

**Finance Committee Meeting
Minutes
September 27, 2023**

A meeting of the Finance Committee was called to order at 7:40 p.m. Committee members present were Jeff Cascino, Charles Neubauer, and ex-officio member Frank Deery. Committee Chairman Charles Heller participated in the discussion via telephone.

Also in attendance were Lori Carnes, Mayor; and Patricia Loder, Borough Manager.

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

Mr. Neubauer made a motion, second by Mr. Cascino, to approve the minutes of the August 30th, 2023 meeting of the Committee. The motion was approved.

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

Mr. Heller stated that he reviewed the financial reports for the month of September and found no areas of concern. Mr. Heller called for questions on the reports, no questions were forthcoming.

Unfinished Business

Boyer Swimming Pools, Inc. – Main Pool Miscellaneous Repairs to Expansion Joints & Shell Repairs – The committee reviewed and discussed a proposal provided by Boyer Swimming Pools, Inc. to make miscellaneous repairs to the pool shell and expansion joints in order to facilitate a more watertight structure during the winter months. The committee noted that these repairs are a touch up and remediation to the expansion joints and not a full replacement of all the joints. These repairs plus plugging the main drain are necessary for the pool to hold water over the winter to prevent further deterioration of the structure. The committee noted that these repairs will not be sufficient to open the pool in 2024. The committee stressed that they are not yet prepared to make a recommendation on the future of the facility; however, they will recommend Borough Council authorize acceptance of this proposal to prevent further deterioration of the structure over the winter months.

Boyer Swimming Pools, Inc. Winterization of Main Pool & Splashpad – The committee then reviewed a proposal from Boyer Swimming Pools to winterize the pool and splashpad for an estimated cost of \$4,900. This would be done after completion of the miscellaneous repairs to the expansion joints and shell. The committee agreed to recommend Borough Council authorize acceptance of this proposal.

Aquatic Facility Design Proposal for Assessment Services – The committee then discussed a third proposal provided by Aquatic Facility Design to conduct a survey and assessment of the pool with the focus of the assessment to examine the options for repairs and to assign costs to those options. The committee discussed the need to have this assessment done in order to obtain a clear estimate of the cost to make the repairs necessary to be able to open the

pool in the future. At the present time we know that repairs include a full replacement of all expansion joints, repair of the main drain, repair of numerous skimmer boxes, and numerous repairs to the pool walls. The committee commented that the pool consultant provided rough numbers for the projected cost; however, absent an assessment of the structure those projections are not sufficient for the committee to make a recommendation on how to proceed. Following a lengthy discussion the committee agreed to recommend Borough Council authorize acceptance of this proposal.

New Business

Concord Public Finance Project and Financing Timetable – Mrs. Loder briefly reviewed with the members the Project and Financing Timetable for the Sewer System Capital Projects, which include Sewer Main Replacement on Madison Street, South Reading Avenue Pump Station Upgrade and Generator Replacement at the Sewage Treatment Plant. Total project costs are \$2,300,000. A grant application has been submitted to the Small/Water Sewer Grant Program in the amount of \$500,000 to pay for the SRA Pump Station Upgrade. Grant awards are expected to be announced on November 21st. A grant application has also been submitted to the DCED Statewide Local Share for replacement of the Sewage Treatment Plant Generator in the amount of \$568,000; the grant has an award date of September 2024. Mrs. Loder reminded the members that if grant funding is received it will allow the borough to draw down less money from the bank loan.

In accordance with the financing timetable the Finance Committee should recommend that Borough Council authorize Concord Public Finance to circulate Requests for Proposals for the General Obligation Note Series of 2023 in the amount of \$2,300,000. Following brief discussion, the committee agreed to list this item on the agenda of the October 2nd meeting of Borough Council.

2024 Minimum Municipal Obligation – Mrs. Loder provided the 2024 Minimum Municipal Obligation for the Retirement Income Pension Fund in the amount of \$67,976.00. Mrs. Loder noted this is slightly higher than the 2024 MMO. Mrs. Loder will certify the MMO as the Chief Financial Officer for the Retirement Income Plan. No action by Borough Council is required.

Public Comments

Mr. Neubauer provided an update on the Boyertown Ambulance Service budget for 2024. He advised that the ambulance Board of Directors approved an \$5.00 increase in single membership fees and a \$15.00 increase in family membership fees for 2024. Mr. Neubauer advised that he voted “no” to the motion as did four other members of the board; however, the motion did pass by majority vote. Mr. Neubauer recommended that the Borough’s 2024 budget not include an increase in the current \$20,000 annual donation to the ambulance.

There being no further business to conduct a motion to adjourn the meeting at 8:15 p.m. was made by Mr. Neubauer, seconded by Mr. Cascino. The next meeting of the Finance Committee is scheduled to be held on Wednesday, November 1st, 2023 beginning at 7:00 p.m.

Respectfully submitted,

Patricia A. Loder
Borough Secretary