

ECAC Meeting Monday June 12, 2017

Attended: B. Fadem, C. Polites, T. McGurk, K. Melich, S. Ballard, B. Buchanon, P. Motel

Absent: R. Mintz, A. Nicolas

Meeting called at 6:15. Opening Comments by Tom and reviewed agenda items.

Special thanks for Chris and Kathy for hosting a lovely ECAC social Saturday night.

Minutes for May 8, 2017 reviewed and approved. Tom will send to Kate Jones at Easttown.

Continued Discussion of Financial Updates from Dan Fox and Karen Wertz.

It was noted that all the Supervisors are on top of the financial updates being made and corrections needed for clean audit results.

Mid July 2017 – township employees will be receiving training on the MUNIS system upgrades. This should provide better reconciliations, improved monthly and year-end reports, as well as a host of other better systems and efficiencies for the staff.

It was understood from conversations with Betsy and Chris that Karen prep work prior to the audits saved a considerable amount of money for the township. It was also noted that Karen and Regina are making changes and corrections as current information has been entered. In addition, once the training is complete, staff should be able to go back to the beginning of 2017 and make necessary corrections to coding and ledger sets so that audits will be significantly improved.

Supervisors will recommend that updated reports on the financials be reviewed by the Supervisors in August and presentation made to ECAC in September regarding the system improvements and progress with updating and correcting necessary financial information.

It was also noted that Karen was asked several times if additional resources were needed to complete the necessary tasks and it was clearly expressed that no additional resources were needed at this time.

ACTION PLAN: Supervisors to request Updated reporting for August and share with ECAC at September Meeting.

Hilltop Rd. Project:

Alessandra and committee provided a term sheet to Don Curley (Public Works) to create an RFP for potential vendors for the Hilltop House. Don's experience with Radnor Township Willow's RFP should be helpful. Township Solicitor, Andy Rau, to review the RFP so that Easttown is not in violation of the

gift requirements from the O'Dell Family. Response was that the RFP would not be in violation of the gift agreement but the solicitor did have some suggestions.

It was determined that the ECAC portion of this project is completed.

Fire Company Project:

Discussion was started with mention of a Main Line Media article regarding failed audits of the Radnor Township and Radnor Township Fire Co Relief Association. Betsy will check with Berwyn and Paoli and see if they have had similar type audits.

Draft #3 prepared with additional Project Phases of the report.

Committee discussed and provided clarification and understanding for several sections of the developing report.

Although there were MANY metric used to compare the compensation provided by Easttown to the Fire Companies, it was felt that the best measure was Cost Per Capita. Members of the committee felt that it's very important to come up with a standard so that Easttown and Tredyffrin can partner in supporting the Berwyn and Paoli Fire Companies that is equitable to all parties.

Managing increased costs while volume is remaining relatively stable; and, increased volume anticipated based upon Recovery Center opening, Urgent Care needs, Nursing Home needs, added population and growth from residential development may be a concern at a later time. It appears that Berwyn and Paoli FCs should be able to keep track if these added community based businesses do add to their volume/costs.

Action Steps:

Continue to work with Tredyffrin Township to discuss benchmarks and cooperating on the gap that needs to be met to provide services to the community. Continue to work on long term solutions with Tredyffrin, within Easttown and with the Fire companies.

Get both Easttown and Tredyffrin Townships communicating and on the same page regarding standards for contributions to the fire companies and other financial considerations; then, meeting with both Fire Companies to discuss how that contributes to their budget needs.

ECAC felt that they are almost completed with this project.

Next Projects for ECAC were discussed. Conversations with the Board of Supervisors will also be had to determine next project.

Next Meetings to be July 10 and August 14, 6:15

Respectfully Submitted by,

Stacey Ballard