



**JENKINTOWN BOROUGH COUNCIL
PUBLIC MEETING
April 24th, 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 J. Conners, , Councilor C. Soltysiak, Councilor K. Farrell, Councilor A. MacHaffie, Councilor K. McGlonn, Councilor C. Whitney, Councilor M. Marlowe, Councilor A. Khalil, Councilor M. Golden, Councilor J. Lugar and Councilor D. Ballard.
 - **Council members absent:** None at this time.
 - **Others Present:** Solicitor P. Hitchens, Engineer K. Hassan, Borough Manager G. Locke, Mayor A. Dobbs, Police Chief A. DiValentino, Public Works Foreman K. Riggins, and Director of Finance R. Ware.
4. **Approval of Minutes: March 27th, 2019:** On motion of President D. Pancoe, seconded by Vice President J. Conners the motion approving the March 27th, 2019 Council Meeting minutes were approved unanimously.
5. **Approval of Payrolls dated March 28th and April 11th in the amount of \$185,951.89 and Invoices totaling \$244,453.41.** On motion of Councilor D. Ballard seconded by Councilor J. Lugar, the motion approving payrolls dated March 28th and April 11th in the amount of \$185,951.89 and Invoices totaling \$244,453.41 were approved unanimously.
6. **Public Comment:** None at this time.
7. **Presentations:** Nick Rose, Protract Engineering, appeared before Council to present the plans that will be going before the Jenkintown Borough Zoning Hearing Board for 441 / 443 Leedom Street. Mr. Rose noted he is appeared to see if Council would support the project before the Zoning Hearing Board. After working with Council, the applicant and Mr. Rose determined the best project would be to subdivide the existing twin and create a parking surface in the rear of the property to allow for off street parking.
8. **Committee Reports**
 - **Administration and Finance:** Councilor D. Ballard noted that there was information provided with the monthly meeting materials. Councilor D. Ballard highlighted that the Borough received an EDU reallocation from the Department of Environmental Protection and Cheltenham Township. Additionally, the Borough has requested 729 EDU's over the next five years.
 - **Building, Zoning and Revitalization:** Councilor K. Farrell noted that there was information provided with the monthly meeting materials. Councilor K. Farrell attended the Planning Commission meeting to discuss the new Historic Registry. Additionally, Councilor K. Farrell would like to publicize the comprehensive list of grants that have been awarded or applied for regarding the Cedar Street park.
 - **Public Safety:** Councilor C. Whitney noted that there was information provided with the monthly meeting materials. Councilor C. Whitney highlighted that the Fire Department Ordinance is on the agenda under Order of Business and currently the Committee is working towards a retention policy / assistance.

- **Public Works:** Vice President J. Conners noted that there was information provided with the monthly meeting materials. Vice President J. Conners wanted to thank Public Works Foreman K. Riggins and the Public Works Department for their time and efforts during the recent snow events.
- **Jenkintown School District:** No Report. President D. Pancoe wanted to thank the Jenkintown School Board for their assistance in holding Monday night's committee meeting.
- **Jenkintown Community Alliance:** No Report.
- **Multi-Municipal Group:** President D. Pancoe noted that the Borough Association Dinner will be on April 25th at Springford Country Club.

10. Engineers Report: Engineer K. Hassan noted that there was a report with the monthly meeting materials. Engineer K. Hassan highlighted that the Borough received four bids for the 2017 2040 Implementation Grant for the southern gateway. The bids range in the amount of \$104,236 to \$134,700 with James R. Kenney Excavating, Paving Inc being the lowest bidder. Currently the Borough and Pennoni Associates are looking to have the review period changed from thirty days to ten days to allow the project to begin and be completed on schedule. Additionally, the Borough received two bids for the 2016 Green Light Go Grant with Lenni Electric Corporation being the lowest bidder at \$65,845.

Mayor A. Dobbs asked about the "no left turn on red sign" at the Walnut Street bridge coming southbound. Mayor A. Dobbs noted that the sign is not visible and would like to have the sign placed above on the mast arm. Engineer K. Hassan noted that this section of Walnut Street is a state road therefore any signage change would have to be approved by PennDOT. Engineer K. Hassan noted that PennDOT will have to confirm that the mast arm can hold the signage requested. Engineer K. Hassan noted he will begin the discussion with PennDOT and report to the committee.

11. Solicitor's Report: Solicitor P. Hitchens noted that the Solicitors Office is working with the Borough regarding various projects such as the ongoing land development projects, zoning code updates. Additionally, Solicitor P. Hitchens noted that they are working with the Borough on right to know submittals and other legal questions.

12. Mayor's Report: Mayor A. Dobbs noted that the Kiwanis run markers are substantially complete and is hopeful they will be installed prior to the run. Additionally, Mayor A. Dobbs noted that she continues to work with the Police Department on the National Accreditation.

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 extend and invite to Borough Council and the Mayor to tour the Montgomery County Communications Center. Police Chief A. DiValentino noted that he will be renting a van to assist with the travel.

14. Public Work's Report: Public Works Foreman K. Riggins noted that there was information provided with the monthly meeting materials. Public Works Foreman K. Riggins noted that the Public Works Department has been working to complete the stormwater drainage along Runnymede Avenue. Public Works Foreman K. Riggins noted that final concrete will take place this coming Friday, April 26th.

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 demolition of 610 Summit Avenue is almost completed. Additionally, the Workers Compensation insurance policy was renewed with a savings of \$16,500. Councilor A. Khalil thanked Borough Manager G. Locke on the savings.

ORDER OF BUSINESS

- 1. Resolution #2019-9: Audubon Society of Pennsylvania: Bird Town Application:** President D. Pancoe made a motion, seconded by Councilor A. Khalil, to approve Resolution # 2019 - 9 in support of Jenkintown Borough being a named a "Bird Town" by the Audubon Society of Pennsylvania.
Motion approved 12-0.

2. **Resolution #2019-12: Uniform Construction Code Appeals Board Appointment:** President D. Pancoe made a motion, seconded by Vice President J. Conners, to approve Resolution #2019-12 appointing Gary Bachman to the Uniform Construction Code Appeals Board to the seat vacated by Robert Guerin, term ending 12/31/2020.
Motion approved 12-0.
3. **2016 Green Light Go Grant – Traffic Light Battery Backup System:** Vice President J. Conners made a motion, seconded by Councilor C. Soltysiak, to award the competitively bid contract to Lenni Electric Corporation in the amount of \$65,845.00.
Motion approved 12-0.
4. **2017 - 2040 Implementation Grant – Gateway Project:** Councilor K. Farrell made a motion, seconded by Councilor J. Lugar, to award the competitively bid contract to James R. Kenney Excavating, Paving Inc. in the amount of \$104,236.00 contingent on RCO review and waiving the required 30 day review period.
Motion approved 12-0.
5. **Ordinance #2019–4: Fire Department:** Councilor C. Whitney made a motion, seconded by Councilor J. Lugar, to adopt Ordinance #2019-4, to restate and amend the duties, organization, appointment, appropriation and other requirements of the Jenkintown Borough Fire Department
Motion approved 12-0.
6. **Resolution #2019-10: 2019 GTRP Grant Submittal:** President D. Pancoe made a motion, seconded by Councilor C. Soltysiak, to approve Resolution #2019-10, authorizing the application to the 2019 Greenways, Trails and Recreation Program Grant and commitment of matching funds not to exceed \$42,000.
Motion approved 11-0.
7. **Resolution #2019-11: Resolution for Act 537 Plan Revision:** Councilor K. Farrell made a motion, seconded by Vice President J. Conners, to approve Resolution 2019-11, a resolution for Plan Revision for New Land Development.
Motion approved 12-0.
8. **2019 Farmers Market Agreement:** Councilor K. Farrell made a motion, seconded by Vice President J. Conners, to approve the annual Farmers Market Agreement.
Motion approved 12-0.
9. **441 / 443 Leedom Street Zoning Hearing Board Hearing:** President D. Pancoe made a motion, seconded by Councilor J. Lugar, to support the 441 / 443 Leedom Street project as revised during the Council meeting before the Jenkintown Borough Zoning Hearing Board.
Motion approved 12-0.

NEW BUSINESS AND DISCUSSION:

1. President D. Pancoe made a motion, seconded by Councilor C. Whitney, to approve the settlement agreement between the Borough of Jenkintown and Blair Construction in the amount of \$23,500 upon the terms and conditions.

Solicitor P. Hitchens asked for Public Comment regarding this matter. There was no public comment at this time.
Motion approved 12-0.
2. Councilor M. Golden noted that he emailed Councilors regarding the discussion of an updated procurement policy for Jenkintown Borough. Councilor M. Golden made a motion “Any procurement opportunity, product or service, must also be circulated to the following list. The goal is to extend the net of potential providers who represent different pockets of communities active in Montgomery County. This list can be adjusted from time to time as appropriate in order to widen the circulation, to include appropriate electronic and print

periodicals, and to replace organizations to increase the effectiveness of the outreach. The initial list: African-American Chamber of Commerce - <https://aachamber.com/> attn: Barry Johnson. Greater Philadelphia Hispanic Chamber of Commerce <http://www.philahispanicchamber.org/> Montgomery County LGBT Business Council - <https://montcolgbtbc.org/>"

President D. Pancoe noted that she did receive the email however though that this item should be discussed in the Administration and Finance Committee. Solicitor P. Hitchens noted that the state has requirements regarding phone quotes, and bidding. Additionally, Solicitor P. Hitchens noted that professional services do not have to comply with bid requirements. Councilor M. Golden would like these items to be bid out as a large portion of these groups would be bid. President D. Pancoe would like to discuss this during the Administration and Finance Committee. Councilor M. Golden withdrew his motion.

3. Councilor M. Golden noted that the Galman Group is asking if the Borough would be completing their portion of tying into their stormwater. Councilor M. Golden noted that this would be completed at the Borough's expense. Engineer K. Hassan noted that he has been working with the Engineering team at Galman and they are not at the point where the Borough is at a deadline to decided as Bohler is not at that point of Engineering yet.
4. Borough Manager G. Locke noted that due to personal reasons, John Krebs has delivered his resignation letter. The Borough recently received resumes from the Planning Commission vacancies and have decided to use those resumes to fill the vacancy. Councilor K. Farrell made a motion, seconded by Vice President J. Conners, to accept the resignation letter written by John Krebs regarding his term on the Planning Commission.

Solicitor P. Hitchens asked for Public Comment regarding this matter. There was no public comment at this time.

Motion approved 12-0.

Councilor K. Farrell made a motion, seconded by Councilor D. Ballard, to approve Resolution #2019-13 appointing Alison Danilak to the Jenkintown Borough Planning Commission to the seat vacated by John Krebs, term ending 12/31/2020

Solicitor P. Hitchens asked for Public Comment regarding this matter. There was no public comment at this time.

Motion approved 12-0.

5. Vice President J. Conners made a motion, seconded by Councilor J. Lugar, to advertise the 2019 Paving Project.

Solicitor P. Hitchens asked for Public Comment regarding this matter. There was no public comment at this time.

Motion approved 12-0.

EXECUTIVE SESSION: On motion of President D. Pancoe, seconded by Councilor J. Lugar, the motion to move into Executive Session for discussion of matters of real estate and litigation.

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 and litigation. A motion made by Vice President J. Conners seconded by Councilor C. Soltysiak to go back into the public meeting passed unanimously

ADJOURNMENT: On motion of Councilor M. Golden, seconded by Councilor A. MacHaffie, the motion adjourning the meeting passed unanimously.