

MINUTES

FINANCE COMMITTEE MEETING

June 20, 2017

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

EXCUSED: Committee Member: Sanchez

OTHERS: Finance Director Barron
Township Manager/Secretary Manfredi
Township Treasurer Blumenthal

CALL TO ORDER: 7:01 p.m.

MINUTES:

Commissioner Kline made a MOTION, seconded by Commissioner Farren to approve the minutes of the May 18, 2017 Finance Committee meeting.

MOTION was ADOPTED 4-0.

TOTAL EXPENDITURES:

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

Commissioner Kline made a MOTION, seconded by Commissioner Hecker to recommend approval to the full Board, expenditures, salaries and wages for May, 2017 in the amount of \$3,939,695.06 and \$1,804,151.58, respectively.

Commissioner Farren questioned voucher #40985 – Home Depot Credit Services.

Mr. Barron explained that was for a re-sealing of a Township building window frame

MOTION was ADOPTED 4-0.

CLEARING FUND/DEFERRED REVENUE/EXPENSE & PETTY CASH

Commissioner Kline made a MOTION, seconded by Commissioner Farren to recommend approval to the full Board the Clearing Fund activity, Deferred Revenue/Expense activity and Petty Cash balances for the month of May, 2017.

Clearing Fund receipts and disbursements for the month of May, 2017 were \$1,093.52 and (\$174.95), respectively.

Deferred Revenue/Expense receipts and disbursements for the month of May, 2017 were \$100.00 and (\$1,129.00), 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 Farren to recommend approval to the full Board the Training and Conference Expenditures activity. Advance and Travel expenditures for the month of May, 2017 totaled \$0.00 and \$4,731.53, respectively.

YTD Training and Conference Expenditures totaled \$12,624.19.

MOTION was ADOPTED 4-0.

STATEMENT OF CONDITONS:

The Committee reviewed statement of conditions for various funds.

Commissioner Luker questioned "Payment for Municipal Services" as listed under Revenues.

Mr. Barron replied that is in-lieu-of money for Holy Redeemer and Presbyterian Hospitals.

CONTINGENGY EXPENSE REPORTS:

The Committee reviewed contingency expense reports.

OTHER MATTERS:

Presentation and review of 2016 CAFR and Financial Statements by Jennifer McHugh, CPA, & Director of Bee Bergvall & Co, Township Independent Auditors:

Cynthia R. Bergvall, CPA, Director along with Jennifer McHugh, CPA, of Bee Bergvall & Co., 936 Easton Road, Warrington, PA., provided a copy of the 2016 CAFR and Financial Statements to the Finance Committee. End of Audit Summary – December 31, 2016 included reports; financial statements; non-attest services; audit testing results; audit entries; and accounting standards along with several charts.

Governmental & Propriety Funds Combined excluding trust and pension funds. For the three years, we looked at revenues and expenditures. In 2016, revenues increased by 3% overall; expenditures 6% and fund balance decreased by 2%. Overall loss in dollars was approximately \$2 million and that was due to Township capital projects.

Governmental Funds – Revenues - Property taxes in 2016 increased \$918,000; Business and Mercantile Taxes increased \$724,000; Intergovernmental revenues were included and other taxes stayed consistent.

Governmental Funds-Expenditures 2016, Public Safety increased \$1 million; highway decreased \$2 million and capital projects increased \$3.9 million, so overall expenditures increased approximately \$2 million.

Proprietary Funds- Revenues – Sewer charges decreased 3% in 2016; refuse charges were consistent as well as joint agreements.

Proprietary Funds – Expenditures – Largest increase was disposal/collection due to the sewer capital project, which was an additional \$1 million. Operations decreased approximately \$83,000 and pension was \$400,000 more in 2016 and OPEB was an additional \$200,000.

Commissioner Kline asked how is the sewer infrastructure valued?

Ms. McHugh replied the amount of purchase is moved from expenses into assets and then depreciated every year.

Commissioner Kline questioned whether interdepartmental transfers are tracked.

Ms. McHugh replied we review the total at the end of the year making sure one fund matches the other and also compare it to the budget.

Finance Committee went into Executive Session for discussion with the auditors.

Commissioner Kline made a MOTION, seconded by Commissioner Luker to accept December 31, 2016 Township of Abington CAFR and Audited Financial Statements, Single Audit Report, Tax Office Financial Statements and Agreed Upon Procedures as presented by Township Independent Auditors, Bee Bergvall & Co.

MOTION was ADOPTED 4-0.

ADJOURNMENT: 7:47 p.m.

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