

**BOROUGH OF LANSDALE
ADMINISTRATION AND FINANCE COMMITTEE MINUTES
MEETING OF APRIL 4, 2018**

Members Present:

Jason Van Dame	Committee Chairman
Denton Burnell	Borough Council President
Leon Angelichio	Borough Council Member
John Ernst	Borough Manager
John Ramey	Finance Director
Brian McGowan	Assistant Finance Director
Chris Kunkel	Project Manager
Nancy Shaw	Human Resource Director

Mr. Van Dame called the meeting of the Administration and Finance Committee to order at 7:01pm.

1. Action of Minutes Previous Meetings

Motion Mr. Angelichio, second Mr. Burnell to approve minutes of March 14, 2018 Administration and Finance Committee Meeting. Motion carries 3-0.

2. Financial Reports Year to Date

Mr. Ramey- Revenue thru the end of March so far is at 7% of budget. There are a couple of things happening and we are \$240k behind last year – real estate tax, transfer tax are coming in. We expect real estate taxes on Monday. I was at the tax collector meeting today, and April is going to be a big month for taxes. Last year we brought in \$2.4 million.

3. Committee Business Items

4. Old Business

(A) Police Contract

Mr. Ernst- The Police contract is in the same place as last month. The contract is in their hands and we are waiting for a response. We anticipate hearing something soon but right now we are in the same place as last month. When we know we will let Council know.

(B) Fire Company Stipend Program

Mr. Ramey- After last meeting, we reached out to the Fire Co to offer \$15/call. They said that they would be happy with the amount as a starting point and asked if we could do \$20/call. They will have to administer the payments and give us the info by the end of January to get into their system.

Mr. Van Dame- They won't know when they reach the cap and will have to stay on top.

Mr. Ramey- \$100k would cover everything.

Mr. Van Dame- So the \$20 they want and \$5 will be \$25/call.

Mr. Burnell- They should administer if \$5, \$10, \$15 or whatever they need and administer and report back to us.

Mr. Angelichio- If they are administering, then we don't want them paying out at the beginning of the year.

Mr. Ramey- They will be paying it out at the end of the year and give us info by Jan 31st. It is a stipend and it can't be used for operating expenses.

Mr. Ernst- If there is any stipend, what if they don't give out by Jan 31st. I wouldn't want us to have to be made to wait.

Mr. Burnell- In two weeks, could have something to approve.

Motion Mr. Angelichio to bring to Business Meeting that we give them the \$50k, second Mr. Van Dame. Motion carries 3-0.

5. New Business

1. Capital Purchases

Mr. Ramey- Waste Water Treatment Plant camera is coming out of Public Works and the cost is \$35k and this was in the budget.

Mr. Angelichio- So this is a trolley system to get the camera into places that it couldn't.

2. Credit Card Processing Fees

Mr. Ramey- I reached out to the consortium to see who absorbs fees. Horsham absorbs all the fees. Worcester charges a fee. North Wales doesn't accept credit cards. Lower Merion accepts credit cards and there is a minimum \$2.45 fee or 2.45%. Lower Merion is the most similar to us in size and services provided. The parking kiosks and credit card processing is already charging a fee. We have received calls since we posted our last minutes. I talked to one authority who started charging a fee 5 years ago that they still get calls about the fee.

Mr. Burnell- Not sure if the fee is represented as tacked on for Parking.

Discussion among group that the receipt sent after paying for parking - the fee is on the receipt that you receive from parking.

Mr. Ramey- We average about 1.7% in costs for taking credit cards currently.

Mr. Burnell- We offer a lot of options to pay by check and coming in to pay.

Mr. Van Dame- There are a lot of options rather than earning travel points.

Mr. Angelichio- If we are not recouping the fees, then each user is subsidizing the fees that are charged. Is it fair, do we know the # using credit cards, and that the rest of us pay for the fee. It is a convenience fee. If we are going to argue about the budget and shortfalls, we need to charge.

Mr. Ramey- Credit card processing keeps the fee that is charge or we can collect the fee. Next week, I will talk to the company.

3. Electric Incentive Program

Mr. Ramey- There will be 2 new lower tiers under a new incentive and one higher one. The new incentive would be for business who employ 5 people and invest \$50k. They would be eligible for a discount of 5% on electricity for 2 years. The next tier would be for a \$250k investment and also meet same employee threshold and they would get a 5% discount for 3 years. The highest tier would be for investment of \$4 to \$10 million and would receive 10% discount over 10 years.

Mr. Van Dame- The YMCA will also be receiving a discount for their recent investment. They would have received a \$172K savings over a 7 year period. The investment was \$12 million.

Mr. Van Dame- Businesses will not be able to apply for retroactive discounts on their bills. However, a business will be able to apply for a discount if they have completed work since the last incentive was updated.

4. Da Vinci Science Center Hall of Fame Awards- Proclamation

Mr. Burnell- Received an email from science center. We have a teacher from Lansdale Catholic as a STEM coordinator. Would like us to pass a proclamation and put together a formal resolution and have it be more than the mayor would formally do.

Motion to make a resolution Mr. Van Dame, second Mr. Burnell. Motion carries 3-0.

5. LGTBQ – ordinance

Mr. Angelichio- Put together samples and did quick research and our solicitor has worked on. Picked municipalities that are our size. There doesn't seem to be much variation between us.

Mr. Burnell- We have a resolution that has to be reapproved every few years. Anyone that is employed by Lansdale has to be protected. There are 4 protected classes and homosexual is not one of them. This would protect people out in public or for an apartment, an event and prevent discrimination. It gives the Police department teeth and allows them to enforce. It would allow a committee of 5 to 7 people to look into issues and be made up of various people. We are a classic town and a family community to respect others.

Mr. Van Dame- Finds it interesting that the State does not have anything in place, but we are asking the community to act as a judge.

Mr. Angelichio- On the State level it has been introduced, but not much and it has been sat on. Talked to people in other municipalities and it wasn't a smooth transition as they thought.

Mr. Van Dame- Notices that all these ordinances are new and there isn't much data.

Mr. Angelichio- I don't view this as anything different than respecting one's religion.

Mr. Burnell- We should discuss with Council to see what the pulse would be on.

Public Comment

A resident asked about paving S Line St- Main St- Penn St

Mr. Kunkel- We are aware of that and looked into. The issue is not just paving but the drainage.

Meeting adjourned at 7:58