



ADMINISTRATION & FINANCE COMMITTEE
February 9, 2015
7:30 p.m.

MEETING MINUTES

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

Attendance:

- **Committee members present:** Vice President R. Bunker, Councilor T. Danilak, Councilor L. Durkin, Councilor M. Golden and Councilor M. Marlowe.
- **Committee member absent:** None.
- **Others present:** President D. Pancoe, Borough Manager G. Locke, Director of Public Works T. Frank, and Director of Finance B. Lucy.

Public Comment: There was no public comment at this time.

Reports

- **Tax Collector:** A written report was provided in Dropbox.
- **Rec. Board:** Rick Pescatore stated that the Rec Board had a good year in 2014 and Light up the Square went well even though the weather did not cooperate. Rick Pescatore wanted to bring it to Administration and Finances attention that they are looking to add a Saint Patrick's Day event which would be a little more adult focused. This would include a pub crawl through out the Borough bars. This is still in the discussion stages. The plan is to have participants sign up online and sign a waiver. Solicitor S. Kilkenny will be helping the Rec Board on their waiver for the Pub Crawl.
- **JCA:** There was no written report given. There is a meeting scheduled on February 19th at 6pm.
- **Library:** There was no written report given.
- **Borough / School District Cooperative Initiatives:** There was no written report given.

Items of Discussion

- **January Financial Report:** Borough Manager G. Locke stated that the January financial report was not completed at this time. Director of Finance B. Lucy reported that there were no significant expenditures that caused concern..
- **Borough Daily Banking Updates:** Geoffrey Tragemann from Republic Bank gave a presentation regarding rates and pricing for daily banking with Republic Services. Also discussed was the interest rate on the proposed \$400,000 Liquid fuel paving loan and the interest rate available on the 2.8 million general obligation note. Both loans were at 1.6% interest.

- **RACP Grant Opportunities Update:** Borough Manager G. Locke stated that the Borough was not prepared to submit the application regarding the parking garage. The granting authority was looking for shovel ready projects. He will be staying engaged and informed for the next round of submittals and will work with Jerry Nugent from the County Redevelopment Authority to provide an application for the next round of submittals.

New Business

- **Lindy Parking Agreement:** Borough Manager G. Locke confirmed that the Lindy agreement will be completed and brought to Committee for preliminary discussion and approval of the lease agreement. The Borough will receive 19 spaces and have agreed to plow the snow, and lease it for a \$1 a year. The Borough must also number the spaces and will be placed in the kiosk. These spots will also be advertised from 6pm until 6am as Public Parking.
- **2014 DCED Audit:** Borough Manager G. Locke stated that the Auditors were in and took the preliminary paperwork with them. They should be back shortly, anticipating by the end of next week.
- **Jenkintown Arts Fest Funding Request:** Borough Manager G. Locke stated that he did attend the Arts Festival meeting and was asked to come before the Administration and Finance Committee for their funding request. They would like to put in a request for \$600 which pays for the Emergency Medical Services (EMS). This item was not budgeted, but Borough Manager G. Locke stated that \$5000 had been budgeted for JCA activities and recommended to take the request from that line item.

Vice-President R. Bunker made a motion, seconded by President D. Pancoe, to send the funding request to full Council for the Jenkintown Art Festival in the amount of \$600 to provide Emergency Medical Services to Borough Council.

Motion passed 6-0

Old Business

- **Act 511 Tax Compliance Audit:** Borough Manager G. Locke stated that there hasn't been much of an update since they've last met. He stated that MDG LLC has received all of the paperwork and is now currently going through all of the records obtained from Berkheimer. They had also been waiting for the template letters from Barbara Merlie of FSA, which were sent over recently.
- **Drop Box Organization:** Councilor M. Golden stated that the Dropbox organization has already been implemented and should be available to see. The work for Dropbox has been appreciated and are still taking recommendations on further allowing easy access while using Dropbox.
- **County Waste Authority Release Update:** Borough Manager G. Locke stated that they have not received the money but has finally received permission from the Solicitor to send in the submittal for the release. Borough Manager G. Locke has contacted Uri from the County Waste Authority and stated that the application was signed and will be sent out.
- **Paving Project Loan/Liquid Fuels:** Vice President R. Bunker stated that the Borough has received three offers for the Paving Project/Liquid Fuels Loan. Borough Manager G. Locke stated that the highest interest rate was received from TD Bank with a rate of 3.24% for 5 years and the lowest was from Republic Services with a rate of 1.41% for 5 years. PNC Bank was offering a rate of 2.75% for 5 years.

Adjournment: On motion of Vice President R. Bunker, seconded by Councilor L. Durkin, the motion adjourning the meeting passed unanimously.