

Borough of Bryn Athyn
Finance Committee
Meeting Minutes

September 15, 2020
6:00pm

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

The meeting was called to order by Chairman Duane Hyatt at 6:00pm.

Minutes

The Committee approved the August 18, 2020 meeting minutes.

2021 BUDGET

The Committee reviewed the schedule for the 2021 budget preparation. Presentations by departments will be scheduled for the October 20 meeting.

Mr. Gurney reported that the new sewer billing calculation will be used for the January 2021 bills.

Mr. Hyatt reported that Cairnwood is unable to commit to their usual \$10,000 annual contribution due to economic issues resulting from the pandemic.

NEW ITEMS

Invoicing/Bills

Glenn Gurney raised some questions concerning the accounts payable procedures. Vikki Trost will draw up the bill paying procedures which will be included in these minutes.

Police Chief Longevity

Jeff Elsing recommended that Chief Gray receive a lump sum longevity payment in the same way that officers are paid in January every year. It was customary for the Chief to receive

the longevity pay as part of the weekly paycheck. The members of the Committee had no objection to paying the Chief's longevity as a lump sum in January.

OLD ITEMS

Ordinance Codification

Vikki Trost reported that two estimates have been received for codification of the Borough's ordinances. The estimates are very close: \$12,000 and \$13,000. Vikki is waiting for an estimate from General Code.

Municipal Building Lease

Duane Hyatt noted that the Academy has been working with the Fire Company regarding the building lease. The lease automatically extends for five years. Duane will contact Ken Schauder to keep the conversation open.

Due General Reconciliation

Chris Carter reminded the Committee that it needs to review the debt owed by Sewer Fund to General Fund.

The meeting was adjourned at 6:51pm.

For the next meeting:

- 1. Vikki will set up the Budget Presentations for October 20.***
- 2. Vikki will get another estimate for ordinance codification***
- 3. Duane will contact Ken Schauder regarding the Municipal Building Lease***
- 4. Vikki will review the Due to General Account***
- 5. Vikki will send a reminder to the committee regarding the next meeting on the Friday prior to the meeting.***

Next meeting date: October 20, 2020 at 6:00pm in Borough Hall.