

Finance Committee

August 18, 2008

6:00 PM

Chairperson: Mark Helbling

Council Chambers

Minutes

In Attendance:

Mark Helbling, Chairperson
Dave Gillingham Member

Linda Woshner, Member
Connie Flasher, DAS

Paul Cusick is excused.

Mark Helbling called the Committee meeting to order at 7:45 p.m.

Citizen Comments:

- ❖ Nothing at this time.

Citizen Communications:

- ❖ Nothing at this time.

Treasurer's Report:

- ❖ The DAS presented to the Committee the Treasurer's reports.
- ❖ Mrs. Woshner questioned if the TAN can be paid back at this time rather than at the end of the year.
 - The DAS stated it must be paid back at the end of the year.
- ❖ Mrs. Woshner requested for the 2009 proposed budget to separate the revenue to show what was collected by each line item.
 - The DAS stated she is compiling the budget so that it will reflect the separate revenues as Mrs. Woshner requested.
 - The DAS explained how the budget will show the revenue and expenditures so there will be a balanced budget.
 - She further explained that any overages of revenue will be placed into the Capital Improvements fund so a long term three year savings will be there for Capital Improvements projects.

DAS report to the Committee on financial related matters, activities, and events:

- ❖ The DAS explained to the Committee that Specified Systems, Inc. is requesting payment for the first phase of the windows replacement.
 - She further explained that 10% is being withheld of the total bid amount to be paid once some final things are completed.
- ❖ The DAS presented to the Committee information on becoming a member of the Alliance of Municipalities.
 - She stated since the Borough is a member of PSAB the membership would only be \$300.00 a year for the alliance.
 - She further explained how the Borough would benefit by being apart of this. She further explained that the Borough would get policies, procedures, legal advice at a discount rate.
 - The Committee made a motion to approve the DAS to register the Borough to become a member of the Alliance of Municipalities at a cost of \$300.00 a year.

- ❖ The DAS explained to the Committee she will be contacting Duquesne Light to see if they are able to prepare a cost estimate to rewire Lincoln Avenue for the Christmas lights.
 - Mr. Helbling suggested the DAS send letters out to the local businesses to see if they are able to contribute to the installation of the Christmas light wiring.
 - There was discussion about what the businesses recognition would be if they chose to help contribute.
 - The DAS stated she will send this letter.
 - Mrs. Woshner questioned if the wiring on Lincoln Avenue can be also be placed on the grant wish list for Senator Fontana's office
 - There was discussion by the Committee about how to receive alternative funding for the payment of the wiring for the Christmas lights.
 - Mr. Helbling requested for the letters to be sent as soon as possible and then the Committee will work on what type of recognition the business will get for their contribution.
- ❖ The DAS presented to the Committee the 2007 annual audit that was completed by Hosack, Specht, Muetzel & Wood LLP.
- ❖ The DAS explained to the Committee how she believes due to the audits becoming increasingly more complicated and it may be beneficial for the Borough to use a CPA firm to complete all of them rather than the elected auditors.
 - She further explained it is imperative this audit is completed correctly since all the loans, grants and the liquid fuels money are based upon this audit.
 - Mrs. Woshner stated she was concerned because Hosack, Specht, Muetzel & Wood LLP are more expensive than using the elected auditors.
 - The Committee requested the DAS to get proposals from the various public accountants to see what their costs would be for both the audits.
- ❖ The DAS presented to the Committee a memo explaining that the water was unable to be terminated for 37 Greenough and what other type of legal avenues the Borough can continue in order to collect the outstanding fees due from the property owners.
 - She explained the water was unable to be terminated due to a locked fence prohibiting West View Water to enter. She further explained the Borough is unable to gain access without the owner's consent.
 - There was discussion by the Committee about how the Borough could Sheriff Sell the property to collect all delinquencies.
 - Mr. Helbling requested for the Borough notify the owners of 37 Greenough that there property is going to be Sheriff Sold if they do not make their agreement current.
 - The Committee stated they will contact them via phone to warn them that their property will be Sherriff Sold.

Other Agenda Items:

- ❖ The DAS explained further to the Committee how she will be organizing and presenting the budget.
- ❖ Mrs. Woshner questioned what the status of the census records are.
 - The DAS stated she is working on how to help facilitate keeping the records up to date and the information valid.
- ❖ Mrs. Woshner requested updates on the Zoning Hearing for Classic Chevrolet.
 - The DAS stated the owner withdrew his variance hearing request for various reasons.
- ❖ Mrs. Woshner presented to the DAS informational paperwork that she would like to have copied and dispersed amongst the other Council Members.

- ❖ There was discussion by the Committee about possibly having additional parades next year.
- ❖ There was discussion by the Committee about improvements that can be made to Memorial Park.
- ❖ There was discussion by the Committee about purchasing playground equipment
- ❖ Mr. Helbling explained to the Committee how the Farmers Market will be organized and that he is planning on collecting \$10.00 for the Mercantile Tax.
 - He stated they will be discussing whether this amount is sufficient at the next Committee meeting.

New Business:


- ❖ Nothing at this time.

Citizen Comments:

- ❖ Nothing at this time.

The meeting was adjourned at 8:30 p.m.

Respectfully Submitted



Connie Flasher
Secretary

There are no motions to be made.