

Finance Committee

January 21, 2008

7:30 PM

Chairperson: Mark Helbling

Council Chambers

Minutes

In Attendance:

Linda Woshner, Member
Dave Gillingham, Member

Paul Cusick, Treasurer

Mark Helbling, Chairperson was absent. Jennifer Fleming, Acting DAS was excused.
Linda Woshner called the Committee meeting to order at 7:50 p.m.

Citizen Comments:

- ❖ There are no citizens present.

Citizen Communications:

- ❖ Mrs. Woshner read to the Committee a sewage complaint that the Committee received from Bill and Mamie Moore from 99 S. Fremont Avenue.
 - There was discussion by the Committee.
 - Mrs. Woshner stated that she feels that they would have to review the information that was submitted to them and then make a determination at the February Finance Committee meeting.

Treasurer's Report:

- ❖ The Treasurer reviewed his cash flow and bond reports.
- ❖ The Treasurer explained to the new members of the Committee how the sewage surcharge works and how it is to pay back the bond that was taken out for the sewage repairs.
 - The Treasurer stated that once the repairs are completed the surcharge will most likely be reduced.
- ❖ The Treasurer explained that Financial Clerk handles all of the disbursements and maintaining the accounts and that she should be providing the monthly budget reports to the Committee members.
- ❖ Mr. Gillingham asked if the Treasurer had seen the books for the Fire Department.
 - The Treasurer stated that he has not seen the books but he has seen the state reports.
- ❖ There was discussion about the reasons why Bellevue and Avalon have not merged their Fire Departments.
 - There was further discussion about the reasons of why the Borough has not been able to merge various services such as the Police, Fire and Department of Public Works departments with other municipalities.
 - There was further discussion about merging services with other northern boroughs.
- ❖ There was discussion about what the various funds are allowed to be spent on.
- ❖ There was discussion about the left over bricks that the Department of Public Works is storing at Memorial Park.
 - Mr. Gillingham suggested for the Borough to look at selling those bricks to residents.
 - There was discussion by the Committee about what those bricks are used for.
- ❖ Mrs. Woshner stated that in the past there was an audit recommendation to use the correct audit balances as a beginning balance.
 - He stated that when the new Director of Administrative Services (DAS) comes into the office all of the accounting information should reflect the correct audit balances.

- ❖ He also suggested that an audit should be completed shortly after the new DAS comes into so that she can start with a new slate.
- ❖ Mr. Gillingham questioned whether the Fire Vehicle fund was taken out of the budget.
 - The Treasurer stated that he believes that it was taken out of the new budget.
 - Mrs. Woshner stated that in the audit it was reflected that the garbage revenue was overstated. She questioned what the actual amount collected was.
 - The Treasurer stated that he does not have that information at that time.
 - He stated that this comes from the Accounting Clerk and the Administrative Clerk and that the reports were not able to be given due to computer issues.
 - He stated that he would like this audit to be as close as possible.

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

Other Agenda Items:

- ❖ Mrs. Woshner notated that the Acting Director of Administrative Services had requested to place the 511 wage taxes out for bid.
 - Mrs. Woshner stated that Council had directed to place these taxes collection out for bid to see if the Borough can get a better rate.
 - Mrs. Woshner stated that her concern is that the School District is using the P.A.M.S. and the residents would have to file two returns.
 - She stated that P.A.M.S. has negotiated a lower rate with the School district and believes that he will do so also for the Borough.
 - She stated that they have no choice so about putting the 511 taxes out for bid so therefore directed for Mrs. Fleming to send the Request for Proposals out.
- ❖ Mrs. Woshner stated that taking action regarding placing the auditing services for bid should be done in the summer rather than at this point for the audit on the 2007 year.
 - Mr. Gillingham questioned how much money would the Borough be saving if the auditing services would be changed.
 - Mrs. Woshner stated that they were charging us approximately \$13,000 but they were doing a significant amount of bookkeeping.
 - She stated that they would be charging the Borough at least \$10,000 but she feels that it is too late to put it out for bid at this point for this year and to put this out in the summer for the 2008 audit.
 - There was discussion by the Committee.
 - The Committee established that they would like to investigate using another auditing firm for the upcoming year and to prepare the proposals in the summer of 2008.
- ❖ The Committee reviewed the information that was submitted by the Administrative Office about a liened tax issue for the property located at 65-67 N. Bryant Avenue.
 - There was discussion by the Committee about the liability of the Borough since the Municipal Lien letter reflected that all taxes were paid.
 - The Committee established that they would like to have Mrs. Fleming review the information and find out whether or not the lien in question should have been reflected during a title search.
- ❖ Mrs. Woshner notated to the Committee that the Mayor Doscher would like to attend two conferences at a cost of \$50.00 and \$60.00.
 - There was discussion by the Committee.
 - The Committee established to allow Mayor Doscher to attend two conferences at a cost of \$50.00 and \$60.00 once the budget passes.

- ❖ Mrs. Woshner read the information that was provided to them about making a determination of the cost of the Recycling stickers that were purchased.
 - There was discussion by the Committee.
 - The Committee stated that they would like to charge either \$1.50 or \$2.00 for the recycling stickers.
 - The Committee stated that they would make a recommendation to Council to charge either \$1.50 or \$2.00 for the stickers but it is up to Council.
 - There was discussion by the Committee about the advertisement of the garbage delinquency list.
 - There was discussion by the Committee about the need to advertise the garbage delinquency list.
 - The Committee established that they would approve the advertisement of the garbage delinquency list once funds are available.
- ❖ Mrs. Woshner explained to the Committee that Cheryl Saltzman owns properties on Glaser Avenue.
 - She stated that she believes that no taxes have ever been paid for this property and that the Borough may want to exonerate those owed taxes so that the Northgate School District can acquire the land without those liens.
 - There was discussion by the Committee.
 - Mrs. Woshner stated that if this is holding up the Glaser Avenue project then to go ahead with it.
 - The Committee established that if the School District maintains the property then they have no problem with exonerating the taxes to help them acquire ownership of that property.

New Business:


- ❖ Mrs. Woshner stated that Mrs. Blaney-Stewart gave information about Bidnet.com which is a website that is a regional purchasing agency
 - She stated that there is no cost to use this service for governments.
 - Mrs. Woshner stated that she would like the Borough to look into using this service.
 - Mrs. Woshner stated that she would like the Mrs. Fleming to look into this if she has not already been done so.
- ❖ Mrs. Woshner explained about a lawsuit that was filed against West View water for the repairing of streets when there is a water main break.
 - Mrs. Woshner read the information that was provided to her about PennDOT being awarded the lawsuit.
 - She stated that local municipalities can file a claim to be reimbursed for costs that they have accrued due road repairs from a water main break.
- ❖ Mr. Gillingham stated that he does mapping for GIS so if the Borough has a mapping issue he would be able to assist at no cost.

Citizen Comments:

- ❖ Nothing at this time.

The meeting was adjourned at 8:50 p.m.

Respectfully Submitted


Jennifer Fleming
Acting Secretary

Motions to be made:

- 1. Motion to exonerate the taxes that are owed on the Saltzman property as long as Northgate School District maintains the property.**