

AGENDA
November 8, 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

PRESENTATION OF COMMENDATION TO EAGLE SCOUT

CHRISTOPHER S. ODHNER, CHAIR, ORDINANCE COMMITTEE

- A. 1. Review and Consider Non-Discrimination Ordinance
- B. 2. Review Traffic Ordinance Recommendations
- C. 3. Review Zoning Hearing Board Agenda & Decisions
- D. 4. Liaison Report

DAVID H. SIRKEN, CHAIR, INTERNAL AFFAIRS COMMITTEE

- E. 1. Review and Consider Minutes of October 11, 2022
- F. 2. Review and Consider November 2022 Bill List
- G. 3. Review and Consider Proposed 2023 Budget
- H. 4. Review and Consider ACH Bank Account
- I. 5. Review and Consider Fire Alarm Quote
- J. 6. Administration Report
- K. 7. Tax Collector's Report
- L. 8. Liaison Report

DENISE A. KURITZ, CHAIR, COMMUNITY DEVELOPMENT COMMITTEE

- M. 1. Review and Consider Escrow Release – Westrum/2507 Philmont Ave #19-03
- N. 2. Building Official's Report
- O. 3. Liaison Report

RUTH HAUSEN, CHAIR, PUBLIC PROPERTY COMMITTEE

- P. 1. Liaison Report

JOE PACE, CHAIR, PUBLIC WORKS COMMITTEE

- Q. 1. Public Works Department Report
- R. 2. Review and Consider Certificate of Appropriateness
- S. 3. Liaison Report

JOSEPH CANALE, CHAIR, PUBLIC SAFETY COMMITTEE

- T. 1. Police and Fire Marshal Reports
- U. 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: Nov. 8, 2022 BOC Meeting Financial Packet

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

Credit Card Statement ending Oct. 29, 2022:

- There are several charges for advertisement of ordinances, hearings, bids, and meetings, most of which are associated with routine, annual processes this time of the year.
- There are two cell phone bills included in this credit card statement due to the August bill having reached the Township late.
- There are also two EZ Pass replenishment due to fall training and conferences, which are in line with previous years' usage patterns.
- Several charges associated with the October public events such as the Open House and Trunk or Treat are included.
- The 2022 Q3 UCC fees were filed – these are listing of all the permits processed by the Township from July to September 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.
- K9 charges are covered by the donations that the police department received for K9 needs.

October 14 and 28 Payroll:

- Both payrolls for the month were “average” in that there were no large special earnings scheduled based on any contract requirements.
- Overtime expenditures for each department as of Oct. 31, 2022 (83% of the calendar year) are the following:
 - Police: 90% of annual budgeted expenditure (this includes OT for police service requests by outside organizations, for which the Township is reimbursed)
 - Public Works: 36% of annual budgeted expenditure
 - Sewer: 75% of annual budgeted expenditure

- Public Works Leaf Collection began in October.

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

October 14 Bills Paid:

- Escrow release to M&B Associates as authorized at the October 11 meeting in the amount of \$118,250.00
- Standard Pipe Services for capital improvements to clean the main sanitary sewer line on Philmont Ave from Pine and Tomlinson roads to the Bethayres Pump Station per the exceedance agreement with the City of Philadelphia to reduce any inflow and infiltration.

October 28 Bills Paid:

- Check payment to take to training for police officer per registration requirement

Bond Interest Payment: The PA General Obligations Bonds, Series 2021 Interest Payment in the amount of \$34,000 was made for the exact amount budgeted for the 2022 financial year.

November Bill List:

- There are several invoices to be paid to Cooper Mechanical Services for backflow tests of all Township facilities per Aqua requirements.
- The annual financial software license and maintenance invoice for Edmunds is included in this bill list.
- There are two financial security escrow release is included on the bill list: First Baptist Church and 3381 Creek Rd.

**LOWER MORELAND TOWNSHIP - NOV. 8, 2022 BOC MEETING
MONTH FINANCIAL ACTIVITY AND BILL LIST FOR APPROVAL**

Check Batch Date	Check Batch Amount	Notes
Credit Card	\$135,054.06	Credit Card Statement ending 10/29/22
Oct 14, 2022 Payroll	\$226,446.42	
Oct 14, 2022 Payroll bills	\$431,469.77	
Oct 28, 2022 Payroll	\$224,479.46	
Oct 28, 2022 Payroll Bills	\$36,371.80	
Bond Payment	\$34,000.00	GOB 2021 Series Interest Payment made from Fund 05 - Debt Services
New Bill List for approval	\$368,458.01	
TOTAL	\$1,456,279.52	

Funds Summary:	
(01) General Fund	\$842,711.40
(02) Hydrants	\$22,541.73
(03) Fire Tax	\$11,464.43
(04) Refuse	\$136,083.77
(05) Debt	\$34,000.00
(06) Library	\$0.00
(08) Sewer	\$194,778.75
(9) Ambulance	\$0.00
(10) P&R	\$18,008.57
(18) Capital Traffic Improvements	\$14,835.00
(19) Capital Improve	\$13,335.35
(35) Liquid Fuels	\$0.00
(41) Escrow/FSA	\$158,250.00
(63) Post Retirement	\$10,270.52