

MINUTES

FINANCE COMMITTEE MEETING via webinar

April 20, 2023

CALL TO ORDER: 7:03 p.m.

PRESENT: Committee Members: Commissioners Chairman WINEGRAD
Vice Chairwoman CARSWELL, VAHEY, BOLE,
SPIEGELMAN,

OTHERS: Finance Director Hermann
Manager of Financial Services Embury

CONSIDER APPROVAL OF MINUTES:

Commissioner Winegrad made a MOTION, seconded by Commissioner Bole to approve Finance Committee Meeting minutes from March 16, 2023.

MOTION was ADOPTED 5-0.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

Item FC-01-051123:

Commissioner Winegrad made a MOTION, seconded by Commissioner Carswell to approve the March 2023 expenditures in the amount of \$2,532,112.52 and salaries and wages in the amount of \$2,176,052.51, and authorize the proper officials to sign vouchers in payment of bills and contracts as they mature through the month of June 2023.

Commissioner Winegrad asked for any comments from Commissioners. There were none.

Commissioner Winegrad asked for any public comment. There were none.

MOTION was ADOPTED 5-0.

Item FC-02-051123:

Ms. Hermann explained that OpenGov partnered with UKG for their payroll services module, and they also have an HR module for Human Resources such as employee onboarding, which would eliminate paperwork that staff handles throughout multiple departments when hiring. It will provide greater report flexibility, budget-planning options, and phone call reduction, helping to streamline current processes by reducing staff time. Also, this module will simplify the process making it easier for employees to use the self-service options.

Some of the modules are being closed within Tyler Technology's Eden program eliminating those budgeted funds, which can be used for the HR module in the amount of \$20,392.61, and then approximately \$20,000 would be budgeted each year for the next two years.

Commissioner Carswell questioned whether this tool assists with recordkeeping for a certain amount of time.

Ms. Hermann replied yes, records are kept electronically according to retention guidelines.

Commissioner Vahey asked for the annual license fee for the OpenGov software.

Ms. Hermann replied \$160,000 per year, which will increase to \$186,386.56.

Commissioner Bole questioned whether the Township will be spending more overall for this addition.

Ms. Hermann replied no, because as we move into the OpenGov modules, we will be closing out others.

Commissioner Bole expressed concern that the costs in the contract are not clear.

Commissioner Vahey said he is not ready to support this. OpenGov does not provide transparency on details of what the Township has spent throughout the year, so he is reluctant to give them an additional contract. He would prefer to table this for a month to review why this would be a benefit to the Township.

Commissioner Winegrad said he has a problem using the OpenGov system and there are items not updated. He questioned whether depending on it more heavily would be in the Township's best interest.

Ms. Hermann said when the system was tested, it seemed to work fine, and staff from other departments work with it as well, although there has been a learning curve. UKG is separate from OpenGov and one of the largest payroll and HR service companies nationwide.

Commissioner Spiegelman asked about having access to data on Eden's system indefinitely.

Ms. Hermann replied that Eden's server is standalone, and the Township is only required to keep some of the data for a certain amount of time, however, by maintaining it, we will have access to it.

Commissioner Spiegelman said he understands the concerns about the system, and as long it will not cause any critical problems, he supports tabling it.

Commissioner Bole said he would like more information on the justification for it as well as the net increase in costs to the Township, so he supports tabling it.

Commissioner Vahey said the OpenGov system works well enough to do his job, however, it does not provide enough transparency, and he thought there would be more functionality for public views. He uses the public facing side to prepare for this meeting and it is not bad, but it is not what he thought it would be, and the Township is paying a lot of money for it. He is not opposed to new HR software to help staff, but he is not thrilled with the current contract and not in favor of amending it.

Commissioner Vahey made a MOTION, seconded by Commissioner Winegrad to TABLE Item FC-02-051123 until next month.

MOTION was ADOPTED 5-0.

Item FC-03-051123:

Commissioner Winegrad made a MOTION, seconded by Commissioner Spiegelman to consider a resolution to authorize and reaffirm the Abington Township Fire Department Length of Service Award Program (LOSAP) and set forth the funding source and procedure for funding the program.

Mr. Tom McAneney, Director of Fire & Emergency Services, explained that LOSAP (Length of Service Award Program) originated in 2006 when the Board of Commissioners increased the fire tax millage from .26 mills to .47 mills to fund the program. It is a defined contribution award program where volunteer members of the fire department receive a service credit for every year, and after five, and then 10 years of service, they receive an extra credit for longevity. Upon reaching the age of 60, they receive a lump sum.

While putting the paperwork together for payment this year, it was suggested to include the original resolution of when the program was first implemented, and following in-depth research, no resolution was found, so he is bringing one before the Finance Committee as well as the Board of Commissioners to reaffirm and authorize the program.

Commissioner Winegrad asked for any comments from Commissioners.

Commissioner Spiegelman commented that a lifetime ago, he was a First Responder, and it would have been great to have something like LOSAP back then, so he is in favor of it.

Commissioner Vahey clarified that there has never been anything passed by the Board of Commissioners to approve the program. Is that correct?

Mr. McAneney replied we researched old files and only found a motion that was made at the July 2006 Board meeting approving the initial payment.

Ms. Hermann added that numerous records were researched, and in the 2005 budget season, the Board had discussed increasing the tax mills for this program and then it is paid in the year the taxes are collected. Other than these few references no resolution was found.

Commissioner Winegrad asked about funding and oversight of the program.

Mr. McAneney replied .21 mills is divided equally among the five fire companies and they all use the same plan administrator and investment advisor, and each company is required to match the Township's portion from their general or relief association budgets.

Ms. Hermann added that the revenues are put into the Fire Department's Fund Balance and then pulled in the following year and paid to the fire companies. Going forward, the estimated amount will be an official line item in the budget.

Mr. McAneney said that the fire companies are audited every year and the relief associations are audited by the State of Pennsylvania on a three-year rotation.

Commissioner Bole questioned whether there is any concern about PILOT (payment in-lieu-of taxes) for the long-term or has it remained steady.

Ms. Hermann replied it has remained steady.

Commissioner Vahey added that if there was a decrease in the PILOT funds, the Township would not be obligated to use its general fund as stated in the proposed resolution.

Commissioner Winegrad commented that this is a worthwhile program in helping to recruit volunteers. He asked for any public comment. There was none.

MOTION was ADOPTED 5-0.

Finance Committee Meeting

April 20, 2023

PUBLIC COMMENT ON NON-AGENDA ITEMS ONLY: None.

ADJOURNMENT: 7:50 p.m.

Respectfully submitted,

Liz Vile, Minutes Secretary