

Doylestown Township - Ways and Means Committee
Meeting Minutes for September 27, 2017

Meetings held 4th Wednesdays at 7PM.

No meeting in November, December meeting is 2nd Wednesday.

Resident Members	IN	Township Participants	IN
Brenda Bray Chairman		Ken Snyder - Board of Supervisors - Liaison	X
Ed Ebenbach (Consultant to Twp.)	X	Stephanie Mason – Township Manager	X
Ed Denton (Substitute for Ms. Bray)	X	Ken Wallace – Township Finance Director	X
Joe Delikat	X	Dave Tomko - Township Director of Operations	X
Bob Salanik	X		

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

1. Presentation by the Doylestown Fire Company on their Stipend Program

- Messrs. Jay Fetterolf, Steve Downs and Jim Cramer presented a PowerPoint presentation regarding a stipend program for the volunteer firefighters. The program reimburses the firefighters for meals and mileage when they stay at the station for a shift in preparedness for a potential station call (fire/emergency/environmental). Stipend cost is \$30 per shift. Minutes are critical in the containment of a fire and having volunteers at the firehouse “ready to roll” is critical in the containment of the fire and saving of a life. Fire Department is asking Township to split cost with Doylestown Borough. Cost to township was put at \$37,000 to \$39,000 per the Fire Department request.
- Ken Snyder asked if a dollar savings could be quantified by limiting the fire damage through an earlier arrival at a fire scene. The fire department responded that they would investigate the savings.
- Stephanie Mason stated that she would review Act 172, the Fire Department’s proposal and review it with the Board of Supervisors and respond back to the Fire Department after the BOS meeting.

2. Approval of Prior Meeting Minutes

- The minutes of the July 26, 2017 meeting were approved unanimously upon a motion by Mr. Delikat and seconded by Mr. Salanik

3. Presentation by the W&M Committee – Pension Task Force

- Ed Denton, Bob Salanik and Joe Delikat presented a summary outline of the DRAFT Doylestown Township Pension Subcommittee Final Report
- The reports emphasis is to establish a more robust Pension Committee which takes the burden off of the BOS and includes members with expertise in pensions and financial investing. The committee then can utilize the report as a resource for future implementation of changes to the pension in the township.
- The report has been reviewed with the other members of the W&M Committee and all of the BOS Supervisors with the exception of one member who has not yet responded to our request.
- The content of the report was obtained from numerous observations, researches, interviews, best practices, reports, surveys obtained from local, state and national sources.

- There were a few errors noted including the MMO payment breakdown which will be corrected and updated for our presentation at the BOS meeting at 4:00PM Oct. 3, 2017.
- It is suggested that since this document is now “Public” it be shared with the other members of the existing Pension Committee.

4. Preparation for Budget Work Session- Oct 3, 2017 2:00- 4:00 PM

- Ed Ebenbach, Stephanie Mason, Dave Tomko and Ken Wallace gave updates on the status of numerous line items in the budget. Many were works in progress and would be updated in time for the budget meeting on October 3. Items included:
 1. Roads Budget over next five years reduced to \$625K, \$900k \$900k, \$500k, \$500K
 2. Chapman Bridget now has been inspected and rated “4”*. Deferred to year 5 in plan
 3. List of Building Permits being reviewed with Sinclair
 4. Engineering Charges being reviewed. Amount will be reduced.
 5. Policemen need in question. OT is a convoluted issue tied in to safety/vacation/shifts
*(*Tomko could not determine at the meeting what scale was being used.
 Found PennDot Excel Rprt Chapman Bridge is rated - Deck at 6, Sup at 6, Sub at 4 Cul at N and Struct Def as SD. So I assume scale is 10 with 10 being N. Highest number I found was 9 lowest 1}*
- Ed Denton after some discussions with Ken Snyder presented an Illustrative Alternative Method to analyzing a BASE BUDGET and INCREMENTAL CHANGES to the BUDGET. It is a concept used by many in the “for profit” world of business. Ed Ebenbach stated he was familiar the concept and would investigate to see if he could apply it to the existing accounting system at the township.
- Bob Salanik questioned why the township does not utilize more Request For Quote (RFP) in the bidding process for goods and services. In response, Dave Tomko indicated that certain vendors build up a learning curve that gives them an advantage over other vendors and there is no need to get quotes. **A spirited discussion followed.** As for RFP’s Dave Tomko and Ms. Mason stood behind the fact that they don’t get them because they are comfortable with the current group. One vendor goes back to 1985. Bob Salanik stood his ground and Messrs. Salanik, Denton and Delikat all agreed it was the fiduciary correct thing to do. Bob Salanik cited the fact that at a recent BOS meeting where the BOS approved a @\$10Million sewer project without competitive bid(with limiting factors and other issues that must be noted), Barb Lyons later in the meeting complimented Dave Tomko when he saved thousands through a RFP process. It was suggested that it be part of the current budget process but was too late in the timetable for 2018. Messrs. Salanik, Denton and Delikat requested it to be an agenda item at the next W&M Committee meeting. As an alternative the W&M Committee will add this to the October meeting agenda as a discussion item

5. New Business

- Joe Delikat indicated that there was a new waste disposal company in the township – Whitetail Disposal which now collects on Wednesday mornings in his area. Both Ken Snyder and Stephanie Mason responded that this is an old issue and anyone can collect waste in the township and attempts to consolidate met with much resistance from the township residents.

6. Adjournment

- The meeting was adjourned at 9:26 PM

7. Next Meeting

- October 25, 2017

Respectfully Submitted,

Joseph Delikat