

## Doylestown Township - Ways and Means Committee

### Meeting Minutes for June 22, 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	X	Ken Snyder - Board of Supervisors - Liaison	X
Ed Ebenbach –Vice-Chairman	X	Stephanie Mason – Township Manager	X
Ed Denton	X	Ken Wallace – Township Finance Director	X
Joe Delikat	X	Richard John – Township Operations	X
Bob Salanik	X	Margaret Trageser – Township Staff	X
		Kaci Milligan- Township Budget Analyst	X

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

#### June 22, 2016 @ 7:00 PM

- I. Approval of May 25, 2016 minutes
  - Mr. Ebenbach motioned to approve minutes and Mr. Delikat seconded the motion. All voted in favor of the motion.
- II. Review of June 2017 Budget meeting with the BOS on June 14- perspectives from Bob, Joe and Ed D
  - Consensus from Bob, Joe and Ed D. was that the meeting was excellent, good input from Staff and feedback from BOS.
  - Mr. Snyder noted the continuous improvement in the annual budget review process
  - Ms. Mason discussed the recent township benefits and salary comparisons provided by Ms. Milligan and whether we are seeking parity(average benefit package)
- III. Review of 2016 operations through May 31-Ken and Ed E. ( Combined with Agenda item – Discussion of building project details to aid in developing a financing timeline)
  - Mr. Wallace and Mr. Ebenbach presented Operational data thru June 20, 2016 and it was noted that there were no significant variances from budgeted 2016 data.
  - Engineering Design for Chapman Bridge would probably take 11 months to complete.
  - Mr. Wallace informed the group of a proposal from PFIC (with handouts) summarizing the firm’s capability in privatized development and tax-exempt leaseback financing of municipal facilities. Questions included firm’s presence in Pennsylvania and any comparable facilities experience. Mr. Wallace to follow-up with additional information.
  - Mr. John and Mr. Wallace updated status of road repaving costs with actual costs exceeding 2016 budget. Monies from the Heritage Trail Project would be transferred to cover the overrun.
  - Mr. Delikat inquired whether any Lease/Buy analysis was done for the planned new Township building. He asked that due to his newness on the Committee that he be supplied some background information on this project(Editor’s Note: Ms. Bray emailed me and gave me a thumbnail history of the building project subsequent to the meeting)

- IV. Understanding the Township financial implications due to the FLSA changes
  - Ms. Mason and Mr. Wallace indicated that there was a minimal financial impact to the new overtime/comp time caps. Township policy would need updating once the specific handling comp time had been resolved.
  
- V. Act 10 of 2016: Investment of Public Corporation or Authority Funds
  - Mr. Wallace indicated that the Act now provides more latitude in investment options and provided a handout from PLGIT that detailed the various options available.
  
- VI. Discussion of the building project-details to aid in developing a financing timeline
  - See point III. above
  
- VII. Continued discussion of non-uniformed staff compensation
  - Ed Denton raised question regarding BOS compensation to which Ms. Mason commented that BOS takes benefits but no salary. Additionally salaries are state regulated.
  - Compensation versus other municipalities is ongoing
  
- VIII. A Look Ahead-July and August budget activities
  - Dates for Manager Meetings are scheduled for July 12 and 13 and August 16 and 17 per Ed Ebenbach
  - BOS meetings are scheduled for July 19<sup>th</sup> and August 16<sup>th</sup> at 7:00 PM
  
- IX. New business
  - None
  
- X. Adjourn
  - Mr. Ebenbach motioned that the meeting be adjourned, Mr. Salanik seconded. The meeting was adjourned at 8:52 pm.

Next meeting: July 27, 2016