

## 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; Matthew H. Candland, Township Manager; and Alex Baumler, Township Solicitor.
- V. **Presentations & Announcements** - Nothing to report.
- VI. **Approval of Minutes** - April 18, 2022 - The meeting minutes were unanimously approved as submitted.
- VII. **Public Comments (non-Agenda Items)** - Nothing to report.
- VII. **Acceptance and approval of the following reports - April 2022:**
  - A. Director of Finance
  - B. Tax Enforcement Officers
  - C. Earned Income Tax Collector (Berkheimer)
  - D. Investment Activity Report
    - The Committee reviewed details and unanimously approved the reports as submitted.
- VIII. **Review of Financial Statements - April 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 Fred Standaert 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**. If approved by the Board, the reappointment expiration date will be June 1, 2024.
      - The Committee recommends the Board of Commissioners take action at the June 6, 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 **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.

3. 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.
4. 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.
5. 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.
6. 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.
7. 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.
8. 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** - Nothing to report.

VI. **Old Business:**

A. Employee Service Award

- Mr. Candland explained that Commissioner Whiting initiated implementing the idea to recognize employees for their years of work service to the Township.
- The Committee recommends the Board of Commissioners take action at the June 6, 2022 Regular Meeting.

XI. **New Business:**

- Mr. Schaible explained that there is a budgeted item in the Capital Improvement Plan to purchase a pump grinder for the leaf site. The cost is \$697,000, which will be offset by a grant received from the Recycling Program for \$350,000. Another grant application will be submitted in the Fall. The combination of both grants should cover 90% of the total amount.
- The Committee recommends the Board of Commissioners take action at the June 6, 2022 Regular Meeting.

XIII. **Visitor Comments:**

- Keith Szczesniak, a business owner, inquired if he could paint a mural by the Willow Grove Train Station parking lot.
- The Committee directed Mr. Szczesniak to submit the proper permits and will revisit the request.

XIV. **Commissioners Comments:**

- Commissioner Spearing thanked the Commissioners for their support to observe National Police Memorial Week in honor of the fallen police and emergency responders.

XV. **Adjournment:** There being no further business for this Committee, the meeting was adjourned at 7:25 p.m.

Respectfully submitted by Kathleen Kristire.