

Doylestown Township - Ways and Means Committee

Meeting Minutes for September 23, 2020

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 | Jennifer Herring- Board of Supervisors - Liaison | X |
| Robert Salanik –Vice-Chairman | X | Stephanie Mason – Township Manager | X |
| Colleen Mullin | X | Ken Wallace – Township Finance Director | |
| Joe Delikat | X | Dave Tomko - Township Director of Operations | X |
| Mike Paulosky | X | Ed Ebenbach – Budget Consultant | X |
| Eric Cornwell | X | | |
| Joe Volk | X | | |

Ms. Bray called the meeting to order at 7:04 pm. A quorum was present, and the following matters were discussed.

1. Approval of Prior Meeting Minutes

The minutes of the August 26, 2020 meeting were approved unanimously upon a motion by Ms. Mullin and seconded by Mr. Paulosky

2. Review of 2020 Operations and 2021 Budget Meeting Information

- Ms. Bray provided an update on the recent 2021 budget meeting indicating that Capital Expenditure requests were reviewed. She noted that the request submitted by the Ways and Means Committee for bathrooms at Kids Castle was red lined. She also noted that the COVID 19 impact on the Earned Income Tax did not seem as significant as earlier projected. She also mentioned that the request from the Pension Advisory Committee was included in this draft of the budget.
- Ms. Herring noted that the Parks and Rec Board were completing their 5-year plan for the parks and she indicated that the bathrooms at Kids Castle would be one of their requests, but not in 2021.
- Mr. Ebenbach provided additional information on the 2020 operations and reviewed the handouts that had been provided to the Ways and Means Committee. In addition to the 2020 operations he reviewed the highlights of the 2021 Revenue and Expenditure forecast that we included in the initial draft of the 2021 budget. A handout of these changes was provided to committee members.

3. 2021 Budget Information and Discussion

- The committee discussed several of the items included in the 2021 draft budget, including staff salary increases, additional staffing, leasing of vehicles versus purchasing vehicles, cost of fringe benefits related to staffing increases and new positions. The current real estate tax millage and the projected millage over the next 5 years was also discussed.
- Ms. Mason and Mr. Tomko provided and update on the Sewer and Water project in the Pebble Ridge neighborhood and provided an update on the status of the Community Recreation Center project.

4. Earned Income Tax for those now working at home.

- Mr. Paulosky noted that many of our residents who previously worked in the City of Philadelphia or other areas were now working at home. He wondered if those residents could

now claim they worked in the township instead of those other areas, especially since the township tax rate was much lower than the rate in Philadelphia. A discussion resulted in a request for the township administration to check into this and report back to the committee at the next meeting.

○

5. Budget Presentation for October 6th, 2021 Budget Meeting

- Mr. Denton from the PAC will make a brief presentation on the Pension Status and plan for funding the future pension liability. Mr. Ebenbach noted that staffing, Cap Ex review and the Millage Rate impact will be discussed.
- The committee members would also like to see what cost cutting strategies are included in the budget and also an investigation of an electronic repository for public records that are retrievable by committee members without having to bother administrative staff with these requests. The committee was also interested in gaining a better understanding of the DTMA operation and in particular cost sharing of staff and facilities.

○

6. Adjournment

- Upon a motion by Ms. Mullin and seconded by Mr. Delikat, the meeting was adjourned at 9:01 pm.

7. Next meeting

- October 28, 2020

Respectfully Submitted
Robert Salanik