



COMMITTEE WORKSHOP

Wednesday February 15th, 2023

7:00 p.m.

700 Summit Avenue, Jenkintown Pennsylvania

MINUTES

Call to Order: President J. Connors called the meeting to order at 7:03 PM.

Council Members Present: President J. Connors, Vice President C. Soltysiak, Councilor A. Khalil, Councilor A. MacHaffie, Councilor D. Ballard, Councilor D. Pancoe, Councilor J. Bruno, and Councilor M. Marlowe

Council Members Absent: Councilor A. Narva, Councilor C. Sperger, and Councilor K. McGlenn

Others Present: Manager G. Locke, Chief T. Scott, Engineer K. Hassan, Mayor G. Lerman

Public Comment: None at this time.

Reports

- **Public Works Department:** J. Riggins (ZOOM) mentioned the street light assessment completed in Mid-January. There were a total of 36 deficiencies and about 80% have been repaired and completed. There is an underground sewer pipe on Greenwood that needed repairs. They still need to figure out the source and point of discharge. Vice President C. Soltysiak asked about the unused brine given we've had a mild winter. Mr. Riggins confirmed we can keep it for next year as it will be stored in a 3,000-gallon container.
- **Engineer Report:** Engineer Khal Hassan noted his report has been provided in the Packets. He stated he could speak to most of the current development projects but turned it over for questions. Councilor A. MacHaffie asked about Interceptor A. Engineer Hassan noted it has been an ongoing issue about charges between Jenkintown, Abington and Cheltenham and whether they are warranted or extra; in short, no updates at this time.
- **Police Department:** Chief Tom Scott read a statement written in response to the murder of Tyre Nichols by five Memphis, Tennessee police officers on January 7, 2023. The training exercise (Terrorist Takeover) conducted on February 2nd at the school was very beneficial to all

participants. The Department is still in need of two more crossing guards. Chief Scott commended those who decorated their corners for holiday spirit. The Civil Service Commission approved participation in the Montgomery County Consortium. 145 out of 159 passed the written test conducted last month. 80 of the total 101 participants passed the physical assessment conducted on February 4th. A total of 10 applications were received and should be completed in March. Chief Scott learned earlier in the day from Mayor Lerman, the department was awarded \$267,000 for body cameras, tasers and RMS software. The Police Department already has the cameras and hopes to complete the appropriate training by late March. The Police Department received approximately 40-50 steering wheel locks from Hyundai to be distributed to residents of Jenkintown who own a Hyundai. We are still waiting to hear from KIA if they will also participate. Vehicle theft in the surrounding counties have been hit hard with Hyundai and KIA thefts and in most cases led to other crimes/accidents. Vice President Soltysiak made a comment about being excited for the Police Department to be finally getting body cameras.

- **Jenkintown Fire Department:** Chief Lynch had no updates to report.
- **Second Alarmers:** Manager George Locke reported receiving an email from the President of Second Alarmers saying he would be submitting his report and would appear in front of the Council members at the monthly February meeting and would appear at the Committee Meetings starting in March.

Presentation - Rebecca Swanson, Executive Director, Montgomery County Redevelopment

Authority: Ms. Swanson appeared (ZOOM) to discuss the RCAP grant funding and application process as well as the implications of a cooperation agreement.

- (26:48) Ms. Swanson explained the different line items and their purposes. Several questions asked by Councilors Khalil, MacHaffie, Pancoe, Bruno and Ballard along with Vice President Soltysiak and President Connors led to further clarification of the processes by Ms. Swanson.
- (1:10:56) At the conclusion of the presentation, Councilor Khalil stated Council needs to address any future applications. Another discussion initiated involving Councilors MacHaffie, Bartlett, Ballard, Engineer Hassan, and Vice President Soltysiak.

New Business/Items for Discussion

1. Administration & Finance – Councilor D. Ballard:

a. Borough Annual and Monthly Reporting

Ms. Smith has completed reconciliation of January and that Financial report will be in Borough Council packet, the year-end DCED and Liquid Fuel filings were completed and submitted by the required deadlines.

b. 2022 Borough DCED Audit

The Borough Auditor has begun the annual audit process with Finance Manager Smith. The Auditor will be onsite beginning February 21st through February 24th.

c. 2023 Tax Anticipation Note (TAN update).

Budgeted and Approved by Council, Bank Paperwork was completed and submitted w/ all required Borough documents to Republic Banks Counsel for review, Borough Solicitor issued

review letter and filed all paperwork w/ DCED (Dept. of Community Economic Development) Republic Bank deposited funds in Borough bank account, **funding process completed.**

d. Payment in Compliance w/ Section IX of Collective Bargaining Agreement

Each calendar year payment is made to the Uniformed Officers who choose to “sellback” their unused sick time per the collective bargaining agreement. That amount in 2022 - \$52,465.20 was significantly less than in prior years due to a reduction in staff including a retirement, and sick time being used during this time period.

e. Environmental Advisory Committee – Updates

April EAC meeting – April 4th 7:00 PM (Rescheduled due to Passover - Will be re-advertised.)

‘Block by Block Clean Up’ – April 23rd, 1:00 PM (meeting at Town Square 1:00 PM)

‘Monarch Butterfly Release’ – Sunday October 1st, 1:00 PM

2. Building Zoning & Revitalization – Councilor J. Bruno:

a. Borough Sub-Division Land Development Ordinance (Process Update)

Public Hearing for consideration of adoption before Borough Council February 22nd. Advertisement run in newspaper 2/7 and 2/14 and SALDO ordinance placed at County Library and at Borough Hall for Public viewing.

b. 415/425 Johnson Street – Zoning Hearing Board Hearing Monday - 2/27 7:00 PM

Project has Conditional Use approval from Borough Council for the Apartment Use and reduction is parking. Currently seeking Zoning relief before the Zoning Hearing Board, hearing began Thursday - 1/26 7:00 PM. Hearing was continued until Monday February 27th at 7:00 PM.

If Zoning relief were to be approved the project will proceed to the preliminary and final land development as well as the design review, and UCC building permit approval processes.

c. Planning Commission

Meets on Tuesday February 21st at 6:30 PM. The Design Review Board meets before them on the same evening on an as needed basis and as of now there are no projects slated for the DRB February agenda.

d. Current Development Update

i. 501 Washington Lane – Proposed apartment building

All approvals are in place. Interior demolition permit has been issued.

ii. 821 Homestead Road – Proposed apartment building

All approvals are in place (with the exception of the EDU release from the PaDep) Pre-construction meetings for site work and work within PennDot Right of Way have been held. Final building plans for UCC construction permits under review, applicant’s Engineer is still working on required final EDU approval for sewer approval. Onsite work expected to begin within next couple weeks.

iii. 415/425 Johnson Street- 419 York Road – Commercial / Apartments

Has conditional use approval, as reported goes to ZHB on Thursday 1/26 7:00 Pm for relief requested. If relief is granted will proceed to Land Development before Council and Design Review Board approvals.

iv. 101 York Road – Take 5 Oil Change Facility

Engineer Review in Packet and Recommendation being made that no land development or zoning relief required.

The former Glanzman Service Center has been purchased, minor external changes to the parking lot proposed (number of parking stalls reduced, curb). Land Development Waiver has been submitted. Council authorized review of the plans by Borough professionals. **Engineers review determined no land development or Zoning relief is required. Once Council accepts Engineer and Zoning officers Recommendation, applicant may proceed with Zoning and Building Permit application submittals.** (1:34:54) Engineer Hassan mentioned no need for land development as this is a location that was previously used for a similar service. He also explained on some additional details added regarding the parking lot and a trash receptacle. In response to Councilor D. Pancoe's comment about the amount of trash that existed, Engineer Hassan suggested it will be managed as now the site will be occupied. President J. Connors made a motion, seconded by Councilor J. Bruno to accept the Land Development Waiver for this site.

v. 93 York Road – Jenkintown Commons Limited Partnership #3 and BAP Jenkintown, LLC – Grocery Store

Received Final land development approval. Going through PennDOT traffic approvals, Montco Conservation District approval, final EDU approval by PaDep and Design Review Board approval.

vi. 459/471 York Road – Retail / Apartments

Have appeared at PC and Committee received Engineer and Zoning PRE-submittal reviews. Applicant plans to submit plans and application for zoning and conditional use.

vii. 610 York Road – Zoning and Use received for a proposed 'Starbucks'

No word from applicant.

viii. 610 York Road – Zoning and Use received for proposed 'Tiny Town'

Property owner has not adequately answered questions on previous parking rulings by ZHB and how this will be affected by the previous findings. **Removing parking from existing businesses for this business.** (1:46:12) Manager Locke explained what the Applicant has not produced.

ix. 610 York Road – Zoning Permit (Signage New Jersey School of Medicine)

Property owner has submitted a sign package that contains some signage that does not conform to Borough Zoning Code. After several reviews and discussions applicant has submitted an application to be heard before the Z.H.B. (1:47:17) Councilor A. Khalil asked why is it not in compliance. Manager G. Locke gave the explanation concerning the lettering they wanted to use for their signage.

x. **100 York Road – Smoothie King**

Construction is substantially complete. The property owner has now hired an Engineer who has filed for a waiver of the planning module (EDU release) by PaDep. The Borough requested an adequate number of EDU's on the annual chapter 94 report and will assist as much as possible. (1:51:19) When asked by Councilor J. Bruno how soon, Manager G. Locke explained they are working with Aqua and DEP for approval of the planning module.

3. **Public Safety – Vice President C. Soltysiak:**

a. **MONTCO 2040 Implementation Grant – York Road (RT 611) Safety Plan**

Move Resolution 2023 – 0* to full Council – supporting the submittal of the MONTCO 2040 Implementation Grant to Fund the York Road (RT611) Safety Plan. This Engineered plan was designed and approved by PennDOT. It was originally submitted to the County under the Transportation Grant program but was not approved. The plan was put together working with Business owners, residents, Borough Council and the Borough Traffic Engineer. It incorporates many different safety features including larger signage, pavement markings, non-static programmable electronic speed limit signage, pavement markings and rumble striping at crosswalks. The Borough has been successful at being awarded funding under this specific grant program for three other projects within the Borough and having a pre-approved PennDOT plan and a shovel ready project should look favorable on this project funding application as well.

b. **Hyundai Vehicle Safety Locks Available to Residents**

The Police Department was given 48 vehicle steering wheel safety locks specifically for Hyundai vehicles due to the increased rate of theft to these vehicles. Please contact Chief Scott at the JPD, be one of the first 48 residents to show proof of ownership of a Hyundai vehicle and receive a free vehicle lock.

c. **Police Officer Accommodations to be Awarded at Full Council**

Motion to move the Police Officers Commendations to Full Council on Wednesday, February 22nd.

d. **Fire Fighters Training Accomplishments to be Recognized at Full Council**

Motion to move the Recognition of Firefighters Training Accomplishments to Full Council Wednesday, February 22nd.

e. **Citizen Commendation to be issued by Full Council**

Motion to move the Citizens Commendation to Full Council on Wednesday, February 22nd. A 9-year-old female who saved her mother's life by calling 911 and assisting with the life saving measures.

f. **Traffic Light Upgrade Runnymede and Walnut Street**

Green Light Go Fund applied for with PennDot to begin upgrades to this traffic-controlled intersection. The system is over 50 years old. This upgrade will improve the safety and was designed to be within the Borough's limited budget. The application was reviewed by PennDOT, revised and resubmitted. The Borough Engineer can provide further detail if you'd

like. (1:55:45) Discussion between Vice President C. Soltysiak, and Councilors D. Ballard and A. Khalil. regarding other signage options.

g. **Fire Department – Updates**

Fire Commission met Wednesday 2/9, discussed consolidation of operations and establishment of Jenkintown Fire Department, ongoing internal Leadership meetings, training, vehicle repairs to 96 and 96-1 pumpers and the FEMA Grant that pays for recruitment & retention of firefighters.

h. **Fire Apparatus Pumper Truck 96**

Truck was removed from service due to recommendations made in vehicle maintenance inspection reports until a follow up inspection and thorough evaluation of the condition of the vehicle can be made.

i. **Emergency Management Coordinator**

Motion to Full Council the appointment of Chief Thomas Scott as the Emergency Management Coordinator. Chief Scott will replace Fire Marshal Lynch who has stepped down from the EMC position.

j. **Police Work Group – (Councilor K. McGlenn absent)**

(02:03:54) On behalf of Councilor K. McGlenn, Vice President C. Soltysiak mentioned the group wanting to try to plan a meeting. Manager Locke confirmed the meeting would need to be advertised 24 hours in advance as it is a public meeting. Mayor Lerman stated the purpose of this committee has been fulfilled once new Chief was appointed. A meeting needs to have a purpose and this can be run by Solicitor P. Hitchens. The other responsibilities by code are already covered by Public Safety and the Mayor. A discussion between Vice President C. Soltysiak, President J. Connors, and Councilor A. MacHaffie, Councilor J. Bruno, and Councilor A. Khalil about the future of this committee continued and it was decided to bring it to the Public Safety Meeting. Chief T. Scott elaborated on options of Chief advisory panels used in other Municipalities.

4. **Public Works – Councilor D. Pancoe:**

a. **Stormwater Pipe Investigation / Repair – Greenwood Avenue**

The stormwater pipe repaired last month still requires attention. The pipe is not shown on plans and termination point is unknown. Franc Environmental has been contracted to flush and video the line to determine where the line originates from and where it terminates so decisions can be made on how best to address the issues with the line. The work is ongoing.

b. **Runnymede Avenue Sanitary Sewer Meter Repairs**

Completed - Runnymede Avenue sewer meter broke. New meter had 3-to-4-month lead time. Abington Twp. Sewer had a meter in stock they provided the Borough and installation was arranged through the company that calibrates the meters. The Borough ordered a replacement meter to be returned to Abington Township Sewer.

c. **Streetlights – Deficiency Survey Completed**

Streetlights were checked for operation and damage. Those that could be repaired were or had parts ordered. Light poles were ordered for missing poles. Legal letters were drafted to work through insurance cases on knock downs going through insurance claim process.

d. **SEPTA - Flood Mitigation, Stream Restoration Project (Update)**

The grading work for the creek restoration and flood mitigation work and communication continues. SEPTA has notified the Borough and interested parties that the work to install piping below the R/R tracks began after the New Year holiday.

e. **Winter Weather Services Preparation**

The brine reserve tank is now full. All equipment has been serviced and all vehicles with the exception of dump truck #23 is 100% operational and truck #23 should have the repairs completed in the near future.

Ongoing Business

5. Administration & Finance – Councilor D. Ballard:

a. **Collection Efforts of Past Due Solid Waste Accounts**

Update report on collection of past due fees by Manager Locke.

b. **Sanitary Sewer Rate Study – Keystone Alliance Consulting**

Needs to be completed with Keystone using latest Construction estimates from Aqua Pennsylvania. Once completed a fair and sustainable sewer rate can be established.

c. **Interceptor ‘A’ Construction Closeout w/Cheltenham**

Abington and Borough have met to coordinate / finalize payment offer owed to Cheltenham Township from Interceptor A construction project on disputed charges of work that involves Abington / Jenkintown Borough sanitary sewer. Fair payment of JB monies owed is being substantiated so partial payment can be issued.

d. **Website – Upgrades Continue**

Calendar updated to include brief synopsis of meetings content. Pages being updated.

e. **Exploration of Construction Line of Credit Funding**

Exploring construction line of credit to pay for construction projects paid through grant funding to enable construction to take place and then be paid off when re-imbursed by grant funding agency.

f. **Large Commercial Property Reassessment Case**

Case has been closed and decision expected in early spring. Legal bill received and payment processed.

6. Building Zoning & Revitalization – Councilor J. Bruno

a. Zoning Code Review (Update)

Solicitor completing advertisement for boarding house and fence ordinances so advertisements can be made, and hearing can be scheduled.

b. Short Term Rental of Property Ordinance

Air BnB type rentals being discussed at PC and information provided by County Planner for discussion.

7. Public Safety – Vice President C. Soltysiak:

a. Borough Towing and Storage Ordinance

Council approved advertisement of ordinance. Solicitor working on Advertisement.

b. Local Law Enforcement Grant

Grant awarded in the amount of **\$267,000**. Federal SAM number has been renewed by Borough Manager and Finance Manager so filing of documents can now begin.

c. BWC - Body Camera Grant

Grant awarded. SAM number has been issued by Federal Government to proceed. The \$28K match for this grant will be covered by the Local Law Enforcement Grant award saving that money allocated in the 2023 budget.

d. School Safety Zone – Site Observations

Additional and updated Safety Signs have been ordered – safety striping quotes received.

e. MONTCO County Transportation Grant (CTP)

Grant applied for York Road Safety plan. (Not received) – (02:35:00) Manager G. Locke clarified this and the MONTCO 2040 Implementation Grant.

f. Required NIMS Training – ICS 100 & ICS 700

A complete and detailed list of Elected and Appointed Officials that have achieved these certifications will be provided for meeting. (Gabe, Alex, Christian and I)

g. Borough Traffic Calming (inc. Homestead Road)

Resident on Homestead Road received petition and instruction from Borough Traffic Engineer on how to pursue request to change traffic patterns and/or add traffic calming devices or measures to Homestead and Vernon Road area.

(02:37:41) At the conclusion of this report, Councilor D. Ballard asked for clarity about the grant money awarded for body cams which Chief T. Scott gave an update.

8. Public Works – Councilor D. Pancoe:

a. #23 GMC 2007 Dump Truck – Temporarily out of service – (Last year of service)

Waiting on hydraulic brake lines. Recent repairs made included brakes pads, air lines and rust. All efforts are being made to safely make it through 2023 with minimal repair costs.

b. 2021 PaDep 902 Grant (Cycle 60 Application) – Leaf Collection Trailer

Borough will be placing order for \$145K trailer, receive trailer and pay, wait 60/90 days for reimbursement from DEP (State).

- c. **Phase 2 of the Jenkintown/Abington Connections Project**
Intersection and traffic light at Greenwood/Washington Lane, Storm Water Washington Lane
Borough will owe \$117K grant match to Abington once substantially complete.
- d. **2022 MONTCO 2040 Grant Walnut/Hillside School Zone**
Project must now be bid. Borough must pay \$64K construction cost (\$12K match) wait 60/90 for County reimbursement.
- e. **2022 Community Development Block Grant (CDBG)**
Project must be bid. Borough must pay periodic Construction payments and file for re-imbursements from County grant authority approximately \$225K.
- f. **Concrete Compliance on 2022 Road Project**
PW Foreman Riggins will update status of required repairs.
- g. **2018 DCED Grant Cedar to Walnut Street Storm Water Grant**
Project must be bid. Project must be bid. Borough must pay periodic Construction payments and file for re-imbursements from County grant authority approximately \$100K.
- h. **Noble Bridge Replacement PennDOT – Septa Project**
Project still expect to be bid in Spring of 2023. Engineer Mr. Hassan should be able to update.

Other Business: None at this time.

Adjournment: President J. Connors adjourned the meeting at 9:48 PM.