



COMMITTEE WORKSHOP
Wednesday April 19th, 2023
7:00 p.m.

700 Summit Avenue, Jenkintown Pennsylvania

MINUTES

Call to Order: President J. Connors called the meeting to order at 7:16 PM.

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

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

Others Present: Manager G. Locke, Chief T. Scott, Engineer M. Bickerton, Mayor G. Lerman, Fire Chief K. Lynch, and Forman J. Riggins

Public Comment: None at this time.

Presentation: None at this time.

Reports

- **Public Works Department:** Foreman J. Riggins mentioned the following updates:
 - Cedar Street Park – Final Inspection with Andy Gilchrist; very happy with the project.
 - Greenwood Avenue storm sewer was fixed today. The old pipe was connected to the existing system.
 - Public Works has been beautifying the Borough such as refinishing the benches.
 - Councilor A. MacHaffie asked for clarification about the storm sewer repair. J. Riggins explained there was water running underground, so they had to connect it underground.
 - Councilor D. Ballard asked about the age of the pipe. J. Riggins said he was not sure.
 - Councilor A. MacHaffie asked if neighbors were notified, and it was confirmed they were in multiple ways.
 - (00:09:24) Mgr. G. Locke went into more detail about the sewer repair.

(Skipped to **Public Safety Report @ (00:10:52).**

- Engineer Report (00:18:37) – Mark Bickerton gave the following updates:
 - One of the paving bids will be open this Thursday
 - The School Zone bid will be open next Thursday.

- Police Department (00:19:19) – Chief T. Scott gave the following updates:
 - The Department received body cameras and tasers.
 - The Department also received 4 new AED's.
 - There is still a need for crossing guards.
 - The officers continue to work in engaging with the community in positive ways and are conducting enforcement in hot traffic areas (West, Walnut and York).
 - We are still working on the Towing Ordinance; so far two applications have been received.
 - The first invoice from Axon for \$111,000 has been submitted to PCCD.
 - The new server has been installed and IT is working on transferring all the files.
 - The commendation for Sargent Sulpizio is being postponed until May as he cannot attend next week's Council Meeting.
 - The Department is looking into developing a Summer Safety Merit program for the upcoming summer months where juveniles will be awarded for acting safely during this summer.
 - One of our officers is currently going through Active Shooter Training.
 - \$38,000 needed to be reallocated from the Part-Time officer budget line item to the overtime street coverage line.

- Jenkintown Fire Department: Fire Chief K. Lynch gave the following updates:
 - Several new members completed their training.
 - Leadership/Senior members have been attending Officer Development Classes.
 - A new number has been selected (#99).
 - Meetings still taking place to discuss the process for Operations once Consolidation takes place.
 - By Law Committee from each Fire Company assigned tasks to change for the Consolidation.

- Second Alarmers: No updates at this time. **(00:26:57) Jumped down to Public Works to allow public comment.**

New Business/Items for Discussion

1. Administration & Finance – Councilor D. Ballard (01:10:08)

a. Borough Monthly Reporting

Ms. Smith and the Borough Accountant have completed reconciliation of March and that Financial report is available in the Borough Council packet.

b. 2022 Borough Liquid Fuel Audit

The Borough has received word from the Auditor General's office that they would be onsite April 18th to begin the audit of the Liquid Fuel Fund account for the 2020, 2021 and 2022 years. The audit has begun, and the requested documents are being provided.

c. Library Investigating Installation of EV Charging Station

The Borough will be working to share the information gathered during the grant funding and installation process of the Borough EV charging stations with the sub-committee of the Library employees who are handling the EV project. **The Borough has identified a Grant opportunity through the DVRPC that will allow the Borough to apply for the Library's EV stations as long as certain factors were met such as having access to the EV stations.**

d. **Meeting and Report with Borough Pension Actuary**

The borough Pension Committee met with the borough pension actuary John Vargas from Conrad Siegel to learn about the current funding status of the borough's police and non-uniformed pensions. After strong market years in 2020 and 2021, the pension fund market value returns fell by nearly 17 percent, although when returns are expressed after actuarial adjustments the 2022 returns were slightly positive. These market results have reduced the funding ratios in the two programs and are likely to affect the borough's Minimum Municipal Obligation to fund the pension accounts later in the year. The Borough and Borough Council remain committed to continue funding the pensions of borough staff and to meeting all future funding requirements.

2. Building Zoning & Revitalization

a. **Planning Commission**

Met on Tuesday April 18th at 6:30 PM. The Design Review Board meets before the PC on the same evening on an as needed basis. There were no projects on the DRB April agenda.

b. **Resolutions #2023-13, Act 537 Plan Revision for Land Development, 821 Homestead Road**

This resolution was approved as 2022-22 in June of 2022. During the PaDep review it was noticed that the Borough approval date on that Resolution was prior to other sign-off dates such as Philadelphia Water Department and it must be dated after all other approvals. A new Resolution is required.

c. **Current Development Update**

i. **501 Washington Lane – Apartment building**

All approvals are in place. Interior demolition plan has been issued. **Land Development has been approved and agreements are being signed. UCC Building permits are under review. PaDep is reviewing the EDU application.**

ii. **821 Homestead Road – Proposed apartment building**

All approvals are in place (with the exception of the EDU release from the PaDep) Final building plans for UCC construction permits under review, applicant's Engineer is still working on required final EDU approval for sewer approval. Site work began at the end of March, the basin is now being installed.

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

Project has Conditional Use approval for Apartment building use from Borough Council. The Zoning Hearing Board has granted the requested zoning relief (17 apartments).

Approvals required – 1) PaDep / Aqua - EDU releases, 2) Preliminary and final land development, 3) Design review and 4) UCC building permits.

- iv. **101 York Road – Take 5 Oil Change Facility**
Building plans under review. Storm Water Agreement completed.
- v. **93 York Road – Jenkintown Commons Limited Partnership #3 and BAP Jenkintown, LLC – Grocery Store**
Received Final land development approval. Going through PennDOT traffic, Montco Conservation District and Design Review Board approvals. Final EDU approval by PaDep for initial development phase has been granted. **Property owner is working to exchange this EDU approval for the grocery store use approval.**
- vi. **459/471 York Road – Retail / Apartments**
No updates. Have appeared at PC and Committee received Engineer and Zoning PRE-submittal reviews. Plan to submit plans and application for zoning and conditional use.
- vii. **610 York Road – Zoning and Use received for a proposed ‘Starbucks’ Conditional Use and SALDO Applications pending.** Property owner and Engineer have discussed Land Development and Conditional Use application submittals w/ Borough Staff.
- viii. **610 York Road – Zoning and Use ‘Tiny Town’**
Property owner has completed the parking calculation for entire property and accounted for Tiny Town and other proposed businesses. **Zoning & Use will now be issued and PaDep EDU and UCC building applications can be filed.**
- 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 and **will be heard before the Z.H.B on Thursday April 27th.**
- x. **604 West Avenue Immaculate Church – Zoning Permit**
Property owner has submitted an application for a side yard setback variance and will be heard before the Z.H.B on Thursday April 27th.

3. Public Safety (Report given at 00:10:52)

- a. **Borough - MONTCO 2040 Implementation Grant – application submitted for York Road (RT 611) 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.

Grant application was submitted prior to deadline.

b. **PennDOT / Multi-Municipal Coordination Meeting**

A second coordination meeting set up by Napoleon Nelson's office with PennDOT and Municipal Managers and staff to discuss issues that have developed or are ongoing that the Borough could benefit by speaking with PennDOT, County and adjacent municipalities directly. The meeting was held and PennDOT has conducted a survey and analysis of Walnut Street and Hillside, as well as Walnut/Rodman. York Road traffic calming plan was discussed and an alternative 48x48 (larger) reduced Speed Zone Ahead signs were approved at each end of the Borough limits entering the Borough and the 25 MPH speed zone.

c. **Fire Department - Updates**

Fire Commission met Tuesday 3/11, discussed consolidation of operations, ongoing internal Leadership meetings, training, vehicle repairs to 96 pumper and the FEMA Grant that pays for recruitment & retention of firefighters. The Fire Companies have decided on #99 as the proposed Station number and Chief Lynch reported having reserved that number with Montgomery County.

d. **Police Department Body Cameras Deployed**

The Police Department has trained all personnel and deployed the Axon Body Camera 3's for all personnel. The Department is waiting for new in-car cameras as part of the PCCD Grant purchase. In addition, the Department received fourteen new Taser 7's that are being issued to officers after they are trained.

e. **Police Department New AED's**

The Police Department received four new Zoll AED's to replace the old AED's. The AED's were donated from the Abington Health Foundation and received on Friday, April 14, from Dr. Gerard Cleary, Senior VP, Chief of Staff, and Chief Medical Officer Jefferson Health-Abington, and Dr. Seth Newman, Medical Staff President Jefferson Abington Hospital.

f. **Fire Apparatus Pumper Truck 96**

The Truck has now been placed back in service to carry personnel and equipment to Fire scenes and for training purposes. Chief Lynch has requested a repair quote from Campbell Equipment who performed the Pumper evaluation.

- Councilor D. Ballard asked about Engine 96 being used for personnel transport – Vice President C. Soltysiak said yes, it will be for transporting equipment and personnel, not used for pumping water.

4. Public Works – Councilor D. Pancoe (00:27:43)

a. **Noble Action Plan and Jenkintown Abington Neighbors Association (JANA) – Progress update. (Present were Peter VanDoo and Maureen Lucak, Ross Abel (ZOOM)):**

Update on PennDOT commissioned plan discussed by Ross Abel of Abington. Peter Van Do from PC and Maureen Lucek from EAC will be in the audience. PennDOT, in working with Abington, commissioned this study to be done by WSP that will guide potential development in the Noble / Fairway area. Goals were largely around identifying the mobility and recreational wants and needs of businesses and residents - key items that were explored were: Pedestrian + bike safety experiences / traffic calming, Septa usage, possible green space at Noble, desires for mixed-use areas around the Noble train station. Attendees in person included business owners of Baederwood Shopping Center, Noble Plaza, Rydal Park (retirement community), JANA, Septa, PennDOT and Abington staff + Commissioner

Winegrad. – **00:27:43 (Extensive Discussion with Councilors D. Pancoe, D. Ballard, Engineer M. Bickerton and Ross Abel about the funding, grants, which Municipalities have a role and who should be engaged in these conversations).**

b. Newbold / Vernon Roads – Proposed Bike Share Lanes and Signage

Public information and fact finding - Abington Township has submitted a MONTCO Grant application for share / bike lanes with pavement markings and signage. The plans connect Washington Lane to Rydal Road through Newbold Road and Vernon Roads as part of the larger MONTCO/Township coordinated effort on Bike paths.

Councilor D. Pancoe asked if Mgr. G. Locke has been in conversation with Abington. He said yes. Abington submitted the grant. She then asked if we could have a presentation. Mgr. G. Locke also confirmed we approved supporting the grant and he would ask if they'd be willing to present.

c. Pedestrian Crossings – York Road

Greenwood/York - Electric Pedestrian light and blacktop surface repaired. **Rydal/York** – Ped buttons confirmed to be working and ped lights timing checked with certified stopwatch.

Washington/York – Ped buttons confirmed to be working and ped lights timing checked with certified stopwatch.

d. Greenwood Avenue / York Road – Enhanced Directional Signage

Traffic Engineer made site observations and produced sketch of additional directional and do not enter signage at Greenwood Avenue. Sketch has been submitted to PennDOT for preliminary approval. Once approval is obtained the Traffic Control permit will be required to be amended and approved by PennDOT. Engineer Bickerton said approval is expected by end of April.

e. Newbold Road/Vernon Road Paving Project - Update

The paving project has been publicly advertised in a newspaper of general circulation and listed on PennBid system for public bidding. The public bids will be opened on Friday, April 21st at 11:00 AM.

f. Stormwater Pipe Investigation / Repair – Greenwood Avenue

The stormwater pipe along Greenwood Avenue still requires attention. The pipe is not shown on plans, source and termination point is unknown. Franc Environmental was contracted to flush and video the line but was unable to determine where the line originates or where it terminates. Passerini Construction has been contracted to perform exploratory excavation to determine where the pipe can be connected to the existing storm water system.

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

The work for the creek restoration and flood mitigation work and communication continues. SEPTA's contractor is still planning to start the 24-hour jack-and-bore operation the first week of May and notifications to adjacent property owners will take place by SEPTA as well as the Borough email blast. This round-the-clock work is expected to take approximately 24 days to complete.

Councilor D. Pancoe asked about the light at Greenwood going over bridge at the Septa train station – traffic backs up in the early morning rush and late afternoon rush. Engineer M.

Bickerton said he would look into it. Maureen Lycak added the same is true with the light at the bottom of 100 block of Summit; maybe 2-3 cars get through when no one is blocking the intersection.

Ongoing Business

5. Administration & Finance – Councilor D. Ballard (01:12:57)

a. Collection Efforts of Past Due Solid Waste Accounts

Update report on collection of past due fees by Manager Locke. Mgr. Locke mentioned the new collected balance is \$23,527.00.

b. Sanitary Sewer Connections Meeting w/ Aqua

On Tuesday 3/21 our quarterly coordination meeting is scheduled w/ Aqua, Abington and Cheltenham to discuss future Construction projects downstream and future EDU connection management. Mgr. G. Locke mentioned the addition of a tank as part of the sewer renovation. (01:15:52) Mgr. G. Locke gave a detailed explanation as to how this works.

c. 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.

d. 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 while bill is finalized. Mgr. G. Locke mentioned our payment of approximately \$30k is our portion that we agreed upon and would like to pay it to stay out of court.

e. Website – Upgrades Continue

Calendar updated to include Library meetings. Pages being updated.

f. 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.

g. Large Commercial Property Reassessment Case

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

6. Building Zoning & Revitalization

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 (Discussed at 00:15:24)

a. **Borough Towing and Storage Ordinance**

Council approved advertisement of ordinance. Ordinance has been placed on website and provided to business owners that will be affected by the Ordinance. Ordinance has been advertised. Planning to conduct a public hearing to address the towing ordinance.

b. **Washington Lane – Pedestrian Crossings**

Borough Engineer and staff met with the developer to discuss proposed pedestrian crossings of Washington Lane based off the PC recommendations and Council SALDO approval comments. There is an accessible midblock crossing with rapid flashing beacons between Cedar/Walnut Streets and a proposed raised crosswalk at Walnut Street that will require a ‘bump out’ on Walnut Street to align the raised crosswalk to the developer’s property.

c. **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 be completed. We have submitted the invoice from Axon Enterprise for reimbursement of the first payment for the project from PCCD.

d. **BWC - Body Camera Grant**

Grant awarded. Federal SAM number has been issued to proceed. The \$28K match will now be covered by the ‘Local Law Enforcement Grant’ award saving that money allocated in the 2023 budget. First payment has been submitted for reimbursement from PCCD.

e. **School Safety Zone – Site Observations**

Additional and updated Safety Signs (20) have been received and will now be installed at the busiest pedestrian intersections nearest the school. Safety striping quotes received. Striping will be scheduled now that warmer weather has arrived.

f. **Required NIMS Training – ICS 100 & ICS 700**

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

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

No Update on Grant Award - 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 safety and was designed to be within the Borough’s limited budget. The application was reviewed by PennDOT, revised and resubmitted.

8. Public Works – Councilor D. Pancoe (01:04:21)

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

Hydraulic brake lines have been received but not installed. All efforts are being made to utilize the truck safely 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. **Streetlights – Deficiency Survey Completed**
Streetlights were checked for operation and damage. Those that could be repaired were or had parts ordered. Legal is working through insurance cases on knock downs going through insurance claim process. Project ongoing.
- d. **Phase 2 of the Jenkintown/Abington Connections Project**
Work set to begin but has not begun at this time. Intersection and traffic light at Greenwood/Washington Lane, Storm Water Washington Lane
Borough will owe \$117K grant match to Abington once substantially complete. Project phasing out of order due to grant funding delays.
- e. **2022 MONTCO 2040 Grant Walnut/Hillside School Zone**
Bid openings are scheduled for Thursday, April 27th at 11:00 AM. Borough must pay \$64K construction cost (\$12K match) for County reimbursement. Project is expected to last 90/120 days once awarded.
- f. **2022 Community Development Block Grant (CDBG)**
Grant agreement signed. Project must be bid once specs and plans are finalized. Borough must pay periodic Construction payments and file for re-imbursements from County grant authority approximately \$225K.
- g. **Concrete Compliance on 2022 Road Project**
Believed to be three (3) properties. 821 Homestead property will be addressing their sidewalk during development project. PW Foreman Riggins will update status of required repairs.
- h. **2018 DCED Grant Cedar to Walnut Street Storm Water Grant**
Project must be bid. Discussions with 501 Washington Lane and 93 York Road have taken place. There is a 15% match with this grant. Borough must pay periodic Construction payments and file for re-imbursements from County grant authority approximately \$100K.
- i. **Noble Bridge Replacement PennDOT – Septa Project**
Project will now be bid at the end of 2023 and will tentatively take place in the Spring of 2024.

Other Business – (01:29:43) – Mgr. G. Locke mentioned the 150 Year Celebration of Jenkintown – the first organizational meeting is scheduled for May 22, 2023 at 5:30 PM at the school. They are asking if anyone on Council or in the community would like to join any of the committees. Bridget Beauchamp would be contact. Councilors D. Pancoe, D. Ballard, and A. Bartlett will be volunteering. President J. Connors asked to confirm whether this event is for the school or the whole town. It was confirmed by Mgr. G. Locke it is for the whole town.

Councilor D. Ballard mentioned Arcadia's book to be published by September. Councilor J. Bruno mentioned a demo being done on April 26, 2023. Mgr. G. Locke mentioned on May 24th at the next Council meeting, the School District will be doing a presentation of their Budget.

Adjournment – President J. Connors adjourned the meeting at 8:46 PM