Call to Order: Vice President R. Bunker called the meeting to order.

Attendance:

- **Committee members present**: Vice President R. Bunker, Councilor M. Golden.
- **Committee member absent**: Councilor L. Durkin, Councilor T. Danilak and Councilor C. Whitney.
- **Others present**: President D. Pancoe, Councilor K. Farrell, Solicitor N. Taylor-Smith, Borough Manager G. Locke and Director of Finance R. Ware.

Public Comment: None.

Reports

- **Tax Collector**: A written report was provided in Dropbox.
- **October Financial Report**: A written report was provided in Dropbox. Director of Finance R. Ware wanted to highlight that the Borough will be making their final payment on the street sweeper next month.
- **JCA**: Councilor K. Farrell stated that JCA has funds that have not been spent and have decided that it would be good to help fund the holiday decoration around the Borough. JCA will be doing an inventory of what the Borough currently has in stock and replenish where needed as well as contract a company to install the holiday lights this year.
- **Borough / School District Cooperative Initiatives**: Councilor K. Farrell highlighted that the School District is undertaking a comprehensive plan and is taking applications for residents who would like to join the Steering Committee.
- **Rec Board**: No Report.

New Business

- **CDBG Grant**: Vice President R. Bunker highlighted that the grant was submitted on Friday April 15th to Norristown. This Grant is to replace approximately fifty handicap ramps. The County has approved that that the Borough receives $159,500 for the CDBG Grant. The kickoff meeting is planning to be held on December 8th at 10am.
- **PA Small Water Grant**: Vice President R. Bunker highlighted that the Borough had applied for the PA Small Water Grant to assist the Borough in repairing their sanitary sewer system specifically in the West Avenue and Runnymede Avenue drainage basins. The Borough applied for funds in the
amount of $381,517.81 with a Borough match of $67,326.67 for a total of $448,844.48. This application for the grant was submitted prior to the October 31st due date.

- **Green Light Go Grant:** Vice President R. Bunker highlighted that the Green Light Go Grant was submitted by Pennoni on behalf of the Borough. This grant if awarded will be used to replace all of the yellow bulbs in the traffic lights as well as install the battery backups in the lights so that Public Works does not have to hook up generators when the power is interrupted. $112,000 submitted with a required 15% match.

- **Solid Waste Collection Contract:** Last month, Borough Manager G. Locke wanted to inform the committee that the Borough’s Solid Waste Contract expires in January 2017. This contract was a 4-year contract with Republic Services. The Solicitors have since begun to prepare an RFP for bidding. The Borough will be asking for alternate bids to include new recycle bins and new solar compactors. Vice President R. Bunker made a motion, seconded by Councilor K. Farrell, to send the motion to advertise for the Borough’s Solid Waste Collection RFP to full Council.
  
  Motion passed 4-0

- **Act 511 Collection Contract:** Vice President R. Bunker stated that the Borough is not happy with Berkheimer as they have missed businesses in the Borough that are not reporting as well as collecting payments from business that are not within Jenkintown Borough. Because of all of this, the Borough has now put together an RFP for Act 511 Collection fees to possibly not use Berkheimer in the future. Vice President R. Bunker made a motion, seconded by Councilor M. Golden, to send the motion to advertise for the Act 511 Collect RFP to full Council.
  
  Motion passed 4-0

- **2017 Budget:** Vice President R. Bunker made a motion, seconded by Councilor M. Golden, to send the motion to advertise for the 2017 to full Council.
  
  Motion passed 4-0

**Old Business**

- **Proposed Sanitary Sewer Construction Interceptor ‘A’ (Cheltenham 2017):** Vice President R. Bunker discussed that Cheltenham Township is required to do an archeological study which could take six to nine months. Borough Manager G. Locke informed the committee that the archeological study has been completed. The archeological study had to be completed before Cheltenham Township starts the Interceptor A line, which is where the Borough is responsible for part of the cost. This work will probably not be completed this year. The next meeting has not been set at Cheltenham Township.

- **Proposed Sanitary Sewer Construction (Within Borough Limits):** There is no new updates for this topic. Last month, Vice President R. Bunker stated that last year the Borough had all of their sanitary sewers videotaped and Boucher & James put together a report of the findings. The Borough has since received a copy of all of the videos and passed the videos along to Pennoni Associates. Pennoni is now reviewing and creating a report detailing the work that needs to be completed. To date, the videos and reports are still being analyzed.

- **Act 511 Tax Compliance Audit:** Borough Manager G. Locke, Director of Finance R. Ware and Vice President R. Bunker held a meeting with the Act 511 Auditors on Wednesday October 19th and discussed how to proceed with closing out the Act 511 Tax Compliance Audit.

Borough Manager G. Locke did want to discuss the possibility of asking the contractors who apply to do work within the Borough for a copy of their business license with Berkheimer. The burden of providing the business license will be put onto the contractor. There are only two reasons that the contractor would have
to pay Business Privilege Tax, one being if they’re domiciled in the Borough or if they work within the Borough for more than fifteen days. Borough Manager G. Locke stated that it may be hard to enforce the second category, however he would like to start the practice to attempt to collect more taxes for the Borough. Vice President R. Bunker wants to continue to discuss this in the committee. Residents have requested that we look into requiring all contractors who apply for construction permits to obtain business licenses.

**Adjournment:** On motion of Vice President R. Bunker, seconded by Councilor M. Golden, the motion adjourning the meeting passed unanimously.