

**AGENDA**  
**FINANCE & ADMINISTRATION COMMITTEE**  
**Thursday, March 9, 2023 – 8:00 a.m.**

- 1) Call to Order
  
- 2) Roll Call
  
- 3) Public Comment - All public comments shall be related to the subject matter jurisdiction of the Borough Council, Committee, or Board conducting the public meeting, and shall be limited to matters of public concern, official action, or deliberations that are, or may come, before the Borough Council, Committee, or Board.
  
- 4) Cash update:
  - i. Review cash and investment balances
  
- 5) February 2023 results:
  - i. Review revenues, expenses, variances, fund balance, and reserve funds monthly and year to date comparisons
  - ii. Review gross real estate taxes and net real estate taxes monthly and year to date comparisons
  - iii. Review mercantile, local services, other local tax monthly and year to date comparisons
  
- 6) First Quarter 2022 MMO Contribution:
  - i. Review and discuss the GASB 68 reports
  - ii. Review the first quarter 2023 MMO contribution calculations
    - A motion is needed to table, approve, or deny accepting the GASB 68 reports
    - A motion is needed to table, approve, or deny the first quarter payment for the 2023 MMO
  
- 7) Fee Schedule Amendment: fee in-lieu-of recreation space
  - i. Discuss the Recreation Board's proposed fee in-lieu-of recreation space increase from \$500 to \$1,200
    - A motion is needed to table, approve, or deny amending the fee schedule to increase the fee in-lieu-of recreation space to \$1,200
  
- 8) Employee Handbook Abuse and Molestation Policy
  - i. Review the prepared Abuse and Molestation Policy
    - A motion is needed to approve, table or deny recommending Council adopt the Abuse and Molestation Policy as an immediate supplement to the Borough's Employee Handbook, to be incorporated in its entirety as an

appendix to the Employee Handbook, once the Employee Handbook is updated and adopted at a future date.

- 9) Sanitary Sewer Rehabilitation & Televising Project
  - i. Review the revised proposal to get the sewer rehabilitation scope of work closer to the \$400,000 2023 capital sewer budget
    - A motion is needed to table, approve, or deny the revised scope of work proposed by the Public Works Director, to align the scope of work closer to the \$400,000 2023 capital sewer budget
- 10) Website update
  - i. Discuss the status of the new website proposed for Fall 2023
- 11) Old Business- Any agenda items being proposed for discussion that are not listed under the “Old Business” section, must have a motion made to add the item to the agenda to be further discussed and action taken if needed.
- 12) New Business: Any agenda items being proposed for discussion that are not listed under the “New Business” section, must have a motion made to add the item to the agenda to be further discussed and action taken if needed