

HALFMOON TOWNSHIP BOARD OF SUPERVISORS
MEETING MINUTES

AUGUST 25TH, 2022
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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 Chuck Beck (present at Community Center); Ron Servello (present at Community Center); Patti Hartle (present at Community Center) and Rose Ann Hoover (present at Community Center). Staff present were Amy Smith, Township Secretary (present at Community Center); Brett Laird, Township Treasurer (present at Community Center); Jim Smith, Public Works Department Lead (present at Community Center); Mark Boeckel (present at Community Center) and Solicitor Zach Rice (present by Zoom). Residents & others in attendance: Lisa Rives Collens, Centre Region Schlow Library (present at Community Center); Bruce Helms (present at Community Center); Youngjin Ryoo (present at Community Center); Tom Majewski (present by Zoom); Georgina Motter (present by Zoom); Diana Griffith, Centre County Agricultural Preservation Coordinator (present by Zoom); JB Leve (present by Zoom); Amy Paster (present by Zoom); Hyeseon Kim (present by Zoom); Karen Miller (present by Zoom) and Connie Jones (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.

3. **CITIZEN COMMENTS**

There were no citizens comments.

4. **APPROVAL OF AGENDA**

- **MOTION:** *Mr. Servello moved to approve the agenda; Ms. Hartle seconded; Mr. Piper stated he would like to add discussion on the possibility of purchasing chair carts to the agenda; Vote 5-0-0; Motion Carried.*

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

a. Half Moon Acres Minor Subdivision Time Extension Request

Mr. Piper requested Mr. Boeckel provide an update. Mr. Boeckel stated HRG resubmitted a version of a revised plan on August 10th, 2022. Mr. Boeckel commented that staff did review the plan and identified several outstanding comments that we think are still significant enough to the point that staff does not think the plan could be approved. Mr. Boeckel stated the Planning Commission recommended approval of the time extension request to address staff's outstanding comments on August 16th, 2022. Mr. Boeckel stated that if the board did not accept the extension request than the board would need to act on the plan this evening. Mr. Piper questioned if Mr. Boeckel agreed with the Planning Commission's recommendation. Mr. Boeckel commented that it is fairly customary to allow an extension of one 90-day extension. Mr. Servello expressed concern over the amount of time that was requested. Ms. Hoover questioned whether it is customary to grant a 4 ½ month extension. Mr. Boeckel stated that he is not sure what the board has done in the past with extensions, but they should remain consistent. Mr. Boeckel commented that it is up to the applicant to decide how much time they want to request. Mr. Piper explained the MPC requirements and commented that he is not in favor of the amount of time but is inclined to accept the extension since it is a new plan.

- **MOTION:** *Ms. Hartle moved to accept the requested time extension until December 31, 2022; Mr. Beck seconded; Vote 4-1-0; Mr. Beck, yea; Mr. Piper, yea; Mr. Servello, yea; Ms. Hartle, yea; Ms. Hoover, nay; No abstentions; Motion Carried.*

6. **APPROVAL OF MINUTES**

- June 23, 2022 - Regular Board of Supervisors Meeting Minutes
- July 14, 2022 – Regular Board of Supervisors Meeting Minutes

- **MOTION:** *Mr. Servello moved to approve the regular meeting minutes for the June 23rd, 2022 and July 14, 2022; Ms. Hartle seconded; Vote 5-0-0; Motion Carried.*

7. **CONSENT AGENDA**

- Approve payment of the Bills List for the period of 08/06/2022 to 08/19/2022 from the following funds:
 - General Fund in the amount of \$28,064.81
 - Open Space Preservation Fund in the amount of \$50.00

- b. Recognize Suicide Prevention Month (September) & September 10th Suicide Prevention & Awareness Day
- **MOTION: Ms. Hartle moved to approve the consent agenda; Ms. Hoover seconded; Vote 5-0-0; Motion Carried.**

8. ANNUAL/QUARTERLY REPORTS

- a. Quarterly Update Report – Schlow Library

Ms. Rives Collens stated from January through July of 2022, there were 8,200 physical items checked out by Halfmoon Township citizens for a total of 2.87% of all the Centre Region COG members circulation. Ms. Rives Collens commented there were 1,444 items returned to the Brothers Pizza drop box and 1,007 items returned to the Uni-mart drop box location. Ms. Rives Collens stated there were 172 deliveries to the book lockers at Way Fruit Farm with a total of 900 items delivered to 41 Halfmoon Township patrons. Ms. Rives Collens commented she felt that this has been a successful pilot project.

Ms. Rives Collens stated there were three children story times held at Way Fruit Farm and there were approximately 30 attendees at each event. Ms. Rives Collens commented there are 78 free programs for children and 718 free lunches were provided from January through July of 2022.

Ms. Rives Collens reported there were 131,713 videos, electronics, etc. checked out during this time. Ms. Rives Collins stated there were 26,000 items shared between all the public libraries in Centre County.

Ms. Rives Collens reported there is an early intervention program and a HelpNow resource available through Schlow Library that is free. Ms. Rives Collins stated that HelpNow provides tutors from 2 p.m. – 11 p.m. for students K-12. Ms. Rives Collins added there is also career resources available.

Ms. Rives Collens stated Schlow Library offers a school program for the State College Area School District teachers.

Yungjen Ryoo shared his experience with Schlow Library and how important it is to him and other children and youth in the Centre Region Municipalities. Yungjen Ryoo stated that Schlow Library is a safe place for children to connect and is an invaluable place for the community.

9. ACTION ITEMS

- a. Open Space Preservation Program Five Year Review – Open Space Preservation Board Recommendations

Ms. Hartle stated that the Open Space Preservation Board (OSPB) generally agreed with the Open Space Five Year Review Committee assessment of the program. Ms. Hartle commented that there were a few items she wanted to review with the board. Ms. Hartle stated that the both the OSPB and Open Space Preservation Five Year Review Committee that the OSPB should not be tasked with ensuring that parks or recreation should be a focus for the OSPB and that it should be removed from the Ordinance. The board agreed to remove this from the Ordinance.

Ms. Hartle stated there should be clarification on whether the Board of Supervisors has the discretion of not accepting an application under the current language or if there needs to be a revision to provide guidance. Solicitor Rice commented that he is not sure how the current language is worded but there may need to be a revision to the Ordinance. Ms. Hartle commented that the OSPB could work on the criteria to deny an application and bring it back to the Board of Supervisors and Solicitor Rice for review.

- **MOTION: Mr. Piper moved to direct the OSPB to work on the criteria to deny an application; Mr. Servello seconded; Vote 5-0-0; Motion Carried.**

Ms. Hartle stated that the OSPB also recommends that staff and the OSPB complete a financial analysis versus an outside source.

- b. Remove Open Space Preservation Program Moratorium

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- **MOTION: Ms. Hartle moved to approve removing the moratorium on accepting open space preservation program applications; Mr. Servello seconded; Vote 5-0-0; Motion Carried.**
- c. Commitment Letter to Centre County Land Preservation Program for Joanne Fisher property
Ms. Griffith, Centre County Agricultural Preservation Coordinator, explained the process for ranking properties within Centre County to enter the County program. Ms. Griffith stated that Ms. Fisher's 112.07 acres ranked #12 on the County's ranking list and to pull Ms. Fisher out of rank order and move her up on the list the Township would have to commit funds. Ms. Griffith also explained that the County Preservation Board would have to approve the transaction before she could request Commonwealth funds. Mr. Piper clarified that this commitment letter is only to get Ms. Griffith started with the process to take to the Centre County Preservation Board.
- **MOTION: Ms. Hartle moved to approve committing up to \$224,000 to the Centre County Agricultural Land Preservation Board for the permanent easement purchase of 112.07 prime ag farmland acres for the Joanne Fisher property; tax parcel # 17-004-007-0000; Mr. Beck seconded; Vote 5-0-0.**
- d. Resolution 2022-22 Waiver for Real Estate Tax Bills
Mr. Laird explained that the State College Area School District provided this resolution to all the Centre Region municipalities for approval.
- **MOTION: Ms. Hartle moved to approve Resolution 2022-22; A Resolution of the Board of Supervisors of Halfmoon Township, Centre County, PA, authorizing the waiver of additional fees and penalties assessed, and certain other relief, in the event Real Estate Tax Bills were not received; Mr. Beck seconded; Vote 5-0-0.**
- e. Resolution 2022-23 Intermunicipal Agreement with Warriors Mark Township
- **MOTION: Mr. Servello moved to approve Resolution 2022-23; A Resolution of Halfmoon Township, Centre County, Pennsylvania, approving and adopting an Intermunicipal Agreement between Warriors Mark Township and Halfmoon Township, providing for a procedure for the lending, borrowing, and sharing of materials and equipment between their respective Department of Public Works; Ms. Hoover seconded; Vote 5-0-0; Motion Carried.**
- f. Intermunicipal Agreement with Warriors Mark Township
Mr. Piper questioned whether the board had an opportunity to review the agreement and if there were any questions. Solicitor Rice commented that this agreement could be conditionally approved until Warriors Mark Township had a chance to review and approve the agreement. Solicitor Rice stated if there were any changes then it could be approved based on those revisions.
- **MOTION: Mr. Servello moved to approve the Intergovernmental Agreement with Warriors Mark Township conditionally upon Warriors Mark Township reviewing and approving same agreement; Ms. Hoover seconded; Vote 5-0-0; Motion Carried.**
- g. Discussion & Possible Action Regarding Consolidation of Banking Institutions (MEMO)
Mr. Laird reviewed the interest rates for the three banking institutions Halfmoon Township utilizes and stated that First National Bank offers a better interest rate. Mr. Laird recommends moving funds from M&T Bank and PLGIT to First National Bank.
- **MOTION: Mr. Servello moved to approve consolidating the bank accounts with First National Bank; Ms. Hartle seconded; Vote 5-0-0; Motion Carried.**

10. DEPARTMENT REPORTS

a. Treasurer's Report

Mr. Laird reviewed the fund balances and stated that there was adequate funding in the open space fund account for the Fisher property commitment.

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- b. Tax Collector's Report
Mr. Laird reviewed the Tax Collector's report.
- c. Building/Code/Zoning Report
Ms. Smith stated there were four zoning permits issued in July.
- d. Budget Report
Mr. Laird provided the reports.
 - i. P&L General Fund
 - ii. Balance Sheet
- e. Public Works Report
Mr. Smith reported the Public Works Department is working on berming Tow Hill Road and will continue berm work on various roads within the township. Mr. Smith commented that they are still waiting for drainage pipe to be delivered. Mr. Smith stated that the Public Works Department would like to sell the topsoil that is at the maintenance building to get it out of the way. Mr. Smith added that the Public Works Department would never use that much topsoil. Mr. Piper questioned how much was there and if they knew what it was worth. Mr. Smith and Mr. Beck will measure the topsoil and research the price. Mr. Servello requested Mr. Smith begin the process. Mr. Piper complimented the Public Works Department on their work they have accomplished and continued berm work.

11. SUPERVISORS' REPORTS

Executive Committee – Ms. Hartle stated they reviewed the building lease amendment and voted to forward the building lease to the General Forum meeting on September 29th for a unit vote. Ms. Hartle commented that a majority of the board would need to be in attendance. Ms. Hoover, Mr. Servello, Mr. Piper and Ms. Hartle all agreed that they would attend the General Forum meeting.

Ms. Hartle stated she would like to discuss the purchase of chair carts for the folding chairs to be considered in the 2023 budget. Mr. Servello questioned whether there were any funds left for the municipal building fund. Mr. Laird stated there was some funding left that could be used toward the purchase chair carts.

Mr. Servello stated he had completed the appraisals of Chuck Beck and Derrick Reese. Mr. Servello stated he is looking for someone to inspect the roof and also needs to reach out to the tennis court vendor on the repairs to the tennis court. Ms. Hartle questioned that since it is getting late in the year if the tennis court repairs should be completed next year. Ms. Hartle added that the board needs to figure out what to do with the ice rink if it is causing damage to the tennis court. Mr. Beck suggested that the ice rink could be placed where the volleyball court is and could sit on leveled sand. Mr. Smith commented that there may need to be a fence placed around the ice rink to keep people off the rink until it is frozen or if the weather is warmer and the ice thaws. Ms. Kim expressed concern that the ice rink will not be installed. The board assured Ms. Kim that they are not eliminating the ice rink but do need to discuss where it should be relocated.

12. GOOD & WELFARE

There was nothing reported.

13. DIVERSITY, EQUITY & INCLUSION

There was nothing reported.

14. PARKS & RECREATION GOVERNANCE SPECIAL COMMITTEE REPORT

Ms. Kim reported the Parks and Recreation Governance Committee met on August 24, 2022. Ms. Kim stated the committee continued to discuss the big questions - what is the best mission and purpose for the authority for the future? And what is the best governance structure to achieve that mission/purpose?

Ms. Kim commented that the discussion focused on definitions and roles between the Centre Region Parks and Recreation Agency vs. the Centre Region Parks and Recreation Authority. The following were discussed: mission, duties and responsibilities, - fundraising master planning, policies and fees, members/oversight, funding, staffing, and other considerations - controlling interest, asset ownership, and leases.

Ms. Km stated the Centre Region is known for its parks, recreation facilities, and experiences for all ages and groups. Centre Region Parks and Recreation Agency has provided centralized and standardized services for 50 years.

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15. **ADJOURNMENT**

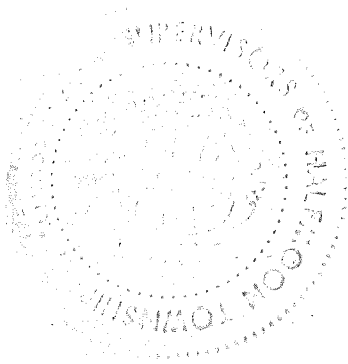
There being no further business before the board, the regular meeting was adjourned at 8:40 p.m.

- **MOTION:** *Mr. Servello moved to adjourn the meeting at 8:40 p.m.; Mr. Beck seconded; Vote 5-0-0; Motion Carried.*

Respectfully submitted,



Amy M. Smith,
Township Secretary



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