

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 9:45 p.m.

1. Upon motion of Mr. Holland, the Committee unanimously accepted the Executive Summary Report for the period ending September 30, 2018.
2. Mr. Holland provided a detailed recapping of the Tuesday, October 2, 2018 Board/Public Budget Workshop. At the present time the proposed FY2019 operating budget reflects a minimal revenue to budget shortfall. Accordingly, the focus in ongoing budget workshops will be to look for new ways to increase sustainable revenue to further reduce down the proposed budget shortfall and for the ongoing budget process to be as fiscally responsible as is possible.

Mr. Sharkey distributed correspondence from the prior Township Manager to the Board Commissioners dating back to 2010 which required all department heads to make recommendations and suggestions for cutting their operating budget expenditures by 3-5 percent. Mr. Sharkey suggested that it would be a good exercise to require of our current department heads to similarly look for the means to cut or reduce their department expenditures by 2-3 percent. This consideration will be discussed at the next budget workshop.

- 3 Mr. Holland announced that the next budget workshop will be held on October 24, 2018 at 4:00 p.m. at the Township Administration Building, and that this meeting is open for public attendance.

4. Mr. Nelson indicated that while he had no direct report to make this month on the Tax Office operation he is currently considering providing office hours at an offsite location in the evening to better accommodate for the convenience of our residents, and will be sending out reminder notices to our residents that have not yet paid their real estate taxes of the benefit derived in avoiding the 10% penalty that will be applied to tax bills not paid by the end of the year. Mr. Zygmund-Felt requested that the Finance Officer submit a written monthly report to the Finance Committee as a means to provide the Committee with a better understanding of the work being done in the tax office on a regular basis. Concerns related to the Township's real estate assessment challenges were discussed. A suggestion was made by Mr. Holland that staff should work in conjunction with local relators to help promote the positives of home ownership in the Township.

5. Old Business – None.

6. New Business – Ms. Rappoport reminded the Committee that earlier in the evening during the Public Safety meeting a discussion ensued related to the fire companies possibly assessing an apparatus fee on any homeowner that required the use of their services, and that the application of this fee should be discussed during the next budget workshop.

7. Citizen Forum – Mr. Fred Milbert of 625 Elkins Ave, Elkins, Pa. asked to be provided with a status update on the collection of current and past business privilege (BP) taxes from contractors either currently doing or having previously done business in the Township from which BP taxes should be paid. Mr. Nelson indicate that contractor required BP taxes are being collected and reported in the aggregate on the financial records of the Township but that any disclosure of individual contractors that have not paid their required BP payments is not permitted to be publicly disclosed by the tax collector. Assurances were provided that the Township's financial reports are indeed sufficient to determine what BP revenue is being received through the tax offices BP collection efforts. Mr. Milbert also wanted to know why the tax office does not have a mechanism in place for the on-line collection of real estate taxes. Mr. Nelson indicated that the tax office already has an on-line collection process in place. However with an associated service provider fee charge of 2.65% being assessed on the total amount of any on-line tax payments our taxpayer's general view this service fee as being cost prohibitive. Mr. Michael Zlotnick, 114 Cottman Avenue, Cheltenham Pa. suggested that the Township impose a cigarette and soda tax as a means to produce new revenue for the Township. Mr. Zlotnick was informed that Pennsylvania State law prevents the Township from imposing such taxes in the Township.

There being no further business, upon motion of Mr. Holland, the Committee unanimously agreed to adjourn the meeting at 10:47 p.m.



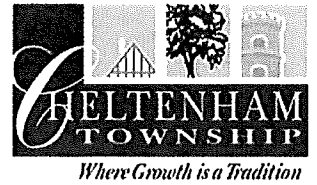
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Bryan T. Havar  
Township Manager

Per: Bruce Rangnow  
Director of Fiscal Affairs



## Meeting Attendance Sheet



Public Safety Committee  
Public Affairs Committee  
Finance Committee

Wednesday, October 10, 2018

**Curtis Hall**

1250 West Church Road | Wyncote, PA 19095

(Please Print Clearly)

No.	Name	Address	E-mail
1	David Wolfe	436 Rice Mill Rd	
2	Donna Wray	8 Curtis Park Dr.	
3	Leo Powers	8 Curtis Park Dr	
4	Julie Slaut	T T F	
5	Barbara Granger	405 Randall Rd Wyncote 19095	barb2granger@yahoo.com
6	Mike Zlotnick	Resident 114 Cottman Ave Choff 19012	
7	Linda W Moore	1314 Spruce Lane	moorelw@comcast.net
8	Emily Stine	101 Cliff Terrace	stine.emily@gmail.com
9	Claudia Wood		
10	Margaret Griffin		
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