

FINANCE COMMITTEE REPORT- February 11, 2011
Rudolf Scharf, Joan Hart, Sue Keck, Florence Martino

COUNCIL ACTION:

1. APPROVE BILLS: FROM COUNCIL APPROVAL REPORT: 1/22nd, 2/2nd & 2/9th.
2. ESTABLISH NEW PLGIT SEWER IMPROVEMENT C.R. Rudy suggested \$20,000.00; be written from the Sewer Revenue account to a new PLGIT Sewer Improvement C. R. account.
3. ESTABLISH NEW PLGIT WATER EXPLORATION ACCOUNT- Council Member Scharf requested the Principal account be closed and the account balance of \$8,974.00 and the dividend check from Principal be used to open the account. The account would be used to pay all invoices for the Keck well and other water exploration expenses.
3. After consultation with Scott Blauvelt of Shell/East and the Finance committee it was decided to make the Hydrologist payment out of the PLGIT Water Rainy Day 3647253 fund so Sue wrote a letter confirming the payment would be reimbursed by Shell/East to the Borough after establishment of their invoicing process has become formalized. At this time one invoice for \$12,488.09 has been paid from this fund and another invoice for \$17,291.00 will need to be paid, however these expenses will be reimbursed by Shell.
4. Establish a Capital Reserve account for backhoe purchase.

2011 PROJECTS:

1. CHARLESTON STREET FUNDING:

01.435.4300	\$ 12,000.00
01.435.4600	9,000.00
PLGIT 3647101 Charleston St. Curb	<u>11,095.56</u>
TOTAL FOR PROJECT	\$ 32,095.56

2. GENERAL FUND TRUCK SAVINGS:

PLGIT ACCT.3647198	\$ 32,117.48
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This represents revenues of \$7,329.91 generated from sale of metal during January and February. Council Member Scharf thanked Mark Dieffenbach for a good job on the sale of metal and beams.

3. PURCHASE OF VEHICLE- Superintendent Dieffenbach said the new truck will be a Ford F250 ¾ Ton vehicle and the top cost of the truck would be \$23,000.00, however it could be as little as \$21,500.00. Superintendent Dieffenbach stated they would be selling the truck Hershel is currently driving. Superintendent Dieffenbach had the cost at \$23,105.00 for the vehicle with tax not delivery. Council Member Wheeler made a motion to authorize the purchase, seconded by Council Member Wood. Council President Hart said the vehicle had been ordered and would arrive in April.

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4. Mark D. had renegotiated the Andrews bill for the Banik Well pump and that could be paid out of the PLGIT Water Sand, and Equipment 3647062 savings when the C&N reimbursement for sand purchase (\$40,207.86).

POSITIVE NOTES:

1. PLGIT HIGHWAY AID- Will be funded until the next liquid fuels check is received in the spring of 2011. The balance at 1/19/11 will be \$5,241.63.
2. New Smart Read water meters will continue to be installed (pay fm account 06.423.4730) Currently 30 meters have been installed, 25 are left to install in early 2011.
3. Kevin Borden has prepared specs for Mun. Bldg. & Shop for the occupancy sensors; and John Rathmell has reviewed and scaled back the project to only do the municipal building this year. The approximate cost is now \$8,000.00 to install only some of the lights and sensors in some areas of the building. These quotes will be reviewed at the next meeting. The Grants Committee will award the contract on Monday 2/14/11.
4. Warren Berg is getting quotes for programmable thermostats for the heating system. Warren is still working on this project.

We added in yearly Wellsboro Municipal Authority Solicitor and Engineering fees for the water and sewer funds, as it is the Boroughs obligation to provide administrative expenses for the Authority. Secretary Keck created a budget spreadsheet to be presented to the Wellsboro Municipal Authority members for approval.

1. FOLDING MACHINE- Secretary Keck suggested purchasing an electrical mat, which is grounded to have the folding machine on to prevent shocks. **Secretary Keck will order the necessary item.**
2. ACCOUNT BALANCES - Council Member Scharf requested if any expense, which would have any account over budget by \$1,000.00, should be discussed with the Finance Committee before purchasing.
3. Council Member Scharf and Council Member Wood requested a letter be written to ask for assistance in paying the expenses for the testing required for Chesapeake Bay testing. **Secretary Keck reported having spoken to Representative Baker's office and that they would be sending back a response to the letter she sent in January.**

NEW ITEMS 2/11/11:

Statement of Revenue & Expense report General Fund account 01.445.4520, Council Member Scharf requested in the comment section it reads for purchase of meters.

Kevin Borden's invoice should be paid from 01.409.4450.

Correct entry in the General Fund account 01.400.4600 the entry for \$867.91 should be entered into account 01.400.4300. **This correction was completed on 2/11/11.**