

AGENDA
March 12, 2024

BOARD OF COMMISSIONERS

STATED MONTHLY MEETING 7:00 P.M.

PLEDGE OF ALLEGIANCE

DENISE A. KURITZ, CHAIR, INTERNAL AFFAIRS COMMITTEE

- A. 1. Review and Consider Minutes of February 13, 2024
- B. 2. Review and Consider March 2024 Bill List
- C. 3. Review Intergovernmental Cooperation Agreement – LMBA Fire & EMS Department
- D. 4. Administration Report
- E. 5. Tax Collector's Report
- F. 6. Liaison Report

DENNIS MUELLER, CHAIR, COMMUNITY DEVELOPMENT COMMITTEE

- G. 1. Review Sketch Plan – 2895 Pine Road LLC #23-04
- H. 2. Review Extension of Review Period – Forest Hills Cemetery/25 Byberry Road #24-01
- I. 3. Building Official's Report
- J. 4. Liaison Report

JOE PACE, CHAIR, PUBLIC WORKS COMMITTEE

- K. 1. Review and Consider 2024 Paving Bids
- L. 2. Review and Consider Mowing Bids
- M. 3. Review and Consider HVAA Baseball Night Game Request
- N. 4. Public Works Department Report
- O. 5. Liaison Report

JOSEPH CANALE, CHAIR, PUBLIC SAFETY COMMITTEE

- P. 1. Review and Consider Fire Truck Trade-in Value Resolution
- Q. 2. Public Safety Report
- R. 3. Liaison Report

RUTH HAUSEN, CHAIR, PUBLIC PROPERTY COMMITTEE

- S. 1. Sanitary Sewer Department Report
- T. 2. Liaison Report

SEAN BLANTON, CHAIR, ORDINANCE COMMITTEE

- U. 1. Review Zoning Hearing Board Agenda & Decisions
- 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: Mar 12, 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 Feb, 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.

Feb 2 and Feb 16 Payroll:

- Overtime expenditures for each department as of Feb. 2024 (16.7% of the calendar year) are the following:
 - Police: 14% of annual budgeted expenditure
 - Public Works: 9% of annual budgeted expenditure
 - Snow: 26% of annual budgeted expenditure
 - Sewer: 15% 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:

Feb 2 and Feb 7 Checks issued:

- Feb 7 postage check for the newsletter distribution is due on the day that the newsletter is dropped off at the post office and the amount unknown until everything is weighted. Therefore the check is issued on a date that does not fall on a payroll check date.

Feb 16 and Feb 26 Checks issued:

- Due to account mix up at Fishers Ace Hardware, several past due invoices to Fishers Ace Hardware was paid to get the account balanced and in good standing.
- The vehicle lease initial payment to TD Bank was re-issued on Feb 26 (original

voided) due to the original check having been lost and never reached the bank.

March Bill List: (items to highlight):

- McDonald's Uniform: With the police promotions, new uniform orders were larger than usual
- Township real estate taxes are due for three properties that the Township owns, but are reimbursed by the lessees of those properties.

**LOWER MORELAND TOWNSHIP - MAR 12 BOC MEETING
MONTH FINANCIAL ACTIVITY AND BILL LIST FOR APPROVAL**

Check Batch Date	Check Batch Amount	Notes
Credit Card	\$153,758.32	
Feb 2 PR	\$271,080.69	
Feb 2 PR & Feb 7 Bills	\$179,905.84	
Feb 16 PR	\$246,937.23	
Feb 16 PR & Feb 26 Bills	\$247,333.53	
New Bill List for Approval	\$121,527.22	
Total	\$1,220,542.83	

Funds Summary	
(01) General Fund	\$752,977.71
(02) Hydrants	\$0.00
(03) Fire Tax	\$28,535.52
(04) Refuse	\$147,141.40
(05) Debt	\$0.00
(06) Library	\$0.00
(08) Sewer	\$161,789.06
(09) Ambulance	\$0.00
(10) P&R	\$21,688.72
(18) Capital Traffic Improvements	\$12,395.80
(19) Capital Improvements	\$33,338.26
(31) Stormwater	\$60,567.38
(35) Liquid Fuels	\$0.00
(41) Escrow/FSA	\$0.00
(63) Retirement	\$2,108.98
(91) Unemployment	\$0.00
Total	\$1,220,542.83