

**BOROUGH OF LANSDALE
ADMINISTRATION AND FINANCE COMMITTEE MINUTES
MEETING OF SEPTEMBER 4, 2019**

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
Nancy Shaw	Human Resource Director

Mr. Angelichio calls the meeting of the Administration and Finance Committee to order at 7:01pm.

1. Action of Minutes Previous Meetings

Motion Mr. Angelichio, second Ms. Hawkins-Charlton to approve the minutes of August 7, 2019 Administration and Finance Committee Meeting. Motion carries 2-0.

2. Financial Reports Year to Date

Mr. Ramey- As of 07/31, we are looking good at this point and similar to last year, as revenues are up 4% and expenses are up 8%. Revenues are at 72% and tracking to budget when compared to last year and when we were at 50% for expenses. At half year, we just hit 50% for expenses.

Mr. Angelichio- Talking to the committee here... We should shuffle the agenda here for tonight to put the Old Business to the end for John R's presentation.

3. Committee Business Items

A. Police and Non-Uniform MMO

Mr. Ramey- Every year in September, we have to pass a resolution and currently we are up \$87k based on current payroll and other things. The big thing here is that we have 4 officers that we didn't have and other things have changed.

Every shift, someone gets paid as seargent(SGT) rank. If they are on vacation, someone else gets the SGT rank and has some small factor. So, they get SGT wages and the sergeant they are replacing is paid seargent.

We knew the actual wages at July 31st and plugged remaining year for the end of 2019 based on the beginning of the year.

Non-uniform- Is on defined Contribution Plan rather than a Defined Benefit Plan that the Police get. Estimate that needs to be passed and up 25% and based on actual wages. This is based on individual and management thru the rest of staff. No matter what next year, \$1.2 million goes

into the Police pension and we also get help with. For everyone else, the money is put in and matched.

Motion Mr. Burnell to update MMO to full council to approve. Second Ms. Hawkin-Charlton. Motion carries 3-0.

4. New Business

A. Fairmont Fire Company

Mr. Ambrose Souder- Hi, I am Ambrose and I am the President of the Fairmont Fire Co. I took over in January and trying to address things which haven't been in a very long time.

I want to give the progress for this point. We had a steady stream of applicants since Jan and 10 have stayed and 4 have been there for 6 months which is up. In other years, it would have been 1 or 2. It's because of some people stepping up and starting next month. We will have some juniors which have to be 16 and can decide to learn. We have one professional from Philadelphia which is a big deal to train others.

We have 3 capital projects right now going on. One is the Green St. retaining wall and it's going to be about \$18.5k. Work to be completed is landscaping, fencing outside by house and we just had the floor plates done and a bright new yellow that was about \$9,000. For the the doors to be done, we will have them repainted and not replaced. The guy who did them in the 1980's is still in business and can repair them for \$4,500.00. The cost for the heating system for the bays is \$13,500. Maintenance for doors and heating will be done going forward. Right now those are the big ones.

The recruitment and retaining incentive at this point is at \$21,000 to be dispensed as of June. We had a lot of calls and approaching 360 calls.

Mr. Ernst- Do you have any idea how many calls are outside of the Borough?

Mr. Souder- Not many, probably under 100.

Mr. Ernst- Does the stipend cover calls outside the Borough?

Mr. Souder- Anything that comes thru it covers. If for some reason a call comes in and we get cut right away, then they don't receive.

Mr. Ernst- It is reciprocal for others helping us.

Mr. Souder- yes, and we do receive anything from them.

Mr. Angelichio- What about false alarms?

Mr. Souder- I am not sure.

Mr. Angelichio- In other towns like Perkasio, you get billed.

Ms. Hawkins- Charlton- Maybe we can see how many calls like North Penn Commons and see if specific organizations are over by a certain amount.

Mr. Angelichio- We don't want to make people not call, but if someone has an automatic alarm system. Then they show up and nobody is there and had no idea for call and then they get billed for. They need to make sure systems work and don't want to be running out there.

Ms. Hawkins-Charlton- North Penn Commons had frequent calls, 4 times a day and toast was burning and others.

Mr. Angelichio- If you have a window sensor go off, that is a nuisance call and you get billed.

Mr. Burnell- So, \$21k at June? And what about \$50k?

Mr. Souder- We are and will hit that for sure. I read in The Reporter about the increase to address. Someone comes in and gets trained then gets the gear and goes. We can't do nothing about training. After a year, they get fitted for the gear. The gear they get to start out is not fitted and we can resize people and not waste this.

Mr. Angelichio- Obviously training knowledge goes with people. Can we put reasonable expectations of time to commit, to go thru training and leave? Then, this is \$1,000's of training and education. There has to be a way to weed out people.

Mr. Souder- We usually give 6 months of probation to figure out to see if we are working out. We tell people that they just need to show up. If they do great, then we keep you. Could we set some kind of standard and ask to put money up for education and pay them back?

Mr. Burnell- That would be good enough if we just did that.

Mr. Angelichio- We don't want a group of buddy's showing up to do it and then none of them want to actually like showing up. It's like going for a tattoo and sitting in the chair along with your buddy's and actually doing it.

Mr. Souder- That hasn't really happened, especially with the guys this year coming aboard.

Mr. Angelichio- I like to see more applicants available.

Ms. Hawkins- Charlton- It is a lot of training they do.

Mr. Souder- It is 240 hours of training now.

Question from resident: Is there a Fire Academy?

Mr. Souder- Yes, there are 2 in the area and one is down towards Norristown and Conshohocken.

Question from resident: Do volunteers have to be from Lansdale?

Mr. Souder- Yes, they have to either work or live in Lansdale.

Question from resident: How do you know where the fire is in Lansdale?

Mr. Souder- The Montgomery County dispatcher tells us where to go.

Mr. Angelichio- Do you feel that we need an increase in stipend?

Mr. Souder- Yes, I feel that we need to probably discuss. I feel that maybe taking it up to \$75k for a # and we had to discuss.

Mr. Angelichio- Did we talk about the possibility of trying to get back anything like a match for fundraiser or other?

Mr. Ernst- I think discussion and possibility and Council maybe interested in. We also talked about independent audit before funding more. Borough would initiate and pay for.

Mr. Souder- Yes, that is something we had also had to discussion about.

Mr. Angelichio- This is a good thing to do when investing into something large for a community.

Question from resident: When I call, I want them to come out. If it goes upto \$75,000, how much would a person get?

Mr. Angelichio- It varies depending on the calls in a year.

Mr. Souder- I would say the most was \$5,000 last year.

Mr. Burnell- I think the stipend was targeted as an improvement.

Ms. Hawkins- Did any new recruits like the stipend idea and motivated?

Mr. Souder- We didn't push that out to sell them on after joining. We told them, but we didn't want to make that a reason and it's a perk.

Some of the things like w/property tax people wouldn't qualify. So this way the incentive works better. We have looked at using money and some guys are getting a few bucks and one \$5,000. We are looking at some cases where a stipend sheet didn't get signed. We are not doing that and I addressed that they have to sign.

Mr. Angelichio- They have to do. If they don't take the money, they should still sign the sheet. They can just donate it then.

Mr. Souder- If you didn't sign off, then you get hurt, where did you get hurt? You have to check yourself and sign on the sheet. It was brought to my attention and we have addressed.

Ms. Hawkins- Charlton- Have you thought about using the Public Safety Committee to give reports?

Mr. Souders- I have thought about and going to talk to the Chief about.

B. Purchase Power Agreement

Mr. Angelichio- Andy will report out to full Council and look to extend out \$600k a year savings and \$7 million savings on the contract.

Mr. Burnell- I think we should wait to talk about.

Mr. Angelichio- Yes, let's wait for Andy to talk about.

C. Curb My Clutter Program

Mr. Angelichio- It's interesting and to get rid of your junk centers around textiles and electronics. It definitely has a pay back.

Mr. Ramey- They have contract with Delaware County and Montgomery County. There are 3 services done a year and putting it out on social media.

Mr. Angelichio- There is a payback if we join and also a track what comes out of Lansdale and get money similarly to recycling. This company does reports on weight and currently only about 5% goes to Goodwill and the rest goes to landfills. They want to bring that # upto 25% and will have a future presentation.

Question from resident- So what about the tv in my house?

Mr. Angelichio- Email them and they come help take it out.

Mr. Ramey- The proposal is in Dropbox.

Mr. Angelichio- Precious metals are in tv's and computers. Copper is a one for one and your get that. Textiles can be used and recycled into other uses.

Mr. Ramey- You would call and take pictures and they come and take.

5. Old Business

A. 2020 Budget and Capital Plan

Mr. Ramey- The 2020 draft comes out on Friday. We are going to review the 1st draft and Capital Plan. We have been working hard to accomplish an idea to fund the Capital. The preview of what the Capital Plan is to save money and also prioritize and for what the future holds. Explanation given for purpose, explanation of item, departments involved, and where the money is coming from. Operations, grants and how much is coming in and how much is going out and see the balances going up and down thru the year. We are also setting money and tracking how much setting aside for fleet purchases. So when we buy a truck, we start saving for the next 20 years. We put TBD for ones that we don't know yet. So once you see the summary, you see where the money comes from, and some come over from operations.

Mr. Angelichio- question, is this from the tax rate right now?

Mr. Ramey- Yes, this shows currently what we have and need. Looking into 2021, we can't estimate grant money, but it's highlighted it in blue. We break into each department and also breakdown those projects by department and give an explanation for each. We have 100 pages of projects. The most important thing is looking and being able to plug in to see where we are at. Using Excel allows us to do this and right now we have a few bids coming in and can plug those in.

Mr. Ernst- We try to show images here and condition and why we are replacing and can show.

Question from resident: When you show the Police vehicle, is this total cost?

Mr. Ramey- Yes, this is the total cost.

Mr. Ernst- It is about \$10k above to outfit. We already buy vehicles at a discount.

Mr. Angelichio- Are we basing money based on useage?

Mr. Ernst- It is a bit of balancing out and need to look at and how activity for issues we still have.

Mr. Ramey- Safety is the most important.

Mr. Ernst- Looking at Electric and WWTP can see significant money and looking at these pictures we can see that.

Mr. Burnell- My 1st reaction was this is fantastic. Is this available on Friday?

Mr. Ramey- Yes, the draft is in Dropbox right now. And here looking at the Fleet we have a breakdown.

Mr. Angelichio- I want to see mileage, condition and want to make sure it is safe.

Mr. Ramey- When we have money saved at the end for that and we can buy then or just save and have covered.

Mr. Herbert- Is this massaging #'s or final?

Mr. Ramey- We are always going to be doing that.

Mr. Ernst- The final version of the draft is the one that Council authorizes. We will have full versions for each of these and give a roadmap.

Mr. Ramey- This takes us all the way thru the traffic signals which one is for 10 years right now. We already have \$27k saved right now. We already have \$1.7million saved for vehicles at this point and don't have to replace right now.

Mr. Ernst- November will be where we are and December will be approved hopefully.

Meeting adjourned at 8:02.