

MINUTES

FINANCE COMMITTEE MEETING

February 19, 2019

CALL TO ORDER: 7:03 p.m.

PRESENT: Committee Members: Chairman Kline-Vice Chairman Vahey-Winegrad

EXCUSED: Committee Members: Luker and Zappone

OTHERS: Finance Director Hermann

MINUTES:

Vice President Kline made a MOTION, seconded by Commissioner Vahey to approve the minutes of the Finance Committee meeting of January 15, 2019.

MOTION was ADOPTED 3-0.

PRESENTATIONS: None.

UNFINISHED BUSINESS:

Item FC-05-011519 – Motion to approve transfer from Sewer Capital Fund Balance to Sewer Capital Account #17-10-966-7335:

This matter was tabled for further information.

NEW BUSINESS:

Investments for January 2019:

Finance Committee reviewed investments for January 2019.

Item FC-01-021919 – Motion to approve expenditures, salaries and wages for January 2019:

The Committee reviewed voucher list for the month of January 2019.

Commissioner Kline made a MOTION, seconded by Commissioner Vahey to recommend approval to the full Board, expenditures, salaries and wages for January 2019 in the amount of \$1,634,338.65 and \$2,289,314.45, respectively and authorizing the proper officials to sign vouchers in payment of bills and contracts as they mature through the month of April 2019.

Commissioner Kline questioned voucher #52430 – Xylem Water Solutions U.S.A.

Ms. Hermann replied there was a replacement of a failed pump and this was for the base assembly for that pump.

Commissioner Kline questioned voucher #52496 – GATSO – USA.

Ms. Hermann replied that was for November 2017.

Commissioner Kline questioned voucher #52516 – McMahon Associates, Inc.

Ms. Hermann replied PennDOT inspected Old Valley Road Bridge last summer and there was significant cracking, so McMahon is working on the construction plans.

Commissioner Kline questioned voucher #52541- Tanway Enterprises.

Ms. Hermann replied Tanway Enterprises is responsible for the local McDonalds and the prisoner meals. The Township used Burger King previously; however, reps of Burger King thought they would be closing for 12-15 months, so they told the police department to find someone else and they did.

Commissioner Kline questioned voucher #52643 - Rudolph Clarke, LLC. – O’Neill Consulting.

Ms. Hermann replied Manager Manfredi will be sending a memo to the Board.

Commissioner Vahey referred to voucher #52486 and asked for clarification on what items are reimbursed to the ATFD from the Township and what items do the ATFD pay for.

Commissioner Kline replied that is from the Fire Marshal’s Office for recruiting and Fire Company’s receive allotments from the Township.

Commissioner Vahey questioned voucher #52525 – Pennoni Associates and questioned whether that is in regards to the Studio Movie Grill coming to Willow Grove Mall.

Ms. Hermann replied yes, it is and this was charged to their escrow account.

Commissioner Vahey questioned voucher #52543 – Traffic Planning & Design, Inc.

Ms. Hermann replied that was charged to their escrow account.

Commissioner Vahey questioned voucher #52642- Rudolph Clarke, LLC. – Land Development-Abington.

Ms. Hermann replied that was for Abington Terrace.

Commissioner Vahey questioned voucher #52688 – Biase Landscaping, LLC. – Removal of Christmas Decorations in Business Districts, and asked for clarification on the scope of their contract.

Ms. Hermann replied Manager Manfredi, Mr. Barron and Mr. Angelo Pontelandolfo have been reviewing all items prior to any work done and changes are being made.

Commissioner Winegrad questioned voucher #52521 – Campbell, Durrant, Beatty, Palombo & Miller – Professional Services.

Ms. Hermann replied they are the Township’s labor attorneys related to personnel cases.

MOTION was ADOPTED 3-0.

Item FC-02-021919 – Motion to approve the Clearing Fund activity, Deferred Revenue/Expenses activity and Petty Cash disbursements for January 2019:

Commissioner Kline made a MOTION, seconded by Commissioner Vahey to recommend to the full Board to approve the Clearing Fund activity, Deferred Revenue/Expense activity and Petty Cash disbursements for January 2019.

Clearing Fund receipts and disbursements for the month of January 2019 were \$18,783.93 and (\$18,055.45), respectively.

Deferred Revenue/Expense receipts and disbursements for the month of January 2019 were \$0.00 and (\$29,425.00), respectively.

Petty Cash balances were approved as presented.

MOTION was ADOPTED 3-0.

Training and Conference Expenditures – January 2019:

Finance Committee reviewed training and conference expenditures for January 2019.

STATEMENT OF CONDITIONS:

Finance Committee reviewed Statement of Conditions for various funds.

CONTINGENCY EXPENSE REPORTS:

Finance Committee reviewed Contingency Expense reports.

Item FC-03-021919 – Motion to approve Resolution No. 19-009 – Disposition of Certain Tax Office Records:

Commissioner Kline made a MOTION, seconded by Commissioner Vahey to recommend to the full Board adoption of Resolution No. 19-009, authorizing the disposition of certain Tax Office records as set forth in Exhibit “A.”

MOTION was ADOPTED 3-0.

PUBLIC COMMENT: None.

ADJOURNMENT: 7:32 p.m.

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