

Citizens Audit Review and Financial Advisory Committee

February 3, 2016
Radnor Township Municipal Building
Administration Area, 2nd Floor
301 Iven Ave., Wayne, PA 19087

Meeting Minutes

Chairman Mark Blair called the meeting to order at 7:01PM. In attendance were CARFAC members Mark Blair, Marty Dwyer, Michael Antonoplos, Jerry Linden, Leo Marte and Mary Hoeltzel. Committee members Ed Caine, Jeff Ruben, and Carl Rosenfeld were unable to attend. Others present included 1st Ward Commissioner James Higgins, 3rd Ward Commissioner Lucas Clark IV, 4th Ward Commissioner Elaine Schaefer, 5th Ward Commissioner John Nagle, and 7th Ward Commissioner Phil Ahr, Township Manager Bob Zienkowski, Finance Director Bill White and Assistant Finance Director/HR Manager Bob Tate. 6th Ward Commissioner Donald Curley joined the meeting at 8:15pm. No members of the public were present.

1. New Business:

- a. Township Business Tax Discussion: Chairman Blair opening the meeting by announcing that several business owners will be present at the February 17, 2016 CARFAC meeting, to discuss the Township's business taxes. After a brief discussion, it was agreed that CARFAC will serve as a sounding board to allow businesses to speak their concerns; CARFAC will then report back to the Board. Mr. Tate distributed copies of the Township's business privilege and mercantile tax codes and regulations to all CARFAC members present.
- b. 2016 CARFAC Priority Setting with Commissioners: Chairman Blair opened the discussion by stepping through each of the 2015 priorities to provide the attending Commissioners with updates on each project. As in past years, these updates and other ad hoc projects CARFAC participated in during 2015 will be summarized in a memorandum from CARFAC to the Board, to be completed by month-end.

Chairman Blair shifted the conversation to the Commissioners to hear their priorities for CARFAC in 2016. A summary of each Commissioner's priorities:

- Commissioner Schaefer: Asked CARFAC to cancel a legal review of the pension spiking issue since legislation has been drafted at the State level and is moving through that process. Priorities for 2016 included: (a) Staffing Analysis and (b) Capital Funding Plan with a dedicated funding source.
- Commissioner Nagle: Priorities for 2016: (a) Capital Funding with an emphasis on infrastructure planning and financing expenditures; (b) Evaluate the possibility of improving the Township's credit rating to Aaa from the current Aa1.

- Commissioner Higgins: Priorities for 2016: (a) Capital Funding Plan with a similar emphasis on infrastructure; particularly the sanitary sewer system.
- Commissioner Ahr: Priorities for 2016: (a) Staffing Analysis to establish a baseline and discover potential efficiencies as a result of business process improvements; (b) Capital Funding Plan with an emphasis on “plan.” He noted that a formal plan that can be considered by and adopted by the Board will inspire confidence among the residents.
- Commissioner Clark: Priorities for 2016: (a) Review of the Act 511 revenue as it relates to the impact on small businesses.
- Commissioner Curley: Expressed his satisfaction with CARFAC’s products and had no specific agenda items for the group in 2016.

2. Public Participation: None

3. Adjourn: The meeting was adjourned at 8:20PM.