

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; Commissioner Spearing. Absent: Commissioner Lockard. Also present: Mr. Schaible, Assistant Township Manager/Director of Finance; Matt Hocker, Director of Information Systems and Facilities; Matthew H. Candland, Township Manager; and Sean Kilkenny, Township Solicitor.
- V. **Presentations & Announcements** - Nothing to report.
- VI. **Approval of Minutes** - March 21, 2022 - The meeting minutes were unanimously approved as submitted.
- VII. **Public Comments (non-Agenda Items):**
 - Todd Smith made a request to fly the National Law Enforcement Memorial flag during the week of May 11-17, 2022 on the third flag pole outside of the Police Department.
 - The Committee recommends the Board of Commissioners take action at the May 2, 2022 Regular Meeting.
 - Lisa Quinn, Upper Moreland Equity Alliance, requested to fly the Pride Flag during the month of June.
 - The Committee recommends the Board of Commissioners take action at the May 2, 2022 Regular Meeting.
- VII. **Acceptance and approval of the following reports - March 2022:**
 - A. Director of Finance
 - B. Tax Enforcement Officers
 - C. Earned Income Tax Collector (Berkheimer)
 - D. Investment Activity Report
 - E. Quarterly Budget Review
 - F. Quarterly Capital Reserve Fund
 - G. Bond Issue Report
 - H. Quarterly Grant Report
 - I. Quarterly Restricted Funds
 - The Committee reviewed details and unanimously approved the reports as submitted.
- VIII. **Review of Financial Statements - March 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:

1. The reappointment of Ken Hawthorn as a member on the **Police Pension Fund Committee** to serve a new three-year term to expire on March 13, 2025.
2. The reappointment of McMahon Associates, Inc. as the Township's Traffic Engineer
 - The Committee reviewed details and recommends the Board of Commissioners take action on the above reappointments at the May 2, 2022 Regular Meeting.

A. Vacancy(ies):

1. On the **Advisory Planning Agency** to fill the Ward 3 vacancy left by Raymond Fox, Jr. and complete the remainder of the current two-year term that will expire on June 1, 2023.
2. 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.
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. Tax Assessment Appeal between the Township, the School District of Upper Moreland and the tax payer, Robert White and Carol White:

- The Committee recommends the Board of Commissioners take action on the above reappointments at the May 2, 2022 Regular Meeting.

VI. Old Business:

A. Township Building Renovations and Police Station Construction – Discussion of Finances:

- The Committee held a lengthy discussion about square footage, temporary relocation, options to exclude the Township building, ADA accessibility, costs, and probable constraints on future expenditures.
- Chief Block suggests acquiring costs for a stand-alone police station from KCBA

Architects.

- The Committee recommends a discussion continue at the May 9, 2022 Community Development Committee Meeting.
- B. Options for digitizing the Board of Commissioners meeting materials:
- The Committee briefly reviewed details and recommends the Board of Commissioners take action at the May 2, 2022 Regular Meeting.
- C. Warminster Road Sidewalk Project Update:
- Mr. Candland reported that the Montco 2040 Grant office inquired about the status of easements for property owners.
 - The Committee agreed that it is willing to consider eminent domain.

XI. New Business:

- A. Remote Participation for Public Meetings Policy:
- Mr. Kilkenny discussed a policy establishing guidelines for virtual meeting participation by the Commissioners.
 - The Committee recommends the Board of Commissioners take action at the May 2, 2022 Regular Meeting.

XIII. Visitor Comments:

- Sue Worth-LaManna commented support for renovations to the Township Building and Police Station, which are ADA compliant and provide for a Community Room.

XIV. Commissioners Comments - Nothing to report.

XV. Adjournment: There being no further business for this Committee, the meeting was adjourned at 8:25 p.m.

Respectfully submitted by Kathleen Kristire.