

MINUTES

FINANCE COMMITTEE MEETING

March 15, 2016

PRESENT: Committee Members: Kline-Luker-Hecker-Farren

EXCUSED: Committee Member Sanchez

OTHERS: Finance Director Barron
Commissioner Myers

CALL TO ORDER: 7:00 p.m.

MINUTES:

Commissioner Kline made a MOTION, seconded by Commissioner Luker to approve the minutes of the February 16, 2016 Finance Committee Meeting.

MOTION was ADOPTED 4-0.

TOTAL EXPENDITURES:

The Committee reviewed voucher list for the month of February, 2016.

Commissioner Kline made a MOTION, seconded by Commissioner Luker to recommend approval to the full Board, expenditures, salaries and wages for February, 2016 in the amount of \$1,415,396.46 and \$1,766,612.79, respectively.

Commissioner Hecker questioned voucher #32102 – U.S. Dept. of Energy.

Mr. Barron replied that is the energy grant from 2009 in which \$10,000 was awarded to be used for an audit, and since it was not used, it was returned back to the Department of Energy.

Commissioner Farren questioned voucher #31953 – Bryner Chevrolet Inc. – Accident Repairs.

Mr. Barron replied that is an insurance claim and he will look into it further.

Commissioner Farren clarified that the several Aqua accounts need to be separate. Is that correct?

Mr. Barron replied yes. A check is cut for each account to Aqua to avoid late fees.

Commissioner Farren questioned voucher #32022 – Rudolph Clarke, LLC, and asked for the total amount paid for Edge Hill Pre-Litigation.

Mr. Barron replied he will provide a quarterly report to the Finance Committee.

Commissioner Myers questioned voucher #31955 – Rudolph Clarke, LLC, and asked is that the retainer?

Mr. Barron replied no, and that will be included in the quarterly report.

MOTION was ADOPTED 4-0.

CLEARING FUND/DEFERRED REVENUE/EXPENSE & PETTY CASH

Commissioner Kline made a MOTION, seconded by Commissioner Luker to recommend approval to the full Board the Clearing Fund activity, Deferred Revenue/Expense activity and Petty Cash balances for the month of February, 2016.

Clearing Fund receipts and disbursements for the month of February, 2016 were \$622.14 and \$0.00, respectively.

Deferred Revenue/Expense receipts and disbursements for the month of February, 2016 were \$368.26 and (\$1,028.99), respectively.

Petty Cash balances were approved as presented.

MOTION was ADOPTED 4-0.

TRAINING AND CONFERENCE EXPENDITURES:

Commissioner Kline made a MOTION, seconded by Commissioner Hecker to recommend approval to the full Board the Training and Conference Expenditures activity. Advance and Travel expenditures for the month of February, 2016 totaled \$0.00 and \$2,221.33, respectively.

YTD Training and Conference Expenditures totaled \$7,386.10.

MOTION was ADOPTED 4-0.

Travel Policy Discussion:

Discussion on the Travel Policy was deferred until a later date.

STATEMENT OF CONDITIONS:

The Committee reviewed statement of conditions for various funds.

Commissioner Hecker asked for further explanation about the Aqua/PECO Paving account.

Mr. Barron replied this is for paving work on the roads being done this year.

CONTINGENCY EXPENSE REPORTS:

The Committee reviewed contingency expense reports.

Mr. Barron noted that funds for sidewalks on east side of Rockwell Road will not come from Contingency, but will come from Fund Balance.

OTHER MATTERS:

Discussion – 2017 Budget:

Discussion on 2017 Budget was deferred to a later date.

ADJOURNMENT: 7:23 p.m.

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