

## **BUCKS COUNTY CONSORTIUM**

Thursday, March 6, 2014

### **Meeting Minutes**

#### **Call to Order:**

A meeting of the Bucks County Consortium was held at 9:00 a.m. at the Doylestown Borough Municipal Building on March 6, 2014, and called to order by Consortium President Eileen Bradley.

#### **Roll Call and Instructions:**

The following Bucks County communities were represented at the meeting:

Eileen Bradley, New Britain Township  
Dan Olpere, Local Government Management Services  
Bob Pellegrino, Northampton Township  
Jamie Gwynn, Northampton Township  
Randee Elton, Warminster Township  
Sandra Zadell, Chalfont Borough  
Darrell Card, Chalfont Borough  
Greg Lippincott, East Rockhill Township  
Joseph Golden, Upper Southampton Township  
Herb Schoell, Upper Southampton Municipal Authority  
Linda McNeill, Tinicum Township  
Stephanie Mason, Doylestown Township  
Carolyn McCreary, Plumstead Township  
Dana Cozza, Buckingham Township  
Devan Ambron, New Britain Township  
Bill Wert, Dublin Borough  
Bill Cmorey, Bensalem Township  
Vivian Bell, Warrington Township  
Robin Trymbiski, New Britain Borough  
Kurt Ferguson, Newtown Township  
John Nagle, Whitpain Township

#### **Sponsors:**

Jim Gray, RBC Capital Markets  
Carol Bigham, DVIT  
Chris Engelberg, Beirne Wealth Management

#### **Approval of Minutes – January 9, 2014:**

Upon motion by Stephanie Mason, seconded by Carolyn McCreary, the Minutes of January 9, 2014 were approved as presented.

### **Treasurer's Report and Payment of Bills:**

The details of the Treasurer's Report were reviewed by Eileen Bradley. Upon motion by Stephanie Mason, seconded by Bob Pellegrino, the Treasurer's Report for January 2014 was approved as presented.

### **Presentation:**

President Eileen Bradley introduced Matthew Verdecchia MS; CEAP, from HMS/Health Advocate. Mr. Verdecchia received his Masters in Science from Villanova University and Bachelor of Science in Psychology/Biology from St. Francis University in Loretto, PA. He has worked in behavioral health/science for 30 years, with diverse outlets in sales, marketing, human relations and others. Mr. Verdecchia has frequently worked with the Delaware Valley Insurance Trusts. Mr. Verdecchia spoke on ways to recognize and promote a healthy work/life balance. We need to budget our time at work and with family as they are each important.

Mr. Verdecchia also offered his services to the Consortium and any municipality on a wide range of topics such as sexual harassment, workplace violence, employee and supervisory development, substance abuse awareness, customer service development.

### **Discussion:**

Salary Survey - Randee Elton presented a demonstration of an internet-based salary survey in which the Montgomery County Consortium participates. The site posts salaries and benefits for a range of employees and is displayed in real-time with multiple reporting capabilities. Many Chester County municipalities also participate and DVIT provides additional updates. More participants means better results in a very user-friendly environment. Fee to join was a maximum \$1,000 annually and Randee and Jamie Gwynn would spearhead the initial startup for Bucks.

On motion of Stephanie Mason, seconded by Bill Wert and unanimously approved by those present, it was agreed to participate in the Montgomery County online salary survey.

Jamie Gwynn stated that he had recently completed a pension analysis; however, he would like to do a larger survey that would include more municipalities. The results of the survey will then be put into a report and distributed to participants. Ms. Bradley stated that perhaps a question on who each municipality used as actuary could be added to the report.

John Nagle announced that the flyers for the 66<sup>th</sup> Annual ICMA/APMM Conference in Nemascolin May 20 to 22 were distributed and those wishing to attend should register as soon as possible. They were hoping for a large eastern participation.

### **Community Updates:**

Ms. Bradley announced that the Bucks County Consortium Stone Bid was opened on February 28 and packets were ready for pick up by each participating municipality.

Ms. Bradley noted that a few Central Bucks municipalities had begun early discussions of Business Continuity Planning for municipal operations and were eager to widen the discussion to include others. Any interested parties could contact Stephanie Mason or Eileen Bradley.

Chris Engelberg invited Assistant Managers and Finance Directors to join a meeting being held on June 11, 2014 in Radnor for "Next Generation" finance training. A formal announcement would be forthcoming.

Vivian Bell reminded everyone that all outstanding dues must be paid for Municipalities and Sponsors.

**TCC Update:**

Ms. Bradley announced that Bucks County signed a new contract with Keystone Collection Group. The contract will be in effect through 2019, with no increase in the 1.39% commission paid to Keystone. Keystone would also pick up the significant costs of two annual audits.

Ms. Bradley announced that the next meeting would be held at Warwick Township, with a PennDOT Informational Update and meeting with our new Municipal Services Director. Please invite your PW Directors.

**Adjournment:**

Upon motion by Sandra Zadell, seconded by Bob Pellegrino, the meeting was adjourned at 11:00 a.m.

Respectfully Submitted,

Angela P. Benner  
Consortium Coordinator