

**TOWNSHIP OF LOWER MERION**

**ADMINISTRATIVE AND HUMAN  
RESOURCES COMMITTEE**

**Wednesday, April 3, 2019  
7:45 PM (Approximately)**

Chairperson: Rick Churchill  
Vice Chairperson: George T. Manos, Todd M. Sinai

AGENDA

1. **RATIFICATION OF 2019 SALARY INCREASE FOR THE TOWNSHIP MANAGER**
  
2. **RATIFICATION OF 2019 SALARY INCREASE FOR THE TOWNSHIP SECRETARY**



## **AGENDA ITEM INFORMATION**

### **ITEM: RATIFICATION OF 2019 SALARY INCREASE FOR THE TOWNSHIP MANAGER**

Consider for recommendation to the Board of Commissioners ratification of a 3.5% salary increase for the Township Manager for 2019.

### **PUBLIC COMMENT**



## **AGENDA ITEM INFORMATION**

### **ITEM: RATIFICATION OF 2019 SALARY INCREASE FOR THE TOWNSHIP SECRETARY**

Consider for recommendation to the Board of Commissioners ratification of a 3.5% salary increase for the Township Secretary for 2019.

## **PUBLIC COMMENT**

### **ATTACHMENTS:**

Description	Type
☐ Issue Briefing - 2019 Salary Increase Ratification	Issue Briefing

**TOWNSHIP OF LOWER MERION**  
*Administrative and Human Resources Committee*

**Issue Briefing**

**Topic:** Township Manager & Township Secretary 2019 Salary Ratification

**Prepared By:** Daniel S. Bernheim, Board President

**Date:** March 29, 2019

**I. Action To Be Considered By The Board:**

Consider for recommendation to the Board of Commissioners (BOC) the following items:

- a. Ratification of the 2019 salary increase of 3.50% for the Township Manager.
- b. Ratification of the 2019 salary increase of 3.50% for the Township Secretary.

**II. Why This Issue Requires Board Consideration:**

Approval of annual wage increases requires BOC approval.

**III. Current Policy Or Practice (If Applicable):** N/A

**IV. Other Relevant Background Information:**

The Township Manager and Township Secretary salaries have not yet been adjusted for 2019.

The Board of Commissioners in Executive Session previously discussed the 2019 salary increase for the Township Manager and Township Secretary and recommended they be approved at 3.50% and this requires formal Board approval. This is the same percentage increase as granted to other non-union/management employees for 2019.

**V. Impact On Township Finances:**

The salary adjustments for the Township Manager and Secretary are accommodated in the 2019 Budget for personnel and salary costs. The total cost for the salary adjustments include Township Manager 2019 - \$6,767 and Township Secretary 2018 - \$3,180.

**VI. Recommendation:**

Recommend the BOC approve the updated Township Manager and Township Secretary 2019 salary rate increase of 3.50%.