

**Doylestown Township
Ways and Means Committee – Meeting Minutes
September 13, 2012**

Resident Members	IN	Township Participants	IN
Mark Glassman – Chairman	Y	Barbara Lyons – Board of Supervisors	Y
Lee Schwarz – Vice Chairman	Y	Shawn Touhill – Board of Supervisors	N
Ed Denton – Secretary	N	Rick Colello – Board of Supervisors	Y
Brenda Bray	N		
Ed Ebenbach	Y	Stephanie Mason – Township Manager	Y
		Sandra Zadell – Asst. Township Manager	Y
		Ken Wallace – Township Finance Director	Y
		Richard John – Township Operations	Y
		Karen Sweeney – Parks & Recreation	Y
		Sinclair Salisbury - Code Enforcement Director	Y

Mr. Schwarz called the meeting to order at 5:30pm. When Mr. Glassman arrived shortly thereafter, a quorum was present and the following matters were discussed.

1. Approval of Prior Meeting Minutes:
 - a. Minutes from August 22 were approved.
2. Ken W and Ed E presented first pass at 2013 budget. Results and assumptions were discussed.
 - a. Total revenue was up- based on anticipated grant money of \$405000 for Bike and Hike. However, removing those grants showed revenue drop of \$170,000
 - i. Earned income showed flat with 2012 which was up from 2011
 - ii. Building permits down 30%
 - b. Overall showed expenses up 9% (\$909,000)
 - i. 3% non uniform pay increase
 - ii. 2.75% average uniformed pay increase
 - iii. Additional 2 officers included in this plan as chief seeks
 - iv. No insurance rate stabilization offsets
 - v. Insurance increase of 5%
 - vi. Pension contributions in at market value calc
 - vii. Reclass of equipment leases from capital to operating expense
 - viii. \$75,000 in Roads for mandated stormwater work
 - ix. 20% increase in parks and Rec for contracted services and park maintenance
 - c. Net change to overall fund balances – reduced by \$1.1 million
 - d. Prognosis- before analysis begins and assumption refinement begins, 2013 and 2014 likely to be covered with big hole in 2015. 2016 and 2017 until park debt is satisfied freeing up \$650,000 annually
 - i. Improvement likely as real work begins on budget – 2015 gap could be closed
3. Mark Glassman discussed the accumulative effect of slight changes
 - a. Proposed to use a three-year moving average for EIT revenue.
4. Lee Schwarz suggested since finances have improved, the reduced BOS compensation package be put back on the table for review vs. what it had been when it was reduced. Not likely the supervisors themselves could bring it up. Relook at the compensation method and amounts.
5. Dick John submitted his vision of major capital expenses that could be better funded through financing than current cash flow. It represents a huge investment in required infrastructure and desired improvements. A small portion of the 2013 capital expense budget included pieces of what was covered in the big picture plan.
6. Dick John and Sandra expressed strong concerns over the unfunded mandates from the Clean Water Act

- a. Foremost was the potential liability of the township for not correcting known problems such as the contaminants from septic systems entering our streams and tributaries.
- b. It explains the huge \$75,000 increase included in 2013 budget to begin addressing this issue
- c. Next meeting September 24 at 5:30. First draft presentation incorporating modifications we discussed with BOS.

7. Meeting was adjourned at 7:40pm

Respectfully submitted,

Lee Schwarz
Vice Chairman