

**HALFMOON TOWNSHIP BOARD OF SUPERVISORS
MEETING MINUTES**

**DECEMBER 18, 2025
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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 Ron Servello (present at the Community Center); Patti Hartle (present at Community Center); Tammy Perkins (present at Community Center) and Chuck Beck (present at the Community Center). Staff present were Amy Smith, Township Secretary (present at Community Center) and Brett Laird, Township Treasurer (present at Community Center).

Residents & others in attendance. Bruce Helms; Lorin Nauman; Mark Hartle; Donna & Dan Hughes; John Koptchak, Koptchak Land Surveying, LLC; Cliff Neal, PMEMS and Karen Miller.

Residents & others in attendance (Zoom): Georgina Motter; Jeff Pogue; Wayne Foster.

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. PUBLIC COMMENTS

Mr. Helms provided Mr. Piper and Mr. Beck with the Pennsylvania Association of Township Supervisors Years of Service Awards and thanked them for their service.

Mr. Neal questioned whether the board had any questions regarding the Port Matilda EMS. There were no questions.

Mr. Majewski was unable to attend and provided an email sharing his concerns with the fairness on the contribution to the Port Matilda Fire Company and urged the board not to increase Halfmoon Township's contribution. Mr. Majewski also requested that Ms. Perkins issue an apology to Mr. Servello for accusing him of lying at last month's meeting and Ms. Schellberg for demanding that she destroy information obtained from the Upper Bald Eagle COG meeting regarding fire company funding.

5. APPROVAL OF MINUTES

- **MOTION: Ms. Hartle moved to approve the regular meeting minutes of November 18th, 2025; Mr. Servello seconded; Vote 5-0-0; Motion Carried.**

6. CONSENT AGENDA

- *The following items listed on the Consent Agenda portion of the agenda may be approved with a single motion by a member or if a member of the public requests that an item be removed from the Consent Agenda for a question or further discussion.*

i. Ratification of the Bills List for the period of 11/11/2025 to 12/10/2025 from the following funds:

1. [General Fund](#) in the amount of \$99,265.35
2. [Open Space Preservation Fund](#) in the amount of \$381.18
3. [Park & Recreation Fund](#) in the amount of \$518.30

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

7. FINAL PLAN FOR TICE/POORMAN SUBDIVISION BEING TAX PARCEL 17-415-23/23A

The current property is 5 acres. Mr. Tice is proposing the subdivision of the autobody business from the mobile home and adding .620 acres from the adjoining property owner. The lot containing the autobody business will be 2.5 acres and the lot with the mobile home will contain 3.117 acres. The developer is requesting two waivers from the Subdivision and Land Development Ordinance. The ordinance states that a single access street cannot serve more than 16 residences/lots. The subdivision will create the seventh lot on Autumn Circle excluding municipal owned property. Therefore, a waiver is required. The other request is to waive the requirement of road

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frontage on a public street. This lot has access to the private portion of Autumn Circle. Therefore, a waiver is required.

The developer has addressed staff comments.

The Planning Commission recommended approval of both waivers with the conditions that no further subdivision of either lot be permitted and that each lot will only have one driveway.

The Planning Commission also recommended approval of the subdivision plan with the condition that shared driveway agreement and easement be finalized a final plan approval.

The Planning Commission recommended approval of the Component 2 Sewage Planning Module to be forwarded to DEP for review.

The board agreed that they were open to approval of the waivers since the mobile home and business have been there for 30-40 years.

- **MOTION: Ms. Hartle moved to approve both waiver requests, with the conditions that no further subdivision of either lot be permitted and that each lot have only one driveway and if either lot is sold, a separate driveway must be constructed for lot 14RRR-C; Ms. Perkins seconded; Vote 5-0-0; Motion carried.**
- **MOTION: Mr. Servello moved to recommend approval of the plan, with the condition that no further subdivision of either lot be permitted; that each lot have only one driveway and that the shared driveway agreement and easement being finalized at final plan approval; Ms. Hartle seconded; Vote 5-0-0; Motion carried.**

8. RESOLUTION 2025-19 COMPONENT 2 SEWAGE PLANNING MODULE – TICE SUBDIVISION

- **MOTION: Ms. Perkins moved to approve forwarding the Component 2 Sewage Planning Module for submission to the Department of Environmental Protection (DEP) for review; Mr. Servello seconded; Vote 5-0-0; Motion carried.**

9. RESOLUTION 2025-20 – TRANSFER OF GENERAL FUND TO CAPITAL RESERVE FUND

Mr. Piper stated he would like to move this agenda item until after the budget is approved. Mr. Piper stated that there is a surplus of \$200,000, and that approximately equates to two and a half mills of real estate tax. Mr. Piper stated he would like to transfer that in and replace the two and a half mills of real estate tax we're planning for next year for the general fund purpose, reducing it by two and a half mills.

Mr. Piper stated that we have overcharged the public by \$200,000 by our good business stewardship, and he would like to roll that money over, because otherwise we'll have \$800,000 in our reserve fund, and we're getting up there. Mr. Piper stated we don't need a million dollars in the bank, and that's where we're heading.

Ms. Hartle stated the capital reserve fund is savings for projects coming down the road, one example being, a roof repair, an addition or new maintenance building.

10. PUBLIC HEARING FOR HALFMOON TOWNSHIP 2026 BUDGET

Mr. Piper opened the public hearing at 7:21 p.m. There were no public comments from those in attendance. Mr. Pogue provided questions prior to the meeting which were addressed by staff.

Mr. Servello requested that he be permitted to make comments regarding the budget. The comments provided by Mr. Servello are attached to the minutes.

Mr. Hughes requested a copy of this statement. Mr. Servello stated he would like this statement to be added to the minutes as public comment.

11. RESOLUTION 2025-21 – APPROVING AND ADOPTING THE HALFMOON TOWNSHIP 2026 BUDGET

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- **MOTION:** *Ms. Hartle moved to approve Resolution 2025-21; A Resolution approving and adopting the Halfmoon Township FY 2026 budget; Ms. Perkins seconded; Vote 4-1-0; Ms. Hartle, yea; Ms. Perkins, yea; Mr. Beck, yea; Mr. Piper, yea; Mr. Servello, nay; No abstentions; Motion carried.*

12. RESOLUTION 2025-20 – TRANSFER OF GENERAL FUND TO CAPITAL RESERVE FUND

- **MOTION:** *Mr. Piper moved to reduce the township real estate tax by 2 mils and move the additional money over and above to the capital reserve fund; Mr. Servello seconded; After discussion on the surplus of funds and the future needs of the capital reserve funds Mr. Piper called for the vote; Vote 2-3-0; Mr. Piper, yea; Mr. Servello, yea; Ms. Hartle, nay; Ms. Perkins, nay; Mr. Beck, nay; Motion fails.*
- **MOTION:** *Ms. Hartle moved to approve Resolution 2025-20; A Resolution transferring \$200,000 from the General Fund to the Capital Reserve Fund; Ms. Perkins seconded; Vote 4-1-0; Ms. Hartle, yea; Ms. Perkins, yea; Mr. Beck, yea, yea; Mr. Servello, yea; Mr. Piper, nay; Motion carried.*

13. RESOLUTION 2025-22 2026 REAL ESTATE TAX LEVIES

- **MOTION:** *Ms. Perkins moved to approve Resolution 2025-22; A Resolution establishing the 2026 Real Property Tax; Ms. Hartle seconded; Vote 3-2-0; Ms. Hartle, yea; Ms. Perkins, yea; Mr. Beck, yea, Mr. Servello, nay; Mr. Piper, nay; Motion carried.*

14. AWARD AGGREGATE & BITUMINOUS MATERIALS FY 2026

- **MOTION:** *Mr. Servello moved to award the aggregate and bituminous bids to the lowest bidders; Mr. Beck seconded; Vote 5-0-0; Motion carried.*

15. TOWNSHIP REPORTS

There were no additional reports.

16. AUTHORITY, BOARD, AND COMMITTEE REPORTS

There were no additional reports.

17. ADJOURNMENT

There being no further business before the board, the regular meeting was adjourned at 7:51 p.m.

- **MOTION:** *Mr. Servello moved to adjourn the meeting at 7:51 p.m.; Mr. Piper seconded; Vote 5-0-0; Motion Carried.*

Respectfully submitted,

Amy M. Smith,
Township Secretary

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