

**BOROUGH OF JENKINTOWN  
700 SUMMIT AVENUE  
JENKINTOWN, PENNSYLVANIA**

**MINUTES OF THE COMMITTEE WORKSHOP MEETING  
APRIL 16, 2025, 7:00 P.M.**

**MEMBERS:**

Jay Conners	Council President
Christian Soltysiak	Council Vice President
Deborra Sines-Pancoe	Councilor (via teleconference)
Gordon Lewis	Councilor
Steve Spindler	Councilor
Maxine Marlowe	Councilor
Joanne Bruno	Councilor
Alexandria Khalil	Councilor
Anne MacHaffie	Councilor

**REGRETS:**

Aliza Narva	Councilor
Alex Bartlett	Councilor
David Ballard	Councilor
Chief Kenneth Lynch	Borough Fire Chief
Patrick Hitchens	Borough Solicitor

**GUESTS:**

Gabriel Lerman	Mayor
George Locke	Borough Manager
Rich Garrett	Assistant Chief, Second Alarmers
Chief Thomas Scott	Chief of Police
Kenneth Riggins	Public Works Foreman
Mark Bickerton	Borough Traffic Engineer, Pennoni Associates
Tiffany Fisher	Recording Secretary, Minutes Solutions Inc. (via teleconference)

**1. CALL TO ORDER**

There being a quorum present, and adequate and proper notice of the meeting having been given, the meeting was called to order at 7:07 p.m.

**2. PUBLIC COMMENT**

Maurene Lucak, 115 Cedar Street, spoke about the possibility of painting a yellow curb at the planting island at Vista and Vernon Road. She has found the crosswalk gets blocked.

Manager Locke noted that he wanted to speak with Mark Bickerton about the yellow curb issue and stated that it does not have to be painted yellow. Alternatives like a sign can be considered.

There were no comments received by email.

### **3. REPORTS**

#### **3.1 Second Alarmers**

Rich Garrett, Assistant Chief of the Second Alarmer's Rescue Squad, stated that March's calls for services were noted in the packet and welcomed questions.

#### **3.2 Police Department**

Police Chief Thomas Scott reported that the National Prescription Drug Take Back Day is scheduled for April 26, 2025, from 10:00 a.m. to 2:00 p.m. at the Jenkintown police station, and other police departments are participating in the take back.

Standard Press Steel (SPS) and DEP have both completed separate soil testing and each have posted results on their websites. The Jenkintown Borough website has a link to the soil testing results and press release related to the testing. There was a slightly elevated level of arsenic in some of the soil samples. They believe the results are linked to pesticides, pressure treated wood, or other items that have received treatment with elevated levels of arsenic.

Several policies are in the process of being updated pending approval the week of April 21, 2025. The police department has adjusted to the new schedule due to the reduction in staff. Some officers have been attending training in the past month.

They are planning to arrange financing for the new 2025 police vehicle, expected in June or July, 2025, that is to replace an outdated vehicle.

#### **3.3 Public Works Department**

Public Works Foreman Kenneth Riggins reviewed items in the report he provided.

The Jenkintown Library will host a free electronic waste recycling event on May 3, 2025, from 9:00 a.m. to 11:00 a.m. in the parking lot. Accepted items include televisions, small appliances, computers, hard drives, cell phones, computer monitors, and any item with a plug.

#### **3.4 Engineer Report**

Mark Bickerton from Pennoni Associates provided the engineer report, noting that his team had been assisting with land development reviews and inspections, the CDBG ADA ramp project closeout, assisting Manager Locke with the small water grant for the sanitary sewer, as well as the DCED flood mitigation grant. He is drafting alternative layouts for the Linda Vista Avenue and Cheltena Avenue intersection as they wait on grant funding approval.

### **4. PUBLIC WORKS – NEW BUSINESS/ITEMS FOR DISCUSSION**

#### **4.1 ADA Ramp Project Grant Closeout**

The ADA ramp is completed and Manager Locke along with Foreman Riggins are managing the grant closeout.

#### **4.2 ADA Ramp at Walnut Street and West Avenue**

Councilor Sines-Pancoe stated that the ramp is a wonderful and attractive addition.

#### **4.3 Parking Inventory**

Mark Bickerton from Pennoni is performing an evaluation of the parking on and off street.

#### **5. PUBLIC WORKS – ONGOING BUSINESS**

Councilor Sines-Pancoe presented Public Works' ongoing business.

#### **6. PUBLIC SAFETY – NEW BUSINESS/ITEMS FOR DISCUSSION**

##### **6.1 Fire Department Updates**

The Fire Commission meeting was held April 9, 2025. They are actively gathering information for onboarding and annual physicals as the budget is to be determined in 2026. Conversations are in progress with SPS about contributions or replacing gear damaged in the fire.

##### **6.2 Police Department Updates – Consideration of Approval**

**On a motion made by Christian Soltysiak, seconded by Councilor MacHaffie, it was resolved to move police department policies for consideration to full council. Motion carried unanimously.**

#### **7. PUBLIC SAFETY – ONGOING BUSINESS**

##### **7.1 Fire Department Apparatus Status**

The repairs are complete, and the front passenger door now latches.

##### **7.2 Truck Traffic/Vehicle Concerns and Ordinance List of Streets**

The police department received complaints about The Giant and traffic flow, including illegal left turns into the Washington Lane entrance and oversized vehicles. Chief Thomas Scott and Mark Bickerton are working on a solution.

Gordon Lewis has received traffic calming inquiries from neighbors with concerns about the area between Homestead Road and West Avenue, as there are two dance schools and a pre-school, and drivers are speeding, making left turns off Homestead onto Cottman at high speeds. Alexandria Khalil seconded this recommendation and noted witnessing cars go on the curb.

#### **8. ADMINISTRATION AND FINANCE – NEW BUSINESS/ITEMS FOR DISCUSSION**

##### **8.1 2023 ADA Curb Ramp Project – Albert G. Cipolloni Jr. & Sons, Inc.**

**On a motion made by Jay Conners, seconded by Councilor Soltysiak, it was resolved to authorize payment request No. 3 in the amount recommended by the Borough engineer, to be presented at the next meeting. Motion carried unanimously.**

If the engineer's recommendation is not received by April 23, 2025, it will not be added to the next Council meeting agenda.

#### **9. ADMINISTRATION AND FINANCE – ONGOING BUSINESS**

Jay Conners presented the Administration and Finance ongoing business items.

**10. BUILDING ZONING AND REVITALIZATION – NEW BUSINESS/ITEMS FOR DISCUSSION**

**10.1 Short Term Rental – Ordinance 2025-03**

This ordinance will only be permitted by special exception before the zoning hearing board.

**10.2 Planning Commission**

The decision timeline given by the Pennsylvania Historical Museum Commission on the historical marker to honor Horace Trumbauer is estimated to be around October, 2025.

**10.3 Zoning Hearing Board Hearings**

The meeting will be held on May 5, 2025, as a continuation of 103 York Road seeking an addition of a rear yard setback variance.

**10.4 Current Development Updates**

501 Washington Lane apartments have 19 out of 24 units occupied and signed. Plans have begun for businesses on the first floor. The first has been submitted for a nail salon, and the second proposal is underway for a coffee shop.

**11. BUILDING ZONING AND REVITALIZATION – ONGOING BUSINESS**

**11.1 Community Playground at JSD (Legacy Park Update)**

George Locke noted that they will request bids for a design plan from architects.

**12. OTHER BUSINESS**

There was no other business to discuss at this time.

**13. ADJOURNMENT**

There being no further business to transact, the meeting was closed at 7:53 p.m.

**DISCLAIMER**

The above minutes should be used as a summary of the motions passed and issues discussed at the meeting. This document shall not be considered a verbatim copy of every word spoken at the meeting.

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Director

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Director

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Date

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Date