

Borough of Bryn Athyn
Finance Committee
Meeting Minutes

October 20, 2015
6:00pm

In attendance: Duane Hyatt, Chair
Glenn Gurney
Jeff Elsing
Chris Carter
Vikki Trost

Follow Up Previous Meeting

August 18, 2015 Minutes approved.

GENERAL FUND

Procurement Card – Vikki distributed the revised Resolution and card use procedures. Rex Herder will review the final resolution document. Duane Hyatt will report at the October meeting and recommend that Council adopt the resolution approving the application to PLGIT for Procurement Cards to be issued to Vikki Trost and Reid Heinrichs.

Fee Schedule – The committee reviewed the adjustments made last month to the proposed 2015 Fee Schedule. Duane Hyatt will present to Council at the October meeting recommending adoption of the fee schedule.

Police Department Conversion – The committee continued the discussion of the proposed Budget Savings Plan submitted by Cpl. Steven Gray. The committee agreed that when Ray Doman retires in April 2016, he will be replaced by 2 part-time police officers. Two officers have been recommended for part-time positions: Frank Jaworski, currently an officer in Jenkintown Borough and Ken Johnson, currently an officer in Upper Moreland Township. The committee discussed having Frank Jaworski and Briggs Odhner replace Ray Doman. It was noted that Ray has over 60 vacation/Kelly days due and will likely still receive paychecks after he retires to use up the time.

The committee agreed that with Ray Doman leaving, it will be easier to transition to the new full-time/part-time plan. Full-time hiring will be needed when Manolito Lawsin leaves and when Chief Coffin retires. Jeff Elsing noted that the police officers have been assured that the new plan will not affect their full-time employment with the Borough.

Jeff Elsing has received several names for the Chief position when Glenn Coffin leaves. The committee will need to decide what salary will be offered to a new chief. It is difficult to plan since Glenn Coffin has not given a date for his retirement. It was also noted that Chief Coffin does not support the new plan for 4 full-time and 4 part-time officers. An interview committee will be formed to interview the new chief. Steve Gray and Manolito Lawsin are interested in interviewing for the Chief position. It was noted that the Chief position is not a civil service position. A separate employment contract will be required for this position although Chief Coffin does not have an employment contract.

The committee was not able to address all agenda items at this meeting.

For the next meeting:

1. Vikki will include in the budget report an easier review of the departments in the budget, showing percentages of the whole budgets.
2. Vikki will have Rex review the P-Card resolution
3. Jeff and Duane will work on a police department budget spreadsheet.

Next meeting date: **Tuesday, October 20, 2015** at 6:00pm in Borough Hall.