

AGENDA
July 13, 2021

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 Approval of Minutes of June 8, 2021
- B. 2. Review and Consider Approval of July 2021 Bill List
- C. 3. Review Civil Service Commission Appointment
- D. 4. Administration Report
- E. 5. Tax Collector's Report
- F. 6. Liaison Report

DENISE A. KURITZ, CHAIR, COMMUNITY DEVELOPMENT COMMITTEE

- G. 1. Building Official's Report
- H. 2. Liaison Report

JOSEPH CANALE, CHAIR, ORDINANCE COMMITTEE

- I. 1. Review and Consider Friends of HV Library Flea Market Proposal
- J. 2. Liaison Report

JILL BLUMHARDT, CHAIR, PUBLIC WORKS COMMITTEE

- K. 1. Review and Consider Valley Center Park License Agreement – HVAA Video System
- L. 2. Review and Consider Building Code Board of Appeals Appointment
- M. 3. Public Works Department Report
- N. 4. Liaison Report

CLAY D. MCQUEEN, CHAIR, PUBLIC SAFETY COMMITTEE

- O. 1. Review and Consider Probationary Appointment of Police Officer
- P. 2. Review Zoning Hearing Board Agenda & Decisions
- Q. 3. Police & Fire Marshal Reports
- R. 4. Liaison Report

RUTH HAUSEN, CHAIR, PUBLIC PROPERTY COMMITTEE

- S. 1. Review and Consider Certificate of Appropriateness
- T. 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: July 13, 2021 Financial Packet

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

Credit Card Statement ending June 27, 2021:

- The monthly refuse collection fees for Republic Services continues to be the largest item with the reoccurring monthly charge of \$101,063.92 followed by the monthly disposal fees for Waste Management at \$16,396.97 for the month of June. The June WM disposal fee is approximately \$5,000 less than the month of May. The disposal fee is dependent on the amount of materials recycled; therefore fluctuates from month to month.
- The PD received a grant from the Asplundh Foundation for costs associated with the K9 to allow for purchase of a new K9 vehicle laptop and other supplies for K9 needs.
- Costs associated with the newly hired police officer are listed in the CC charges for uniforms and background physicals.

June 11 and 25 Payroll:

The June payroll totals continue to be slightly less than the year average due to a few temporary vacancies left in the Admin, Sewer, and PD. However, two of the three vacancies have since been filled in the latter part of the month of June, which will be reflected in the July payroll amounts. The third vacancy is tentatively to be filled in August. By the month of August, the payroll totals are projected to be back on track with a full staff.

June 11 Bills Paid:

- This list of bills contained a tax refunds to residents going back several years per Court Order results from assessment appeals. The Township continues to receive tax appeals determinations by the courts, requiring refunds to be issued by the court order deadlines.

- The second half of the Field Turf USA balance was paid per the settlement stipulations, totaling \$121,250.00. The turf fields are now complete and a video of the finished product available at the Township Manager's office.
- Payments related to the sewer upgrade projects that has been underway for the last several months have been issued as they are reviewed by the Township's consulting engineers that all work billed have been completed to their satisfaction.
- The police department's review of the accreditation process is ongoing as reflected by the consultant invoice that was paid with this bill list.
- All other payments in this bill period are payroll related benefits payments, utility payments, and time sensitive payments.

General Obligations Bond Payments:

- The Township made payments for the 2015 and 2017 GO Bonds.
- 2015 GO Series Bond Payment (principal & interest) in the amount of \$425,150.00
- 2017 GO Series Bond Payment for Township projects in the amount of \$57,921.25
- 2017 GO Series Bond Payment for Sewer projects in the amount of \$929,200.00
- These payments are all made from the debt services fund and the sewer fund.

June 25 Bills Paid:

- All payments in this bill period are payroll related benefits payments, utility payments, and time sensitive payments.
- The Township newsletter was completed in early June, and payments for the graphic designer was issued with this bill list.
- Many of the bills paid were to Township consultants, the majority of which are paid from escrow accounts as they relate to a land development, subdivision or grading permit.

July 13 Bill List:

- The Police Department made vehicle purchase for a new K9 vehicle (\$34,300) courtesy of the Asplundh K9 grant received.
- The fire company (\$32,000 for BA and 59,162.50 for HC), ambulance (45,000), and library's (\$75,000) July contributions are included with this bill list.
- Real Estate Taxes are due for the three properties that the Township owns, that are in turn leased out to private enterprises. The Township pays for the taxes on the property but the lessees reimburse the Township for the taxes according to their lease agreements.
- There were several large repairs associated with three separate insurance claims:
 - Charles Higgins for Red Lion & Pine (\$42,366.31)
 - TriCounty Collission – Police Car \$3,960.44
 - TriCounty Collission - Public Works Truck \$2,272.79

LOWER MORELAND TOWNSHIP - JULY 13, 2021 BOC MEETING
MONTH FINANCIAL ACTIVITY AND BILL LIST FOR APPROVAL

| Check Batch Date | Check Batch Amount | Notes |
|----------------------------|-----------------------|--|
| Credit Card | \$138,612.49 | Credit Card Statement ending 6/27/2021 |
| June 11 Payroll | \$208,645.63 | |
| June 11 Payroll Bills | \$220,625.12 | |
| GO Bond Payments | \$1,412,271.25 | 2015 and 2017 GO Bond Payments |
| June 25 Payroll | \$201,455.76 | |
| June 25 Payroll Bills | \$126,876.47 | |
| New Bill List for approval | \$503,342.56 | |
| TOTAL | \$2,811,829.28 | |

| Funds Summary: | |
|--------------------------|-----------------------|
| (01) General Fund | \$650,323.22 |
| (03) Fire Tax | \$93,258.37 |
| (04) Refuse | \$124,221.44 |
| (05) Debt | \$58,671.25 |
| (06) Library | \$75,000.00 |
| (08) Sewer | \$1,581,377.83 |
| (0) Ambulance | \$45,000.00 |
| (10) P&R | \$16,495.49 |
| (18) Capital Traffic Imp | \$42,930.12 |
| (19) Capital Improve | \$123,274.52 |
| (63) Post Retirement | \$1,277.04 |
| | \$2,811,829.28 |