

Finance & Administrative Committee Meeting

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

- I. **Call to Order:** The meeting was called to order by Commissioner Lockard in the absence of Commissioner and Committee Chair Valenza.
- II. **Roll Call:** Commissioners Lockard and Spearing. Absent: Commissioner and Chair Valenza. Also present: Randall K. Schaible, Assistant Township Manager/Director of Finance in the absence of David A. Dodies, Township Manager, and Jennifer Prior, Township Solicitor.
- III. **Presentations & Announcements:**
 - Commissioner Lockard announced that attendees for the Historical Association's presentation on Robert Morris will find it being presented in the Upper Moreland Free Public Library's Community Room.
- IV. **Approval of Minutes - April 15, 2019:** The meeting minutes were unanimously approved as submitted.
- V. **Acceptance and approval of the following monthly reports - April 2019:**
 - A. Director of Finance
 - B. Tax Enforcement Officers
 - C. Earned Income Tax Collector (Berkheimer)
 - Mr. Schaible stated that the business tax revenue filing was due on May 1, 2019 and collections are going very well.
 - Commissioner Spearing inquired on Berkheimer's meeting schedule and Mr. Schaible stated that the quarterly meetings have been rescheduled to one meeting in January.
 - Commissioner Spearing requested that Mr. Schaible provide the names of the Berkheimer officers.
 - D. Investment Activity Report

All reports were unanimously accepted and approved as submitted.

- VI. **Review of Financial Statements - April 2019:**
 - A. Current Bills Paid
 - B. Revenue and Expense Summaries

All reports were unanimously accepted and approved as submitted.

- VII. **Personnel:**
 - A. **Appointments/Reappointments:**

The Committee recommends the Board of Commissioners move for action at their June 3, 2019 Regular meeting, the following:

 1. Appointment of Bob Mathers, Jr. on the Upper Moreland Historical Commission to fill

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a licensed real estate agent vacancy left by Donald G. Warner and complete the remainder of the current term that will expire on December 31, 2020.

- Commissioner Scull commented that he has known Bob Mathers for several years and that he highly supports him for the position.

B. Vacancy(ies):

1. On the Upper Moreland Historical Commission to fill the vacancy left by Kazim Ali and complete the remainder of the current term that will expire on December 31, 2020.
 2. On the Civil Service Commission to fill an alternate vacancy left by Stephen Martin and complete the remainder of the current term that will expire on August 7, 2023.
 3. On the Parks and Recreational Advisory Council to fill the vacancy left by Edward Sheehan and complete the remainder of the current term that will expire on November 14, 2020.
- Commissioner Lockard stated that interested candidates can send their resumes with a letter of intent to Mr. Dodies.

VIII. Other Items:

A. Proposed Sale of Fire Truck:

- Mr. Schaible stated that the Township is purchasing a new ladder truck and that the old truck is for sale. Mr. Schaible inquired to Ms. Prior on the procedure for bids and Ms. Prior referenced the resolution states that there are two chances to place the bid.
- The Committee recommends the Board of Commissioners take action at their June 3, 2019 meeting, on a resolution to approve the proposed sale of a fire truck.

IX. Old Business:

- A. Act 172 - tax credit on real estate or earned income for active volunteer firefighters and nonprofit emergency medical service members - Nothing to report.**

X. New Business:

- A. Set a date for a public hearing to satisfy the requirements of the Federal Cable Communications Act regarding the Verizon Communication Cable's Franchise Renewal in order to receive public comment regarding Verizon's services (suggested date of Monday, July 8, 2019 at 7:00 p.m.):**
- Commissioner Spearing inquired on negotiating Verizon's franchise agreement. Ms. Prior stated that there are current negotiations to tailor the needs of municipalities in Montgomery County.
 - Commissioner Lockard inquired on the law firm involved in the negotiations. Mr. Schaible stated that Cohen Law Group in Pittsburg, PA, is engaging local municipalities to assist in cable franchise renewal negotiations with Verizon Cable which includes services for projects and costs of services on a flat fee basis.
 - Commissioner Spearing inquired on the Township's chance for feedback to Verizon. Ms. Prior stated that there will be an opportunity to provide a transcript of community concerns to Cohen Law Group, for review and legal advice.
 - The Committee recommends the Board of Commissioners take action at their June 3, 2019 meeting to advertise a Public Hearing on July 8, 2019 at 7:00 p.m., to satisfy the requirements of the Federal Cable Communications Act regarding the Verizon

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Communication Cable's Franchise Renewal in order to receive public comment regarding Verizon's services.

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

XII. **Commissioners Comments** - Nothing to report.

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

Respectfully submitted by Kathleen Kristire.