

Hopewell Township Finance Advisory Committee

Township Municipal Building
February 21, 2017

Chairwoman Robinson called the meeting to order at 7:01 p.m.

Members Present: Robinson, Botero, Guleria, Ruger, Sandford

Members Absent: Colina, Sandahl

Staff Present: Borges

HTC Liaisons Present: Kuchinski (via phone)

Prior Minutes

Minutes from the December 19, 2016 and January 17, 2017 were approved unanimously (motion by Ruger, 2nd by Sandford), with two wording corrections regarding bulky waste (December 19 minutes).

Meeting Day/Time Change

Due to a conflict with an FAC member's work schedule, the committee unanimously approved (motion by Robinson, second by Ruger) a change of meeting day/time to the first Thursday of the month at 7:30 p.m. The first meeting under the new schedule will be April 6, 2017.

Open Officer Position

Chair Robinson asked if anyone was interested in the open position of Recording Secretary. Seeing no volunteers, the meeting continued.

Debt Management Guidelines

Mr. Botero reviewed the project charter, and discussed the four major subjects being addressed; FAC members volunteered for those subjects as follows – Budget (Robinson), Debt (Ruger), Cash Flow (Guleria), and Capital Spending (Sandford). Mayor Kuchinski indicated that he would particularly like to give input for the Debt and Cash Flow areas, and Ms. Borges will be a resource to all. Mr. Botero will run point for the project and help with all of the sections. The committee agreed that we would like to see these new guidelines in place for the next budget process, which typically begins in September, so a goal was set to have a draft document to the Hopewell Twp Committee by July 2017.

Bulky Waste

Chair Robinson presented the background of the issue, and the fact that for 2017, the Twp has preliminarily budgeted funds to cover rental and tipping fees for two pickups, 2017 being a stop gap year to provide service while determining what level of service to provide, if any, in the future. Mr. Sandford reported that Waste Management will pick up a customer's bulky waste for minimal charges. Ms. Borges noted that Ms. Blake had contacted Waste Management regarding the possibility of establishing a Twp wide contract; but has not heard back from them. After discussion, it was decided that Mr. Ruger would contact Waste Management and Mr. Sandford would contact Republic to determine their policies and prices, both for customers and non-customers (if applicable). Ms. Borges noted that a third hauler works in Titusville, but no one knew the name. Chair Robinson suggested the possibility of a community survey to determine the desire for the service, and Ms. Borges explained how the survey software works, and how flexible it is. Mr. Botero suggested that after we do the two pickups in 2017, we assess the new data and then make a recommendation going forward. All felt that regardless of what is recommended regarding the Township program, that the public be informed regarding the services provided by the current trash haulers in the township.

Other Business

Mayor Kuchinski asked that all FAC members keep their eyes open for shared service opportunities that other towns have in place.

Public Comment

Chair Robinson opened the meeting for public comment at 7:35 p.m. Seeing none, public comment was closed.

Adjournment

The meeting was adjourned (motion by Botero, 2nd by Ruger; approved unanimously) at 7:40 p.m.

Respectfully submitted,

Kim Robinson, Chair, HT Finance Advisory Committee