



Finance Committee Meeting Minutes
November 1, 2016
7:30 p.m.
Rosemary Heflin Council Chambers

I. Roll Call

A meeting of the Bellevue Borough Finance committee was called to order at 7:37 P.M. by Councilperson Woshner.

In attendance were Councilpersons Woshner, Menosky, Fodi, DAS Borczyk and Treasurer Scioscia. Councilperson Coder attended as a guest.

II. Public Contributions (5 minutes per person)

Mark Schuster of TurnKey, Inc. provided the Committee with an informal overview of the service and presented the Committee with a check for \$ 127,000 in collection of fees owed the Borough.

III. Reports

DAS Borczyk informed the Committee that Bellevue Borough had been invited to submit A final CDBG Application for Streetscape, Phase V and Playground Equipment for Bayne Park.

IV. Old Business

i. Update – Job Descriptions

The Committee reviewed the Job Descriptions of the Police Clerk and some general wording concerning work hours on the Administrative Staff descriptions. The goal is to finalize all administrative job descriptions and update the Personnel Code in line with the need for Budget Hearings (December Pre-Council).

ii. Update – Budget Discussion

DAS Borczyk reviewed the Budget Workshop Schedule with the Committee. Councilperson Coder asked that information be provided in pie charts as she preferred a visual on key items, such as;

-Wages as a percentage of budget.

-Public Safety Expenses as a percentage of budget.

Administrative Employee Performance Reviews

The Committee informed DAS Borczyk that they wished to receive performance reviews via email.

iii. Cost of Collections Ordinance

This item was discussed in the general discussion by Mr. Schuster of TurnKey, Inc.

V. New Business - None.

VI. Adjournment

Councilperson Fodi made a Motion to Adjourn the meeting at 8:45 P.M. The Motion was Seconded by Councilperson Woshner. The meeting was Adjourned.

Minutes approved by Bellevue Borough Council on November 22, 2016