

**FINANCE COMMITTEE MEETING**  
**Tuesday, October 28, 2025**  
**5:30 pm**

**MINUTES**

Committee: Chairperson Ms. Dugan, Mr. Carminito, Mr. Ewald, and Mr. Kirkner  
Staff: Mr. Krack, Ms. Getzfread, Ms. Koza-Lubinsky, Ms. Donato, and Ms. Niemczuk

I. Call to Order at 5:30 pm

II. Public Comment on Non-Agenda Items

There were no public comments.

III. Committee Member Updates/Discussions

Mr. Kirkner made a Motion to waive the late fees and penalties on Utility bills and to not shut off water for Residents impacted by the Government shut down. Second by Mr. Ewald. Motion passed 4-0.

IV. New Business

A. Motion to recommend Borough Council approve the 2025 pre-paid dated 9/1/2025 - 9/30/2025 in the amount of \$2,056,919.39.

Mr. Carminito made a Motion to recommend Borough Council approve the pre-paid as presented. Second by Mr. Kirkner. Motion passed 4-0.

B. Motion to recommend Borough Council approve the 2025 pre-paid Credit Card Statement dated 9/1/2025 - 9/30/2025 in the amount of \$39,460.31.

Mr. Kirkner made a Motion to recommend Borough Council approve the pre-paid as presented. Second by Mr. Carminito. Motion passed 4-0.

C. Motion to recommend Borough Council approve the 2025 pre-paid ACH dated 9/30/2025 in the amount of \$62,402.53.

Mr. Kirkner made a Motion to recommend Borough Council approve the pre-paid as presented. Second by Mr. Carminito. Motion passed 4-0.

D. Motion to recommend Borough Council adopt a Resolution approving the proposed 2026 Master Schedule of Fees.

Mr. Kirkner made a Motion to recommend Borough Council adopt the Resolution as presented. Second by Mr. Carminito. Motion passed 4-0.

E. Motion to recommend Borough Council adopt a Resolution Appointing an Independent Auditor for Fiscal Year 2025.

Mr. Kirkner made a Motion to recommend Borough Council adopt the Resolution as presented. Second by Mr. Ewald. Motion passed 4-0.

F. Motion to recommend Borough Council adopt a Resolution authorizing the submission of State or Federal No-Match Requirement Grants for the Police Department for 2026.

Mr. Kirkner made a Motion to recommend Borough Council adopt the Resolution as presented. Second by Mr. Carminito. Motion passed 4-0.

G. Review and discussion regarding 2026 Enterprise Funds and General Fund.

Ms. Koza-Lubinsky reported there were no changes being recommended from the presentation of the Enterprise Funds last month.

Ms. Koza-Lubinsky reported on the information contained in the 2026 draft General Fund Budget which included various capital requests and personnel requests.

Ms. Donato reported on the information contained in the personnel requests.

Chief Marshall provided information on his request for changes in the administration of his office.

Mr. Boelker and Ms. Getzfread provided information on the request for additional codes inspector.

After discussion among committee members, the requested capital requests will come from Fund Balance. Staff will present a draft budget at the November 12, 2026 Council meeting which will include the capital and personnel requests.

Mr. Ewald noted that this is a draft budget and that Staff and Council will be making further adjustments as new information is received that is not yet available.

Mr. Kirkner made a Motion that Staff present the 2026 Draft budget at the Council meeting on November 12, 2025 which contains the information from General Fund and Enterprise Funds as presented this evening. Seconded by Mr. Ewald. Motion passed 4-0.

V. Public Comment

There was no public comment.

VI. Adjournment at 6:38 pm by Mr. Kirkner.

Next Meeting Date: Tuesday, November 25, 2025, **at 5:30 pm**