

**FINANCE COMMITTEE MEETING**  
**Tuesday, January 16, 2018**  
**6:00 pm**

**Minutes**

Committee: Chairwoman Ms. Dugan, Ms. Doherty, Mr. Kirkner, and Mr. Kovaleski  
Staff: Mr. Krack, Ms. Koza-Lubinsky, Chief Sjostrom and Ms. Niemczuk

- I. Call to Order at 6:03 pm by Ms. Dugan. All present with exception of Mr. Kovaleski who arrived at 6:09 pm.
- II. Public Participation - None
- III. Committee Member Updates/Discussions - None
- IV. Current Focus Business
  - A. Vehicle Purchase Plan – Nothing to Report
  - B. Parks and Recreation Capitalization Plan – Nothing to Report
- V. New Business
  - A. Consider approval of the 2017 Pre-Paid dated 11/4/2017 - 12/12/2017 in the amount of \$1,211,238.42.  
  
Mr. Kirkner made a Motion to recommend Approval. Seconded by Mr. Kovaleski.  
  
ON THE QUESTION. Questions were asked and answered.  
  
Motion passed 4-0.
  - B. Consider approval of the 2017 Pre-Paid dated 12/13/2017 - 1/6/2018 in the amount of \$720,971.59.  
  
Ms. Doherty made a Motion to recommend Approval. Seconded by Mr. Kirkner.  
  
ON THE QUESTION. Questions were asked and answered.  
  
Motion passed 4-0.
  - C. Consider approval of the 2018 Pre-Paid dated 12/13/2017 - 1/6/2018 in the amount of \$138,708.78.

Mr. Kirkner made a Motion to recommend Approval. Seconded by Ms. Doherty. Motion passed 4-0.

- D. Consider approval of the 2017 Pre-Paid ACH dated 11/30/2017 in the amount of \$1,445,210.22.

Mr. Kovaleski made a Motion to recommend Approval. Seconded by Mr. Kirkner. Motion passed 4-0.

- E. Consider approval of the 2017 Pre-Paid ACH dated 12/31/2017 in the amount of \$2,113.91.

Mr. Kirkner made a Motion to recommend Approval. Seconded by Mr. Kovaleski. Motion passed 4-0.

- F. Consider RVE Proposal regarding Anaerobic Digester 2 cover replacement.

Mr. Krack provided background information on the Proposal.

Mr. Kirkner made a Motion to recommend Approval. Seconded by Ms. Doherty. Motion passed 4-0.

- G. Consider RVE Proposal regarding WWTP Subdivision Plan

Mr. Krack provided background information on the Proposal.

Mr. Kovaleski made a Motion to recommend Approval. Seconded by Mr. Kirkner. Motion passed 4-0.

- H. Discussion regarding Policy on request and use of Donations.

Ms. Dugan questioned Chief Sjostrom as to the process of accepting donations and ordering items that are not itemized in the approved Budget.

Chief Sjostrom provided his understanding of the background on donations and acquisitions.

Mr. Krack suggested that moving forward, when donations are received that the receiving Department provide a standard Budget Increase Request so that the Finance Committee and Borough Council can review what is being requested and the appropriate approval be received.

VI Adjournment at 6:50 pm by Mr. Kovaleski.