



## JENKINTOWN BOROUGH COUNCIL

PUBLIC MEETING  
SEPTEMBER 22, 2014  
7:30 P.M.

700 Summit Avenue, Jenkintown Pennsylvania

### AGENDA

1. **Call to Order:** President D. Pancoe called the meeting to order at 7:30 p.m.
2. **Pledge of Allegiance:** Police Chief A. DiValentino led those present in the Pledge of Allegiance
3. **Roll Call:**
  - **Council members present:** President D. Pancoe, Councilor J. Conners, Vice President R. Bunker, Councilor L. Durkin, Councilor C. Durkin, Councilor C. Soltysiak, Councilor K. Farrell, Councilor M. Golden, Councilor M. Marlowe, Councilor J. Mixon, and Councilor T. Danilak.
  - **Council members absent:** Councilor M. Butcher.
  - **Others Present:** Manager G. Locke, Chief A. DiValentino, Public Works Director T. Frank, Solicitor Kilkenny, and Engineer Hyne.
4. **Approval of Minutes: August 25<sup>th</sup>, 2014:** On motion of President D. Pancoe, seconded by Councilor C. Durkin, the motion approving the minutes from the August 25<sup>th</sup>, 2014 meeting of Borough Council passed unanimously.
5. **Approval of Payrolls dated September 4<sup>th</sup>, and September 18<sup>th</sup> in the amount of \$153,078.48 and Invoices totaling \$153,760.84:** On motion of Vice-President R. Bunker, seconded by Councilor J. Conners, the motion approving payrolls and invoices passed unanimously.
6. **Public Comment:**
7. **Presentations**
  - **Montgomery County Planning Commission:** John Covar from the Montgomery County Planning Commission appeared before the board to discuss the planning assistance and technical assistance the MCPC does across the County. Mr. Covar stated that they do regional as well as local planning of the County. The mission of the MCPC is to help the municipalities achieve the vision that each municipality has for their community. The MCPC writes comprehensive plans, which organizes the goals of the community in a period of time, recreation plans; help identify parks; plan revitalizations; and work with the Borough for the streetscape plans; transportation issues; zoning codes/ordinances; as well as a graphics department. President D. Pancoe wanted to follow up with the scope and dollar amount to have the MCPC work in Jenkintown Borough. Mr. Covar stated that the size of the Borough, and the amount of work needed done, as well as a few other scenarios go into the cost of the planning, which would go for a three year contract and paid over those three years. The MCPC does not do an hourly rate. Vice President R. Bunker wanted to know what we should imagine as our cost of the Borough. Mr. Covar stated the total cost would be around \$57,500 over a three year period which would cost the Borough \$28,700 since the cost is shared with the County. Mr. Covar stated that would work out to be \$9,600 a year for a basic contract. It could be \$9,600 to \$11,500 depending on the amount of work the Borough would like to be done.

- **Resolution #2014-26 - Recognition of Neil Sklaroff:** President D. Pancoe wanted to express her gratitude to Mr. Sklaroff for his many years of service with the Jenkintown Zoning Hearing Board. On motion of Councilor L. Durkin, seconded by Vice President R. Bunker, the motion to recognize Neil Sklaroff for his dedication and commitment to the representation of the Jenkintown Zoning Hearing Board. Councilor L. Durkin wanted to thank Mr. Sklaroff for helping with the advancement of the Zoning Hearing Board as well as express her appreciation for Mr. Sklaroff representing the Jenkintown Zoning Hearing Board. The motion passed unanimously. Borough Manager G. Locke wanted to state that he is very thankful for the services Mr. Sklaroff provided to the Borough throughout the years. Mr. Sklaroff wanted to thank Council for the Resolution in his honor, and was thankful for the opportunity to represent the Jenkintown Zoning Hearing Board.

## 8. Committee Reports

- **Administration and Finance:** A written report was provided in the monthly meeting materials. Vice President R. Bunker wanted to point out that the Borough finances are in line with the predictions that were made. The second item Vice President R. Bunker wanted to highlight was the current technology changes that Borough Hall was going through to back up their systems better.
- **Building, Zoning and Revitalization:** A written report was provided with the monthly meeting materials. Councilor L. Durkin wanted to note that the discussion of the Septa Train Station for the Jenkintown Train Station. Councilor L. Durkin wanted to update Council that Jenkintown as well as Cheltenham have supported the revitalization of the train station and Jim Rose volunteered to lead the support from Jenkintown Borough. The next step to continue the support is for Borough Manager G. Locke to perform a full assessment of the train station since it is on Jenkintown property and write up any violations that seem to appear. There will also be phone calls to Representative McCarter's Office to help move forward the repairs of the Train Station. Solicitor S. Kilkenny made the suggestion to create a Resolution in support of this project. Councilor L. Durkin also wanted to highlight Jim Glanzmann in the process of looking to buy the Exxon lot to which he is trying to turn into a car storage lot. The issues were raised on the definition of what a storage lot is compared to a parking lot. Borough Manager G. Locke and Councilor T. Danilak will be looking into the definitions of the code to determine the difference in the definition of a parking lot, car storage and car sales. Councilor L. Durkin also wanted to mention that Mayor E. Foley has given BZ&R multiple references for a Vacant Property Ordinance, and they agree that the concept is good but the details and practical application leaves a few challenges. In the meantime, Andrew Smith has volunteered to be a liaison to vacant properties, to encourage them to bring their properties up to current codes.

Solicitor S. Kilkenny stated that the Borough did look into this matter three years ago, but due to the nature and only the short amount of time the Vacant Property Ordinance existed the only Ordinances they could find were from outside of Pennsylvania, therefore not applying to Pennsylvania laws. Solicitor S. Kilkenny stated he would be more than happy to take another look into the other ordinances that have since been enacted in Pennsylvania and go over them with Council.

- **Public Safety:** A written report was provided with the monthly meeting materials. Councilor C. Durkin wanted to discuss the Police Sensitivity Training that Police Chief A. DiValentino highlighted at the September Public Safety meeting. Councilor C. Durkin wanted to thank Police Chief A. DiValentino for attending the Bridge to Healing conference as well as talking with and informing his Patrolman of the fears the citizens and residents of the Borough and Towns have.

Councilor L. Durkin wanted to know if the racial makeup of the community is reflected into the policy and procedures of the Jenkintown Police Department. Police Chief A. DiValentino stated that their Police Department is very open but has had Chief's meeting with surrounding townships discussing the topic of the racial makeup of the Police Department accurately reflecting the racial makeup of the borough/township. Police Chief A. DiValentino stated that the Police Chief's Association will be meeting with a Pastor to further discuss this topic.

- **Public Works:** A written report was provided with the monthly meeting materials. Councilor J. Conners had nothing to highlight.

- **Jenkintown School District:** Councilor K. Farrell stated that it has been a successful start to the 2014-2015 school year, although Jenkintown School District now has larger class sizes. Councilor K. Farrell stated that the school district will not increase their class size, but may need to structurally increase. Councilor K. Farrell also discussed the idea of a joint meeting with Council representatives and School representatives. The date in question is October 13th. The school is also focusing on estimates on three field issues, one of which is the Florence Avenue issue. A suggestion that was discussed was creating a grass in field to help with the runoff water. Councilor K. Farrell also stated that the School has also contacted the Shade Tree Commission to help replace trees that were damaged during last winter.
- **Jenkintown Community Alliance:** Councilor L. Durkin stated that the 2014 Art Festival went well and that it did not rain. Councilor L. Durkin expressed the concern of the Art Festival being discontinued due to Melissa Clark-Pho stepping down. Borough Manager G. Locke confirmed that Alyson Dobbs will be taking over the 2015 Art Festival for next year. Councilor K. Farrell stated that she has worked an agreement with Melissa Clark-Pho about a boot fair to raise money for a new playground which was well attended and well organized. Councilor K. Farrell stated that JCA is due for a meeting as well as looking to include new members onto the Board.
- **Multi-Municipal Group:** Councilor M. Golden stated that a meeting was held with Leslie Richards, Montgomery County Commissioner and Chair of the Delaware Valley Regional Planning Board. A brief discussion with Leslie about the multi-municipal projects that DVRDC has done with Jenkintown Borough and in particular Councilor M. Golden believes Council should focus on the shuttle. Councilor M. Golden also wanted to highlight the sample website for Classic Towns; he wanted to point out that if there is any comments or concerns he would be more than happy to help. Councilor M. Golden stated that DVRDC has asked for more photographs of Jenkintown for the website. Councilor M. Golden believes that it would be a good idea to send out an email stating that we are looking for photos of the Borough to help gather pictures. President D. Pancoe also wanted to mention that she had spoken with Janice Risch from Building One Pennsylvania. Ms. Risch would like to see a member from Jenkintown appear at their meetings. President D. Pancoe stated that Ms. Risch and herself have been planning another open forum to take place in Jenkintown and once more information become available President D. Pancoe will relay it to Council.

**9. Solicitor's Report:** Solicitor S. Kilkenny stated he does have a few items to go before Executive Session but his staff have been working with Borough Manager G. Locke getting legal opinion in relation to the PECO Paving Issue. This is due to repaving parts of the road with Borough money. The Borough must receive bids if work exceeds \$18,500. PECO stated they would go out to bid to allow the Borough to pay for the road. Solicitor S. Kilkenny also stated Allison McDonald from his office has been looking into the wording of parking/surface lots for the Glanzmann discussion. Ms. McDonald has found a great example in Philadelphia and is currently seeking more information on their Ordinance. Solicitor S. Kilkenny did receive a call from Adrienne Redd about Council going paper-less. Solicitor S. Kilkenny has created a few Resolutions regarding that. Solicitor S. Kilkenny stated he is a Solicitor in five other townships and Jenkintown is the only one that is not paper-less. Vice President R. Bunker asked how much paper and manpower is used to put together Council Packets. Borough Manager G. Locke stated that eight hours of manpower along with 2100 sheets of paper have been used to create September Council Packets. Vice President R. Bunker stated that the paper-less discussion would take place during the Administration and Finance Committee meeting in October.

**10. Mayor's Report:** No Report Given.

**11. Police Chief's Report:** A written report was provided with the monthly meeting materials. Police Chief A. DiValentino would like to highlight that the full-time Officer that was hired tonight, Officer David Sangree, is replacing an Officer that retired in August. Vice President R. Bunker asked Police Chief A. DiValentino if he could give any report about the drug dealer that was arrested in Jenkintown Borough. Police Chief A. DiValentino stated that was a work in progress for many months. The Police Department was informed by a confidential informant, looked at the case for a few months then proceeding to continue with the case. When enough evidence was gathered a search warrant was executed at his home residence. At the house cash and prescription drugs were confiscated as well as items used for growing other substances. Since then the suspect has been remanded to the county prison on \$50,000 cash bail and the Police are hoping to have cooperation with the suspect to help work with other agencies. Jenkintown Borough has six officers assigned to the Drug Task Force so the warrant was executed in house. Police Chief A. DiValentino stated that they have been working with the District Attorney's Office.

- 12. Director of Public Work's Report:** A written report was provided with the monthly meeting materials. Director of Public Works T. Frank wanted to highlight that he has spoken with a few engineers regarding the Public Works Retaining Wall. Director of Public Works T. Frank stated that the wall is in the process of failing and it does need addressed immediately. Director of Public Works T. Frank stated that they have been working collectively with Polaris Construction on a few projects regarding the prevention/repairing of damaged streets. They have currently completed Vernon Road, Myrtle Avenue, Runnymede Avenue, a portion of Hillside Avenue and a section on Summit Avenue. Director of Public Works T. Frank stated that these are areas they felt as though had the potential of failing and creating a larger problem. Councilor C. Durkin asked if we are currently doing a temporary fix until a permanent solution can be found. Councilor C. Durkin asked if there was a time frame on when the wall would completely fail. Borough Manager G. Locke stated that when he spoke with the engineer he said it will not come down in a week or two but it may come down within a month. Borough Manager G. Locke stated that it is not in imminent danger of collapsing but would not wait too much longer.
- 13. Manager's Report:** A written report was provided with the monthly meeting materials. Borough Manager G. Locke wanted to highlight that the RFP for Waste Disposal is out and due back by October 16th. They are hoping to have a bid tabulation by Administration and Finance to start the discussion. Borough Manager G. Locke has also asked the department heads to submit their preliminary budget by Friday October 3rd. Borough Manager G. Locke also confirmed that the replacement of Mr. Bashore has led to an evaluation and restructuring of staff. A job offer was made to Bonnie Lucy, as Director of Finance and Assistant to the Manager. Ms. Lucy has accepted and will be starting October 6th. Borough Manager G. Locke also wanted to note that the Chili Cookoff is Saturday September 27th. President D. Pancoe asked about the DROP Program ordinance. Borough Manager G. Locke confirmed that the Borough had not passed an ordinance which was found during our Pension Audit and stated that as long as the Borough reacts expeditiously we could continue our current DROP Program. Borough Manager G. Locke put Jordan Yeager in touch with our Pension Auditor to put together a Ordinance which will be brought to Council once prepared.
- 14. Engineer's Report:** A written report was provided with the monthly meeting materials. Engineer O. Hyne stated that the Cedar to Walnut project has been continuing. He confirmed that they are still meeting with residents about this project and will continue to update Council and Committees when needed. Engineer O. Hyne stated that an I&I Report as well as an I&I Reduction Report was submitted to Cheltenham. This was required through the Inter-municipal agreement and highlights the steps the Borough has already taken to reduce Inflow and Infiltration into the Sanitary Sewer as well as what the Borough plans to do in the future. The last item Engineer O. Hyne wanted to highlight was the 2014 Paving Project was recently completed and are currently wrapping up paperwork. 2014 Paving Project was approximately \$10,000 under budget.

President D. Pancoe wanted a synopsis of some items that are discussed with the residents regarding the Cedar to Walnut project. Engineer O. Hyne stated that recently he had met with Mr. McCabe of 112 Walnut Street regarding "ponding" issues in his yard. Engineer O. Hyne stated that in Mr. McCabe's situation they took survey shots of his backyard to look at the grade or slope. In Mr. McCabe's situation the Borough gave Mr. McCabe funds to have a landscaper or contractor come in and restore his backyard. Engineer O. Hyne stated that they are preparing a recommendation letter for Mr. McCabe to help rectify the situation. Councilor C. Durkin asked if Mr. McCabe will be remedying that situation with the contractor he hired. Engineer O. Hyne stated he is unsure who Mr. McCabe is hiring.

## ORDER OF BUSINESS

**1. Appointment of Part-time Police Officers:** On motion of Councilor C. Durkin, seconded by Councilor L. Durkin, the motion to appoint Carmen Joseph Balsama Jr. as a part-time patrolman with the Jenkintown Police Department passed unanimously.

Councilor C. Durkin did ask if Mr. Balsama was sworn in before. Police Chief A. DiValentino stated, that he was not sworn in before but was approved in a previous month. The second police officer, Ralph James Burrows, is only being approved tonight, but will not be sworn in until a later date.

There was an amended motion made by Councilor C. Durkin to include Ralph James Burrows as a Police Officer with the Jenkintown Police Department. President D. Pancoe pointed out the amended motion would state to appoint Carmen Joseph Balsama, Jr. and Ralph James Burrows as part-time police officers with the

Jenkintown Police Department. The motion was seconded by Councilor m. Boutcher. Police Chief A. DiValentino pointed out that this motion would only bring the part time staff to three with Carmen Balasma being sworn in and Mr. Burrows will be approved. The amended motion passed unanimously.

Mayor Foley administered the swearing in of Carmen Balsama Jr. as a full-time police officer.

**2. Appointment of Full-time Police Officer:** On motion of Councilor C. Durkin, seconded by Councilor J. Conners, the motion to appoint Officer David Sangree as a full-time patrolman with the Jenkintown Police Department. Police Chief A. DiValentino wanted to state that Mr. Sangree has been a part time police officer with Jenkintown Borough Police Department for approximately two and a half years. Mr. Sangree is an excellent officer who is also the Accreditation Manager. The motion passed unanimously.

**NEW BUSINESS AND DISCUSSION:** Councilor C. Durkin wanted to discuss about the LGBT community and the hate crime ordinance and laws for Pennsylvania. Councilor C. Durkin wanted Jenkintown Borough to support the House Bill #177 that is currently held up in the House of Representatives. The Borough of Jenkintown would show support by passing a Resolution in supporting the expanding of the definition of ethnic intimidation to include sexual orientation and gender identity. Vice President R. Bunker is in full support of this Resolution and was wondering if we can expand that law to include it in Jenkintown's Ordinances. Solicitor S. Kilkenny stated that Jenkintown has done that previously. On motion of Councilor C. Durkin, seconded by Vice President R. Bunker, the motion to pass Resolution 2014-27 supporting House Bill #177 pertaining to sexual orientation and gender identity personnel passed unanimously.

**EXECUTIVE SESSION:** On motion of President D. Pancoe, seconded by Vice President R. Bunker, the motion to move into Executive Session for discussion of matters of litigation and personnel passed unanimously.

At the conclusion of Executive Session, President D. Pancoe announced that an Executive Session was held for the purpose of discussing matters of litigation. A motion made by President D. Pancoe seconded by Councilor T. Danilak in to go back into the public meeting passed unanimously.

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