

**Finance Committee Meeting
Minutes
September 28, 2022**

A meeting of the Finance Committee was called to order at 7:55 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 Lori Carnes, Mayor; Councilman Keith Endy; Patricia Loder, Borough Manager; and an interested citizen.

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 August 31st, 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 September were reviewed.

Unfinished Business

Borough Hall Landscaping – Mr. Heller reviewed with the committee a proposal from Justin Motta Landscaping LLC. The proposal reflects a cost of \$6,900 to remove and replace all existing landscaping and mulch the landscape beds. An alternate price of \$9,800 was provided to install Pocono stone and weed fabric in the landscape beds. Mr. Heller advised the committee that a follow-up meeting with Motta will be scheduled to obtain a proposal for a combination of mulch and stone in the landscape beds. Specifically, Mr. Heller will ask Motta to provide a cost proposal to install stone in the parking lot landscape beds and mulch in the remaining beds. Mr. Heller also noted that the stone area on the Third Street side of the building will be regraded and seeded.

New Business

EBRP 2023 Budget – Mr. Heller reviewed with the committee the 2023 Eastern Berks Regional Police budget, which has been approved by the Regional Police Commission. The budget reflects an increase of seven percent over the current year budget; and is reflective of an increase in personnel costs. Mr. Heller and Mr. Deery noted that the Regional Police Commission has reached an agreement with the EBRP Association for a new Collective Bargaining Agreement for 2023-2025. The CBA includes a five percent pay increase in each of the three contract years. A motion to approve the 2023 EBRP budget will be listed on the agenda of the October 3rd meeting of Borough Council.

Minimum Municipal Obligation – Boyertown Retirement Income Plan – Mr. Heller and Mrs. Loder reviewed with the committee the 2023 MMO for the Boyertown Retirement Income Plan in the amount of \$64,393. Mrs. Loder advised that this is the minimum amount of funding the Borough is required to pay into the Retirement Income Plan in 2023. Mrs. Loder also noted that State Aid in 2023 is projected to be approximately \$25,000.00 Mrs. Loder will sign the MMO as required prior to September 30th, 2022.

American Rescue Plan fund Balance – Transfer to General Fund – Mrs. Loder noted that the Borough has received the second round of ARP money in the amount of \$213,727.80. Mrs. Loder advised the committee that she is requesting authorization to transfer the money to the General Fund in accordance with the report filed with the Federal Government concerning use of the money for general government services. The current American Rescue Fund balance is \$428,676.22, all of which will be transferred to the General Fund. A motion to authorize the transfer will be listed on the agenda of the October 3rd meeting of Council.

Jerri Koch – Successful Completion of 6-Month Probationary Period – Mr. Heller advised the committee that Mrs. Loder informed him that Mrs. Koch has successfully completed a 6-month probationary period. Mrs. Koch does an excellent job and is a valuable addition to the Borough staff. Mr. Heller recommended Mrs. Koch be hired as a full-time employee of the administrative office at an hourly pay rate of \$18.00. This matter will be listed on the agenda of the October 3rd meeting of Borough Council.

Public Comments

There being no further business to conduct a motion to adjourn the meeting at 8:15 p.m. was made by Mr. Heller and seconded by Mr. Cascino. The next meeting of the Finance Committee is scheduled to be held on Wednesday, November 2nd, 2022 beginning at 7:00 p.m.

Respectfully submitted,

Patricia A. Loder
Borough Secretary