

BOROUGH OF DOYLESTOWN
FINANCE AND PENSION COMMITTEE MEETING
THURSDAY, MAY 13, 2021– 6:00 pm
MINUTES

The meeting of the Finance and Pension Committee was held virtually via Zoom on the above date and time with the following people present:

Committee Members: Chair Noni West, Ben Bell, Tim Brennan, Joe Frederick

Council Members: Council President Jack O'Brien

Staff: Caroline Brinker

Approval of Minutes

Minutes of April 8, 2021 committee meeting were approved. (Brennan/Frederick)

First Quarter Non-Uniformed Pension Plan Performance

Ms. Brinker reviewed with the committee the performance of the non-uniformed pension plan through 03/31/2021, noting the fund had a 2.94% return. Girard Pension Services will be present in August to present mid-year performance.

PennDOT Status Update

The committee reviewed the April actual expenditures for the PennDOT property versus the estimated expenses. The cash flow projection for the project cannot be updated until a revised cash flow is received from the contractor, PJ Dick.

Charitable Donations (Bucks County SPCA)

The committee again reviewed a letter received from the Bucks County SPCA requesting a \$500 donation. Chief Knott provided information that the SPCA provides an invaluable service to the CBRPD when lost, missing or stray pets are picked up. A motion was made (Brennan/Frederick) that a donation of \$500 be made to the Bucks County SPCA. Mr. Bell stated that he would like there to be a policy in place so that any future requests for donations could either comply or not comply with Doylestown's policy of providing a valuable service to Doylestown Borough. In 2019, Doylestown Borough Council approved a donation of \$250 to the Bucks County SPCA. Mr. Brennan stated that the current issue is with a donation to SPCA, not establishing a policy. Motion passed with Mr. Bell opposed.

Parking Fines and Meter Fees Status

Ms. Brinker provided the committee with April revenues for parking meter fines and fees. There was discussion surrounding the number of spaces that are being used for curbside dining and pickup and its impact on revenues. Curbside pickup and dining signs will be removed on June 1.

Old Business

Ms. West asked if there was any updated information regarding the date that Borough Hall would be put up for sale. Ms. Brinker reported that as soon as outstanding issues with the Shady Retreat property were resolved, the Borough Hall would be appraised and an auction date would be scheduled prior to September.

New Business

Mr. Bell introduced a topic for exploration that would give Council guidance and framework when requests for charitable donations are received. A policy would allow for Council to responsibly make determinations about various contribution requests. Ms. Brinker provided information regarding past donations that included PARKing Day, Tour of Honor and the Historic Marker at the Doylestown Armory. Ms. West requested that neighboring municipalities be surveyed to see if there are any sample policies, as a starting point.

Mr. Bell pointed out that one of the allowable uses for the American Rescue Funds is to “invest in water, sewer, and broadband infrastructure, making necessary investments to improve access to clean drinking water, support vital wastewater and stormwater infrastructure, and to expand access to broadband internet”. Mr. Bell requested that Council explore the use of these funds to manage water or are more conservation focused. Mr. O’Brien stated that there are many uses for the funds, and there are potential uses for the new Borough Hall in the way of broadband infrastructure. Ms. West stated that staff is still gathering information on items that the funds can be used for, and will come back to Finance Committee in July/August. At that point, Borough Council will review.

The meeting adjourned at 6:39pm.

Respectfully Submitted,
Caroline Brinker
Finance Director