

**HALFMOON TOWNSHIP BOARD OF SUPERVISORS  
BUDGET MEETING MINUTES**

**OCTOBER 18TH, 2023  
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**1. CALL TO ORDER**

Chair David Piper called the meeting to order at 10:00 a.m. (present at Community Center). Other Supervisors present were Rose Ann Hoover (present at Community Center); Patti Hartle (present at Community Center); Chuck Beck (present at Community Center) and Ron Servello (present at Community Center). Staff present were Amy Smith, Township Secretary (present at Community Center); Brett Laird, Township Treasurer (present at Community Center); Chuck Beck, Public Works Lead (present at Community Center) and Derrick Reese, Public Works (present at Community Center).

Residents & others in attendance (In-person): Wayne Foster, Tammy Perkins, Dan & Donna Hughes.

Residents & others in attendance (Zoom): Brian Hoffman & Jeff Pogue.

**2. PUBLIC COMMENTS**

Ms. Hughes stated she was concerned about the PMFC budget and wants to make sure the PMFC is properly funded.

Mr. Foster questioned what the format was for public comments. Mr. Piper explained that this meeting is for the board to review the budget and there will be an opportunity for public comments once the board approves the budget to be advertised for a public hearing.

Mr. Hughes questioned whether the distribution of donations to local fire companies was funds that were included in the budget. Mr. Servello stated that this distribution was separate from the budget.

**3. FY 2024 PRELIMINARY DRAFT BUDGET DISCUSSION**

Mr. Laird reviewed the liquid fuels budget. Mr. Piper questioned why no engineer costs were budgeted. Mr. Laird explained that in 2023 the board directed that all engineering fees come out of the general fund.

Ms. Hartle questioned whether it is standard to keep a fund balance of \$255,000. Mr. Laird stated that historically there are funds for one to two road projects in the fund balance.

Mr. Laird reviewed the Capital Reserves budget. Mr. Laird stated that the 2007 Ford F550 needs to be replaced.

Mr. Laird reviewed the Parks Capital Reserve and the 2024 projects. Mr. Beck stated he would like to replace the picnic tables but since there is a scout that is working on an eagle scout project, he did not budget to replace them.

Mr. Laird reviewed the Open Space Preservation budget and commented there were standard expenses.

Mr. Laird reviewed the Fire Fund. Mr. Laird explained that this fund held the fire tax monies, and the remaining balance will be taken out and used to pay toward the 2024 fire distributions and that any delinquent taxes or interest will be put into the General Account.

Mr. Laird reviewed the ARPA Fund. Mr. Laird stated there are six road projects that have been budgeted for using these funds. Mr. Laird stated he would need to report what the ARPA funds were being spent on by April of 2024. Mr. Servello commented that these are limited funds, and they are being used for long time benefits to citizens.

Mr. Laird reviewed the General Fund. Mr. Piper questioned whether the number for the Centre Region Planning Agency (CRPA) will be reflected due to the decrease in planning services that were provided in 2023 and the decrease in planning services that will be provided in 2024. Mr. Laird stated the updated figures have not been provided but expected to have those numbers prior to the November 9<sup>th</sup> meeting. Ms. Hartle commented that the Park Capital Fund transfers were lower this year than in the past. Mr. Laird explained that when the CRPA figures are updated there will be a decrease in that budgeted number so that money will need to be allocated to another line item and it could be allocated into the Capital Reserves. Mr. Laird reviewed the Capital Reserves Plan.

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- **MOTION:** Mr. Servello moved to defer the budget to the November 9<sup>th</sup> meeting for the Board of Supervisors to approve to forward for public review and direct staff to advertise for a public hearing to allow the 20-day public review period and hold the public hearing on December 14<sup>th</sup>, 2023; Ms. Hoover seconded; Ms. Hartle questioned the breakdown of the fire funding; Mr. Laird stated he was basing the PMFC number off of a final number that he and Mr. Witherite had discussed of \$190,000 and 38% is \$72,200.00; Warriors Mark Franklin Fire Company is still under contract and a donation will be provided to Alpha Fire Company; Ms. Hartle thanked Mr. Laird; Ms. Hartle questioned the amount of funding going to the libraries; Mr. Laird stated the board approved a Resolution to provide \$5.00 per capita which totals \$13,950; Ms. Hartle questioned how much of that is going to Schlow Library; Mr. Servello stated that under the Centre Region COG Schlow Library budget that \$7,000 is being allocated to them; Mr. Laird stated the funds are being sent to the Federation and they will make that determination; Ms. Hartle stated she thinks that is a weak number; Mr. Piper stated this is more money than any other municipality is providing outside the Centre Region; Ms. Hartle commented that it is a disservice to the community members and Schlow Library is getting significantly less; Vote 5-0-0; Motion Carried.

4. DISTRIBUTION OF ADDITIONAL DONATIONS TO LOCAL FIRE COMPANIES

Mr. Laird recommended paying Port Matilda Fire Company \$18,750.00 and Warriors Mark Franklin Fire Company \$6,250.00 out of the \$25,000 allocation and providing a \$10,000 donation to Alpha Fire Company.

- **MOTION:** Mr. Servello moved to distribute the funds as recommended; Ms. Hartle seconded; Vote 5-0-0; Motion Carried.

Mr. Foster questioned whether these funds were coming out of the fire protection funds allocation. Mr. Laird stated it was not.

Mr. Hughes questioned whether there were going to be more budget meetings held. Mr. Servello stated that the next meeting will be held on November 9<sup>th</sup>, 2023.

5. ADJOURNMENT

There being no further business before the board, the regular meeting was adjourned at 10:51 a.m.

- **MOTION:** Mr. Servello moved to adjourn the meeting at 10:51 a.m.; Mr. Beck seconded; Vote 5-0-0; Motion Carried.

Respectfully submitted,



Amy M. Smith,  
Township Secretary

