

**BOROUGH OF LANSDALE
ADMINISTRATION AND FINANCE COMMITTEE MINUTES
MEETING OF JANUARY 6, 2021**

Members Present:

Denton Burnell	Borough Council President
Carrie Hawkins-Charlton	Borough Council Member
Leon Angelichio	Committee Chairman
Garry Herbert	Mayor
John Ernst	Borough Manager
John Ramey	Finance Director
Brian McGowan	Assistant Finance Director

Mr. Angelichio called the meeting of the Administration and Finance Committee to order at 6:15pm.

1. Action of Minutes Previous Meetings

Motion Mr. Burnell, second Ms. Hawkins-Charlton to approve minutes of December 2, 2020 Administration and Finance Committee Meeting. Motion carries 3 to 0.

2. Financial Reports Year to Date

Mr. Ramey- General Fund revenues and expenses are up through then end of November. Revenues are up \$192k and expenses are up \$162k or 2 %.

We are at 94% of revenues this year. November revenue is very little. We are at 86% of expenses at this point this year and were at 88% last year.

The reason may be limited events and very little snow.

Real estate taxes are up \$223k and we are exactly at where we should be for the transfer tax. We are down \$26k and still rebounding. In Nov, we made \$25k more and 13 more properties sold than last year. I did get the December report just now and didn't look at, but we are now over on the Budget.

Mr. Ernst- Last month, there was a real estate assessment with Walgreens. Will this be this year?

Mr. Ramey- It would affect last year in November. Permits are also up \$50k. Big revenue down is state aid and how everything is collected and distributed.

Mr. Angelichio- Think permits are up because it is partly related to weather. It controls quite a bit and less snow.

Mr. Ramey- \$111k down in engineering and also we are down \$71k in legal. Police O/T is down \$17k.

We are looking to hire police officers. Also, we are down \$88k in non-personnel in Public Works. This will be another year of an increase to fund balance. We will go all the way to March and keep adjusting these #'s.

Mr. Angelichio- I want to express extreme caution with these fund balance #'s because of Covid and additional impact. It is great to have and fantastic to have to use against impacts.

Mr. Ramey- We won't see impacts until April next year. For people working at home, they don't report as their business EIT is up and kind a should to this point.

Electric Fund

Mr. Ramey- Revenues are down 3.1%. For business, in Oct. this was \$627k and Nov. to \$689k And is due to mostly restaurants and business being closed and can see this getting bigger.

For expenses, these are also down 6.9% and is due to the purchase of power and less usage. Penalties are down \$114k and something to keep in mind.

Ms. Hawkins-Charlton- That is electric penalties, right?

Mr. Ramey- Yes, its about \$15k a month.

Mr. Angelichio- Anything else with the financials?

Mr. Ramey- No, that is it.

3. Old Business

Mr. Angelichio- Anything here?

Ms. Hawkins-Charlton- No.

Mr. Burnell- No

Mr. Angelichio- I like to get a report and update from Mana and distribution of funds for residents. Last time we talked, there was only a small amount was distributed and want to update and know if any additional.

Mr. Ramey- A Customer Service rep. talked to Terry and they are hoping to extend.

Mr. Angelichio- I don't think it hurts John and Denton to put out a letter and show appreciation and asking for hope of an extension. A little bit of begging to extend it.

Mr. Ernst- We could probably get it out this week.

Mr. Angelichio- I do not want to force anyone's hand to sign.

Recycling Money

Mr. Ramey- For 2019 recycling pickups, we expect a little over \$33k in grant money which is down \$45k from previous year and \$50k from prior year.

Mr. Angelichio- I think we need to make sure with recycling and talk about it a little bit and educate. What is it? They will negate tonnage is you throw away things in the recycling and the load could get scrapped. I live to fund out if any reasoning in the significant drop in tonnage or even cost per ton and get reasoning.

Ms. Hawkins-Charlton- Is this due to Covid?

Mr. Ramey-This is all recycling tonnage. There is a long delay with these #'s.

Mr. Angelichio-I am interested in Carrie and people at home this year.

Mr. Ernst- The more is better.

Ms. Hawkins- Charlton- Maybe social media.

Mr. Ernst- Is the reimbursement the same or has it dropped.

Mr. Ramey-I am not sure about the reimbursement per ton and if it changed.

Mr. Angelichio- Yes, I love to see also and sounds like quite a few factors.

Mr. Ramey- I will get the previous reports and easy to get.

Post Office

Mr. Ramey-Since last meeting, I have been in very constant contact with the Post Office and regional manager of Philly. When move from Mailroom Systems to dock, they are waiting for it.

Other issues if a physical check is put in the mail and how long it takes to get the check. We are seeing 25 days and we are constantly making them aware.

Mr. Angelichio- Yesterday, we received 2 envelopes from November 24th. The letter mailed in December we received first. This is frustrating and good we are not charging late fees.

These are circumstances beyond everyone's control. One day we will be dealing with penalties and take them on one by one. Now there are less packages and shifting more towards mail and hope it gets better. We need open line of communication and partnership with congressman and hope to resolve. Most of us remember, there were in town and out of town mail at one time. I find it amazing mail goes from Lansdale to Philly and back. It just isn't processed like that. People are being better and not blaming carriers as there were and talking complaints one-by-one and moving to where they should be.

Mr. Burnell- If you do auto pay thru your bank and could have money pulled from account.

Mr. Ramey- Can we do an ACH to pull the money?

Ms. Hawkins- Charlton- Can we set this up with the banks to do this? I feel like North Penn Water set this up and like this and we can do.

Mr. Burnell- The easiest way is for people to do on our website.

Mr. Angelichio- This could be cost free.

Mr. Ramey- Yes. This has always been free. ACH had to be thru the bank account.

Mr. Ramey- Right now also, there is no fee through Paymentus for people not receiving bills. Tracy going to send out something to get it emailed.

Ms. Hawkins- Charlton- Yes, that happened today and people go mail.

Mr. Angelichio- I like the paper bill and younger seem to like a lot less paper than the older do.

Mr. Ramey- We can find out. When you get a paper bill, it costs \$1 for postage, paper envelopes and return envelopes.

Mr. Angelichio- When you tell people, this is what you get.

Mr. Ramey- Will the cost go down on the bill?

Mr. Angelichio- It is for them as a convenience and put less on costs.

Ms. Hawkins-Charlton- Is the something to talk to Andy about for him to promote?

Mr. Angelichio- Yes, on social media even.

Mr. Krauss- Yes, we can post this.

Mr. Herbert- My first email of the year was about mail. I got another message today and passed to the oversight committee in Philadelphia and reached out to residents. Looks like they are paying attention to things coming across desk. We need help from congressman and Federal Government to fix and this is the only way.

4. Public Comment

Resident: Ms. Nancy Fry- I have been keeping a log of mail and some days we are not getting mail and some packages have some specific instructions and the Postman didn't read and finally we got the electric bill this month. I haven't got some bills from the middle of December. Some can't mail or resend a bill and have to pay online. I want a copy of the bill to keep track of usage. Gary, you reached out?

Mr. Herbert. Yes.

Ms. Fry- I haven't received any phone calls. I still get mail after 5pm.

Mr. Herbert- Nancy, if you want, send me an email and can have the oversight committee contact you.

Mr. Herbert- The meeting we had they understood the pain and we were not happy.

Ms. Fry- This is an extremely heavy route and they keep adding to it.

Mr. Herbert- We brought up items on virtual town hall. They have been in agreement to that and haven't heard anything yet.

Ms. Fry- I contacted Brian's office and they want a bunch of forms and to present info and I said that I do not need to give all of that.

Mr. Herbert- I will connect you to the Oversight board.

Gene- So far this month, I have not got either of the 2 phone bills or electric bill and also a charge card. Are we ever getting back to normal?

Mr. Herbert- There is a new regional director and has a binder just for Lansdale. So, we will see and hope.

Mr. Angelichio- Any criticism has to be in a constructive fashion.

Mr. Ramey- The Borough does have Dropbox and drop in and save the stamp. We check the box 3 to 4x a day.

Gene- During the summer a woman had been reaching down the drop box and I waited for a few minutes and when I went by the doord it opened and she was startled and took off.

Mr, Ramey- It is under surveillance and it is a far drop.

Meeting adjoured at 7:05.