

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; Commissioners Lockard and Spearing. 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:**
 - Commissioner Valenza announced the following:
 - All meetings will continue to be broadcast on Zoom, however, public comments via email have been discontinued and must be stated in person at the meeting.
 - Opening Day for Little League is April 9, 2022.
- VI. **Approval of Minutes - February 28, 2022 -** The meeting minutes were unanimously approved as submitted.
- VII. **Acceptance and approval of the following reports - February 2022:**
 - A. Director of Finance
 - B. Tax Enforcement Officers
 - C. Earned Income Tax Collector (Berkheimer)
Commissioner Spearing commented about requesting changes to legislation, and managing delinquent collections.
 - D. Investment Activity Report
 - The Committee reviewed details and unanimously approved the reports as submitted.
- VIII. **Review of Financial Statements - February 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 appointment of Thomas Murt on the **Historical Commission** to fill an At-Large vacancy left by Michelle Young and complete the remainder of the current two-year term that will expire on December 31, 2024.
 - The Committee recommends the Board of Commissioners take action at the April 4, 2022 Regular Meeting.

A. Vacancy(ies):

1. 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.
2. On the **Historical Commission** to fill the At-Large vacancy left by Michelle Young and serve a new three-year term that will expire on December 31, 2024.
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, LB UBS 2004 C4 Byberry Road:
 - The Committee recommends the Board of Commissioners take action at the April 4, 2022 Regular Meeting.
- B. Purchase of a new Fire Chief Vehicle:
 - The Committee recommends the Board of Commissioners take action at the April 4, 2022 Regular Meeting.
- C. Bandit Signs Ordinance:
 - A resident commented about communicating the new requirements and inquired if an initial warning process is part of the Ordinance. Mr. Kilkenny explained that the Code Department will contact the organizations posting signs and provide a warning to remove signage or submit to the violation and fines involved.
 - The Committee suggests that residents subscribe to the Township's website to receive news updates and be able to access information pertaining to Code Enforcement.
 - The Committee recommends the Board of Commissioners take action at the April 4, 2022 Regular Meeting.

VI. **Old Business:**

- A. American Recovery Act – Proposed Funding Allocation:
 - Commissioner Valenza stated that the amount is \$1.2M, which will be used for a list of needs in the Township. The downtown fountain was also added to the list for an

amount of \$30,000.

- The Committee agreed to fund Second Alarmers Rescue Squad (SARS) \$100,000 in the first year and again in the second year, and requested planning for the future needs of the organization.
 - The Committee discussed \$20,000 in support of various traffic signal improvements from Davisville Road to York Road and Easton Road.
 - Commissioner Valenza requested that all projects provide financial accountability to the Board of Commissioners.
 - The Committee recommends the Board of Commissioners take action at the April 4, 2022 Regular Meeting.
- B. Options for digitizing the Board of Commissioners meeting materials:
- The Committee will continue a discussion at the April 18, 2022 Finance & Administrative Committee Meeting.

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

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 8:00 p.m.

Respectfully submitted by Kathleen Kristire.