



PPF Meeting

August 21, 2014
8:00 PM to 9:00 PM
Police Station

Facilitator: Tony Lindeman **Note taker:** Tony Lindeman
Timekeeper: Tony Lindeman

Attendees: Terry Lindeman, Tony Lindeman, DeWayne Stout

----- Agenda Topics -----

<u>Topic</u>	<u>Speaker</u>	<u>Minutes</u>
Village Energy Policy	Tony Lindeman	10
Village Personnel for Parks and Streets 2015	Terry Lindeman	10
Village Personnel for Zoning 2015	Terry Lindeman	10
Office Hours for the Village Hall	Terry Lindeman	5
Credit Card for village	Tony/Terry	10
On-line Bill Payment	Tony/Terry	5
Revenue Increase	All	15
Full-time Mayor	All	5

Special notes:

Budget meeting was held in July and regularly scheduled PPF meeting in July was cancelled.

----- Agenda Topics -----

Village Energy Policy

Tony Lindeman

10 min

Discussion: I keep receiving calls from brokers wanting to sell energy products. All brokers operate the same and work with the same energy providers. Pricing is almost identical when comparing apples to apples. I spoke with Terry Leach from AMP and he can provide the same services if the village likes. Propose setting up times for bids and watching market.

Conclusions: Talk with Terry Leach

Action items:

Contact Terry Leach

Person responsible:

Tony

Deadline:

9-9-2014

Village Personnel Parks

Terry

10 min

Discussion: The committee discussed possible staffing alignments for 2015.

Conclusions: Review 2015 budget and work with Park and Street committees to determine staffing needs for 2015		
Action items: See conclusions	Person responsible: Committee	Deadline: 9-24-14
Village Personnel Zoning Terry Lindeman 10 min Discussion: Looked at possible job alignments for 2015. Conclusions: Come back to next PPF meeting to discuss		
Action items:	Person responsible:	Deadline:
Office Hours Village Hall Terry/Tony 5 min Discussion: To better align the BPA and Fiscal Officers hours to prevent overtime or shift adjustments during vacations. Consider closing the village hall at 4:30 PM each day and making sure lunches are taken at specific times. The village will look at closing the office during a lunch hour similar to the post office. Conclusions: Will need to look at possible off ice hours to reduce costs and continue to serve the public in best manner.		
Action items: Study how many visit office during lunch and after 4:30	Person responsible: Terry	Deadline: 9-24-14
Credit Card for Village Terry/Tony 10 min Discussion: Village is in process of getting credit card. The name of the person will be on the card along with the Village of Doylestown name. Possible people with the card are Kristen Robison and Chief Dressler. The mayor should probably have a card too. Conclusions: Three village credit cards will be issued for village purchased. Kristen Robison, Chief Dressler and Mayor Terry Lindeman will be assigned a village credit card		
Action items: Sign up for village credit card for three people named in conclusion	Person responsible: Terry	Deadline: 9-24-14

On-line Bill Payment			Tony Lindeman	5 min
<u>Discussion: PNC bank could also provide on-line billing. PNC billing plan included all utility billing.</u>				
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<u>Conclusions: Bring back to PPF information on Banc Certified Merchant Service</u>				
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<u>Action items:</u>		<u>Person responsible:</u>	<u>Deadline:</u>	
Come with final proposal to next PPF meeting		Tony	9-24-14	
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Revenue Increase			All	15 min
<u>Discussion: Again look at ways to increase village revenue. Tony shared information from Kristen on making</u>				
<u>sure all new residents know there is a village income tax. This would be similar to what Canal Fulton does. Look at</u>				
<u>fees versus income tax for anyone providing services in the village (lawn care, roofing, etc)</u>				
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<u>Conclusions: Discuss at the next PPF meeting</u>				
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<u>Action items:</u>		<u>Person responsible:</u>	<u>Deadline:</u>	
Bring more information to next PPF meeting		Tony	9-24-14	
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Full-time Mayor			All	5 min
<u>Discussion: Put any further discussion on hold.</u>				
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<u>Conclusions: Put any further discussion on hold</u>				
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<u>Action items:</u>		<u>Person responsible:</u>	<u>Deadline:</u>	
none				
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Other Topics

Discussed storm water project at sewer plant. The village has one bid which is under the \$50,000 threshold. Waiting on other bids to come in.