

# UPPER MAKEFIELD TOWNSHIP

## *Financial Advisory Committee Meeting*

**March 11, 2015**

The March 11, 2015, public meeting of the Upper Makefield Township Financial Advisory Committee was convened at 7:00 p.m. In attendance were the following members of the Financial Advisory Committee: Chair Laurie Hosie, Secretary Kevin Mealey, Member Richard Krollman, Member Bob Needle, Member Harold Tamburro, Supervisor/Liaison Larry Breeden, Interim Township Manager David R. Nyman and Assistant Township Manager Judy Caporiccio. Also in attendance were members of the public.

### **I. Call to Order**

The meeting was called to order by Chair Laurie Hosie at 7:00 pm. Ms. Hosie welcomed the newest member of the committee, Harold Tamburro. Mr. Tamburro was appointed to fill the vacancy left by Steve Markin's resignation.

### **II. Election of Vice Chair**

A motion was made by Mr. Mealey and was seconded by Ms. Hosie to elect Mr. Krollman as Vice Chair of the Financial Advisory Committee. Motion carried by a unanimous vote.

### **III. Approval of the Minutes of February 11, 2015**

A motion was made by Mr. Mealey and was seconded by Mr. Needle to approve the meeting minutes of February 11, 2015. Motion carried by a unanimous vote.

### **IV. Personnel Policy Review through Section 310, page 10**

The FAC conducted a thorough review of the Township's Personnel Policy through Section 310. In addition to numerous changes and updates, the committee noted several issues. Union employees should be subject to the Personnel Policy for anything that is not covered in their employment contracts. After the completion of their review, the FAC requests that the BOS adopt the Personnel Policy as a policy and not an ordinance. Thus future updates would no longer require an ordinance change. As a best practice, the Personnel Policy should be reviewed and updated annually by the Township Manager.

FAC members will review sections 311 through 316 in preparation for the April 8 meeting.

### **V. Other Business**

No other business was discussed.

### **VI. Board Liaison Report**

Board Liaison Larry Breeden and David Nyman reported the details of the bond refinance.

### **VII. Public Comment**

There was no public comment.

### **VIII. Adjournment**

A motion was made by Mr. Mealey and was seconded by Mr. Needle to adjourn the meeting at 8:50 pm. Motion carried by a unanimous vote.

Approved: April 8, 2015