

Borough of Columbia

Finance Committee Meeting Minutes

Monday, July 25, 2016

Note: Minutes developed from notes taken and recollection of meeting comments.

Meeting called to order by Chairman Kelly Murphy at 6:00 pm.

Committee Members Present:

Kelly Murphy (Chair), Cleon Berntheizel (Vice Chair), John Novak

Borough Officials/Staff Present:

Borough Manager Greg Sahd, Councilors Pam Williams and Fran FitzGerald, Mayor Leo Lutz

Citizens Present:

Sharon Lintner, Rebecca Murphy

Citizens Comments:

None.

Minutes Approval:

Berntheizel moved to approve the June 27, 2016 Finance Committee meeting minutes as presented, Murphy second, approved unanimously.

June 2016 Finance Report:

Treasurer's Report was presented for review with no comments of note provided by any in attendance. Budget Performance Reports (General Fund, Capital Fund, Liquid Fuels Fund, Wastewater Fund, and Municipal Fund) were presented for review; specific items were questioned and explanations were provided by staff. Check Register was presented for review; specific items were questioned and explanations were provided by staff. Escrow Information, Open Invoices, Cash Flow Chart, and Monthly Revenues/Expenses were presented as information only for review with no comments of note provided by any in attendance. Permit Lists (shared with Lancaster County and Columbia School District) updated for June 2016 were provided as information only for review of permits issued for work performed on properties which could affect the assessed value; no comments of note were provided by any in attendance. Berntheizel moved to forward to Council to approve articles of dissolution of the Borough of Columbia Municipal Authority's corporate charter with the Commonwealth of Pennsylvania, Murphy second, approved unanimously. The exact language of this motion is subject and pursuant to the solicitor's language for the appropriate wording of this motion. **Action Item: Motion for Council to approve articles of dissolution of the Borough of Columbia Municipal Authority's corporate charter with the Commonwealth of Pennsylvania will be forwarded to Council for consideration of approval at the August 8, 2016 Council meeting, noting that the exact language of this motion is subject and pursuant to the solicitor's language for the appropriate wording of this motion.**

Continued Business:

Discussion was continued regarding future need for a Municipal Authority to oversee operation of the waste water treatment facility since it is more of a contracted service provided to LASA per our agreement of sale with them. Additional information including distribution of the Authority's charter was presented for review by Finance committee members; during discussion it was noted that the MA charter is as an operating control board for the waste water treatment facility and that legal precedence allows for this action. Berntheizel moved to approve the June 2016 Finance Report as presented, Murphy second, approved unanimously. **Action Item: June 2016 Finance Report will be forwarded to Council for consideration of approval at the August 8, 2016 Council meeting.**

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Continued Business (cont'd):

New Business:

Managers and staff have initiated process for drafting proposed 2017 borough budget. After discussion, committee decided that **Public meetings will be scheduled and advertised for September 7, October 5, and November 2, 2016 beginning at 6:00 pm each date; department managers will attend the September 7, 2016 public meeting. Note to the public that these meetings will be for the sole purpose of discussing the 2017 Borough operational and capital budgets.**

Information was provided to committee members for future reference regarding Pennsylvania DCED's Commonwealth Finance Authority's (CFA) new grants for small water and sewer infrastructure projects, should the borough consider pursuing alternative uses for the wastewater treatment facility after it is decommissioned for use once the LASA pumping facility is completed and online.

Discussion was held regarding a request from local business owners to consider use of meter bags, auto tags or other methods which would allow for Discussion included use of the metered Century Link parking lot for business use as was provided for in the past. Discussion was continued to the August Finance committee meeting to allow for review of current borough fee schedule and to gather additional information.

Meeting adjourned at 6:48 pm on a motion by Berntheizel, second by Murphy, passed unanimously.

Respectfully submitted,

Kelly Murphy, Finance Committee Chair