

A regular meeting of the **FINANCE COMMITTEE** was held tonight, Chairman Baron B. Holland presiding. Members present were Commissioners Brockington, Pransky, Rappoport, Sharkey and Zygmund-Felt. Also present was Ex-Officio Member Commissioner Norris.

Staff members present were Township Manager, Bryan T. Havir; Director of Fiscal Affairs Bruce Rangnow, and Assistant Township Manager Alyson Elliott. Also in attendance was Finance Officer Napoleon Nelson. A Public Attendance List is attached.

Mr. Holland called the meeting of the Finance Committee to order at 9:12 p.m.

1. Upon motion of Mr. Holland, the Committee unanimously accepted the Executive Summary Report for the period ending August 31, 2018.
2. Mr. Havir provided a status update on the preparations for the Tuesday, October 2, 2018 Board/Public Budget Workshop which will be held in the Boardroom of the Township Administration Building starting at 8 a.m.
3. Mr. Nelson provided a status update on the accomplishments made in Tax Office. The conversion to a new computer software system with Edmunds has been completed, and staff is now in the process of posting backlogged mercantile/business privilege license applications and tax returns. Attention will now be focused on getting the department fully functional with respect to discovery of unlicensed businesses operating in the Township, as well as in making sure that all such businesses are paying their required mercantile/business privilege taxes.
4. Old Business – None.
5. New Business – Mr. Sharkey presented a request for consideration of authorizing legal counsel to review and update the existing version of the Township’s standard professional services agreement template and all related contract addendums currently in use for construction contractors and vendors. He also recommended that all service contracts over the threshold amount of \$200,000 be reviewed by the Township’s legal counsel.

Recommendation to the Board of Commissioners: Upon motion of Mr. Sharkey, the Committee unanimously agreed to recommend the Board of Commissioners the consideration of authorizing Wisler Pearlstein, LLC as Township Solicitor, to review and update the Township’s standard professional services agreement and to establish a threshold level of \$200,000 and above for legal review of all Township construction contracts.

6. Citizen Forum – None.
7. There being no further business, upon motion of Mr. Holland, the Committee unanimously agreed to adjourn the meeting at 10:17 p.m.



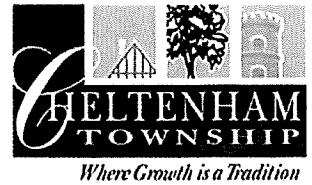
Bryan T. Havir
Township Manager

Per: Bruce Rangnow
Director of Fiscal Affairs



Meeting Attendance Sheet

Public Safety Committee
Public Affairs Committee
Finance Committee



Wednesday, September 12, 2018

Curtis Hall

1250 West Church Road | Wyncote, PA 19095

(Please Print Clearly)

No.	Name	Address	E-mail
1	THOM KESTER	7423 BARCLAY ROAD	V2E15439Y @ VERIZON.NET
2	KATHY BOWERS	415 PAXSON AVE	Kathleen e Bowers @yachet
3	LISA STOCKBRAND	7723 Union Ave E.P.	
4	Colwood	1100 Prospect Ave	
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