

Approved

Doylestown Township - Ways and Means Committee Meeting Minutes for October 28, 2015

Meetings held 4th Wednesdays at 7PM except no meeting in November and December meeting is 2nd Wednesday

Resident Members	IN	Township Participants	IN
Lee Schwarz – 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
Brenda Bray	Y	Richard John – Township Operations	Y
		Rick Colello - Board of Supervisors	N

Mr. Schwarz called the meeting to order at 7:01m. A quorum was present and the following matters were discussed.

Agenda Items/Topics Discussed:

1. Welcome guests:

- Margaret Trageser from Township staff attended.

2. Approval of Prior Meeting Minutes:

- No changes to August meeting minutes were proposed. Mr. Ebenbach motioned to approve minutes as drafted and Ms. Bray seconded. All voted in favor of motion.
- No changes to September meeting minutes were proposed. Mr. Ebenbach motioned to approve minutes as drafted and Mr. Schwarz seconded. All voted in favor of motion.

3. Discussion of 2015 Budgeting process

- Mr. Schwarz asked the Committee to provide their thoughts on this year’s planning process.
- Mr. Ebenbach stated that he thought the process went well and that we had made good progress.
- Ms. Bray agreed and stated that there are still some big issues we need to address.
- Mr. Ebenbach commented that as a result of the Spring Long Range Plan working sessions, BOS had a better understanding of bigger problems and thought that the 2016 Budgeting process would have been a lot tougher if we did not have the sessions. He also noted that everyone was on same page about what was on the table so the BOS just needed to decide what the Township could afford, how and when to fund, etc.
- Mr. Snyder agreed with the preceding comments and said that this year’s process helped everyone to get a better understanding of all the important issues and enabled the development of plans to move forward.
- Ms. Mason said this year’s process helped get the key issues on the table versus last year process when much of the information came out late in the process.
- Finally, Mr. Snyder commented that it was helpful to have a good agenda at each of the budget meetings.

4. Full Year Financial Forecasts update

- Per the October 27th report, Mr. Ebenbach noted that Capital Spending had reached \$1.2 million vs. Full Year Budget of \$2.1 million. He observed that most of the underspend was associated with the Trails.
- Mr. John indicated that he expects most of the budget will be spent.
- Mr. Ebenbach commented that he and Mr. Wallace will be working with the staff over next couple of weeks to refresh the 2015 forecast.

5. Township building/renovation project:

- Mr. Schwarz asked Mr. Snyder what is path forward on building project.
- Mr. Snyder said that he will be contacting others BOS members to help coordinate fact finding in order to properly prepare for a final decision. He also commented that he believed that the path forward on the Bridge issue was mostly resolved.
- Mr. Wallace said about ~\$50k was in 2016 budget for engineering for the bridge.
- Ms. Bray said that based upon everything she is seeing, interest rate forecasts suggest no change before February.
- Ms. Mason said that Township is still targeting to be prepared to have the work done on the Bridge in 2018.
- Mr. Schwarz asked Mr. Wallace when the cut-off date for the 2016 budget was.
- Mr. Wallace said next week.

6. New Business:

- No new business.

7. Adjournment:

- Mr. Ebenbach motioned that the meeting be adjourned, Mr. Denton seconded. The meeting was adjourned at 7:44 pm.

Respectfully submitted,

Edward Denton