

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

Moment of Silent Meditation

Pledge of Allegiance

Presentations/Announcements:

- Commissioner and Committee Chair Valenza announced that the Board of Commissioners at 6:30 p.m. met prior to the commencement of the Finance Committee Meeting to discuss legal and personnel matters.
- I. **Call to Order:** The meeting was called to order at 7:45 p.m. by Commissioner Commissioner and Committee Chair Valenza.
 - II. **Roll Call:** Commissioner and Committee Chair Valenza, Commissioners Spearing and Lockard, and Mr. Schaible. Also present: David A. Dodies, Township Manager and Jennifer Prior, Township Solicitor.
 - III. **Approval of Minutes - July 23, 2018:** The meeting minutes were unanimously approved as submitted.
 - IV. **Acceptance and approval of the following monthly reports:**
 - A. Director of Finance
 - B. Tax Enforcement Officers
 - Mr. Schaible stated that business tax collection is proceeding extremely well.
 - C. Report from Earned Income Tax Collector (Berkheimer)
 - D. Investment Activity Report
 - Mr. Schaible stated that the Tax Enforcement Office collections through August 2018 will exceed the amount budgeted for 2018.

All reports were unanimously accepted and approved as submitted.

- Commissioner Spearing inquired about the date of the Montgomery County Consortium meeting in October 2018 and Mr. Schaible stated that he will follow up on the date.
- Commissioner Spearing suggested that the Committee consider a resolution that establishes a mutual collection schedule relating to local earned income tax and a minimum exemption amount that is the same for all County municipalities.
- The Committee directed the Township Solicitor and Mr. Schaible to work on a draft resolution to present to the Finance & Administrative Committee on October 15, 2018, regarding requesting all communities in Montgomery County raise minimum exemption for local earned income to a standard amount; Upper Moreland currently exempts first \$4,000 of earned income.

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V. Review of Financial Statements:

- A. Current Bills Paid
- B. Revenue and Expense Summaries

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

IV. Personnel:

A. Appointments/Reappointments – Upcoming Expirations and Vacancies:

1. Appointments/Reappointments - The Committee recommends the Board of Commissioners move for action at their October 1, 2018 Regular meeting, the following reappointments:
 - a. Reappointment of John A. Knauss as a representative of Ward 1 of the Parks and Recreation Advisory Council to serve a new two-year term that will expire on August 4, 2020.

The Committee recommends the following reappointments continue on the Finance & Administrative Committee meeting of October 15, 2018 for consideration by the Committee:

- a. Reappointment of William A. Alexander as an Alternate member of the Uniform Construction Code Local Appeals Board to serve a new five-year term that will expire on August 5, 2023.
- b. Reappointment of Henry P. Jacquelin as an Alternate member of the Uniform Construction Code Local Appeals Board to serve a new five-year term that will expire on August 5, 2023.
- c. Reappointment of Udo Maron as a member of the Uniform Construction Code Local Appeals Board to serve a new five-year term that will expire on August 5, 2023.

B. Vacancy(ies):

1. The Committee recommends Donald G. Warner fill the vacancy on the Zoning Hearing Board to fill remainder of Herbert Matthews term that will expire on December 31, 2018. The Committee directed the Township Solicitor to draft a resolution for consideration at the October 1, 2018 Regular Meeting of the Board of Commissioners since members of the Zoning Hearing Board must be appointed by resolution.
 - Mr. Warner stated that he submitted his name for the position, took the Montgomery County Planning Commission course on zoning, land development and subdivision and is well-versed from his previous appointment as a Commissioner. He would like to continue public service to the Township and asked the Committee to consider him for the position.
 - Ms. Prior stated that a resolution must be created for the appointment.

VII. Other Items - Nothing to report.

VIII. Old Business:

- A. Act 172 - tax credit on real estate or earned income for active volunteer firefighters and

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nonprofit emergency medical service members - Nothing to report.

IX. New Business:

A. Legislative Updates - Nothing to report.

X. Visitor Comments - Nothing to report.

XI. Commissioners Comments - Nothing to report.

XII. Adjournment: There being no further business for this Committee, the meeting was adjourned at 8:00 p.m.

Respectfully submitted by Kathleen Kristire.