

MINUTES

FINANCE COMMITTEE MEETING

(via Zoom webinar)

September 15, 2020

CALL TO ORDER: 7:02 p.m.

PRESENT: Committee Members: Chairman Vahey-Vice Chairman Winegrad-Myers-Carswell-Hecker

OTHERS: Finance Director Hermann
Township Manager Manfredi
Director of Engineering/Code Montgomery
Public Works Department, Tim Clark
Police Department, Lt. Chris Porter

APPROVAL OF MINUTES:

Commissioner Vahey made a MOTION, seconded by Commissioner Winegrad to approve the minutes of the Finance Committee Meeting of August 18, 2020.

MOTION was ADOPTED 5-0.

PRESENTATION:

Abington Jenkintown Connections Project Update:

Manager Manfredi said this is regarding the Township applying for two additional grants for the Abington Jenkintown Connections Project, which had several Board approvals in the past few years. The various phases have changed due to the pandemic; however, we want to move the project forward and there is an application deadline of September 30th at a cost of \$7,500 and those funds will either be taken from the match or contingency; the second phase will cost an additional \$5,000. The overall budget for grants and grant-projects for 2021 will be included in proposed budget and presented tonight will be an overview of the project.

Mr. Steve Giampaolo of McMahon Associates presented a map of the five phases of the project; Phase 1 is sidewalk and drainage installation along Washington Lane and drainage going down Autumn Road in which the engineering is completed, but on hold due to funding and coordinating with property owners for rights-of-way and Phase 3, which is the middle section along Washington Lane is also on hold for the same reasons.

We are currently working on Phase 2 and Phase 4 of the project in which a multi-use trail will be constructed from Washington Lane to Greenwood Avenue along with drainage at the corner of Washington Lane and Greenwood tying into an existing storm sewer system within the golf course area. DCED funds will be used for Phase 2 and Phase 4 as well as Federal TAP Set-Aside funds and engineering will be completed by the end of this year. In addition to the engineering, we need to secure rights-of-way for the project.

The request is to submit for a PA-CFA Multimodal grant due by September 30th and the cost is \$7,500 with no match and that is for Phase 5 for intersection improvements at Meetinghouse and Jenkintown Road in which we are in the process of engineering. Also, PennDOT has a multimodal grant application and we would like to apply for that as well with a 30% match.

Commissioner Winegrad said this is an important project for residents of Ward 7 as these intersections need improvement and he urged support from the committee.

Manager Manfredi clarified that \$7,500 is the cost to apply for the grant and award is up to \$3 million dollars and approximately \$2.4 million would be needed for this project.

Commissioner Vahey gave his full support.

Commissioner Myers questioned whether there will be costs for this project included in the 2021 budget.

Manager Manfredi replied yes. Also, there will be more information included in the 2021 budget on all projects involving grant monies.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

Investments for the month of August 2020:

Finance Committee reviewed investments for August 2020.

Item FC-01-100820:

Commissioner Vahey made a MOTION, seconded by Commissioner Winegrad to approve the August 2020 expenditures in the amount of \$1,996,967.59 and salaries and wages in the amount of \$1,878,300.43, and authorize the proper officials to sign vouchers in payment of bills and contracts as they mature through the month of November 2020.

Commissioner Vahey asked about the payment to Aqua PA for interceptor in Cheltenham Township.

Ms. Hermann replied SPS Technologies remits payment to the Township each quarter for its affluent discharge meter reading and then the Township sends 90% to Aqua PA because most of the flow from SPS goes to Cheltenham and the Township keeps 10%.

Commissioner Vahey asked for a refresher on the GATSO contract.

Ms. Hermann replied the Township receives approximately \$18,000-\$20,000 bi-weekly from red light camera violations and then invoices are paid, and to-date, the Township is current through April 2019. Also, the police department has expenses related to the red-light camera program in studying of violations as well as paperwork related to it, so those costs are offset each month. There are also collection-type items from those who default on payment of violations, which comes in monthly, so it is revenue-neutral for the Township.

Commissioner Vahey asked how much does the Township retain on each ticket issued from red light camera violations?

Ms. Hermann replied there is no extra revenue for the police department. The benefit by participating in the ARLE program is being eligible to apply for grants.

Commissioner Vahey clarified that authorization will be needed to extend the contract with GATSO. Is that correct?

Lt. Porter replied yes. It is an extension of the same terms for a period of five years.

Commissioner Winegrad asked is it anticipated that the monthly payment to the Township will increase with the extension of the contract?

Lt. Porter replied reimbursement would only fluctuate if another camera were to be installed or removed.

Manager Manfredi noted that the red-light camera program saves on costs for enforcement at the intersections as well as reduces accidents.

Commissioner Myers questioned whether there is a process in place for appealing a ticket.

Lt. Porter replied yes. There is a neutral arbitrator who hears the appeals and then makes a ruling.

Commissioner Myers asked for the status of the O'Neill case as well as a report on all litigation matters.

Manager Manfredi replied he requested that Rudolph Clarke work on settling that case and he expects to hear the status within the next month. He will inform the Board of Commissioners about that case as well as provide a report on all litigation matters.

Commissioner Winegrad questioned voucher #63244 – PFM Asset Manager.

Ms. Hermann replied that was payment for the OPEB plan.

Commissioner Vahey asked for any public comments.

Lora Lehmann, resident, asked about a budget workshop schedule; that the expense items should be arranged by category; and what line items are dedicated to Township renovations.

Commissioner Vahey requested the resident to submit questions in writing.

MOTION was ADOPTED 5-0.

Item FC-02-100820:

Commissioner Vahey made a MOTION, seconded by Commissioner Winegrad to approve the Clearing Fund, the Deferred Revenue/Expense activity, and Petty Cash balances for the month of August 2020. Clearing fund receipts and disbursements for the month of August 2020 were \$1,304.07 and (\$18,572.91), respectively. Deferred Revenue/Expense receipts and disbursements for the month of August 2020 were \$3,120.00 and (\$0.00), respectively.

Commissioner Vahey asked for any public comments. There were none.

MOTION was ADOPTED 5-0.

Item FC-03-100820:

Commissioner Vahey made a MOTION, seconded by Commissioner Winegrad to approve the Travel Expense activity for August 2020. Travel expenses were (\$0.00) and the eight-month expenses totaled \$10,792.36.

Commissioner Winegrad questioned whether the police officers are still getting training.

Lt. Porter replied yes, group training for the officers has been held online.

Commissioner Vahey asked for any public comments. There were none.

MOTION was ADOPTED 5-0.

STATEMENT OF CONDITIONS:

Finance Committee reviewed Statement of Conditions for various funds.

CONTINGENCY EXPENSE REPORTS:

Finance Committee reviewed Contingency Expense reports.

Item FC-04-100820:

Commissioner Vahey made a MOTION, seconded by Commissioner Myers to adopt Resolution No. 20-XXX authorizing the disposition of certain Human Resource Office records as set forth in Exhibit "A."

Commissioner Vahey asked for any public comments. There were none.

MOTION was ADOPTED 5-0.

Item FC-05-100820 – Consider purchasing a skid steer versus a paver:

Manager Manfredi said many projects are done in-house to save money, but with the rental of a skid steer for additional in-house projects the rental cost has increased, and we reached a point where it would be more economical to buy one. However, budgeted this year was \$200,000 for a paver, but after freezing capital expenses and reanalyzing, it became clear to recommend spending approximately \$80,000 for a skid steer instead of purchasing a paver.

Mr. Clark said the Maple Avenue berm project was recently completed in-house using a rented skid steer for five weeks at a cost of \$3,500, which was instrumental in getting that work done. There are several other projects that need to be done beginning in the next week or two in which that machine will be rented again, and the monthly rental cost is approximately \$3,200. One of the projects is the precast streambank stabilization along Valley Road where it is washing out and a sanitary main is exposed and that project will not be able to be completed without using that machine. Also recommended for next year is a large streambank stabilization project, and if that is approved, we would need to rent that machine for another two/three months.

He suggested purchasing a skid steer, which is a mini track loader with rubber tracks that has five different high flow hydraulic connections and fork attachments. It is a versatile machine that is not only used in the street but off-road and it is necessary for the projects just mentioned; paving projects; snow removal as well as during storms to remove tree trunks from streams, and it will be used on a daily basis.

Commissioner Vahey made a MOTION, seconded by Commissioner Myers to approve purchase of the skid steer at an amount not to exceed \$80,000 in-lieu-of purchase of a paver.

Commissioner Winegrad clarified that this equipment would be used year-round. Is that correct?

Mr. Clark replied that is correct. It will be used by Township departments daily, year-round, and with proper maintenance done in-house, it will last 10-15 years or more.

Commissioner Myers questioned whether a paver is still needed.

Manager Manfredi replied that the existing paver is still working so we do not have to purchase one this year; however, he is not sure if that will be a request for next year.

Ms. Montgomery added that we are not anticipating purchasing a paver next year due to reduced amount of paving work.

Commissioner Myers expressed concern about reduced paving work because the Township could fall behind in keeping to a certain schedule, and if we have a bad winter, there will be many roads that need to be repaved.

Manager Manfredi said we have not gone through capital requests for next year to analyze that schedule; however, at the beginning of the pandemic, we discussed the development of a pavement management program where we would evaluate the roads and scheduling. This year, we have been using Aqua and PECO monies from utility work for the paving projects.

Commissioner Vahey asked for any public comments.

Lora Lehmann, resident, agreed that a management program is needed for paving of roads.

MOTION was ADOPTED 5-0.

PUBLIC COMMENT:

Lora Lehmann asked about line items for legal expenses; oversight of the Tax Office; and the service of the Second Alarmers including their contract.

Commissioner Vahey replied the Township reports expenses billed by Township Solicitor and its labor counsel. If there is no line item expense for a particular legal matter that means no time was billed during that month.

Ms. Hermann said the millage for the Second Alarmers is listed in the Township's general administration portion of the budget.

Commissioner Myers added that if there is a home emergency and 9-1-1 is called, the Second Alarmers respond within minutes and transports the person to the emergency room as quickly as possible.

United Healthcare Company:

Ms. Hermann noted that United Healthcare provided a quote saving the Township 25% or \$100,000 for retiree healthcare and the Township has the opportunity to renew in 2021 in which they indicated a further savings of 6% or \$20,000, and the other two competitors will not provide a quote as they cannot provide a savings for the Township. If there are no concerns by the Finance Committee, the Township would like to move forward with renewal.

Finance Committee approved renewal with United Healthcare.

ADJOURNMENT: 8:27 p.m.

Respectfully submitted,

Liz Vile, Minutes Secretary