



PUBLIC WORKS COMMITTEE

April 13th, 2016

7:30 p.m.

MEETING MINUTES

Call to order: Chairperson J. Conners called the meeting to order.

Attendance:

- **Committee members present:** Chairperson J. Conners, Councilor C. Soltysiak, Councilor K. McGlonn, and Councilor M. Ashton Young.
- **Committee members absent:** Councilor K. Farrell and Councilor J. Mixon
- **Others present:** Vice President R. Bunker, Borough Manager G. Locke, Public Works Foreman J. Riggins, Police Chief A. DiValentino and Engineer M. Saylor.

Public Comment: Elieen Tuffy, 517 Walnut Street, appeared before the Public Works Committee to discuss the issue that is taking place on her property and her neighbor's property, Patricia Corocan who lives at 519 Walnut Street. Ms. Tuffy appeared to discuss Chapter 156 of the Jenkintown Borough Code regarding sidewalks. Ms. Tuffy contacted Borough Manager G. Locke in February 2015 regarding the utility trucks and delivery trucks parking on her sidewalk and asked Mr. Locke to look into remedies for the situation as it was ruining her sidewalk. Ms. Tuffy stated that Mr. Locke took the concern to the board but action was never taken to help rectify the situation at hand. In January of 2016, Ms. Tuffy received a letter from Borough Manager G. Locke regarding the serious dilapidated sidewalk condition in front of her property at 517 Walnut Street. Ms. Tuffy understands that the curb and sidewalk is the responsibility of the homeowner but feels as though the Borough should be responsible for the cost of the repairs since the Borough has not taken action. Ms. Tuffy stated that Borough Manager G. Locke and Public Works Foreman J. Riggins did install "No Parking" signs in front of 517 and 519 Walnut Street which she is thankful for. Chairperson J. Conners thanked Ms. Tuffy for appearing before the Committee to discuss her problem and informed her that this committee does not have the authority to make a decision tonight on whether or not the Borough can help mitigate the costs of the repair but did inform Ms. Tuffy that it will continued to be discussed and he will reach out to Borough Council at the next monthly meeting. Chairperson J. Conners stated that they can hold off on the repairs until he reaches out to Borough Council. Vice President R. Bunker asked if Ms. Tuffy has reached out to PECO who has done most of the damage in which she stated they have not.

Reports

- **Public Works:** A written report was provided with the monthly meeting materials. Public Works Foreman J. Riggins wanted to highlight that Truck 22 and the F250 were inspected and have passed. Public Works Foreman J. Riggins stated that they have started the spring cleaning in town square.
- **Engineer:** A written report was provided with the monthly meeting materials. Engineer M. Saylor highlighted that the sanitary sewer report was submitted to Borough Manager G. Locke for

review. The CDBG Grant application is due this Friday, April 15th. Engineer M. Saylor has prepared the report and is now waiting for photos and the signature pages. Public Works Foreman J. Riggins stated that he has taken the photos and will forward them along to Engineer M. Saylor tomorrow morning. Engineer M. Saylor stated that she finished the Glanzmann review and there are a few comments that still need to be corrected.

New Business

- 1. 2016 Paving Project - Update** – Chairperson J. Conners stated Borough Manager G. Locke met with Pennoni Associates and a Representative from PennDOT to discuss the logistics and details of the 2016 Paving Program. Bid documents will be sent to the Solicitor Sean Kilkenny for review prior to the advertisement being placed. Borough Manager G. Locke stated that the advertisement should be placed within two weeks.
- 2. CDBG Grant – Accessible Ramps** – Chairperson J. Conners stated that the staff attended class in February and wanted to note that the submittal deadline is April 15th. This Grant is to replace approximately fifty handicap ramps. The Borough contracted Boucher & James to file the grant for this project.
- 3. Public Works Staff PA One Call Certifications** – Chairperson J. Conners confirmed that the entire Public Works Staff attended and received certification for this training. This training is to inform the Public Works Department on how to mark out the Borough's sewer lines for Pennsylvania One Calls. Borough Manager G. Locke explained that a PA One Call is made when a contractor plans to excavate. All public utilities must come mark their line within three days of the initial call.
- 4. 2015 Paving Punch List – 99% Complete** – Chairperson J. Conners stated that the only remaining item is the double yellow line on Greenwood Avenue. Borough Manager G. Locke stated that this will be completed when the weather breaks.
- 5. Parking on Walnut Street Sidewalk** – Chairperson J. Conners stated that they had a discussion regarding this matter in the public comment section of the meeting. Chairperson J. Conners stated that this is a sensitive matter because some residents want parking on Walnut Street and others do not. Chairperson J. Conners stated that this will continue to be discussed in the future weeks.
- 6. Traffic Concern at Johnson Street and Hillside Avenue** – Chairperson J. Conners wanted to highlight that the Borough has been receiving several complaints from residents and business owners that people are going the wrong way on Hillside Avenue at Johnson Street. Hillside Avenue is a one way from York Road to Johnson Street but cars mistakenly try to go to York Road there. The Borough's Traffic Engineer, Pennoni Associates, observed the conditions and is providing a drawing within the next few days for pavement markings for that section of Hillside Avenue. There is proper signage in that area, but these pavement markings will continue to alert the drivers that that section is a one way.

Old Business

- 1. Cheltenham Proposed Sanitary Sewer Construction - Update** – Chairperson J. Conners stated there are no new updates since last meeting. Last meeting it was discussed that Cheltenham Township is required to do an archeological study which could take six to nine months. Borough Manager G. Locke has been attending the meeting every two weeks to continue to receive updates regarding the sanitary sewer updates. Borough Manager G. Locke stated that the archeological study has 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 may not be completed this year.

2. **TAP Grant Streetscape - Submitted** – Chairperson J. Conners stated that the TAP Grant application has been filed and the Borough is currently waiting to hear back. This grant will be awarded May 30th. This is to extend the streetscape on York Road from Cherry Street to Cloverly Avenue.
3. **Concrete Repair (2015 Paving Project)** - Chairperson J. Conners stated there were approximately 260 homes on the 2015 paving program and only two residents have not complied. The Borough has moved ahead with enforcement actions in the form of Citations to those properties. There are nine homes that have contracts to have the concrete work completed in the early spring this year. The Borough has extended the compliance date to these property owners until April 30th to have their concrete work completed.
4. **Street Light Installation (Knock downs – York Road & West Avenue)** - Chairperson J. Conners wanted to inform the Committee that the two lights have been installed on York Road and are completed. The lights on West Avenue have not been completed yet as the Borough was shipped the wrong lights, but will soon have the correct poles and will install them as soon as they are received.
5. **LED Procurement Project Update** – Chairperson J. Conners stated that the Borough is still within the audit phase, which includes counting all of the street lights in the Borough. Once more information is received Chairperson J. Conners will update the committee.
6. **Sanitary Sewer Evaluation / Report on Video Inspection – Boucher & James Engineering** – Chairperson J. Conners stated that Boucher and James delivered the Report to Borough Manager G. Locke on Monday April 11th. Once more information is received Chairperson J. Conners will update the committee.
7. **Decorative Crosswalks** - Chairperson J. Conners stated that the decorative crosswalks at Greenwood Avenue and Leedom Street will be installed when the weather breaks. As of now, they are scheduled to be installed in May 2016.

Adjournment: On motion of Vice President R. Bunker, seconded by Councilor K. McGlenn, the motion to adjourn the meeting passed unanimously.