

AGENDA
October 11, 2022

BOARD OF COMMISSIONERS

STATED MONTHLY MEETING 7:00 P.M.

PLEDGE OF ALLEGIANCE

PUBLIC PARTICIPATION ON AGENDA ITEMS WILL BE TAKEN AS EACH ITEM IS DISCUSSED

DAVID H. SIRKEN, CHAIR, INTERNAL AFFAIRS COMMITTEE

- A. 1. Review and Consider Minutes of September 13, 2022
- B. 2. Review and Consider October 2022 Bill List
- C. 3. Review and Consider Appointment of Township Auditor
- D. 4. Review and Consider PA Act 2022-57 Resolution
- E. 5. Administration Report
- F. 6. Tax Collector's Report
- G. 7. Liaison Report

DENISE A. KURITZ, CHAIR, COMMUNITY DEVELOPMENT COMMITTEE

- H. 1. Review and Consider Escrow Release – M&B Associates/1430 County Line Road #21-02
- I. 2. Building Official's Report
- J. 3. Liaison Report

CHRISTOPHER S. ODHNER, CHAIR, ORDINANCE COMMITTEE

- K. 1. Review Non-Discrimination Ordinance
- L. 2. Review Zoning Hearing Board Appointment
- M. 3. Review Zoning Hearing Board Agenda & Decisions
- N. 4. Liaison Report

JOE PACE, CHAIR, PUBLIC WORKS COMMITTEE

- O. 1. Review and Consider Sign Printer Bid Award
- P. 2. Public Works Department Report
- Q. 3. Review and Consider Certificate of Appropriateness
- R. 4. Liaison Report

RUTH HAUSEN, CHAIR, PUBLIC PROPERTY COMMITTEE

- S. 1. Review Lower Moreland Township Authority Appointment
- T. 2. Liaison Report

JOSEPH CANALE, CHAIR, PUBLIC SAFETY COMMITTEE

- U. 1. Police and Fire Marshal Reports
- V. 2. Liaison Report

PUBLIC PARTICIPATION – NON AGENDA ITEMS

ADJOURNMENT

EXECUTIVE SESSION (IF NECESSARY)

Lower Moreland Township

MEMORANDUM

TO: Lower Moreland Board of Commissioners
FROM: E. J. Lee, Assistant Township Manager/Finance Director
CC: Christopher R. Hoffman, Township Manager
SUBJECT: October 11, 2022 BOC Meeting Financial Packet

The monthly expenditure activities report is enclosed for your review and approval consideration. Items to highlight from the September expenditure activities and the October bill list for approval are the following:

Credit Card Statement ending Sept. 29, 2022:

- There are several purchases made for the October events – Trunk or Treat and the Open House
- Computers and software purchases for the Sewer Department are included – 2 new computers and 1 laptop to use on site for sewer and stormwater mapping maintenance
- The 2022 Q2 UCC fees were filed – these are listing of all the permits processed by the Township from April to June that are reported to the state.
- The majority of the charges made on the Township credit card are reoccurring utility bills (cell phone, internet, phone, monthly subscriptions), PD training registration, and office supplies. The monthly refuse collection fees for Republic Services and disposal fees to Waste Management are the two largest charges.

Sept. 2, 16, and 30 Payroll – 3 payrolls in Sept:

- The month of September had three payrolls – this happens twice a year.
- All three payrolls were “average” in that there were no large special earnings scheduled based on any contract requirements.
- Overtime expenditures for each department as of Sept. 30, 2022 (75% of the calendar year) are the following:
 - Police: 80% of annual budgeted expenditure (this includes OT for police service requests by outside organizations, for which the Township is reimbursed)
 - Public Works: 24% of annual budgeted expenditure
 - Sewer: 70% of annual budgeted expenditure
 - Public Works Leaf Collection will begin in October – OT for leaf collection is tracked separately during leaf season.

The majority of the check batches issued with payroll include utilities, loans and other time sensitive payments. Non-routine payments include the following:

Sept. 2 Bills Paid:

- A reimbursement check to the HV Library for the past year's utilities related to the gym and VYC was issued.
- Payment to ServePro was issued upon finalization of the insurance claim filed for the water damages at the library from Hurricane Ida.

Sept. 16 Bills Paid:

- The Township's 2022 Workers Comp Insurance adjusted premium post- payroll audit was paid.
- Several grading permit escrow balances were released upon completion of those projects.
- Deposit payment for the DJ for the 2022 Trunk or Treat was issued.

Sept. 30 Bills Paid:

- One refund issued for duplicate sewer payment
- HV FC stipend program payments are on a regular, two-week cycle

October Bill List:

- The Township makes an annual contribution to the Abington (Jefferson) Memorial Hospital's Muller Institute for Senior Health, which is included with this bill list.
- The final payment for the 2022 Workers Compensation Insurance Premium was paid.
- The fifth of six annually scheduled installment payment to the HV Library is included in this bill list – these are real estate taxes dedicated to the library that are passed to the library monthly.
- The police vehicle laptop docks needed to be upgraded due to changes in new laptop configuration – payment to Havis for that work is included.
- The Huntingdon Valley Fire Company is issued a payment of \$123,561.58, which is the funding amount that the Township received from the state's Volunteer Fire Relief Association Fund. This award is issued to the local municipality annually, who must turn the funds to the local fire company within 60 days of receipt, per the state Act 205 requirements. A separate report must be submitted in accordance with regulations associated with this fund.

**LOWER MORELAND TOWNSHIP - OCT 11, 2022 BOC MEETING
MONTH FINANCIAL ACTIVITY AND BILL LIST FOR APPROVAL**

Check Batch Date	Check Batch Amount	Notes
Credit Card	\$141,534.01	Credit Card Statement ending 9/29/22
Sept 2, 2022 Payroll	\$221,209.54	
Sept. 2, 2022 Payroll bills	\$39,003.53	
Sept 16, 2022 Payroll	\$226,865.89	
Sept. 16, 2022 Payroll Bills	\$78,510.09	
Sept. 30, 2022 Payroll	\$223,153.15	
Sept. 30, 2022 Payroll Bills	\$32,851.59	
New Bill List for approval	\$593,003.98	
TOTAL	\$1,556,131.78	

Funds Summary:	
(01) General Fund	\$999,503.79
(02) Hydrants	\$0.00
(03) Fire Tax	\$11,949.59
(04) Refuse	\$140,589.84
(05) Debt	\$0.00
(06) Library	\$90,000.00
(08) Sewer	\$256,091.91
(9) Ambulance	\$0.00
(10) P&R	\$29,414.55
(18) Capital Traffic Improvements	\$27,466.14
(19) Capital Improve	\$1,115.96
(35) Liquid Fuels	\$0.00
(63) Post Retirement	\$0.00
	\$1,556,131.78