

BOROUGH OF LANSDALE
ADMINISTRATION AND FINANCE COMMITTEE MINUTES
MEETING OF APRIL 6, 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 7:18 p.m.

Action of Minutes of Previous Meetings

Motion Mr. Burnell, second Mr. Malagari to approve the minutes of the March 2, 2016 Administration and Finance Committee Meeting. Motion carried 3-0.

2016 Financial Reports and Capital Items

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

The committee reviewed three (3) quotes for a new phone system for the Police Department. The new system would replace the current VOIP system with a traditional system.

Motion Mr. Burnell, second Mr. Malagari to recommend that Borough Council approve a new telephone system from Tel-Comp Solutions at \$15,952.00. Motion carried 3-0.

Andale Green Easement Agreement for Relocation of Liberty Bell Trail Project

Mr. Ziegler discussed an easement agreement with Andale Green for the Liberty Bell Project.

Motion Mr. Burnell, second Mr. Malagari to recommend that Borough Council approve the Easement Agreement. Motion carried 3-0.

Federal Assistance for 2016 Blizzard - PEMA

Mr. Ziegler reviewed two (2) documents with the committee for Federal Assistance for the 2016 Blizzard for the possible reimbursement of costs. The first agreement was to appoint Rick Delong, Public Works Superintendent, as the Borough's main point of contact. The second document was to approve the application for reimbursement.

Motion Mr. Burnell, second Mr. Malagari to recommend that Borough Council approve both items. Motion carried 3-0.

Zero Based Budgeting

Mr. Van Dame reviewed the concept of zero-based budgeting with the committee.

Sewer Billing Agreement Update - NPWA

Mr. Shapiro updated the committee on the sewer billing implementation with NPWA. NPWA approved the same ordinance and agreement as the Borough and is working with their software vendor.

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

Mr. Shapiro reviewed payment #1 in the amounts of \$107,453.60 to Motorola with the committee. This is payment is for the police department relating to the installation of communication equipment within the newly constructed department.

Motion Mr. Burnell, second Mr. Malagari to recommend that Borough Council approve Payment #1. Motion carried 3-0.

The meeting adjourned at 8:07 p.m.