**ATTENDING:** Chairman Gary Hadden-Ontelaunee Commissioner, Heidi Fiedler-Maidencreek Township Commissioner, Granville Sandridge-Leesport Commissioner, Diane Hollenbach - Maidencreek Township Alternate, William Klein-Ontelaunee Township Alternate, Ruth Manmiller-Secretary.

**GUESTS:** Captain James Ceccnini, David Reichlein, Jim Sensenig, Kenneth Stoudt

**Call to Order:** Commissioner Hadden called the November 18, 2019 Budget Workshop to order at 5:00 PM

Ruth Manmiller thanked everyone who provided suggestions to reduce the 2020 Budget and thanked Commissioner Fiedler who requested a detailed outline of the remaining 2019 estimated funds.

As a result of the detailed out line, Ruth estimated $266,385.87 of 2019 remaining funds.

Ruth Manmiller advised the Commissioners that in the past remaining funds were; returned to the municipalities per their percentage contribution, or used to purchase a vehicle and/or equipment and/or used to lower the budget. Listed below includes the revised 2020 budget, utilizing $200,000.00 of 2019 remaining funds.

Ruth Manmiller provided a revised 2020 budget (minus the detailed wording outline). The original budget presented to the Commissioners on October 14, 2019 was $3,000,748.85. The second revision is $2,987,580.30 however utilizing $200,000.00 of the remaining 2019 funds she could reduce the 2020 Budget to $2,787,580.30. Even with the revisions, (2) officers and a vehicle are still included.

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Commissioner Fiedler questioned how the remaining funds were calculated.

Ruth Manmiller explained the remaining fund calculations originated from the Fleetwood Money Market as that is the operational account where all funds are deposited. As funds are needed, they are transferred to either the Payroll Account or the General Account. The remaining funds currently listed in the respective accounts are not included because of being earmarked for existing expenses.

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Commissioner Fiedler questioned the $ 294,882.74 funds in the Tompkins Vist Bank as reported in the October Treasurer’s Report.

Ruth Manmiller explained the Thompkins Vist Bank Account is reserve for pending litigation disbursement and/or back pay. These funds are off limits and are not included in any budget calculations.

Commissioner Fiedler questioned Thompkins Vist Bank interest rate.

Ruth Manmiller stated at moment she was not aware of the exact interest rate percentage. The Money Market Account is a long established account with a local bank.

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Commissioner Fiedler suggested looking into another bank or checking with Thompkins Vist for a better interest rate. Diane Hollenbach confirmed Maidencreek Township uses a PLGIT account for township funds; the interest rate is 2.02%. She promised to provide contact information.

Ruth Manmiller promised to inquire at Thompkins Vist Bank for current NBRPD’s Money Market interest rate and take into consideration all of Maidencreek Township’s information.

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Commissioner Fiedler questioned why the bond coverage is so low as reported in the recent Certified Accountant Report: it doesn’t cover the amount of funds available on a daily basis.

Ruth Manmiller explained the bond coverage is for her, not the Commission. There is no problem increasing the bond coverage. Diane Hollenbach agreed to provide information on this issue as well.

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Commissioner Fiedler questioned an outstanding figure on the year to date budget report.

Ruth Manmiller confirmed her discovery of this number as well and is working with the Certified Accountant to determine the problem.

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Commissioner Fiedler asked for a detailed account of all incoming funds.

Ruth Manmiller stated the municipal contributions as designated in the approved NBRPD budget are the funds used for operational purposes; any additional income is considered an extra because NBRPD can’t rely on the small amount of additional funds for the day to day operations and reimbursement funds are credited directly to the respective budget item. Requested information will be provided.

The Budget Workshop was productive and informative;

1. Review interest rates on the Thompkins Vist Money Market Account
2. Research the cost of a police vehicle – car or SUV- w/extended warranty
3. Research a Municipal Lease option
4. Look for additional Bond coverage

No further comments and/or suggestions. The Budget Workshop was concluded at 6:00 PM

Respectfully submitted,

Ruth M. Manmiller

NBRPD Secretary

CC:

Diane Hollenbach, Maidencreek Township Secretary to distribute to Supervisors

Kim Berger, Ontelaunee Township Secretary to distribute to Supervisors

Sandra Weiser, Leesport Borough Secretary to distribute to Council

Christopher Gerber, Siana Bellwoar Law Offices