

A regular meeting of the **FINANCE COMMITTEE** was held tonight, Ex-Officio Member and Board President Morton J. Simon, Jr. presiding. Members present were Commissioners Brockington, Pransky, Rappoport and Sharkey.

Staff members present were Township Manager, Bryan Havir, Director of Fiscal Affairs, Bruce Rangnow, and Assistant Township Manager Alyson Elliott. A public Attendance List is attached.

Mr. Simon called the meeting of the Finance Committee to order at 8.45 p.m.

1. Upon motion of Mr. Simon, the Committee unanimously accepted the Executive Financial Summary Report and the Five-Year Analysis for the period ending August 31, 2016.

2. Mr. Havir made a presentation outlining the work completed to date with respect to the preparation of the proposed FY 2017 General Operating Budget for presentation at the Budget Workshop on Wednesday, October 6, 2016. It was noted in that the proposed budget expenditures for 2017 are currently directly in line with the Committee's request and do not exceed last year's budgeted expenditures, although no employee salary increases have yet been factored into the 2017 proposed budget expenditures due to the fact that none of the three (3) full time employee bargaining groups have yet to meet with the Township to discuss their various contract and wage terms.

Mr. Sharkey noted that at last year's budget workshop the meeting went extremely long into the evening and suggested that a time deadline be set for this year's meeting with a few follow-up dates and times selected in advance and set aside if issues are still outstanding and need to be worked on from now until the budget workshop on October 6, 2016. It was noted that a second date was already listed on the calendar for October 26, 2016 at 4 pm for the Capital Budget. Mr. Havir will circulate a possible third date for another meeting.

3. Mr. Havir presented a recommendation for entering into a Professional Service Contract with Keystone Alliance Consulting, Inc. for providing Sewer System Billing Assistance to the Township at a cost not to exceed \$15,000.00. Ms. Rappoport requested to know if the past billing service assistance provided to the Township had produced accurate financial results as compared to the Township's recent sewer revenue budgets, and if the billing problems first encountered when the new billing processes were implemented had all been successfully resolved. David Busch, Principal for Keystone Alliance Consulting, Inc., provided comments in favorable support of his successful past services to the Township with respect to these matters.

Recommendation to the Board of Commissioners: Upon motion of Mr. Simon the Finance Committee unanimously agreed to recommend to the Board of Commissioners the awarding of a Professional Service Contract to Keystone Alliance Consulting, Inc. for Sewer System Billing Assistance in an amount not to exceed \$15,000.00.

4. Old Business – Mr. Pransky requested that the Committee be updated on the status of the licensing of all general contractors engaged in commercial construction projects within the Township. Mr. Fred Milbert, 625 Elkins Ave also expressed a similar interest in having assurance from the Township that all general contractors are being properly licensed and

that all appropriate business privilege taxes on commercial construction related projects are being collected.

Mr. Rangnow noted that MuniServices, Inc. had only recently began their licensing discovery services and collection efforts on behalf of the Township which to date were estimated to total approximately \$20,000, but that there was no means at this meeting to define what types of businesses were represented in those newly licensed businesses. Mr. Burns, Mr. Sekawungu and Mr. Rangnow were charged with providing the Committee with a status update on the licensing of all general contractors at the next Finance Committee Meeting.

5. **New Business:** None.

6. **Citizen Forum:** None.

There being no further business, upon motion of Mr. Simon, the Committee unanimously agreed to adjourn the meeting at 9:00 p.m.



Bryan T. Havar
Township Manager

Per: Bruce Rangnow
Director of Fiscal Affairs

