

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

**MINUTES OF THE COMMITTEE WORKSHOP MEETING
JUNE 18, 2025, 7:00 P.M.**

MEMBERS:

Christian Soltysiak	Council Vice President
Steve Spindler	Councilor
David Ballard	Councilor
Alexandria Khalil	Councilor
Anne MacHaffie	Councilor
Maxine Marlowe	Councilor (via teleconference)
Joanne Bruno	Councilor (via teleconference)

REGRETS:

Jay Conners	Council President
Alex Bartlett	Councilor
Deborra Sines-Pancoe	Councilor
Gordon Lewis	Councilor
Aliza Narva	Councilor

GUESTS:

Gabriel Lerman	Mayor
George Locke	Borough Manager
Chief Thomas Scott	Chief of Police
Chief Ken Lynch	Borough Fire Chief
Kenneth Riggins	Public Works Foreman
Rich Garrett	Assistant Chief, Second Alarmers
Mark Bickerton	Borough Traffic Engineer, Pennoni Associates
Maureen Lucak	Chair, Environmental Advisory Committee
Tamra Ross	Minutes Solutions Inc. (via teleconference)

1. CALL TO ORDER

Adequate and proper notice of the meeting having been given, the meeting was called to order at 7:03 p.m. It was noted that a quorum was not present and the meeting proceeded for informational purposes.

2. PUBLIC COMMENT

There was no public comment.

3. REPORTS

3.1 Jenkintown Fire Department Report

Fire Chief Ken Lynch noted that the Fire Department report was in the meeting package.

In response to David Ballard, Ken Lynch noted that there was no update on the Standard Press Steel (SPS) fire reimbursement, but post-incident blood testing was complete and would provide a baseline if any health concerns were to crop up for involved personnel in the future.

3.2 Second Alarmers

Rich Garrett, Assistant Chief of the Second Alarmer's Rescue Squad (SARS), noted that the Second Alarmers report was included in the meeting package.

3.3 Police Department

Police Chief Thomas Scott noted that the Police Department report was included in the meeting package.

3.4 Public Works Department

Public Works Foreman Kenneth Riggins reported that the 2025 gas main replacement project was underway, beginning on Cottman Street from Homestead Road to Nice Avenue. To date, 420 feet of gas main have been replaced and moved from inside homes to outdoor locations.

The 5K run was a success, with a strong turnout. Christian Soltysiak noted the event's excellent organization and the contributions of the Public Works Department.

3.5 Engineer Report

Mark Bickerton from Pennoni Associates provided the Engineer Report, noting that it was filed after the deadline.

Pennoni Associates continues to assist with land development reviews and inspections and is working on compiling an inventory of parking and is assisting with the new ARLE Grant application.

4. PUBLIC WORKS – NEW BUSINESS/ITEMS FOR DISCUSSION

Chair Soltysiak reported on behalf of Councilor Sines-Pancoe. Items that required elaboration during the meeting are documented below.

4.1 ARLE Grant Application

Borough Manager George Locke provided an update on the grant. The initial application was revised as the pre-application review process indicated that it was not competitive or a good match for the grant intent. The revised application is to support the traffic count and timing of York Road traffic signals with an estimated project cost of \$101,960 with no local fund match required. George Locke noted that the project will allow the Borough to retire some old loop detectors with radar.

5. PUBLIC WORKS – ONGOING BUSINESS

Chair Soltysiak reported on behalf of Councilor Sines-Pancoe. Items that required elaboration during the meeting are documented below.

5.1 MONTCO 2040 Implementation Grant

The grant was awarded to the Borough on May 15, 2025, in the amount of \$250,000. Council is in the planning stages of determining which projects the grant will fund.

5.2 Cedar Street Moretti Park – Moretti Family Plaque

Chair Soltysiak noted the importance of doing something to memorialize the Moretti family's contribution to the town. She will consult with Councilor Sines-Pancoetalk about completing the project.

5.3 County Wide Hazardous Material Collection

George Locke noted that the hazardous material collection day has been advertised on Facebook. The collection site will be at Abington Middle School on July 28, 2025.

5.4 Poison Ivy in Town Square

Councilor Khalil inquired about the poison ivy removal in the town square. George Locke reported that the plant was in two small areas and has been eradicated.

Chair Soltysiak asked that a public notice be posted to ask residents to report any poison ivy sightings to assist with controlling the weed.

6. PUBLIC SAFETY – NEW BUSINESS/ITEMS FOR DISCUSSION

Chair Soltysiak reported. Items that required elaboration during the meeting are documented below.

6.1 SPS Fire Recovery and Testing Updates

Firefighters have completed baseline bloodwork with the results to be retained in the staff health record. Chair Soltysiak noted that a firm number of firefighters that will need health exams in 2026 is required for budgeting purposes. She also discussed implementing health exams for new firefighters as part of the onboarding process.

A check was received from SPS to cover the cost of cleaning the fire trucks. SPS attached a release form with the check which will be reviewed by the Council and is currently being reviewed by the Fire Chief.

6.2 Fire Department – Updates from Fire Commission

The pumper truck is repaired. The Fire Chief's truck has completed its upfit and is ready for signage.

6.3 Proposed Traffic/Pedestrian Safety Improvements – 93 York Road

Most of the improvements are complete. Some additional delineators will be installed on the exit lane to make it clearer where vehicles are permitted to turn.

It was noted that many drivers are continuing to ignore the signage and additional enforcement is needed to correct the issue.

6.4 Public Parking Lot Signage – Proposed Plan

George Locke noted that the plan is complete. Planning Commission feedback is that the signage is useful. The Council reviewed a map of the area where new signage will be installed to align with all applicable standards. Applicable guidance is to ensure signage is within four blocks of the parking lot.

The plan will be placed on the agenda for the full council

6.5 Traffic Detour Policy.

The updated traffic policy for safe operations when detouring traffic in emergencies is completed and filed.

7. PUBLIC SAFETY – ONGOING BUSINESS

Chair Soltysiak reported items that required elaboration during the meeting are documented below.

7.1 Fire Department Apparatus Status - Engine 99 (Spartan Pumper) Major and Subsequent Repairs Completed.

None.

7.2 Truck Traffic/Vehicle Concerns and Ordinance List of Streets

A report is underway detailing the 15 streets that do not allow truck traffic. Currently the truck rule is not in Borough ordinance and is not enforceable.

7.3 Police Interceptor Explorer

The vehicle has been delivered and is currently being upfitted.

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

Councilor Ballard reported. Items that required elaboration during the meeting are documented below.

8.1 Borough Tax Collection Report – Update

Just over 80% of property taxes and 60% of Act 511 taxes have been collected to date.

8.2 Equipment Damage Settlement w/ SPS Technologies and Fire Department Motion to Move to Full Council for Approval

As a quorum was not present, the Council agreed to dispense with the vote and move the item to the full Council.

8.3 Real Estate Reassessment Appeal Agreement – 115 West Avenue Motion to Move to Full Council for Consideration of Approval

As a quorum was not present, the Council agreed to dispense with the vote and move the item to the full Council.

8.4 Niko Barnett, Troop 201, Eagle Scout Project –Recognition of Contribution Motion to Move Recognition of Niko Barnett, Troop 201 to Full Council

As a quorum was not present, the Council agreed to dispense with the vote and move the item to the full Council.

9. ADMINISTRATION AND FINANCE – ONGOING BUSINESS

Councilor Ballard reported. Items that required elaboration during the meeting are documented below.

9.1 Sanitary Sewer System Management Software – Waterworth Software

A meeting is scheduled for June 25, 2025, to discuss details of the agreement.

9.2 Governor's Center for Local Government Services (Strategic Management Planning Program)

Discussions are ongoing about developing an RFP for the project.

9.3 Right to Know Requests

The Borough solicitor is handling larger requests or requests requiring redaction and is waiting for the ratified collective bargaining agreement to add final details.

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

Joanne Bruno reported.

The Planning Commission and Design Review Board now have a full complement of members.

Councilor Bruno noted that the Council received a memo from the Planning Commission regarding its response to the preliminary land development plan for 459/471 York Road.

The Planning Commission, in consultation with Claire Warner of the Montgomery County Planning Commission, reviewed four priority areas: miscellaneous zoning updates, wayfinding and walkability, a parking study, and miscellaneous design work as needed. The Planning Commission aims to strike sub-committees to work with Council and George Locke on the four areas to help determine specific areas on which to focus.

10.1 Current Development Updates

10.1.1 501 Washington Lane – Apartment Building

The apartments on this site are fully occupied and the parcel is for sale.

10.1.2 821 Homestead Road – Proposed Apartment Building

The project is complete and the apartments are being marketed.

10.1.3 93 York Road - Jenkintown Commons Limited Partnership #3 and BAP Jenkintown, LLC

The project is substantially complete and there are approximately six items remaining to complete.

10.1.4 459/471 Old York Road LLC – Mixed Use Building, Retail/ Apartments Preliminary Land Development

The preliminary land development request will come before the Planning Commission on June 25, 2025.

10.1.5 604 West Avenue Immaculate Church – 3-Bedroom Apartments and Commercial First Floor

Interior demolition has commenced and the building permits are approved.

10.1.6 Approvals for the Jamaican Restaurant and Lilly’s Authentic Indian Cuisine Expansion.

The Jamaican restaurant has been inspected and will open soon. Lilly’s expansion has been approved.

11. NEW BUSINESSES – ZONING AND USE PERMITS

11.1 725 West Avenue - Arcade

The application was denied as indoor entertainment is not a permitted use in the Town Center Zoning District. A denial letter has been sent and the applicant is not expected to appeal.

12. BUILDING ZONING AND REVITALIZATION - ONGOING BUSINESS

12.1 Private/Public Parking Lot - 429 York Road

George Locke noted that the Borough is hoping for a conversation with the owner. An RFP for the site is in development.

12.2 Library Upgrades

Councilor Ballard reported that the library has completed development of a new rear entrance on Vista Road, funded by a grant. The new entrance has a carriageway and coffee service.

Earlier in the year the library received a grant to upgrade the antiquated heating boiler and address basement flooding caused by the boiler. The basement refurbishment is nearly complete, and a new boiler has been installed. The used bookstore in the library basement is being resituated and will reopen this summer.

12.3 Verizon Building – Damage to Stone

Councillor Khalil noted that the Verizon Building has vines growing on the exterior stone which will likely cause damage. She recommended alerting them of the issue.

George Locke will notify Verizon of the issue.

13. OTHER BUSINESS

There was no other business to discuss at this time.

14. ADJOURNMENT

The meeting was closed at 7:55 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.

Councilor

Councilor

Date

Date