

**Plum Borough
School District**

**Finance Committee
Meeting Agenda
for
June 18, 2013**

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Finance Committee Meeting Agenda
June 2013**

MEETING DATE: Tuesday, June 18, 2013
TIME: Immediately following Food Service & Facilities Committee Meetings
LOCATION: Oblock Junior High School Auditorium
COMMITTEE MEMBERS: Mr. Dowdell, Chair; Mr. St. Leger and Mr. Zucco, Committee Members
ADMINISTRATIVE REPRESENTATIVES: Mr. Marraccini and Dr. Glasspool
SOLICITOR: Mr. Price of Andrews and Price

I. Call Meeting To Order.

II. Citizens Comments:

- A. On agenda items
- B. On non-agenda items.

III. Invited Guests:

1. Mr. Joseph Muscatello; Boenning & Scattergood, Inc. will discuss recent bond refinancing / new borrowings. Closing is set for Wednesday, June 26, 2013.

IV. Agenda Action Item Discussions:

1. **Treasurer's Report:** Approve Treasurers' Report for the month of May 2013. Report was electronically sent to board members prior to the meeting for their review.
2. **Budget Transfers:** Approve Budget Transfers for the Month of June 2013. **(To follow)**
3. **Year End Business Functions:** Recommend approval of the following standard year-end Business Office functions:
 - A. Facsimile signatures for signing of General Fund, all GOB Funds, Payroll Fund, Student Activities Fund, Cafeteria Fund, and Athletic Fund (now part of Fund 10) checks.
 - B. Authorize the Director of Business Affairs to invest school district funds.
 - C. Authorize payment of utility and other discounted invoice pricing prior to the regularly scheduled month Public Board Meeting.
4. **2012-13 Miscellaneous Tax Resolutions:** Administration recommends approval of the following local tax resolutions to support the funding of the 2013-14 General Fund (10) Budget as follows:
 - A. Approval of the Current Real Estate Tax Millage Rate at 18.758 mills; represents a decrease of (3.442) mills or (15.50%) from prior year.
 - B. Approval of the Per Capita Taxes at \$10.00; represents no change.
 - C. Approval of Earned Income Taxes (EIT) at 1.0% shared equally with Borough; represents no change.

D. Approval of Deed Transfer Taxes at 1.0 % shared equally with Borough; represents no change.

E. Approval of Local Service Taxes (LST) at \$5.00 per year; represents no change.

Note: Borough receives \$47.00 of the combined LST annual fee of \$52.00.

5. **2013-14 Fiscal Year- End Budgetary Transfers:** Recommend approval authorizing Central Administration and the District's Independent Auditors to make all necessary year-end budgetary transfers after the June 30, 2013 for the 2013-14 fiscal year.
6. **Insurance Quotations for 2013-14:** Administration recommends acceptance of the Gleason/AJG Insurance Services' insurance quotations for the 2013-14 school year, as presented. Total proposed insurance premiums quotations are **\$349,188. See Attachment #1**
7. **Equitable Gas Delivery Renewal Agreements.** Administration recommends approval of the proposed gas delivery agreement with Equitable Gas for the transportation site, Oblock, Plum HS, Holiday Park, and Old Pivik, for the period from 7/1/2013 to 6/30/2016, as attached. **See Attachment #2**
8. **2013-14 General Fund Budget (Fund 10) Adoption. Administration recommends adoption of the 2013-14 General Fund Budget (Fund 10) with Revenues and Subsidies totaling \$ _____ and Expenditures totaling \$ _____ at the millage rate of 18.758. The shortfall of \$ _____ will come from the budgetary reserve. Details to follow.**

IV. Informational Discussion Items:

1. Discuss Real Estate Tax Collector's Report for the months of May 2013. **See Attachment #3**
2. A. Discuss Plum Borough Delinquent Earned Income Tax Collector's Reports for the month of May 2013. **See Attachment #4**

B. Discuss the Keystone Collection Group's Earned Income Tax Collection Report through May, 2013. **See Attachment #5**
3. Discuss Monthly Revenues and Expenditures Comparison Graphs for the month of May 2013. **Attachment #6**
4. Discuss extension of Hosack Specht Muetzel Wood LCC agreement for auditing services for the 2013-14 fiscal year. Current contract expires 6/30/2013.
5. District has been approved for the five percent (5%) Certified Safety Committee Credit by PA Department of Labor and Industry. Estimated credit (savings) is approximately \$9,886. **See Attachment #7**
6. Discuss renewal of Doctor and Dentist Services for school years 2013-14, 2014-15 and 2015-16.

V. New Business Roundtable.

VI. Next scheduled Finance Committee Meeting: July 16, 2013

VII. Motion to adjourn.