

**BOROUGH OF CARROLL VALLEY
FINANCE COMMITTEE
REGULAR MEETING
MONDAY, JULY 11, 2011 – 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

William Reinke

Ray Rabenold

Absent

Jason Shay

BOROUGH OFFICIALS, ETC.

David A. Hazlett, Borough Manager

Gayle R. Marthers, Recording Secretary

Richard L. Hileman, Police Chief

OPEN TO THE PUBLIC

No One Addressed the Committee at this Time

CONSIDERATION OF THE MINUTES OF THE APRIL 11, 2011 REGULAR FINANCE COMMITTEE MEETING

*** W. Reinke moved, B. Cool seconded, that the Committee accept the minutes of the Regular Finance Committee Meeting of April 11, 2011 as presented. Motion carried unanimously.

OLD BUSINESS

Mayor Harris provided a brief update regarding the Adams County Tax Collection Committee. The ACTCC chose to remain a separate entity from the York County Tax Collection Committee and has begun the process of drafting By-Laws and an agreement with the Collection Bureau. Members asked to be kept informed as the process continues.

NEW BUSINESS

2011 – Second Quarter Financial Report Review. Members reviewed the report and Mr. Hazlett provided a detailed explanation for several accounts of concern. He stated that the overall deficit of approximately \$88,000 may be able to be managed by spending cuts and he has already issued a cease spending order to all departments. Following lengthy discussion, members agreed to discuss the next agenda topic.

Appropriation Requests. Mr. Hazlett reported that the Borough's request for Federal and State Emergency funds to help with the repairs following the flooding of April 16, 2011 has been denied. He further reported the following:

- Creekview Trail remains closed – Mr. Hazlett's recommendation is to have Borough Municipal Employees clean up the area and return the surface to stone. This will allow the roadway to open and when funding allows; the roadway can be resurfaced.
- Cardinal Trail remains closed – Mr. Hazlett reported that the initial engineer's estimate was \$40,000 - \$50,000 to repair; however, his recommendation is that the Borough ask for the engineer to re-evaluate for alternatives.

Chief Hileman presented his request for funding of \$12,500 for the Borough's part-time police officer. Chief explained that the funding was cut during the budget talks last year and further that he was told to come back to the Council at mid-year for evaluation. He reported that he had taken the request to Borough council in June

2011 and Mayor Harris and Mr. Reinke confirmed that Council had directed the Finance Committee to determine where the money could come from to fund the officer position.

Lengthy discussion of the committee resulted in the following issues being discussed:

- Failure to keep reserve carry-over funds equal to 3-months payroll and essential bills could result in the need for a tax-anticipation loan.
- Revenue shortfalls, flood expenditures and increases in fuel costs have produced an estimated budget shortfall of approximately \$88,000. Funding the part-time police officer will increase this deficit to \$100,000.
- Mr. Hazlett reported that he has sent a directive that all non-essential spending is to cease. All expenditures must be approved by him.

Mr. Reinke will provide the Finance Committee report to the Council at the July 12, 2011 meeting.

2012 Budget Calendar. Mr. Hazlett provided a copy of the 2012 Budget Calendar to Members and stated that the process will begin by the end of the month. Members agreed by consensus that the first joint meeting of the Finance with Council should be scheduled for Tuesday, October 18, 2011. Advertisement will be made in accordance with Borough Code.

OPEN TO THE PUBLIC

No one addressed the Committee at this time.

ADJOURNMENT

The meeting adjourned at 8:40 PM by consensus.

Gayle R. Marthers, Recording Secretary