

**Finance Committee Meeting Minutes
Montgomery Township
Monday, March 19, 2018**

The Finance Committee meeting of March 19, 2018 was called to order by Chairman John Holsinger at 6:00pm.

Present at the meeting were:

Committee Members: Mary Griffith-Alfarano, Allan Nappen, Barbara Vinciguerra and John Holsinger
Board of Supervisor: Candyce Fluehr Chimera
Finance Director: Ami Tarburton
Accounting Supervisor: Vickie Zidek

On a motion by Ms. Griffith-Alfarano, seconded by Ms. Vinciguerra, the Minutes of the January 15, 2018 meeting were approved.

Ms. Tarburton reviewed for the committee members the information from the various financial reports prepared for the Committee and the Board of Supervisors as of February 28, 2018. Listed below is the information from those reports:

General Fund Revenues

- Tax Revenues
 - Real Estate Tax Collections are up slightly, as compared to same period prior year. Tax bills were mailed to residents in February and as such, minimal tax revenue is expected in February. March through April is known as the 'discount period' where residents receive a 2% discount for payment during that time, and the bulk of these tax revenues will be collected during these months.
 - Earned Income Tax (EIT) collections in the General Fund are up a minimal \$3K above February of the prior year. Berkheimer revenues are reporting steady as compared to 2017.
 - Real Estate Transfer Tax Revenues are down 49% or \$25K as compared to same period prior year. Receipts reported in February are for January. This decrease is due to limited activity and the fact that there were no commercial real estate transactions in January of 2018.
 - Mercantile Tax revenue collections are up 28% or \$94K as compared to same period prior year. This increase is due to the timing of receiving some of our larger taxpayers' remittances. The due date for this tax is March 15th. Revenue collections are highest during the months of February, March and April.
 - Local Services Tax revenue collections are up \$23K or 21%. The first due date for employer remittances for 2018 is April 30th.

- Amusement Tax receipts are down \$1,300 as compared to same period prior year.
 - Business Privilege Tax (BPT) receipts are down 15% (\$16K) as compared to same period prior year. This decrease is due to the timing of receiving some of our larger taxpayers' remittances. The due date for this tax is March 15th. Revenue collections are highest during the months of February, March and April.
 - Overall, tax revenues are up 4.5%, about \$78K, as compared to the same period last year. This increase is due mainly to the timing of Business Privilege and Mercantile Tax receipts, and we will have a clearer picture of our tax revenues in April.
- Other Revenue Sources
 - Building Permit revenues are up 135% (\$67K) as compared to same period 2017 due to numerous new construction homes and a clothing store relocation in the Mall. The primary season for this revenue source is spring into summer.
 - Cable Franchise Fees are down slightly by \$5K as compared to same period 2017.
 - Overall revenues are up 8% or \$156K compared to February 2017. The biggest contributors to this increase are the timing of Business Privilege and Mercantile Tax Revenues and the increased building permit activity.
- Expenditures
 - Overall, year-to-date expenditures are down 6% as compared to same period prior year. Most of this decrease can be attributed to the timing of capital replacement purchases and the absence of police salary increases, due to the pending arbitration award.

In other business, Ms. Tarburton gave an update on the CRC Statement of Revenues and Expenditures, Township's annual audit and Police Arbitration award. The Committee also discussed Ash Tree removal within the Township and Finance Committee vacancies and how to fill them.

The next meeting will be held Monday, April 16, 2018 at 6:00 pm.

There being no further business, the meeting adjourned at 6:47 pm.

Respectfully Submitted,

Victoria Zidek
Accounting Supervisor

