

Approved

**Doylestown Township - Ways and Means Committee
Meeting Minutes for May 27, 2015**

Meetings held 4th Wednesdays at 7PM except no meeting in November and December meeting is 2nd Wednesday

Resident Members	IN	Township Participants	IN
Lee Schwarz – Chairman	Yes	Ken Snyder - Board of Supervisors - Liaison	Yes
Ed Ebenbach – Vice Chairman	Yes	Stephanie Mason – Township Manager	
Emad Abdelnaby – Secretary		Ken Wallace – Township Finance Director	Yes
Brenda Bray	Yes	Richard John – Township Operations	Yes
Ed Denton	Yes	Rick Colello - Board of Supervisors	
		Sam Bryant – Special Projects Coordinator	

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

Agenda Items/Topics Discussed:

1. Welcome guests:

- No guests were in attendance.

2. Approval of Prior Meeting Minutes:

- No changes to prior meeting minutes were proposed. Mr. Ebenbach motioned to approve minutes as drafted and Mr. Schwarz seconded. All voted in favor of motion.

3. Roads Budget Project:

- Mr. Ebenbach and Mr. John gave an overview of a Roadway and Curbs database that was prepared by the Township Engineer in 2005. The database contains a listing of all roads in the Township, width, original cost, etc.
- Mr. John updates the database every year with work performed, roads added, etc. Only 3 new roads have been added since 2005.
- Mr. Ebenbach then review some charts he prepared based on information contained in the database. A few observations were made:
 - Looking back, road construction appears to be in clumps.
 - While Township’s current target is to renovate 3 miles per year, in light of the clumping observed in the charts, this may not be reasonable.
 - Mr. John believes that there is a bubble coming, and some roads are aging faster than others. He suggested that we should be doing more than 3 miles per year, 4-5 might be more appropriate.
 - Ms. Bray commented that it might be good to do repairs now when oil prices are low.
 - Mr. John suggested that the Township also might want to take out a loan while interests are low and then and pay off over time.

4. Police Budget Project:

- Mr. Schwarz gave an update on the Police Budget Project.
 - Traffic consumes a lot of police department time.
 - During their meeting, Chief Logan pointed out that based on established standards, the Township’s Police Force runs fairly efficiently.
 - If the Township wants to maintain the same level of services, we will need to replace the current open position and position opening later this year.
 - A study was done on Township’s police vehicles and seems like average life is 80-100k miles.
 - There are currently 9 marked cars and 5 unmarked. Car repairs are currently done in house.

5. Municipal Building Capital Project Update:

- Mr. Schwarz opened the discussion by providing an update of the 2 proposals. The ‘bare bones’ project cost is approximately \$8 million and the full project is estimated to cost around \$10 million.

- One of the staff members suggested it might be a good idea to have public tours of the Township Building this fall so that residents can get a better understanding of the current situation.

6. Earned Income Tax Project Update:

- Mr. Wallace gave an overview of the information he has pulled together since the last meeting.
 - Mr. Wallace shared that estimates Keystone Collections made for 2015 and 2016 and indicated that they did not want to project beyond 2016 due to a lack of data with the Township.
 - Mr. Wallace also spoke to the Central Bucks School District. He learned that the School District assumes a 1% growth per year in EIT (\$22 million base) vs. the Township's assumption of 1.5% per year (on \$3.7 million base).
 - Mr. Wallace also shared Census information he had gathered.

7. Cap Ex. Project Approval form:

- Mr. Snyder gave an update on his recent meeting with Ms. Mason:
 - Ms. Mason asked if there would be any guidelines, rules, etc. how the form should be used. Mr. Snyder responded that guidelines would be developed.
 - Next step is to identify a project to use as a prototype and then further refine the format.
- Mr. Wallace suggested that the proposed Park/Rec. Building might be a good project to use as a test.

8. New business:

- No new business was discussed.

9. Adjournment:

- Mr. Ebenbach motioned that the meeting be adjourned, Ms. Bray seconded. The meeting was adjourned at 9:20pm.

Respectfully submitted,

Edward Denton