

**Finance Committee Meeting
Minutes
October 27, 2021**

A meeting of the Finance Committee was called to order at 8:15 p.m. by Chairman Charles Heller. Committee members present in addition to Mr. Heller were Terry Mest, Lori Carnes, and ex-officio member Frank Deery.

Also in attendance were Council member Keith Endy; Patricia Loder, Borough Manager; Jillian Magee, Mainstreet Manager; and interested citizens.

Mr. Heller called for public comment on the agenda; no comments were forthcoming.

Mr. Heller made a motion, second by Mr. Mest, to approve the minutes of the September 29, 2021 meeting of the Committee. The motion was approved.

Review of Financial and Revenue and Expenditure Statements and List of Bills Paid –

The financial reports for the month of October were reviewed.

Unfinished Business

Borough Hall Renovation - Notice to proceed was issued effective November 1st, 2021. Work to relocate the administrative office to the lower level of Borough Hall is in progress.

American Rescue Plan – No change from previous month.

New Business

EHC Associates – Proposal for Professional Services – Mrs. Loder reviewed with the committee a Proposal for Professional Services submitted by EHC Associates of Lancaster to perform an asbestos survey of Borough Hall. The fee for the service is \$3,194. Mrs. Loder stated that because the building was constructed in 1974 this survey and potential asbestos remediation is required by law prior to undertaking the building renovation. EHC will inspect the entire building and will provide a report to the Borough on their findings. The committee agreed to list this matter on the agenda of the November 1st meeting of Borough Council to authorize the Borough Manager to execute the proposal.

2022 Proposed Budget – Mrs. Loder distributed to the committee and council members the 2022 Proposed Budget. A motion to authorize the Borough Manager to advertise the 2022 Proposed Budget for a ten-day public inspection period will be listed on the agenda of the November 1st meeting of Borough Council.

Public Comments

There being no further business to conduct a motion to adjourn the meeting at 8:30 p.m. was made by Mr. Heller and seconded by Mr. Mest. The next meeting of the Finance Committee is scheduled to be held on Wednesday, December 1st, 2021 beginning at 7:00 p.m.

Respectfully submitted,

Patricia A. Loder
Borough Secretary