



**JENKINTOWN BOROUGH COUNCIL  
PUBLIC MEETING  
July 25<sup>th</sup>, 2018  
7:30 P.M.  
700 Summit Avenue, Jenkintown Pennsylvania  
MINUTES**

1. **Call to Order:** Vice President R. Bunker called the meeting to order at 7:30 p.m.
2. **Pledge of Allegiance:** Mayor A. Dobbs led those present in the Pledge of Allegiance
3. **Roll Call:**
  - **Council members present:** Vice President R. Bunker, Councilor J. Lugar, Councilor C. Whitney, Councilor C. Soltysiak, Councilor A. MacHaffie, Councilor K. McGlonn Councilor K. Farrell, Councilor M. Ashton Young, and Councilor D. Ballard.
  - **Council members absent:** President D. Pancoe, Councilor J. Conners, and Councilor M. Golden.
  - **Others Present:** Manager G. Locke, Solicitor P. Hitchens, Engineer K. Hassan, Mayor A. Dobbs, Police Chief A. DiValentino, Public Works Foreman K. Riggins and Director of Finance R. Ware.
4. **Approval of Minutes: June 27<sup>th</sup>, 2018:** On motion of Councilor C. Whitney, seconded by Councilor D. Ballard, the motion approving the June 27<sup>th</sup>, 2018 Council Meeting minutes were approved unanimously.
5. **Approval of Payrolls dated July 5<sup>th</sup> and July 19<sup>th</sup> in the amount of \$164,301.58 and Invoices totaling \$242,444.85.** On motion of Vice President R. Bunker, seconded by Councilor K. Farrell, the motion approving payrolls dated July 5<sup>th</sup> and July 19<sup>th</sup> in the amount of \$164,301.58 and Invoices totaling \$242,444.85 were approved unanimously.
6. **Presentations:**
  - **Concrete Sidewalk/Curb Program:** Borough Manager G. Locke made a presentation before Council to update the Concrete Sidewalk/Curb Program that the Borough implemented five years ago. Borough Manager G. Locke noted that the Borough is making great strides with this program and hopes to receive the same compliance for the next five years.
7. **Public Comment:** None at this time.
8. **Public Hearing: Jenkintown 2035 Comprehensive Plan:** Solicitor P. Hitchens asked that Council open the Public Hearing regarding the Jenkintown 2035 Comprehensive Plan. Solicitor P. Hitchens explained the Public hearing policies and procedures prior to the commencement of the hearing itself. A Court Stenographer was in attendance and transcribed the hearing. Solicitor P. Hitchens gave a brief overview of the Jenkintown 2035 Comprehensive Plan, which is a long-range strategic plan that provides a framework for future growth and development. This comprehensive plan is to be used as a benchmark tool against which actual realized accomplishments can be compared and strategies can be modified to fit the ever-changing landscape of the community.

Vice President R. Bunker made a motion, seconded by Councilor K. Farrell, to go back into the Borough's monthly meeting, and continue with the agenda items listed. The motion passed unanimously.

## 9. Committee Reports

- **Administration and Finance:** Vice President R. Bunker noted that there was information provided with the monthly meeting materials. Finance Director R. Ware noted that the Borough has completed their liquid fuels audit, which the Borough passed without any comments. Finance Director R. Ware also highlighted that the Borough has spent the \$150,000 allotted to the Borough for the Small Water Grant. The Borough also received the quote for the insurance package as it expires in the beginning of August. Joyce, who has insured the Borough for a number of years, noted a slight increase of 2%.
- **Building, Zoning and Revitalization:** Councilor K. Farrell noted that there was information provided with the monthly meeting materials.
- **Public Safety:** Councilor C. Whitney noted that there was information provided with the monthly meeting materials.
- **Public Works:** Councilor K. Farrell noted that there was information provided with the monthly meeting materials. Borough Manager G. Locke noted that the Public Works Committee was excited to install the double yellow lines and re-install the sign to help alleviate the concerns at Runnymede Avenue and Walnut Street. Councilor K. Farrell noted that the Borough Administration and Public Works Department repaired a sinkhole on Mather Road.
- **Jenkintown School District:** No Report.
- **Jenkintown Community Alliance:** Councilor K. Farrell noted that the Annual Festival of the Arts planning is going well, however they did not meet this month.
- **Multi-Municipal Group:** No Report.
- **2035 Comprehensive Plan:** Discussed during the Public Hearing.

**10. Engineers Report:** Engineer K. Hassan noted that there was a report with the monthly meeting materials. Engineer K. Hassan highlighted that PennDOT has confirmed that they will be removing the crosswalks along York Road that are not at a controlled intersection. Mayor A. Dobbs asked if it would be feasible to place a crossing guard at West Avenue and Washington Lane and if Council could look into it. Mayor A. Dobbs noted that maybe the Borough can approach Abington Friends School regarding cost sharing of this crossing guard.

**11. Solicitor's Report:** Solicitor P. Hitchens noted that the Solicitors Office is working with the Borough regarding various projects such as ordinance revisions, right to know submittals and other legal questions.

**12. Mayor's Report:** Mayor A. Dobbs noted that the Arts Festival is on schedule and are looking for more vendors and sponsors. Additionally, volunteers are needed as well. This year the Fest will have two stages, Justin Mixon has donated equipment for Johnson Street. JCA is looking to spend some of their money, and would like to donate a "William Penn" type light up the square as well as place hanging baskets along York Road. Mayor A. Dobbs noted that she will be setting up a meeting with the Police Department, Borough Administration and Public Works Department to coordinate the efforts to help the Arts Fest run smooth. Mayor A. Dobbs also highlighted that the 4<sup>th</sup> of July parade went well and wanted to thank the Fire Department as well as the Police Department for a good parade. Mayor A. Dobbs noted that she is working on a PECO Grant for Arts Fest.

**13. Police Chief's Report:** Police Chief A. DiValentino noted that there was a report with the monthly meeting materials. Police Chief A. DiValentino highlighted that on August 12<sup>th</sup> from 9AM to 12PM the Police Department will be hosting a coffee with a cop event at White Horse coffee and creamery. Police Chief A. DiValentino wanted to remind the public to please lock their car doors. Police Chief A. DiValentino wanted to thank the Fire Department for the truck ride that they gave to a little boy on his birthday.

**14. Public Work's Report:** Public Works Foreman K. Riggins noted that there was a report with the monthly meeting materials. Public Works Foreman K. Riggins noted that the Public Works Department assisted Passerini Construction with replacing four city inlets with two M-top inlet, one C-top inlet and complete removal and a concrete slab placed at the intersections of Cedar Street and Hillside Avenue, Cheltena Avenue and Elm Avenue and Walnut Street and Greenwood Avenue. These inlets were replaced in preparation for ADA ramps that the

Borough will be installing as part of the 2017 CDBG grant. Additionally, the Public Works Department has erected various street signs at 7 different intersections around the Borough, totaling 14 new signs. Also, Public Works Foreman K. Riggins noted that he has assisted with various sidewalk inspections for both the Paving Project and the Residential Use & Occupancy Inspections as well as completed the deficient concrete markings for Residential Use & Occupancy Inspection. There are only eight houses remaining. Councilor K. Farrell noted that she has been receiving concerns regarding poison ivy in Town Square. Public Works Foreman K. Riggins noted that they did receive the complaints and he went out yesterday to remove the poison ivy and believes that the Borough has removed it all and noted that they have not received any additional complaints.

- 15. Manager's Report:** Borough Manager G. Locke noted that there was a report with the monthly meeting materials. Borough Manager G. Locke highlighted that the Borough co-hosted an event in Hatboro for the Montgomery County Borough's Association. Linda Stewart, owner of my Jewel Shop, donated a nice gift certificate which was used as a door-prize. Linda Stewart additionally reached out to Borough Manager G. Locke and noted that she would like to assist in the planters along York Road. Reverend Wayne Weathers for the new Vision of Hope Baptist Church on West Avenue appeared before the Planning Commission meeting just to meet people and introduce himself to others. Reverend Wayne Weathers also provided two cases of cold Mountain Dew to the Public Works Department on the hottest day of the week. Borough Manager G. Locke noted that the bids for the Paving Project and the CDBG Grant came in with the contractors bidding less than expected. Borough Manager G. Locke noted that the Public Works Foreman K. Riggins attended a meeting in Abington regarding the drainage at Washington Lane and Greenwood Avenue the grant amount totals 1.4 million dollars.

### ORDER OF BUSINESS

- 1. Resolution #2018-23 Adoption of Jenkintown 2035 Comprehensive Plan:** Councilor K. McGlenn made a motion, seconded by Councilor K. Farrell, to motion to adopt Resolution #2018-23, adopting the Jenkintown 2035 Comprehensive Plan in its entirety.  
Motion approved 9-0
- 2. Resolution #2018-24 Montgomery County 2017 Hazard Mitigation Plan Update:** Councilor C. Whitney made a motion, seconded by Councilor J. Lugar, to adopt Resolution #2018-24, adopting and approving the Montgomery County 2017 Hazard Mitigation Plan Update.  
Motion approved 9-0
- 3. Permission to Advertise: Ordinance #2018-2:** Councilor K. Farrell made a motion, seconded by Councilor C. Soltysiak, to advertise Ordinance #2018-2, pertaining to Section 181-87 of the Jenkintown Borough Code, "Nonconforming Buildings or Uses". This Ordinance is to address limitation and restrictions for expansions and changes to nonconforming buildings and uses in all districts.  
Motion passed 9-0.
- 4. 2017 CDBG Grant: Intent to Award to NJC Concrete:** Councilor C. Whitney made a motion, seconded by Vice President R. Bunker, to issue the "Intent to Award Letter" to the apparent low bidder NJC Concrete, contingent upon the Contractor satisfying the required bonds, insurance and any subcontractors required responsible contractors' certification.  
Motion approved 9-0.
- 5. Waiver of Responsible Contractor 30 day Waiting Period:** Vice President R. Bunker made a motion, seconded by Councilor C. Soltysiak, to waive the thirty-day waiting period as described in the Responsible Contractors Ordinance to ten days provided that the Contractor for the 2017 CDBG Grant satisfies the required bonds, insurance and any subcontractors required responsible contractors' certification.  
Motion approved 9-0.
- 6. Waiver of Land Development: 325 Highland Avenue:** Vice President R. Bunker made a motion, seconded by Councilor K. McGlenn, to waive the Land Development Process for the Jenkintown School District's vestibule project  
Motion approved 9-0.
- 7. Waiver of UCC Permit Fees: 325 Highland Avenue:** Vice President R. Bunker made a motion, seconded by Councilor A. MacHaffie, to waive the UCC Permit fees for the Jenkintown School District's vestibule project and invoice the Jenkintown School District the actual cost  
Motion approved 9-0.

8. **Payment for Purchase of Fire Apparatus:** Vice President R. Bunker made a motion, seconded by Councilor M. Ashton Young, to pay Spartan Fire and Emergency Apparatus in the amount of \$351,643.00 at contract signing, which shall pay 100% of the chassis price. The remaining balance shall be paid at the time of delivery. This payment option will allow the Borough to save \$7,515.00.

Motion approved 9-0.

**NEW BUSINESS AND DISCUSSION:** Councilor C. Soltysiak would like to add the funding sources and the amount the Borough is receiving into the Power Point from earlier in the evening.

Borough Manager G. Locke noted that Dick Gear passed away this past week and the funeral was early this morning.

**EXECUTIVE SESSION:** None at this time.

**ADJOURNMENT:** On motion of Vice President R. Bunker, seconded by Councilor C. Soltysiak, the motion adjourning the meeting passed unanimously.