

**BOROUGH OF LANSDALE  
ADMINISTRATION AND FINANCE COMMITTEE MINUTES  
MEETING OF JUNE 6, 2018**

Members Present:

Denton Burnell	Borough Council President
Leon Angelichio	Committee Chairman
John Ernst	Borough Manager
John Ramey	Finance Director
Brian McGowan	Assistant Finance Director
Chris Kunkel	Project Manager
Nancy Shaw	Human Resource Director
Pat Chapman	Customer Svc Manager/ Open Records

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. Burnell, second Mr. Angelichio approve minutes of May 2, 2018 Administration and Finance Committee Meeting. Motion carries 3-0.

**2. Financial Reports Year to Date**

Mr. Ramey- Looking at year to date we are behind on income. Real estate taxes and all of the permits are about \$50,000 less than last year. We have 134 less permits than last year.

For real estate transfer taxes this year, we are \$35k above over last year and we are 31 properties behind. We had a higher value property sell this year and why we are ahead so far.

**3. Committee Business Items**

**(A) Codification Ordinance**

Mr. Ernst- The past couple of years we have been taking all the ordinances passed and putting them into a holding tank which is still law but not into the Code book. We have a company who then takes these, and has been reassigning and inputting while replacing old and putting into a new book. So, we then have them in the right format and sequentially in order.

We are ready to proceed and put in front of Council to modify and we need an ordinance.

Ms. Chapman- We haven't had a codification since 1972. All of the ordinances which have become law will be put into the book. Often times, ordinances just replace a piece of the current code and our solicitor has been looking at it now.

From now on and going forward, as Council approves ordinances, we send it to General Code to update online for that month. They will then send us printed pages every few months with directions on what to pull out and put into the book.

## **4. Old Business**

### **1. Fire Company Stipend Program**

Mr. Ramey- Back from lawyers and will be ready in 2 weeks.

### **2. Credit Card Processing Fees**

Mr. Ramey- We are waiting on response from one company and just found another and looking for one to work with Incode.

### **3. LGTBQ**

Mr. Angelichio- We asked Sean to put together ordinance. Next step is to distribute to Council, advertise it and move it forward to approval. There have not been significant changes from the past. We hear the complete rule of the complaint.

Mr. Burnell- Mediation portion if that doesn't go then Court of Common Pleas receives a copy.

Mr. Angelichio- It's broader than LGTBQ and covers a lot of classes, but a few have no recourse at State or Federal level.

We can put an ordinance in to protect. If we have an ordinance, then it will go forward at local and County level. We are taking issue that is much larger than demographic of our population then we are aware of. This brings recourse to bring to court because law that is in place that State doesn't have.

### **4. Audit Update**

Mr. Ramey- We received an unmodified clean opinion and will have copies next week. We are 2 months ahead of last year.

## **4. New Business**

### **1. Capital Purchases**

Mr. Kunkel- Earlier this year presented a 5 yr plan and we update each year. Plan is for 1/3 of all streets. This year is the most aggressive year at \$5.28 million and the current amount is \$5.07 million. About \$4.5million to be approved this month and there are some change orders to be expected.

Mr. Ramey- All road projects will be coming out of Public Works. Another item will be coming out of the Electric Committee for substation which came in under amount.

Meeting adjourned at 8:02