

BUDGET AND FINANCE COMMITTEE REPORT – MARCH 13, 2023

Members: Zimmerman, Vice Chairman; Musser, Member; Richard, Alternate; Gerhart, Staff

Attendees: Committee: Ressler, Chairman; Zimmerman, Vice Chairman; Musser, Member; Richard, Alternate
Council: Martin
Staff: Gerhart, Harris

The Budget and Finance Committee met on February 27, 2023 at 6:54 PM at Ephrata Borough Hall, 124 South State Street.

Approval of Agenda:

Ms. Gerhart provided confirmation of the following:

1. The meeting agenda was posted on the Borough's website and at Borough Hall no later than 24 hours in advance of the time of the meeting.
2. The meeting agenda included a listing of each matter of Borough business that will be or may be the subject of deliberation or official action at the meeting.
3. There were no changes made to the meeting agenda after it was posted.
4. The meeting agenda was made available to individuals in attendance at the meeting.

Committee Vice Chair Zimmerman asked if there were any requests to add a matter of Borough business to the meeting agenda. Seeing none, Mr. Zimmerman asked for a motion to accept the meeting agenda as posted. Mr. Musser moved and Mr. Richard seconded to approve the meeting agenda as posted. The motion carried unanimously.

Action Items:

1. The Committee reviewed Resolution 2023-05 authorizing disposition of records. The Committee will recommend that Borough Council adopt the resolution at their March 13, 2023, meeting.
2. The Committee reviewed Resolution 2023-06 updating Morgan Stanley authorized account personnel. The Committee will recommend that Borough Council adopt the resolution at their March 13, 2023, meeting.
3. The Committee reviewed Resolution 2023-07 Mission Square removal of former employees. The Committee will recommend that Borough Council adopt the resolution at their March 13, 2023, meeting.
4. The Committee will recommend that Borough Council enter into the agreement with Government Management Services, LLC for the addition of public funding and financing consulting services to their current consulting agreement and authorize 2023 unbudgeted expenditures for the fees noted therein, an additional \$2,000 per month.

Discussion Items:

1. Staff informed Council that the vehicle fuel bill is anticipated to arrive within the next two weeks. At that time the usage will be reviewed to ensure that the Ephrata Rec Center has ceased using supreme fuel for their vehicles.
2. Staff informed Council that a general obligation note from 2007 for the Ephrata Performing Arts Center has been paid in full and satisfied. As such, the footnote in the Borough's financial statements

will be removed. The Committee requested receipt of official documentation from EPAC of the satisfaction. Ms. Gerhart will provide the requested documentation to the Committee in the near future.

3. Staff provided a copy of the solicitor and assistant solicitor cost summary. No further action is required.
4. Check and ACH Register was provided. Ms. Gerhart and Ms. Harris provided details on checks questioned by Ms. Martin. No further action is required.

Old Business Items:

1. Ms. Gerhart noted that the credit card fee project will proceed as discussions continue with Springbrook as we transition from the on-premise software to the cloud-based version. The credit card payments made at the customer service counter are also a cause of the delay in collecting convenience fees. She anticipates having additional information to report over the next few months.