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) and Mr. Piper (present at Community Center). Staff present were Denise Gembusia, Township Manager (present at Community Center); Amy Smith, Township Clerk (present by Zoom); Corey Rilk, CRPA (present at Community Center) and Zachary Rice, Solicitor; Salzmann Hughes, P.C. (present at the Community Center). Residents & others in attendance: None.

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

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.
- The Township and B.A.R.N. will be hosting a meet-and-greet event on Sunday, September 12, 2021, from 4:00pm until 7:00pm at the Community Park.
- Ms. Gembusia stated there was a good turn-out for movie night and the Patton Township Lions Club was available to sell food and beverages.
- Ms. Del Corso encouraged residents to provide staff with their email addresses to stay informed of meeting agenda topics and other township information.

2. **CITIZEN COMMENTS**

There were no citizen comments.

3. **AGENDA**

- ***MOTION: Mr. Piper moved to approve the agenda; Mr. Strouse seconded; Vote 3-0-0; Motion Carried.***

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

a. None.

5. **APPROVAL OF MINUTES**

a. August 12, 2021- Board of Supervisors Regular Meeting Minutes

- ***MOTION: Mr. Strouse moved to approve the Board of Supervisors regular meeting minutes of August 12, 2021; Mr. Piper seconded; Vote 3-0-0; Motion Carried.***

6. **CONSENT AGENDA**

a. Approve payment of the Bills List for the period of 08/07/2021 to 08/20/2021 from the following funds:
   i. General Fund in the amount of $13,555.80
   ii. State Highway Liquid Fuels Fund in the amount of $397.50
   iii. Park and Recreation Fund in the amount of $2,999.62

- ***MOTION: Mr. Strouse moved to approve the Consent Agenda; Mr. Piper seconded; Vote 3-0-0; Motion Carried.***

7. **OLD BUSINESS**

a. Ratify Manager's Execution of Proposal for Legal Services with Salzmann Hughes, P.C. and Appointment of Zachary M. Rice as Township Solicitor and Planning Commission Solicitor.

Ms. Gembusia stated she has worked with Salzmann Hughes, P.C., and they were able to negotiate fees to match the previous Solicitor. Solicitor Rice reviewed the services Salzmann Hughes, P.C. offered and added that staff has expertise in each area of Municipal law. Mr. Strouse clarified that the Board was hiring the firm Salzmann Hughes, P.C. but Solicitor Rice will be the representative. Ms. Del Corso commented that she is happy to see that Salzmann Hughes, P.C. has different size municipalities for clients.

Ms. Del Corso questioned how Salzmann Hughes, P.C. would handle large project, would they offer an estimate or quote? Solicitor Rice stated they would provide an estimate.

Ms. Del Corso thanked Solicitor Rice and added she is glad to welcome Salzmann Hughes, P.C. on board as the Halfmoon Township legal firm.

- ***MOTION: Mr. Strouse moved to ratify the Manager's Execution of Proposal for Legal Services with Salzmann Hughes, P.C., and Appointment of Zachary M. Rice as Township Solicitor and Planning Commission Solicitor; Mr. Piper seconded; Vote 3-0-0; Motion Carried.***

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8. NEW BUSINESS

a. **PUBLIC HEARING** - Act 537 Special Study
Ms. Del Corso opened the public hearing at 7:16 p.m. Mr. Rilk stated the University Area Joint Authority (UAJA) owns and operates the Spring Creek Pollution Control Facility (facility) located in College and Benner Townships. Mr. Rilk commented the facility provides wastewater treatment, beneficial reuse water, and solids handling for the Centre Region. Mr. Rilk stated the facility has operated the composting facility since 1993 and it is comprised of eighteen (18) composting bays, with a processing capacity of 52.5 wet tons of sludge daily. Mr. Rilk added this composting facility is approximately 28 years old and has a considerable expense in upkeep and maintenance due to a required future expansion and staffing requirements. Mr. Rilk reported there were two alternative options that were considered and after evaluating the alternatives it was decided that they would replace the existing composting system with an anaerobic digestion and sludge drying. Ms. Gembusia commented that the public hearing was properly advertised and there were no comments received. Ms. Del Corso noted there were two inconsistencies within the document relating to Halfmoon Township. Ms. Del Corso commented that it states that the UAJA provides wastewater treatment for Halfmoon Township on page four of the document and then later in the document Halfmoon Township is not mentioned when referring to the Centre Region municipalities serviced by UAJA. Mr. Rilk stated he would confirm that this is a typo within the document. Solicitor Rice questioned whether Halfmoon Township was involved in the creation of the authority. Ms. Del Corso referred to the UAJA website and stated UAJA was formed in 1964 and Halfmoon Township was not involved in the creation of the authority. Ms. Del Corso closed the public hearing at 7:24 p.m.

b. Resolution 2021-17: Act 537 Plan Update to Amend the Centre Region Sewage Facilities Plan by Replacing the Aging Composting Facility with a Biosolids Upgrade Facility (Anerobic Digestor)

- ***MOTION: Mr. Piper moved to approve Resolution 2021-17; A Resolution of the Township of Halfmoon, Centre County, Pennsylvania, adopting an Act 537 Sewage Facilities Plan Update; Mr. Strouse seconded; Vote 3-0-0; Motion Carried.***

c. **PUBLIC HEARING** – Street Light Ordinance Update and Associated Map
Ms. Del Corso opened the public hearing at 7:27 p.m. Ms. Gembusia stated she brought this to the Board of Supervisors in April after a resident approached the township and stated they should not be paying for streetlights. Ms. Gembusia commented the Board requested staff contact the citizens that pay for the streetlights and make sure they were aware of this tax and find out whether they wanted the streetlights removed. Ms. Gembusia reported that the Solicitor determined the streetlights could not be removed. Ms. Gembusia explained that the foot frontage has changed over the years so staff updated the map and incorporated the parcels that benefit from the streetlights. Ms. Del Corso closed the public hearing at 7:30 p.m.

d. Ordinance 2021-02: Amending the Streetlight District Ordinance and Updating the Uniform Annual Assessments Upon Benefited Properties on a Front Foot Basis

- ***MOTION: Mr. Strouse moved to approve Ordinance 2021-02; An Ordinance of the Township of Halfmoon, Centre County, Pennsylvania, amending the Streetlight District Ordinance and updating the uniform annual assessments upon benefited properties on a front foot basis; Mr. Piper seconded; Vote 3-0-0; Motion Carried.***

e. Appointed Auditor RFP Scoring Results and Approval to Advertise Intent to Hire Chosen Firm
Ms. Gembusia stated she reached out to eleven firms for auditing services and five of those firms responded. Ms. Gembusia commented she and staff independently scored each firm and Maher Duessel and Boyer Ritter came out on top. Ms. Gembusia stated that both firms were willing to negotiate. Ms. Gembusia commented that although Maher Duessel is fantastic to work with it is also good to switch out auditors. Ms. Gembusia stated she would be happy to work with Boyer Ritter but would be okay working with Maher Duessel. Mr. Piper questioned whether it is a one year or three-year contract. Mr. Piper added he is reluctant to agree to a three-year contract. Ms. Del Corso commented that if Ms. Gembusia feels there needs to be a change, then she supports that change. Ms. Gembusia stated her only concern with Maher Duessel is there is a high turnover rate, and she has worked with Jacqueline from Boyer Ritter since 2011. Ms. Gembusia added staff has done a lot of work to clean up the finances and put controls in place for smoother audits. Ms. Del Corso questioned whether the negotiated fee quoted by Boyer Ritter is only applicable if there is a three-year contract. Ms. Gembusia stated the first year will be $7500.00, second year we be $7,700.00 and third year will be $7,900.00.

- ***MOTION: Mr. Piper moved to appoint Boyer Ritter for a one-year contract; Ms. Gembusia stated the board needs to make a motion to advertise that they will be using a CPA firm to complete the 2021 audit; Ms. Gembusia requested Mr. Piper amend his motion; Mr. Piper moved to amend the motion and directed staff to advertise that Halfmoon Township intends to hire the CPA firm Boyer and Ritter to complete the 2021 audit; Mr. Strouse seconded; Vote 3-0-0; Motion Carried.***

f. Township Office Location Analysis
Ms. Del Corso stated she requested we share services with the Centre Region COG and suggested that Lou Brungard, COG Facilities Coordinator do an analysis on township office space. Ms. Gembusia commented the lease runs out in December of 2022. Ms. Gembusia stated there are three options to consider; remain a tenant in the existing location with similar terms, fit out the existing small meeting room within the community center facility or construct a 1,000 square foot facility for staff offices. Ms. Gembusia reviewed the analysis with the Board and stated the most practical option is to fit out the existing small meeting room in the community center.

- ***MOTION: Ms. Del Corso moved to direct staff to retrofit the small meeting room in the community center when the lease it up; Mr. Strouse seconded; Mr. Piper commented that he would like to see the floor plan and would like to see an addition added for storage; Ms. Gembusia stated she had discussed the floor plan with Mr. Schneider; Ms. Gembusia added we could purchase a storage bin for $6,000; Ms. Del Corso suggested tapping into COG resources for storage; Vote 3-0-0; Motion Carried.***

9. **DEPARTMENT REPORTS** (July 2021)
   a. Treasurer's Report
   b. Tax Collector's Report
   c. Building/Code/Zoning Report
   d. Public Works Report
   Ms. Del Corso commented that she has seen flagger training and L-Tap classes consistently on the public works report. Ms. Gembusia stated we are short on flaggers, and she is working on an intermunicipal agreement with the Centre Region municipalities. Ms. Del Corso questioned whether there was a priority on L-Tap training. Ms. Gembusia stated that Mr. Brown and Mr. Coakley are working on completing the training to be a certified Road Scholar I by the end of the year.
   e. Manager's Report
   Ms. Gembusia stated she has some items pending that she will be working on with the Solicitor. Ms. Gembusia commented she would like the board to hold an executive session after the meeting to discuss personnel.
   f. Budget Report
      i. P&L General Fund
      ii. Balance Sheet

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10. SUPERVISORS' REPORTS

EXECUTIVE COMMITTEE – Mr. Strouse had nothing to report.

FINANCE COMMITTEE – Ms. Hartle was not present to report.

HUMAN RESOURCES COMMITTEE – Ms. Del Corso had nothing to report.

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

PUBLIC SERVICES & ENVIRONMENTAL & TRANSPORTATION & LAND USE – Ms. Del Corso reported this committee will be known as the LAND USE AND COMMUNITY INFRASTRUCTURE COMMITTEE (LUCI) beginning January 2022.

AD HOC FACILITIES COMMITTEE – Ms. Hartle reported had nothing to report.

SPRING CREEK WATERSHED COMMITTEE – Mr. Rilk stated the committee did not meet.

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

C-NET COMMITTEE – Mr. Strouse had nothing to report.

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 had nothing to report.

STATE COLLEGE BOROUGH WATER AUTHORITY – Mr. Rilk stated there was nothing to report.

CLIMATE ACTION & SUSTAINABILITY COMMITTEE – Ms. Del Corso had nothing to report.

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

Mr. Strouse commented he would like everyone to consider getting vaccinated and listen to the doctors and science. Mr. Strouse stated he would hate to see anyone get sick and is asking that anyone not vaccinated to reconsider and get vaccinated.

12. ADJOURNMENT

There being no further business before the board, the regular meeting was adjourned at 8:01 p.m.

Respectfully submitted,

Denise Gembusia

Denise Gembusia,
Township Secretary

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