

BUDGET AND FINANCE COMMITTEE REPORT – MAY 10, 2021

Members: Ressler, Chairman; Weiler, Vice Chairman; Zimmerman, Member; Barr, Alternate; Thompson, Bartow, Staff

Attendees: Ressler, Chairman; Weiler, Vice Chairman; Zimmerman, Member; Council President Rowe; Council Vice President Reinhold; Martin, Council Thompson, Bartow, Staff; 1 Guest

The Budget & Finance Committee met on April 26, 2021, and discussed the following:

Action Items:

1. The Committee reviewed Resolution 2021-9 to extend the terms of the Civil Service Commission from 3 years to 6 years to be consistent with the Civil Service Regulations. The Committee will recommend that Borough Council adopt the resolution at their May 10, 2021 meeting.
2. The Committee reviewed a request from Eagle Disposal to pass through to them a \$5/ton LCSWMA rebate during the nine-week closure. The Committee will recommend that Borough Council pass the funds to Eagle to offset the hauler's costs, at their May 10, 2021 meeting.
3. The Committee reviewed Resolution 2021-10 to amend the schedule of fees and charges, which included a reduction of the yard sale fee from \$10 to \$5, and an added charge for Fault Current Study (non-dwelling) which would be assessed after the amendment to the Electric ordinance is enacted. The Committee will recommend that Borough council adopt the resolution at their May 10, 2021 meeting.
4. The Committee discussed adopting a resolution to appoint Debra M. Bartow as the Borough Treasurer and Assistant Secretary. The Committee will recommend that Borough Council adopt the resolution at their May 10, 2021 meeting.
5. The Committee discussed adopting a number of banking resolutions to add the Borough Treasurer to the Borough's accounts.

Discussion Items:

1. Ms. Bartow updated the committee on disconnection statistics as of April 26, 2021. There were 135 accounts that are subject to disconnections totaling \$107,561. Of that amount \$68,626 is for 92 units that are tenant occupied and \$38,935 is for 43 owner occupied units. The first disconnections for Group were are scheduled for May 11th. There was a total of 12 Emergency Rental Assistant Program (ERAP) applications filed as of this date, with 1 being approved and 11 pending. The ERAP flyer was just received the prior week from Social Services and was included with the second notice. The committee discussed if adequate timing exists for impacted parties to apply and present application receipts to the Borough, and directed the staff to inquire further. The committee would consider an additional extension if warranted.
2. Ms. Bartow discussed that it would be timing for a Request for Proposal for audit services; however, recommended that given the transition of the finance staff, this be delayed into next year. The committee was in agreement. No further action is required.
3. Staff provided the First Quarter 2021 Budget Review. No further action is required

4. Staff provided a work log provided by the finance consultant. The committee requested that work completed in the reporting period, and new projects be more clearly differentiated.
5. Staff provided two reports on the solicitor's invoices. The first was a summary page and the second report is the detailed invoice. No further action is required.
6. Staff provided the Check and ACH registers to the Committee for April to date. No further action is required.

Old Business Items:

1. Mr. Thompson gave an update on the anticipated timeline for American Rescue Plan funds, and had some discussion regarding the lack of current guidance for how funds could be utilized by authorities given that water and sewer infrastructure projects are highlighted for potential use of funds in the Plan.
2. Staff reported that all leaseholds have resumed payments of rent to the Borough, therefore the rental abatement can be removed the old business item list.