

Doylestown Township - Ways and Means Committee
Meeting Minutes for October 28, 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	
Mike Paulosky		Ed Ebenbach – Budget Consultant	X
Eric Cornwell		Keith Haas – Director DT Municipal Authority	X
Joe Volk	X	Several township residents	X

Ms. Bray called the meeting to order at 7:01 pm. A quorum was present, and the following matters were discussed.

1. Approval of Prior Meeting Minutes

The minutes of the September 23, 2020 meeting were approved upon a motion by Mr. Delikat and seconded by Ms. Mullin.

-A community guest representing D’Huy Engineering ask the status of the contract award for the proposed Recreation Center project management. Ms. Mason responded that the proposals are still being reviewed by the township administration and Board of Supervisors.

2. Review of 2020 Operations and 2021 Budget Meeting Information

- Mr. Wallace and Mr. Ebenbach reported that Earned Income Tax is projected to be 3.75 % lower than budgeted, however Building Permit revenue would exceed budget. Most of the other Revenues and Expenditure projections are in line with previous projections.
- Mr. Delikat requested that variances be stated in dollars instead of percentages, both for consistency and understanding.
- Mr. Ebenbach noted that Capital Expenditures and Fund Balances are not yet available, but are in the process of being completed for the publishing of the draft budget.

3. 2021 Budget Information and Discussion

- Mr. Ebenbach reviewed that latest millage estimates, indicating that his best guess was a .75 mil increase for 2021. The balance of the millage estimates for the 5-year plan are being developed and will be included in the 5-year plan of the budget document. He also reviewed the revised debt service plan and the fund balance necessary to support the debt service cash flow.
- Ms. Bray ask if there was growth built into the real estate tax projections in the 5-year plan and if the proposed Toll Brothers development on Bristol Rd was included. A growth percentage is included in the real estate tax projected revenue, but the Toll Bros. development is not included.
- The committee posed several questions regarding the operation of the DTMA (Doylestown Township Municipal Authority). These questions were raised so that the Ways and Means members had a better understanding about the component unit relationship and the accounting transactions between DTMA and the township. Mr. Haas and members of DTMA answered some of the questions and it was decided to further pursue this discussion at a meeting in 2021. Mr. Delikat requested a listing of shared employees and their salary/fringe benefit allocations reimbursed by the DTMA.

- The committee also discussed salaries and fringes and ask for a head count of employees by department and the cost associated with the Proposed additional staff member for parks and recreation in the township proposed budget.
- Ms. Mason gave an update on the sewer project and noted that the currently 10 weeks behind schedule. A question was raised regarding the cost to the residents in this area for the sewer project. The current cost estimate is \$32,000 for in street work, \$ 6,200 tap in fee, and approximately \$9,000 for the average homeowner to connect. If the Toll Bros. project is completed these residents could see a \$ 10 -12,000 reduction in their cost. The water project in the area is estimated at \$12,000 per resident if you hook up, plus any onsite plumbing that the resident needs to complete the connection to their home.

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4. Community Recreation Center Timeline

- Ms. Mason gave an update on the timing for the proposed Community Recreation Center. It is scheduled for a January 2021 feasibility study with bidding of the project in the fall of 2021.

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5. Investment of Excess Township Funds

- Ms. Herring questioned how we are investing excess township funds. Mr. Wallace explained the current rates received on investments and the vehicles available to the township for investing.

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6. Adjournment

- Upon a motion by Mr. Salanik and seconded by Mr. Delikat, the meeting was adjourned at 8:20 pm.

7. Next meeting

December 9, 2021

Respectfully Submitted

Robert Salanik