

**MINUTES OF PERKASIE BOROUGH  
SPECIAL FINANCE COMMITTEE MEETING-BUDGET 2021  
Sept 29, 2020  
620 West Chestnut Street  
Perkasie, Pennsylvania**

ATTENDANCE:

Council Member:	Jim Ryder Jim Purcell Scott Bomboy Chucks Brooks Steve Rose Aaron Clark Randy Faulkner
Mayor:	John Hollenbach
Borough Manager:	Andrea L Coaxum
Finance Director:	Glenn Dickerson
Police Chief:	Robert Schurr
Public Works Super:	Jeff Tulone

The Finance Committee meeting was opened at 6:00PM by Mayor John Hollenbach who led the Pledge of Allegiance.

PUBLIC FORUM

None

Budget Summary Review

1. Review was completed of the entire Perkasie Borough for 2021. The review started with a PowerPoint presentation that showed the overall budget with a comparison to the 2020 budget.
2. Highlights- EIT tax collections were budgeted conservatively after the COVID-19 pandemic which hit in 2020.
3. Wages were discussed with a 3.5% targeted increase. It was noted that the Police Contract is currently under negotiation and will affect this budgeted as presented. Councilman Brooks asked what the national COLA is. Response from Council President Ryder was 1.25%.
4. Fund Balance roll forward estimates were discussed and target fund balances were discussed. Menlo Fund would need to have money transferred from Electric Fund to cover the 2020 summer operation on a limited basis.
5. Andrea Coaxum (Borough Manager) mentioned that 2021 Fund Balances are premature since budgets are not finalized at this point, but estimates used allocated excess balances to Capital Projects like roads in this round of budgeting.
6. Council President Ryder commented that the new format of presentation was helpful to show the summary of the overall budget up front and provides an understanding where spending is growing and shrinking and will allow Council to dive into details. Council member Bomboy also commented that this "executive summary" is helpful.

General Fund review:

1. General Fund was reviewed in relation to Public Works and Police during this meeting.
2. Main drivers were discussed for the variance in budgeted spend and revenue for 2021 as compared to 2020. The budget for some revenue items was discussed as being done conservatively in response to the COVID-19 pandemic.
3. Jeff Tulone (Public Works Director) commented on the portion of the General Fund related to Road Maintenance, Winter Maintenance/Snow removal, and Park Maintenance. Council did not voice any issues with that portion of the budget as built. Jeff offered little concern for the budget as currently built.
4. Jeff Tulone also discussed the Refuse Fund budget for 2021. The main driver of revenues that was discussed was Trash Toter fees for 2021 as compared to 2020. The Toters are charged at \$75 per quarter and the most recent number of accounts (August 2020) was used to estimate the 2021 revenue. Council Member Purcell asked if the Trash Program was paying for itself and the answer is yes, as the refuse Fund is projected to transfer \$150k to cover capital projects in 2021.
5. Chief Schurr (Perkasie Police Chief) discussed the Police portion of the 2021 General Fund Budget. The main driver of variances year over year is related to wages. The current salary increase is budgeted at 3.5% (based on current contract with Perkasie Police) but may change once negotiations on a new contract are completed. Council is well aware that a new contract is currently being discussed.
6. Chief Schurr also reviewed the Capital items that are being requested by the Police Department for 2021. The items include replacing one vehicle, replacing/upgrading firearms, additional body cameras and the possible hiring of a Consultant that would assist the Police in gaining Accreditation and verification that the Department is using "best practices" in its operation. These items were discussed and Council did not offer a lot of comment about items that should or should not be included. One item discussed in particular was the roof at the Police Department. Council encouraged Chief Schurr to pursue getting any necessary repairs completed as soon as possible.

Menlo Fund Summary:

1. Menlo Fund summary budget was discussed. Council President Ryder expressed concern and asked that this budget be reviewed as he stated he would feel more comfortable with this budget being based off of 2019 season versus 2020 Budget season. Review was promised and will be presented at next budget review session.

OTHER BUSINESS

None

PUBLIC FORUM

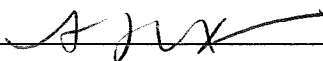
None

PRESS FORUM

None

ADJOURNMENT

The meeting adjourned.



Andrea L. Coaxum  
Borough Manager/Secretary