

**BOROUGH OF CARROLL VALLEY  
JOINT MEETING/BUDGET WORKSHOP  
Of BOROUGH COUNCIL and FINANCE COMMITTEE  
TUESDAY, OCTOBER 16, 2018 – 7:00 P.M.  
BOROUGH OFFICE**

**MINUTES**

Council President Sarah Skoczen called the meeting to order at 7:00 P.M. The attendance was as follows:

**BOROUGH COUNCIL MEMBERS**

**Present**

Sarah Skoczen, President  
David Lillard  
Bruce Carr  
Beth Cool

**Absent**

Richard Mathews  
Robert Verderaime  
Jared Huster

**FINANCE COMMITTEE MEMBERS**

**Present**

Frank Buhrman

**Absent**

Thomas Fitzsimmons

**BOROUGH OFFICIALS, ETC.**

Ronald J. Harris, Mayor  
David A. Hazlett, Borough Manager  
Gayle Marthers, Borough Secretary  
Richard L. Hileman, Police Chief

**2019 BUDGET WORKSHOP**

Mrs. Skoczen suggested that the members start on page 1 and if anyone has any questions to please bring them to the attention of the group. Following lengthy discussion, the following changes were proposed:

- On page ii; asked that the pie chart and the bar chart use the same colors to represent the taxes being described.
- On page iii; asked that the bar chart include all of the accounts listed in the summary.
- Ranch Field Maintenance – Increase of \$2,500.00 Account #: 01-454-373 \$5,075.00

Mr. Lillard questioned the amount of money that is allocated in the Continuing Education line item. He expressed that education is very important. David Hazlett stated that if an opportunity for employee enrichment becomes available; there will be funding.

Discussion ensued regarding salaries. A question regarding the 2017 salary study provided by Chief Hileman prompted additional discussion that led to the following recommendations:

- Positions of Skilled Laborer, Light Equipment Operator and Parks Maintenance were each given an additional \$1,000.00 increase in the proposed adjustment.
- Position of Corporal was given an annual adjustment in accordance with the annual “step” outlined in the Chief’s salary guideline of \$193.00.
- Position of Patrolman (3<sup>rd</sup> year) was given an annual adjustment in accordance with the annual “step” outlined in the Chief’s salary guideline of \$2,564.00.
- Position of Corporal (1<sup>st</sup> year) was given an annual adjustment in accordance with the annual “step” outlined in the Chief’s salary guideline of \$1,496.00.

Borough Staff was asked to amend the budget document prior to the November Council meeting. Mr. Lillard requested that in the future; all departments be reviewed equally in order to fairly compensate all Borough employees

Following discussion regarding the Ranch Trail sports fields, Mr. Hazlett was asked to prepare a letter to the AYSO Soccer organization requesting that they prepare to reimburse the Borough half of the expenses to repair the field and for all future maintenance of the fields.

Mr. Hazlett recommended that the Budget Workshop scheduled for Tuesday, October 23, 2018 be cancelled. Following brief discussion:

\*\*\* D. Lillard moved, B. Carr seconded, that the budget workshop meeting scheduled for October 23, 2018 be cancelled. Motion carried unanimously.

### **ADJOURNMENT**

The meeting was adjourned at 8:46 P.M.

### **ATTENDANCE REGISTER**

The Attendance Register is attached, numbered Page 3 and made a part of the Official Minutes.

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Gayle R. Marthers, Borough Secretary