

**BOROUGH OF CARROLL VALLEY
FINANCE COMMITTEE
REGULAR MEETING
MONDAY, OCTOBER 13, 2014 – 7:00 P.M.
BOROUGH OFFICE**

MINUTES

Chairman Ronald Harris, Mayor called the meeting to order at 7:00 P.M.

The attendance was as follows:

FINANCE COMMITTEE MEMBERS

Present

Ronald J. Harris, Mayor
Beth Cool
Janis Ashman
Thomas Fitzsimmons

Absent

Frank Buhrman

BOROUGH OFFICIALS, ETC.

David A. Hazlett, Borough Manager
Gayle R. Marthers, Borough Secretary
Richard L. Hileman, II, Police Chief

OPEN TO THE PUBLIC

No One Attended

CONSIDERATION OF THE MINUTES OF THE JULY 14, 2014 REGULAR FINANCE COMMITTEE MEETING

*** B. Cool moved, T. Fitzsimmons seconded, that the Committee accept the minutes of the Regular Finance Committee Meeting of July 14, 2014 as submitted. Motion passed unanimously.

OLD BUSINESS

There was none.

NEW BUSINESS

2014 3rd Qtr. Financial Report Review. After brief discussion, Members accepted the report by consensus.

FY2015 Budget – 1st Draft. Mayor Harris thanks Mr. Hazlett for his and the staff's work on the Budget; then asked him to introduce the document. Mr. Hazlett briefly discussed his Manager's Message and the supporting data. Members discussed the Budget line-by-line with the following recommendations:

- Expenses listed in line 01.401.330 was re-allocated to 01.400.330 by staff however managerial cuts to balance the budget eliminated this allocation
 - Mayor Harris asked that the allocation for this (Community Media Video Taping of Meetings) be re-instated to allow for 12 monthly tapings.
- Review of Memorandum submitted by Chief Hileman regarding the resignation of Dustin Miller and the impending need for a replacement officer yielded recommended changes of:
 - 01.410.132 from \$47,122 to \$45,319 (for 2nd year Patrolman Groft)
 - 01.410.133 from \$41,697 to \$43,500 (for Probationary 1st year Patrolman)These changes would yield no bottom line change for the department.
- Expenses in account # 01.410.134 were reduced by \$1000 as it is a "pass-through" account offsetting account # 01.362.101 which was budgeted at \$4000.
- Requested additional \$1000 in account #01.410.181 due to not having part-time staff to cover holidays.
- Personnel Recommendation were discussed and approval of additional increase for Secretarial Assistant to Borough Secretary was approved; however, Members strongly recommended that the manager reconsider his refusal of the COLA increase and make required adjustment.

- Adjustments were proposed to the all accounts associated with the major medical coverage as the company provided information after the Budget was printed that showed an increase of just under 7% whereas the estimate used for budgetary purposes was 9%.

The recommended changes will be incorporated into the document presented to Council for their review. Additional questions, comments or adjustments will be discussed at the joint budget meeting on Tuesday, October 21, 2014.

OPEN TO THE PUBLIC

No one attended.

ADJOURNMENT

***B. Cool moved; J. Ashman seconded to adjourn the meeting at 7:30 PM. Motion carried unanimously.

Gayle R. Marthers, Borough Secretary