

MINUTES
FINANCE COMMITTEE MEETING
JULY 15, 2020 (VIRTUAL)

Attendants: Messrs. Boland, DiSantis, Garner, Hurst, Kern, Knapp, Lucas, Monaghan, Pisani, Willert, Mesdames Amadio, Bonnett, Caulk, and Sage.

There were no members of the public present. There were no public comments or questions submitted.

1. ROLL CALL: Seven members of the DELCORA Board of Directors were present constituting a quorum.

2. PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was recited by all parties present.

3. MONTHLY FINANCIAL REVIEW: In Mr. Pileggi's absence, Mr. Shep Garner provided a review of Mr. Pileggi's written summary report of the June Interim Statements and highlighted items contained in the written report. Regarding Revenue and Expenses, Mr. Garner stated that approximately \$11.5 million is budgeted for a combined Reserve for Capital Replacement and Reserve for the Long Term Control Plan (LTCP). As of June 30th, it is projected that the budget will be met. The funds will go towards the capital plan and LTCP expenses planned for 2020 and beyond. Regarding retail collections, Mr. Garner stated that we collected approximately \$3.8 million over the first six months of 2020 compared to approximately \$4.1 million collected in the first six months of 2019; a difference of about \$187,000. This difference can be attributed to the current COVID-19 pandemic situation and those bills that were paid at the end of June were not posted yet. Also mentioned was the fact that no delinquency or shut off notices have been issued due to the pandemic situation. Flyers were sent out to all customers notifying them of the Customer Assistance Program that is being offered to help customers pay their sewer bills. Mr. Garner stated that \$2,000 has been spent so far in the program and that there are about twenty customers awaiting approval for the program. He expects that more customers will apply for the program if unemployment continues due to the pandemic and that July revenue is expected to be closer to budget. In response to a comment from Mr. Knapp, Mr. Garner stated that there are only twelve customers currently in the program and that his department continues to publicize the program, most recently by physically posting the flyer to properties. Mr. Willert added that the office is still closed to the public and, typically, a good number of people come in to pay their bill. Even with the pandemic situation, the collections are still very close to budget. Bills will be sent out in July and collections are expected to increase. Mr. Garner had no additional comments to the written report. The Committee had no questions on the written report.

ADJOURNMENT: It was moved by Mr. Lucas, seconded by Mr. Monaghan, and unanimously carried to adjourn the regular meeting at 3:40 p.m.



Inter - Office Memorandum

To: Robert Willert, Executive Director
From: John J. Pileggi, Chief Financial Officer / Mike Cherico, Accounting Manager
Subject: Monthly Finance Report – JUNE 2020
Date: July 15, 2020

I will be offering written comments as highlights to the financial information that you and the Finance Committee are receiving for June 2020.

1. Revenue and Expenses

Approximately \$11.5 million is budgeted for a combined Reserve for Capital Replacement and Reserve for the LTCP. As of June 30, we are projecting to meet our budget. The funds would go toward the capital plan and LTCP expenses planned for 2020 and beyond.

DELCORA did receive \$375,000 in tapping fees due to development throughout the county. Tapping fees, by their nature, are not anticipated and are not budgeted.

In 2020, DELCORA collected \$ 3,839,918 over the first six months. Over the same time period in 2019, DELCORA collected \$4,027,629 an unfavorable difference of \$187,711.

During the pandemic, DELCORA is not charging late fees or penalties. Also, we are not sending out delinquency notices or shutting off any water for nonpayment. We are also not collecting payments at the office's lobby window

2. Operations during the Pandemic

The Finance Department is operating on a reduced schedule with reduced staffing. The basic functions of the department are still being done. Employees and vendors are getting paid. Bills are being sent out. Sewer fees are being collected and deposited. Financial reporting is still being done,

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