

BOROUGH OF LANSDALE
ADMINISTRATION AND FINANCE COMMITTEE MINUTES
MEETING OF FEBRUARY 3, 2016 – 7:00 p.m.

Members Present:

Jason Van Dame	Committee Chairman
Denton Burnell	Borough Council President
Steve Malagari	Borough Council Member
Jacob Ziegler	Borough Manager
Brian Shapiro	Director of Finance and Human Resources

Mr. Van Dame called the meeting of the Administration and Finance Committee to order at 7:00 p.m.

Action of Minutes of Previous Meetings

Motion Mr. Burnell, second Mr. Van Dame to approve the minutes of the December 2, 2015 Administration and Finance Committee Meeting. Motion carried 3-0.

2016 Financial Reports and Capital Items

Mr. Shapiro indicated for the period ending January 31, 2016 that there has been minor activity and nothing to report.

The committee reviewed a capital request from the Electric Department for the purchase of a 7 x 12 Fiber Optic Splicing Trailer for \$24,000. This purchase is through the COSTARS program.

Motion Mr. Burnell, second Mr. Malagari to recommend that Borough Council approve the purchase of the trailer. Motion carried 3-0.

The committee reviewed a capital request from the Electric Department for the authorization to go out to bid for the replacement of the Lion Substation switchgear. The project cost of this project is \$300,000

Motion Mr. Malagari, second Mr. Burnell to recommend that Borough Council place the replacement of the Lion Substation switchgear out to bid. Motion carried 3-0.

The committee reviewed a capital request from the Public Works Department for the authorization to go out to bid for the Crestview Road construction project.

Motion Mr. Burnell, second Mr. Malagari to recommend that Borough Council place the Crestview Road construction project out for bid. Motion carried 3-0.

Electric Savings Pass Back

The committee reviewed recommendations from Utility Engineers and staff on how to disburse the one time pass back of the 40% savings from the electric contract. The recommendation is as follows: Residential \$21.96, Commercial Non-Demand \$13.00, Commercial With Demand \$118.67, Primary \$6,491.01, and High Tension \$1,316.73. Motion Mr. Burnell, second Mr. Malagari to recommend that Borough Council approve the recommendation for the disbursement of electric contract savings. Motion carried 3-0.

Vine Street Parking Lot

Mr. Ziegler reviewed a proposal to change the parking rates for the Vine Street Parking Lot.

Motion Mr. Burnell, second Mr. Malagari to recommend that Borough Council approve the parking rates for the Vine Street Parking Lot. Motion carried 3-0.

Accountability Worksheet – Status Update – Facilities and Grounds/Municipal Complex

Mr. Shapiro reviewed payment #26 in the amounts of \$69,125.57 with the committee. Motion Mr. Malagari, second Mr. Burnell to recommend that Borough Council approve Payments #26. Motion carried 3-0.

Old Business

The Historical Society discussed the Freight House with the committee and the possibility of purchasing the property.

New Business

Mr. Malagari reviewed the concept of zero based budgeting with the committee and the application to the Borough of Lansdale.

The meeting adjourned at 7:58 p.m.