

Doylestown Township - Ways and Means Committee

Meeting Minutes for April 25, 2018

Meetings held 4th Wednesdays at 7PM.

No meeting in November, December meeting is 3rd Wednesday for 2018.

Resident Members	IN	Township Participants	IN
Brenda Bray Chairman	x	Ken Snyder - Board of Supervisors - Liaison	x
Joe Delikat	x	Stephanie Mason – Township Manager	x
Bob Salanik	x	Ken Wallace – Township Finance Director	x
Colleen Mullin	x	Dave Tomko - Township Director of Operations	x
		Ed Ebenbach (Consultant to Twp.)	x

- 1) Call to Order – Brenda Bray called the meeting to order at 7:00 pm. A quorum was present and the following matters were discussed.
- 2) Approval of March 2018 minutes – Motion to approve by Bob Salanik and seconded by Joe Delikat.
- 3) Budget Updates: 2017 and 2018/New Budget Book Prototype – Ken and Ed E
 - Brief review of revenue and expense summaries
 - Recap of BOS budget work session (April 17) – no major changes to committee goals/projects. New format of budget books well received, including development of commentary that will help add dimension to the numbers.
- 4) April update/timeline on Pension Subcommittee/Pension Advisory Board
 - Bob S participated in interviews.
 - At least one, possibly two, new applicants (not already associated with a Township Committee) most likely to be appointed during next BOS meeting.
- 5) April update/timeline on selection of additional W&M Committee members
 - Interviews have been completed; two new members likely to be appointed during next BOS meeting.
- 6) P&R Building update
 - P&R Committee almost finished with needs and usage assessments – to identify what activities (and corresponding square footage and amenities) the building will need to accommodate. They are close to having a sketch plan and cost estimates completed.
 - Consideration of use of existing structure on Burke Tract (Bristol Road) that builder indicated would eventually be scrapped, if Township wanted to purchase.
 - Initial assessment is that the building will probably not fulfill needs for P&R program usage. Additionally, the disassembly, transport, storage, and rebuilding may be more costly and problematic than it is worth for long-term benefit to the Township.
 - Dave Tomko agreed to work with Township Engineer to run a ballpark estimate of what the above costs would be, so final decisions can be made.
- 7) June Budget Meeting with BOS – planning
 - Ed Ebenbach developing a method to display impacts of decisions on budget, he will share with group leading up to June planning meeting
 - 2019 new initiatives – potential for SROs to be “shared” with CBSD by townships – explore potential impact to budget as this moves ahead. No other new initiatives other than W&M projects already outlined for 2018, and inclusion of new members to group to help spread workload. Finalize topics during May W&M meeting.

8) Building Project Update

- Timeline for next borrowing – determined to be toward end of 2018 to prepare for Q1/Q2 2019.
- Stephanie and Ken Wallace will keep PFM abreast of timeline as it develops, especially as we continue to monitor interest rates.

9) Bicentennial Committee Contribution

- Bring checkbooks in May

10) Tabled items until Committee membership expands

- Benchmark employee benefits
- Five-year capital plan and project management

11) New Business - None

12) Upon motion by Joe Delikat and second from Bob Salanik, meeting adjourned at 8:15 pm.

Next Committee meeting: May 23, 2018 – 7pm

Respectfully submitted,
Colleen Mullin