

## Doylestown Township - Ways and Means Committee

### Meeting Minutes for February 24, 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	N	Ken Wallace – Township Finance Director	Y
Joe Delikat	Y	Richard John – Township Operations	Y
Bob Salanik	Y	Rick Colello - Board of Supervisors	Y
		Margaret Trageser – Doylestown Twp. Employee	Y

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

**1. Approval of Prior Meeting Minutes:**

- Mr. Salanik motioned to approve minutes and Ms. Bray seconded. All voted in favor of the motion.

**2. Review of Budget Chart draft of January 27 and discuss implementation dates for 2017 Budget**

- Mr. Ebenbach opened discussion of the overall budget schedule with a tentative completion date of November 15 and generation of the bound budget package. Intent is to have supporting schedules linked to data base.
- Mr. Ebenbach recommended 3 budget work sessions in October to finalize data.
- First raw data from Department Heads is expected in August
- Mr. Wallace also noted that preliminary Final data will be available in March for 2015.
- Discussion of times and their impact on schedule with BOS work sessions.
- It was noted that Mr. Ebenbach plays a major support role in the detailed budget process and this has been addressed in the 2016 budget
- Discussions with the BOS work sessions were tentatively set for April 12, 2016 and June 14, 2016 with a presentation to BOS by Ms. Bray scheduled for April 3, 2016 on 2015 tentative actual results

**3. Budget components requiring further study for 2017 and beyond:**

- **Non-uniformed staff compensation study.** Ms. Mason and Mr. Wallace discussed getting comparable wage and benefits data from various local municipalities.
- **Roads & Bridges** Chapman bridge repair costs estimated at +/- \$1 Million
- **Financial Alternatives for Building Renovations and Bridge Repairs.** Public Financial Management (PFM) can be used for bond and/or bank loans to finance projects. Penn Dot can also be considered a source of monies for paving segment of Chapman Bridge repair.
- **Financing Alternatives for Sewer Project in Pebble Ridge Area.** Ms. Mason presented a rough time-line as to when financing by residents would be required. It was agreed that with no current needs of funds are required that this will be addressed when the project completion status warrants such financing review
- **Update Bike & Hike Trails** The committee will request Mr. Tom Kelso of the Bike & Hike Committee to address the needs of the Bike & Hike Trails before any budget action is taken

**4. Review Feb. 2, 2016 presentation to BOS**

- Ms. Bray briefly reviewed the PowerPoint Presentation with the committee

**5. Review of Capital Expenditures**

- Discussion centered about a request from members of the BOS for more frequent feedback and status of Capital Projects. Need some clarity as to what additional information is needed.

**6 Expansions of Revenue Categories**

- Mr. Ebenbach and Mr. Wallace provided an Excel worksheet with expanded Revenue categories. Expansion allows for a more detailed identification of contributions/ grants versus expenses.

**7. Adjournment**

- Ms. Bray motioned that the meeting be adjourned, Mr. Salanik seconded. The meeting was adjourned at 8:35 pm.

Respectfully submitted,

Joseph Delikat