

Cheltenham Township, believing that public input is appropriate on any items coming before the Commissioners, will recognize any citizen wishing to address a specific item prior to the vote on that issue. In order to be recognized, please raise your hand.



AGENDA

COMMISSIONERS' MEETING

Wednesday, December 16, 2015

Curtis Hall

7:30 p.m.

1. Pledge of Allegiance.
2. Roll Call.
3. Approval of the Board of Commissioners' Regular Meeting Minutes dated November 18, 2015.
4. Acceptance of the Executive Summary Financial Report of the Manager/Secretary for the month of November, 2015.
5. Acceptance of the Accounts Paid Report for the month of November, 2015.
6. **PUBLIC HEARING**: To receive any and all comments and suggestions from the public regarding the Preliminary Operating and Capital Budgets and the State allocation of Liquid Fuels Funds for 2016 pursuant to Section 1205(d) of the Home Rule Charter.
7. Review and acceptance of the Public Works Committee Regular Meeting Minutes dated December 9, 2015:
 - a. Adoption of a Resolution an "Application for Traffic Signal Approval" to the Pennsylvania Department of Transportation for Limekiln Pike/Ogontz Avenue and Limekiln Pike.
 - b. Adoption of a Resolution authorizing an "Application for Traffic Signal Approval" to the Pennsylvania Department of Transportation for Flashing Beacon at New Second Street.
 - c. Adoption of a Resolution authorizing the filing of a Transportation Assistance Program (TAP) Grant Application for the Tookany Trail Development Project Phase III.
 - d. Adoption of a Resolution authorizing the filing of a Multimodal Transportation Fund (MTF) PennDOT Grant Application for Elkins Park East Commercial District.
 - e. Adoption of a Resolution authorizing the filing of the Pennsylvania Department of Environmental Protection (PADEP) Education Grant.
 - f. Approve a Change Order in the amount of \$20,000 for Gannett Fleming to complete additional right-of-way engineering and design on the Elkins Park West Phase I Streetscape Project.

Agenda – Board of Commissioners Meeting
December 16, 2015
Page Two

- g. Approve the execution of a Stipulation and Order of Settlement for 520 Township Line Road.
 - h. Appointment of a Long-Range Planning Committee for the Sanitary Sewer System.
 - i. Adoption of a Resolution honoring Richard DiValentino upon his retirement from the Public Works Department after 33 years of service.
- 8. Review and acceptance of the Public Safety Committee Regular Meeting Minutes dated December 2, 2015.
- 9. Review and acceptance of the Public Affairs Committee Regular Meeting Minutes dated December 2, 2015:
 - a. Award a three (3) month extension of the janitorial services contract with CNS Cleaning Co., Inc.
- 10. Review and acceptance of the Building and Zoning Committee Regular Meeting Minutes dated December 2, 2015:
 - a. Authorize execution of a Second Amendment to the Stipulation and Settlement Agreement relating to the 3.63 +/- acres fronting Ogontz Avenue, Limekiln Pike, MacDonald Avenue, and Clubhouse Lane, Wyncote, PA.
 - b. Adoption of a Resolution authorizing the publication of a Legal Notice indicating that the Commissioners will hold a Public Hearing on February 17, 2016 to consider and possibly adopt an Ordinance amending the Zoning Map to create the “Off Premises Advertising Sign Overlay District” to regulate the installation and operation of off-premises advertising signs or billboards.
- 11. Review and acceptance of the Finance Committee Regular Meeting Minutes dated December 9, 2015:
 - a. Consider the adoption of an Ordinance approving the 2016 Operating Budget (see attached).
 - b. Consider the adoption of an Ordinance approving the 2016 Capital Budget (see attached).
 - c. Acceptance of the 2016 Liquid Fuels allocation.
 - d. Adoption of a Resolution adding certain fees.
 - e. Award of a one (1) year contract to Portnoff Law Associates for the collection of sewer and refuse delinquent payment claims.

Agenda – Board of Commissioners Meeting

December 16, 2015

Page Three

- g. Award of a one (1) year contract to MuniServices, LLC for Mercantile and Business Privilege License discovery services and collection of non-reported current and prior period Tax Revenue.
- 12. Old Business.
- 13. New Business.
- 14. Presentations to Board President Harvey Portner and Commissioner Charles D. McKeown, Sr. in honor of their retirement from the Board of Commissioners.
- 15. Citizens' Forum.
- 16. Adjournment.



Bryan T. Havar
Township Manager

CHELTENHAM TOWNSHIP

ORDINANCE NO. -

AN ORDINANCE OF THE TOWNSHIP OF CHELTENHAM, COUNTY OF MONTGOMERY, OF THE COMMONWEALTH OF PENNSYLVANIA, FIXING THE TAX RATE FOR THE YEAR 2016 AND APPROPRIATING THE SPECIFIC SUMS ESTIMATED TO BE REQUIRED FOR THE SPECIFIC PURPOSE OF THE TOWNSHIP GOVERNMENT HEREINAFTER SET FORTH, DURING THE CURRENT FISCAL YEAR.

BE IT ORDAINED AND ENACTED, and it is hereby ordained and enacted by the Board of Commissioners of the Township of Cheltenham, County of Montgomery, Pennsylvania.

SECTION 1. That a tax be and the same is hereby levied on all real property within the said Township subject to taxation for Township purposes for the fiscal year 2016, as follows:

Tax Rate for General Purposes, the sum of 2.5313 mills on each one thousand dollars of assessed valuation.

For Debt Purposes, the sum of 1.9036 mills on each one thousand dollars of assessed valuation.

For Fire Protection purposes, the sum of .7326 mills on each one thousand dollars of assessed valuation.

For Parks and Recreation purposes, the sum of 1.0980 mills on each one thousand dollars of assessed valuation.

For Library purposes, the sum of .8317 mills on each one thousand dollars of assessed valuation.

For Ambulance purposes, the sum of .5000 mills on each one thousand dollars of assessed valuation.

For Pension purposes, the sum of .5000 mills on each one thousand dollars of assessed valuation.

The same being summarized in tabular form as follows:

Purpose	Mills
Tax Rate for General purposes	2.5313
Tax Rate for Debt purposes	1.9036
Tax Rate for Fire purposes	.7326
Tax Rate for Parks and Recreation purposes	1.0980
Tax Rate for Library purposes	.8317
Tax Rate for Ambulance purposes	.5000
Tax Rate for Pensions	<u>.5000</u>
TOTAL	<u>8.0972</u>

SECTION 2. That for the expenses of the Township for the fiscal year 2016, the following amounts are hereby appropriated from the revenues available for the current year for the specific purposes set forth below, which amounts are more fully itemized in the Budget Form.

**GENERAL OPERATING FUND
SUMMARY OF ESTIMATED RECEIPTS**

Receipts from Taxes	\$22,122,009
Other Revenue Receipts	<u>\$20,173,434</u>
 TOTAL Estimated Fund Balance and Revenue	 <u>\$42,295,443</u>

SUMMARY OF APPROPRIATIONS

	<u>Operation Maintenance</u>	<u>Capital Outlay</u>	<u>Total</u>
<u>General Government:</u>			
Administration	\$1,712,342		\$1,712,342
Treasurer and Tax Collector	116,878		116,878
Township Buildings	<u>308,697</u>		<u>308,697</u>
	\$2,137,917		\$2,137,917

SUMMARY OF APPROPRIATIONS (continued)

Protection to Person & Property:		
Police	\$ 9,072,252	\$ 9,072,252
Fire	1,363,527	1,363,527
Building - Regulations and Zoning	<u>531,936</u>	<u>531,936</u>
	\$10,967,715	\$10,967,715
Health and Sanitation:		
Emergency Medical Service	\$ 1,121,731	\$ 1,121,731
Garbage Collection and Disposal	2,081,743	2,081,743
Sanitary Sewers	<u>4,406,006</u>	<u>4,406,006</u>
	\$ 7,609,480	\$ 7,609,480
Highways:		
Streets and Bridges	\$ 1,364,389	\$ 1,364,389
Street Lighting	<u>465,000</u>	<u>465,000</u>
	\$ 1,829,389	\$ 1,829,389
Libraries:	\$ 1,548,000	\$ 1,548,000
Recreation:		
Parks & Playgrounds	\$ 1,830,086	\$ 1,830,086
Swimming Pools	<u>213,549</u>	<u>213,549</u>
	\$ 2,043,635	\$ 2,043,635
Miscellaneous:		
Bank-Bond Issue Pay Agent Fees	\$ 11,250	\$ 11,250
Health Insurance, Pensions, and Social Security	11,214,181	11,214,181
Fire Ins., Workers' Compensation & G.L.	1,224,821	1,224,821
Transfers to Sinking Fund	3,543,085	3,543,085
Unemployment Compensation	20,000	20,000

SUMMARY OF APPROPRIATIONS (continued)

Hourly Legal Fund	20,670	20,670
Unappropriated/Reserves	125,000	125,000
Military and Civil Celebrations	300	300
	\$16,159,307	\$16,159,307
 TOTAL All Functions	 \$42,295,443	 \$42,295,443
 TOTAL for Operations, Maintenance, Interest, and Capital Outlay		 <u>\$42,295,443</u>

SECTION 3. An estimate of the specific items making up the amounts appropriated to the respective departments is on file at the offices of the Township Manager, 8230 Old York Road, Elkins Park, Pennsylvania.

SECTION 4. That any Ordinance, or part of Ordinance, conflicting with this Ordinance is hereby repealed insofar as the same affects this Ordinance.

ENACTED into an Ordinance this 16th day of **December**, A.D., **2015**.

ATTEST:

CHELTENHAM TOWNSHIP
BOARD OF COMMISSIONERS

Bryan T. Havir
Township Manager and Secretary

Harvey Portner
President

**CHELTENHAM TOWNSHIP
ORDINANCE NO. -**

**AN ORDINANCE OF THE TOWNSHIP OF CHELTENHAM, COUNTY OF
MONTGOMERY, OF THE COMMONWEALTH OF PENNSYLVANIA,
APPROVING AND ADOPTING THE CAPITAL BUDGET FOR 2016
PURSUANT TO SECTION 1205 OF THE HOME RULE CHARTER.**

The Board of Commissioners of Cheltenham Township hereby ordains:

SECTION 1. A Summary of the Capital Budget as follows:

INCOME:

Estimated Cash and Investments for January 1, 2016	\$ 6,279,982
Anticipated Income:	
Amounts Provided by Others	\$ 11,268,348
Amounts Provided by Borrowings	\$ 15,000,000
Amounts Provided by Assessments	0
Amount Transferred to/from General Fund Budget	<u>0</u>
TOTAL Anticipated Cash and Receipts	<u>\$ 32,548,330</u>

EXPENSES:

2016 Project Costs	\$ 20,095,157
Estimated Cash Balance at Year Ending 12/31/16	\$ 12,453,173

SECTION 2. That any Ordinance, or part of Ordinance, conflicting with this Ordinance is hereby repealed insofar as the same affects this Ordinance.

ENACTED into an Ordinance this 16th day of **December**, A.D. 2015.

ATTEST:

**CHELTENHAM TOWNSHIP
BOARD OF COMMISSIONERS**

Bryan T. Havir
Township Manager and Secretary

Harvey Portner
President