

AGENDA
January 10, 2023

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 December 13, 2022
- B. 2. Review and Consider January 2023 Bill List
- C. 3. Review and Consider Bryn Athyn Borough Intergovernmental Cooperation Act Resolution
- D. 4. Review and Consider LMTSD DCED Grant Application 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 LMTSD Development Agreement Modification Request
- I. 2. Review and Consider Escrow Release – Westrum/2507 Philmont Ave #19-03
- J. 3. Review and Consider Planning Commission Appointment
- K. 4. Building Official's Report
- L. 5. Liaison Report

CHRISTOPHER S. ODHNER, CHAIR, ORDINANCE COMMITTEE

- M. 1. Review and Consider Ward Redistricting Ordinance
- N. 2. Review Zoning Hearing Board Alternate Appointment
- O. 3. Review Zoning Hearing Board Agenda & Decisions
- P. 4. Liaison Report

JOSEPH CANALE, CHAIR, PUBLIC SAFETY COMMITTEE

- Q. 1. Review and Consider Civil Service Rules Resolution
- R. 2. Review and Consider HVAA Facilities Use Agreement Amendment
- S. 3. Review and Consider LMPD Discipline Matter
- T. 4. Police and Fire Marshal Reports
- U. 5. Liaison Report

RUTH HAUSEN, CHAIR, PUBLIC PROPERTY COMMITTEE

- V. 1. Review and Consider Elkins Field License Agreement
- W. 2. Liaison Report

JOE PACE, CHAIR, PUBLIC WORKS COMMITTEE

- X. 1. Public Works Department Report
- Y. 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: Jan. 10, 2023, BOC Meeting Financial Packet

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

Credit Card Statement ending Dec. 28, 2022:

- Most charges are reoccurring monthly charges for utilities, subscription, etc.
- Several advertising charges for public hearings, ordinances, and budget.
- There are several training registrations for sewer and police staff

December 9 and 23 Payroll:

- The December 9 payroll is average for the first payroll of the month, which is usually higher than the second payroll of the month as the first payroll of the month includes monthly and quarterly payees.
- Overtime expenditures for each department as of Nov. 30, 2022 (100% of the calendar year) are the following:
 - Police: 115% of 2022 budgeted expenditure (this includes OT for police service requests by outside organizations, for which the Township is reimbursed)
 - Public Works: 73% of annual budgeted expenditure
 - Sewer: 90% of annual budgeted expenditure
 - Leaf Collection: 9% of annual budgeted expenditure

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

December 9 Bills Paid:

- One sewer refund payment was issued for duplicate payment from a resident.

December 23 Bills Paid:

- As reported in the prior month report, the final December batch of payments is much larger than the usual payroll payments as this batch consisted of the last batch of invoices received for 2022 to be paid from the 2022 budget.
- Most of the payments are the reoccurring monthly expenses related to Township operations (fuel, traffic light maintenance, road supplies, fleet maintenance, sewer maintenance, utilities)
- Several grading permit escrow balance releases were issued with this batch.
- HV Library final payment #2 – real estate taxes collected after the Dec. BOC meeting allowed for the Township to pass on the remaining funding due to the library for the 2022 calendar year.
- PD Accreditation Consultant invoices were paid with this batch.
- Traffic Engineer service fees were paid to Bowman Consulting Group (previously called McMahan)
- MEG Contractors – payment made for capital upgrades to the sanitary sewer infrastructure

January Bill List:

- There are several payments related to 2023 memberships included in this bill list.
- The first payment to Armor & Sons for the Green Light Go Grant for traffic improvements at five intersections of the Township are included.
- First quarter insurance premiums for property & liability and workers compensation are included.
- Also adding to the larger than usual bill list are the first installment of contributions to the Huntingdon Valley Library, Huntingdon Valley Fire Company, and the Bryn Athyn Fire Co & Ambulance Association. These are property tax revenues that the Township receives and are passed onto the three organizations.
- The first invoice for the new IT consultant for the Township is included – this is a pro-rated January invoice as the changeover is scheduled for Jan. 11. The first several months are also expected to incur additional service charges as several pending IT projects that were not completed in 2022 have been carried over into 2023 to be handled by the new IT group. The 2023 budget anticipated these carryovers and were budgeted accordingly.

**LOWER MORELAND TOWNSHIP - JAN. 10, 2023 BOC MEETING
MONTH FINANCIAL ACTIVITY AND BILL LIST FOR APPROVAL**

Check Batch Date	Check Batch Amount	Notes
Credit Card	\$134,348.94	
Dec. 9 Payroll	\$244,423.42	
Dec. 9, 2022 Payroll Bills	\$148,158.27	
Dec. 23, 2022 Payroll	\$223,556.17	
Dec. 23, 2022 Payroll Bills	\$223,846.88	Bills to be paid before the 2022 books close
New Bill List for Approval	\$564,574.53	
Total	\$1,538,908.21	

Funds Summary	
(01) General Fund	\$801,338.01
(02) Hydrants	\$0.00
(03) Fire Tax	\$47,007.46
(04) Refuse	\$152,262.43
(05) Debt	\$750.00
(06) Library	\$122,874.74
(08) Sewer	\$200,232.70
(09) Ambulance	\$22,500.00
(10) P&R	\$18,709.43
(18) Capital Traffic Improvements	\$117,159.34
(19) Capital Improvements	\$53,563.84
(35) Liquid Fuels	\$0.00
(41) Escrow/FSA	\$0.00
(63) Retirement	\$2,510.26
(91) Unemployment	\$0.00
Total	\$1,538,908.21