

**MINUTES OF PERKASIE BOROUGH
SPECIAL FINANCE COMMITTEE MEETING-BUDGET 2023
OCT. 24, 2022
620 West Chestnut Street
Perkasie, Pennsylvania**

ATTENDANCE:

Council Member:	Jim Ryder Jim Purcell Randy Faulkner (by phone) Chuck Brooks Scott Bomboy Dave Weaver
Mayor:	Jeff Hollenbach
Borough Manager:	Andrea L Coaxum
Finance Director:	Rebecca Deemer
Police Chief:	Robert Schurr
Park & Rec Director:	Lauren Moll

The Finance Committee meeting was opened at 4:00PM by Jim Ryder. Mayor Jeff Hollenbach led the Pledge of Allegiance.

PUBLIC FORUM

None

DRAFT BUDGET 2023

Rebecca started the meeting with a power point summary and overview of the line items for the Police Department.

The biggest change for Police is the revenue contribution from Sellersville which increased by 6%.

The biggest changes on the expense side were related to the following:

Salaries – Increasing by 3.25%, \$ 115,268. This includes the addition of two new officers with the retirement of one officer and another officer who entered the DROP program in June.

Insurance – Workman’s Comp projected to increase by 3% and Health Insurance projected to increase by 5% for a total increase in expense of \$90,484. Rebecca noted that since this draft budget, we have received actual numbers from DVIT and these budget numbers will be adjusted accordingly.

Pension – Increasing by 16% due to the increase in the Borough’s MMO.

The capital items for the police department include the purchase of a new vehicle with upfitting, computer replacements and a large evidence storage container. All of the capital items total \$72,111.

F:\BUDGETING\Budget-2022\Budget Documents

Jim Purcell asked about the A/C unit at the Police Department and if it was working properly. The Chief noted that they now have a contract with Chadwick's. They seem to know the system very well and have been able to make some minor repairs that have the system running much more efficiently.

Chuck Brooks asked about the Overtime and what the driving force is for that. The Chief stated that with the retirement of Jim Rothrock and the injury to Tom Brun that they have had to cover 80 hours/week in some way. The Chief has been trying to make changes to the schedule to avoid as much OT as possible. There was also some discussion around the Holiday Pay that Andrea can follow up on at a later time.

The Chief gave a status update on his two new hires. Ofc. Jeffries will be finished with the academy on December 12th and will complete training 3 months after that and is expected to be on the road in March. Ofc. Groves will complete the academy March 3rd, with a 3-month training and expectation to be on the road by June.

The Chief talked about his capital items. There was some discussion amongst council regarding the police vehicle such as the cost, whether or not we should be planning ahead for the vehicles, and how many vehicles are in the fleet for the department. There was also some discussion about electric bikes for the department.

The Chief talked about the need for storage for evidence which is why he is requesting the evidence storage container.

Rebecca presented the Menlo Budget power point and line item detail.

Daily Pool Admissions are increasing by 25%. In the draft budget we had included \$55,000 from ARPA funding which has since been removed. We are requesting the addition of an Aquatics Manager with a total cost, including salary and benefits, of \$70,163. We are requesting some staff retention dollars in order to recruit staff early enough in the year in order to better plan for the programs that can be offered at the pool.

The capital items in this draft include:

VGBA covers for the pool, totaling \$30,660

Resurfacing of Kulp Park Basketball Courts, totaling \$73,000

The debt service for the Menlo Aquatics Center for 2023 is \$ 396,783.

Lauren handed out a memo to Council that summarized the job duties of the proposed Aquatics Manager position. She spoke in detail to council about the needs at the pool and the benefits to having a full-time manager on board which will allow her to focus on Parks and Rec. The Aquatics Center needs more attention than what one person can give. With the addition of the new manager, Lauren would be able to focus more on the parks system with obtaining potential grants and providing more programming. There was a lot of discussion amongst council regarding this proposal.

Chuck Brooks commended Lauren on the work that she has done thus far and supports the hiring of a pool manager.

Andrea is proposing paying the Park and Rec Director like a department head. She is asking council to approve an increase in the salary so that it is more in line with the rest of the department heads. It would be approximately a \$7,000-\$8,000 increase.

Dave Weaver suggested making a change to the job description for the Aquatics Manager to include support for the Park and Rec Director during down times.

There was some discussion amongst Council about membership fees and how they compare to the surrounding municipal pools.

Andrea started the conversation about the Road Improvement Tax. Rebecca noted that the current draft budget includes \$244,108 from Liquid Fuels, \$200,000 in the Capital Fund and lastly, the road millage \$277,840 that can all be used for road improvements. In 2022 we were able to do 10 roads with the same funding. In 2023 there is the opportunity to finish off a majority of condition 5, 4.5 and some 3.5 rated roads with all three funding sources.

OTHER BUSINESS

None

PUBLIC FORUM

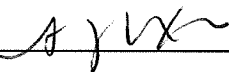
None

PRESS FORUM

None

ADJOURNMENT

The meeting adjourned at 5:57 PM.



Andrea L. Coaxum
Borough Manager/Secretary