

**LOWER PROVIDENCE TOWNSHIP
BOARD OF SUPERVISORS BUSINESS MEETING
JUNE 4, 2015**

Call to Order: Chairman Sorgini called the meeting to order at 7:30 p.m.

Pledge of Allegiance

Roll Call:

- a. The following members were in attendance: Chairman Sorgini, Supervisors Duffy, Eckman Thomas and Zimmerman.
- b. Also in attendance were: Richard Gestrich, Township Manager, John Rice, Township Solicitor; William Roth, Director of Special Projects and Technology; Mike Mrozinski, Community Development Director; Timothy Woodrow, Township Engineer; John Primus, Director of Public Works; Susan Law, Accounting Manager; Francis Carroll, Police Chief.

Chairman Sorgini noted that prior to the meeting an executive session was held to discuss personal and legal matters.

1) Consent Agenda

- A) **MOTION:** Supervisor Zimmerman made a motion to approve the consent agenda items 1(a) and 1(b), including moving the meeting minutes of May 21, 2015 into the record. Supervisor Eckman seconded the motion. The motion *passed* 5-0.

2) Presentations

- A) Summary of 2014 Audit
 - i) Edward Furman of Maillie LLP, gave an overview of the 2014 Audit (copy attached)
 - ii) Chairman Sorgini said that he was pleased that there were zero findings in 2014 and there was adequate oversight in the financial departments. Mr. Furman said the records were in good shape when they started the field work. Chairman Sorgini thanked Susan Law and her department for their work.

3) New Business

- A) Discussion and consideration of request from the Lower Providence Township Fire Company for waiver of the temporary sign permit fee and for extension of operating hours for the annual Fireman's Fair.
 - i) Mr. Mrozinski reviewed the request for the fee waiver for signs. Chief Carroll reviewed the request for the extension of the operating hours, extending hours on June 12 until 11 p.m.; June 15 until 9 p.m.; and June 19 until 11 p.m.
 - ii) **MOTION:** Supervisor Eckman made a motion to waive the temporary sign permit fee and the extend the operating hours on June 12 until 11 p.m., June 14 until 9 p.m. and June 19 until 11 p.m. Supervisor Thomas seconded the motion. The motion *passed* 5-0.
- B) Authorization of reallocation of budget appropriation from the Parks and Recreation Capital Fund for Eagleville Park fencing projects.
 - i) Mr. Lukens stated that the Parks and Recreation Capital plan called for the replacement of the fences around the tennis courts and basketball courts at Eagleville Park in 2015. Due to a change to the style of fencing to be used, the cost of the fence is coming in higher than the original \$8,000 budget. Mr. Lukens requested reallocation of the difference in cost, approximately \$5,000, from the basin fencing allocation for the project. He noted that \$3,000 will still be available for the basin fencing and allow the two higher priority projects to be completed in 2015.

- ii) **MOTION:** Supervisor Duffy made a motion to authorize reallocation of budget appropriation from the Parks and Recreation Capital Fund for Eagleville Park fencing projects. Supervisor Zimmerman seconded the motion. The motion *passed* 5-0.
- C) Consideration of Deputy Chief/Chief of Police Agreement.
 - i) Mr. Gestrich stated that Chief Carroll will be retiring as of December 31, 2015. As a result the Township has put in place a transition plan of moving Lt. Stanley Turtle into the position of Deputy Chief, with no additional compensation and, as of January 1, 2016, moving Lt. Stanley Turtle into the position of Police Chief with additional compensation.
 - ii) Chairman Sorgini stated that the thought of replacing Chief Carroll, after many years of exemplary service, is a daunting task. He noted that while many townships have had to cast their employee search nets wide, Lower Providence Township is fortunate that they have a qualified applicant on staff with Lt. Stanley Turtle.
 - iii) **MOTION:** Supervisor Thomas made a motion to approve the Deputy Chief/Chief of Police Agreement. Supervisor Zimmerman seconded the motion. The motion *passed* 5-0.
- D) Consideration of a request for waiver of the fence requirements for 3934 Germantown Pike.
 - i) Mr. Mrozinski reviewed the background of the project and the request for the waiver.
 - ii) The applicant, Herbert Scheuren, Jr., stated that in the last five years his property has been broken into or vandalized more than ten times. He noted that businesses on either side of his property also have barbed wire on their fences and that there were no residential dwellings in the area. He requested the board grant relief
 - iii) Chief Carroll stated that he did a search for incident reports at the site noting that the last report filed was in 2005. Mr. Scheuren stated that, due to his insurance rates rising with each incident, he longer filed police reports. Chief Carroll stated that the police cannot assist if they are not made aware of issues.
 - iv) Supervisor Eckman asked if the applicant had considered putting in surveillance equipment. Mr. Scheuren said that they intend to put surveillance equipment in that will cover the area of the lot. Supervisor Zimmerman stated she does not have a problem with the request.
 - v) Supervisor Duffy asked what was the condition of the property prior to having the fence installed. Mr. Scheuren stated that, prior to the fence being installed two weeks ago, it was an open lot.
 - vi) Chairman Sorgini asked Mr. Mrozinski if the adjacent properties had barbed wire fencing. Mr. Mrozinski said he did not have that information.
 - vii) Supervisor Thomas asked for explanation of where the applicant's fence would be in relation to the adjacent storage locker facility.
 - viii) **MOTION:** Supervisor Zimmerman made a motion to approve the request for waiver of the fence requirements for 3934 Germantown Pike. Supervisor Duffy seconded the motion.
 - (1) Chairman Eckman asked if the applicant would take the suggestion of working with the surveillance camera and the current fence for a trial period as the Township is trying to improve the area. Supervisor Thomas also supported the idea of a three to six month trial period. Mr. Scheuren said that he would prefer to do it all now.

The motion *passed* 3-2 with Supervisors Eckman and Thomas in opposition.
- E) Consideration of contract renewal with the Montgomery County Planning Commission for planning services.
 - i) Mr. Mrozinski reviewed the details of the contract renewal for services provided by Montgomery County Planning Commission. It is a three-year contract for a planner to attend 12 meetings per year. Mr. Mrozinski recommended renewal of the contract but with reducing

the previous two planning days per month to one planning day per month. He stated that the reduction was feasible due to staff work that has been completed and in-house staff taking on some of the duties. This reduction would amount to a cost savings of \$11, 844.

- ii) Chairman Sorgini asked if, looking ahead,, would Mr. Mrozinski be comfortable with reducing the Montgomery County Planning Commission services to one day per month for the next three years. Mr. Mrozinski said he had discussed this modification with John Cover, the Section Chief for Community Planning, and it was agreed that if a project came up it can be handled on a project-based case
- iii) **MOTION:** Supervisor Thomas made a motion to approve the contract renewal with the Montgomery County Planning Commission for planning services. Supervisor Eckman seconded the motion. The motion *passed* 5-0.

F) Update on Mann Road Project

- i) Mr. Mrozinski stated that he had been in contact with the attorney representing the property owner and the mortgage-servicing agency. His understanding is that the property is in foreclosure and that there has been no movement in the past year as to resolving the issues at the property. Mr. Mrozinski indicated to the mortgage company the need for movement as to remedying the property. He noted that violations have been served upon the property owner and their attorney. Since the mortgage company has indicated that they are no longer in position to service property, the Township cut the grass to help improve the properties appearance. A lien has also been placed against the property for those services. Mr. Mrozinski stated the clock is running to appeal the violations. Mr. Gestrich said that four violations have been served upon the property owner.

4) Announcements

- A) The Parks and Recreation Board will meet on June 9 at 7 p.m.
- B) The Sewer Authority will meet on June 10 at 7:30 p.m.
- C) The Library Board of Trustees meeting will be held June 15 at 7 p.m.
- D) The Planning Commission will meet on June 24 at 7 p.m.
 - i) Mr. Mrozinski stated that nothing was currently on the agenda and it is unlikely that the meeting will go forward.
- E) The Zoning Hearing Board will meet on June 25 at 7 p.m.
 - i) Mr. Mrozinski stated that two matters would be before the Zoning Hearing Board:
 - (1) A special exception hearing for expansion of uses of the Lower Providence Rod and Gun Club
 - (2) A variance request from Kevin Dupell to allow the Bacon property at Ridge Pike and North Grange Avenue be used as a contractor's storage yard.
- F) The annual Firemen's Fair will be held June 11 through June 20 on the Fire Company grounds, 3199 Ridge Pike, in Eagleville. Information can be found on the Fire Company's website, www.lpfire.com.

5) Comments and other Business

- A) Mr. Gestrich asked Chief Carroll about the status of the properties damaged by accidents at the Park Avenue intersection. Chief Carroll said that the insurance company is addressing the issue and it is his understanding that a landscaping company has been retained. He noted that six insurance companies are involved which is delaying the process but that the Police Department has accommodated the insurance companies requests for documentation and information on the accident

6) Adjournment

MOTION: Supervisor Zimmerman made a motion to adjourn the meeting. Supervisor Duffy seconded the motion. The motion *passed* 5-0. The meeting adjourned at 8:05p.m.

Next Business Meeting: June 18, 2015
July 2, 2015

Respectfully submitted:

Richard Gestrich, Township Manager



Expertise Beyond The Numbers

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LOWER PROVIDENCE TOWNSHIP

AUDIT PRESENTATION

December 31, 2014

LOWER PROVIDENCE TOWNSHIP

AUDIT PRESENTATION

DECEMBER 31, 2014

Agenda:

- Audit scope and timing
- Required communication under Statement of Audit Standard 114 and 115
- Review of financial report
- Prospective issues

LOWER PROVIDENCE TOWNSHIP
AUDIT PRESENTATION
DECEMBER 31, 2014

Required Communications:

- Unqualified Audit Opinion - Financial Statements
- SAS 114 and 115 Reports

Prospective:

- Pension Accounting - 2015 reporting

LOWER PROVIDENCE TOWNSHIP

AUDIT PRESENTATION

DECEMBER 31, 2014

Audit Scope and Timing:

- Trial balance and supporting account analysis completed timely
- Review of internal control system
- No material audit adjustments
- Cash and Investments - Reconciliations, Investment Review and Act 72 Collateral
- Capital Assets:
 - Vouching material additions
 - Review of depreciation expense
- Accounts Payable - Search for unrecorded liabilities
- Debt - Confirmations
- Revenues - Confirmations and reconciliations
- Expenses - Pivot tables
- Data Extraction:
 - Journal entry testing
 - Employee/vendor match
 - Audit sampling

LOWER PROVIDENCE TOWNSHIP

AUDIT PRESENTATION

DECEMBER 31, 2014

Review of Financial Report

A. Government - Wide Financial Statements:

	2014	2013
Statement of Net Position:		
Cash and investments	\$ 5,228,255	\$ 4,499,387
Taxes receivable	\$ 129,575	\$ 184,950
Capital assets, net	\$ 17,244,479	\$ 17,275,959
Accounts payable and accruals	\$ 398,276	\$ 296,368
Notes payable	\$ 6,979,000	\$ 6,880,000
OPEB obligation	\$ 1,484,969	\$ 1,134,127
Net Position	\$ 13,362,771	\$ 12,962,609
Statement of Activities:		
Real estate taxes	\$ 2,567,100	\$ 2,414,746
Transfer taxes	\$ 449,914	\$ 555,922
Earned income taxes	\$ 5,309,900	\$ 5,172,026
Local services taxes	\$ 534,290	\$ 455,178
General government	\$ 1,479,990	\$ 1,583,478
Public safety	\$ 3,954,647	\$ 3,564,653
Roads and parks	\$ 2,434,002	\$ 2,285,609
Pension and benefits costs	\$ 2,927,164	\$ 2,467,604
Interest	\$ 177,521	\$ 198,589
Depreciation	\$ 910,744	\$ 886,220
Changes in Net Position	\$ 400,162	\$ 647,822

B. Governmental Funds

General Fund Balance	\$ 2,550,999	\$ 2,053,626
Change in Fund Balance	\$ 497,373	\$ 1,301,852

C. Footnotes:

Deposits and investments
Capital assets
Long-term liabilities
Pensions
OPEB

D. Budget to actual