

**Doylestown Township - Ways and Means Committee  
Meeting Minutes for April 27, 2016**

Meetings held 4<sup>th</sup> Wednesdays at 7PM.

No meeting in November, December meeting is 2<sup>nd</sup> Wednesday.

Resident Members	IN	Township Participants	IN
Brenda Bray Chairman	Y	Ken Snyder - Board of Supervisors - Liaison	Y
Ed Ebenbach –Vice-Chairman	Y	Stephanie Mason – Township Manager	Y
Ed Denton	Y	Ken Wallace – Township Finance Director	Y
Joe Delikat	Y	Richard John – Township Operations	Y
Bob Salanik	Y	Autumn Canfield – Doylestown Twp. Employee	Y
		Margaret Trageser – Doylestown Twp. Employee	N

Ms. Bray called the meeting to order at 7:00 pm. A quorum was present and the following matters were discussed.

**Agenda Items/Topics Discussed**

- I. **Approval of March 23, 2016 minutes.**
  - Mr. Delikat motioned to approve minutes and Ms. Bray seconded (?). All voted in favor of the motion.
  
- II. **Announcement: Bucks County Association of Township Officers: The Sterling Act-May 5, 2016 at Doylestown Country Club: Interest and availability of W&M Committee members to attend?**
  - Mr. Denton and Mr. Snyder indicated that they will be attending the meeting.
  
- III. **2016 Financial Results-update and review by Ken and Ed.**
  - Mr. Ebenbach and Mr. Wallace presented an overview of financial results for the 3 months ended March 31, 2016. The discussion included but was not limited to the following points:
    1. EIT is on target despite what appears to be a shortfall. First 60 days are allocated to prior year due to timing of receipts.
    2. Switch to LED lighting is reflected in savings in electricity.
    3. Mr. John indicated that issues arose with subsurface on Chestnut Valley Road which will require infusion of cement to stabilize base with resurfacing costs (est. of \$140,000 to \$180,000) will require cutback in resurfacing in other areas to meet budget. A scaled back version of the planned Wells Rd. resurfacing will be considered. Mr. John will apprise BOS of issue and proposed changes to Wells Rd. resurfacing.
    4. Ms. Mason discussed current and potential costs related to Fire department staffing and post-employment future medical costs which possibly are attributed to current employment.

5. Mr. Delikat volunteered to assist Mr. Ebenbach with an update to the Road Analysis Resurfacing Data.

**IV. Planning for June 14 Budget Meeting with BOS and Beyond**

- BOS Supervisor Ms. Manion requested possible addition of a Communications/Social Media position. W&M's will flesh out position description/needs/requirements and present to BOS
- Staffing for 2017 possible additions include Public Works Director, Police Officer and Communications/Media (FT/PT) positions
- Next budget planning meeting is June 14 followed by scheduled meetings for September 20, October 4, and October 18 which is the "drop dead" date for revenue/expense requests to be included in the 2017 budget. Formal presentation to BOS on November 15 and approval of FINAL budget by December 20.
- Brief discussion of financing alternatives for major projects (bridge and twp. Building) indicated need for a time line for construction and estimated costs to pursue financing.
- Engineering estimates will be available for discussion at the June 14 budget meeting
- Mr. Denton would contact Tom Kelso of the Bike and Hike Committee for an updated 5 year spending budget for 2017 budget amounts.

**V. Review of 2015 Salary Survey and discussion.**

- Mr. Wallace has received survey data. He will review and present data at next W&M's meeting.

**VI. Adjourn**

- Mr. Salanik motioned that the meeting be adjourned, Mr. Ebenbach seconded. The meeting was adjourned at 8:39 pm.

Next meeting: May 25, 2016