



**JENKINTOWN BOROUGH COUNCIL
PUBLIC MEETING
April 22nd, 2020
7:00 P.M.
700 Summit Avenue, Jenkintown Pennsylvania
MINUTES**

1. **Call to Order:** President D. Pancoe called the meeting to order at 7:00 p.m.
2. **Pledge of Allegiance:** Due to live streaming the meeting, the Pledge of Allegiance did not take place.
3. **Roll Call:**
 - **Council members present:** President D. Pancoe, Vice President J. Conners, Councilor M. Marlowe, Councilor A. MacHaffie, Councilor K. McGlonn, Councilor C. Sperger, Councilor D. Ballard, Councilor C. Soltysiak, Councilor J. Bruno, Councilor K. Farrell, Councilor J. Lugar and Councilor A. Khalil.
 - **Council members absent:** None at this time.
 - **Others Present:** Manager G. Locke, Chief A. DiValentino, Solicitor S. Kilkenny, Engineer K. Hassan, Public Works Foreman K. Riggins, Mayor A. Dobbs, and Director of Finance R. Ware.

President D. Pancoe wanted to extend sincere appreciation to the Borough Administration, Police Department, and all professionals who are keeping the Borough safe during this time. Additionally, President D. Pancoe wanted to thank the Borough Fire Companies, who are prepared to respond should they be needed and thank you for the birthdays. President D. Pancoe wanted to thank Second Alarmers Ambulance Company for their dedication to the community. Lastly, President D. Pancoe wanted to remind the public to continue to wear a mask and be socially distant.

4. **Approval of Minutes: February 26th, 2020:** On motion of President D. Pancoe, seconded by Councilor J. Lugar, the motion approving the February 26th, 2020 council minutes were approved unanimously.
5. **Approval of payrolls February 27th, March 12th, March 26th and April 9th in the amount of \$371,475.78 and invoices totaling \$738,689.01.** On motion of Councilor D. Ballard, seconded by Councilor M. Marlowe, the motion approving payrolls dated February 27th, March 12th, March 26th and April 9th in the amount of \$371,475.78, which includes sick pay buy back and invoices totaling \$738,689.01 approved unanimously.
6. **Public Comment:** No public comment was received via live stream or via email. Councilor A. Khalil noted that she received a comment via email. Councilor A. Khalil noted that there is a group of individuals who would assist those in going to the grocery stores. Councilor A. Khalil noted that this comment came in from Eric Horowitz, which will be discussed during the next Public Safety meeting.

7. Committee Reports

- **Administration and Finance:** Councilor D. Ballard noted that they had an active committee meeting last week and wanted to thank the Borough Administration for continuing to move things along during these times. Councilor D. Ballard noted that there were a number of items on the agenda tonight that were discussed and moved forward during the committee meeting. Finally, Councilor D. Ballard noted the Borough financial affairs of the Borough continue to take place as they should, however the Borough understands there may be a change in revenue in the coming months.
- **Building, Zoning and Revitalization:** President D. Pancoe noted that Code Enforcement and the Zoning Department is continuing to work during this time. President D. Pancoe noted that the Borough is currently wrapping up some grants, including the Southern Gateway. Borough Manager G. Locke highlighted that

the Southern Gateway grant has been closed out and the final item to be completed is the banner fabrication and installation. The Borough has enlisted the assistance of the Jenkintown Community Alliance for the banner. Borough Manager G. Locke also noted that 610 Summit Avenue is currently working on a waiver from the Governor. Borough Manager G. Locke noted that construction will be opening up as of May 8th, and the Borough will be requiring all construction to adhere to the Governors guidelines. Councilor M. Marlowe asked if President D. Pancoe wanted to discuss the Noble Bridge replacement. Borough Manager G. Locke noted that this work has been pushed back until 2021. The Borough did receive a statement from PennDOT today, and the Borough has their statement ready to send, but does not want the statement to get lost with the current pandemic that is taking place. Councilor A. Khalil wanted to remind the community that tax funds were used to build that building and that it will house people in need.

- **Public Safety:** Councilor J. Lugar highlighted that the Emergency Management Coordination meeting has been taking place three times a week. Councilor J. Lugar wanted to thank the Borough Administration as well as the First Responders during this pandemic. Councilor J. Lugar noted that the Jenkintown Jam will begin! This is taking place at 7 PM each night to make some noise thanking the first responders and essential personnel.
 - **Public Works:** Vice President J. Conners highlighted that Public Works is fully staffed and is continuing to complete their essential duties. Additionally, Vice President J. Conners noted that the PECO Gas Main Replacement Project is currently taking place on Runnymede, Hillside and Cheltona Avenues. Vice President J. Conners did note that the special pick up is not taking place currently as the Borough has no where to take the items since the station is currently closed.
 - **Jenkintown School District:** Councilor K. McGlenn noted that the School is currently not in session although the Administration is still currently working, including virtually, to assist in student learning. Additionally, Councilor K. McGlenn noted that the School Administration is currently working to find creative ways to recognize the students, specifically the seniors, in their accomplishments and are currently looking to hold a parade throughout town. This is currently in the preliminary planning stages, however the planning has begun throughout all agencies.
 - **Jenkintown Community Alliance:** Councilor C. Sperger noted that JCA held their board meeting and scaling back plans for the Summer Market as well as a social media campaign also known as Jumpstart Jenkintown. Finally, Councilor C. Sperger noted that the first newsletter did go out and will be going out monthly.
8. **Engineers Report:** Engineer K. Hassan noted that there was a report with the monthly meeting materials. Engineer K. Hassan reported that the Engineer Department has been reviewing different options regarding the pedestrian signals along York Road.
9. **Public Works Report:** Public Works Foreman. K. Riggins noted that there was a report with the monthly meeting materials. Public Works Foreman. K. Riggins highlighted that PECO will be addressing the tripping hazards along York Road and West Avenue within the next week or two.
10. **Solicitor's Report:** Solicitor S. Kilkenny noted that the Solicitors Office is working with the Borough regarding various projects such as the ongoing historic register update, zoning code updates. Additionally, Solicitor S. Kilkenny noted that they are working with the Borough on right to know submittals and other legal questions such as conditional use and land development requirements.
11. **Mayor's Report:** Mayor A. Dobbs wanted to thank Police Chief A. DiValentino as well as the Police Department for their work with the Bunny that toured around town. Additionally, Mayor A. Dobbs noted that the Jenkintown Food Cupboard has served 139 families, close to 500 people and have changed their pick up days from Thursdays to Saturdays. Finally, Mayor A. Dobbs noted that 55.3% of Jenkintown household's have completed the Census which is lower than Montgomery County which is 61.2%.
12. **Police Chief's Report:** Police Chief A. DiValentino noted that there was a report with the monthly meeting materials. Police Chief A. DiValentino noted that staffing is normal and daily operations have been continuing. Police Chief A. DiValentino did note that all May trainings have been canceled until further notice. Every Monday, Chief A. DiValentino is in a phone conference with the various Police Chief's within the area.

13. 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 Emergency Management meetings have been helpful. Additionally, the Borough Administration has been holding staff meetings three times a week and the Public Works Department has been holding staff meetings once a week. Additionally, Borough Manager G. Locke noted that the Borough is continuing to review the finances as the Borough is going into these unprecedented times.

ORDER OF BUSINESS

- 1. Resolution#2020-9: Fire Commission Appointment:** Councilor J. Lugar made a motion, seconded by Councilor D. Ballard, to adopt Resolution #2020-9, appointing Gerry West to the Jenkintown Fire Commission, for the unexpired term of Gary Hutnick.
Motion approved 12-0
- 2. Resolution#2020-10: Permission to submit TE-160 to PennDOT:** Councilor J. Lugar made a motion, seconded by Councilor A. MacHaffie, to adopt Resolution #2020-10, allowing for the submission of Form TE-160 in order to install APS (Accessible Pedestrian Signals) push buttons at York Road – Cherry/Homestead Road Crossing
Motion approved 12-0
- 3. Certificate of Final Payment: 2017 MONTCO 2040 Grant – Southern Gateway:** Councilor K. Farrell made a motion, seconded by Councilor A. MacHaffie, to pay James R. Kenny Excavating and Paving Inc., final payment in the amount of \$9,447.30 for the 'Southern Gateway' project as per Pennoni Associates recommendation letter.
Motion approved 12-0
- 4. Resolution#2020-11: Permission to submit for the PaDep 902 Grant:** Councilor D. Ballard made a motion, seconded by Councilor C. Sperger, to adopt Resolution #2020-11, allowing for the submittal of this grant application that if awarded will provide a 35 gallon wheeled, lidded recycle bin for each solid waste account. Grant amount not to exceed \$60,500 with a 10% match. The match funding has been identified as the PaDep 904 Grant funding at this time.
Motion approved 12-0
- 5. Resolution#2020-12: Emergency Disaster Declaration:** Councilor D. Ballard made a motion, seconded by Councilor C. Soltysiak, to adopt Resolution #2020-12, A Resolution of Jenkintown Borough Council Ratifying and Extending the Emergency Disaster Declaration for Jenkintown Borough.
Motion approved 12-0
- 6. Resolution#2020-13: Extension of Real Estate Tax Discount and Face Period:** Councilor D. Ballard made a motion, seconded by Councilor C. Sperger, to adopt Resolution #2020-13, extending the deadline to receive the 2% discount on 2020 municipal real estate taxes to May 31, 2020 and the face period on 2020 municipal real estate taxes to July 31, 2020.
Motion approved 12-0
- 7. Resolution#2020-14: Extension of Filing of Returns and Payment Deadlines of Mercantile and Business Privilege Tax:** Councilor D. Ballard made a motion, seconded by Councilor C. Soltysiak, to adopt Resolution #2020-14, extending the deadline on 2019 Final/ 2020 Estimated Mercantile and Business Privilege Tax return and payment to July 15, 2020.
Motion approved 12-0
- 8. Resolution#2020-15: FEMA SAFER GRANT Guidelines and Policies:** Councilor D. Ballard made a motion, seconded by Councilor J. Lugar, to adopt Resolution #2020-15, memorializing guidelines and policies for disbursement of funds and uniform equipment through the FEMA / SAFER grant which is designed to assist in the retention of the current First Responder Fire Fighters. These guidelines were reviewed and approved by the Fire Commission
Motion approved 12-0

- 9. Jenkintown Fire Department - 94 Pierce Aerial Apparatus – In Need of Repair and Certification:**
Councilor D. Ballard made a motion, seconded by Councilor J. Bruno, to pay Glick Fire in the amount not to exceed \$10,000 in order to have the former ladder truck repaired and certified in order to close the sale with the current prospective buyers.
Motion approved 12-0

NEW BUSINESS AND DISCUSSION:

Vice President J. Conners made a motion, seconded by Councilor D. Ballard, to adopt Resolution #2020-16, allowing for the submission of Form TE-160 in order to complete the upgrades to vehicle detection at the intersection of Old York Road (SR 0611) and Wyncote Road. The old loop detectors will be replaced with modern radar detection. Radar detection does not have to be replaced when the road is resurfaced or when the detection zone requires adjustment. It is also not subject to failure based on subgrade issues, delamination, or heavy traffic loads.
After no public comment received, motion approved 12-0

Councilor D. Ballard made a motion, seconded by Councilor A. MacHaffie, to adopt Resolution #2020-8, acknowledging, restating and confirming that all contracts and purchased made by the Borough shall be done in accordance with the Pennsylvania Borough Code, the Jenkintown Borough Code, and other applicable Commonwealth and federal laws, including laws relating to competitive bidding requirements and personal interests in contracts or purchases.
After no public comment received, motion approved 12-0

EXECUTIVE SESSION: None at this time.

ADJOURNMENT: On motion of Vice President J. Conners, seconded by Councilor J. Lugar, the motion adjourning the meeting passed unanimously.