

MINUTES

FINANCE COMMITTEE MEETING

May 17, 2016

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

OTHERS: Finance Director Barron
Assistant Finance Director Hermann
Commissioner Myers

CALL TO ORDER: 7:02 p.m.

MINUTES:

Commissioner Kline made a MOTION, seconded by Commissioner Luker to approve the minutes of the April 19, 2016 Finance Committee Meeting.

Commissioner Myers asked for a copy of the 2016 first quarter payments to Rudolph Clarke, LLC that was provided to the Finance Committee at its meeting in April.

MOTION was ADOPTED 5-0.

TOTAL EXPENDITURES:

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

Commissioner Kline made a MOTION, seconded by Commissioner Luker to recommend approval to the full Board, expenditures, salaries and wages for April, 2016 in the amount of \$2,733,058.22 and \$2,618,957.11, respectively.

Commissioner Sanchez questioned voucher #33223 – Martin Stone Quarries, Inc., and whether the price was comparable to previous years.

Ms. Hermann replied that was for 117 tons of infield mix in which the Parks Dept. uses annually for all ball fields within the parks, and she will check with Director of Parks and Recreation about cost.

Commissioner Sanchez questioned voucher #33251 – Personal Protection Consultant Course Workshop.

Ms. Hermann replied that was for attendance of a basic course for one of the police department's Baton Instructors that was necessary to keep his certification.

Commissioner Sanchez questioned voucher #33317 – Philip Beal – Scout Lunch.

Ms. Hermann replied that was for Local Scout Day in which they called multiple vendors on prices for the luncheon and then received approval from Township Manager.

Commissioner Sanchez questioned voucher 33342 – Frederic Conti.

Ms. Hermann replied the work has been completed to a point where this particular subdivision escrow can be released.

Commissioner Sanchez questioned voucher #33386 – Lawn & Golf Supply Co. Inc.

Ms. Hermann replied that was for a lawnmower in need of repair.

Commissioner Kline questioned voucher #33207 – Garrison Printing Company, and clarified that was for the reprinting of Township calendar. Is that correct?

Mr. Barron replied that was payment for the first calendar.

MOTION was ADOPTED 5-0.

CLEARING FUND/DEFERRED REVENUE/EXPENSE & PETTY CASH

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

Clearing Fund receipts and disbursements for the month of April, 2016 were \$906.49 and (\$2,015.35), respectively.

Deferred Revenue/Expense receipts and disbursements for the month of April, 2016 were \$1,542.50 and (\$1,542.50), respectively.

Petty Cash balances were approved as presented.

Commissioner Hecker questioned item listed under Deferred Revenue/Expense – 705 Martin Overpayment.

Mr. Barron replied there was a double payment for delinquent sewer/refuse.

MOTION was ADOPTED 5-0.

TRAINING AND CONFERENCE EXPENDITURES:

Commissioner Kline made a MOTION, seconded by Commissioner Farren to recommend approval to the full Board the Training and Conference Expenditures activity. Advance and Travel expenditures for the month of April, 2016 totaled \$0.00 and \$4,692.15, respectively.

YTD Training and Conference Expenditures totaled \$16,325.52

MOTION was ADOPTED 5-0.

STATEMENT OF CONDITIONS:

The Committee reviewed statement of conditions for various funds.

CONTINGENCY EXPENSE REPORTS:

The Committee reviewed contingency expense reports.

Commissioner Kline asked for any general comments relating to Finance.

Raymond Bell, 2076 Parkview Avenue, expressed concern about an increase in Township/School/County taxes.

ADJOURNMENT: 7:40 p.m.

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