



**PUBLIC WORKS COMMITTEE**  
**February 9<sup>th</sup>, 2022**  
**7:00 PM.**  
**700 Summit Avenue, Jenkintown, Pennsylvania**

**MINUTES**

**Call to Order:** Councilor D. Pancoe called the meeting to order at 7:57 PM.

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

**Council Members Absent:** Councilor K. McGlonn

**Others Present:** Manager G. Locke, Fire Chief K. Lynch, Fire Marshal K. Lynch, Jim Riggins, and Engineer M. Bickerton

**Public Comment:** None of this time.

**REPORTS**

- **Public Works Department:** Jim Riggins reported we participated in the March for Solidarity (State Representatives as well as residents). January was a month with a few storms with plenty of salt in the storage container. There was a repair needed for the brine equipment, but it was caught early enough which reduced the cost. Councilor D. Pancoe extended her appreciation of the work this group does. (01:01:27) Councilor A. Khalil asked about the trash issue on Johnson St. This led to a discussion with Mgr. G. Locke as he mentioned residents moving out and leaving items behind. Kevin and Jim site people. The property owners have been notified and there is a process for this. Signs are left on the doors.
- **Engineers Report:** M. Bickerton is working with Mgr. Locke on the School Zone Extension Grant application. They are currently reviewing the Land Development for Wyncote Grocery. He continues to work with PennDOT and their review of the York Road Calming Plan. There was a discussion between Engineer M. Bickerton and Councilors D. Pancoe and A. Khalil about other recommendations made by PennDOT.

**NEW BUSINESS/Items for Discussion**

1. **Linden Street – AQUA Pennsylvania Watermain Replacement**
  - The Borough was notified by Aqua Pennsylvania that Caddick Utilities, a subcontractor of Aqua Pennsylvania, will be replacing the water main on Linden Street.
  - The project Officially began Monday, February 7<sup>th</sup> with an expected final paving restoration date in May.
  - Aqua will be replacing 392-feet of aging cast iron pipe with new ductile iron watermain. The water main in place is 70 years old.

- Work will generally take place Monday through Friday 8:00 AM to 4:00 PM. However, in some cases crews may need to work on Saturdays.
- Access will be provided to Emergency, mail and trash services. Residents will have access to their properties but may face intermittent delays due to construction taking place.
- AQUA was provided a list of all addresses including properties that can access their properties through Linden Street so that notification to all property owners and residents that will be impacted by this project could be notified in written form.
- Due to the limited width of Linden Street, there will be No Parking on the street during daytime hours, beginning on Monday, February 7<sup>th</sup> and continuing until the excavation and installation of the new watermain can be completed, at this time this phase is projected to last two weeks (weather permitting).
- AQUA will notify customers ahead of any planned water service interruptions and will provide 48 hours advance notice of any scheduled service interruption greater than 30 minutes.

## 2. Cedar Street Moretti Park

- The project is substantially complete.
- Two partial invoices have been approved and payments issued in the amount of \$82,800 and \$95,455.
- Funding has been received from the Department of Conservation and Natural Resources (DCNR) Grant to pay for the Contracted work in the amount of \$105k < I will confirm the exact amount in AM. (Grant Total 129K Exact in AM)
- The application for re-imbursement request was completed and filed for the 2019 MONTCO 2040 Implementation Grant to pay for the Contracted work in the amount of \$91,862.00 (Grant Total \$99,850)
- A payment request for a third payment has been received by the Borough Engineer.
- It is notable that 100% of the construction costs are being provided through State and County Grants and that there is NO ADA rest room being constructed at the park during this phase of the construction project.
- The installation of the remaining section of fence along the South property line has been delayed due to an unforeseen condition and a conflict on the adjacent property line.
- A final punch list of items requiring attention has been issued to the Contractor, G&B Construction. Park Construction will be completed in the spring when the weather allows.

## 3. Borough Hall – Emergency Roof Replacement

- The roof construction began Thursday, January 6<sup>th</sup>, 2022 and was completed in late January. The project is expected to last one week (weather permitting).
- The roof construction was completed and passed final inspection. A subsequent leak was experienced during the following storm. The Contractor returned and found the issue. It was determined there had been an existing roof vent that had been improperly abandoned. The temporary repair stopped the leak during the storm that was taking place and the roof has had a permanent repair made to restore the area. The Contractor returned on the weekend and completed the repairs satisfactory to the Code Inspector.
- The Borough Engineer is working with the Contractor on Certified Payroll submittal and the Manager has received and is processing the payment request to the Contractor in the amount of \$52,800.
- The application for a Funding request to Keystone Communities Program Grant was completed and filed to pay for the Contracted work in the amount of \$50K (Total 50K)
- The Manager worked with Senator Haywood's Office to obtain funding for this unbudgeted emergency repair, the Borough signed the Contract for the 'Keystone Community Grant' in the amount of \$50,000.

## 4. Borough Hall Building – Building concerns being addressed.

- Nonrelated to complaint - Electric heater failed in PD utility room. New heater was purchased. PW and FM coordinated removal and replacement of heater prior to any issues taking place. Completed
  - Nonrelated to complaint - Electric heater malfunctioning in Main lobby. Parts ordered from distributor and repair will be scheduled as soon as parts arrive.
  - In response to an anonymous complaint filed with the State Labor and Industry about concerns of conditions inside the PD, a thorough inspection was performed of the PD facilities and the entire Borough Hall building by Borough Code Inspection staff and an Inspector from PA Labor & Industry.
  - All areas of concern have been remediated. All air quality tests have passed.
  - There are ceiling tiles to be placed or replaced now that all tests have been finalized and roof is completed.
  - A final inspection with PA L&I is being scheduled by FM Lynch.
  - Once the final inspection takes place the complaint will be closed out.
5. 2022 Road Paving Project – Newbold Road and Vernon Road.
- 2022 Road Paving Project – Newbold Road (entire length), Vernon Road (Clement to Rydal Road)
  - The concrete inspection program of curb and sidewalk on road paving projects was on hold during the pandemic and has resumed, notices and deficient concrete will again be marked for repair or replacement prior to the roads being paved under this program. Deficiencies are typically marked in January of the year the roads are scheduled to be paved (approx. 8 months prior to paving taking place).
6. Homestead Road - Safety Pavement Markings and Signage
- Double Yellow Line and Stop bar Cottman and Homestead, 25 MPH Legends, High Reflective signage. Added in locations that Pennoni traffic Engineer recommended in response to resident concerns raised.
  - Traffic studies were performed and submitted by the developer during the Conditional Use process.
  - Traffic counts have been performed by JPD in conjunction w/ the Borough Traffic Engineer.
  - The Conditional Use Hearing placed traffic safety review as part of the conditions. Additional measures to be proposed and reviewed during the ongoing Land Development phase of 821 Homestead Road project.
7. Bike Repair Station – Proposal to investigate installation within Borough
- Previously discussed. Search for funding. Logistics discussion (Steve Spindler, County Planner, JPC)
  - Next Steps.
8. 2022 Community Development Block Grant (CDBG)
- Discuss merits of submitting application for the 2022 Montco CDBG grant, 225k < I will confirm the exact amount in AM.
  - This funding if, awarded would fund the installation of ADA Accessible ramps on the recently paved roads of Newbold Road, Vernon Road, Clement Road, Homestead Road.
  - This grant has No match but does not pay for Engineering costs.
  - As in years past on this grant, the Borough and Engineer have opted on a process to bid the project as “design build” so the Contractor is responsible for the Engineering.
9. Solid Waste / Recycling Curbside Collection and Hauling Contract – Update
- Current contract expires 3/22
  - Council approved permission to advertise for bids.
  - Specifications completed and advertisement placed in newspaper and bid on Penn Bid.

#### 10. Local Street Name Signage – Willow Street missing signage

- A concern was raised from a resident of Willow Street concerning missing signage at the intersections of Willow Street and Summit and at Cedar Street.
- The Cedar Street/Willow Street sign has been installed. Completed
- The Summit Avenue/Willow Street sign has been ordered and may be installed by now.
- Thomas and Willow Street was ordered as well when the signs condition was observed during installation of the other signs.
- The Summit Avenue/Willow Street sign did not appear on the google street photos dating back to (2007). The intersection is a three-way intersection and placement is not clear. The sign placement was sent to the Borough traffic Engineer for determination on where it shall be set.
- Local street name signage has been added to the list of regulatory signage that PW is presently working to replace throughout the Borough.
- PW Foreman Riggins placed a 'one call' at Cedar and Willow Streets, then installed the street signs at this location. The sign was installed based on the PennDOT Street map which incorrectly showed Willow Street as Willow Avenue. Sign was removed and reordered.
- Our Traffic Engineer from Pennoni, Mark Bickerton provided direction as to placement of the street sign at Summit Avenue and Willow Street. Once that was provided Mr. Riggins placed the 'one call' for placement of this sign as well.
- Both Willow Street signs were reordered with proper designation and will be re-installed upon delivery.

#### 11. 2018 DCED Grant Cedar to Walnut Street Storm Water Grant

- Plans have been finalized for bidding, scope was reduced to reflect budget constraints while keeping possible impending development. Publicly bidding for construction will be the next phase of the project and that is expected after the winter weather.
- The Borough has requested and received a one-year extension from the DCED to complete the construction and close out the grant. The work will focus on Cedar Street in the area and limited to work covered by the grant provided through the DCED (100K) with a \$15,000 match.
- Permission to advertise the construction of this project for public bid was approved by Council, September 23rd.
- The alternative plan has been completed. Costs and availability have changed substantially revisions are reflective of that.
- Care is to be taken to take into consideration as to what might be developed at that intersection. Project documentation is being finalized.
- Updates will be brought through this Committee, Administration and Finance Committee and to full Council.

#### 12. 2021 PaDep 902 Grant (Cycle 60 Application) – Leaf Collection Trailer

- These grant awards were expected to be announced at the end of 2021 but have not been released at this time.
- No new updates this evening.
- PW and the Administration has been working with the Dep and the Equipment Manufacturer to put the grant application together.
- The Leaf Collection Trailer is nearing the end of its life cycle, having the transmission removed 3 times and the clutch replaced twice. Year before last it broke down during leaf season and we were fortunate to have another Municipality lend us a machine while we repaired ours.
- The cost of a new leaf collection trailer is approximately \$140,000.
- The Grant is a 90% / 10% Match Grant. The Grant Submittal is Due September 24<sup>th</sup>, 2021.
- Council will be asked to support and commit to the grant at the September 23<sup>rd</sup> Borough Council meeting so that the application can be made.
- Council voted to support the submittal of the grant and the grant was submitted prior to the deadline.

## ONGOING BUSINESS

1. Dog Waste Bag Dispenser Station – Cedar Street
  - The merits of having one installed were discussed at the November PW Committee meeting. There was no definitive direction, but decision to continue discussion.
  
2. 2009 Goodwin By-Pass Pump – Surplus Equipment
  - Final bid was accepted in the amount of \$4,350. The Contractor has not picked up and paid for the pump at this time.
  - The Borough received this by-pass sewer pump, which was one of three purchased during the sanitary sewer main project in Cheltenham. They were used on a temporary basis during that sewer project.
  - The pump has sat in the PW yard storage for years. Having no need for the by-pass pump, a real need for funds and very limited storage space, PW has now listed it for sale on Muni-Bid a Government auction site.
  
3. Sanitary Sewer Rate Study – Keystone Alliance Consulting
  - No update this evening.
  - Aqua has contacted the Borough to discuss some downstream Engineering modeling that may produce some Engineering estimates of probable cost for the final phase construction. The meeting is being arranged in the next couple weeks with Aqua and Abington.
  - The Borough Administration provided the requested information and is working with Keystone Alliance Consulting to provide the latest information available.
  - During the May Council meeting, Borough Council approved the proposal from Keystone Alliance Consulting to perform a sewer rate study that would update borough information to reflect the appropriate costs of sewer costs.
  - A sewer rate study allows a Municipality to set a fair sewer rate that allows for upkeep of the system and future construction needs of the conveyance system downstream.
  - Additional information is being sought from Aqua Pennsylvania on the future construction costs of the downstream conveyance system (Interceptor 'A' final phase) to be provided for accurate rate modeling.
  - Rate Study is still progressing, the administration is in communication with the consultant while Aqua Pennsylvania is working to provide the Engineers estimate of probable construction cost for the final phase of the downstream conveyance system in Cheltenham (Interceptor 'A').
  - Once Aqua Pennsylvania provides the Engineers estimate of probable cost, this rate study can be completed and presented to Council at a Public meeting.
  
4. Young Lungs at Play: No Smoking in Town Square
  - The Young Lungs / No Smoking signage have arrived and installation in Town Square will now take place.
  - Borough Council at their August meeting approved Ordinance 2021 – 01, Establishing Chapter 130 "Parks and Recreation" of the Jenkintown Borough Code.
  - Chapter 130 currently defines Town Square and Cedar Street Moretti Park as "Parks"
  - Chapter 130 provides and sets for Rules and Regulations as well as Violations and Penalties.
  - Including but Not Limited to "Tobacco Free Zones"
  - The Borough has worked to partner with Young Lungs at Play. Young Lungs at Play is a program which works to prohibit use of tobacco products in public parks and recreation areas.
  
5. 2020 Liquid Fuel Paving Project
  - There is a punchlist of items for the Contractor, Sucher and Sons to complete the project.
  - PW Foreman Riggins has met with the striping crew and gone over the striping that is required to be installed.

- An estimate for the remaining work was obtained from Abington Township. The work was removed from the Liquid Fuel Funding portion of the project, this allows the 2021 Liquid Fuels report to be closed out, this is also necessary in case it needs to be removed from the contract in the future.
  - A letter will now be issued by the Engineer requiring immediate action to complete the work or the work will be performed and monies deducted from contract.
  - The Concrete inspection program for curb and sidewalk on road paving projects was placed on hold during the pandemic and has been resumed, notices and deficient concrete will again be marked for repair or replacement when roads are paved.
  - The roads that were paved on the 2020 Paving project were Homestead Road, Vernon Road (Washington to Clement) and Hillside Avenue (Walnut to Highland) and will now be inspected for compliance.
6. SEPTA proposed access improvements at the Jenkintown Train Station
- No updates this evening - Septa had presented their proposed plans that were 90% complete. The areas of improvement are limited to the drop-off area, storm water drainage, accessible crossing and covered walkways to the scheduled ADA accessible upgrades to be constructed on the Cheltenham side of the Lawrence Curry PennDOT bridge.
  - Updates will be brought through this Committee and to full Council when the Borough becomes aware of them.
7. Noble Train Bridge Construction – SEPTA/PennDOT Project
- No updates this evening - Borough Council along with the Borough Engineer continue to work with SEPTA and PennDOT to provide the most up to date and current information.
  - Recently, the Borough has been informed that this project is scheduled to be bid in the late summer of 2022.
  - Work will include closure of two lanes of the four-lane bridge during the project making one lane in both directions. While the reduction of York Road to one lane may negatively affect the Borough, PennDOT has no planned detours within Jenkintown Borough. Borough Council will continue to work with PennDOT and SEPTA to release a press release to allow residents and businesses as much lead time as possible.
  - Updates will be brought through this Committee and to full Council.
8. (01:39:16) Councilor A. MacHaffie mentioned Verizon is going through Jenkintown checking their poles. Did anyone else notice? President J. Connors confirmed and Engineer M. Bickerton mentioned it throughout the whole County. Jim Riggins said he had spoken to one of the gentleman performing the inspection and its purpose is to add additional support to prevent a pole from falling over. Also mentioned by Councilor A. Khalil was the peeling of paint on the Verizon building; can this be cleaned up? Mgr. G. Locke will reach out to our contact at Verizon. Councilor D. Pancoe mentioned the school's electronic board at West & Walnut is blank. Manager G. Locke mentioned keeping the School abreast of Land Development Projects in the Borough. Councilor D. Pancoe also brought up the condition of the School's sidewalk. Councilor A. Khalil asked for an email so she can bring to the attention of the appropriate people since she will be meeting the first week of each month on Wednesdays at 5 PM.

**ADJOURNMENT:** The meeting was adjourned at 8:47 PM.