



**JENKINTOWN BOROUGH COUNCIL  
PUBLIC MEETING  
January 27<sup>th</sup>, 2021  
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 the Allegiance did not take place.
3. **Roll Call:**
  - **Council members present:** President D. Pancoe, Vice President J. Conners, Councilor D. Ballard, Councilor J. Bruno, Councilor C. Soltysiak, Councilor J. Lugar, Councilor C. Sperger, Councilor A. MacHaffie, Councilor M. Marlowe, Councilor K. McGlonn, Councilor K. Farrell, and Councilor A. Khalil.
  - **Council members absent:** None at this time.
  - **Others Present:** Manager G. Locke, Solicitor P. Hitchens, Engineer K. Hassan, Mayor A. Dobbs, and Director of Finance R. Ware.
4. **Approval of Minutes: December 9th, 2020, December 28th, 2020 and January 13th, 2021:** On motion of President D. Pancoe, seconded by Vice President J. Conners, the motion approving the December 9th, 2020, December 28th, 2020 and January 13th, 2021 council minutes were approved unanimously.
5. **Approval of payrolls dated December 13th, 2020, December 31st, 2020 and January 14th, 2021 in the amount of \$277,247.93 and invoices totaling \$212,859.60.** On motion of Councilor D. Ballard, seconded by Councilor J. Bruno, the motion approving payrolls dated December 13<sup>th</sup>, 2020, December 31<sup>st</sup>, 2020 and January 14<sup>th</sup>, 2021 in the amount of \$277,247.93 and invoices totaling \$212,859.60 were approved unanimously.
6. **Public Comment:** None at this time.
7. **Committee Reports**
  - **Administration and Finance:** Councilor D. Ballard noted that the monthly meeting materials were provided. Councilor D. Ballard noted that the Annual Borough Audit will take place in early February. Additionally, the Borough Administration is working to update the Coronavirus policy to reflect current CDC guidelines. Councilor A. Khalil asked when the Sanitary Sewer evaluation would be reviewed, Councilor D. Ballard noted that it will be presented within a public meeting within the coming months.
  - **Building, Zoning and Revitalization:** Councilor K. Farrell noted that the monthly meeting materials were provided. Councilor K. Farrell highlighted that the EV Charging stations have been installed by the Borough which are now functional. The Borough is working with AmpUp to complete the software installation. Once the software is configured, the charging stations will be fully functional.
  - **Public Safety:** Councilor J. Lugar highlighted the monthly meeting materials were provided. Councilor J. Lugar noted that the Emergency management Coordination meeting is continuing biweekly. Additionally, the Jenkintown Borough Fire Commission is working diligently to complete a combined set of Standard Operating Guidelines. The intent of these guidelines is to provide a structured outline for every member to follow to ensure their safety as well as to, as practically possible, safely mitigate the incident at hand.

- **Public Works:** Vice President J. Conners noted that monthly meeting materials were provided. Vice President J. Conners highlighted that the Borough has awarded the contract to Joseph Sucher & Sons. The roads on this program include Vernon Road (Clement to Washington) Homestead Road (Newbold to York) and Hillside Avenue (Highland to Walnut). Additionally, on January 13<sup>th</sup>, Council voted to approve the intent to award letter to the apparent low bidder G&B Construction, in the amount not to exceed of \$319,670.00, contingent upon the Contractor satisfying the required bonds and insurance.
  - **Jenkintown School District:** Councilor K. McGlonn noted that the Jenkintown School District is trying to maintain the hybrid situation.
  - **Jenkintown Community Alliance:** Councilor C. Sperger noted that the JCA has their first annual scholarship in the amount of \$3,000. Councilor C. Sperger highlighted that the JCA is assisting with the Frontline Heros program. Councilor C. Sperger highlighted that the JCA is planning for the Arts Fest for 2021. Although the JCA is unsure what it will look like, the JCA has begun planning.
  - **Multi-Municipal Group:** No Report.
8. **Engineers Report:** Engineer K. Hassan noted that there was a report with the monthly meeting materials. Engineer K. Hassan highlighted that Pennoni is working with the Borough on a landscape request for 610 Summit Avenue. Specifically, they are looking to replace the trees that were approved with another type of tree. Engineer K. Hassan noted that the proposed replacement is adequate and will be working with the Borough to write a response on such.
  9. **Public Works Report:** Borough Manager G. Locke noted that there was a report with the monthly meeting materials. Borough Manager G. Locke noted that all holiday decorations have been taken down and stored at the Fire Department. Additionally, Borough Manager G. Locke noted that bulk pick up and lawn & leaf debris have been continuing.
  10. **Solicitor's Report:** Solicitor P. Hitchens 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 P. Hitchens 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 noted that the Kwanis will be holding the Sunset 5k run on Thursday, September 9<sup>th</sup>, 2021. Mayor A. Dobbs wanted to remind residents to continue to be vigilant with COVID-19 and remain masked and six feet in distance.
  12. **Police Chief's Report:** A report with the monthly meeting materials.
  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 AQUA and Cheltenham signed off on the sewer planning module for 93 York Road's development. Borough Manager G. Locke noted that the Borough is adjusting to the employee furlough.

## ORDER OF BUSINESS

1. **115 West Avenue Assessment Appeal Settlement:** Councilor D. Ballard made a motion, seconded by Councilor J. Bruno, to approve the assessment appeal settlement for the property located at 115 West Avenue.  
Motion approved 12-0
2. **600 York Road Assessment Appeal Settlement:** Councilor D. Ballard made a motion, seconded by Councilor J. Lugar, to approve the assessment appeal settlement for the property located at 600 York Road.  
Motion approved 12-0
3. **Resolution #2021-1: TE-160 - 2017 CFA Multi-Modal Grant:** Councilor D. Ballard made a motion, seconded by Councilor A. Khalil, to approve Resolution #2021-1, regarding approving and submitting to PennDOT the TE-160 for intersection traffic light improvements at Washington Lane and Greenwood Avenue associated with the 2017 CFA Multi-Modal Grant. (The improvements call for the signal pole on the north east corner to be

replaced/relocated and the controller cabinet to be relocated to facilitate the stormwater and trail improvements at this location.).

Motion approved 12-0

**NEW BUSINESS AND DISCUSSION:**

- 4. Marzanos Outdoor Dining Lease:** President D. Pancoe made a motion, seconded by Councilor A. Khalil, to approve the lease agreement between the Borough of Jenkintown and Marzanos Ristorante for the use of public sidewalk owned by the Borough of Jenkintown for outdoor dining.

After receiving no public comment, the motion approved 12-0

- 5. Appointment of a Heart and Lung Hearing Officer:** President D. Pancoe made a motion, seconded by Councilor A. Khalil, to designate a hearing officer for administrative hearings under the enforcement of officer disability benefits law in other word the Heart and Lung Act. The Borough would appoint Wendy Smith as the hearing officer, out of the law firm of Morgan and Akins.

After receiving no public comment, the motion approved 12-0

**EXECUTIVE SESSION:** President D. Pancoe noted that earlier in the evening, Council held an executive session for discussion of matters of personnel.

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