

Doylestown Township - Ways and Means Committee

Meeting Minutes for May 24, 2017

Meetings held 4th Wednesdays at 7PM.

No meeting in November, December meeting is 2nd 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	
Ed Denton		Ken Wallace – Township Finance Director	X
Joe Delikat		Dave Tomko - Township Director of Operations	X
Bob Salanik	X	Jennifer Herring - Guest	X

Ms. Bray called the meeting to order at 6:57 pm. A quorum was present and the following matters were discussed.

1. Approval of Prior Meeting Minutes

- The minutes of the April 26, 2017 meeting were approved unanimously upon a motion by Mr. Ebenbach and seconded by Mrs. Bray

2. Financial Updates 2017

- Mr. Wallace and Mr. Ebenbach reviewed the current year revenue and expenditures and discussed any variances from the budget or prior year actuals, by township department. They then reviewed the status of the current year Capital Projects.

3. Pension Sub Committee Report

- Mr. Salanik noted that the subcommittee (Mr. Denton, Mr. Delikat and Mr. Salanik), along with Mr. Ebenbach, members of the township staff, Mr. Snyder and Mr. Colello met with the township actuary and their pension specialist. Mr. Salanik gave a brief report of that meeting and noted that the subcommittee would also be meeting with the pension financial advisor on July 11th. He also noted that the subcommittee continues to meet weekly to review municipal government pension information. Mr. Ebenbach noted that one of the issues discussed with the actuary was the payment of the MMO (Minimum Municipal Obligation) which is currently paid in October at the same time that the township receives the state share of its pension obligation. He asked what the subcommittee's recommendation would be regarding making the township portion of this obligation earlier. Mr. Salanik responded that this issue had been discussed and he believes that the recommendation would be to make this payment January 1, if the township had sufficient fund balance to cover this payment. The reason for this is that the pension fund has more flexibility in its investments and earns a substantially higher rate of return than the township general fund. Mr. Snyder felt that there was no reason that this couldn't occur now and Mr. Wallace will draft a recommendation instituting this practice or a quarterly payment to the Board of Supervisors.

4. Planning for BOS Budget Discussion

- The next Budget meeting with the Board of Supervisors is scheduled for June 20, 2017. The requested delay in this meeting to June 28th could not be accommodated. Ms. Mason had prepared seven (7) topics for discussion at this meeting, but due to time restraints the committee reduced this to four (4) items, they are 2018 staffing needs, roads program/infrastructure data base, storm water remediation update and other items identified by the Board of Supervisors.

Mr. Tomko briefed the committee on the roads program and the data base proposal and the committee discussed these topics.

5. Construction Update

- Mr. Tomko gave the committee an update on the proposed phasing and scheduling for the building project. There was a brief discussion regarding our committee's role in the renovation. Mr. Ebenbach indicated that there is a Job Cost Module as part of the township accounting software package. He and Mr. Wallace will review this module so that regular financial reporting of the renovation project can occur.

6. Adjournment

- The meeting was adjourned at 8:40 P.M.

7. Next Meeting

- June 28, 2017

Respectfully Submitted,

Robert Salanik