

Borough of Bryn Athyn
Finance Committee
Meeting Minutes

November 15, 2018
6:00pm

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

The meeting was called to order by Chairman Duane Hyatt at 6:02pm.

Previous Meeting Minutes

The October 30, 2018 meeting minutes were approved and accepted.

2019 BUDGET

GENERAL FUND BUDGET

Chairman Duane Hyatt confirmed that the recommended adjustments were made to Draft #2 as approved at the last meeting.

The Committee agreed that the 2019 General Fund Budget \$1,635,244 (Draft #3A) was ready to go to Borough Council for approval.

On a motion by Chris Carter, seconded by Jeff Elsing, the Finance Committee voted to recommend the \$1,635,244 General Fund Budget for 2019 which includes a 1.5% Real Estate Tax increase.

SEWER FUND BUDGET

The Committee reviewed Draft #3 submitted by Reid Heinrichs which included a 5% usage rate increase. This draft was approved by the Sewer Committee at their meeting on November 14, 2018. Chairman Hyatt questioned whether Reid used the new billing model to develop the 2019 revenue from users. Mr. Hyatt requested to see the spreadsheet showing the rate calculation tomorrow. Vikki sent a text to Reid Heinrichs requesting that

he forward the spreadsheet by November 16. The Finance Committee agreed that it needs to understand how the rates are calculated.

After a short discussion, the Committee voted to recommend the Sewer Budget for 2019 (Draft #3) with a 5% rate increase to Borough Council at the December 3, 2018 meeting, subject to review of Reid Heinrich's allocation spreadsheet.

The Committee will meet after Thanksgiving to review the billing spreadsheet.

PORTNOFF COLLECTIONS

Vikki Trost reported that Portnoff has forwarded all payments from the three delinquent accounts and that she will be sending pre-collection letters to the same three accounts for collection again as none made any payment over the last 4 quarters.

2019 MEETING SCHEDULE

Vikki distributed the proposed meeting schedule for 2019.

BUDGET ADVERTISEMENT

Vikki will schedule the required legal advertisement for public inspection of the proposed 2019 budgets.

NEW ITEMS

It was noted that the Committee still needs to review and make a decision on the Sewer Fund debt owed to the General Fund (\$150,000+).

The Academy contributions have been short the past few years. A letter will be sent to Dan Allen and Tina Bartels concerning the reduction in contributions.

The Committee discussed using more recent actual meter readings for billing.

The meeting was adjourned at 6:45pm.

For the next meeting:

- 1. Reid Heinrichs will provide a spreadsheet to show calculations for billing.***
- 2. Vikki will send letters to ANC regarding reduced contribution years.***
- 3. Vikki will send a reminder to the committee regarding the next meeting on the Friday prior to the meeting.***

Next meeting date: December 18, 2018 at 6:00pm in Borough Hall.