

approved

**Doylestown Township  
Ways and Means Committee – Meeting Minutes  
May 28, 2014**

<b>Resident Members</b>	<b>IN</b>	<b>Township Participants</b>	<b>IN</b>
Lee Schwarz – Chairman	X	Ryan Manion - Board of Supervisors	
Ed Ebenbach – Vice Chairman	X	Rick Collelo - Board of Supervisors	X
Emad Abdelnaby – Secretary		Ken Snyder - Board of Supervisors	X
Brenda Bray	X	Stephanie Mason – Township Manager	
Ed Denton	X	Ken Wallace – Township Finance Director	X
		Richard John – Township Operations	X

Mr. Schwarz called the meeting to order at 7:08pm. A quorum was present and the following matters were discussed.

1. Approval of Prior Meeting Minutes:
  - Mr. Schwarz asked if there were any additions or corrections to the prior meeting minutes. None were noted.
  - Mr. Ebenbach motioned that the prior Meeting Minutes be approved. Mr. Denton seconded. All voted in favor of the motion.
2. Medical Insurance Premium:
  - Mr. Wallace and Mr. Ebenbach lead a brief discussion concerning the Medical Insurance forecast.
  - The 2 key drivers behind the variance vs. the Budget were identified:
    - The previous projection was based on the 5 previous payments (should have been based on prior 3 payments).
    - The Medical Insurance Budget for 2014 was not updated for the final number of approved headcount (i.e. it assumed 55 employees vs. the final approved Budget of 59 employees).
3. New Capital Budget Report:
  - Mr. Ebenbach noted that Capital Budget Report was updated to include an additional \$200k in road work and that the Fuel Island Project was being pushed back to 2015
  - A few other minor changes were also noted.
4. Pension Plan Update:
  - Mr. Schwarz provided the Committee with an overview of the recent Pension Board meeting. He noted that the consultant had advised the Board that the Township was in better shape than 95% of communities in the State. The consultant also stated that recent updates to the actuarial tables had a large negative impact on the Pension Liability.
  - Mr. Wallace noted that the Consultants said that they would not be able to do any Pension Modeling for the Township. However, the Consultants did advise that the Township might want to consider re-evaluating the rate of return assumption for the Pension Plan in January 2015.
5. Executive Summary Report (proto-type):
  - Mr. Ebenbach walked the Committee through a draft Executive Summary Report.
  - The report was very well received and a few minor comments on possible enhancements were made.
  - Mr. Snyder asked when the report would be ready to present to the Board of Supervisors.
  - Mr. Ebenbach replied that the report might be ready for the Board of Supervisors meeting on June 17<sup>th</sup>.
6. 2014 Budget Update:
  - Mr. Ebenbach and Mr. Wallace provided the Committee with an update on the current Full Year Forecast.
  - Mr. Ebenbach noted that there were not a lot of changes vs. the previous forecast. He noted that the Public Works budget was over because of higher snow removal spend.
  - Mr. Wallace noted that the revenue trends were positive.

7. Other Business:

- Mr. Schwarz noted that he will not be able to make the June meeting and that Mr. Ebenbach would Chair.
- Mr. Schwarz also noted that it was getting close to Budget prep time and asked if there was anything the Committee could do to help.
- Mr. Ebenbach noted that the next budget meetings with Department Managers would be in July.
- Mr. Schwarz noted that in previous years the Committee cancelled its July meeting and suggested that the Committee should decide if a July meeting was needed at the next June meeting.

8. Mr. Ebenbach motioned that the meeting be adjourned, Ms. Bray seconded. The meeting was adjourned at 8:45pm.

Respectfully submitted.

Edward Denton