



**JENKINTOWN BOROUGH COUNCIL  
PUBLIC MEETING**

**Monday, September 29<sup>th</sup>, 2025  
7:00 P.M.**

**700 Summit Avenue, Jenkintown Pennsylvania  
(Also - Live Streamed via ZOOM)  
DRAFT AGENDA**

**1. Call to Order**

**2. Pledge of Allegiance**

**3. Roll Call**

**4. Approval of Council and Committee Meeting Minutes** **Councilor D. Ballard**

**5. Approval of Payrolls in the amount of \$266,888.34 and invoices totaling \$372,098.36**  
**Councilor D. Ballard**

**6. Public Comment**

**Reports**

**7. Engineer's Report** **Khal Hassan P.E., Pennoni**

**8. Public Works Department** **Foreman K. (Jim) Riggins**

**9. Solicitor's Report** **Solicitor P. Hitchens**

**10. Mayor's Report** **Mayor G. Lerman**

**11. Police Chief's Report** **Chief of Police T. Scott**

**12. Manager's Report** **Borough Manager G. Locke**

## ORDER OF BUSINESS

1. Police Department Policies **Vice President C. Soltysiak**  
**Motion:** *to approve the following Police Department Policies as presented.*
2. Final Payment - Community Development Block Grant (ADA ramps) **Councilor D. Sines Pancoe**  
**Motion:** *To issue final payment to Albert G. Cipolloni & Sons in the amount of \$20,372.92 as recommended by the Borough Engineer.*
3. MS4 - 7 Year Permit Renewal - Notification of Submittal **Councilor D. Sines Pancoe**  
**Motion:** *to approve having received Official Notification of MS4 Report Filing.*
4. 2026 Public Budget Meeting/Workshop Schedule **Councilor D. Ballard**  
**Motion:** *to approve the proposed 2026 budget meeting/workshop schedule as presented and grant permission to publicly advertise the same.*
5. 2026 Minimum Municipal Obligation - Uniform & Non-Uniform Pensions **Councilor D. Ballard**  
**Motion:** *to approve the 2026 Minimum Municipal Obligation (MMO) as presented.*  
*(Uniform - \$221,805.00, Nonuniform - \$45,758.00)*
6. Real Estate Appraisals (700 Summit, 433/435 Cedar and 429 York Road) **Councilor D. Ballard**  
**Motion:** *to approve allowing the Manager to obtain real estate appraisals for 700 Summit Avenue, 433/435 Cedar Street and 429 York Road for the purpose of seeking funding opportunities.*
7. Replacement of Parking Enforcement Vehicle (2026 Budget) **Councilor D. Ballard**  
**Motion:** *to approve permission for the Manager to pursue replacement of the parking enforcement vehicle as presented through the COSTARS cooperative purchasing program in the 2026 budget.*

## NEW BUSINESS AND DISCUSSION

## ADJOURNMENT

## MEMORANDUM

**TO:** George Locke, Borough Manager

**FROM:** Khaled Hassan, PE., Borough Engineer

**DATE:** September 11, 2025

**SUBJECT:** Engineer's Report (JENK 0000) for September Council Meeting

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As requested, and in preparation for the September Council meeting, we prepared this engineer's report for your review and consideration:

**1. Sewer Lateral Reviews for Properties Being Sold in Borough**

To date, and since the requirements for sewer lateral inspections have been implemented, **379 lateral reviews** have been received and submitted. Summary reports based on video and written reports received have been completed.

**2. Mather Road Storm Sewer Culvert Failure - (No update since the last report)**

The major failure of the existing storm sewer culvert has been repaired 100%. The repair required the reconstruction of approximately 10 LF of the invert of the storm culvert, reconnection of two storm water laterals and reconnection of one sewer lateral to the to the sanitary main. The failure of the culvert resulted in a large area of the roadway being undermined and the failure of the three laterals. The undermined areas of the roadway have been restored with a combination of flowable fill and 2A stone compacted stone. The roadway has been patched with temporary asphalt and final paving will be placed in early fall. No additional updates (See Cedar to Walnut Storm Sewer project)

**3. 821 Homestead Drive**

Meeting held on May 12, 2025 at the site to discuss curb, sidewalk, and inlet tops between Borough, Applicant, Borough Engineer and PECO. The following was determined:

- ADA ramp at the intersection of Homestead and Old York Road must be completed per the HOP/LD plans. PennDOT will be performing review and approval of this ramp as part of the HOP permit.
- Curb along Old York Road from the ADA ramp at Homestead and Old Road, down to the first PECO vault will be constructed at 6" reveal. From that point and down towards the C-top inlet, the curb will transition down to about 4" reveal to match existing grades and to maintain a 2% (max) cross slope. If necessary, the cross slope can be reduced to 0.50% due to the longitudinal slope.
- The 3 inlet tops (two C-Tops, 1 M-Top) have to be replaced due to excessive damage, exposed rebar, etc. Curb should taper 5' min on either side of the C-Tops to match the top of the curb

piece. Sidewalk should be poured flush to the top of the curb piece to avoid the tripping hazard the current tops present.

- The project will be responsible to complete permanent trench restoration across Old Roak Road, prior to Kehoe Construction mill and overlay project under a PennDOT contract.
- The sidewalk will be installed flush with the top of the curb and a paver pattern against the curb per the approved plans.
- Bobby will reach out to PECO regarding the adjustments to the curb and sidewalk around the new vault. Bobby will also inquire if PECO will replace the grate cover for the older vault before pouring the sidewalk.
- Bobby asked Jeff Lustig and his contractor to ensure that the debris and removed curb currently left in the sidewalk area be removed. Additionally, the area behind the curb needs to be backfilled in accordance with the drop-off detail shown on the HOP Plans at the end of each working day so as to not present a roadside hazard.
- Jeff is waiting on a response from the Borough is the existing sidewalk by the PECO vaults can remain or if it has to be removed and replaced. If the sidewalk is determined that it can remain, then cutting the sidewalk to install the pavers will still be needed and new 4" curb will have to be installed.

**Change order for retaining wall landscaping was received on June 10, 2025. Submitted to Borough for review.**

**Streetscaping along Old York Road almost complete. Pending PECO to adjust vault and Penndot to adjust curb. Also waiting on developer to complete replacement of Type C inlet top units and concrete sidewalk behind curblines.**

#### **4. MS4 Annual Progress Report**

- a. **MS4 update sent to Borough on May 23, 2025 to be included in June 25, 2025 Borough Council Meeting.**

#### **5. Wyncote & York Road Grocery Store Land Development Application**

**As-built plan approval review 3<sup>rd</sup> submission, Punchlist approval review 3<sup>rd</sup> submission, and maintenance bond calculation sent to Borough and Applicant on August 27, 2025. Project in maintenance period beginning May 13, 2025 through November 13, 2026.**

#### **6. Chapter 94 Report**

Chapter 94 Report 2022 submission was completed and set out on March 31, 2023.

Received flow data and calibration reports from the Borough on 3/10/25. 2024 Chapter 94 report was submitted to PA DEP online on 3/31/25. Two (2) copies of the report were hand delivered to the Borough on 4/8/25.

**No update since the last report.**

## 7. 501 Washington Lane LD (Preliminary/Final)

Pending PECO looking into the punchlist item regarding the vault and tripping hazard along the sidewalk on Cedar Street.

Erosion of raingarden area along the sidewalk of Cedar St fixed by contractor.

**PECO had responded to email from contractor on August 14, 2025 regarding the electrical vault along the sidewalk on Cedar Street. PECO indicated that they completed an inspection to investigate the noted concern and concluded that no further action will be taken or required. PECO further elaborated and indicated the Bilco doors on the existing vault are installed per the manufacturer's specifications and design. PECO has a vast quantity of these vaults in our service territory, all with an identical design and profile.**

**Pennoni is looking into this further to determine a corrective action to remove the tripping hazard.**

**PECO placed a caulk around the edge of the vault. Pennoni found the workmanship not to be adequate and had asked PECO to address based on recommendations from Pennoni on September 11, 2025.**

## 8. 2023 Green-Light-Go Grant Application (Year 8)

Assisted Borough staff preparing and refining the grant application due on January 31, 2023. The scope of work includes upgrades to the Walnut & Runnymede traffic signal including a new controller and a new mast-arm, as well as other minor upgrades such as signal heads and retroreflective backplates.

Awards were announced on August 11, 2023. The Borough was awarded \$51,160 to fund Phase 1 upgrades to the Walnut & Runnymede Traffic Signal.

The final intersection configuration plans have been finalized and provided to the Borough for review. Next steps include evaluating the Traffic Signal Easements and advancing the Phase 1 approvals and bid package. Working with the Borough Manager to advance this coordination.

Phase 1 improvements submitted to PennDOT for review on May 16, 2025. While project costs were eligible, PennDOT commented that this may not be competitive for ARLE due to lack of crash history. See #26 below.

## 9. 101 York Road

This project is the proposal of a Take Five Oil Change business. This project went in front of Council at their regularly scheduled meeting on February 22, 2023 and was granted a waiver of land development.

**Project is prepared to start construction of the new business when they have obtained the applicable permits from the Borough.**

**10. 219 Washington Avenue**

Removed row of hedges along existing driveway and installed modified stone in lieu of hedges approximately 9" in width and 25-ft in length for an approximate increase in impervious area of 20-sf. Completed a high level zoning review and submitted to staff on March 22, 2023 for comment from the Borough Staff.

**No update since last report.**

**11. 610 Old York Road**

Pennonni had a meeting with the Applicant's engineer to discuss what is needed for detailed sewer flows to complete a review of the Available Capacity Letter. Still Pending sewer flows for review from the Applicant's engineer.

Obtained sewer flows from Applicant's engineer on January 22, 2025. Review will be completed on week of February 17, 2025.

**Pending revised plans for review based on latest review letter**

**12. Borough Hall Renovations**

Local share grant for \$900,000 was approved for submission on November 27, 2023 Special Council Meeting and the grant was submitted on 11/30/23.

**Renovations have not been started yet as of September 11, 2025**

**13. Cedar & Washington Stormwater Improvements**

**Stormwater improvements along Cedar St and Washington Lane have been completed. Final payment application paid and project in maintenance bond period. Maintenance bond period will expire on October 9, 2026. A punchlist inspection prior to the expiration of the Maintenance Bond will be completed 3 months before expiration around July 9, 2026.**

**14. 2024 Paving project**

**Project completed and in maintenance period which expires on November 19, 2026. A punchlist inspection will be completed 3 months prior to expiration of the maintenance bond period on or about August 21, 2026**

**15. Washington & Walnut Pedestrian Improvements**

We are developing a plan to incorporate traffic calming features to improve pedestrian access at this intersection. Specific improvements targeted include a raised crosswalk, and a curb extension (bump-out) along with associated pavement markings and signage. Currently coordinating the improvements with adjacent projects. Draft sketch has been provided to Borough Manager. **Location included in Montco 2040 grant application submitted 3/3/2025. No update since the grant submission.**

## **16. Wyncote and Summit Crosswalk upgrades and All-Way Stop evaluation**

Responding to a request to evaluate the subject intersection to improve the crosswalks and evaluate for an all-way stop. Desk evaluation complete, field evaluation complete. Waiting on data collection from JPD. Draft sketch with a raised crosswalk provided to Borough Manager. **Location included in Montco 2040 grant application submitted 3/3/2025.**

## **17. Vernon & Vista Intersection Improvements**

Updated sketch and provided a final version to Borough Manager with quantities. Curb extension was completed with the CDBG ADA Ramps project. Additional intersection improvements included in Montco 2040 grant application submitted 3/3/2025. **No update since the grant submission.**

## **18. CDBG ADA Ramp Project**

**Final payment application completed and sent to County for approval on July 25, 2025. County approval received August 8, 2025. Final payment application sent to Borough for processing and payment on August 7, 2025. Project is in maintenance period until June 17, 2027.**

## **19. 459-471 Old York Road Mixed Use Development**

Pending completion of Land Development review for submission to the Borough in time for PC meeting.

Pennoni received and began review of Applicant's PennDOT Highway Occupancy Permit (HOP) Cycle 2 Submission.

Revised sewer facilities planning module (SFPM) submission received on 3/7/25. SFPM Component 3 Section J and 4A mark-ups were provided to the Borough on 3/31/25.

Submitted Preliminary LD Plan review letter (1<sup>st</sup> Submission) on March 28, 2025.

Revised plans submission received on April 28, 2025. Revised submission currently under review.

Completed review of revised plan submission and submitted a draft version to Borough for review on May 15, 2025.

Submitted 2<sup>nd</sup> review letter date May 16, 2025 on May 16, 2025 to the Borough and Applicant. **Pending revised plans addressing the comments in the review letter.**

Obtained Preliminary Land Development approval from Council at the regularly scheduled meeting on June 25, 2025.

Traffic Review completed and to be submitted on the week of August 17<sup>th</sup>, 2025.

**Obtained Final Land Development approval from Council at the regularly scheduled meeting on August 27, 2025.**

## **20. Montco 2040 Grant**

Evaluating the updated program criteria and begin preparing a cost estimate for a Borough-wide Pedestrian Enhancements & Traffic Calming project. This would be based on the previously completed

evaluations such as Washington & Walnut, Wyncote & Summit, etc. Assisted Borough Manager with completing the grant application, submitted on 3/3/2025.

**Continuing to advance additional intersection layout options for the Linda Vista & Cheltona intersection. Preparing to advance final design and approvals for construction when the grant award is finalized.**

#### **21. Leedom Street & Shoemaker Avenue Flooding**

Pennoni attended meeting with Borough on 2/24/25. Concept plan and cost estimate preparation currently under review.

#### **22. Borough Wide Truck Restrictions Studies**

There are 13 streets that have posted truck restrictions but no ordinance which makes the restriction not enforceable. **The Draft TTE-109 PennDOT's Engineering and Traffic Study for Restrictions forms have been reviewed with Chief Scott and are under final QA/QC and will be delivered to the Borough in September. The approved roads must be added to the municipal ordinance.**

#### **23. 2025 Paving Program**

Approval from the Borough Manager to move forward with the bidding out of the paving program on May 5, 2025. In the process of preparing scope and bid documents.

Bid opened on July 30, 2025. Award recommendation letter completed and sent to Borough on August 7, 2025. **Council approved award of contract on August 27, 2025. Contracts received from Contractor and dropped off to Borough for signature on September 4, 2025. Signed contracts picked up from Borough September 9, 2025. Documents to be submitted to PennDOT for PennDOT project number.**

#### **24. 2025 ARLE Grant Application**

Due to PennDOT feedback noted in #8 above, we have assisted the Borough Manager in identifying a new eligible project for the ARLE grant application. We have coordinated with PennDOT and are awaiting feedback on the revised scope which includes traffic data collection to support the retiming of the York Road traffic signals. Also included in the scope is funding request to update the last three (3) intersections currently using loop detectors to radar, and signage and striping to install "Don't Block the Intersection" at York & Greenwood and York & West. The grant was finalized and submitted prior to the June 30<sup>th</sup> deadline. **No change since last update.**

#### **25. Parking Inventory**

We have begun preparing the existing conditions parking inventory as requested. This will identify how many parking spaces are available and their classification (permit, metered, no restrictions). **The final documents are under QA/QC and will be distributed to Borough staff in September.**

#### **26. 2025 TASA Grant Application**

We have begun preliminary efforts for a TASA Grant Application. We have scoped the project (Train Station Pedestrian Crossing) to include a new RRFB to replace the existing wig-wag flasher, raised

crosswalk, pavement markings, signage, and new ADA ramps. We have also held initial correspondence with SEPTA to **confirm that they support the plan and that it is complimentary to future station upgrades. Assisted Manager Locke with preparing the final scope of work, cost estimate, and other exhibits required for the Draft Grant Application. Submission was due on 9/5/2025. PennDOT and DVRPC will evaluate the draft application, schedule a meeting with the Borough and other stakeholders to provide their feedback and comments on the grant scope and cost estimate. The final application will be due on October 31, 2025.**

If you have any questions or comments, please do not hesitate to contact me. Thanks, Khal

| Vendor                 | Req # | Budget# | Sub#  | Description  | Invoice Number | Grant | Req Date | Check Dte | Recpt Dte | Check# | Amount    |
|------------------------|-------|---------|-------|--|----------------|-------|----------|-----------|-----------|--------|-----------|
| <b>01 GENERAL FUND</b> |       |         |       |  |                |       |          |           |           |        |           |
| 7175                   | 16242 | 1       | 01407 | 110 APPLIED MICRO SYSTEMS LTD<br>MAINT AND SUPPORT<br>invoice 71010                    | 71010          |       | 09/08/25 | 09/08/25  | 09/08/25  | 60000  | 1,138.24  |
| 7834                   | 16236 | 1       | 01410 | 122 BRETT HAMILTON<br>GENERAL EXPENSES<br>reimbursement                                |                |       | 09/08/25 | 09/08/25  | 09/08/25  | 60001  | 24.95     |
| 7835                   | 16238 | 1       | 01410 | 029 Clarke Gallagher Barbiero Amuso Glassman<br>LEGAL - LABOR COUNSEL<br>invoice 35028 | 35028          |       | 09/08/25 | 09/08/25  | 09/08/25  | 60002  | 432.00    |
| 6975                   | 16245 | 1       | 01487 | 030 Delaware Valley Health Trust<br>HOSP./MAJOR MEDICAL UNIFORM<br>invoice 29875       | 29875          |       | 09/08/25 | 09/08/25  | 09/08/25  | 60003  | 16,210.36 |
|                        | 16245 | 2       | 01487 | 031 HOSP/Major Med Non Uniform<br>invoice 29875  | 29875          |       | 09/08/25 | 09/08/25  | 09/08/25  | 60003  | 12,736.71 |
| 7651                   | 16241 | 1       | 01410 | 127 FITZGERALDS TIRE & AUTO SERVICE<br>MAINTENANCE/REPAIR<br>invoice KC8308            | KC8308         |       | 09/08/25 | 09/08/25  | 09/08/25  | 60004  | 67.15     |
| 528                    | 16247 | 1       | 01430 | 200 HOME DEPOT CREDIT SERVICES<br>MATERIALS/SUPPLIES<br>invoice 2011423                |                |       | 09/08/25 | 09/08/25  | 09/08/25  | 60005  | 76.04     |
|                        | 16247 | 2       | 01430 | 200 MATERIALS/SUPPLIES<br>invoice 1020821  |                |       | 09/08/25 | 09/08/25  | 09/08/25  | 60005  | 104.70    |
|                        | 16247 | 3       | 01400 | 100 MATERIALS/SUPPLIES<br>invoice 4012661  |                |       | 09/08/25 | 09/08/25  | 09/08/25  | 60005  | 21.96     |
|                        | 16247 | 4       | 01430 | 200 MATERIALS/SUPPLIES<br>invoice 7013793  |                |       | 09/08/25 | 09/08/25  | 09/08/25  | 60005  | 16.74     |
|                        | 16247 | 5       | 01430 | 200 MATERIALS/SUPPLIES<br>invoice 4280250  |                |       | 09/08/25 | 09/08/25  | 09/08/25  | 60005  | 17.35     |
|                        | 16247 | 6       | 01400 | 100 MATERIALS/SUPPLIES<br>invoice 2022545  |                |       | 09/08/25 | 09/08/25  | 09/08/25  | 60005  | 29.37     |
| 7219                   | 16234 | 1       | 01414 | 300 KILKENNY LAW LLC<br>LEGAL ZONING AND PLANNING<br>invoice 17699                     |                |       | 09/08/25 | 09/08/25  | 09/08/25  | 60006  | 1,224.00  |
|                        | 16234 | 2       | 01400 | 290 LEGAL SERVICE<br>invoice 17699   |                |       | 09/08/25 | 09/08/25  | 09/08/25  | 60006  | 1,088.00  |
|                        | 16234 | 3       | 01400 | 290 LEGAL SERVICE<br>invoice 17700   |                |       | 09/08/25 | 09/08/25  | 09/08/25  | 60006  | 102.00    |
|                        | 16234 | 4       | 01414 | 243 Legal Fees Reimbursed - Escrow<br>invoice 17701                                    |                |       | 09/08/25 | 09/08/25  | 09/08/25  | 60006  | 323.00    |
| 7810                   | 16244 | 1       | 01400 | 200 MINUTES SOLUTIONS INC<br>GENERAL EXPENSES<br>invoice 44340                         |                |       | 09/08/25 | 09/08/25  | 09/08/25  | 60007  | 220.00    |
|                        | 16244 | 2       | 01400 | 200 GENERAL EXPENSES<br>invoice 43739  |                |       | 09/08/25 | 09/08/25  | 09/08/25  | 60007  | 220.00    |

**Jenkintown Borough Expense Accounting**

**Report Date 09/08/25**

**Expenditures Register  
GENERAL FUND  
GL-2509-26914**

**PAGE 2**

| Vendor | Req # | Budget# | Sub#      | Description   | Invoice Number | Grant | Req Date | Check Dte | Recpt Dte | Check# | Amount   |
|--------|-------|---------|-----------|---|----------------|-------|----------|-----------|-----------|--------|----------|
| 7365   |       |         |           | MONTGOMERY COUNTY LAW LIBRARY                       |                |       |          |           |           |        |          |
|        | 16246 | 1       | 01414 300 | LEGAL ZONING AND PLANNING<br>ord 2025-1 (8.27.2025) |                |       | 09/08/25 | 09/08/25  | 09/08/25  | 60008  | 25.00    |
| 1383   |       |         |           | PECO  |                |       |          |           |           |        |          |
|        | 16239 | 24      | 01409 110 | UTILITIES<br>1168668000                             |                |       | 09/08/25 | 09/08/25  | 09/08/25  | 60009  | 239.11   |
|        | 16239 | 27      | 01409 110 | UTILITIES<br>9719898000                             |                |       | 09/08/25 | 09/08/25  | 09/08/25  | 60009  | 326.38   |
| 938    |       |         |           | PENNONI ASSOCIATES INC                              |                |       |          |           |           |        |          |
|        | 16233 | 1       | 01400 285 | Engineering   |                |       | 09/08/25 | 09/08/25  | 09/08/25  | 60010  | 393.25   |
|        | 16233 | 2       | 01414 242 | ENGINEERING FEES REIMBURSED-ESCROW<br>August 2025   |                |       | 09/08/25 | 09/08/25  | 09/08/25  | 60010  | 5,347.25 |
|        | 16233 | 3       | 01436 313 | STORMWATER ENGINEERING<br>August 2025               |                |       | 09/08/25 | 09/08/25  | 09/08/25  | 60010  | 171.00   |
| 7064   |       |         |           | SHERWIN-WILLIAMS                                    |                |       |          |           |           |        |          |
|        | 16235 | 1       | 01400 100 | MATERIALS/SUPPLIES<br>invoice 8345-2                | 8345-2         |       | 09/08/25 | 09/08/25  | 09/08/25  | 60011  | 41.95    |
| 1726   |       |         |           | WAGEWORKS   |                |       |          |           |           |        |          |
|        | 16243 | 1       | 01487 035 | HEALTH SAVINGS ACCOUNT<br>invoice 8165348           | 8165348        |       | 09/08/25 | 09/08/25  | 09/08/25  | 60012  | 102.50   |
| 7006   |       |         |           | WITMER PUBLIC SAFETY GROUP INC                      |                |       |          |           |           |        |          |
|        | 16240 | 1       | 01410 125 | POLICE EQUIPMENT PURCHASE<br>invoice 739939         | 739939         |       | 09/08/25 | 09/08/25  | 09/08/25  | 60014  | 1,016.13 |

Expenditures Register  
**STREET LIGHTING TAX**  
**GL-2509-26914**

| Vendor    | Req #                      | Budget# | Sub#  | Description                                | Invoice Number | Grant | Req Date | Check Dte | Recpt Dte | Check# | Amount |
|-----------|----------------------------|---------|-------|--|----------------|-------|----------|-----------|-----------|--------|--------|
| <b>02</b> | <b>STREET LIGHTING TAX</b> |         |       |  |                |       |          |           |           |        |        |
| 1383      |                            |         |       | PECO                                       |                |       |          |           |           |        |        |
|           | 16239                      | 1       | 02434 | 310 JENKINTOWN SIGN ELECTRIC<br>5903226000 |                |       | 09/08/25 | 09/08/25  | 09/08/25  | 60009  | 16.03  |
|           | 16239                      | 2       | 02434 | 300 STREET LIGHTING ELECTRIC<br>4845428000 |                |       | 09/08/25 | 09/08/25  | 09/08/25  | 60009  | 10.35  |
|           | 16239                      | 4       | 02434 | 300 STREET LIGHTING ELECTRIC<br>4956725000 |                |       | 09/08/25 | 09/08/25  | 09/08/25  | 60009  | 22.73  |
|           | 16239                      | 5       | 02434 | 300 STREET LIGHTING ELECTRIC<br>5475484111 |                |       | 09/08/25 | 09/08/25  | 09/08/25  | 60009  | 10.35  |
|           | 16239                      | 6       | 02434 | 300 STREET LIGHTING ELECTRIC<br>6144717000 |                |       | 09/08/25 | 09/08/25  | 09/08/25  | 60009  | 10.35  |
|           | 16239                      | 7       | 02434 | 300 STREET LIGHTING ELECTRIC<br>6038143000 |                |       | 09/08/25 | 09/08/25  | 09/08/25  | 60009  | 10.35  |
|           | 16239                      | 8       | 02434 | 300 STREET LIGHTING ELECTRIC<br>1237867000 |                |       | 09/08/25 | 09/08/25  | 09/08/25  | 60009  | 10.35  |
|           | 16239                      | 9       | 02434 | 300 STREET LIGHTING ELECTRIC<br>1252587000 |                |       | 09/08/25 | 09/08/25  | 09/08/25  | 60009  | 10.35  |
|           | 16239                      | 10      | 02434 | 300 STREET LIGHTING ELECTRIC<br>2026666111 |                |       | 09/08/25 | 09/08/25  | 09/08/25  | 60009  | 10.35  |
|           | 16239                      | 11      | 02434 | 300 STREET LIGHTING ELECTRIC<br>2082981222 |                |       | 09/08/25 | 09/08/25  | 09/08/25  | 60009  | 10.35  |
|           | 16239                      | 12      | 02434 | 300 STREET LIGHTING ELECTRIC<br>6847122000 |                |       | 09/08/25 | 09/08/25  | 09/08/25  | 60009  | 10.35  |
|           | 16239                      | 13      | 02434 | 300 STREET LIGHTING ELECTRIC<br>2405786000 |                |       | 09/08/25 | 09/08/25  | 09/08/25  | 60009  | 10.35  |
|           | 16239                      | 14      | 02434 | 300 STREET LIGHTING ELECTRIC<br>8355065111 |                |       | 09/08/25 | 09/08/25  | 09/08/25  | 60009  | 10.35  |
|           | 16239                      | 15      | 02434 | 300 STREET LIGHTING ELECTRIC<br>3109595000 |                |       | 09/08/25 | 09/08/25  | 09/08/25  | 60009  | 10.35  |
|           | 16239                      | 16      | 02434 | 300 STREET LIGHTING ELECTRIC<br>3684503000 |                |       | 09/08/25 | 09/08/25  | 09/08/25  | 60009  | 10.35  |
|           | 16239                      | 17      | 02434 | 300 STREET LIGHTING ELECTRIC<br>3443014000 |                |       | 09/08/25 | 09/08/25  | 09/08/25  | 60009  | 10.35  |
|           | 16239                      | 18      | 02434 | 300 STREET LIGHTING ELECTRIC<br>3916054000 |                |       | 09/08/25 | 09/08/25  | 09/08/25  | 60009  | 10.35  |
|           | 16239                      | 19      | 02434 | 300 STREET LIGHTING ELECTRIC<br>9106336000 |                |       | 09/08/25 | 09/08/25  | 09/08/25  | 60009  | 10.35  |
|           | 16239                      | 20      | 02434 | 300 STREET LIGHTING ELECTRIC<br>0226383000 |                |       | 09/08/25 | 09/08/25  | 09/08/25  | 60009  | 10.35  |
|           | 16239                      | 21      | 02434 | 300 STREET LIGHTING ELECTRIC<br>0311462000 |                |       | 09/08/25 | 09/08/25  | 09/08/25  | 60009  | 10.35  |
|           | 16239                      | 22      | 02434 | 300 STREET LIGHTING ELECTRIC<br>9992025000 |                |       | 09/08/25 | 09/08/25  | 09/08/25  | 60009  | 10.35  |
|           | 16239                      | 23      | 02434 | 300 STREET LIGHTING ELECTRIC<br>9933462222 |                |       | 09/08/25 | 09/08/25  | 09/08/25  | 60009  | 10.35  |
|           | 16239                      | 26      | 02434 | 401 LEEDOM ST PARK ELECTRIC<br>2187604000  |                |       | 09/08/25 | 09/08/25  | 09/08/25  | 60009  | 137.66 |

Expenditures Register  
**FIRE APPARATUS RESERVE**  
**GL-2509-26914**

| Vendor                           | Req # | Budget# | Sub#  | Description                                   | Invoice Number | Grant | Req Date | Check Dte | Recpt Dte | Check# | Amount    |
|----------------------------------|-------|---------|-------|---|----------------|-------|----------|-----------|-----------|--------|-----------|
| <b>04 FIRE APPARATUS RESERVE</b> |       |         |       |   |                |       |          |           |           |        |           |
| 7833                             |       |         |       | WHITE ROSE SAFETY LLC                         |                |       |          |           |           |        |           |
|                                  | 16237 | 1       | 04411 | 741 Fire Apparatus Consolidation invoice 2605 |                |       | 09/08/25 | 09/08/25  | 09/08/25  | 60013  | 92,035.02 |
|                                  | 16237 | 2       | 04411 | 741 Fire Apparatus Consolidation invoice 2602 |                |       | 09/08/25 | 09/08/25  | 09/08/25  | 60013  | 3,569.40  |

| Vendor          | Req # | Budget# | Sub#  | Description                               | Invoice Number | Grant | Req Date | Check Dte | Recpt Dte | Check# | Amount   |
|-----------------|-------|---------|-------|---|----------------|-------|----------|-----------|-----------|--------|----------|
| <b>08 SEWER</b> |       |         |       |   |                |       |          |           |           |        |          |
| 1383            |       |         |       | PECO                                      |                |       |          |           |           |        |          |
|                 | 16239 | 3       | 08429 | 360 PUBLIC UTILITY SERVICES<br>5014207000 |                |       | 09/08/25 | 09/08/25  | 09/08/25  | 60009  | 8.32     |
|                 | 16239 | 25      | 08429 | 360 PUBLIC UTILITY SERVICES<br>0099014000 |                |       | 09/08/25 | 09/08/25  | 09/08/25  | 60009  | 38.08    |
| 938             |       |         |       | PENNONI ASSOCIATES INC                    |                |       |          |           |           |        |          |
|                 | 16233 | 4       | 08429 | 210 ENGINEERING<br>August 2025            |                |       | 09/08/25 | 09/08/25  | 09/08/25  | 60010  | 2,653.15 |
|                 | 16233 | 5       | 08429 | 210 ENGINEERING<br>August 2025            |                |       | 09/08/25 | 09/08/25  | 09/08/25  | 60010  | 35.75    |

| Vendor                     | Req # | Budget# | Sub#  | Description   | Invoice Number | Grant | Req Date | Check Dte | Recpt Dte         | Check# | Amount     |
|----------------------------|-------|---------|-------|---|----------------|-------|----------|-----------|-------------------|--------|------------|
| <b>31 CAPITAL PROJECTS</b> |       |         |       |   |                |       |          |           |                   |        |            |
| 938                        | 16233 | 6       | 31430 | 310 PENNONI ASSOCIATES INC<br>ENGINEERING/INSPECTION<br>August 2025 |                |       | 09/08/25 | 09/08/25  | 09/08/25          | 60010  | 420.00     |
|                            |       |         |       |   |                |       |          |           |                   |        | 140,858.28 |
|                            |       |         |       |   |                |       |          |           |                   |        | 140,858.28 |
|                            |       |         |       |   |                |       |          | 18        | Printed, totaling |        | 140,858.28 |

FUND SUMMARY

| Fund | Bank Account | Amount     | Description            |
|------|--------------|------------|------------------------|
| 01   | 01           | 41,715.14  | GENERAL FUND           |
| 02   | 01           | 383.42     | STREET LIGHTING TAX    |
| 04   | 01           | 95,604.42  | FIRE APPARATUS RESERVE |
| 08   | 01           | 2,735.30   | SEWER                  |
| 31   | 01           | 420.00     | CAPITAL PROJECTS       |
|      |              | 140,858.28 |                        |

PERIOD SUMMARY

| Period | Amount     |
|--------|------------|
| 2509   | 140,858.28 |
|        | 140,858.28 |

Legend:  
 Expenditures Register Spooling to Windows Prompt  
 Print those ready to UPDATE  
 Sorting by fund  
 Printing for GL Period 2509  
 Doing a page break  
 Archiving to Expenditures Register-2509.txt  
 MARP05 run by Yvonne Bullock 2 : 35 PM

**Jenkintown Borough Expense Accounting**

**Report Date 09/03/25**

**Expenditures Preview**

**PAGE 1**

**GL-2509**

| Vendor | Vendor Name                   | Budget# | Sub# | Description           | Invoice   | Due Date | Req # | Check# | Amount    |
|--------|-------------------------------|---------|------|-----------------------|-----------|----------|-------|--------|-----------|
| 6963   | ADVANCE AUTO PARTS            | 01410   | 127  | invoice 6604523240386 |           |          |       | 16223  | 24.60     |
| 77     | AQUA PA                       | 01409   | 110  | 000277204 0277204     |           |          |       | 16210  | 137.32    |
|        |                               | 01409   | 110  | 000227214 0277214     |           |          |       | 16210  | 22.40     |
|        |                               | 01409   | 110  | 000279941 0279941     |           |          |       | 16210  | 219.66    |
|        |                               |         |      |                       |           |          |       |        | 379.38    |
| 7501   | AQUA PA WASTEWATER            | 08429   | 230  | invoice J2025-025     | j2025-025 |          |       | 16220  | 88,597.26 |
| 1430   | AT&T MOBILITY                 | 01407   | 111  | 999848996x08242025    |           |          |       | 16208  | 81.19     |
| 177    | C&C TECHNOLOGIES              | 01414   | 401  | invoice 10143         | 10143     |          |       | 16214  | 2,995.00  |
| 213    | CHELTHENHAM TOWNSHIP          | 01410   | 128  | invoice 9000          | 9000      |          |       | 16228  | 1,871.91  |
| 1659   | COMCAST                       | 01400   | 300  | 8499 10 140 0033806   |           |          |       | 16209  | 138.01    |
|        |                               | 01400   | 300  | 8499 10 138 0356557   |           |          |       | 16209  | 108.32    |
|        |                               | 01407   | 112  | 8499 10 140 0021116   |           |          |       | 16209  | 23.18     |
|        |                               | 01407   | 112  | 8499 10 140 0041379   |           |          |       | 16209  | 10.51     |
|        |                               |         |      |                       |           |          |       |        | 280.02    |
| 253    | CONSTRUCTION DEMOLITION RECYC | 09427   | 501  | invoice 087749        | 087749    |          |       | 16222  | 346.50    |
| 290    | DAVIDHEISERS INC              | 01410   | 124  | 30223                 | 30223     |          |       | 16216  | 104.00    |
| 7651   | FITZGERALDS TIRE & AUTO SERVI | 01410   | 127  | invoice KC7835        |           |          |       | 16225  | 995.93    |
|        |                               | 01410   | 127  | invoice KC7912        |           |          |       | 16225  | 559.72    |
|        |                               |         |      |                       |           |          |       |        | 1,555.65  |
| 517    | HAZTEC TRAINING SERVICES INC  | 03411   | 800  | invoice 48615         | 48615     |          |       | 16231  | 74.69     |
| 7322   | KALER MOTOR COMPANY LLC       | 03411   | 800  | invoice 7750          | 7750      |          |       | 16232  | 800.00    |
| 7474   | LETHAL PEST SOLUTIONS         | 01421   | 410  | PEST CONTROL          |           |          |       | 16217  | 73.00     |
| 1645   | OFFICE BASICS                 | 01400   | 100  | invoice 2780801       |           |          |       | 16221  | 102.27    |
|        |                               | 01410   | 100  | MATERIAL/SUPPLIES     |           |          |       | 16221  | 60.00     |

**Jenkintown Borough Expense Accounting**

**Report Date 09/03/25**

**Expenditures Preview**

**PAGE 2**

**GL-2509**

| Vendor | Vendor Name                   | Budget# | Sub# | Description                     | Invoice    | Due Date | Req # | Check# | Amount     |
|--------|-------------------------------|---------|------|---------------------------------|------------|----------|-------|--------|------------|
|        |                               |         |      |                                 |            |          |       |        | 162.27     |
| 895    | ORKIN ELECTRIC SYSTEMS INC    | 01409   | 400  | invoice 25276                   | 25276      |          |       | 16213  | 394.00     |
| 903    | PA State Assoc of Boroughs    | 01414   | 900  | invoice R73347                  |            |          |       | 16224  | 25.00      |
|        |                               | 01414   | 900  | invoice R73346                  |            |          |       | 16224  | 25.00      |
|        |                               |         |      |                                 |            |          |       |        | 50.00      |
| 1383   | PECO                          | 01409   | 110  | 9875139000                      |            |          |       | 16212  | 36.38      |
|        |                               | 01409   | 110  | 6762479000                      |            |          |       | 16212  | 1,158.72   |
|        |                               | 02434   | 401  | 2109211222                      |            |          |       | 16212  | 63.53      |
|        |                               |         |      |                                 |            |          |       |        | 1,258.63   |
| 7823   | Primo Brands Blue Triton Bran | 01410   | 122  | invoice 05H8720092389           | 05H8720092 |          |       | 16215  | 117.22     |
| 7145   | REPUBLIC SERVICES #320        | 09427   | 450  | invoice 0320-004588560          | 0320-00458 |          |       | 16226  | 41,193.75  |
| 7064   | SHERWIN-WILLIAMS              | 01400   | 100  | invoice 8256-1                  | 8256-1     |          |       | 16219  | 45.99      |
| 7415   | USbankcorpGovernment Leasing  | 20472   | 350  | invoice 562256198               | 562256198  |          |       | 16218  | 265.37     |
|        |                               | 20471   | 350  | invoice 562256198               | 562256198  |          |       | 16218  | 962.36     |
|        |                               | 20472   | 350  | DEBT INTEREST - POLICE VEHICLES | 562256198  |          |       | 16218  | 24.56      |
|        |                               |         |      |                                 |            |          |       |        | 1,252.29   |
| 7780   | Utica National Insurance Grou | 03411   | 380  | INSURANCE                       |            |          |       | 16229  | 787.00     |
| 1578   | VERIZON WIRELESS              | 01410   | 126  | invoice 6121967483              | 6121967483 |          |       | 16211  | 240.08     |
| 7006   | WITMER PUBLIC SAFETY GROUP IN | 01410   | 125  | invoice 731757                  | 731757     |          |       | 16227  | 169.99     |
|        |                               |         |      |                                 |            |          |       |        | 142,854.42 |
|        |                               |         |      |                                 |            |          |       |        | 142,854.42 |

36 Printed, totaling 142,854.42

**Jenkintown Borough Expense Accounting**

**Report Date 09/03/25**

**Expenditures Preview**

**PAGE 3**

**GL-2509**

Vendor            Vendor Name            Budget# Sub#            Description            Invoice    Due Date Req #    Check#    Amount

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FUND SUMMARY

| Fund | Bank Account | Amount     | Description         |
|------|--------------|------------|---------------------|
| 01   | 01           | 9,739.40   | GENERAL FUND        |
| 02   | 01           | 63.53      | STREET LIGHTING TAX |
| 03   | 01           | 1,661.69   | FIRE PROTECTION TAX |
| 08   | 01           | 88,597.26  | SEWER               |
| 09   | 01           | 41,540.25  | SOLID WASTE         |
| 20   | 01           | 1,252.29   | SINKING             |
|      |              | <hr/>      |                     |
|      |              | 142,854.42 |                     |

Legend:  
Expenditures Preview Spooling to Windows Prompt  
Print those ready to pay  
Sorting by Vendor Name  
Printing for GL Period 2509  
Doing a page break  
Archiving to Expenditures Preview-2509.txt  
MARPO6 run by Yvonne Bullock 2 : 09 PM



# Jenkintown Police Department

## Jenkintown, Pennsylvania

Phone: (215) 884-1202  
Fax: (215) 885-3059

Chief Thomas M. Scott

700 Summit Avenue  
Jenkintown, PA 19046

### **MONTHLY REPORT OF POLICE ACTIVITY**

**August 2025**

The following information is offered for your information, review, and questions, if any. In accordance with our Records Management System, Montgomery County EOC dispatched, and Jenkintown Borough Police Department handled 592 calls for service. The attached Calls for Service report describes the various calls for service and how many responses our officers handled.

#### **NOTABLE ACTIVITY**

- The new parking ordinance has been approved. The Borough is working to purchase more signage and improve the delineation of all No Parking Zones, Payment Parking Zones, Permit Only Parking Zones, Resident Permit Zones, and other necessary signs.
- Since Giant has been open we have had twenty or more retail theft crimes occur. Most of the crimes were completed by a small group of individuals. We have had great success in identifying the suspects and most of the suspects have been arrested or warrants have been issued for their arrest. We will continue to work with the staff of Giant to prevent and communicate when these retail thefts occur. Officers are conducting regular park and walks at the location to deter these crimes. There is a growing trend in our area for these types of thefts because of the influence of drug addiction and the reliance on sale of products to shops in the City of Philadelphia.
- Ofc. Tuffy completed FBI LEEDA Trilogy the week of August 25<sup>th</sup>. This will be the second officer to complete this valuable leadership training. Ofc. Welsh will be attending a free class on managing Bias Based Policing on Sept.25th. Sgt. Sulpizio will be completing Advanced Crisis Intervention during that same week.
- The new 3302 vehicle is completed and in-service. This vehicle is an unmarked vehicle with some technology and equipment changes. It will be primarily utilized by Ofc. Murtagh during his assigned shifts but will be available for traffic enforcement details and other patrol related activities.
- School has started and we are happy to have a full staff of Crossing Guards to cover the intersections. We are in need of some additional fill-in guards for when our primary guards need a day or time off.
- Since school year has started, we will be increasing enforcement activity around the arrival and dismissal times. In addition, we are concerned about the unlawful use of electric scooters by many juveniles. The machines are considered a vehicle in the Pa. Vehicle Code. They need to be registered, and CAN NOT be driven on a sidewalk. Many of the juveniles do not have helmets on while operating. In order to prevent a tragedy from occurring, we will be discussing this matter with parents at the upcoming Parent/Teacher Back to School night.
- We are preparing for the Arts Festival scheduled for Sunday, September 21<sup>st</sup>, from 1pm-6pm. We want to thank our partner in the Eastern Emergency Management Group for sign boards, barricades, and safety barriers, specifically Montgomery County DPS, Conshohocken Borough, and Cheltenham Township.



# Jenkintown Police Department

## Jenkintown, Pennsylvania

Phone: (215) 884-1202  
Fax: (215) 885-3059

Chief Thomas M. Scott

700 Summit Avenue  
Jenkintown, PA 19046

- We have purchased an additional patrol rifle so that every police vehicle is equipped appropriately. We expect the equipment to be in-service by the end of the month.
- Axon will be delivering our new upgraded body cameras as part of the TAP portion of our contract that we signed with them in 2022. As part of the contract, we will upgrade to the newest technology every two and half years as part of the contract. We will be eligible for another upgrade in 2027. As part of this TAP program, we have also received an upgrade to our virtual reality hardware and software to improve our training capabilities.
- We are starting to work with Borough Administration to prepare for the 2026 Budget. As part of the process, we are reviewing expenditures from this year and preparing justification narratives for each line item in the future. As part of that process we will be looking at improving our duty weapons for our officers, so they have latest technology of electronic sights for the weapons to improve accuracy and performance. It will also include upgrading the Parking Enforcement vehicle to a more cost effective safer smaller vehicle that does not look like a police vehicle.
- The seventeen possible candidates for the Civil Service eligibility list were sent the formal application for our Department. We only received three complete applications. We also had three candidates who were not eligible to move forward in the process. We will be communicating with Civil Service Commission and the Solicitor for the Commission to make sure we are ok to proceed with the oral interview to establish an eligibility list.



July 25, 2025

JENK0000

**Mr. George K. Locke, BCO, Borough Manager, Zoning Officer**  
Borough of Jenkintown  
700 Summit Avenue  
Jenkintown, PA 19046

**RE: Borough of Jenkintown  
2023 CDBG ADA Ramp Project  
Certificate of Payment #3 (Final)**

Dear Mr. Locke:

Albert G. Cipolloni, Jr. & Sons, Inc. has submitted Payment Application No. 3 (Final) for the 2023 CDBG ADA Ramp Project. We have reviewed the request for payment and recommend this payment request in the amount of \$20,372.92. This represents the third and final payment for the 2023 CDBG ADA Ramp Project. The final original contract closeout documents (attached) have been reviewed and are acceptable.

**The two-year Maintenance Period has commenced on June 17, 2025 and expires on June 17, 2027.**

Enclosed, you will find the Certification of Payment and Summary of Construction Cost Breakdown. Please review and process for payment. Should you have any questions, please feel free to contact me at (610) 422-2499.

Sincerely,

**PENNONI ASSOCIATES INC.**

A handwritten signature in blue ink that reads "Khaled Hassan".

Khaled R. Hassan, PE  
Borough Engineer

cc: Borough Council

U:\ACCOUNTS\JENKB\GENERAL\MISC. PROJECTS\CDBG ADA RAMP PROJECT\PAY APPS\PAY APP #3 (FINAL)\1 - COP RELEASE LETTER #3 (FINAL).DOCX



# CERTIFICATE FOR PAYMENT

Date of Issuance: 07/25/2025 Project No.: JENK0000 Contract No.: \_\_\_\_\_

Project: 2023 CDBG ADA Ramps Project Certificate No.: 3 (Final)

Contractor: Albert G. Cipolloni, Jr. & Sons, Inc.

Address: 719 Highland Avenue, Morton, PA 19070

For Period:

From: 02/05/2025

To: 07/16/2025

To: Borough of Jenkintown OWNER

In accordance with the subject contract and the attached Application For Payment named contractor is entitled to payment in the amount stipulated below.

**The present status of the account for the subject contract is as follows:**

In providing this information as to the status of construction, Pennoni Associates and the municipality make no representations (except where expressly stated herein to the contrary) as to the final quality of the construction to date; its final conformance with applicable plans, specifications or municipal requirements; its ability to pass any final applicable test requirements, or the cost or degree of future work, which will be required to complete the work to conform with final applicable requirements. Pennoni Associates and the municipality expressly disclaim and all liability for claims or damages arising from any construction deficiencies hereafter discovered before final approval.

|                                |                     |
|--------------------------------|---------------------|
| <b>ORIGINAL CONTRACT SUM</b>   | <b>\$196,555.00</b> |
| <b>Change Orders</b>           |                     |
| Total Additions                | <u>\$9,579.21</u>   |
| Sub Total                      | <u>\$206,134.21</u> |
| Total Deductions               | <u>\$10,590.50</u>  |
| <b>TOTAL CONTRACT TO DATE</b>  | <b>\$195,543.71</b> |
| Balance to Finish              | <u>\$0.00</u>       |
| <b>TOTAL COMPLETED TO DATE</b> | <b>\$195,543.71</b> |
| Materials Stored               | <u>\$0.00</u>       |
| Total Completed & Stored       | <u>\$195,543.71</u> |
| Less <u>10%</u> Retainage      | <u>\$0.00</u>       |
| Total Earned Less Retainage    | <u>\$195,543.71</u> |
| Less Previous Payments         | <u>\$175,170.79</u> |
| <b>THIS CERTIFICATE</b>        | <b>\$20,372.92</b>  |

This certificate is not negotiable, it is payable only to the payee named herein and its issuance, payment and acceptance are without prejudice to any rights of the owner or contractor under their contract.

ENGINEER: Pennoni Associates Inc. DATE: 07/25/2025

BY: *Abdul Hassan, P.E., Borough Engineer*

**OWNER'S ACCEPTANCE**

OWNER: \_\_\_\_\_ DATE: \_\_\_\_\_

BY: \_\_\_\_\_

# APPLICATION AND CERTIFICATE FOR PAYMENT

Page: 1 of 2  
 Application No: 3 (Final)  
 Payment Thru: 7/16/2025

ADA Compliance - Removal of Architectural Barriers  
 CDBG #B-22-03-103

Contract Date: 10/30/2024

To Owner :  
 Jenkintown Borough  
 700 Summit Ave  
 Jenkintown PA 19046

From Contractor:  
 Albert G. Cipolloni, Jr & Sons, Inc.  
 719 Highland Avenue  
 Morton, PA 19070  
 Phone: 610.543.6144  
 Fax: 610.543.1816

### CONTRACTOR'S APPLICATION FOR PAYMENT:

- Original Contract Amount: \$196,555.00
- Net Change By Change Orders (\$1,011.29)
- Contract Sum To-Date: \$195,543.71
- Total Completed and Stored To-Date: \$195,543.71
- Retainage:
  - a.  % of Completed and Stored Work
- Total Earned Less Retainage: \$195,543.71
- Less Previous Certificates For Payment: \$175,170.79
- Current Payment Due: \$20,372.92
- Balance To Finish, Including Retainage: \$0.00

| CHANGE ORDER SUMMARY                        | ADDITIONS | DEDUCTIONS |
|---|-----------|------------|
| Total changes approved in previous          | 9,579.21  | 0.00       |
| Total Approved this Month                   | 0.00      | 10,590.50  |
| <b>TOTALS</b>                               |           | -10,590.50 |
| <b>NET CHANGES BY CHANGE ORDERS TO-DATE</b> |           | -1,011.29  |

|  |                    |
|--|--------------------|
| <b>TOTAL AMOUNT CERTIFIED THAT CONTRACTOR IS ENTITLED TO ON THIS REQUEST</b> | <b>\$20,372.92</b> |
|--|--------------------|

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information, and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due

Contractor: Albert G. Cipolloni, Jr. & Sons, Inc.  
 By: *Albert G. Cipolloni* Date: 7/24/25  
 State of: *Delaware*  
 County of: *Delaware*  
 Subscribed and sworn to before me this 24<sup>th</sup> day of July, 2025

Notary Public: *Dominic J. Santangelo*  
 My commission expires: May 10, 2028  
 Commonwealth of Pennsylvania - Notary Seal  
 Dominic J. Santangelo, Notary Public  
 Delaware County  
 My commission expires May 10, 2028  
 Commission number 1420477

### ARCHITECTS CERTIFICATE FOR PAYMENT:

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge information and belief the Work has progressed as indicated, the quality of the work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the amount certified

AMOUNT CERTIFIED **\$20,372.92**

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this application and on the continuation sheets that are changed to conform to the amount certified)

Architect: Engineer

By: *K. R. Adams* Date: 7/25/25

This certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this contract.

# CONTINUATION SHEET TO APPLICATION AND CERTIFICATE FOR PAYMENT

| A       | B  | C                   | D  | E                          | F                                  | G                                  | H                           | I                 | J                |
|---------|--|---------------------|--|----------------------------|------------------------------------|------------------------------------|-----------------------------|-------------------|------------------|
| Bid No: | Description of Work  | Scheduled Value     | Work Completed From Previous Application | Work Completed This Period | Materials Presently Stored on Site | Total Completed and Stored To Date | % of Work Completed To Date | Balance to Finish | Retainage Amount |
| 1       | Veron & West ADA Ramps Curb, Ramp, Sidewalk, Road Restoration      | \$33,738.00         | \$33,738.00                              | \$0.00                     | \$0.00                             | \$33,738.00                        | 100%                        | \$0.00            | \$0.00           |
| 2       | Veron & Homestead ADA Ramps Curb, Ramp, Sidewalk, Road Restoration | \$33,738.00         | \$33,738.00                              | \$0.00                     | \$0.00                             | \$33,738.00                        | 100%                        | \$0.00            | \$0.00           |
| 3       | Veron & Vista Curb, Ramp, Sidewalk, Road Restoration               | \$13,634.00         | \$13,634.00                              | \$0.00                     | \$0.00                             | \$13,634.00                        | 100%                        | \$0.00            | \$0.00           |
| 4       | Veron & Clement Curb, Ramp, Sidewalk, Road Restoration             | \$34,170.00         | \$34,170.00                              | \$0.00                     | \$0.00                             | \$34,170.00                        | 100%                        | \$0.00            | \$0.00           |
| 5       | Veron & Rydal Curb, Ramp, Sidewalk, Road Restoration               | \$13,600.00         | \$13,600.00                              | \$0.00                     | \$0.00                             | \$13,600.00                        | 100%                        | \$0.00            | \$0.00           |
| 6       | Newbold & Rydal Curb, Ramp, Sidewalk, Road Restoration             | \$13,600.00         | \$13,600.00                              | \$0.00                     | \$0.00                             | \$13,600.00                        | 100%                        | \$0.00            | \$0.00           |
| 7       | Newbold & Clement Curb, Ramp, Sidewalk, Road Restoration           | \$13,600.00         | \$13,600.00                              | \$0.00                     | \$0.00                             | \$13,600.00                        | 100%                        | \$0.00            | \$0.00           |
| 8       | Newbold & Homestead Curb, Ramp, Sidewalk, Road Restoration         | \$13,600.00         | \$13,600.00                              | \$0.00                     | \$0.00                             | \$13,600.00                        | 100%                        | \$0.00            | \$0.00           |
| 9       | Additional Sidewalk Approved by Engineer                           | \$5,250.00          | \$5,250.00                               | \$0.00                     | \$0.00                             | \$5,250.00                         | 15%                         | \$0.00            | \$0.00           |
| 10      | Additional Curbing Approved by Engineer                            | \$7,125.00          | \$7,125.00                               | \$0.00                     | \$0.00                             | \$7,125.00                         | 14%                         | \$0.00            | \$0.00           |
| 11      | Line Striping Thermo Plastic                                       | \$11,500.00         | \$0.00                                   | \$11,500.00                | \$0.00                             | \$11,500.00                        | 100%                        | \$0.00            | \$0.00           |
| 12      | Cheek Walls  | \$3,000.00          | \$3,000.00                               | \$0.00                     | \$0.00                             | \$3,000.00                         | 100%                        | \$0.00            | \$0.00           |
| CO1     | CHANGE ORDER #1  | \$9,579.21          | \$9,579.21                               | \$0.00                     | \$0.00                             | \$9,579.21                         | 100%                        | \$0.00            | \$0.00           |
| CO2     | CHANGE ORDER #2  | (\$10,590.50)       | \$0.00                                   | (\$10,590.50)              | \$0.00                             | (\$10,590.50)                      | 100%                        | \$0.00            | \$0.00           |
|         |  | <u>\$195,543.71</u> | <u>\$194,634.21</u>                      | <u>\$909.50</u>            | <u>\$0.00</u>                      | <u>\$195,543.71</u>                |                             | <u>\$0.00</u>     | <u>\$0.00</u>    |



WHEREAS, it is one of the conditions of the award of the Borough that these presents be executed.

NOW, THEREFORE, the joint and several conditions of this obligation are such:

- A. That is the above bounden principal as Contractor shall well and faithfully do and perform the things agreed by him to be done and performed according to the terms of said Contract and all relating documents thereto and made a part of said contract, including the plans and specifications therein referred to and made part thereof, and such alterations as may be made in said plans and specifications as therein provided, and which are hereby made part of this bond the same as though they were set forth herein, and shall indemnify and save harmless the said Borough and all of its officers, agents and employees from any expenses incurred through the failure of said Contractor to complete the work as specified and for any damages growing out of the manner of performance of said Contract by said Contractor or his subcontractors, or his or their agents or servants, including patent, trademark and copyright infringements, then this part of this obligation shall be void; otherwise it shall be and remain in full force and effect, as though it was provided for and in compliance with the Act No. 385 of the 1967 Session of the Legislature.
- B. That if the above bounden Principal shall and will promptly pay or cause to be paid all sums of money which may be due any person, co-partnership, association or corporation for all material furnished and labor supplied or performed in the prosecution of the work, whether or not the said material or labor entered into and become component parts of the work or improvement contemplated, and also including public utility services, and reasonable rentals of equipment, but only for periods when the equipment rented is actually used at the site, then this part of this obligation shall be void; otherwise, it shall be and remain in full force and effect, as though it were provided for and in compliance with the Act No. 385 of the 1967 Session of the Pennsylvania Legislature.
- C. That if the above bounden Principal shall remedy without cost to the said Borough any defects which may develop during a period of two (2) years from the date of completion and acceptance of the work performed under said contract, provided such defects, in the judgment of the Borough or its successor having jurisdiction in the premises, are caused by defective or inferior materials or workmanship, then this part of this obligation shall be void; otherwise it shall be and remain in full force and effect.

It is further agreed that any alterations which may be made in the terms of the Contract or in the work to be done or materials to be furnished or labor to be supplied or performed under it or the giving by the Borough of an extension of time for the performance of the Contract or any other forbearance on the part of either the Borough or the Principal to the other shall not in any way release the Principal and the Surety or Sureties, or either or any of them, their heirs, executors, administrators, successors or assigns, from their liability hereunder, notice to the Surety or Sureties of any such alterations, extension or forbearance being hereby waived.

The Principal and Surety hereby jointly and severally agree with the obligee herein that every person, co-person, co-partner, association or corporation who, whether as subcontractor or

otherwise has furnished material or supplied or performed labor in prosecution of the work as above provided and who has not been paid therefor, within 90 days after the day on which any such claimant performed that last of such labor or furnished the last of the materials for which he claims payment may sue in assumpsit on this bond in his own name and prosecute the same to final judgment for such sum or sums as may be justly due him, them or it and have execution on the judgment; provided, however, that the Borough shall not be liable for the payment of any costs or expense of any such suit.

Recovery by any person, co-partnership, association or corporation who, whether as subcontractor otherwise, has furnished material or supplied or performed labor in prosecution of the work as above provided and has not been paid therefor, within 90 days after the day on which any such claimant performed the last of such labor or furnished the last of the materials for which he claims payment may sue in assumpsit on this bond in his own name and prosecute the same to final judgment for such sum or sums as may be justly due him, them or it and have execution on the judgment provided, however, that the Borough shall not be liable for the payment of any costs or expenses of any such suit.

The right of a claimant who is a subcontractor of a subcontractor of the Principal who has no contractual relationship express or implied, with the Principal may bring an action on this bond, as herein provided, only if he has given written notice in accordance with Act 385 of the 1967 Session of the Pennsylvania Legislature to the Principal within 90 days from the date on which the claimant performed the last of the labor or furnished the last of the materials for which he claims payment, stating with substantial accuracy the amount claimed and the name of the person for whom the work was performed or to whom the material was furnished.

Recovery by any person, co-partnership, association or corporation hereunder shall be subject to the provisions of the Act No. 385 of the 1967 Session of the Pennsylvania Legislature to the same extent as if said provisions were fully incorporated in the bond.

It is further agreed that in accordance with Section 6 Act No. 385 of 1967 Session of the Pennsylvania Legislature, that the Borough shall supply a certified copy of his Bond and the Contract set forth above, to any person filing an affidavit that he has a claim hereunder, is a defendant on a claim hereunder, or is the surety, upon payment of a certification fee to the Borough. Any action commenced on or arising from this Bond shall not be a bar to any subsequent actions that may arise as a result of the Contract set forth above, or otherwise.

IN WITNESS WHEREOF, the said Principal and Surety have duly executed this bond under seal the day and year first above written.

Witness:

\_\_\_\_\_ BY \_\_\_\_\_ (SEAL)  
(Principal-Individual)

\_\_\_\_\_ BY \_\_\_\_\_  
(Attorney-in-fact)

BY \_\_\_\_\_  
(Principal-Partnership)

Witness:

\_\_\_\_\_ (SEAL)

\_\_\_\_\_ (SEAL)

\_\_\_\_\_ (SEAL)

\_\_\_\_\_ (SEAL)

(Surety)

\_\_\_\_\_ By \_\_\_\_\_  
(Attorney-in-fact)

Attest:

By Albert G. Cipolloni Jr. & Sons, Inc.  
(Principal-Corporation)

*Donna Huey*  
(Secretary)

By *Carol Cipolloni*  
(President)

(CORPORATE SEAL)

Great Midwest Insurance Company

Attest/ Witness: *Erin Campbell*  
(Surety)

By *Lynn M. Wheelock*  
(Attorney-in-fact)

Erin Campbell, Witness

Lynn M. Wheelock, Attorney-in-Fact

POWER OF ATTORNEY

Great Midwest Insurance Company

KNOW ALL MEN BY THESE PRESENTS, that GREAT MIDWEST INSURANCE COMPANY, a Texas Corporation, with its principal office in Houston, TX, does hereby constitute and appoint:

Lynn M. Wheelock, Eric J. Follman, SR., Fernanda L. Depaolantonio, Scott R. Kuzmic

its true and lawful Attorney(s)-In-Fact to make, execute, seal and deliver for, and on its behalf as surety, any and all bonds, undertakings or other writings obligatory in nature of a bond.

This authority is made under and by the authority of a resolution which was passed by the Board of Directors of GREAT MIDWEST INSURANCE COMPANY, on the 1st day of October, 2018 as follows:

Resolved, that the President, or any officer, be and hereby is, authorized to appoint and empower any representative of the Company or other person or persons as Attorney-In-Fact to execute on behalf of the Company any bonds, undertakings, policies, contracts of indemnity or other writings obligatory in nature of a bond not to exceed Twenty-Five Million dollars (\$25,000,000.00), which the Company might execute through its duly elected officers, and affix the seal of the Company thereto. Any said execution of such documents by an Attorney-In-Fact shall be as binding upon the Company as if they had been duly executed and acknowledged by the regularly elected officers of the Company. Any Attorney-In-Fact, so appointed, may be removed in the Company's sole discretion and the authority so granted may be revoked as specified in the Power of Attorney.

Resolved, that the signature of the President and the seal of the Company may be affixed by facsimile on any power of attorney granted, and the signature of the Secretary, and the seal of the Company may be affixed by facsimile to any certificate of any such power and any such power or certificate bearing such facsimile signature and seal shall be valid and binding on the Company. Any such power so executed and sealed and certificate so executed and sealed shall, with respect to any bond of undertaking to which it is attached, continue to be valid and binding on the Company.

IN WITNESS THEREOF, GREAT MIDWEST INSURANCE COMPANY, has caused this instrument to be signed by its President, and its Corporate Seal to be affixed this 11th day of February, 2021.

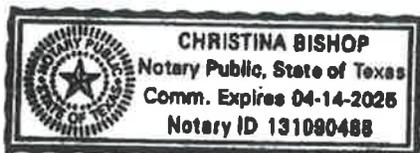


GREAT MIDWEST INSURANCE COMPANY

BY [Signature] Mark W. Haushill President

ACKNOWLEDGEMENT

On this 11th day of February, 2021, before me, personally came Mark W. Haushill to me known, who being duly sworn, did depose and say that he is the President of GREAT MIDWEST INSURANCE COMPANY, the corporation described in and which executed the above instrument; that he executed said instrument on behalf of the corporation by authority of his office under the By-laws of said corporation.



BY [Signature] Christina Bishop Notary Public

CERTIFICATE

I, the undersigned, Secretary of GREAT MIDWEST INSURANCE COMPANY, A Texas Insurance Company, DO HEREBY CERTIFY that the original Power of Attorney of which the foregoing is a true and correct copy, is in full force and effect and has not been revoked and the resolutions as set forth are now in force.

Signed and Sealed at Houston, TX this 30th Day of October, 20 24.



BY [Signature] Leslie K. Shaunty Secretary

WARNING: Any person who knowingly and with intent to defraud any insurance company or other person, files and application for insurance of claim containing any materially false information, or conceals for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties.



**POWER OF ATTORNEY**  
**Great Midwest Insurance Company**

KNOW ALL MEN BY THESE PRESENTS, that **GREAT MIDWEST INSURANCE COMPANY**, a Texas Corporation, with its principal office in Houston, TX, does hereby constitute and appoint:

Lynn M. Wheelock, Eric J. Follman, SR., Fernanda L. Depaolantonio, Scott R. Kuzmic

its true and lawful Attorney(s)-In-Fact to make, execute, seal and deliver for, and on its behalf as surety, any and all bonds, undertakings or other writings obligatory in nature of a bond.

This authority is made under and by the authority of a resolution which was passed by the Board of Directors of **GREAT MIDWEST INSURANCE COMPANY**, on the 1<sup>st</sup> day of October, 2018 as follows:

Resolved, that the President, or any officer, be and hereby is, authorized to appoint and empower any representative of the Company or other person or persons as Attorney-In-Fact to execute on behalf of the Company any bonds, undertakings, policies, contracts of indemnity or other writings obligatory in nature of a bond not to exceed Twenty-Five Million dollars (\$25,000,000.00), which the Company might execute through its duly elected officers, and affix the seal of the Company thereto. Any said execution of such documents by an Attorney-In-Fact shall be as binding upon the Company as if they had been duly executed and acknowledged by the regularly elected officers of the Company. Any Attorney-In-Fact, so appointed, may be removed in the Company's sole discretion and the authority so granted may be revoked as specified in the Power of Attorney.

Resolved, that the signature of the President and the seal of the Company may be affixed by facsimile on any power of attorney granted, and the signature of the Secretary, and the seal of the Company may be affixed by facsimile to any certificate of any such power and any such power or certificate bearing such facsimile signature and seal shall be valid and binding on the Company. Any such power so executed and sealed and certificate so executed and sealed shall, with respect to any bond of undertaking to which it is attached, continue to be valid and binding on the Company.

IN WITNESS THEREOF, **GREAT MIDWEST INSURANCE COMPANY**, has caused this instrument to be signed by its President, and its Corporate Seal to be affixed this 11th day of February, 2021.

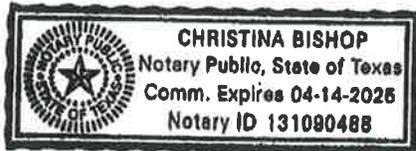


**GREAT MIDWEST INSURANCE COMPANY**

BY Mark W. Haushill  
Mark W. Haushill  
President

**ACKNOWLEDGEMENT**

On this 11th day of February, 2021, before me, personally came Mark W. Haushill to me known, who being duly sworn, did depose and say that he is the President of **GREAT MIDWEST INSURANCE COMPANY**, the corporation described in and which executed the above instrument; that he executed said instrument on behalf of the corporation by authority of his office under the By-laws of said corporation.



BY Christina Bishop  
Christina Bishop  
Notary Public

**CERTIFICATE**

I, the undersigned, Secretary of **GREAT MIDWEST INSURANCE COMPANY**, A Texas Insurance Company, DO HEREBY CERTIFY that the original Power of Attorney of which the foregoing is a true and correct copy, is in full force and effect and has not been revoked and the resolutions as set forth are now in force.

Signed and Sealed at Houston, TX this 28<sup>th</sup> Day of March, 20 25.



BY Leslie K. Shaunty  
Leslie K. Shaunty  
Secretary

**"WARNING: Any person who knowingly and with intent to defraud any insurance company or other person, files and application for insurance of claim containing any materially false information, or conceals for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties.**

CONTRACTOR'S RELEASE

KNOW ALL MEN BY THESE PRESENTS THAT: Albert G. CIPOLLONI JR + SON, INC

\_\_\_\_\_  
(Contractor)

of DELAWARE County and State of PENNSYLVANIA

does hereby acknowledge that he has received this day of and from the

Borough of JENKINTOWN

\_\_\_\_\_  
(Borough)

the sum of ONE DOLLAR (\$1.00) and other valuable consideration in full satisfaction

and payment of all sums of money owing payable and belonging to \_\_\_\_\_

Albert G. CIPOLLONI JR + SONS INC

\_\_\_\_\_  
(Contractor)

by any means whatsoever, for on account of a certain agreement hereinafter called

the CONTRACT, between the said Borough of JENKINTOWN

\_\_\_\_\_  
(Borough)

and ALBERT G. CIPOLLONI, JR + SONS, INC

\_\_\_\_\_  
(Contractor)

dated 10/30/2024

NOW THEREFORE, the said ALBERT G. CIPOLLONI JR + SONS INC

\_\_\_\_\_  
(Contractor)

(for myself, my heirs, executors and administrators) (for itself, its successors and assigns) do by these presents remise, release, quit-claim and forever discharge the

said Borough of JENKINTOWN

\_\_\_\_\_  
(Borough)

its successors and assigns, of and from all claims and demands arising from or in connection with the

said CONTRACT dated October 30, 2024 and of and from all, and all manner of

action and actions, cause and causes of action and actions, suits, debts, dues, duties, sum and sums of money, accounts, reckonings, bonds, bills, specialties, covenants, contracts, agreements, promises, variances, damages, judgments, extents executions, claims and demand, whatsoever, in law or equity, or otherwise which against the said Borough of Jenkintown  
(Borough)

its successors and assigns, ever had, now have, or which (I, my heirs, executors, or administrators) (it, its successors and assigns) hereafter can, shall or may have, for upon or by reason of any matter, cause or thing whatsoever, from the beginning of the work to the date of these presents.

IN WITNESS WHEREOF ALBERT G. CIPOLLONI, JR + SONS, INC.  
(Contractor)

has caused these presents to be duly executed the 27th day of March, 2025

Signed, Sealed and Delivered  
in the presence of:

\_\_\_\_\_  
(Individual) (SEAL)

\_\_\_\_\_  
(Partnership Contractor) (SEAL)

By \_\_\_\_\_ (SEAL)  
(Partner)

Attest:

\_\_\_\_\_  
(SEAL)

David H. Hunsley  
(Secretary)

By Carol Cipolloni  
(President or Vice-President)

(CORPORATE SEAL)





# CONTRACT CHANGE ORDER

Contract No. CDBG ADA Ramp Project

Date 02/25/2025

Change Order No. 1

Project No. B-22-03-103

Location Borough of Jenkintown

To: (Contractor) Albert G. Cipolloni Jr. & Sons, Inc.

You are hereby requested to comply with the following changes from the contract plans and specifications:

| Item No.<br>(1) | Description of changes – quantities, units, unit prices,<br>change in completion schedule, etc.<br>(2) | Decrease in<br>Contract Price<br>(3) | Increase in<br>Contract Price<br>(4) |
|-----------------|--|--------------------------------------|--------------------------------------|
| 1               | Remove Concrete Curb   |                                      | \$1,148.19                           |
| 2               | Install New Concrete Curb  |                                      | \$5,700.00                           |
| 3               | Extend Grass Plot  |                                      | \$2,356.02                           |
| 4               | Reset Post and Signs   |                                      | \$375.00                             |
|                 |  |                                      |                                      |
|                 | Change in contract price due to this Change Order:   |                                      |                                      |
|                 | <b>Total decrease</b>  |                                      |                                      |
|                 | <b>Total increase</b>  |                                      | \$9,579.21                           |
|                 | Difference between Col. (3) and (4)  |                                      | \$9,579.21                           |
|                 | Net (increase/decrease) contract price   |                                      | \$9,579.21                           |

The sum of \$9,579.21 is hereby  added to,  deducted from, the total contract price and the total adjusted contract price to date thereby \$206,134.21.

The time provided for completion in the contract is  unchanged,  increased,  decreased, by 0 calendar days. This document shall become an amendment to the contract and all provisions of the contract will apply hereto.

Accepted by: Carol Cipolloni 2/26/25  
CONTRACTOR DATE

Recommended by: Charles Hanon 2/26/25  
ENGINEER DATE

Approved by: [Signature] 2/26/25  
OWNER DATE

## REQUEST AND JUSTIFICATION OF CHANGE

Project No.: CDBG ADA Ramp Project

Contract No.: \_\_\_\_\_

Change Order No.: 1

### NECESSITY FOR CHANGE:

#### Items:

The borough had requested additional curbing be completed at the intersection of Vista Road and Vernon Avenue. The unit cost from the approved contract was used for the additional curbing work; however, there is additional cost associated with the removal of existing asphalt, relocating the signage, and installing topsoil and grass behind the newly constructed curbing.

The total contract amount has been adjusted to represent this additional work. The result of these adjustments is an increase of **\$9,579.21** in the total contract price bringing the total contract amount to **\$206,134.21**. Please refer to the attached change order document for quantities and pricing for the changes.



# ALBERT G. CIPOLLONI JR. & SONS, INC.

719 Highland Avenue ♦ Morton, PA ♦ 610-543-6614 ♦ info@agcipccon.com

December 4<sup>th</sup> 2024  
Borough of Jenkintown  
Montgomery County, PA –  
ADA Compliance – Removal of Architectural Barriers CDBG Grant  
Project #B-22-03-103  
Paul Lenher, CFM (Pennoni)  
RE: Change Order

Dear Paul Lenher,

| No.          | Type | Description               | Unit of Measure | QTY | Price    | Total      |
|--------------|------|---------------------------|-----------------|-----|----------|------------|
| 1            | Base | Remove Concrete Curb      | LF              | 40  | \$28.70  | \$1,148.19 |
| 2            | Base | Install New Concrete Curb | LF              | 60  | \$95.00  | \$5,700.00 |
| 3            | Base | Extend Grass Plot         | SF              | 255 | \$9.24   | \$2,356.02 |
| 4            | Base | Reset Post and Signs      | EA              | 1   | \$375.00 | \$375.00   |
| <b>Total</b> |      |                           |                 |     |          | \$9,579.21 |

- Item 1: Remove existing curb and dispose
- Item 2: Install curb per engineer's direction and contract specs
- Item 3: Remove up to 4" of asphalt within extended area. Install fill dirt followed by a minimum of 4" of topsoil.
- Item 4: Reset existing post with attached stop, do not enter and street signs.

Exclusions: Permit fees, any type of testing, anything that is not listed.

*Thank you. Accepted GKL  
Please proceed with  
construction.*

Take Care,

*Salvatore Scarafone*  
Salvatore Scarafone  
Director of Business Development  
Albert G. Cipolloni Jr. & Sons, Inc.  
[www.cipolloniconstruction.com](http://www.cipolloniconstruction.com)  
610-529-5541

*George Locke  
Borough Manager*



July 17, 2025

JENK0000

**Mr. George K. Locke, BCO, Borough Manager, Zoning Officer**  
Borough of Jenkintown  
700 Summit Avenue  
Jenkintown, PA 19046

**Re: Borough of Jenkintown**  
**2023 CDBG ADA Ramp Project**  
**Change Order #2 (Final Quantities Adjustment)**

Dear Mr. Locke,

Please find attached Change Order No. 2 for a final quantity adjustment reduction to the contract in the total amount of \$10,590.50. Bid items #1-9 and #1-10 have been adjusted to reflect quantities measured in-place. The revised final contract amount will be **\$195,543.71**.

Sincerely,

**PENNONI ASSOCIATES INC.**

A handwritten signature in blue ink that reads "Khaled R. Hassan".

**Khaled R. Hassan, PE**  
Borough Engineer

cc. Borough Council



# CONTRACT CHANGE ORDER

Contract No. CDBG ADA Ramp Project

Date 06/26/2025

Change Order No. 2 (Final Qnty. Adj.)

Project No. B-22-03-103

Location Borough of Jenkintown

To: (Contractor) Albert G. Cipolloni Jr. & Sons, Inc.

You are hereby requested to comply with the following changes from the contract plans and specifications.

| Item No.<br>(1)                                    | Description of changes – quantities, units, unit prices,<br>change in completion schedule, etc.<br>(2) | Decrease In<br>Contract Price<br>(3) | Increase in<br>Contract Price<br>(4) |
|--|--|--------------------------------------|--------------------------------------|
| 1  | Final Quantities Adjustment  | \$10,590.50                          |                                      |
| Change in contract price due to this Change Order: |  |                                      |                                      |
| Total decrease                                     |  | \$10,590.50                          |                                      |
| Total increase                                     |  |                                      |                                      |
| Difference between Col. (3) and (4)                |  | \$10,590.50                          |                                      |
| Net (increase/decrease) contract price             |  | \$10,590.50                          |                                      |

The sum of \$10,590.50 is hereby  added to,  deducted from, the total contract price and the total adjusted contract price to date thereby \$195,543.71.

The time provided for completion in the contract is  unchanged,  increased,  decreased, by 0 calendar days. This document shall become an amendment to the contract and all provisions of the contract will apply hereto.

Accepted by: Carl Cipolloni CONTRACTOR 7/16/25 DATE

Recommended by: Abdul Hasnan, PE ENGINEER 7/18/25 DATE

Approved by: [Signature] OWNER 7-23-25 DATE

## REQUEST AND JUSTIFICATION OF CHANGE

Project No.: CDBG ADA Ramp Project

Contract No.: \_\_\_\_\_

Change Order No.: 2 (Final Qty. Adj.)

### NECESSITY FOR CHANGE:

#### Items:

#1-9 – Additional Sidewalk Approved by Engineer

#1-10 – Additional Curbing Approved by Engineer

These quantities have been adjusted to reflect quantities measured in-place. The result of these adjustments is a reduction of \$10,590.50 in the total contract price.

JENKINTOWN BOROUGH  
MS4 UPDATE - Year 7

- The Borough's MS4 permit became effective on March 16, 2018. Year 7 of the permit ends on June 30, 2025. The DEP has administratively extended the MS4 General Permit until March 15, 2026, with annual progress report due September 30, 2026.
- Six (6) Minimum Control Measures are required to be met to be in compliance with the MS4 permit:
  - Public Education & Outreach
  - Public Involvement & Participation
  - Illicit Discharge Detection & Elimination
  - Construction Site Runoff Control
  - Post-Construction Runoff Control
  - Pollution Prevention/Municipal Good Housekeeping
- Stormwater information is available on the Borough's website.
- All stormwater outfalls in the Borough are required to be screened once before the permit expiration in 2025 has been completed and submitted in the Year 5 annual report to PA DEP.
- DEP has issued a draft of the new MS4 permit requirements. It is anticipated that the new permit cycle will start on October 1, 2026 and end on September 30, 2031.
- Under the new permit, a Volume Management Plan (VMP) based on a Volume Management Objective (VMO), which is determined by DEP's Maximum Extent Practicable (MEP) calculator, will be required to be submitted to DEP by September 30, 2028 and subject to DEP approval. The VMP must be completed by September 30, 2031, unless otherwise authorized by DEP.

**MEMORANDUM**

**TO:** Administration & Finance Committee, Yvonne Bullock Finance Director  
**FROM:** George Locke, Borough Manager  
**DATE:** September 17, 2025  
**RE:** 2026 Budget – Calendar

In preparation for the 2026 budget, please find the proposed meeting/milestone dates below:

- Wednesday, September 17, 2025 7:00 PM Present budget schedule to A & F
- Monday, September 29, 2025 7:00 PM Present schedule, Council votes on advertisement of schedule
- Thursday, October 16, 2025 6:00 PM Budget Workshop #1 (prior to Committee workshop)
- Wednesday, October 22, 2025 6:00 PM Budget Workshop #2 (prior to Council meeting)
- Thursday, November 13, 2025 6:00 PM Budget Workshop #3 (stand alone Meeting)
- Wednesday, November 19, 2025 6:00 PM Budget Workshop #4 (Prior to Committee meeting)
- Monday, November 24, 2025 6:00 PM Budget Workshop #5 (Prior to Council meeting)
- Monday, November 24, 2025 7:00 PM Council votes to advertise 2025 budget
- Wednesday, December 10, 2025 6:30 PM Council votes on adoption of 25 budget

**Workshop #1** will concentrate on a preliminary review of the Borough Budget concentrating on General Fund (01) and other Funds as time allows.

**Workshop #2** is a stand-alone meeting, budget discussions will focus on General Fund (01), Street Lighting (02), Fire Protection (03), Fire Apparatus (04), Library (05), Sewer Fund (08), Solid Waste (09), Ambulance (10), Street Tax (18) and other Funds as time allows.

**Workshop #3** will focus on Debt Service (20), Capital Projects (31), State Liquid Fuels (35) and other Funds as time allows.

**Workshop #4** will focus on Uniform Pension (60) and Non-uniform Pension (65), Police Donation (95) EAC (96) and other Funds as time allows.

**Workshop #5 (final)** discussion of the proposed 2025 Borough Budget including review of the General Fund (01) and all other funds as time allows.

**Jenkintown Borough Police Pension Plan**  
**2026 Minimum Municipal Obligation**

---

|  |                          |
|--|--------------------------|
| 1 Normal Cost Percentage <sup>1</sup>                                  | <u>15.9%</u>             |
| 2 Administrative Expense Percentage <sup>1</sup>                       | <u>1.1%</u>              |
| 3 Total Percentage (1 + 2)   | <u>17.0%</u>             |
| 4 Estimated 2025 Total Gross W-2 Payroll                               | <u>\$ 1,126,284</u>      |
| 5 Annual Cost (3 x 4)  | <u>\$ 191,468</u>        |
| 6 Amortization Contribution Requirement <sup>1</sup>                   | <u>\$ 81,198</u>         |
| 7 Financial Requirements (5 + 6)                                       | <u>\$ 272,666</u>        |
| 8 Member Contributions Anticipated                                     | <u>\$ 50,861</u>         |
| 9 10% of Negative Unfunded Liability <sup>1</sup>                      | <u>\$ 0</u>              |
| 10 Minimum Municipal Obligation (7 - 8 - 9)<br>(Due Before 12-31-2026) | <u><u>\$ 221,805</u></u> |

  
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Authorized Signature

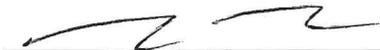
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Date

<sup>1</sup> Based upon 01/01/2023 Actuarial Valuation

**Jenkintown Borough Nonuniformed Pension Plan**  
**2026 Minimum Municipal Obligation**

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|  |                         |
|--|-------------------------|
| 1 Normal Cost Percentage <sup>1</sup>                                  | <u>9.8%</u>             |
| 2 Administrative Expense Percentage <sup>1</sup>                       | <u>1.5%</u>             |
| 3 Total Percentage (1 + 2)   | <u>11.3%</u>            |
| 4 Estimated 2025 Total Gross W-2 Payroll                               | <u>\$ 820,000</u>       |
| 5 Annual Cost (3 x 4)  | <u>\$ 92,660</u>        |
| 6 Amortization Contribution Requirement <sup>1</sup>                   | <u>\$ 0</u>             |
| 7 Financial Requirements (5 + 6)                                       | <u>\$ 92,660</u>        |
| 8 Member Contributions Anticipated                                     | <u>\$ 44,400</u>        |
| 9 10% of Negative Unfunded Liability <sup>1</sup>                      | <u>\$ 2,502</u>         |
| 10 Minimum Municipal Obligation (7 - 8 - 9)<br>(Due Before 12-31-2026) | <u><u>\$ 45,758</u></u> |

  
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Authorized Signature

9-10-25  
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Date

<sup>1</sup> Based upon 01/01/2023 Actuarial Valuation



# THE BOROUGH OF JENKINTOWN

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700 SUMMIT AVENUE  
JENKINTOWN, PA 19046  
WWW.JENKINTOWNBORO.COM

TO: Borough Council, Mayor  
CC: Chief of Police, Finance Director, Shauna Rivera  
FR: George Locke, Borough Manager  
RE: Replacement of Parking Enforcement Vehicle - 2026 Budget  
DATE: September 21, 2025

The current parking enforcement vehicle is a 2013 Ford Explorer that was one of the two retired K9 PD vehicles. The car was to be sold at auction. Retired K9 PD vehicles typically have lower resale values due to the conditions present. The other K9 PD vehicle sold for \$500. At that time, it was determined that although the vehicle was not a perfect fit, it could be cleaned and restored by the Public Works department and placed into re-use serving as the current parking enforcement vehicle. Despite this success story the vehicle has now served out its useful life with impending repair bills in thousands of dollars. The long-term planning for the PE vehicle replacement had been forecast as 2027. However, that plan had to be re-evaluated with the current information available that included required future repairs.

Additional considerations utilized in making this planning decision to replace the current vehicle are shown below.

The replacement vehicle will be a 2026 Corolla Cross LE, white in color and badged for parking enforcement, it will not resemble a PD cruiser. The four-cylinder all-wheel drive vehicle will deliver improved fuel efficiency, providing significant savings on fuel. The proposed vehicle will be equipped with enhanced features that will provide greater safety of the operators and the general public. Some of those features are listed here; Pre-Collision System with Pedestrian Detection, Blind Spot Monitor with Rear Cross-Traffic Alert Proactive Driving Assist, Lane Tracing Assist and Road Sign Assist Backup camera, Enhanced Vehicle Stability Control, Traction Control, Anti-lock Brake System, Electronic Brake-force Distribution, Brake Assist, Smart Stop Technology, Lane Departure Alert with Steering Assist, Safe Exit Alert, Automatic High Beams, Full-Speed Range Dynamic Radar Cruise Control, Anti-theft system engine immobilizer and Crumple zones/side-impact door beams.

The purchase price is quoted to be \$30,000. About two-thirds of the expense of this purchase will be allocated from the existing parking fund (non-tax dollars) and the remaining one-third of the purchase cost from recent sales of surplus equipment including the current PE vehicle. This is planned to be an outright purchase of the vehicle, and the Borough will not incur any finance charges in doing so.

Thank you all.