

## 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 Sean Kilkenny, Township Solicitor.
- III. **Presentations & Announcements** - nothing to report.
- IV. **Approval of Minutes** - July 22, 2019: The meeting minutes were unanimously approved as submitted.
- V. **Acceptance and approval of the following monthly reports** - July and August 2019:
  - A. Director of Finance
  - B. Tax Enforcement Officers
    - Mr. Schaible stated that business tax collections are excellent and above budget.
  - C. Earned Income Tax Collector (Berkheimer)
  - D. Investment Activity Report
    - Commissioner Spearing inquired on the status of a meeting date with Montgomery County. Mr. Schaible stated that no meetings have been held recently and expects a meeting to be scheduled before year end.

All reports were unanimously accepted and approved as submitted.

- VI. **Review of Financial Statements** - July and August 2019:
  - A. Current Bills Paid
  - B. Revenue and Expense Summaries
    - Commissioner Valenza inquired on legal fee expenses and Mr. Schaible stated that there were situations that caused legal fees to be higher this year.
    - Commissioner Valenza inquired on Public Works expenses and Mr. Schaible stated that major equipment items will actually be paid from the Bond Fund.
    - Commissioner Valenza inquired on Parks and Recreation expenses and Mr. Schaible stated that revenues were extremely strong with expenses being higher to help cover their programs.
    - Mr. Schaible stated that a \$2.9 million payment for the Pension Fund will be made within the next two weeks.

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 October 7, 2019 Regular meeting, the following:

1. The reappointment of Annmarie Mangin on the Parks and Recreational Advisory Council as a Ward 6 representative to serve a new two (2) year term that will expire on August 4, 2021.
2. The reappointment of Douglas Horn on the Uniform Construction Code (UCC) Local Appeals Board to serve a new five (5) year term that will expire on August 5, 2024.

**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 - nothing to report.

**X. New Business:**

A. Recommended Settlement of Tax Appeal (Real Estate Taxes) with GH Properties:

- Mr. Kilkenny explained details of correspondence received from Kate Harper, Special Council, for this case.
- The Committee recommends the Board of Commissioner take action at their Regular Meeting on October 7, 2019 to approve the proposed settlement regarding Tax Appeal of GH Properties.

B. Commissioner Valenza asked Mr. Dodies to explain House Bill 1069:

- Mr. Dodies stated that the Bill imposes new rules for posting of agendas and adding items after the agenda has been posted that is restrictive and burdensome. The Pennsylvania State Association of Township Commissioners and other municipalities recommend opposition to the Bill which contains vague language that would preclude the Board of Commissioners from acting on certain items that come to their attention at the last minute. This would force certain matters to be delayed and scheduled to another meeting.
- The Committee directed Mr. Dodies to send a letter to PSATC asking for their support to oppose House Bill 1069.

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

**XII. Commissioners Comments:**

- Commissioner Spearing inquired on the status of paving Fitzwatertown Road. Mr. Dodies stated that it is on PennDOT's schedule. The Committee directed Mr. Dodies to contact PennDOT to reconfirm their paving schedule for Fitzwatertown Road.
- Mr. Schaible stated that a grant application will be submitted to Delaware Valley Financing to assist with funding the LED Street Light Conversion project.
  - Commissioner Spearing asked Mr. Schaible for a project timeline and Mr. Schaible will contact Keystone Lighting Solutions.

**XIII. Adjournment:** There being no further business for this Committee, the meeting was adjourned at 7:20 p.m.

**Upper Moreland Township  
Committees Meetings  
September 23, 2019 - Meeting Minutes**

Respectfully submitted by Kathleen Kristire.