

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

**MINUTES OF THE BOROUGH OF JENKINTOWN COUNCIL MEETING
JUNE 25, 2025, 7:00 P.M.**

MEMBERS:

Jay Conners	Council President
Gordon Lewis	Councilor
Maxine Marlowe	Councilor (via teleconference)
Joanne Bruno	Councilor
David Ballard	Councilor
Alexandria Khalil	Councilor
Anne MacHaffie	Councilor
Alex Bartlett	Councilor
Aliza Narva	Councilor

REGRETS:

Christian Soltysiak	Council Vice President
Deborra Sines-Pancoe	Councilor
Steve Spindler	Councilor
Kenneth Riggins	Public Works Foreman
Khaled Hassan	Borough Engineer, Pennoni Associates

GUESTS:

Gabriel Lerman	Mayor
George Locke	Borough Manager
Chief Thomas Scott	Chief of Police
Patrick Hitchens	Borough Solicitor
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 7:03 p.m.

2. PLEDGE OF ALLEGIANCE

The Council recited the Pledge of Allegiance.

3. APPROVAL OF MINUTES

On a motion made by Gordon Lewis, seconded by Joanne Bruno, it was resolved to approve the minutes of the May 28, 2025, Borough of Jenkintown Council meeting as presented. Motion unanimously carried.

4. **APPROVAL OF PAYROLLS**

On a motion made by David Ballard, seconded by Joanne Bruno, it was resolved to approve payrolls in the amount of \$203,066.90 and invoices totaling \$471,126.76. Motion unanimously carried.

5. **PUBLIC COMMENT**

President Conners announced that there was a Conditional Use hearing later this evening and if your Public Comment has to do with that conditional use hearing to please hold your public comment and you will be afforded a chance to register your public comment during that hearing.

Alison Fraser, commented about Leedom, West Avenue, and 409 to be parking for businesses. It was stated that people who live on West Avenue will be eligible for municipal parking lot permits and West Avenue parking in the evening. People who live on West Avenue already have permits to park on Leedom Street. The speaker requested that a new parking study be performed and presented.

Heidi Braunschweig, 400 Leedom Street

Bill Fraser, 416 Cedar Street, noted positive changes to the new parking ordinance but requested an update to the RFP that was mentioned on May 28, 2025. He stated that he would like a parking study to be conducted before any changes move forward. Bill Fraser stated that he is against ParkMobile being installed on densely populated residential areas. He stated that permit parking hours and their enforcement require further discussion with the Council.

There were no comments received by email.

6. **PRESENTATIONS**

6.1 **Niko Barnett, Troop 201, Eagle Scout Project – Recognition of Contribution**

After presentations to Council and the JEAC in September, October, and November of 2025, Niko Barnett secured approval and funding for the raised beds made of cedar wood. Materials were purchased and transported to Earl Hall. The Eagle Scouts, Anthony McAllister, and family and friends of the troop collaborated from March 14, 2025, to March 16, 2025, to cut wood, construct the new garden boxes, and dispose of the old, rotted boxes. Only two of the four boxes were replaced due to financial constraints, but the two boxes that were not replaced were reinforced to be stabilized until a later date when they can be fully replaced. A plaque was placed on May 12, 2025, to commemorate the project. Niko Barnett thanked everyone involved in the project. The cedar was purchased from Geppert Lumber, and they provided a discount on the wood as it was used for a community service project.

Manager Locke stated that this was a significant undertaking. They performed project management, cost effectiveness, presented different options for the Borough, and negotiated a lower price with Geppert Lumber. He shared that they had unexpected funds leftover in the maintenance and repair budget for Borough Hall, and a donation was made from this budget.

Jenkintown Borough Council presented a certificate of recognition to Niko Barnett for outstanding service and valuable contribution to the community through the Eagle Scout service project.

6.2 **Jenkintown School District Budget Presentation, JSD Business Administrator**

The district's budget cycle runs over a three-year period. The planning phase, preparation phase, and adoption phase all occur a year before the actual budget. This is followed by implementation and monitoring, and evaluation occurs the year after the budget with the audit.

In August, 2025, the Pennsylvania Department of Education will decide on the act one index. Based on calculations presented, it is an adjusted index of 4.6%. Taxes cannot be raised higher than this amount because the Council voted not to exceed the act one indents provided. They will need to evaluate the budget and ensure that it comes in under 4.6% moving forward.

The budget is primarily made up of mandated programs. These programs are required to perform evaluations; provide individual education plans; provide services for occupational therapy, physical therapy, nursing services, as well as transportation for children who are placed in private schools; and to cover charter school tuition. Until 2024, the district had not received any funding for this mandate since 2011. From 2003 until 2011, they received approximately 30% of the cost required. For the 2025 cyber charter enrollment program, \$6,500 was received, but it will not be in the 2026 budget. Approximately seven students are enrolled in a charter school yearly. Employees' salaries and benefits are also part of the budget.

In April, 2025, the proposed final budget was presented at 3.9% taxes and the Board voted to adopt the budget. It can be changed, but it needs to be on display before the final budget is adopted by June 30, 2025.

A rare increase in assessments is a result of the new Giant, it has added \$175,000 in revenue that the district can obtain through local taxes.

Planning, preparation, and adoption have all been completed in 2025 for the 2026 budget. Implementation and the monitoring phase will begin in 2026. In 2027, they will perform an evaluation with auditors.

7. PUBLIC HEARING

Patrick Hitchens opened the public hearing for the application by YZL Wealth Investment, LLC, regarding their property located at 119 York Road to continue their conditional use hearing.

7.1 119 York Road, YZL Wealth Investment, LLC, Section 181-74

On a motion made by Alex Bartlett, seconded by Joanne Bruno, it was resolved to approve the application by YZL Wealth Investment, LLC, for conditional use under Section 181-74 of the Borough Zoning Ordinance for the property located at 119 York Road, to reduce the number of parking spaces from 11 to four based off the testimony and exhibits presented as well as the following conditions: the applicant will install signage to ensure there is no employee parking permitted in the four spaces located at the rear of the building, the applicant will make sure that the rear parking is available only to the residents of 119 York Road outside of operating hours, and the applicant will agree to place a condition in the two rental leases that it is an obligation of the tenant to seek a residential parking permit from the Borough. Seven in favor and one opposed. Motion carried.

Michael Yanoff, Goldstein Law Partners, represented the applicant.

Patrick Hitchens reviewed documents identified for the record during the hearing held on May 28, 2025. ZHB-1 was a copy of the legal advertisements that were not re-advertised for the June 25 hearing but were announced at the end of the public hearing held on May 28, 2025.

The second document was ZHB2, a copy of the application submitted by the applicant. ZHB3 was a copy of the site plan submitted by the applicant.

Patrick Hitchens opened the floor to party status requests. There were no parties.

Michael Yanoff suggested that a nail salon would qualify as a personal service shop, even though it is not specifically listed in subsection six of the zoning ordinance Section 181-49, permitted uses. Section 181-74 of the Borough Zoning Ordinance allows non-residential uses a reduction of up to 100% of required parking if one or more of the required conditions are satisfied. One of the conditions being that the use is located within 750 walking feet of a public parking facility, with available parking spaces. Another being that on-street parking is provided directly in front or behind the building. The Board is authorized to allow a reduction in the required parking if one or more of those conditions have been met.

Yuting Lu was sworn in as an authorized representative and member of YZL Wealth Investment, LLC. The property was purchased in March, 2024. When the property was reviewed at pre-purchase, an eyeglasses store and a wallpaper store were operating there. Upon purchase, only the wallpaper store remained operating, and now both stores are empty. No exterior changes are planned for the property. Inside, a wall currently separates the two different stores from one another. The applicant plans to remove the wall to create one larger space.

The first document marked into record was A1, a floor plan submitted by the applicant during the hearing. The second document marked into record was A2, a map image of the store location and surrounding parking areas submitted by the applicant during the hearing. A third and final document marked into record was A3, a photograph taken June 22, 2025, of the public parking lot located 750 walking feet from 119 York Road.

Yuting Lu referenced document A1 and stated that the entryway will not be changed. She noted that the middle entry will be wheelchair accessible. When entering, there will be a waiting area, with the pedicure stations to the left and the manicure stations located in the middle. The back of the space will be renovated to create a utility room and an employee break room. The total space will be approximately 2,500 square feet. This will be a family owned and operated business. The family will be dropped off in the morning in one vehicle and picked up at the end of the day, to ensure no parking spaces will be used by any of the employees. Business hours will be 9:30 a.m. until 7:00 p.m. with the intention of operating six days a week.

Referring to A2, Yuting Lu demonstrated that she walked from 119 York Road to the nearest public parking lot in approximately two hundred steps. The site plan, ZHB3, shows that the property has four parking spaces available at the rear of the building. The intention is to advise customers of local public parking and offer reimbursement for up to two hours when public metered parking is utilized by paying customers. The meter fee is \$1 per hour and Yuting Lu stated that she would advertise reimbursement and list it on store flyers. Jenkintown is touted as a walkable city, which was the reason Yuting Lu opted to open her business in the Borough.

Jay Conners opened the floor to comment from Council.

Alexandria Khalil asked where the residents would park since six bedrooms are upstairs.

Yuting Lu stated that the apartment is listed as on-street parking only, and the unit is leased as a single-family unit.

David Ballard asked if residents could use one of the four spaces overnight.

Yuting Lu said residents can use the four parking spaces when outside of business hours.

Mayor Lerman asked if customers can park in the 20-minute free parking on Summit Avenue.

Yuting Lu clarified that no service can be completed within a 20-minute timeline, considering checking-in and paying. It would be too risky to suggest customers use that parking.

David Ballard asked a question about the residents at 119 York Road, Councilor Ballard asked if the apartment residents would be permitted to buy monthly passes for the Public parking lots.

Joanne Bruno asked for the number of stations that will be set up for manicures and pedicures and asked for the estimated number of customers that can be on-site at any time.

Yuting Lu stated that 10 of each pedicure and manicure station will be installed but noted that this is to ensure there is always a working station available. It is projected that six stations will be in use for each at any given time, and the others will be used as back-up. It is estimated that no more than 10 customers at one time are expected during peak season.

Patrick Hitchens asked if Yuting Lu would agree to make it a specific condition that no employees can park on the property and that it would be enforced by way of parking signs. In the event the business is sold to another person, it would be a condition that they too would enforce the no-employee parking policy.

Yuting Lu agreed to making this condition.

Patrick Hitchens asked if Yuting Lu would agree to make it a specific condition that the four parking spaces would be made available to residents outside of operating hours.

Yuting Lu agreed to making this condition.

Patrick Hitchens asked for the number of units that are located on the second level.

Yuting Lu stated that two units are on the second level and each unit has three bedrooms.

Patrick Hitchens asked if the units existed when the property was purchased.

Yuting Lu clarified that it was used as an office space before the property was purchased and that the second level was renovated for residential use. The previous owner had received approval to change the second level into residential use, and Yuting Lu reapplied to have the same approval in her name. Due process was followed to make the changes.

Patrick Hitchens asked if the units are currently leased out.

Yuting Lu stated that the units are currently listed for lease.

Patrick Hitchens asked if Yuting Lu has spoken with her neighbors since the previous hearing.

Yuting Lu stated that she was unable to communicate with the community as she was out of the country until June 19, 2025, and she was only available to survey the surrounding area on June 22, 2025, and take photographs of the parking lots.

Jay Conners opened the floor to public comments.

Maureen Lucak asked about the hearing held on May 28, 2025, the mention of renting to college students, and asked for the intent for renting.

Yuting Lu replied that college students are one of the target demographics, but they are not the only demographic. She stated that they will only sign one lease per unit and that one person can be responsible for arranging room rentals within the unit and accepting payment if they choose to do so.

Patrick Hitchens closed the public hearing.

8. PRELIMINARY LAND DEVELOPMENT APPLICATION – 459/471 YORK ROAD LLC

On a motion made by Alex Bartlett, seconded by Gordon Lewis, it was resolved to approve the attached resolution granting preliminary land development and subdivision approval to 459/471 Old York Road LLC, for its mixed-use development project at 459/471 York Road. Motion unanimously carried.

The presenter, Matthew McHugh, Attorney for applicant, stated that they plan to comply with the Borough's recommendations and asked the Council to grant preliminary approval with the waivers that were provided in the letter.

Jay Conners opened the floor to comment from Council.

Alexandria Khalil asked if they would be open to obligating that tenants seek a residential parking permit in the lease agreement.

The presenter clarified that the proposed parking lot and parking garage will have sufficient space to meet the demand for peak residential and commercial business parking use. However, they can add a condition that if tenants are not going to park in the garage or in the proposed parking lot, they will be required to apply for a residential parking permit through the Borough. He noted that there are additional parking opportunities of six to seven street parking spaces that they did not utilize towards their parking requirement as they were entitled to.

Alexandria Khalil noted concern with residents opting to park on the street instead of the lot.

David Ballard asked who is responsible for tenants who refuse to park in the proposed lot and instead choose to park on the available street parking.

Patrick Hitchens stated that a public space is available for anyone to park and asked how it would be proposed to address this issue of tenants overusing street parking.

The presenter stated that the applicant has not encountered this specific parking issue in the past, but they are fully committed to supporting a harmonious long-term relationship with the Borough. He suggested that the Borough designate the parking outside of the property as public parking excluding residents of the building.

Patrick Hitchens stated that the Borough would need to speak with the property owner to determine how the property owner could guide the residents' behavior, as the police would not know which vehicles belong to tenants.

The presenter clarified that the property owner's desire is to be self-contained, using only the proposed lot and garage available on-site. The peak parking demand was reviewed, and density was reduced to ensure that a parking space would be available for all residential and commercial use.

David Ballard stated that the issue is not the number of spaces that are available but rather how tenants frequently choose street parking over parking lots assigned to the property.

Gordon Lewis asked if the parking spaces available will be provided free of charge to the residents or if there is a charge set.

The presenter stated that this has not been decided and will be considered once trends can be reviewed based on parking habits over time.

Gordon Lewis stated that people would be more likely to use the parking spaces on the property if the parking space was included in their lease.

The presenter clarified that the commercial uses are currently unknown. He noted that the needs are different based on whether it is an office space or a coffee shop, and the type of business will dictate the demand for parking.

Alexandria Khalil noted that the building next door is requiring that residents acquire residential parking permits, but they are not communicating with their residents adequately and this presents a concern.

The presenter stated that they do not want to be towing cars, so communication with tenants will be a priority.

Alexandria Khalil asked if the building has tenants signed to lease yet.

The presenter stated that they are too early in the process to acquire tenants.

Patrick Hitchens asked if they agreed to the continuation of the existing streetscape.

The presenter stated that they are all agreeable, but one, and more conversation is required about street trees and the alternative technologies available.

Patrick Hitchens clarified for the Council that the technology available allows for trees to grow underneath sidewalks without creating problems for utilities. He stated that the applicant understands this is an option but has included a waiver request regarding the street tree condition, which specifies placing planter boxes in lieu of the street trees.

The presenter stated that they are willing to explore all options for the street tree condition, they are not yet familiar with the options and are willing to agree to everything listed in the resolution except for the street tree condition.

9. REPORTS

9.1 Engineer's Report

Mark Bickerton stated that they are in the final stages of preparing a traffic parking inventory report to deliver to Manager Locke.

He is assisting with the 2025 ARLE grant application for traffic improvements on York Road.

The Council asked if residents of Cheltena Avenue have been approached for discussion. Manager Locke stated that once a design is available for presentation, the Cheltena Avenue residents will be scheduled for discussion.

9.2 Solicitor's Report

The solicitor's office continues to provide services on an as-needed and as-requested basis.

9.3 Mayor's Report

Mayor Lerman noted that events held in June, 2025, were successful and thanked the Jenkintown Police Department and the Public Works Department for their collaborative efforts. The fourth of July parade will start at 9:30 a.m. for 2025, earlier than 2024, to allow first responders to attend parades in neighboring communities.

9.4 Police Chief's Report

Chief Thomas Scott attended the Pennsylvania Chiefs of Police Association convention in Lancaster on June 22, 2025, until June 23, 2025, and has created a list of available options for the Borough to review for donations or to purchase for the Jenkintown Police Department to make the Borough's large-scale events a safer experience. An electric bike is one of the items listed in the report.

9.5 Manager's Report

Manager Locke shared that the Public Works Department is working within their heat schedule at this time, which starts at 6:00 a.m. and ends at 2:00 p.m. to allow duties to be completed safely during the heat wave.

He has been collaborating with the solicitor on conditional use hearings heard in May and June, 2025, and another will be coming up in July, 2025.

The 2025 ARLE grant application is ready, and if approved, it will provide a thorough traffic study of York Road. They are awaiting a letter of recommendation from the state senator or state representative. They would like to have Abington sign off on the grant application as the change will impact Abington Township.

Manager Locke stated that they are confident in the evaluations provided by the professionals who have contributed to the parking ordinance revisions and are pleased with the collaboration the Council sought with residents and commercial property owners. The proposed ordinance has been posted to the Borough's website, to the Borough's Facebook page, and placed in a news story. Residents will have a month to review the proposal before it returns to Council for voting. A parking study will be conducted. The parking inventory began the week of June 9, 2025, and will be the basis of the parking study. It is projected to be completed by the week of July 14, 2025. These expenses are all on budget. An RFP will be issued for the parking study as mentioned during the meeting held on May 28, 2025.

The Council asked if they planned to discuss parking enforcement during the July, 2025, meeting.

Manager Locke stated that the police department is always available for enforcement.

Chief Thomas Scott stated that the Jenkintown Police Department is available 24 hours a day, seven days a week, 365 days a year, and can respond to any complaint regarding a violation of parking. He added that there is a zero-tolerance policy for any vehicle blocking a driveway, and police will respond immediately. Vehicles will be towed if they are blocking a driveway.

10. ORDER OF BUSINESS

10.1 Equipment Damage Settlement with SPS Technologies

On a motion made by Jay Conners, seconded by Joanne Bruno, it was resolved to approve the settlement agreement reimbursing Jenkintown Fire Department for losses sustained during the SPS Technologies fire incident response with the condition subject to the solicitor’s approval. Motion unanimously carried.

The Borough’s solicitor is waiting to hear back about minimal adjustments to the agreement.

10.2 Public Parking Lot Directional Signage

On a motion made by Jay Conners, seconded by Alexandria Khalil, it was resolved to approve the acceptance of the engineer’s plan and to authorize the purchase and installation of the proposed public parking lot directional signage. Motion unanimously carried.

10.3 Stipulation to Settle – Board of Assessment Appeal

On a motion made by David Ballard, seconded by Joanne Bruno, it was resolved to approve “Approval of Stipulation to Settle – B.O.A.” with Jenkintown Station Associates, Parcel No. 10-00-04860-00-8, located at 115 West Avenue. Motion unanimously carried.

11. NEW BUSINESS

Alexandria Khalil proposed that the Council consider hiring someone to create an economic development team to avoid oversaturation of similar businesses in the Borough.

12. ADJOURNMENT

The meeting was closed at 8:49 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.

Director

Director

Date

Date