

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.
- II. **Roll Call:** Commissioner and Committee Chair Valenza, Commissioners Spearing and Lockard. Also present: David A. Dodies, Township Manager, and Jennifer Prior, Township Solicitor.
- III. **Presentations & Announcements:**
 - Commissioner Valenza announced that the Board of Commissions met in an Executive Session prior to the commencement of Finance & Administrative Committee meeting to discuss legal and personnel matters.
- IV. **Approval of Minutes - June 17, 2019:**
 - An amendment was made on page 2, 2., comment "Mr. Fox stated this will be his second term, as a resident of Philadelphia...".
 - The meeting minutes were unanimously approved as amended.
- V. **Acceptance and approval of the following monthly reports - June 2019:**
 - A. Director of Finance
 - B. Tax Enforcement Officers
 - Mr. Dodies stated that business tax collections are excellent and above budget.
 - C. Earned Income Tax Collector (Berkheimer)
 - Mr. Dodies stated that collections are above pace.
 - D. Investment Activity Report
 - E. Quarterly Capital Reserve Fund
 - F. Bond Issue Reports
 - G. Quarterly Budget Review
 - H. Quarterly Grant Report
 - Commissioner Valenza stated that the Township has received a total of \$2,320,000 in grants with Township matches totaling \$637,000.
 - Mr. Dodies stated that a total of \$200,000 in outstanding grant applications are pending award notifications.
 - Commissioner Valenza commended the Township's staff and engineers for working to obtain the grants.

All reports were unanimously accepted and approved as submitted.

- VI. **Review of Financial Statements - June 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 August 5, 2019 Regular meeting, the following:

1. The appointment of Jack Dunleavy, Sr. on the Civil Service Commission to fill an alternate vacancy left by Stephen Martin and complete the remainder of the current term that will expire on August 7, 2023.

B. **Vacancy(ies):**

1. On the Upper Moreland Historical Commission to fill the vacancy left by Kazim Ali and complete the remainder of the current term that will expire on December 31, 2020.
2. On the Parks and Recreation Advisory Council to fill the vacancy left by Alex Zachariah as a representative of Ward 3 and complete a two-year term that will expire on May 5, 2021.

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 - to be continued on agenda:
- Commissioner Valenza commented on the Local Services Tax (LST) stating that eight nearby Montgomery County municipalities that participate include: Hatfield, Abington, Cheltenham, Upper Dublin, Springfield, Upper Gwynedd and West Norriton.
 - Commissioner Spearing commented that he had been previously opposed to the LST but he is now agreeable to the tax, since neighboring municipalities participate in the LST and collections are reimbursed to the taxpayers' respective municipalities.

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

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

XII. **Commissioners Comments:**

- Commissioner Valenza stated that the Finance & Administrative Committee will not meet in August 2019.
- Commissioner Spearing commented that yard signs along roadways, right-of-ways and properties are not collected and he suggested fining the entity listed on the sign for littering after the permitted time limit. Ms. Prior stated that she will review the Ordinance for updates.

XIII. **Adjournment:** There being no further business for this Committee, the meeting was adjourned at 7:15 p.m.

**Upper Moreland Township
Committees Meetings
July 22, 2019 - Meeting Minutes**

Respectfully submitted by Kathleen Kristire.