

**Upper Moreland Township  
Committees Meetings  
July 20, 2020 - Meeting Minutes**

**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. **Moment of Silent Meditation**
- II. **Pledge of Allegiance**
- IV. **Call to Order:** The meeting was called to order by and Committee Chair Valenza.
- V. **Presentations & Announcements:**  
Commissioner Valenza announced that the Board of Commissioners met in Executive Session remotely, via audio call, to discuss personnel and legal matters.
- VI. **Roll Call:** Commissioner and Committee Chair Valenza; Commissioners Spearing and Lockard. Also present: Mr. Schaible, Assistant Township Manager/Director of Finance, Matthew H. Candland, Township Manager, and Alex Baumler, Township Solicitor.
- IV. **Approval of Minutes - June 20, 2020 -** The meeting minutes were unanimously approved as submitted.
- V. **Acceptance and approval of the following monthly reports:**
  - A. Director of Finance
  - B. Tax Enforcement Officers
  - C. Earned Income Tax Collector (Berkheimer)
  - D. Investment Activity Report
  - E. Quarterly Budget Review Memo
  - F. Quarterly Capital Reserve Fund
  - G. Bond Issue Reports
  - H. Quarterly Grant Report
  - The Committee reviewed report details and unanimously approved the reports as submitted.
- VI. **Review of Financial Statements:**
  - A. Current Bills Paid - nothing to report.
  - B. Revenue & Expense Summaries - nothing to report.
  - The Committee reviewed statement details and unanimously approved the reports as submitted.
- VII. **Personnel:**
  - A. Appointments/Reappointments: The Committee recommends the Board of Commissioners take action at their August 3, 2020 meeting, the following.

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1. The reappointment of Lisa Marsteller on the Parks & Advisory Council as an At Large representative to serve a new two (2) year term that will expire on June 30, 2022.
2. The appointment of Michael Davido as a Voting Member on the Police Pension Fund Committee to fill the vacancy left by Mark Drakeley and complete the remainder of the current term that will expire on April 7, 2021.
3. The appointment of Craig Bald as an Alternate Member on the Police Pension Fund to fill the vacancy left by Michael Davido and complete the remainder of the current term that will expire on April 7, 2021.

A. Vacancy(ies):

1. On the newly created Human Relations Commission that will consist of six (6) members, who shall be appointed to terms of three (3) years. The terms of the members of the Commission shall be staggered, such that the terms of one third (1/3) of the members of the Commission shall expire each year. All members of the Commission shall be residents or business owners of Upper Moreland Township, and shall serve without compensation.
  2. On the 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.
  3. On the Historical Commission to fill the vacancy left by Henry Hedrick and complete the remainder of the current term that will expire on December 31, 2022.
  4. On the Historical Commission to fill the vacancy left by Paul Tkacs and complete the remainder of a current term that will expire on December 31, 2022.
  5. On the Parks and Recreation Advisory Council to fill the vacancy left by Alex Zachariah as a representative of Ward 3 and complete the remainder of a two-year term that will expire on May 5, 2021.
- Commissioner Valenza stated that anyone interested in filling these positions should send a resume and cover letter to Matt Candland, Township Manager.

VIII. **Other Items** - nothing to report.

IX. **Old Business:**

A. Bond Issuance options discussion:

- The Committee agreed to continue a discussion at a future Committee meeting.

B. Human Relations Commission:

- Commissioner Valenza stated that a list of applicants is being reviewed for consideration at the September 28, 2020 Committee meeting.
- The Committee recommended that a resolution condemning racism and discrimination will be considered at the August 3, 2020 Regular Meeting of the Board of Commissioners.

X. **New Business:**

A. Option to except properties from Montgomery County 2020 Tax Upset Sale:

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- Mr. Baumler explained that Montgomery County Tax Bureau requested that the Township and the School District delay the September Tax Upset Sale until 2021, which covers delinquent and unpaid taxes for at least two previous years.
  - The Committee directed Mr. Candland and Paul Purtell, Director of Code Enforcement, to determine which properties are occupied.
  - The Committee recommended to take action at the August 3, 2020 Board of Commissioners Regular Meeting, on the Montgomery County 2020 Tax Upset Sale.
- B. Comcast's 626 Letter regarding Commencement of Renewal Process:
- Mr. Candland explained that the franchise agreement will be expiring and needs to be reviewed.
  - Mr. Candland recommended that Cohen Law Group provide a cost estimate to assist the Township with FCC and cable network negotiations in renewing the franchise agreement.
  - The Committee recommended to take action at a future Regular Meeting of the Board of Commissioners to retain the services of the Cohen Law Group.

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

XII. **Commissioners Comments:**

- Commissioner Valenza stated that the Finance & Administrative Committee meeting is canceled for August.

XIII. **Adjournment:** There being no further business for this Committee, the meeting was adjourned at 7:25 p.m.

Respectfully submitted by Kathleen Kristire.