

**AGENDA**  
**February 13, 2024**

**BOARD OF COMMISSIONERS**

**STATED MONTHLY MEETING 7:00 P.M.**

**PLEDGE OF ALLEGIANCE**

**PRESENTATION OF COMMENDATION TO DETECTIVE HOLLY HALOTA**

**PRESENTATION OF DEPARTMENT COMMENDATIONS (LMPD)**

**JOSEPH CANALE, CHAIR, PUBLIC SAFETY COMMITTEE**

- A. 1. Review and Consider Sergeant & Corporal Appointments
- B. 2. Public Safety Report
- C. 3. Liaison Report

**DENISE A. KURITZ, CHAIR, INTERNAL AFFAIRS COMMITTEE**

- D. 1. Review and Consider Minutes of January 2 & 9, 2024
- E. 2. Review and Consider February 2024 Bill List
- F. 3. Review and Consider Intergovernmental Cooperation Agreement– LMTSD BusPatrol
- G. 4. Review and Consider 2024 Vehicle/Equipment Lease/Purchase Resolution
- H. 5. Review and Consider Proposal for Verizon Franchise Agreement Renewal Services
- I. 6. Review and Consider Tax Collection Committee Delegates
- J. 7. Administration Report
- K. 8. Tax Collector's Report
- L. 9. Liaison Report

**DENNIS MUELLER, CHAIR, COMMUNITY DEVELOPMENT COMMITTEE**

- M. 1. Review and Consider Preliminary/Final Plan – Capponi/2367 Pine Road #23-01
- N. 2. Review Sketch Plan – 2895 Pine Road LLC #23-04
- O. 3. Review and Consider Escrow Release – Westrum/2507 Philmont Ave #19-03
- P. 4. Building Official's Report
- Q. 5. Liaison Report

**JOE PACE, CHAIR, PUBLIC WORKS COMMITTEE**

- R. 1. Review and Consider Longview Drive Basin Construction Bids
- S. 2. Public Works Department Report
- T. 3. Liaison Report

**SEAN BLANTON, CHAIR, ORDINANCE COMMITTEE**

- U. 1. Review and Consider Review Traffic Related Ordinance
- V. 2. Review Zoning Hearing Board Agenda & Decisions
- W. 3. Liaison Report

**RUTH HAUSEN, CHAIR, PUBLIC PROPERTY COMMITTEE**

- X. 1. Review Historical Architectural Review Board Appointments
- Y. 2. Sanitary Sewer Department Report
- Z. 3. 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: Feb 13, 2024, BOC Meeting Financial Packet

---

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

### **Credit Card Statement ending Jan. 28, 2024:**

- Most charges are recurring monthly charges for utilities, subscription, and IT services.
- There are several training and membership renewal charges as we enter the new year.
- Supplies needed for the MLK Day of Service are included.
- Charges related to 2023 year-end tax filing and supplies are reflected in this list.
- There are several charges related to the recognition of the retirement of Bob Schadegg and Holly Halota.

### **Jan. 5 and Jan. 19 Payroll:**

- Jan. 5 payroll is higher than the average payroll due to contractual employee compensation schedules (police longevity)
- Overtime expenditures for each department as of Jan. 2024 (8.3% of the calendar year) are the following:
  - Police: 8% of annual budgeted expenditure
  - Public Works: 4% of annual budgeted expenditure
  - Snow: 3% of annual budgeted expenditure
  - Sewer: 10% of annual budgeted expenditure

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

### **Jan 5 Checks issued:**

- Public Works Uniform allowance distributions are included per the contract.
- The Huntingdon Valley Library, year-end reconciled contribution amount is included.

### **Jan. 19 to 22 Checks issued:**

- Several annual membership renewals and training costs are included.

- Advertising and printing related to the new year are reflected in this batch.
- Payments for the two new police vehicles as approved in the capital budget were issued on Jan 22.

**February Bill List: (items to highlight):**

- An error in issuing deficient amount of contribution to the Bryn Athyn Ambulance back in January resulted in having to issue the balance (\$27,000) with the February bills.
- Replenishment of road salt for the year is included.
- The rate increases are in effect with the latest Phila Water bill for the 2023 Q4 period – this was expected and planned in the 2024 budget.
- PD Expenses associated with the corporal/sergeant promotion (tests, badges, uniforms) are included.
- The first installment of the TD vehicle/equipment lease payment is included.
- AED Equipment totaling \$9,367.09 is included for installation at various Township facilities. This is reimbursable as part of the property and liability grant sponsored by the Delaware Valley Insurance Trust.
- Several roof and building repair expenses associated with the January rainstorm – some of the expenses are recoverable via insurance claim.

**LOWER MORELAND TOWNSHIP - FEB 13 BOC MEETING  
MONTH FINANCIAL ACTIVITY AND BILL LIST FOR APPROVAL**

Check Batch Date	Check Batch Amount	Notes
Credit Card	\$144,622.97	
Bond Payment	\$11,481.25	2017 GO Bond Interest Pmt
Jan 5 PR	\$401,553.39	
Jan 6 PR Bills	\$261,080.25	
Jan 19 PR	\$257,562.63	
Jan 19 - 22 PR Bills	\$176,376.23	
New Bill List for Approval	\$550,632.14	
<b>Total</b>	<b>\$1,803,308.86</b>	

Funds Summary	
(01) General Fund	\$924,408.14
(02) Hydrants	\$22,492.14
(03) Fire Tax	\$36,766.35
(04) Refuse	\$174,213.51
(05) Debt	\$11,481.25
(06) Library	\$79,001.65
(08) Sewer	\$329,161.80
(09) Ambulance	\$27,500.00
(10) P&R	\$21,506.08
(18) Capital Traffic Improvements	\$1,671.00
(19) Capital Improvements	\$126,558.50
(31) Stormwater	\$46,439.46
(35) Liquid Fuels	\$0.00
(41) Escrow/FSA	\$0.00
(63) Retirement	\$2,108.98
(91) Unemployment	\$0.00
<b>Total</b>	<b>\$1,803,308.86</b>