

Doylestown Township
Ways and Means Committee - Meeting Minutes
March 23, 2011

Resident Members	IN	Township Participants	IN
Mark Glassman – Chairman	Y	Barbara Lyons – Board of Supervisors Liaison	N
David Nettina – Vice Chairman	N	Stephanie Mason – Township Manager	Y
Lee Schwarz – Secretary	Y	Ken Wallace – Township Finance Director	Y
Ed Ebenbach	Y	Richard John – Township Operations Director	Y
Brenda Bray	Y	Sandra Zadell – Special Projects Manager	Y
		Karen Sweeney –Parks and Recreation Dir	Y
		Rick Colello – Board of Supervisors	Y

Mr. Glassman called the meeting to order at 7:10 p.m. A quorum was present and the following matters were discussed:

1. Minutes from January and February approved.
2. David Nettina submitted a letter to the Board of his intention to resign from the committee. The committee will seek a replacement and requested Stephanie to begin a search.
3. Handouts
 - Revenue sheet as of Feb
 - Expense data as of Feb
 - Sources and uses of Fund sheet- allocation of millage
 - Ways and means definition / glossary sheet
 - Neighboring Municipality survey
4. Expense standouts -
 - \$100k+ overrun in roads-operations due to 11 storms in 2011 vs. 6 in 2010.
 - Wages much lower - attributed to postings of 2 payrolls not done due to employee lengthy absence. Will be caught up shortly. (Ken having Edmunds come in April to update / simplify payroll posting into the system.)
5. Ed said forecast data will be filled in for April meeting based on first quarter review of actuals and meetings with dept. heads.
6. Mark asked when updated pension info is coming - Ken said April.
7. Revenue sheet reviewed - TV Franchise fees and Rec programs being \$0 did not make sense. DTMA very low. Ed to review.
8. Ken affirmed to Mark that debt service payment due in May could be paid from available funds.
9. Mark asked Dick to project out roads expenses for the year based on high variance so far.

10. Sandra asked for input for the Ways and Means definitions she prepared. It came in response to desire expressed at last meeting to educate the community and communicate throughout the process using every outlet at our disposal.
 - Mark to draft an introductory paragraph to meet April 10 deadline for newsletter that goes out in May.
 - Next newsletter in late summer. It was suggested that we get our info posted on the website. There was talk about using DTV without a specific suggestion.
11. Stephanie reviewed the survey to be distributed to neighboring municipalities. Lee suggested we provide our answers with the survey to encourage them to respond.
12. Meeting adjourned 8:25PM

Respectfully submitted,

Lee Schwarz
Secretary