

Finance & Administrative Committee Meeting

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

- I. **Moment of Silent Meditation**
- II. **Pledge of Allegiance**
- III. **Call to Order:** The meeting was called to order by Commissioner and Committee Chair R. Samuel Valenza.
- IV. **Roll Call:** Commissioner and Committee Chair Valenza; Commissioners Lockard and Spearing. Also present: Mr. Schaible, Assistant Township Manager/Director of Finance; Matt Hocker, Director of Information Systems and Facilities; Matthew H. Candland, Township Manager; and Alex Baumler, Township Solicitor.
- V. **Presentations & Announcements:**
 - Commissioner Valenza read an update on the Covid-19 safety requirements in-person at the Township building that announced the wearing of masks optional while continuing to follow guidelines from the CDC and Montgomery County effective today, February 28, 2022.
 - A. Presentation by Robert G. Solarz, Executive Director, Delaware Valley Insurance Trust:
 - Mr. Solarz introduced Rick Schultz, Chair of Insurance Buyers Council and the Trust's Consultant and Actuary, Carol Bigham, Director of Member Services, and provided an overview of the property liability coverage and workers compensation for the Township.
- VI. **Approval of Minutes - January 24, 2022:**

Commissioner Spearing amended Section V. B. to read "Willow Charitable Fund". The meeting minutes were unanimously approved as amended.
- VII. **Acceptance and approval of the following reports - January 2022:**
 - A. Director of Finance
 - B. Tax Enforcement Officers
 - C. Earned Income Tax Collector (Berkheimer)
 - Mr. Schaible reported that 2021 outstanding income taxes as of January 30, 2022 totaled \$239,790.
 - D. Investment Activity Report
 - The Committee reviewed details and unanimously approved the reports as submitted.
- VIII. **Review of Financial Statements - January 2022:**
 - A. Current Bills Paid
 - B. Revenue and Expense Summaries
 - The Committee reviewed details and unanimously approved the reports as submitted.
- IX. **Personnel:**
 - A. Appointments/Reappointments - January 2022:
 1. The reappointment of Moureen Wenik as a representative of Ward 4 on the **Parks and**

Recreation Advisory Council and serve a new two-year term that will expire on February 3, 2024.

2. The appointment of James Morrison to fill the Voting vacancy on the **Environmental Advisory Council** left by John Massucci and serve a new three-year term to expire on January 4, 2025.
3. The appointment of Ray Fox, Jr. to fill the Alternate vacancy on the **Zoning Hearing Board** left by Donald Warner and serve the remainder of the current three-year term that will expire on December 31, 2023.
- The Committee recommends the Board of Commissioners take action on the above appointments and reappointment at the March 7, 2022 Regular Meeting.

A. Vacancy(ies):

1. On the **Advisory Planning Agency** to fill the Ward 2 vacancy left by Denis Hurley and complete the remainder of the current two-year term that will expire on June 1, 2022.
2. On the **Historical Commission** to fill the At-Large vacancy left by Michelle Young and serve a new three-year term that will expire on December 31, 2024.
3. On the **Historical Commission** to fill the Realtor vacancy left by Robert Mathers and complete the remainder of the current term that will expire on December 31, 2023.
4. On the **Historical Commission** to fill an alternate position vacancy left by Renee Anderley and complete the remainder of the current term that will expire on December 31, 2024.
5. On the **Historical Commission** to fill an alternate position vacancy left by Michael Lovecchio and complete the remainder of the current term that will expire on December 31, 2024.
6. On the **Human Relations Commission** to fill the Voting vacancy left by Wesley Moy and complete the current term that will expire on December 31, 2024.
7. On the **Parks and Recreation Advisory Council** to fill the Ward 2 vacancy left by John Knauss and complete the remainder of the current term that will expire on August 4, 2022.
8. On the **Police and Fire Civil Service Commission** to fill an Alternate vacancy left by Jack Dunleavy, Sr. and complete the remainder of the current six-year term that will expire on August 7, 2023.
9. On the **Uniform Construction Code Local Appeals Board** to fill the Electrical Engineer Professional vacancy left by Thomas McLaughlin and complete the remainder of the current term that will expire on August 5, 2025.

X. **Other Items:**

A. Comcast Cable Television Franchise Renewal:

- Mr. Candland discussed the franchise agreement renewal for the Township.
- The Committee recommends the Board of Commissioners take action at the March 7, 2022 Regular Meeting.

VI. **Old Business:**

A. American Recovery Act – Proposed Funding Allocation:

- The Committee held a discussion on the list of project categories available for funding. Montgomery County has \$160M funds available and the deadline to receive project requests is April 30, 2022.
- Commissioner Prousi suggested removing items already budgeted by the Township and investing in State resources to provide i.e. Broadband access for the community, and public infrastructure improvements.

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- Commissioner McFtridge asked the Committee to prioritize goals and start addressing the needy who live in the community, and then proceed to infrastructure improvements.
 - Commissioner Scull commented about Farmstead Park's management agreement costs, suggested working on affordable housing, and providing a temporarily area in the Police Department for homeless during severe weather.
 - Commissioner Whiting commented that the Township needs to move forward with expediting funds for priorities such as low-income housing, education, and clean water as well as a long list of projects.
 - Sharia Wallace, a resident, shared her personal experiences regarding the dire need for affordable housing in the region and issues of people struggling for assistance.
 - John Hill, 624 Exton Road, advocated on behalf of the Second Alarmers to cover costs of educating responders and building essential services provided by Emergency Medical Technicians (EMTs).
 - Commissioner Valenza expressed immediate support for first responders.
 - Commissioner Whiting inquired on the status of Personal Floatation Devices (PFDs) for officers and Chief Block explained that they are awaiting receipt of the backordered equipment.
 - The Committee will continue a discussion at the March 21, 2022 Finance & Administrative Committee Meeting.
- B. Options for digitizing the Board of Commissioners meeting materials:
- The Committee agreed on the purchase of laptops and Mr. Hocker will follow up.

XI. New Business:

- A. Montco 2040 Grant Application for Juneteenth Event for \$25,000:
- The Committee agreed and directed Mr. Candland to prepare the grant application for submission.

XIII. Visitor Comments - Nothing to report.

XIV. Commissioners Comments:

- Commissioner Spearing inquired on the status of the potential intern position. Mr. Stasio explained there is a need for help in the Parks and Recreation Department, because it has become difficult to fill seasonal positions.

XV. Adjournment: There being no further business for this Committee, the meeting was adjourned at 8:30 p.m.

Respectfully submitted by Kathleen Kristire.