

**Finance Committee Meeting**  
**Minutes**  
**April 27, 2022**

A meeting of the Finance Committee was called to order at 7:50 p.m. by Chairman Charles Heller. Committee members present in addition to Mr. Heller were Jeff Cascino, Charles Neubauer, and ex-officio member Frank Deery.

Also in attendance were Council members Keith Endy and Barry Christman; Lori Carnes, Mayor; Patricia Loder, Borough Manager; and Thomas Unger, SDE, Inc.

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

Mr. Heller made a motion, second by Mr. Neubauer, to approve the minutes of the March 2<sup>nd</sup>, 2022 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 March were reviewed.

**Unfinished Business**

**Borough Hall Renovation** - Change Order Number 10 in the amount of \$1,803.35 to construct a bulkhead around the pulldown stairs to the attic space was reviewed. Mr. Heller explained to the members that the original design had the dropped ceiling over the pulldown stairs, which required the removal of the ceiling tiles and some rails in order to access the stairs. Following discussion, the Committee agreed to list the Change Order on the agenda of the May 2<sup>nd</sup> meeting of Council for approval.

**Kriebel Security Inc. Quote Security Cameras Borough Hall** – Mr. Heller reviewed with the Committee a quote submitted by Kriebel Security, Inc. for security cameras for Borough Hall. Cameras will be installed at all entrance doors, in the main lobby, the main office area, and the Council Room. The monitor will be in the Borough Manager's office. The security system can also be accessed through a computer or smartphone. Following discussion, the Committee agreed to list this item on the agenda of the May 2<sup>nd</sup> meeting of Borough Council for approval to execute the quote.

**American Rescue Plan**

- **BAF&R** - Nothing New to Report.
- **Boyertown Community Ambulance** – Nothing New to Report.

**New Business**

**Industrial Appraisal Company Quote for Fixed Asset Appraisal** – Mrs. Loder reviewed with the Committee a quote from Industrial Appraisal Company to perform an appraisal of the Borough's fixed assets. Mrs. Loder advised that in the past this has been done

approximately every ten years. The last appraisal was done in 2020; the standard today is for an appraisal to be completed every 5 to 7 years. Mrs. Loder advised that the total appraised value of all Borough owned property is used by the Borough's insurance carrier to provide property insurance coverage. Mrs. Loder also advised that due to the age of our last appraisal Industrial Appraisal Company can no longer certify the value of our property in case of a loss. The price quoted is \$6,435.00. Following discussion, the Committee agreed to list this matter on the agenda of the May 2<sup>nd</sup> meeting of Borough Council to authorize execution of the proposal.

**2022 Street Reconstruction Bids** – Mr. Unger distributed a bid summary spreadsheet for review and discussion. The low bid was submitted by Construction Masters Services, LLC, Sinking Spring, PA in the amount of \$346,944.85 total base bid; and \$383,683.35 total base bid with alternate bid. Following discussion, the Committee agreed to recommend Borough Council award the total base bid with alternate bid to Construction Masters Services, LLC in the amount of \$383,683.35. The bid includes College Street, Franklin Street from Front Street to the Borough Line, Fourth Street from Franklin Street to the Borough Line, and realignment of the driveway at 25 S Reading Avenue and repaving of the entire parking lot. This matter will be listed on the agenda of the May 2<sup>nd</sup> meeting of Borough Council.

### **Public Comments**

There being no further business to conduct a motion to adjourn the meeting at 8:25 p.m. was made by Mr. Heller and seconded by Mr. Neubauer. The next meeting of the Finance Committee is scheduled to be held on Wednesday, June 1<sup>st</sup>, 2022 beginning at 7:00 p.m.

Respectfully submitted,

Patricia A. Loder  
Borough Secretary