

BUDGET AND FINANCE COMMITTEE REPORT – APRIL 10, 2023

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

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

The Budget and Finance Committee met on March 27, 2023, at 6:32 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 Chair Ressler asked if there were any requests to add a matter of Borough business to the meeting agenda. Ms. Martin requested to add the Northern Lancaster County Chamber of Commerce Anniversary Dinner as an action item. Mr. Ressler asked for a motion to accept the meeting agenda as amended. Mr. Zimmerman moved, and Mr. Musser seconded to approve the amended meeting agenda. The motion carried unanimously.

Action Items:

1. The Committee reviewed Resolution 2023-10 authorizing the revised schedule of fees and charges collected. The Committee will recommend that Borough Council adopt the resolution at their April 10, 2023 meeting.
2. The Committee reviewed a funding request from Mainspring of Ephrata of \$82,999 per the approved agreement. The Committee will recommend that Borough Council approve the disbursement at their April 10, 2023 meeting.
3. The Committee reviewed Ms. Martin's request to attend the Northern Lancaster County Chamber of Commerce Anniversary Dinner as a representative from the borough. The Committee will recommend that Borough Council authorize the payment of \$125 for Ms. Martin's attendance at the dinner in accordance with Section 703 of the PA Borough Code at their April 10, 2023 meeting.

Discussion Items:

1. Staff informed Council that the vehicle fuel bill has been reviewed and noted that the Ephrata Rec Center's usage of supreme gas has declined. Staff will continue to monitor the product type usage monthly.
2. The Committee reviewed the Free Electric Report and discussed potential ways to control these costs in the future. Ms. Harris is preparing a summary of leases detailing what utilities the Borough is responsible to provide for the Committee's review at a future meeting.

3. As discussed in a prior meeting, a general obligation note from 2007 for the Ephrata Performing Arts Center (EPAC) has been paid in full and satisfied. As such, the footnote in the Borough's financial statements will be removed. Mr. Richard requested confirmation that the UCC filing was updated. Ms. Gerhart will contact the EPAC treasurer to request this information and report back to the Committee.
4. Staff provided a copy of the solicitor and assistant solicitor cost summary. The Committee requested that the legal bills be attached for their review for future meetings.
5. Check and ACH Register was provided. Ms. Gerhart and Ms. Harris provided details on checks questioned by Mr. Zimmerman. No further action is required.

Old Business Items:

1. Ms. Gerhart noted that Springbrook has pulled test data from our system, which marks significant progress for our migration to their cloud-based software.