

Borough of West Reading Finance Committee

Thursday, January 10, 2019

The West Reading Finance Committee met for their regular meeting on Thursday, January 10, 2019 at Borough Hall with the following persons present: Council President Nicholas Imbesi, Treasurer Jeanette Rentschler; Council Member Suzanne Thompson; Members Matt Spezialetti, Oswald Herbert and Robert Lockyer; Borough Manager Cathy Hoffman. Council Member David Amato was unable to attend.

Visitors: None

Call to Order

Mr. Imbesi called the meeting to order at 6:00 p.m.

Public Comment

There was no public comment.

New Business

- a. **Investment with PLGIT** – The \$450,000 that was invested with PLGIT for 90 days ending December 28th earned \$3598.25. Mrs. Rentschler indicated that \$400,000 in the Special Reserve has been allocated for capital projects, however will not be needed until April or later. She noted that the weekly rate sheet indicate that a 90 day investment would be at 2.7%.
Moved by Ms. Thompson and seconded by Mr. Herbert to recommend to Council that \$450,000 be invested in PLGIT for 90 days. **Motion carried.**
- b. **Audit Information** – Mrs. Rentschler reported that Donal Renninger had been in the office today to prepare for the audit by reviewing the financial statements at year end. It was noted that the year ended with a balance of \$400,000 more than was anticipated, therefore the beginning balance for 2019 is \$1.165M. All of the bank statements have been reconciled to the end of the year. Borough Auditor Maillie LLP will be at Borough Hall during the last week in February to conduct the audit. It is expected that they will be in our offices for two or three days.
- c. **Possible additional items from Treasurer** – Mrs. Rentschler highlighted the following from the year-end financial statements:
 - Total interest earned from PLGIT for the year was \$16,758.65.
 - The Fund Revenue for 2018 was budgeted at \$5,606,583. however the actual was \$5,821,217., an additional \$214,634.
 - Building expenses were \$11,000. over budget.
 - Police expenditures were \$120,000. under budget.
 - Code Enforcement was \$22,200. under budget.
 - Public Works expenses were \$4,358. over budget.
 - The transfer to Recreation from the General Fund was budgeted at \$163,250. however only \$103,000 was required – a savings of \$60,250.

Council Budget Calendar for 2019

- a. **First Council workshop – Tuesday, September 24, 2019**
 - Saturday, September 28th
 - Saturday, October 12th
 - Saturday, November 9th
 - Tuesday, November 26th
 - Saturday, December 7th

Mr. Imbesi asked the Committee what matters should be considered for discussion prior to the fall budget sessions. Mr. Spezialetti suggested that an in depth review of the financials for 2018 be completed to determine how \$400,000 was saved and use that information to determine future expenditures/revenues for those line items. He also suggested reviewing the budgeted transfers from water and sewer to see if they were necessary.

The Committee was also reminded about the recommendation made by Council and the Pension Committee to transfer additional funds into the Pension Fund when and if possible, given the tremendous losses that occurred several years ago.

The next meeting is scheduled to be held on February 14th. There were no conflicts with the date.

Adjournment

The meeting was adjourned at 6:39 p.m.

Respectfully submitted,
Cathy Hoffman
Borough Manager