



**Borough of Bellevue
Finance Minutes
March 5, 2019
7:30 p.m.
Rosemary Heflin Council Chambers**

I. Call to Order

A meeting of the Bellevue Borough Finance Committee was called to order at 8:07 p.m. by Councilperson Pikul.

II. Roll Call

In attendance were Councilpersons Pikul, Fodi and Hause, DAS Borczyk, Treasurer Scioscia, Jr. Councilperson King and Councilperson Hrynda as a guest.

III. Public Contributions (5 minutes per person.)

Doreen Chimner, 134 Meade Avenue, discussed her issues with Jordan Tax Service.

IV. Reports = None.

V. Old Business:

- i. Social Media Policy – Councilperson Pikul discussed her need for an all encompassing policy and asked if examples could be secured from other communities.
- ii. Replacement of Financial Administrator – update. DAS Borczyk discussed review of applications and the possibility of the position being upgraded to an Assistant DAS Councilperson Fodi made a Motion to include this item on the agenda of the Pre-Council Meeting of March 12, 2019. The Motion was Seconded by Councilperson Pikul.
- iii. RFP Tax and Fee Schedule – To be reviewed.
- iv. Liquor License Application Process – Councilperson Hause informed the Committee that she was discussing the issue with Solicitor Racunas. Councilperson Pikul made a Motion to include this item on the agenda of the March 12, 2019 Pre-Council Meeting. The Motion was Seconded by Councilperson Hause.;
- v. Budget Control Policy – In process.
- vi. ACT 172 Firefighter EIT Credit – Discussed – decision to be made by December 31, 2019.
- vii. Request for update on Financial Audits – CPA performing field work.
- viii. February's Treasurer's Report – update -To remain in Committee.
- ix. Request for update on RFP for policy making for budgetary controls to remain in Committee.
- x. Update on payment for DPW Employee – Remain in Committee.

VI. New Business:

- i. Ordinance No. 19-07 Update Personnel Code for Finance Office/Administrator Position. In Progress.
- ii. Personnel System. On One Drive.
- iii. Discussion of minute corrections and distribution. DAS Borczyk informed the Committee that minor adjustments to published minutes are identified in the "Motion to Approve."
- iv. Harassment Policy and Code of Conduct Policy for employees and visitors. Follow up with Solicitor needed.
- v. Request for additional info. on Joint Tax Collector Software. DAS Borczyk to check with Northgate School District Business Manager.

VII. Public Contributions - None.

VIII. Adjournment:

Councilperson Hause made a Motion to Adjourn at 9:20 p.m. Councilperson Fodi seconded the Motion. The meeting was adjourned.