



COMMITTEE WORKSHOP MEETING

Wednesday May 15th, 2024

7:00 P.M.

DRAFT AGENDA

Call to Order

Public Comment

Reports

- Public Works Department
- Engineer Report
- Police Department
- Jenkintown Fire Department
- Second Alarmers

New Business/Items for Discussion

1. Administration & Finance

- a. Borough Monthly Reporting
- b. Borough 2023 Annual Audit
- c. ACT 511 Business Tax – Status Update
- d. Jenkintown Commons Limited Partnership #3 - Partial LOC Release Request #1
***Motion:** I make a motion to move to full Council this request for release a letter of credit in the amount of \$1,063,181.25 based on the Borough Engineer's recommendation provided.*
- e. Borough Employment Opportunities – Hiring processes continue.
 - Parking Enforcement – 2 PT employees have been hired. Restructuring of PE provides for a working PE Supervisor and two PE Officers working Mon/Fri 10/7:30 and sat daytime.
 - Public Works FT driver/laborer and Finance Manager – ads were placed, resumes are being reviewed and interviews scheduled with candidates.
 - The planned administrative assistant hire in the 2024 budget will not be advertised and the current Employee provided by the temporary agency will continue to fill that position on a long-term basis.

- f. Interceptor 'A' Construction Project Billing Closeout w/Cheltenham Township
- g. Grant Funds Received – this reporting period.

2. Building Zoning & Revitalization

- a. Land Development Application Received – 610 York Road – 'Coffee Shop' and 'Dessert Shop'.
- b. Planning Commission
Met on Tuesday, April 16th at 6:30 PM. The 610 York Road Land Development project was on the PC agenda. The PC meets again on Tuesday May 21st. The Design Review Board meets before the PC on the same evening, on an as needed basis.
- c. Zoning Hearing Board – 400 York Road, STEM Education / Day Care - Hearing on Thursday May 18th, 7:00 PM
(Council issued a letter of support)
- d. J-Town Market has opened for business.
- e. Cedar Street / Greenwood Avenue Properties Planning
- f. Current Development Update
 - i. 501 Washington Lane – Apartment building - 24 Apts w/ Commercial/Retail on 1st floor
 - ii. 821 Homestead Road – Proposed apartment building - 26 (1 & 2 bedroom) w/ Commercial/Retail on 1st floor
 - iii. 93 York Road – Jenkintown Commons Limited Partnership #3 and BAP Jenkintown, LLC – Grocery Store
 - iv. 459/471 York Road – Retail / Apartments
 - v. 610 York Road – 'Coffee Shop' and 'Dessert Shop' **Land Development**
 - vi. 610 York Road – Zoning & Use 'Tiny Town'
 - vii. 610 York Road - Zoning & Use 'Dogtopia' Doggie day Care permit approved.
 - viii. 604 West Avenue Immaculate Church – EDU release request filed w/ Pa DEP. 3 (3-bedroom apts)
- g. Electronic Submission of Permits and Billing

3. Public Safety

- a. Jenkintown Borough Public Safety Services – Strategic and Capital Planning.
- b. Governors Center For Local Government Services – Letter of Intent
***Motion:** I make a motion to move to full Council consideration to issue a 'Letter of Intent' requesting assistance by the GCLGS to include a Police cost benefit analysis.*
- c. Fire Department - Updates
- d. Fire Department Apparatus Replacement – 1996 Spartan Pumper
- e. Fire Department Apparatus Assessment – Camarda Training and Consulting, Review/Recommendation
- f. Parking Permit Ordinances & Regulations – Discussion
- g. Police Interceptor – 2024 Explorer Interceptor, Gas Model (proposed #3301).
- h. Police Vehicle #3303 – returned to service. #3304 out of service.
#3304 car was damaged while parked and is being repaired.

4. Public Works

- a. 2024 Road Paving Project – Walnut Street (Washington Lane to Greenwood Avenue)
 - Project has been publicly advertised for bid.
 - Letters have been sent to all properties within the paving project.
 - All curbs and sidewalks on the project have been inspected for code compliance and deficient concrete has been marked. Foreman Riggins has met with several property owners and overall, the response has been very positive.
- b. The 2024 PECO Gas Main Replacement Project
- c. Washington Lane Temporary Closure – Road to be closed to through traffic.
- d. Proposed Line Striping (Phase two)
- e. 2021 PaDep 902 Grant (Cycle 60 Application) – Leaf Collection Trailer
- f. 2024 PaDep 902 Grant (Cycle 62 Application) – Wheeled, Lidded Recycling Toters
- g. CDBG Grant - ADA Curb Ramps
- h. Greenwood and Washington Lane – Phase 2 of the Jenkintown/Abington Connections Project

Ongoing Business

5. Administration & Finance

- a. Statewide Local Share Assessment Grant - Submitted
- b. Multi-Purpose Facilities Program Funding Grant – Borough Hall and Facilities Update and Rehabilitation
- c. Borough Financial, Billing and Building Code Software Applied Microsoft System
- d. Numerous Right to Know requests causing a staff workload issue.
- e. Sanitary Sewer Rate Study – Keystone Alliance Consulting
- f. Website – Upgrades / Updates Continue
- g. Collection Efforts of Past Due Solid Waste Accounts (continue)
- h. Large Commercial Property Reassessment Case

6. Building Zoning & Revitalization

- a. Short Term Rental of Property Ordinance
- b. Parking Lot Leases – Greenwood/Cedar Lots

7. Public Safety

- a. Parking Ordinance Chapter 172 – Parking of Trailers on Borough and State Roads.
- b. York Road Traffic Calming Plan - The traffic calming plan has been completed with signage, rumble strips, thermoplastic striping and pavement markings installed.
- c. PennDOT / Multi-Municipal Coordination Meeting
- d. Traffic Light Upgrade Runnymede and Walnut Street

- The Green Light Go Grant will provide for phase one (\$64,000) of this approximately \$450,000 project.

8. Public Works

- a. SEPTA - Flood Mitigation, Stream Restoration Project (Update)
- b. Newbold / Vernon Roads – Proposed Bike Share Lanes and Signage
- c. 2018 DCED Grant Cedar to Walnut Street Storm Water Grant
- d. Noble Bridge Replacement PennDOT – Septa Project

Other Business

Adjournment