

**MINUTES**

**FINANCE COMMITTEE MEETING**

**November 15, 2016**

**PRESENT:** Committee Members: Kline-Luker-Sanchez-Farren

**EXCUSED:** Committee Member: Hecker

**OTHERS:** Finance Director Barron  
Township Manager LeFevre

**CALL TO ORDER:** 7:00 p.m.

**MINUTES:**

Commissioner Kline made a MOTION, seconded by Commissioner Farren to approve the minutes of the October 25, 2016 Finance Committee Meeting.

MOTION was ADOPTED 4-0.

**INVESTMENTS:**

Commissioner Kline made a MOTION, seconded by Commissioner Farren to recommend approval to the full Board investments for October, 2016 in the amount of \$1,277,000.00 that was reviewed, approved as presented. It was noted that investment yield rate ranged from 1.00% to 1.00%.

MOTION was ADOPTED 4-0.

**TOTAL EXPENDITURES:**

The Committee reviewed voucher list for the month of October, 2016.

Commissioner Kline made a MOTION, seconded by Commissioner Farren to recommend approval to the full Board, expenditures, salaries and wages for October, 2016 in the amount of \$2,430,577.41 and \$1,722,376.72, respectively.

Commissioner Sanchez questioned voucher #37275 – Classic Trophies, Inc.

Mr. Barron explained that was for bronze casting for Veterans Memorial.

Commissioner Sanchez questioned voucher #37309 – Francis X. Kerrigan.

Mr. Barron replied that was for deer removal.

Commissioner Sanchez questioned voucher #37339 – SPOK.

Mr. Barron replied that was for Parks paging system.

Commissioner Farren questioned voucher #36980 – Director of Research and Operation – Pool Feasibility Study Survey and requested a detailed report on the cost for set up, etc.

Mr. Barron agreed.

Commissioner Farren questioned whether Abington Carwash was contacted about the possibility of contracting with them for the police vehicles.

Mr. Barron replied he spoke with Mr. Micciolo, who asked the owner of Abington Carwash if he would price match or quote a lower price than Clean Machine Carwash and the answer was “no,” and that the price would be doubled.

Commissioner Luker questioned voucher #37402 – Daniel Sneberger.

Mr. Barron replied that was a refund due to overpayment when filing their Business Privilege Taxes.

MOTION was ADOPTED 4-0.

CLEARING FUND/DEFERRED REVENUE/EXPENSE & PETTY CASH

Commissioner Kline made a MOTION, seconded by Commissioner Farren to recommend approval to the full Board the Clearing Fund activity, Deferred Revenue/Expense activity and Petty Cash balances for the month of October, 2016.

Clearing Fund receipts and disbursements for the month of October, 2016 were \$898.12 and (\$3,515.35), respectively.

Deferred Revenue/Expense receipts and disbursements for the month of October, 2016 were \$3,920.82 and (\$14,097.77), respectively.

Petty Cash balances were approved as presented.

MOTION was ADOPTED 4-0.

TRAINING AND CONFERENCE EXPENDITURES:

Commissioner Kline made a MOTION, seconded by Commissioner Luker to recommend approval to the full Board the Training and Conference Expenditures activity. Advance and Travel expenditures for the month of October, 2016 totaled \$0.00 and \$4,312.04, respectively.

YTD Training and Conference Expenditures totaled \$40,200.87.

MOTION was ADOPTED 4-0.

STATEMENT OF CONDITIONS:

The Committee reviewed statement of conditions for various funds.

CONTINGENCY EXPENSE REPORTS:

The Committee reviewed contingency expense reports.

OTHER MATTERS:

Board Action Request – Budget Transfer Authorization

Commissioner Kline made a MOTION, seconded by Commissioner Luker to recommend to the full Board to authorize the Budget Transfers for the year 2016.

MOTION was ADOPTED 4-0.

Board Action Request – Expenditure from Unallocated Permanent Improvement Fund Balance (LOSAP)

Commissioner Kline made a MOTION, seconded by Commissioner Farren to recommend approval to the full Board to authorize an expenditure from Unallocated Permanent Improvement Fund Balance (account #07-00-000-5999) in the amount of \$45,855.00 (2016 allotment) to be distributed equally (\$9,171.00 each) among the five volunteer fire companies serving Abington Township.

MOTION was ADOPTED 4-0.

Board Action Request – Retain Pharmacy Outcomes Specialists for Pharmacy Benefit Management Issues

Commissioner Kline made a MOTION, seconded by Commissioner Luker to retain Pharmacy Outcomes Specialists as an expert in connection with an audit or review of claims and other documents concerning O’Neill Consulting and related pharmacy benefit management issues, effective December 9, 2016.

Manager LeFevre noted this is a follow-up from earlier this year authorizing Township Solicitor to pursue the former pharmacy benefit manager to try and recover rebate funds. Township Solicitor suggesting hiring this firm as they specialize in this area of law.

Commissioner Luker questioned whether it would be an open-ended contract with Pharmacy Outcomes Specialists.

Manager LeFevre replied yes, during litigation.

Commissioner Kline asked for an oversight to be done on bills from this firm.

Commissioner Farren asked for an update on this matter at the next Finance Committee meeting in January.

Mr. Barron agreed to both requests.

MOTION was ADOPTED 4-0.

DISCUSSION ONLY:

Department Head Succession Plan:

Commissioner Farren asked for an update from Manager LeFevre on the Township’s succession plan for Department Heads. Manager LeFevre reviewed the Township’s policy on filling vacancies and addressed some specific departments where it may be necessary to solicit candidates other than in-house personnel.

Commissioner Farren requested that information be provided in a written format.

**ADJOURNMENT:** 7:36 p.m.

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