



Marysville Borough

**Marysville Borough
Finance Committee Minutes
June 8, 2022
5:30 PM**

The Finance Committee meeting was called to order at 5:30 PM on Wednesday, June 8, 2022 at the Marysville Borough Office. Present were Council Members Dave Magee, Brian Webster and Charles Wentzel. Also present was Borough Manager, Zachary Border and Finance Secretary, Trish Hammaker.

Executive Session:

An Executive Session was held prior to the regular meeting from 4:45 PM to 6:00 PM on matters of Real Estate and Personnel.

New Business:

Approve Minutes from the Previous Meeting

The Committee approved the minutes from the May 4, 2022 meeting as written.

Utility Increase

Dave noted that our operational costs are increasing, specifically our utility costs, and asked how we control costs to control the budget. Dave suggested that the large white dump truck not be used. After some discussion, the Committee advised that Zach should issue a directive that the white truck not be used. Brian stated that it should be driven at least once a month in order to keep it running properly.

Sewer Billing

This item was tabled for future discussion due to the lengthy agenda this evening.

CDBG Funding

Zach asked if the Committee had any ideas for funding. Dave advised that funding could be used for Parks and Recreation items. The Committee agreed.

Picture Perry

Charles noted that Jason Finnerty attended the last Planning Commission meeting and explained that the Borough should put projects in for the County Comprehensive Plan in order to access grant funding. Dave suggested a walkway between the Railroad Memorial and the Veteran's Memorial. Dave also suggested paving of Heritage Park with a pervious surface.

Paving List

Zach presented the Committee with a suggested paving list as provided by the Borough Engineer for 2023. This list included repairs to low spots at drains on Sylvan Street and repairs to Caroline Drive between Kings Highway and Ridgeview Drive which is estimated to cost approximately \$90,000 and paving Maple Avenue from Sylvan Street to the end, Sand Avenue from Spruce to Walnut and Leonard Street from Locust Village to Front Street which is estimated to cost \$110,000.

Dave advised that there was not enough money in the State Highway Aid Fund to complete either of these projects. Discussion ensued regarding the balance in the fund and what it is to be used for. Dave stated that he would be against any paving in 2023.

Charles asked what the cost would be for just the Sylvan Street repair. Zach advised that he would have to get back to him with an answer as the \$90,000 included both the Sylvan Street and Caroline Drive repair.

Brian stated that he thinks we should pave something and that we should have at least one project every year.

Being at a stale mate on this item, Zach advised that he would get an estimated cost for the Sylvan Street repair and it could be discussed further at a later date.

Stormwater Loan

Dave asked if we should go out for an RFP for this or just look at the two options presented this evening. One option was through Members 1st Federal Union and the other was through Mid Penn Bank. Brian stated that he did not think there was time to waste on an RFP because interest rates are only increasing.

After some discussion, the Committee recommended to Borough Council that we borrow \$1,000,000 through Mid Penn Bank for MS4 project completion, setup a Stormwater Authority as a funding authority and use Three Tier Residential as the funding source in order to repay the loan.

Playground Swing/Mats

Dave advised that we have approximately \$21,000 in the Recreation Fund budget to work with. Zach advised that the project costs were approximately \$1100 for the handicapped swing and \$1200 for the mats. Zach did not have a firm price on the bedding for under the mats but estimated the entire costs to be approximately \$6000.

Charles recommended that Council approve the purchase and installation of the bidding and mats at this time. The other Committee members agreed.

Old Business:

2022 Budget

Dave advised that, with respect to the Pool Fund, \$928 in income was transferred from Daily Passes to Fundraisers after the reports were printed in order to fix a clerical error. He also advised that an add-on invoice to Aqua Specialists for \$216.50 for chemicals will be paid out of the Pool Fund. After some further discussion, the Committee approved the financials.

Municipal Payment Obligations

a. Matured CD's

Zach advised that the Sewer money from the matured CD's through Cetera was placed in a short-term CD at PLGT which will mature in July. He added that the General Fund CD at Mid Penn Bank is maturing this month and Council voted to place that in a short-term CD at PLGT as well in order for Council to decide what to do with these monies. Trish noted that each was \$500,000.

Discussion ensued on using some of those monies to pay down the Bond Debt Service the Borough is carrying and how much money that would save the Borough in the long run.

Brian recommended using \$250,00 from the Sewer Cd Monies to pay down Bond Series A at the interest rate of 3.375%. Charles and Dave agreed. Brian further recommended that the use of the \$500,000 in General Fund CD's be tabled for further consideration at a later date because that Cd would not mature until August. Charles and Dave agreed.

Cameras for the Public Works Complex

- a. Alwine Security
- b. Kint

Zach advised that he is waiting for more information from Kint. Dave advised that he is in favor of cameras and asked how much the camera purchase was for the system recently installed at the Pool. Zach advised the cost was \$600. Brian stated that that type of system was acceptable for the pool facility but that he would like to see the system for the Public Work Complex have hard drive storage similar to the system here at the Borough Office.

Charles suggested this item was tabled for more pricing options. Zach asked if the Committee wanted the pricing to include installation. After some additional discussion, the Committee recommends the purchase of an acceptable system that does not exceed \$4000 and that 50% be paid from the Sewer Fund and 50% from the General Fund.

Skid Loader

- a. Hoober Inc
- b. LandPro
- c. Messick's

Zach provided the existing hours for both the skid loader and the backhoe. Zach stated that John Edkin recommended an Amish man who could refurbish the existing skid loader at the Streets Committee meeting and that he will be meeting with him in order to get an estimate. This item was tabled in order to get the estimate to refurbish.

Fee Schedule

This item was tabled to a future meeting due to the length of this evening's agenda.

MS4 Fees

- a. Flat Fee
- b. Tax Increase
- c. Tier System

This was discussed under New Business item eight and the Committee is recommending Three Tier Residential.

IT Proposals

- a. ARCHWARE Computer
- b. Dean Lusby

Zach advised that the references for ARCHWARE were all good. After some discussion the Committee is recommending that Council hire ARCHWARE for IT Services.

PLiGiT

Zach advised that he met with Mid Penn Bank and they cannot beat PLGT's rates. Discussion followed on the administrative time involved in processing the credit cards and how this could be resolved. Zach will check to see if PLGT will allow the Borough to pay monthly via check(s) instead one ACH from the General Fund. He was also directed to check with Mid Penn to see what their credit card options are. Trish was directed to check with other Municipalities to see who they use.

Public Comment:

None

At 8:05 PM, the Committee went back into Executive Session for Matters of Real Estate and Personnel. The Committee came out of Executive Session at 8:19 PM and adjourned the meeting.