

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 and Committee Chair Valenza at the adjournment of the Public Health & Safety Committee Meeting.
- II. **Roll Call:** Commissioner and Chair Valenza, Commissioners Lockard and Spearing and Mr. Schaible also attending in the absence of David A. Dodies, Township Manager. Also present: Sean Kilkenny, Township Solicitor.
- III. **Presentations & Announcements** - Nothing to report.
- IV. **Approval of Minutes** - February 25, 2019: The meeting minutes were unanimously approved as submitted.
- V. **Acceptance and approval of the following monthly reports** - February 2019:
 - A. Director of Finance
 - B. Tax Enforcement Officers
 - C. Earned Income Tax Collector (Berkheimer)
 - D. Investment Activity Report

All reports were unanimously accepted and approved as submitted.

- VI. **Review of Financial Statements** - February 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 April 1, 2019 Regular meeting, the following:
 1. Reappointment of Mary Meister as a member on the Parks and Recreation Advisory Council as a representative of Ward 1, to serve a new two-year term that will expire on March 1, 2021.
 2. Reappointment of Donald G. Warner as a member on the Police Pension Fund Committee, to serve a new three-year term that will expire on March 13, 2022.
 - B. **Vacancy(ies)** - the following vacancies remain open:
 1. On the Upper Moreland Historical Commission to fill a licensed real estate agent vacancy left by Donald G. Warner and complete the remaining term that will expire on December 31, 2020.
 2. On the Upper Moreland Historical Commission to fill the vacancy left by Kazim Ali and complete the remaining term that will expire on December 31, 2020.
 3. On the Civil Service Commission to fill the vacancy left by Mark T. Gallagher and complete the remaining term that will expire on December 31, 2019.

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

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.
- B. Continue review of draft ordinance for creating a Human Relations Commission and prohibiting discrimination in employment, housing, commercial property and public accommodations within the Township; repealing all inconsistent ordinance, or part thereof; and providing a severability clause and effective date.
 - Commissioner Valenza inquired on the cost of training. Mr. Kilkenny stated that there was a training conducted in Lansdale that cost \$500 for each participating municipality.
 - The Committee directed the Township Solicitor to make the requested changes in §16-6 as follows under item B:
 - Change: Chairperson shall report to the Township Manager, in place of the President of the Board of Commissioners.
 - Add: the Commission shall meet at least twice a year.
 - The Committee directed the Township Solicitor to advertise the ordinance as required in time for the Board of Commissioners to take action at their April 1, 2019 Regular Meeting.

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

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

XII. **Commissioners Comments:**

- Commissioner Spearing inquired on the next meeting of the Montgomery County Tax Consortium. Mr. Schaible stated that he is not in receipt of the schedule and added that the Consortium has reduced the number of meetings.
- Commissioner Spearing inquired on tax collection for emergency vehicles. Mr. Schaible stated that the Township would have to hire employees to collect the tax and instead has decided to have Berkheimer perform the task. Commissioner Spearing inquired on the status of the Local Services Tax (LST). Mr. Schaible stated that the Township Solicitor has drafted an ordinance to be discussed at a future Committee Meeting.

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

Respectfully submitted by Kathleen Kristire.