

**FINANCE AND LONG RANGE BUDGET
PLANNING COMMITTEE MEETING MINUTES
MONDAY, SEPTEMBER 28, 2015**

IN ATTENDANCE:

Committee Chair Steven Adams, members Michael Hartline, Mark B. Miller

STAFF:

Katie Braun, Interim Business Manager, Dr. David Baugh

CALL TO ORDER:

Mr. Adams called the meeting to order at 7:00pm

MINUTES:

2.1 Approval of Minutes from August 17, 2015 (Action)

COMMUNITY INPUT

No community input for this evening.

REALITY BASED BUDGETING

4.1 Financial Statement Highlights as of August 31, 2015 (Information)

Ms. Braun shared with the committee that the revenue and expenditure report for end of month August 31st the revenue report shows that the current revenue received is much higher than the last 2 years which is a good indication that the economy is turning around. On the expense side it has been much lower than previous years due to not having to purchase as much this year versus the last couple of years.

5. FINANCE ITEMS

5.1 Taxpayer Appeal (Action)

Ms. Braun shared that a letter was received from Sitman, Freed, and Co., LLP who represents their client Michael Hoffman and Sternberg LLC. Taxpayer is requesting that the Board wave penalty and interest fees incurred of \$657.04 for the late filing of their business privilege tax. In doing some investigative work, Berkheimer sends out two tax bills at the same time. The company paid one bill and not the other which is why they've incurred the late fees so they are seeking a refund.

Mr. Miller explained to the committee that the past practices for the district have been that

whether or not a taxpayer receives a bill it is required to be paid. We are not moving this to the Board, so it dies here for lack of a motion. The Business Office will report back to the applicant and they do have a right to bring it to the full Board as an appeal. No motion was made on behalf of the committee.

Mr. Adams specified that the motion will not move forward for the reasons that Mr. Miller indicated.

5.2 MBIT Bond Resolution (Action)

Ms. Braun shared with the committee that they've received information from MBIT that they would like to issue a new bond for the purpose of allowing Middle Bucks Area Vocational Technical School Authority to advance refund for the remaining series 2006 provided that the savings after all cost exceeds 2% with no new series of 2015 bonds. The remaining series of 2003 is included in the parameter resolution with the same stipulation. Their plan is to keep the lease rental debt service at the present level and take advantage of the interest rate and use the savings for capital needs at MBIT. Ms. Braun recommends that the resolution move forward.

Mr. Adams made a motion, Mr. Miller seconded. Motion carried 3-0-0

OPERATIONS ITEMS

6.1 2015-16 Revised Capital Reserve Budget (Action)

Mr. Miller made a motion to table section 6.1 and administration agreed to table it for at least 30 days as further information both the state and local sources comes forward. Dr. Baugh added that there is one item of concern which is the fire alarms at Klinger. They are antiquated at best and the district will begin to formulate a plan to seek appropriate bids to move that work forward. The safety of our children is of paramount importance. The committee agreed with Dr. Baugh.

Mr. Miller made a motion to table section 6.1 once again and Mr. Hartline seconded. Motion carried 3-0-0.

6.2 Natural Gas Pricing (Action)

Ms. Braun shared with the committee that this request comes from Mr. Trzaska, Operations department. Each year the Board has to accept the bid pricing received by Provident Energy for Natural Gas pricing per the recommendation and we have to lock in prices on October 6, 2015, which is prior to the Board meeting, so we are asking the Board to give the superintendent the authority to lock in those prices.

Mr. Miller asked if this was a 2 year contract and Ms. Braun informed the committee that she was not sure and she will investigate with Provident Energy and include the update for the next Board meeting.

Mr. Miller made a motion, Mr. Miller seconded. Motion carried 3-0-0

7. TEACHING AND LEARNING ITEMS

7.1 Purchase of Kuta Software (Action)

7.2 Purchase of Keyboarding Software (Action)

Mr. Miller made a motion to move both of these items to the full Board for approval. Mr. Miller seconded. Motion carried 3-0-0

Mr. Adams welcomed Dr. Baugh to his first Finance Committee Meeting.

8. ADJOURNMENT

8.1 The next Finance Committee meeting will be held Monday, October 19, 2015 at 7:00pm