

LEMOYNE BOROUGH FINANCE COMMITTEE MINUTES
December 23, 2008

1. Call to Order... The Finance Committee meeting, of the Lemoyne Borough Council, was called to order on Tuesday, December 23, 2008, at 6:35 pm, at the Lemoyne Municipal Building, 510 Herman Avenue, Lemoyne, Pa with Lori Hegedus presiding.
2. Roll Call...Present at roll call was Lori Hegedus, Chairperson and Susan West, Committee Member
Wayne Mountz, Committee Member, was absent.
Also present was Bruce Barnes, Kathy Turns, Dr. John Judson, and Shireen Farr.
3. Update of Sewer Receivables balances and Collection Procedure... Lori stated that there are still two individuals that owe in excess of \$25,000.00. Both are paying based on a verbal agreement. The over 120 day delinquent balance as of December 23rd is \$207,794.00.
Lori has information from two collection agencies. This might be something we need to set up for 2009.
4. Update on closing Commerce Accounts...Kathy stated that the accounts stipulated will be closed by year end with new GL account numbers set up for the transferred amounts. Lori stated that this will leave us with 12 checking accounts remaining at Commerce.
5. Review list of stale dated checks... Kathy stated that there are no stale dated checks at this time.
6. Sewer rate changes and impact on budget process, skip until January meeting...Lori Hegedus stated that the rates have not been changed in time to affect the budget process. The rate change will be implemented in the 2nd quarter of 2009. The first quarter billing is to be mailed out during the current billing period in February. We will be advertising the proposed rate changes.
7. Update on Procedure Manual...Kathy stated that she understands the importance of these and will begin working on them as soon as time permits.
8. Update on change to split sewer labor charges... Kathy stated that the changes are in the system and will be executed with the January 9, 2009 payroll.
9. Update on change to split maintenance department labor charges...Kathy stated that she would like to review with Lori the new accounts to be set up, and there should be no problems with the conversion on the January 9th payroll. Sue West inquired about maintenance to the police department vehicles. Were they billed for 2008? Kathy stated that she had given the police department the invoice for \$5,000.00 for 2008. In 2009, the Maintenance department will break down per pay how much actual time is used for police vehicle maintenance and Kathy will invoice the police department on a monthly basis.
10. Bank changes...Lori stated that the borough has begun looking at other banks and investment opportunities. We need more interest revenues, where possible. When we've received the proposals we will look at them at the following finance meeting.

11. Code Enforcement Report has check number on it. This amount must be balanced to GL account for monthly receivables....Lori stated that Ron Frank will give Kathy the code enforcement report every month, and that should match the general ledger for the month. If he is holding a check, it should be noted on the report.
12. LST Increase...Ordinance 677, which increases our Local Services Tax to \$52.00 per year will be voted on at the December 29, 2009 Council Meeting.
13. 2009 Budget...Lori stated that she will email the updated proposed 2009 Budget by Saturday, December 27, 2008. This version will include the LST increase.
14. Next Meeting...January 27, 2009
15. Adjournment...7:35pm. There being no further business, Miss Hegedus declared the meeting adjourned.

Submitted By:

Kathryn Turns
Borough Secretary