



**JENKINTOWN BOROUGH COUNCIL
PUBLIC MEETING
November 28th, 2018
7:30 P.M.
700 Summit Avenue, Jenkintown Pennsylvania
MINUTES**

1. **Call to Order:** President D. Pancoe 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:** President D. Pancoe, Vice President R. Bunker, Councilor J. Lugar, Councilor C. Soltysiak, Councilor K. Farrell, Councilor A. MacHaffie, Councilor J. Conners, Councilor K. McGlonn and Councilor D. Ballard.
 - **Council members absent:** Councilor C. Whitney, Councilor M. Golden, and Councilor M. Ashton Young.
 - **Others Present:** Solicitor S. Kilkenny, Engineer K. Hassan, Borough Manager G. Locke Mayor A. Dobbs, Police Chief A. DiValentino, and Director of Finance R. Ware.
4. **Approval of Minutes: October 24th, 2018:** On motion of President D. Pancoe, seconded by Councilor D. Ballard, the motion approving the October 24th, 2018 Council Meeting minutes were approved unanimously.
5. **Approval of Payrolls dated October 25th, November 8th and November 21st in the amount of \$258,952.26 and Invoices totaling \$441,611.24.** On motion of Vice President R. Bunker, seconded by Councilor M. MacHaffie, the motion approving payrolls dated October 25th, November 8th and November 21st in the amount of \$258,952.26 and invoices totaling \$441,611.24 were approved unanimously.
6. **Public Comment:** None at this time.
7. **Public Hearing:** President D. Pancoe made a motion, seconded by Vice President R. Bunker, to open the public hearing. The motion passed unanimously. Solicitor S. Kilkenny 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 S. Kilkenny gave a brief overview of the Medical Marijuana Grower / Processor Ordinance. The proposed Ordinance would regulate the location and nature of licensed organizations growing, acquiring, possessing, manufacturing, selling, delivering, transporting, and/or distributing/dispensing medical marijuana as well as establish reasonable and uniform regulation to prevent the deleterious location and concentration of such business in inappropriate locations within the Borough.

President D. Pancoe asked if there was public comment on Ordinance #2018-1 pertaining to the Medical Marijuana Grower / Processor Ordinance. No public comment was received at this time.

Solicitor S. Kilkenny gave a brief overview of the Conditional Use hearing for 201 York Road. Midgard Properties LP II, the Applicant, requested the following to be heard as a conditional use: 1) Applicant requests conditional use approval from Section 181-49.B.1 of the Ordinance to construct two additional apartments. The building was originally approved for five apartments during a conditional use hearing in June 2017.

President D. Pancoe asked if there was public comment on Conditional Use hearing for 201 York Road. No public comment was received at this time.

President D. Pancoe made a motion, seconded by Councilor J. Conners, to go back into the Borough's monthly meeting, and continue with the agenda items listed. The motion passed unanimously.

8. Committee Reports

- **Administration and Finance:** Vice President R. Bunker noted that there was information provided with the monthly meeting materials. Vice President R. Bunker highlighted that the Borough is wrapping up budget season. Additionally, Vice President R. Bunker noted that the Borough is still unhappy with Berkheimers process on tax evaluation. Finally, Vice President R. Bunker noted that there is rumor that Glanzmann Subaru may be leaving Jenkintown and moving to Willow Grove.
- **Building, Zoning and Revitalization:** Councilor K. Farrell noted that there was information provided with the monthly meeting materials. Councilor K. Farrell highlighted that the Borough has received the demolition permit application for 610 Summit Avenue and the Borough Administration will be working to process all information. Borough Manager G. Locke noted that demolition will not begin before December 17th. President D. Pancoe asked that the Borough look at taking photographs of the building to commemorate the building. Councilor K. Farrell noted that the Borough is interested in keeping the dairy insignia on the dairy building.
- **Public Safety:** Councilor C. Soltysiak noted that there was information provided with the monthly meeting materials. Councilor C. Soltysiak noted that the Borough did receive the speed trailer however are continuing to learn how to operate all the different functions before placing it on the street. Vice President R. Bunker noted that they have begun the discussion of a possible Ordinance to create an operational merger. This would still allow each house to be occupied, however will have one set on line officers and command system. Vice President R. Bunker noted that this is in-line with the study completed by VFIS.
- **Public Works:** Councilor J. Conners noted that there was information provided with the monthly meeting materials. Councilor J. Conners highlighted the 2018 paving project has been completed as well as the CDBG Handicap Ramp project has also been completed. Councilor J. Conners noted that the preliminary letters for the 2019 paving project has been sent out.

President D. Pancoe noted that the decorations have begun to be placed in town square on the light posts and that the Verizon poles have begun the removal of the poles. Borough Manager G. Locke noted that PECO has begun the pole removal since Verizon has denied completing the pole removal.

- **Jenkintown School District:** Councilor K. McGlenn noted that the parade for the Cross County team will be on Friday November 30th. Additionally, Councilor K. McGlenn highlighted that the Police Department held an active shooter drill for safety purposes. Councilor K. McGlenn wanted to thank the Police Department for their participation in the drill.
- **Jenkintown Community Alliance:** Councilor K. Farrell noted that the JCA wanted to use funds raised through various activities including the annual Arts Fest to illuminate five trees within town square. The Borough has completed the installation of outlets so the lights can be installed without the extension cords along town square. Councilor K. Farrell wanted to thank the Jenkintown Community Alliance. President D. Pancoe wanted to thank Borough Manager G. Locke for the help for installing the outlets as soon as possible. Borough Manager G. Locke wanted to thank the Jenkintown Community Alliance for the sandwiches from Mr. Ricks and cupcakes from Sweet Escape Cupcakery for the Borough Administration, Public Works and Police Department.
- **Multi-Municipal Group:** No Report.

10. Engineers Report: Engineer K. Hassan noted that there was a report with the monthly meeting materials. Engineer K. Hassan highlighted that 2018 paving project has been completed. Additionally, the 2016/2017 CDBG Handicap ramp project has also been completed. Engineer K. Hassan noted that he is looking forward to the Cedar Street Park Planning process.

11. Solicitor's Report: Solicitor S. Kilkenny noted that the Solicitors Office is working with the Borough regarding various projects such as zoning code updates as well as land development matters. Additionally, Solicitor S. Kilkenny right to know submittals and other legal questions.

12. Mayor's Report: Mayor A. Dobbs highlighted that the Jenkintown Boys Cross Country team won the State Championship. Additionally, Mayor A. Dobbs wanted Council to approve a Resolution pertaining to the success of the boys Cross Country team and specifically Jack Miller who won first place at the race. Mayor A. Dobbs additionally noted that the pumpkin drop and chili cook off was a success and enjoyed being a judge at the cook off. Mayor A. Dobbs wanted to thank Independent Fire Company for their help during the pumpkin drop. Additionally, Mayor A. Dobbs wanted to thank the Rec Board for all their community events in town square. This weekend, December 1st, is the Light Up The Square as well as the menorah lighting on December 5th.

Councilor K. Farrell asked if an email can be sent regarding the Rec Board and new membership. Councilor C. Soltysiak noted that she would like to place the blast after the holiday season.

13. Police Chief's Report: Police Chief A. DiValentino noted that there was a report with the monthly meeting materials. Police Chief A. DiValentino wanted to note that the Police Department just completed their firearms qualifications and everyone did well, including himself.

14. Public Work's Report: There was a report with the monthly meeting materials.

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 all the Public Works equipment has been returned to service since the recent snow event. Additionally, Borough Manager G. Locke highlighted that the Public Works Department did well with their first snowfall. Borough Manager G. Locke wanted to thank Abington Township for lending the Borough a leaf trailer when the Borough's was out of service. Borough Manager G. Locke noted that the holiday decorations have begun to be installed as well as the Public Works Department will be picking up the holiday tree on Thursday November 29th. Borough Manager G. Locke highlighted that the next Cedar Street Park meeting will be on January 22nd and the first meeting was well attended and went great. Borough Manager G. Locke noted that the Borough Planning Commission will begin the discussion regarding the implementation of the 2035 Plan at the December meeting as well as the conditional use application from 400 York Road. This meeting is scheduled to take place on December 18th. Lastly, Borough Manager G. Locke wanted to highlight the planning award received by Planning Commission Chairperson Gabe Lerman, Shelby Smith and himself from the County for their dedication to the zoning and planning training that was attended by these individuals.

It should be noted that Councilor K. McGlenn was present for the meeting, however was not present for the voting on the order on business.

ORDER OF BUSINESS

1. Full Time Applicant Eligibility List: Vice President R. Bunker made a motion, seconded by Councilor J. Conners, to approve the Civil Service full time applicant eligibility list.
Motion approved 8-0

2. Appointment of Full-time Police Officer: Vice President R. Bunker made a motion, seconded by Councilor J. Lugar, to appoint Garrett Vail as a full-time police officer with the Jenkintown Police Department.
Motion passed 8-0.

Police Chief A. DiValentino wanted to note that Officer Vail was sworn in to be a part-time Police Officer approximately two months ago and scored the highest in the Civil Service Exam process. Police Chief A. DiValentino also wanted to thank the Civil Service Commission, Mayor A. Dobbs and Council for this appointment.

3. Ordinance #2018-1 Medical Marijuana Grower / Processor: President D. Pancoe made a motion, seconded by Vice President R. Bunker, to adopt Ordinance #2018-1 pertaining to the Medical Marijuana Grower / Processor.
Motion approved 8-0.

4. 201 York Road: Conditional Use: President D. Pancoe made a motion, seconded by Councilor J. Conners, to approve the Conditional Use for 201 York Road.

Motion approved 8-0.

- 5. Certificate of Payment #2 to NJS Concrete:** Vice President R. Bunker made a motion, seconded by Councilor J. Conners, to pay NJD Concrete in the amount of \$165,760.00 for the 2017 CDBG Accessible Curb Cut Ramp Installation as per Pennoni Associates recommendation. This amount does not include the 5% retainage.

Motion approved 8-0.

- 6. 2019 Budget: Permission to Advertise:** Vice President R. Bunker made a motion, seconded by Councilor J. Lugar, to advertise the 2019 operating budget. The budget will be available for public review at Borough Hall and the Jenkintown Library during normal business hours.

Vice President R. Bunker wanted to thank Borough Administration, Borough Council, the various commissions and committees as well as the Fire Companies. Vice President R. Bunker noted that the Borough is looking to increase taxes .4 mils in the General Fund to offset the deficit. Vice President R. Bunker noted that this should be approximately 60 dollars for the average home assessed at \$150,000.

President D. Pancoe wanted to also thank Vice President R. Bunker for his diligence in the budget as well as the Borough Administration. President D. Pancoe wanted to note that a large portion of the increase is due to contractual obligations with things such as the Police Department contract, pension obligations and insurance premiums.

Councilor K. Farrell asked about the contingency fund. Vice President R. Bunker noted that they have reduced the contingency fund and are looking to increase monthly parking permit fees as well as the amount collected from parking ticket violations.

Motion approved 8-0.

- 7. Ordinance #2018-3 2019 Tax Levy: Permission to Advertise:** Vice President R. Bunker made a motion, seconded by Councilor C. Soltysiak, to advertise Ordinance #2018-3, setting the tax levy for 2019.

Motion approved 8-0.

- 8. Ordinance #2018-4 Sanitary Sewer Borrowing Parameter Ordinance:** Vice President R. Bunker made a motion, seconded by President D. Pancoe, to adopt Ordinance #2018-4 establishing the parameter of borrowing on this action to 1.4 Million.

Motion approved 8-0.

NEW BUSINESS AND DISCUSSION:

- 1.** Councilor K. McGlenn made a motion, seconded by Councilor K. Farrell, to adopt Resolution #2018-32, for the appreciation and recognition of the 2018-2019 Jenkintown Drakes Boys Cross Country team for winning the Pennsylvania State Championship.

Motion approved 9-0.

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 real estate.

At the conclusion of Executive Session, President D. Pancoe announced that an Executive Session was held for the purpose of discussing matters of real estate. A motion made by Vice President R. Bunker seconded by Councilor C. Soltysiak to go back into the public meeting passed unanimously

ADJOURNMENT: On motion of Councilor C. Whitney, seconded by Councilor C. Soltysiak, the motion adjourning the meeting passed unanimously.