

To protect the health, safety and welfare of the public, Township Commissioners and Township employees during the COVID-19 pandemic, this meeting will take place entirely via Zoom. Participation is enabled via telephone, smartphone, tablet or personal computer.

Please mute yourself for the duration of the meeting unless you are called upon to comment. Cheltenham Township, believing that public input is appropriate on any items coming before the Commissioners, will recognize any citizen wishing to address a specific item prior to the vote on that issue. There are several ways to comment on an item: 1) raise your hand (to your camera or using the hand raise button); 2) type your comment in the Zoom Comments Box; or 3) dial \*9 from your phone, and wait until you are called on.

If you would like to send your comment in advance of the meeting, you may email it to [alupino@cheltenham-township.org](mailto:alupino@cheltenham-township.org) no later than 24 hours prior to the meeting.

This meeting will be available to 100 participants. If you are unable to participate in the live meeting, the meeting will be recorded and the recording will be posted on the Township's [website](#), [YouTube](#) and [Facebook](#) pages.

## FINANCE COMMITTEE

Baron B. Holland, Chairman  
Mitchell Zygmund-Felt, Vice Chairman  
Matthew Areman, Member  
Irv Brockington, Member  
Brad M. Pransky, Member  
Ann L. Rappoport, Member  
Daniel B. Norris, Ex-Officio, Board President

## AGENDA

**Wednesday, October 13, 2021**  
**8:00 p.m. | Via Zoom Web Conference**

*To Join Zoom Video Meeting:*

[Click Here](#)

*Dial by your location:*

+1 929 436 2866 US (New York)

+1 301 715 8592 US (Washington DC)


Meeting ID: 814 0838 8972, Password: 431416

**\*\*This agenda was revised on October 12, 2021\*\***

**\*\*The items added/changed are highlighted in red\*\***

1. Approval of expenditures over \$2,500
  - A. Consider recommending the Board of Commissioners approve an increase to an existing purchase order for Old Dominion Brush Company in the amount of \$8,000 for parts to repair the Public Works leaf picker equipment (see attached).
  - B. Consider recommending the Board of Commissioners approve a purchase order for John Meenan Transmission Service, Inc. in the amount of \$3,081.84 for the repair of the transmission in the Public Works Fleet Superintendent vehicle (see attached).
  - C. Consider recommending the Board of Commissioners approve a purchase order for Foley, Inc. in the amount of \$9,148 to replace the turbo, exhaust manifold and muffler on the Public Works 930 Cat Loader (see attached).
2. Review of the Executive Financial Summary Report for the period ended September 30, 2021.
3. Report from the Director of Fiscal Affairs.
4. Report from the Finance Officer.
5. Old Business.
6. New Business.
  - A. Discussion on proposal from Zelenkofske Axelrod, LLC, Township Auditors, to perform an audit of the Cheltenham Township Tax Office (see attached).
  - B. Authorization for the Township to sign an Investment Advisory Client Consent Form agreeing to continue its partnership with PFM Asset Management, LLC, now known as U.S. Bancorp Asset Management, Inc. (see attached).

7. Citizen's Forum.
8. Adjournment.



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Robert A. Zienkowski  
Township Manager



5118 Glen Alden Drive  
 Richmond, VA 23231  
 Phone:800-446-9823

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|  |                               |                      |                               |                    |
|--|-------------------------------|----------------------|-------------------------------|--------------------|
| <b>CUSTOMER NO</b>                                     | 33165490                      | <b>TERRITORY</b>     | 434                           | <b>PAGE 1 of 1</b> |
| <b>INVOICE NO</b>                                      | 7698360                       | <b>CUSTOMER PO</b>   | 78 SLADE                      |                    |
| <b>INVOICE DATE</b>                                    | 09/03/2021                    | <b>SHIPPED VIA</b>   |                               |                    |
| <b>SALES ORDER</b>                                     | 6211509 - S8                  | <b>FREIGHT TERMS</b> | FCA DELIVERY ADDRESS- FRT     |                    |
| <b>ORDER DATE</b>                                      | 08/24/2021                    | FC2                  | ARRANGED & PPD, XFER AT DLVRY |                    |
| <b>PAYMENT TERMS</b>                                   | Net 30 Days from Invoice Date |                      | <b>CODE</b>                   | 002                |
| <b>DELIVERY &amp; INSTRUCTIONS:</b> JIM (267) 688-1834 |                               |                      |                               |                    |
|  | <b>REQUESTED SHIP DATE</b>    | 08/24/2021           |                               |                    |

**SOLD TO:**  
 CHELTENHAM TOWNSHIP  
 8230 OLD YORK RD  
 ELKINS PARK PA 19027-1514

**SHIP TO:**  
 CHELTENHAM TOWNSHIP  
 DELIVERY HOURS 7:00AM-2:30PM  
 PUBLIC SERVICE FACILITY  
 8101 OLD YORK RD  
 ATTN: JIM (267) 688-1834  
 ELKINS PARK PA 19027-1406

| DESCRIPTION/REMARKS |        |                                |                           |                     |               |           |                    |
|---------------------|--------|--------------------------------|---------------------------|---------------------|---------------|-----------|--------------------|
| ITEM NUMBER         | BRANCH | DESCRIPTION                    | PICK SLIP#/<br>LOT/SERIAL | QUANTITY<br>SHIPPED | LIST<br>PRICE | DISC<br>% | EXTENDED<br>AMOUNT |
| SBP200EN5           | 9323   | STD 5 SEG STEEL 26" 31 HOLEW/N | 6076205                   | 4                   | 135.00        | 0         | 540.00             |
| UU835608P           | 9323   | EAGLE ALLPRO STRIP BROOM       | 6076205                   | 2                   | 360.00        | 0         | 720.00             |
| FREIGHT             | 9323   | Freight & Handling P/P & Add   |                           | 1                   | 147.66        | 0         | 147.66             |
| FREIGHT             | 9323   | 5032039285                     |                           | 1                   |               |           |                    |
| FREIGHT             | 9323   | piittohio                      |                           | 1                   |               |           |                    |

|                |                       |                   |                   |                               |                 |
|----------------|-----------------------|-------------------|-------------------|-------------------------------|-----------------|
| <b>REMARKS</b> | <b>NET DUE</b>        | <b>CASH DISC.</b> | <b>IF PAID BY</b> | <b>SUB-TOTAL</b>              | <b>1,260.00</b> |
|                | 1,407.66              | 0.00              | 10/03/2021        | <b>FREIGHT &amp; HANDLING</b> | <b>147.66</b>   |
|                | <b>FINAL DUE DATE</b> |                   | <b>10/03/2021</b> | <b>SALES TAX</b>              | <b>0.00</b>     |
|                |                       |                   |                   | <b>TOTAL(USD)</b>             | <b>1,407.66</b> |
|                |                       |                   |                   | <b>PREPAID AMOUNT</b>         | <b>0.00</b>     |

IMPORTANT: Alamo Group or affiliates (Alamo Group) shall not be liable to any person for any claim for injuries or damages which claim for injuries or damages arises out of or which results from the repair of this product by a person or firm other than Alamo Group. Repair parts are intended for use only on equipment manufactured or sold by Alamo Group.

**REPRINT INVOICE**

**PLEASE DETACH AND RETURN  
 THIS PORTION WITH REMITTANCE.  
 Make Check Payable in USD Funds to:**

Old Dominion Brush  
 PO Box 277213  
 Atlanta, GA 30384-7213

**Acct Name**  
**Acct No**  
**Invoice No**  
**Invoice Date**  
**Invoice Total**

|                     |  |
|---------------------|--|
| CHELTENHAM TOWNSHIP |  |
| 33165490            |  |
| 7698360             |  |
| 09/03/2021          |  |
| <b>1,407.66</b>     |  |

**Amount Paid**  
**Disc Taken**  
**Check#**

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5118 Glen Alden Drive  
Richmond, VA 23231  
Phone:800-446-9823

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|  |                               |                      |                               |                    |
|--|-------------------------------|----------------------|-------------------------------|--------------------|
| <b>CUSTOMER NO</b>                                     | 33165490                      | <b>TERRITORY</b>     | 434                           | <b>PAGE 1 of 1</b> |
| <b>INVOICE NO</b>                                      | 7745433                       | <b>CUSTOMER PO</b>   | VERBAL                        |                    |
| <b>INVOICE DATE</b>                                    | 09/30/2021                    | <b>SHIPPED VIA</b>   |                               |                    |
| <b>SALES ORDER</b>                                     | 6264470 - S8                  | <b>FREIGHT TERMS</b> | FCA DELIVERY ADDRESS- FRT     |                    |
| <b>ORDER DATE</b>                                      | 09/28/2021                    | FC2                  | ARRANGED & PPD, XFER AT DLVRY |                    |
| <b>PAYMENT TERMS</b>                                   | Net 30 Days from Invoice Date |                      | <b>CODE</b>                   | 002                |
| <b>DELIVERY &amp; INSTRUCTIONS:</b> JIM (215) 635-4600 |                               |                      |                               |                    |
|  | <b>REQUESTED SHIP DATE</b>    | 09/28/2021           |                               |                    |

**SOLD TO:**  
CHELTENHAM TOWNSHIP  
8230 OLD YORK RD  
ELKINS PARK PA 19027-1514

**SHIP TO:**  
CHELTENHAM TOWNSHIP  
DELIVERY HOURS 7:00AM-2:30PM  
PUBLIC SERVICE FACILITY  
8101 OLD YORK RD  
ELKINS PARK PA 19027-1406

| DESCRIPTION/REMARKS |        |                              |                           |                     |               |           |                    |
|---------------------|--------|------------------------------|---------------------------|---------------------|---------------|-----------|--------------------|
| ITEM NUMBER         | BRANCH | DESCRIPTION                  | PICK SLIP#/<br>LOT/SERIAL | QUANTITY<br>SHIPPED | LIST<br>PRICE | DISC<br>% | EXTENDED<br>AMOUNT |
| 4501005B            | 9323   | IMPELLER KEY LCT 65          | 6360027                   | 2                   | 18.00         | 0         | 36.00              |
| 4501005             | 9323   | BUSHING IMPELLER Q3-2"       | 6360027                   | 2                   | 70.00         | 0         | 140.00             |
| FREIGHT             | 9323   | Freight & Handling P/P & Add |                           | 1                   | 20.85         | 0         | 20.85              |
| FREIGHT             | 9323   | 1Z2926750355915182           |                           | 1                   |               |           |                    |
| FREIGHT             | 9323   | ups 1 box 12 lbs             |                           | 1                   |               |           |                    |

|  |                       |                   |                   |                               |               |
|--|-----------------------|-------------------|-------------------|-------------------------------|---------------|
| <b>R<br/>E<br/>M<br/>A<br/>R<br/>K<br/>S</b> | <b>NET DUE</b>        | <b>CASH DISC.</b> | <b>IF PAID BY</b> | <b>SUB-TOTAL</b>              | <b>176.00</b> |
|  | 196.85                | 0.00              | 10/30/2021        | <b>FREIGHT &amp; HANDLING</b> | 20.85         |
|  | <b>FINAL DUE DATE</b> |                   | 10/30/2021        | <b>SALES TAX</b>              | 0.00          |
|  |                       |                   |                   | <b>TOTAL(USD)</b>             | 196.85        |
|  |                       |                   |                   | <b>PREPAID AMOUNT</b>         | 0.00          |

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**REPRINT INVOICE**

**PLEASE DETACH AND RETURN  
THIS PORTION WITH REMITTANCE.  
Make Check Payable in USD Funds to:**

Old Dominion Brush  
PO Box 277213  
Atlanta, GA 30384-7213

**Acct Name**  
**Acct No**  
**Invoice No**  
**Invoice Date**  
**Invoice Total**

|                     |  |
|---------------------|--|
| CHELTENHAM TOWNSHIP |  |
| 33165490            |  |
| 7745433             |  |
| 09/30/2021          |  |
| 196.85              |  |

**Amount Paid**  
**Disc Taken**  
**Check#**

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5118 Glen Alden Drive  
Richmond, VA 23231  
Phone:800-446-9823

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|  |                               |                      |                               |                    |
|--|-------------------------------|----------------------|-------------------------------|--------------------|
| <b>CUSTOMER NO</b>                                     | 33165490                      | <b>TERRITORY</b>     | 434                           | <b>PAGE 1 of 1</b> |
| <b>INVOICE NO</b>                                      | 7742236                       | <b>CUSTOMER PO</b>   | #19002                        |                    |
| <b>INVOICE DATE</b>                                    | 09/29/2021                    | <b>SHIPPED VIA</b>   |                               |                    |
| <b>SALES ORDER</b>                                     | 6256235 - S8                  | <b>FREIGHT TERMS</b> | FCA DELIVERY ADDRESS- FRT     |                    |
| <b>ORDER DATE</b>                                      | 09/22/2021                    | FC2                  | ARRANGED & PPD, XFER AT DLVRY |                    |
| <b>PAYMENT TERMS</b>                                   | Net 30 Days from Invoice Date |                      | <b>CODE</b>                   | 002                |
| <b>DELIVERY &amp; INSTRUCTIONS:</b> JIM (215) 635-4600 |                               |                      |                               |                    |
|  | <b>REQUESTED SHIP DATE</b>    | 09/22/2021           |                               |                    |

**SOLD TO:**  
CHELTENHAM TOWNSHIP  
8230 OLD YORK RD  
ELKINS PARK PA 19027-1514

**SHIP TO:**  
CHELTENHAM TOWNSHIP  
DELIVERY HOURS 7:00AM-2:30PM  
PUBLIC SERVICE FACILITY  
8101 OLD YORK RD  
ATTN: JIM (215) 635-4600  
ELKINS PARK PA 19027-1406

| DESCRIPTION/REMARKS |        |                              |                           |                     |               |           |                    |
|---------------------|--------|------------------------------|---------------------------|---------------------|---------------|-----------|--------------------|
| ITEM NUMBER         | BRANCH | DESCRIPTION                  | PICK SLIP#/<br>LOT/SERIAL | QUANTITY<br>SHIPPED | LIST<br>PRICE | DISC<br>% | EXTENDED<br>AMOUNT |
| 4501004             | 9323   | IMPELLER 28" LCT65           | 6353730                   | 1                   | 1,150.00      | 0         | 1,150.00           |
| LCSDH16120UC        | 9323   | CLEAR URETHANE HOSE          | 6353730                   | 2                   | 500.00        | 0         | 1,000.00           |
| 4501002L2           | 9323   | LINER SET                    | 6353730                   | 1                   | 466.99        | 0         | 466.99             |
| 4501002E            | 9323   | LINER STRAIGHT               | 6353730                   | 1                   | 156.29        | 0         | 156.29             |
| 4501002D            | 9323   | LINER WRAP AROUND CURVED     | 6353730                   | 1                   | 174.82        | 0         | 174.82             |
| FREIGHT             | 9323   | Freight & Handling P/P & Add |                           | 1                   | 554.31        | 0         | 554.31             |
| FREIGHT             | 9323   | 6386056629                   |                           | 1                   |               |           |                    |
| FREIGHT             | 9323   | lyrc 1 skid 2 tubes 360lbs   |                           | 1                   |               |           |                    |

|  |                       |                   |                   |                               |                 |
|--|-----------------------|-------------------|-------------------|-------------------------------|-----------------|
| <b>R<br/>E<br/>M<br/>A<br/>R<br/>K<br/>S</b> | <b>NET DUE</b>        | <b>CASH DISC.</b> | <b>IF PAID BY</b> | <b>SUB-TOTAL</b>              | <b>2,948.10</b> |
|  | 3,502.41              | 0.00              | 10/29/2021        | <b>FREIGHT &amp; HANDLING</b> | 554.31          |
|  | <b>FINAL DUE DATE</b> |                   | 10/29/2021        | <b>SALES TAX</b>              | 0.00            |
|  |                       |                   |                   | <b>TOTAL(USD)</b>             | 3,502.41        |
|  |                       |                   |                   | <b>PREPAID AMOUNT</b>         | 0.00            |

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Atlanta, GA 30384-7213

**Acct Name**  
**Acct No**  
**Invoice No**  
**Invoice Date**  
**Invoice Total**

|                     |  |
|---------------------|--|
| CHELTENHAM TOWNSHIP |  |
| 33165490            |  |
| 7742236             |  |
| 09/29/2021          |  |
| 3,502.41            |  |

**Amount Paid**  
**Disc Taken**  
**Check#**

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# John Meenan Transmission Service Inc.

900 Easton Rd.  
 Willow Grove, PA. 19090  
 Phone: 215-657-0848 Fax: 215-657-5890  
 Customer Satisfaction since 1967

ESTIMATE #

**049900**

ASE Master Technician  
 ASE L-1 Certified

Estimate Date : 10/5/2021

## Estimate for Services

### Cheltenham Township - Jim Slade

8230 Old York Road  
 Elkins Park, PA 19027  
 Work: 215-887-1000 360 Fax: 215-635-5163

2007 Chevrolet - Tahoe - 5.3L, V8 (325CI) VIN(0)

Lic # : - PA

Odom. In: 125097

VIN # : 1GNFC1305 7J343398

| Part Description / Number   | Qty  | Sale   | Ext    | Labor Description   | Extended        |
|---|------|--------|--------|---|-----------------|
| Master Kit, with Friction, without Steels;<br>With Pistons, Fiber Pan Gasket<br>74004EDF  | 1.00 | 195.12 | 195.12 | Price on transmission overhaul 28-3200<br>OVERHAUL TRANSMISSION HAS NO REVERSE<br>TRANSMISSION ASSEMBLY - Remove, Install, and                                    | 1,555.95        |
| Filter; Deep Pan ; All Plastic<br>E74010EC  | 1.00 | 18.98  | 18.98  | Overhaul - RWD - [Includes: Perform Relearn<br>procedure.] - [Includes: R&I Transmission Assembly,<br>inspect and replace necessary components and road<br>test.] |                 |
| Shift Kit; Corrects/Prevents/Reduces<br>Converter Shudder/Slip, Saves Worn<br>Valve body, Prevents Common Cause<br>of Code PO 1870, Total Burn-Up, 2nd<br>Band and 3-4 Clutch Failure, Delay<br>Reverse, Delay/Bang Drive<br>Engagement, Premature Low/reverse<br>Clutch Failure<br>T74165E | 1.00 | 63.96  | 63.96  | UNIVERSAL JOINT - Remove & Replace - RWD Rear<br>Joint<br>TRANSMISSION OIL COOLER PIPES - Remove &<br>Replace - w/o Aux Trans Cooler,w/o Skid Plate,Both          | 57.50<br>189.75 |
| Bearing Kit<br>74201A   | 1.00 | 29.89  | 29.89  | Hazardous Materials<br><br>***Discount***<br>10.00% off parts, 10.00% off labor   | 12.00           |
| Valve Kit; Actuator Feed Limit, Requires<br>Tool 77754-TL<br>S74741LK   | 1.00 | 71.51  | 71.51  |   |                 |
| Boost Valve and Sleeve; 1.907" Long,<br>.490" Boost Valve; Progressive Line<br>Pressure Increase<br>S74507FS  | 1.00 | 41.84  | 41.84  |   |                 |
| Sprag; Forward Clutch; Metal Cage, 29<br>Element, (Replaces 28 Element)<br>A74658B  | 1.00 | 50.29  | 50.29  |   |                 |
| Sprag; Low / Reverse; Wide<br>A74654A   | 1.00 | 30.36  | 30.36  |   |                 |
| Spring; 3-4 Clutch Load, 5 Per Unit<br>D74970   | 5.00 | 16.58  | 82.90  |   |                 |
| Pressure Plate; 3-4 Clutch; .193"<br>D74140JB   | 1.00 | 27.69  | 27.69  |   |                 |
| Pressure Plate; 3-4 Clutch; .224"; Flat<br>with Tangs<br>D74141B  | 1.00 | 26.91  | 26.91  |   |                 |
| Steel; 3-4 Clutch; .106"<br>74120C  | 5.00 | 6.10   | 30.50  |   |                 |
| Bearing; Reaction Shaft to Shell<br>D74241B   | 1.00 | 27.89  | 27.89  |   |                 |
| Drive Shell; Reaction Sunshell,<br>Bearing Type, No Washer Holes,<br>Hardened Spline<br>D74624D   | 1.00 | 137.65 | 137.65 |   |                 |
| Solenoid; 1-2 & 2-3 Shift<br>D74421   | 2.00 | 25.62  | 51.24  |   |                 |

**John Meenan Transmission Service Inc.**

900 Easton Rd.  
 Willow Grove, PA. 19090  
 Phone: 215-657-0848 Fax: 215-657-5890  
 Customer Satisfaction since 1967

ESTIMATE #

**049900**

ASE Master Technician  
 ASE L-1 Certified

Estimate Date : 10/5/2021

**Estimate for Services**

**Cheltenham Township - Jim Slade**

8230 Old York Road  
 Elkins Park, PA 19027

Work: 215-887-1000 360 Fax: 215-635-5163

2007 Chevrolet - Tahoe - 5.3L, V8 (325CI) VIN(0)

Lic # : - PA

Odom. In: 125097

VIN # : 1GNFC1305 7J343398

| Part Description / Number  | Qty  | Sale   | Ext    | Labor Description | Extended |
|--|------|--------|--------|-------------------|----------|
| Electronic Pressure Control, Variable  | 1.00 | 27.71  | 27.71  |                   |          |
| Force Solenoid, 1.5" Silver Can, 2<br>Prong Connector on the Side<br>34435B  |      |        |        |                   |          |
| Switch; Manifold Pressure<br>A74442  | 1.00 | 33.07  | 33.07  |                   |          |
| Piston; Forward Clutch Accumulator; in<br>Valve Body; Aluminum; 74352 Rubber<br>Seal Not Included; Replaces<br>D74741FA<br>A74741G | 1.00 | 16.09  | 16.09  |                   |          |
| Piston; 1-2 & 3-4 Accumulator; .236"<br>Pin Diameter, No Leg, 54352A O-Ring<br>Not Included<br>A74927C                             | 1.00 | 16.47  | 16.47  |                   |          |
| Accumulator Piston Kit; 1-2 and 3-4<br>Accumulator Piston; .310" Pin<br>Diameter, Requires 2<br>A74927K                            | 1.00 | 8.39   | 8.39   |                   |          |
| Band; Intermediate; Hi-Energy Lining<br>B74020AH   | 1.00 | 29.60  | 29.60  |                   |          |
| Plate; Valve Body To Case<br>A74747EF  | 1.00 | 47.58  | 47.58  |                   |          |
| TORQU CONVERTER<br>GM92  | 1.00 | 295.00 | 295.00 |                   |          |
| Sensor; Input Speed; Bolts to Stator<br>D74438G  | 1.00 | 69.36  | 69.36  |                   |          |
| UNIVERSAL JOINT<br>SPI5-3147X  | 1.00 | 39.67  | 39.67  |                   |          |
| TRANS COOLER LINE<br>25999417  | 1.00 | 39.51  | 39.51  |                   |          |
| TRANS COOLER LINE<br>22802047  | 1.00 | 37.67  | 37.67  |                   |          |
| TRANS MOUNT<br>15813693  | 1.00 | 33.11  | 33.11  |                   |          |
| Shop Supplies  |      |        | 25.00  |                   |          |

Parts/Supplies: 1,604.96

Labor: 1,803.20

Discount: 338.32

Total : \$ 3,081.84

**Thank you for your business!!**

All work guaranteed 90 days unless otherwise indicated. Damage due to failure to maintain fluid level, cooler failure, snow damage or abuse will void warranty. Towing not included in any warranty claims. Your responsibility is to check fluid frequently. Any electrical or electronic component failure, except those replaced with new as listed in parts column, is not warranted. All rebuilt transmissions come with 36 month, unlimited mile warranty. CVT transmissions come with a 12 month parts and labor warranty. Vehicle with receipt must be returned within 2 weeks of repair for free reinspection & road test. WARRANTY ARE NOT TRANSFERABLE.

Signature \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_



Quote No: 32209 - 1

**TOWNSHIP OF CHELTENHAM**  
 8230 OLD YORK ROAD , ELKINS PARK PA

| CUSTOMER NO. | QUOTE NO.   | DATE                             | CONTACT       |
|--------------|-------------|----------------------------------|---------------|
| 1166850      | 32209       | 10/8/2021                        | CHRIS CLEWELL |
| PHONE NO.    | FAX NO.     | EMAIL                            |               |
| 267-446-3054 |             | cclewell@cheltenham-township.org |               |
| MODEL        | MAKE        | SERIAL NO.                       |               |
| 930H         | CATERPILLAR | 0DHC02227                        |               |
| UNIT NO.     | HOURS       | WO NO.                           | P.O. NO.      |
|              | 8883        |                                  |               |
|              |             |                                  |               |
|              |             |                                  |               |

**SEGMENT: 02**      STEAM CLEAN MACHINE

**Total Estimated Labor:**                      276.00  
**Segment 02 Total:**                                      276.00

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**SEGMENT: 04**      TROUBLESHOOT MACHINE

**Total Estimated Parts:**                                      15.00  
**Total Estimated Labor:**                                      1,012.00  
**Segment 04 Total:**                                      1,027.00

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**SEGMENT: 05**      REPLACE TURBOCHARGER  
 TURBO SEIZED, ENGINE OIL WAS PUMPED THROUGH THE AIR INLET SYSTEM AND EXHAUST. EXHAUST MANIFOLD IS CRACKED. REPLACE TURBO, EXHAUST MANIFOLD, ALSO MUFFLER IS LOADED WITH OIL, REPLACE MUFFLER.

**Total Estimated Parts:**                                      3,900.00  
**Total Estimated Labor:**                                      1,840.00  
**Segment 05 Total:**                                      5,740.00

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**SEGMENT: 06**      INSTALL AIR TO AIR AFTERCOOLER  
ATAAC FULL OF OIL, REMOVE AND INSTALL ATAAC, SEND  
OUT FOR CLEAN AND PRESSURE TEST

**Total Estimated Labor:**                      920.00  
**Total Estimated Misc:**                        685.00  
**Segment 06 Total:**                            1,605.00

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**Total Segments:**                              8,648.00

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**SUB TOTAL (BEFORE TAXES)**    8,648.00  
**MISC & ENVIRONMENTAL (DIV G)**    500.00  
**TOTAL ESTIMATE**    9,148.00

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PO#: \_\_\_\_\_ Authorized Name: \_\_\_\_\_ (signature)

Date: \_\_\_\_\_ (print)

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*Thank you for this opportunity to serve your company*

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**CONTACT INFORMATION:**

Prepared by: Kevin Holland    Phone: 215-245-2738    Email: kholland@foleyinc.com    Fax:

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- This quote will expire 30 days from the above quote date.
  - STANDARD EXCLUSIONS:
  - Freight, Taxes and Misc/Enviro charges
  - Non-reclaimable core charges
  - Labor and expenses associated with overtime
  - Transportation to & from Foley repair centers
  - Non-salvageable reusable hardware replacement
  - Non-cat paint
  - Replacement of competitive parts
-

## Terms and Conditions

BY SIGNATURE ABOVE, I certify that I am the owner or owner's agent, and authorize Foley, Inc , its employees, subcontractors or consultants to perform the inspection, maintenance or repairs described above to include the provision and use of necessary materials required to accomplish the described work scope. I further authorize Foley, Inc to operate the equipment, or any part therein described for the purpose of testing and/or inspection. I understand that payment for all work performed is due in full upon completion.

Upon acceptance, this quote becomes a legal agreement between you (either an individual or the entity you are authorized to represent) and Foley, Inc. Further, signing certifies the information provided is true and correct, and that the signer is authorized to charge this purchase as noted. Foley, Inc reserves the right to reject a partial or modified quote. You may cancel an accepted quote until the work is started. Once started, work may be stopped at anytime. Partially completed work will be billed based on Time and Materials at Foley, Inc's prevailing rate. Additional handling and storage fees may apply to work partially completed or work temporarily put on hold.

EQUIPMENT HAVING INSTALLED FIRE SUPPRESSANT SYSTEMS: During course of repair work it may become necessary to deactivate or disturb mechanical and/or electrical components of the fire suppression system. Reactivation of the fire suppressant system is the responsibility of the customer and should be undertaken before machine operations. Foley, Inc accepts no responsibility for the reactivation, testing or operation of the fire suppressant system.

STANDARD WARRANTY: Parts for this repair are warranted as indicated by the manufacturer from the date of invoice. In addition, Foley, Inc CAT's standard labor warranty of 90 days will apply. Full warranty statements, including limitations and exclusions, are available from any Foley, Inc facility. Ask your service representative about additional or enhanced warranty availability.

THESE WARRANTIES ARE EXPRESSLY IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY WARRANTY OF MERCHANTABILITY OR FITNESS OF PURPOSE. REMEDIES FOR THESE WARRANTIES ARE LIMITED TO THE PROVISION OF MATERIAL AND SERVICES AS SPECIFIED HEREIN. IN NO EVENT WILL EITHER CATRPIllAR OR Foley, Inc BE RESPONSIBLE FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES.

CORE CHARGES: Core charges will be returned to customer upon acceptance of the core by Caterpillar.

OVERTIME: Overtime can be added at customers request charged at Foley, Inc's prevailing overtime rate.

PARTS POLICY: This quote does not include any un-salvageable parts. Parts will be set aside for customer approval before replacement.

TURNAROUND TIME: Foley, Inc will not be responsible for circumstances outside of its control. If delays are experienced, the customer will be contacted. In no event will Foley, Inc or subsidiaries be liable for any direct or indirect damages (including, without limitation, lost profits, lost savings or other incidental or consequential damages) arising out of the use or inability to use the machine, even if Foley, Inc or subsidiaries has been advised of the possibility of such loss.



# *Zelenkofske Axlerod LLC*

**CERTIFIED PUBLIC ACCOUNTANTS**

EXPERIENCE | EXPERTISE | ACCOUNTABILITY

September 28, 2021

Robert Zienkowski, Township Manager  
Township of Cheltenham  
8230 Old York Road  
Elkins Park, Pennsylvania 19027

Dear Bob:

As a follow-up to our conversation Zelenkofske Axlerod LLC is writing this letter in the form of a contract to perform an audit of the Cheltenham Township Tax Office.

The scope of services and fees are as follows:

- Our audit of the Cheltenham Township Tax Office for the year ended December 31, 2020 will be in accordance with generally accepted auditing standards as included in *Statements on Auditing Standards* published by the American Institute of Certified Public Accountants and will be prepared on the cash basis of accounting.

The fees for these services will be \$8,500.

If Cheltenham Township accepts this contract to provide the above audit services, please indicate by signing the acknowledgement on the next page, and we will formalize the terms of our agreement in an engagement letter.

Thank you for the opportunity to present this contract to Cheltenham Township, and we look forward to continuing our relationship with Cheltenham Township. If you have any questions, please me at 215-918-2277 extension 5202.

Sincerely,

*Zelenkofske Axlerod LLC*

Zelenkofske Axlerod LLC



# *Zelenkofske Axlerod LLC*

**CERTIFIED PUBLIC ACCOUNTANTS**

EXPERIENCE | EXPERTISE | ACCOUNTABILITY

Robert Zienkowski, Township Manager  
Township of Cheltenham  
September 28, 2021  
Page 2

**ACKNOWLEDGEMENT:**

Cheltenham Township is in agreement and accepts the above agreement.

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Signature

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Date

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Signature

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Date

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Signature

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Date



## **Reminder: Update to Investment Advisory Client Consent**

**September 15, 2021**

**pfm**

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213 Market Street  
Harrisburg, PA 17101  
717-232-2723

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pfm.com

PFM Asset Management LLC (“PFMAM”) wrote to you in July to advise that the holding company for PFMAM entered into a definitive agreement to sell PFMAM along with other associated entities to U.S. Bancorp Asset Management, Inc. (“USBAM”), a subsidiary of U.S. Bancorp (the “Transaction”) and that upon the Transaction closing PFMAM will become a wholly-owned subsidiary of USBAM, but will continue to operate as a separate entity and registered investment adviser as PFM Asset Management LLC, a division of USBAM. The Transaction is expected to close near the end of 2021.

A copy of that prior letter is enclosed. Our letter advised you the Transaction would be construed under applicable laws as a deemed assignment by PFMAM of its investment advisory agreement with you, and we requested your consent to that Transaction.

As stated in our earlier letter we will continue to provide our investment advisory services to you with PFMAM personnel ready to continue serving you, and we intend to do so throughout the duration of our contract unless you communicate your disapproval of the deemed assignment, which would result in a termination of our service upon the closing of the Transaction.

PFMAM considers it a privilege to serve as your investment advisor. Please do not hesitate to contact your client services representative or John Molloy at [molloyj@pfm.com](mailto:molloyj@pfm.com) if you require further information.

Should you wish to return a consent form, you may do so via email or US mail.

Email: [ComplianceGroup@pfm.com](mailto:ComplianceGroup@pfm.com)

US Mail: PFM Asset Management LLC  
Attn: Internal Operations  
213 Market Street  
Harrisburg, PA 17101



July 2021

**pfm**

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213 Market Street  
Harrisburg, PA 17101  
717-232-2723

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[pfm.com](http://pfm.com)

PFM Asset Management LLC (“PFMAM”) considers it a privilege to serve as your investment advisor. We are writing to you to request your authorization to continue to provide investment management services, upon completion of the transaction described below, under the investment advisory agreement(s) you have with PFMAM.

PFMAM and its affiliates are currently owned through a holding company by our senior management. The holding company has entered into a definitive agreement to sell PFMAM along with other associated entities to U.S. Bancorp Asset Management Inc. (“USBAM”), a subsidiary of U.S. Bancorp. PFMAM will become a wholly owned subsidiary of USBAM and will continue to operate as a separate registered investment advisor known as PFM Asset Management, a division of USBAM. The transaction is expected to close near the end of the year.

USBAM and PFMAM have complementary businesses, and a strong collective presence in money markets, investment-grade fixed income and multi-asset class outsourced chief investment officer (“OCIO”) advisory services. We believe the enhanced resources of the investment, credit and research teams will support and strengthen the capabilities of both firms to serve government, not-for-profit, corporate, and other institutional clients. For additional details and answers to frequently asked questions, please refer to the accompanying informational materials.

When the transaction closes, the action would be treated under applicable law as a change in control of PFMAM and thus as a constructive or “deemed” assignment of your investment advisory contract. Your investment advisory contract with PFMAM allows assignment only upon your consent. Therefore, we request that you consent to the deemed assignment by signing and returning the form of consent which accompanies this letter.

Following the transmittal of this letter, PFMAM will continue our investment management of your account for your benefit with PFMAM personnel continuing to serve you. In the event that you do not give notice to PFMAM within 60 days after the date of this letter that you disapprove of the deemed assignment, you will be considered to have consented to the assignment, and your investment advisory agreement will remain in effect, with no change to its terms, both before and after completion of the transaction. You of course continue to have the right, before and after the change in control, to terminate the investment advisory agreement in accordance with its terms.



If you have questions or wish to discuss this matter, please contact your client services manager at PFMAM; or you may contact either of us at the above address, by telephone or by email.

Thank you for allowing PFMAM to serve you as investment advisor. Our colleagues at PFMAM are confident that you will find the transaction will enhance our ability to serve you, and that you will find the completion of the transaction seamless.

Sincerely,  
PFM Asset Management LLC

Marty Margolis  
President

John Molloy, CFA  
Managing Director

**CONSENT TO DEEMED ASSIGNMENT  
OF INVESTMENT ADVISORY AGREEMENT[S]  
WITH PFM ASSET MANAGEMENT LLC**

The below named Investor hereby consents to the deemed assignment of all Investment Advisory Agreements between such Investor and PFM Asset Management LLC ("PFMAM") upon the change in control of the holding company of PFMAM.

The undersigned officer is duly authorized by such Investor to execute and deliver this consent.

\_\_\_\_\_  
Name of Investor

\_\_\_\_\_  
State

\_\_\_\_\_  
Signature of Authorized Officer

\_\_\_\_\_  
Name of Authorized Officer

\_\_\_\_\_  
Title of Authorized Officer

\_\_\_\_\_  
Date

\_\_\_\_\_  
Attest: (if required by Investor)



# Frequently Asked Questions about PFM Asset Management Client Consent

As of July 19, 2021



## Introduction and Transaction Summary

The PFM holding company has entered into a definitive agreement to sell PFM Asset Management LLC (PFMAM) along with other associated entities (PFM Fund Distributors, Inc. (PFMFD) broker-dealer entity and PFM Financial Services LLC (PFMFS) Purchase-Card marketing entity) to U.S. Bancorp Asset Management Inc. (USBAM), a subsidiary of U.S. Bancorp. PFMAM will become a wholly-owned subsidiary of USBAM and will continue to operate as a separately registered investment adviser known as PFM Asset Management, a division of USBAM. The transaction is expected to close near the end of the year. USBAM and PFMAM have complementary businesses and a strong collective presence in money markets, investment-grade fixed income and multi-asset class outsourced chief investment officer (OCIO) advisory services. We believe the enhanced resources of the investment, credit and research teams will support and strengthen the capabilities of both firms to serve government, not-for-profit, corporate, and other institutional clients.

## Overall Business Case

### Why is PFMAM being acquired by USBAM?

PFMAM continues to lead with a client first approach, and management believes the transaction to sell PFM Asset Management will best position the firm to meet client needs. PFMAM will benefit from economies of scale and resources provided by a larger platform, which

will help mitigate the growing industry challenges of access to capital for further growth, cybersecurity and technology investment. We believe this is a natural evolution for the PFMAM business and will strengthen our position within an evolving asset management arena.

## Organizational Topics

### What is the new corporate structure for PFMAM?

PFMAM will continue as a separate entity and registered investment adviser, use the PFM Asset Management name, and become a division of U.S. Bancorp Asset Management, Inc. (USBAM), a subsidiary of U.S. Bank. Subject to regulatory approval, PFM Fund Distributors, Inc. will remain the broker-dealer affiliate of PFMAM. PFM Financial Services LLC will transition with PFMAM to continue to provide Purchase Card (P-Card) marketing services.

### Will there be any changes in the leadership of the businesses? What will they be?

After PFMAM becomes a division of USBAM, upon closing of the transaction, the majority of PFMAM

leaders and professionals will remain in place to provide investment management, client service and day-to-day administration. But, there will be some management changes. As part of an accelerated succession for Marty Margolis, Ken Schiebel, CFA, a 26-year PFM veteran, will assume Chief Investment Officer responsibilities and John Molloy, CFA, a 19-year PFM veteran, will take on other leadership and administrative responsibilities. Both will report to Eric Thole, CEO of USBAM. Marty will serve as an executive consultant to Eric Thole for an interim period after closing. In addition to Ken and John, PFMAM's regional and select functional team leaders, Lauren Brant (West), Nelson Bush (South), Stephen Faber (East), Tim Sullivan (Midwest), John Spagnola (OCIO), Michael Harris (Marketing), and Leo Karwejna



(CCO) will join the USBAM executive leadership team in guiding the combined organization.

Additionally, in portfolio management, Jeff Rowe, CFA, a 16-year PFM veteran, will assume full responsibility for PFMAM's short-term portfolio management and trading, including responsibility for LGIPs and short-term portfolios. Michael Varano, current short-term co-lead, will assist PFMAM through the transition to USBAM after which he will separate from PFMAM. Similarly, Barbara Fava, head of treasury management consulting, will assist with the transition of that business to PFM Financial Advisors as part of the financial advisory/management, budgeting, and consulting business and will serve as a consultant to finish existing projects. In asset management information technology,

## Client Service-Related Topics

### What will the impact be on clients?

We do not expect this transaction to materially or adversely impact the clients of PFMAM.

Post-closing, PFMAM will continue to offer the same investment advisory services along with increased access to the resources of one of the largest commercial banks in the United States.

During the period between announcement and closing, PFMAM will continue to provide further information as requested to seek consent from investment management clients in consideration of regulatory requirements for the change of control to USBAM; however, PFMAM investment management clients will

## Client Consent Process

### What must I do to have PFMAM continue to serve my accounts? What happens if I do not act?

PFMAM will continue to provide investment management services for your account with PFMAM personnel continuing to serve you. In the event that you do not give notice to PFMAM within 60 days after the date of the initial communication that you disapprove of the deemed assignment, you will be considered to have consented to the assignment, and your investment advisory agreement will remain in effect, with no change

Kerry Benson will aid in the transition and serve as consultant to USBAM for an interim period, after which time he will also separate from the firm.

### For Investors currently utilizing U.S. Bank as custodian: will U.S. Bank still be able to act as custodian for my PFMAM managed account?

Utilizing U.S. Bank as custodian remains your choice. U.S. Bank's custody group is housed in a different part of the organization with regulatory oversight by the Office of the Comptroller of the Currency. As such, appropriate information barriers relating to data exist to facilitate fully independent and segregated oversight of client assets as custodian.

generally not need to take any further action to revise or update existing investment advisory agreements.

### Will PFMAM be able to continue to serve clients effectively? Will PFMAM still be able to provide the same services?

Yes, PFMAM intends to provide the same services as before the transaction.

The majority of PFMAM leaders and professionals will continue to serve clients. We will continue to execute on our strategic technology roadmap and anticipate several significant upgrades to come online – further enhancing our ability to provide the high level of service our clients are accustomed to.

to its terms, both before and after completion of the transaction. You, of course, continue to have the right, before and after the change in control, to terminate the investment advisory agreement in accordance with its terms.