendations and are close to presenting these recommendations to the Board.

Mr. Servello reported he was meeting with a local eagle scout to discuss the possibility of finishing the little food pantry project that was started pre-pandemic.

Mr. Servello stated he had not received any updated information from Mr. Stephen Rountree regarding the tennis court repair and maintenance.

13. DIVERSITY, EQUITY & INCLUSION

There was nothing reported or provided for diversity, equity & inclusion.

14. GOOD & WELFARE

There was nothing reported for good & welfare.

15. RESIGNATION OF SUPERVISOR STROUSE

Mr. Strouse read a prepared statement regarding his need to resign from his position as a Board of Supervisor member effective immediately due to personal stresses and the fact he was moving from the Township soon.

Mr. Strouse requested he remain the C-NET committee representative until he officially moves later this year.

Mr. Piper thanked Mr. Strouse for his service and stated he had no objections to Mr. Strouse remaining on the CNET committee.

- **MOTION:** Mr. Servello moved to accept the resignation of Mr. Bob Strouse; Ms. Hartle seconded; Vote 5-0-0; Motion Carried.

Solicitor Rice advised the Board they had thirty days to fill the vacancy and if not successful then the vacancy board and the remaining Board members would have fifteen additional days to replace Mr. Strouse.

Mr. Servello questioned if the clock started this evening. Solicitor Rice confirmed that since the resignation has been accepted, the Board had thirty days from this evening's meeting to fill the vacancy.

16. ADJOURNMENT

There being no further business before the board, the regular meeting was adjourned at 8:45 p.m.

- **MOTION:** Mr. Servello moved to adjourn the meeting at 8:45 p.m.; Mr. Beck seconded; Vote 5-0-0; Motion Carried.

Respectfully submitted,



Amy M. Smith,
Township Secretary

