

**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**
- III. **Call to Order:** The meeting was called to order by Commissioner and Committee Chair R. Samuel Valenza.
- IV. **Presentations & Announcements:**  
Commissioner Valenza announced that the Board of Commissioners met prior to tonight's Committee Meeting to discuss legal and personnel matters.
- V. **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 Sean Kilkenny, Township Solicitor.
- VI. **Approval of Minutes - March 15, 2021 -** The meeting minutes were unanimously approved as submitted.
- VII. **Acceptance and approval of the following reports:**
  - A. Director of Finance
  - B. Tax Enforcement Officers
  - C. Earned Income Tax Collector (Berkheimer)
    - Mr. Schaible commented that current income tax collections are stronger than budgeted.
    - Commissioner Spearing commented on the EIT reimbursement and inquired on the next Consortium meeting. Mr. Schaible replied that the next meeting will probably be in the Fall. Several letters were previously sent to the Consortium's Executive Committee without success. Commissioner Spearing and Mr. Schaible with work on a notification to municipalities.
      - The Committee will continue a discussion at the next meeting.
  - D. Investment Activity Report
  - E. Quarterly Capital Reserve Fund
  - F. Bond Issue Reports
  - G. Quarterly Grant Report
    - The Committee reviewed in detail and unanimously approved the reports as submitted.
- VIII. **Review of Financial Statements:**
  - A. Current Bills Paid
  - B. Revenue and Expense Summaries
    - The Committee reviewed and unanimously approved the reports as submitted.

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**IX. Other Items:**

A. Review of draft ordinance amending Part II: General Legislation, Chapter 350 (Zoning), Article XXV (Historic Preservation Overlay District), Section 350-190, to provide the appointment of two alternate Historical Commission members:

- The Committee recommends the Board of Commissioners take action at the May 3, 2021 Regular Meeting on next steps required to appoint two alternate members to the Historical Commission.

**X. Personnel:**

A. Appointments/Reappointments:

1. The appointment of John J. Behan on the Historical Commission to fill the vacancy left by Kazim Ali and complete a new three-year term that will expire on December 31, 2023.
2. The appointment of Jacqueline Cherepinsky 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.
3. The appointment of Heather Flaherty on the Historical Commission to fill the vacancy left by Paul Tkacs and complete the remainder of the current term that will expire on December 31, 2022.
4. The appointment of Peter J. Freudenberger on the Historical Commission to fill the vacancy left by Heather Greenleaf and complete the remainder of the current term that will expire on December 31, 2022.
  - The Committee recommends the Board of Commissioners take action at the May 3, 2021 Regular Meeting on the above appointments.
5. The reappointment of Craig Bald as an Alternate Member on the Police Pension Fund Committee to serve a new three-year term that will expire on March 1, 2024.
6. The reappointment of Michael Davido on the Police Pension Fund Committee to serve a new three-year term that will expire on March 1, 2024.
  - The Committee agreed to continue a discussion at the May 24, 2021 Committees meeting on reappointments of members to the Police Pension Fund Committee.

B. Vacancy(ies):

1. On the Police Pension Fund Committee to fill the vacancy left by Donald G. Warner and complete the remainder of the current term that will expire on March 13, 2022.
2. On the Advisory Planning Agency to fill the vacancy left by Denis Hurley and complete the remainder of the current term that will expire on June 1, 2022.

**XI. Old Business:**

A. Laptops and Digitizing Meeting Books:

- Matt Hocker explained that he has received suggestions from the Commissioners and discussed hardware, software and the method for sharing information and presentations. The Commissioners will have an opportunity to sample a laptop equipped with applications and provide additional feedback.
- Commissioner Valenza inquired about security and Mr. Hocker replied that laptops will remain located in-house and be connected wirelessly to the main network's protection.

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- Commissioner Scull inquired about access from his home computer and Mr. Hocker replied that they will have the ability to access the documentation.
  - Commissioners Lockard and McFatridge inquired about notetaking and transferring documents to their home computer. Mr. Hocker replied that he will provide a further follow up.
  - Commissioner McFatridge commented that he will request paper when there are large format development plans to review.
  - Commissioner Prousi commented that there will be benefits to the Township from modernization of systems, conservation of printing and paper, and in cost savings.
- B. **Pride Flag on Township Flag Pole:**
- Commissioner McFatridge commented that it may be difficult to obtain installation materials that would result in the failure to meet the deadline to fly the Pride Flag.
  - Stephanie Weber, Upper Moreland Equity Alliance, commented that it is an important step and is pleased with the decision.
  - Commissioner Spearing asked if an invitation was extended to the community to recognize Pride Month and fly the flag. Ms. Weber replied that a Facebook event was created.
  - Commissioner Spearing reiterated that the Board of Commissioners are receptive to issues presented by the Equity Alliance.
  - Mr. Kilkenny clarified that the request to fly the Pride Flag is a government speech matter, the Township is not setting a policy and it is the Board of Commissioners' decision to make a statement.
  - The Committee recommends the Board of Commissioners take action at the May 3, 2021 Regular Meeting to install two additional flag poles, one to fly the Pride Flag during the month of June 2021 and the second pole to fly the State Flag.

**XII. New Business:**

- Mr. Schaible announced that the Board of Commissioners will take action at the May 3, 2021 Regular Meeting on assessment appeal settlements for Rushland Limited at 3701 Welsh Road and Grand Prix LLC at 1500 Easton Road.

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

**XIV. Commissioners Comments - Nothing to report.**

**XV. Adjournment:** There being no further business for this Committee, the meeting was adjourned at 7:45 p.m.

Respectfully submitted by Kathleen Kristire.