

**MINUTES**

**FINANCE COMMITTEE MEETING**

**March 21, 2017**

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

**EXCUSED:** Farren, Sanchez

**OTHERS:** Finance Director Barron  
Director of Parks & Recreation Oles

**CALL TO ORDER:** 7:02 p.m.

**MINUTES:**

Commissioner Kline made a MOTION, seconded by Commissioner Luker to approve the minutes of the February 21, 2017 Finance Committee meeting.

MOTION was ADOPTED 3-0.

**INVESTMENTS:**

Commissioner Kline made a MOTION, seconded by Commissioner Luker to recommend approval to the full Board investments for February, 2017 in the amount of \$150,000.00 that was reviewed, approved as presented. It was noted that investments yield rate ranged from 1.05% to 1.050%.

MOTION was ADOPTED 3-0.

**TOTAL EXPENDITURES:**

The Committee reviewed voucher list for the month of February, 2017.

Commissioner Kline made a MOTION, seconded by Commissioner Hecker to recommend approval to the full Board, expenditures, salaries and wages for February, 2017 in the amount of \$1,757,658.29 and \$1,874,223.13, respectively.

Commissioner Kline clarified that lieutenant's exam books are a reimbursement. Is that correct?

Mr. Barron replied that is correct.

MOTION was ADOPTED 3-0.

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, 2017.

Clearing Fund receipts and disbursements for the month of February 2017 were \$712.06 and (\$108.81), respectively.

Deferred Revenue/Expense receipts and disbursements for the month of February, 2017 were \$1,500.00 and (\$9,970.00), respectively.

Petty Cash balances were approved as presented.

MOTION was ADOPTED 3-0.

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, 2017 totaled \$0.00 and \$1,839.23, respectively.

YTD Training and Conference Expenditures totaled \$3,011.29.

MOTION was ADOPTED 3-0.

STATEMENT OF CONDITONS:

The Committee reviewed statement of conditions for various funds.

Commissioner Hecker referred to Roychester Construction 2009 line item under Statement of Conditions and noted there are funds that are more than sufficient to include a bathroom, so how will that be moved forward?

Mr. Andy Oles, Director of Parks and Recreation, replied it was recently discussed about some of the prep work being done in-house and then bring in a contractor to finish it.

CONTINGENGY EXPENSE REPORTS:

The Committee reviewed contingency expense reports.

OTHER MATTERS:

Discussion – 2018 Parks Budget:

Finance Committee questioned Mr. Oles about how he perceives Parks and Recreation Department's budget changing and what could be done differently.

Mr. Andy Oles, Director of Parks and Recreation, replied he has been working on tightening up some of the accounts so as to track it better going forward. He is always working on building up current programs and spending more economically, which includes prioritizing capital projects. He meets with his superintendents on a regular basis keeping them up-to-date.

Commissioner Kline questioned how the Parks and Recreation Department's budget has changed over the last few years.

Mr. Barron replied with the exception of increase in wages and benefits it has been stagnate. Due to recent turnover, this department will save some money next year with decrease in salaries.

Mr. Oles added that the yearly meeting about the rangers will be held, and there was a savings by using the method of clock-punching in/out by pool staff.

Commissioner Kline asked for the status of capital needs for the parks.

Mr. Oles replied certain items such as basketball and tennis courts need to be rehabbed, and we work with the athletic youth organizations in regards to safety needs. Most of the playgrounds are updated as pieces of equipment have been replaced.

Mr. Barron said tree maintenance fund is carried forward from year to year and that always depends on how many storms hit.

Commissioner Luker asked for status of manpower.

Mr. Oles replied we lost a landscape gardener and description for that position has not been updated for a long time, so that will be reviewed and the position will be posted. Also, the department is down one laborer.

Commissioner Luker clarified that the amount of pool staff will remain the same and the program of calling back former part-time employees first before opening it up to new employees will also remain the same. Is that correct?

Mr. Oles replied he will review the number of returning staff so as to maintain proper ratio to meet State requirements and the program will remain the same for former employees.

Commissioner Kline said aside from pool fees has there been an analysis on program fees and tuition charges.

Mr. Oles replied costs are covered on recreation programs and reviewed every few years making sure we are comparable with other municipalities' programs. After this year, he will review pool fees for nonresidents. Also, he will provide a report about the new online registration program.

Commissioner Hecker asked what needs to be done from a Parks and Recreation standpoint to not only keep Abington competitive, but be at the leading edge as compared to neighboring municipalities in terms of what is offered to residents.

Mr. Oles replied he feels our municipal recreation program is right up there, but the pools need to be upgraded and that is underway with the feasibility study. The playgrounds are not out the realm of being upgraded with new equipment. Also, Abington has one of the best skateparks in the area and skate-camp programs are held there.

Commissioner Kline asked about the possibility of more fields in the Township.

Mr. Oles replied he does not see any place in the Township for more fields.

Commissioner Hecker commented that the quality of our parks and recreational facilities and programming is a major attraction for young families, and annual maintenance is needed, but thinking ahead three to five years out about how to stay ahead of the curve and also be at the cutting edge with new ideas.

Mr. Oles agreed that parks and recreational facilities and programs increases home value and brings families to the Township, and going forward, he will discuss any new ideas on projects.

Discussion – Vacation Schedule for Per Diem and Salary/Clerical:

Finance Committee discussed aligning vacation schedule allotment for per diem and salary/clerkal employees.

**ADJOURNMENT:** 8:15 p.m.

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