



## ADMINISTRATION & FINANCE COMMITTEE

April 20, 2015

7:30 p.m.

### MEETING MINUTES

**Call to Order:** Councilor M. Marlowe called the meeting to order.

#### Attendance:

- **Committee members present:** Councilor L. Durkin, Councilor M. Golden and Councilor M. Marlowe.
- **Committee member absent:** Vice President R. Bunker, and Councilor T. Danilak.
- **Others present:** President D. Pancoe, Borough Manager G. Locke, Director of Public Works T. Frank, and Director of Finance B. Lucy.

**Public Comment:** None.

#### Reports

- **Tax Collector:** A written report was provided in Dropbox.
- **JCA:** There was no report given.
- **Library:** There was no report given.
- **Borough / School District Cooperative Initiatives:** There was no report given.

#### Presentations

- **Website:** No presentation was given regarding the Borough website. Borough Manager G. Locke stated that Johan plans on launching the new website in May and wanted to know if the presentation can be done next week during the April Council Meeting.

#### Items of Discussion

- **March Financial Report:** A written report was placed in Dropbox.
- **Proposed PennDOT pothole agreement:** Borough Manager G. Locke stated that Penn DOT approached the Borough regarding fixing potholes on state roads. This is not an official offer just a preliminary agreements that states that if the Borough would address potholes on State Roads and be reimbursed at \$330 per ton of hot mix asphalt. Borough Manager G. Locke stated that he would recommend not turning it down although all other municipalities have. PennDOT ultimately subcontracted the work out to other contractors for the cost the Borough could have done the work for. The Committee asked Borough Manager G. Locke to continue to negotiate with PennDOT if that option is available.

- **AAA Center Planning Commission** – Jim Rose appeared to discuss the zoning application of the proposed AAA Center on the corner of Wyncote Road and York Road. Jim Rose stated that the Planning Commission supported Borough Manager G. Locke’s decision on denying this application allowing it to go to the Zoning Hearing Board or Borough Council to be considered for a conditional use.
- **Solid Waste Fee Schedule (304 Florence Avenue Complaint)** – Borough Manager G. Locke stated that 304 Florence is currently five apartments. The way the Borough’s billing process works is that this owner would be paying for five accounts at \$172 a year each. This owner currently has a contract with Republic and is paying for two toters. Borough Manager G. Locke stated that when the Borough looks at the fee schedule next year these instances should be looked at. The Committee agreed with Borough Manager G. Locke’s proposal to look at the fee schedule next year.

### **New Business**

- **Decommissioned Police Car - Motion to full Council:** A motion was made by President D. Pancoe, seconded by Councilor L. Durkin, to forward the decommission and sale of the 2007 Crown Victoria to full council.

Motion passed 4-0

### **Old Business**

- **2014 Borough DCED Audit** – Councilor M. Marlowe stated that there was a letter in Dropbox relating to the Audit and that there will be a presentation at next week’s Council meeting regarding the DCED Audit. Borough Manager G. Locke wanted to state that there was no findings in the Audit.
- **Lindy Parking Agreement** - No update has been received at this time.
- **Act 511 Tax Compliance Audit:** No update has been received at this time.
- **Paving Project Loan/Liquid Fuels:** Borough Manager G. Locke stated that the commitment letter was submitted to Bond Council and now Bond Council is ready to file with the DCED. Everything is moving forward. Bond Council is comfortable with the Bank’s Council. The loan money must go in its own account, it cannot go into the liquid fuels account.
- **PECO & AQUA Paving Cost Estimates:** The Borough put the paving project out to bid on Monday on PennBid the Borough included the roads that PECO and AQUA will be paving so we have a complete cost. This will allow the Borough to better work with the utility companies in finding out whose contractor will be used. AQUA is included in that due to paving all of West Avenue, and half of Leedom Street and Summit Avenue. If the Borough is interested the same deal can be worked out with AQUA that is with PECO.

**Adjournment:** On motion of President D. Pancoe, seconded by Councilor L. Durkin, the motion adjourning the meeting passed unanimously.