



**JENKINTOWN BOROUGH COUNCIL
PUBLIC MEETING
September 23rd, 2021
7:00 P.M. Borough Hall - 700 Summit Avenue, Jenkintown Pennsylvania
(Also - Live Streamed ZOOM to Borough Facebook Page)**

MINUTES

1. **Call to Order:** President D. Pancoe called the meeting to order at 7:00 p.m.
2. **Pledge of Allegiance:** Vice President J. Conners led those present in the Pledge of Allegiance.
3. **Roll Call:**
 - **Council members present:** President D. Pancoe, Vice President J. Conners, Councilor D. Ballard, Councilor J. Bruno, Councilor J. Lugar, Councilor C. Sperger, Councilor A. MacHaffie, Councilor M. Marlowe, Councilor C. Soltysiak, Councilor K. Farrell, Councilor K. McGlonn and Councilor A. Khalil.
 - **Council members absent:**
 - **Others Present:** Manager G. Locke, Chief A. DiValentino, Solicitor S. Kilkenny, Engineer K. Hassan, and Mayor A. Dobbs.
4. **Approval of Minutes: August 25th, 2021:** On motion of President D. Pancoe, seconded by Vice President J. Conners, the motion approving the August 25th, 2021 council minutes were approved unanimously.
5. **Approval of Payrolls dated August 26th and September 9th in the amount of \$152,119.75 and Invoices totaling \$220,931.65.** On motion of Councilor D. Ballard, seconded by Councilor M. Marlowe, the motion approving payrolls dated August 26th and September 9th in the amount of \$152,119.75 and Invoices totaling \$220,931.65 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 Finance Director search has been re-opened. The person who had been hired did not work out. Former Finance Director Ware will continue to temporarily work part time remotely through the transition period. Additionally, the public budget schedule has been discussed and will be advertised after approval.
 - **Building, Zoning & Revitalization:** Councilor K. Farrell noted that the monthly meeting materials were provided. Councilor K. Farrell highlighted that the Abington Township has notified the Borough of a scheduled ZHB hearing for 261 York Road, The Pavilion, concerning proposed signage and banners in excess that is allowable by code. Additionally, The Galman Group has notified homeowners on Washington Lane adjacent to their property of upcoming construction. The project is to construct an Apartment building and has been approved through Abington Township, Legal agreements and Court order.
 - **Public Safety:** Councilor J. Lugar highlighted the monthly meeting materials were provided. Councilor J. Lugar noted that Midgard Properties LP respectfully requested the four parking meters located at the entrance of the UPS Store at the corner of York Road and Summit Avenue be removed and replaced with 20 minute parking signs. Since UPS is not the exclusive user of this street parking it is the recommendation to approve two of the parking spots as twenty-minute spots for deliveries etc. Additionally, the 29th Annual

Sunset 5K run, hosted by the Jenkintown Kiwanis was held this Thursday, September 9th at 6:00 PM. The race was capped to 250 runners. All vaccinated runners were required to wear a mask/buff.

- **Public Works:** Vice President J. Conners noted that monthly meeting materials were provided. Vice President J. Conners highlighted that the six-foot tall, wooden pressure treated – shadow box style fence has been installed along the North and West property lines at the Cedar Street Moretti Park. Additionally, the Borough and the Dep have signed and entered the contract to release the funding for the 2020 PaDep 902 Grant (Cycle 59 Application) Curbside Recycle Toters. The Borough Administration has found a way to purchase the toters at the grant amount and has signed the contract for an October 18th delivery date. It is thought to be a four-day operation
 - **Jenkintown School District:** Vice President J. Conners noted that the Jenkintown School District has now been required to have masks be worn while in the building. Students will have the option to eat lunch outside, weather permitting.
 - **Jenkintown Community Alliance:** Councilor C. Sperger noted that the JCA is focused on the Annual Arts Fest on September 19th.
 - **Police Commission:** No Report.
8. **Engineers Report:** Engineer K. Hassan noted that there was a report with the monthly meeting materials. Engineer K. Hassan highlighted that work is ongoing with grading and utility installation in regards Cedar Street / Moretti Park. Additionally, Pennoni is working with PennDOT regarding the York Road Traffic Calming project.
9. **Public Works Report:** Borough Manager G. Locke noted that there was a report with the monthly meeting materials.
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 note that the Sunset 5K Run will be held on September 9th which will only be 250 runners.
12. **Police Chief's Report:** Police Chief A. DiValentino noted that there was 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 the Borough is waiting to hear from the 'Keystone Community Grant' Authorities in regards to approval of the funding for the roof project. Additionally, the Borough Administration provided the requested information and is working with Keystone Alliance Consulting to provide the latest information available

ORDER OF BUSINESS

1. **Resolution #2021- 8 PaDep 902 Grant – Leaf Collection Trailer:** Vice President J. Conners made a motion, seconded by Councilor A. MacHaffie adopt Resolution #2021-8, authorizing an application to the PA DEP for the 902 Grant to purchase a new leaf collection trailer in the amount not to exceed \$150,000. Additionally, the Borough understands that the grant requires a 10% match not to exceed \$15,000.
Motion approved 12-0
2. **Resolution #2021- 9 Appointments to the Human Relations Commission:** President D. Pancoe made a motion, seconded by Councilor K. Farrell, to adopt Resolution #2021-9, appointing Richard Bunker, Mary Mulderring, Lisa Smith and Melissa Jackson-Schmit to the Human Relations Commission as well as appointing Councilor Alexandria Khalil as Council liaison.
Motion approved 11-0. Councilor K. McGlenn was not present for the vote.

3. **Resolution #2021- 10 Appointments to the Planning Commission:** President D. Pancoe made a motion, seconded by Councilor J. Bruno, to Resolution #2021-10, appointing Peter Van Do and reappointing Alison Danilak to the Planning Commission
Motion approved 11-0. Councilor K. McGlonn was not present for the vote.

4. **Interim Police Chief Search, W.R. Smeal:** Councilor K. McGlonn made a motion, seconded by Councilor M. Marlowe, to appoint the firm of W.R. Smeal to perform the candidate search for the Position of 'Interim Chief of Police'.
Motion approved 12-0

5. **2022 Budget Schedule: Permission to Advertise:** Councilor D. Ballard made a motion, seconded by Councilor M. Marlowe advertise the 2022 budget schedule as presented.

Wednesday, October 27th, 2021 at 6:00 p.m.
Wednesday, November 3rd, 2021 at 6:00 p.m.
Wednesday, November 10th, 2021 at 6:00 p.m.
Wednesday, November 17th, 2021 at 6:00 p.m.

Motion approved 12-0

6. **2022 Miminum Municipal Obligation (MMO):** Councilor D. Ballard made a motion, seconded by Councilor K. Farrell, to approve the Minimum Municipal Obligation (MMO) as it pertains to funding of the uniform pension in the amount of \$278,166.00 and non-uniform pension in the amount of \$74,196.00.
Motion approved 12-0

7. **Certificate of Payment #1: Cedar Street Morretti Park:** Councilor D. Ballard made a motion, seconded by Councilor J. Bruno, to pay G&B Construction Group Inc. in the amount of \$82,800 for the Cedar Street Morretti Park Construction as per Pennoni Associates recommendation
Motion approved 12-0

8. **2018 DCED Flood Mitigation Grant: Permission to Advertise:** Vice President J. Conners made a motion, seconded by Vice President J. Conners, to to advertise for public bid the construction of the Cedar Street Storm Water Improvement Project.
Motion approved 12-0

NEW BUSINESS AND DISCUSSION: None at this time.

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 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 Councilor J. Bruno seconded by Councilor C. Soltysiak to go back into the public meeting passed unanimously

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