



**JENKINTOWN BOROUGH COUNCIL  
PUBLIC MEETING  
January 23<sup>rd</sup>, 2019  
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 J. Conners, Councilor K. Farrell, Councilor A. MacHaffie, Councilor K. McGlonn, Councilor C. Whitney, Councilor M. Golden, and Councilor D. Ballard.
  - **Council members absent:** 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: December 12<sup>th</sup>, 2018:** On motion of President D. Pancoe, seconded by Councilor C. Soltysiak, the motion approving the December 12<sup>th</sup>, 2018 Council Meeting minutes were approved unanimously.
5. **Approval of Payrolls dated December 20th, January 3rd and January 17th in the amount of \$254,605.30 and Invoices totaling \$387,287.18.** On motion of Vice President R. Bunker, seconded by Councilor M. Golden, the motion approving payrolls dated December 20th, January 3rd and January 17th in the amount of \$254,605.30 and Invoices totaling \$387,287.18 were approved unanimously.
6. **Public Comment:** None at this time.
7. **Public Hearing:** Councilor M. Golden made a motion, seconded by Councilor K. Farrell, 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 Conditional Use Hearing for 400 York Road. Solicitor S. Kilkenny noted that Midgard Properties LP II, the "Applicant", requests the following to be heard as a conditional use: 1) Applicant requests conditional use approval from Section 181-41.B.1 of the Ordinance to construct apartments. The Applicant is seeking to convert the third floor offices to four residential apartments and convert the second floor offices to two residential apartments, totaling six new residential apartments.

President D. Pancoe asked if there was public comment on the Conditional Use hearing pertaining to 400 York Road. No public comment was received at this time.

President D. Pancoe made a motion, seconded by Vice President R. Bunker, 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 noted that Borough Council will be voting to advertise the Per Capita tax repeal as well as the borrowing for the Interceptor A project. Additionally, Vice President

R. Bunker stated about the voting for the fee schedule increase. The fee schedule shows an increase in the commercial escrow funds from \$2,000 to \$5,000. Additionally, there is an increase in the Police Department fees for monthly parking permits, parking ticket fees and incident / accident reports.

- **Building, Zoning and Revitalization:** Councilor K. Farrell noted that there was information provided with the monthly meeting materials. Councilor K. Farrell highlighted that the Southern Gateway project has been advertised, placed out for bid and the pre-bid meeting is being held this Friday, January 25<sup>th</sup> at Borough Hall. The Borough is hopeful that this project will be completed by the end of April 2019. Additionally, Councilor K. Farrell noted that the Committee discussed the train station ADA project at length during the meeting. Mayor A. Dobbs asked if a letter has been drafted, to which President D. Pancoe noted that she has not drafted the letter to date.

Vice President R. Bunker made a motion, seconded by Councilor K. Farrell, that President D. Pancoe and Mayor A. Dobbs draft a letter noting the Borough's concerns regarding the ADA upgrades at the Jenkintown/Wyncote Train Station and how these proposed upgrades may negatively affect the current building. Motion approved unanimously.

- **Public Safety:** Councilor C. Whitney noted that there was information provided with the monthly meeting materials.
- **Public Works:** Councilor J. Conners noted that there was information provided with the monthly meeting materials. Councilor J. Conners highlighted that Pennoni Associates presented an alternate sewer evaluation during the Public Works Committee meeting this month. Councilor C. Solysiak noted that AQUA was also in attendance. Mayor A. Dobbs noted that she did not believe that the project was cost effective. Engineer K. Hassan noted that the upfront cost was rather expensive and additional studies would have to be completed to see if it would be cost effective in the long run.
- **Jenkintown School District:** Councilor K. McGlenn noted that the Jenkintown School District would like to thank the Jenkintown Police Department on the concerning events that have recently happened within the School District. Additionally, Councilor K. McGlenn highlighted that the School District is looking to begin becoming sustainable and have put together a subcommittee regarding sustainability within the School District.
- **Jenkintown Community Alliance:** Councilor K. Farrell noted that the JCA was looking to repurpose the snowflake decorations that were purchased in years prior. Chairperson K. Farrell noted that to rewire the snowflakes it would cost approximately \$300 each to rewire. Currently, the JCA is looking to buy new snowflakes approximately 4-5 feet in width to line the gazebo. JCA would purchase 7-8 snowflakes for \$375 each. These snowflakes would be hung around the gazebo roof. Additionally, JCA intends to light up two trees along Leedom Street in town square, completing the tree lighting project that began prior to Thanksgiving. Finally, Councilor K. Farrell highlighted that Jason Slowik would like to begin creating a master art plan for the Borough. Once more information is received regarding the master art plan, Councilor K. Farrell will notify Council and Committees.
- **Multi-Municipal Group:** Councilor M. Golden noted that he will be attending a meeting regarding a loan fund for residents within the Borough. This meeting was set up through the PA Municipal League. Additionally, Councilor M. Golden noted that this loan fund would have a low interest rate.

- 10. Engineers Report:** Engineer K. Hassan noted that there was a report with the monthly meeting materials. Engineer K. Hassan highlighted that the pre-bid meeting for the 2017 Montco 2040 Implementation Grant for the Southern Gateway would be held here at Borough Hall this coming Friday, January 25<sup>th</sup> at 11:00AM. Engineer K. Hassan noted that there appears to be quite a bit of interest on this project on Pennbid.

Councilor C. Soltysiak noted that Pennoni Associates have been very helpful in the Cedar Street Planning process and wants to thank Engineer K. Hassan and Pennoni Associates for their work. Councilor K. McGlenn agreed and noted that the next meeting for the Cedar Street park would be on Tuesday February 12<sup>th</sup>.

- 11. Solicitor's Report:** Solicitor S. Kilkenny noted that the Solicitors Office is working with the Borough regarding various projects such as conditional use hearings, land development projects, 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 she represented the Borough at multiple events this month. Additionally, Mayor A. Dobbs noted that the annual Festival of the Arts will be held on Sunday, September 15<sup>th</sup> and the annual Sunset 5K Run will be held on Tuesday, June 4<sup>th</sup>. Finally, Mayor A. Dobbs highlighted that she attended the Martin Luther King Jr Day of Service at Immaculate Conception
- 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 the 2019 goals and objectives can be found with the monthly meeting materials.
- 14. Public Work's Report:** Borough Manager G. Locke noted that there was information provided with the monthly meeting materials. Borough Manager G. Locke highlighted that the Public Works Department repaired the roadway after a large tree fell on Rodman Avenue. Additionally, Borough Manager G. Locke highlighted that the Public Works Department replaced two inlets and storm piping on the 400 block of Newbold Road with the assistance of Passerini Construction. Finally, Borough Manager G. Locke noted that the Borough's new 2019 Ford F250 has been delivered to Borough Hall and is currently receiving lighting and badging before being placed into service.
- 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 Cedar Street Park Planning Meeting occurred yesterday, January 22<sup>nd</sup> and went well. The next meeting will be on February 12<sup>th</sup>. Borough Manager G. Locke highlighted that the recognition of Salem Baptist Church went well and approximately 80 people were in attendance. Borough Manager wanted to thank Independent Fire Company and Chief K. Lynch for the use of the fire hall. Additionally, Borough Manager G. Locke noted that the demolition permit for 610 Summit Avenue has been issued.

#### **ORDER OF BUSINESS**

- 1. 400 York Road Conditional Use:** President D. Pancoe made a motion, seconded by Councilor J. Lugar, to approve the Conditional Use for 400 York Road with the condition that a pocket park will established on the corner of West Avenue and York Road.  
Motion approved 11-0
- 2. Resignation of Councilor Melissa Ashton Young:** The resignation of Councilor Melissa Ashton Young has been tabled until the February meeting.
- 3. Borough Council Appointment, Ward 2:** The appointment for Borough Councilor in Ward two has been tabled until the February meeting.
- 4. Ordinance #2019- 1: Metered Parking Fees: Permission to Advertise:** Councilor C. Whitney made a motion, seconded by Vice President R. Bunker, to advertise Ordinance #2019-1, increasing the rates chargeable for metered parking and to increase the penalty amount due for parking violations  
Motion approved 11-0.
- 5. Ordinance #2019-2: Vehicle Storage: Permission to Advertise:** Councilor K. Farrell made a motion, seconded by Councilor J. Conners, to advertise Ordinance #2019-2, permitting the use of automobile dealership offsite storage lots in the G Gateway Commercial District.  
Motion approved 11-0.
- 6. Ordinance #2019-3: Per Capita Tax Repeal: Permission to Advertise:** Vice President R. Bunker made a motion, seconded by Councilor M. Golden, to advertise Ordinance #2019-3, repealing the Borough's per capita tax ordinance enacted December 30, 1974 providing for the levy, assessment and collection of a per capita tax.  
Motion approved 11-0.

- 7. Resolution #2019-1 Safe Digging Month April 2019 PA 811:** Councilor J. Conners made a motion, seconded by Councilor C. Soltysiak, adopt Resolution #2019-1, designating the month of April 2019 as Pennsylvania 811 Safe Digging Month.  
Motion approved 11-0.
- 8. Resolution #2019-2 2019 Fee Schedule:** Vice President R. Bunker made a motion, seconded by Councilor J. Conners, to adopt Resolution #2019-2, adopting the 2019 General Fee Schedule as presented.  
Motion approved 11-0.
- 9. Resolution #2019-3 Planning Commission Appointment:** Councilor A. MacHaffie made a motion, seconded by Councilor K. Farrell, to adopt Resolution #2019-3, appointing Lucinda Bartley to the Jenkintown Borough Planning Commission for the term vacated by Emily Wicks.  
Motion approved 11-0.
- 10. Interceptor A Loan Agreement:** Vice President R. Bunker made a motion, seconded by Councilor C. Whitney, to approve the financing agreement with Republic Bank for 1.4 million dollars with a 20 year term and 10 year fixed rate of 4.12%, adjustment capped at 6.50%.  
Motion approved 11-0.

**NEW BUSINESS AND DISCUSSION:** Councilor M. Golden asked if Council can authorize Borough Manager G. Locke to advertise Councilor M. Ashton Young's vacancy as soon as the resignation has been received. President D. Pancoe asked if the Borough is required to advertise the vacancy. Solicitor S. Kilkenny noted that the Borough is not required to advertise. President D. Pancoe noted that the position is temporary and was going to make a temporary appointment until someone is nominated to run.

Councilor M. Golden urged that the vacancy is advertised and allow residents to apply and present themselves. Councilor C. Whitney agrees with Councilor M. Golden.

President D. Pancoe noted that she was hopeful to forego the advertisement as it would be an additional thirty days from the date of resignation to appoint someone.

Councilor M. Golden made a motion, seconded by Councilor C. Whitney, to move the advertisement of the vacancy forward as soon as the resignation is received. It is the intent to have the vacancy filled by the March Borough Council Meeting.

Motion approved 10-1

**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 personnel.

At the conclusion of Executive Session, President D. Pancoe announced that an Executive Session was held for the purpose of discussing matters of personnel. 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.