

**BOROUGH OF CARROLL VALLEY
FINANCE COMMITTEE
REGULAR MEETING
MONDAY, MARCH 26, 2018 – 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
Thomas Fitzsimmons
Beth Cool
Sarah Skoczen
Frank Buhrman

Absent

BOROUGH OFFICIALS, ETC.

David A. Hazlett, Borough Manager
Gayle R. Marthers, Borough Secretary

Chief Richard L. Hileman, II

OPEN TO THE PUBLIC

No One Addressed Members at this Time.

CONSIDERATION OF THE MINUTES OF THE OCTOBER 2, 2017 REGULAR FINANCE COMMITTEE MEETING

*** B. Cool moved, T. Fitzsimmons seconded, that the Committee accept the minutes of the Regular Finance Committee Meeting of October 2, 2017 as submitted. Motion passed unanimously.

OLD BUSINESS

There was none.

NEW BUSINESS

2017 End of Year Financial Report Review. Members reviewed the 4th Quarter report and accepted it by consensus as submitted. shared that the carryover was \$273,530 and commended the department leaders for their diligence to following budgetary restrictions.

Mr. Fitzsimmons asked when the job descriptions would be finished and put into daily use. He expressed concern that they were taking more time than anticipated. Mr. Hazlett and Chief Hileman both stated that their respective documents were in final review.

2018 1st Quarter Review:

Members requested information regarding the mortgage held on the new municipal building. The budget does not reflect principal payments in 2018; this may be an input error; Borough Staff will review the amortization schedule and prepare any required corrections for approval.

The report was accepted by consensus without further discussion.

OPEN TO THE PUBLIC

No one addressed Members at this time.

ADJOURNMENT

*** T. Fitzsimmons moved; S. Skoczen seconded to adjourn the meeting at 7:25 PM. Motion carried unanimously.