

BUDGET AND FINANCE COMMITTEE REPORT – JULY 8, 2019

Members: Reinhold, Chairman, Weiler, Martin

Attendees: Reinhold, Weiler, Martin, Zimmerman, Rowe, Thompson, and Moore

The Budget & Finance Committee met on June 24, 2019 and discussed the following:

Action Items:

1. Mainspring submitted a request for \$88,405 which is the first request for the budget year 2019/2020. Once the year end has been completed, they will have a better idea of what their ending balance will be. This will determine what they will request in January 2020. The Committee will recommend approval of the funding request of \$88,405 at the July 8th voting session.

Discussion Items:

1. The Staff provided a copy of the report on McManus invoices. The Committee requested an additional report that shows the total per project. Staff added the new report to the Budget and Finance file in the Dropbox for review. Going forward staff will provide the Detail Report as well as a report totaled by project each month during the Budget & Finance monthly meeting.
2. The Staff provided an update on the PILOT program funds received so far this year. The Borough has received a total of \$4,504.93. The Committee suggested this might be something we want to include in the newspaper column. This would be a way of recognizing those who are paying a PILOT and those who are not. This year we issued 65 letters and so far have received contributions from 10 tax exempt property owners. The Borough Manager sends handwritten thank you notes to all contributors. Staff will continue to provide updates as additional funds are received.
3. The Committee received a question from a resident asking why committee meeting minutes are no longer included on the Borough Website. Agendas are included on the website and the committee reports are included in the Council Minutes which are placed on the website. The Committee has requested that Staff put the draft minutes on the website by the Friday before the work session.
4. The Staff provided the Check and ACH registers to the Committee for June to date. The Committee wanted to understand why a civic contribution to the Rec Center was just made. They thought we made all payments for civic contributions at the beginning of the year. Staff explained that the civic contributions are disbursed upon request. No further action is required.
5. A few miscellaneous items mentioned in the meeting that were not on the agenda:
 - a. The committee wanted to understand how we pay GDS. Are they paid based on a fixed contract amount or do we pay expenses too. Brent Saylor attended a meeting here at the Borough; do we have to pay for his flight and travel expenses? Also, Garrett attended the solar ribbon cutting; did we pay for him to attend? Staff takes into consideration their travel when signing a contract. Staff will provide additional information on this item at the next meeting.