

Finance & Administrative Committee Meeting

Finance & Administrative Committee Members: Commissioner and Chair R. Samuel Valenza, Commissioner Kevin Spearing, Commissioner Cheryl Lockard, Randall K. Schaible, Assistant Township Manager/Director of Finance

Moment of Silent Meditation

Pledge of Allegiance

Presentations/Announcements - Nothing to report.

- I. **Call to Order:** The meeting was called to order at 7:00 p.m. by Commissioner and Chair Valenza.
- II. **Roll Call:** Commissioners Valenza, Spearing and Lockard; and Mr. Schaible also representing David A. Dodies, Township Manager, in his absence. Absent: David A. Dodies, Township Manager. Also present: Jennifer Prior, Township Solicitor.
- III. **Approval of Minutes** - February 26, 2018: The meeting minutes were revised under Section V. to read, "All reports were accepted and approved as submitted (Abstained: Commissioner Spearing, Aqua employee)", and were unanimously approved as submitted.
- IV. **Acceptance and approval of the following monthly reports:**
 - A. Director of Finance
 - B. Tax Enforcement Officers
 - C. Report from Earned Income Tax Collector (Berkheimer)
 - Mr. Schaible stated that there is currently an increase in business tax collection as compared to year-to-date 2017.
 - D. Investment Activity Report

All reports were unanimously accepted and approved as submitted.

- V. **Review of Financial Statements:**
 - A. Current Bills Paid
 - Mr. Schaible stated that Public Works overtime will be reflected in the March report; however, tax revenue will also increase at that time.
 - B. Revenue and Expense Summaries

All reports were accepted and approved as submitted (Abstained: Commissioner Spearing, Aqua employee).

IV. **Personnel:**

A. **Appointments/Reappointments – Upcoming Expirations and Vacancies:**

1. Appointments/Reappointments:

The Committee recommends to the Board of Commissioners at their April 2, 2018 Regular Meeting, the reappointment of the following:

- a. John Bethard to the Parks & Recreation Advisory Council to serve as a

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representative of Ward 4 and serve new 2-year term that will expire on February 3, 2020.

2. Vacancy(ies):

- a. A vacancy remains on the Upper Moreland Historical Commission to fulfill the remainder of Jonathan de Jonge's term that will expire on December 31, 2018.
 - Commissioner Valenza stated that anyone interested in serving on the committee can email or mail their resume with a cover letter to Michelle Young and Mr. Dodies.

VII. **Other Items** - Nothing to report.

VIII. **Old Business:**

- A. Local Economic Revitalization Tax Assistance (LERTA) – This item will be continued.
- B. Act 172 - tax credit on real estate or earned income for active volunteer firefighters and nonprofit emergency medical service members.
 - Mr. Schaible will coordinate with John Fugelo, Captain of Emergency Services to disperse the Act 172 tax credit plan.
 - Commissioner Spearing commented on how workers in other municipalities file Earned Income Tax to the Township. Mr. Schaible stated that workers receive tax filing notices from the municipality where they reside with the exception of Philadelphia workers who apply for a refund to their Township. Mr. Schaible will attend the next Montgomery County Consortium of Communities Meeting and research tax filing earning threshold information to provide an update at a future Finance Committee Meeting.

IX. **New Business** - Nothing to report.

X. **Visitor Comments** - Nothing to report.

XI. **Commissioners Comments:**

- Commissioner Spearing commented that he would like to add a standing agenda item to the Finance Committee Meeting for "Legislative Updates" to allow announcements for any applicable Township, Borough or State information.
- Commissioner Valenza announced that Pennsylvania State Association of First Class Township Commissioners is considering implementing statewide electronic advertising to post public notices and save on costs of newspaper advertisements.
- Commissioner Spearing commented on his approval of the monthly bills and suggested that the entire Board of Commissioners at the Regular Meeting, initially vote on the List of Bills, and then separately vote without him on the Aqua bills.

XII. **Adjournment:** There being no further business for this Committee, the meeting was adjourned at 7:20 p.m.

Respectfully submitted by Kathleen Kristire.