

BOROUGH OF LANSDALE
ADMINISTRATION AND FINANCE COMMITTEE MINUTES
MEETING OF MAY 4, 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. Malagari to approve the minutes of the April 6, 2016 Administration and Finance Committee Meeting. Motion carried 3-0.

2016 Financial Reports and Capital Items

Mr. Shapiro reviewed the financial reports for the period ending April 30, 2016 with the committee.

Emergency Management Promulgation

Mr. Ziegler discussed an update to the Emergency Management Plan. The Plan needs to be updated to reflect appropriate personnel and their respective titles.

Motion Mr. Malagari, second Mr. Burnell to recommend that Borough Council approve the Emergency Management Promulgation. Motion carried 3-0.

Earned Income (EIT)/Philadelphia Wage Tax

Mr. Shapiro discussed a proposal that is circulating throughout Bucks and Montgomery Counties. Member municipalities would like to petition Harrisburg to have the EIT from residents who worked in Philadelphia to go to the municipality and not Philadelphia. Currently and Lansdale resident who works in Philadelphia is subject to the Philadelphia wage tax and not the EIT.

Motion Mr. Burnell, second Mr. Malagari to recommend that Borough Council support this subject. Motion carried 3-0.

Municipal Software Upgrade

Mr. Shapiro indicated that the current municipal software, Tyler INCODE, is scheduled to be upgraded. This upgrade will cause Borough Hall to be closed for a period of four (4) hours. Staff is working with INCODE for a date to install upgrade.

The meeting adjourned at 7:34 p.m. for an executive session regarding personnel.