

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

**MINUTES OF THE BOROUGH OF JENKINTOWN COUNCIL MEETING
MAY 28, 2025, 7:00 P.M.**

MEMBERS:

Jay Conners	Council President
Christian Soltysiak	Council Vice President
Gordon Lewis	Councilor
Deborra Sines-Pancoe	Councilor
Steve Spindler	Councilor
Maxine Marlowe	Councilor
Joanne Bruno	Councilor (via teleconference)
David Ballard	Councilor
Alexandria Khalil	Councilor
Alex Bartlett	Councilor (from 7:03 p.m.)

REGRETS:

Aliza Narva	Councilor
Anne MacHaffie	Councilor
Kenneth Riggins	Public Works Foreman
Khaled Hassan	Borough Engineer, Pennoni Associates

GUESTS:

Gabriel Lerman	Mayor
George Locke	Borough Manager
Chief Thomas Scott	Chief of Police
Patrick Hitchens	Borough Solicitor
Mark Bickerton	Borough Traffic Engineer, Pennoni Associates
Tiffany Fisher	Recording Secretary, Minutes Solutions Inc. (via teleconference)

1. CALL TO ORDER

There being a quorum present, and adequate and proper notice of the meeting having been given, the meeting was called to order at 7:01 p.m.

2. PLEDGE OF ALLEGIANCE

The Council recited the Pledge of Allegiance.

3. APPROVAL OF MINUTES

On a motion made by Deborra Sines-Pancoe, seconded by Maxine Marlowe, it was resolved to approve the minutes of the April 23, 2025, Borough of Jenkintown Council meeting as presented. Motion unanimously carried.

4. **APPROVAL OF PAYROLLS**

On a motion made by David Ballard, seconded by Alexandria Khalil, it was resolved to approve payrolls in the amount of \$192,987.34 and invoices totaling \$292,039.26. Motion unanimously carried.

5. **PUBLIC COMMENT**

Jay Conners noted that an executive session was held May 15, 2025.

There were no comments received by email.

6. **MANAGER OF THE NEW GIANT IN JENKINTOWN BOROUGH – DAVID FLANIGAN**

David Flanigan shared that this was his first township meeting and thanked everyone for their time. The Giant finished eight weeks of operation after opening April 4, 2025. David Flanigan shared that they are receiving positive feedback and employees are enjoying being immersed in the community. He is looking forward to building a rapport with Jenkintown Borough residents.

7. **PUBLIC HEARING**

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

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

On a motion made by Maxine Marlowe, seconded by Deborra Sines-Pancoe, it was resolved to continue the conditional use hearing for 119 York Road, YZL Wealth Investment, LLC, Section 181-74 at the next meeting held at 7:00 p.m. on June 25, 2025, in the Jenkintown Borough Hall meeting room. Motion unanimously carried.

Blake Lam, the real estate agent associated with the property purchase, was sworn in as an authorized representative on behalf of the LLC applicant.

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

The first document marked into record was B1, a copy of the legal advertisements including the posting certification for the hearing held on May 28, 2025. The second document marked into record was B2, a copy of the application submitted by the applicant. A third and final document marked into record was B3, a copy of the site plan submitted by the applicant.

The applicant plans to expand one unit by taking down the wall partition that is currently dividing it from a second unit, to make a total first floor space of approximately 3,000 square feet, reducing the building plan from two first-floor units to one large unit. The plan is to install 10 pedicure chairs and 10 nail tables. Currently, the property has four parking spaces in total for the building and will continue to have four after the two units are combined into one. The four parking spaces are currently allotted for use to the two units located on the first floor. The applicant requested to continue to use the four parking spaces available, instead of the required 11.

Blake Lam stated that he had discussed the proposed changes with The UPS Store, and they suggested the parking lot at Greenwood Avenue. He has since observed at least seven spots available on a weekly basis in the Greenwood Avenue parking lot. He clarified that a nail salon is a seasonal business and has approximately eight to 10 customers consistently during peak

season. He added that the nail salon workers will not use any parking spaces as they are a family and will be dropped off at work together. Parking will be for customers only.

The landlord will add approved signage and enforcement in the parking lot to ensure that the space is only to be used by customers of 119 York Road. If this is a condition of approval, Blake Lam confirmed that he can represent that the signs will be installed and enforced.

Jay Conners opened the floor to comment from Council.

Alexandria Khalil asked why the customer estimate is only eight to 10 people when there is a plan to install 10 tables and 10 chairs.

Blake Lam clarified that typically a customer will use the pedicure chair and then the nail table, not both at once. Two machines will always be on standby for cleaning and maintenance.

Alexandria Khalil asked if the building has apartments upstairs and where the tenants will park.

Blake Lam stated that the building has two units on the top floor that have three bedrooms each. They are currently vacant and being advertised to university students without parking.

Deborra Sines-Pancoe asked if the applicant is a tenant or if they purchased the building.

Blake Lam clarified that the applicant is the new owner of the building.

David Ballard asked if the upstairs tenants could use the four parking spaces at night.

Blake Lam said that they could not.

David Ballard asked what would occur if they did and if the vehicles would be towed.

Blake Lam said that they likely would not opt for towing, but they would reiterate parking regulations to any tenant that disregards the signage.

David Ballard suggested that the applicant consider how the spaces can be used at night when the nail salon is closed.

Mayor Lerman asked if the owner would consider an arrangement where they indicate by way of appropriate signage that they allow public parking after operating hours.

Blake Lam stated that he cannot answer the question.

Gordon Lewis asked for clarification around parking enforcement and if the owner can call the police department if the public parks on their property against signage.

Patrick Hitchens clarified that the owner would not call the police department and would need to follow the requirements set out by the state that would allow them to enforce private towing from a private parking lot.

Alexandria Khalil noted that the building will have six bedrooms on the top floor, but they will have no parking assigned to them.

Christian Soltysiak noted that the parking on Summit Avenue is 20-minute parking, and the Greenwood Avenue metered parking lot is approximately one block away, so the upper units not having parking remains an issue.

Steve Spindler asked from where customers travel to the nail salon and if they are advertising the units to certain demographics that will not have vehicles.

Blake Lam stated that he does not know from where the customers come, and the units are advertised to students, and, in his experience, he did not have a vehicle to travel to campus.

Gordon Lewis asked how long customers are typically in the nail salon.

Blake Lam estimated 20 minutes for hands and 20 minutes for pedicure.

The Council speculated that nail salon appointments would take closer to an hour.

Patrick Hitchens recommended that the Council ask questions to a representative with decision-making authority about potential conditions related to apartment parking, public use of the parking lot, and shared parking requirements as per the ordinance, as Blake Lam was unable to provide evidence or information during the hearing.

The Council discussed surrounding area parking options and noted that it would not be an appropriate resolution for the upper unit apartments based on time-of-day concerns.

Patrick Hitchens recommended that Council make a motion to continue the conditional use hearing on June 25, 2025, as the applicant is made aware, and they would not need to readvertise.

The Council may not deliberate in private about this matter.

Jay Conners opened the floor to public comments.

Maureen Lucak stated her concern for residential parking surrounding the nail salon as it is already full at night and would not be an appropriate resolution for the upper units.

Patrick Hitchens closed the public hearing.

8. REPORTS

8.1 Engineer's Report

Mark Bickerton stated that they are continuing inspections and the land development review on an ongoing basis and are continuing to assist the Borough Manager with traffic issues.

Walnut Street and Hillside Avenue intersection is a key consideration but not actively planned for, as they are assessing feasibility based on storm water drainage concerns.

8.2 Solicitor's Report

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

8.3 Mayor's Report

Mayor Lerman acknowledged all in attendance and thanked everyone for volunteering for Borough activities. He stated that they are actively seeking volunteers for ongoing activities and interested volunteers can reach out to Alex Bartlett, Anne MacHaffie, Manager Locke, or himself.

The Night Market began on May 27, 2025, from 4:00 p.m. until 8:00 p.m. and will continue every Tuesday. The Sunset 5k is on June 3, 2025, at 7:00 p.m. starting on Leedom Street outside of Borough Hall. The event for the PRIDE flag raising will be held on June 6, 2025, from 6:00 p.m. until 8:00 p.m. in the town square.

8.4 Police Chief's Report

Chief Thomas Scott noted that they have several policies to be approved by the Council. The contract with Jenkintown Police Benevolent Association has been ratified to go before Council.

The Sunset 5k signup has outnumbered years past, breaking records for the number of runners planning to run. Chief Thomas Scott reminded residents that road closures will begin around 5:00 p.m. starting in the town square. Signage has been installed, and Chief Thomas Scott thanked surrounding townships for providing the sign boards. The police department worked with the Jenkintown Recreation Board and Night Market regarding road closures on Tuesday evenings to close only a portion of Leedom Street instead of the full street, to ensure access to local restaurants.

Chief Thomas Scott stated that they are actively working through processes with policy updates.

8.5 Manager's Report

Manager Locke noted that the Public Works Department has been undergoing training with PennDOT LTAP, including traffic calming guidelines and flagger training. They completed Phase 2 of the 2025 thermoplastic project. Public Works Foreman Kenneth Riggins has worked with the Borough Engineer on the ADA ramp inspections for the Community Development Block Grant (CDBG) on the east side of town, with one area of repair remaining. The paving project is on the agenda for the May 28 public bid, and they hope to obtain PennDOT's approval before putting the advertisement out for paving for West Avenue from Florence Avenue to the Southeastern Pennsylvania Transportation Authority (SEPTA). The street sweeping schedule is posted on the Boroughs website and posted at Borough Hall.

The intersection at Walnut Street and Hillside Avenue is in the Montco 2040 grant and has funding for improvement, but the slope of the road is a major factor against the raised crosswalk. Five intersections are included in the grant. At the corner of Washington Lane, there will be a bump out curb with a raised crosswalk.

The arborist has assessed the poison ivy concern, and they are awaiting a full report for review.

SPS Technologies began on-site demolition procedures on May 19, 2025, and the information is posted on their website. The Department of Environmental Protection held a webinar on May 20, 2025, from 6:00 p.m. until 6:30 p.m. which reviewed air quality, clean water, waste management, environmental cleanup, and Brownfields program role and responsibilities associated with the SPS fire response. The Department of Health was present during the webinar, and they shared general health-related information. Dr. Julie Miller with The Department of Health is assembling all entities in three surrounding municipalities to partner for a future soil shop event. The event will include soil screening, outreach, and partnerships to bring same-day soil screening to the community to educate them on lead and arsenic in soil. Jenkintown Borough was registered as an interested participant and public notice will be posted once the event details are secured.

They have replaced seven light poles, two on Main Street and five on York Road, while utilizing traffic control. Abington is the Borough's lighting consultant, so they performed the work and Public Works assisted.

The 2025 Ford Explorer Interceptor has been delivered to Fred Beans, and it is set to be delivered to the Borough hall the week of June 2, 2025, to then be sent to the outfitter to have equipment installed.

The 2023–2024 liquid fuel audit was completed in the week of May 26, 2025.

The new part-time administrative assistant is currently in training with the outgoing administrative assistant, who is available for two weeks before leaving.

Manager Locke is scheduled to attend a coordination meeting for Abington's separated bike lane plan held in Abington on June 2, 2025.

Interviews were conducted regarding the Borough's committees.

9. ORDER OF BUSINESS

9.1 Resolution 2025-9: Collective Bargaining Agreement – JPBA

On a motion made by Alexandria Khalil, seconded by Christian Soltysiak, it was resolved to ratify the authorization for executing the collective bargaining agreement by and between the Borough Council of the Borough of Jenkintown and the Jenkintown Police Benevolent Association for the term of January 1, 2024, through December 31, 2027. Motion unanimously carried.

9.2 Resolution 2025-10: Zoning Hearing Board Appointment

On a motion made by Jay Conners, seconded by Alexandria Khalil, it was resolved to adopt Resolution 2023-10, reappointing Aron Javsicas to the Jenkintown Borough Zoning Hearing Board to a term of May 28, 2025, to May 28, 2030. Motion unanimously carried.

9.3 Resolution 2025-11: Planning Commission

On a motion made by Jay Conners, seconded by Joanne Bruno, it was resolved to adopt Resolution 2025-11, reappointing Peter VanDo for a term of May 28, 2025, to May 28, 2030, and appointing Allison Shertzer to a term of May 28, 2025, to December 31, 2026, and Rob Ghormoz to a term of May 28, 2025, to May 28, 2029, to the Jenkintown Borough Planning Commission. Motion unanimously carried.

9.4 Resolution 2025-12: Design Review Board

On a motion made by Jay Conners, seconded by Joanne Bruno, it was resolved to adopt Resolution 2025-12, reappointing Michael Quigg to a term of May 28, 2025, to May 28, 2030, and appointing Alan Williams to a term of May 28, 2025, to May 28, 2030, to the Jenkintown Borough Design Review Board. Motion unanimously carried.

9.5 Resolution 2025-13: Civil Service Commission

On a motion made by Jay Conners, seconded by Alex Bartlett, it was resolved to adopt Resolution 2025-13, appointing Alan Williams to a term of May 28, 2025, to May 28, 2031, and Sue-Ann Divitoto to a term of May 28, 2025, to December 31, 2027, to the Jenkintown Civil Service Commission. Motion unanimously carried.

9.6 Resolution 2025-14: Recreation Board

On a motion made by Jay Conners, seconded by Alexandria Khalil, it was resolved to adopt Resolution 2025-14, appointing Stephen Tolton and Melissa Hager for a term of May 28, 2025, to May 28, 2028, to the Jenkintown Recreation Board. Motion unanimously carried.

9.7 Resolution 2025-15: Fire Commission

On a motion made by Jay Conners, seconded by Alexandria Khalil, it was resolved to adopt Resolution 2025-15, reappointing Gerry West, Chris O'Neil, and Bill Pross to a term of May 28, 2025, to December 31, 2025, to the Jenkintown Fire Commission. Motion unanimously carried.

Manager Locke noted that the members will not be appointed until January 2026 as 2025 is a reorganization year.

9.8 Resolution 2025-16: Environmental Action Commission

On a motion made by Jay Conners, seconded by Alexandria Khalil, it was resolved to adopt Resolution 2025-16, reappointing Maureen Lucak to a term of May 28, 2025, to May 28, 2028; Susanne Hunter to a term of May 28, 2025, to May 28, 2027; and appointing Katherine Falso to a term of May 28, 2025, to May 28, 2026, to the Jenkintown Borough Environmental Action Committee. Motion unanimously carried.

9.9 Resolution 2025-17: Recognition of Public Service

On a motion made by Jay Conners, seconded by Deborra Sines-Pancoe, it was resolved to approve Resolution 2025-17, recognizing Alison Danilak, Shari Neidich, Gary Hutnick, and Maxine Marlowe for their dedicated public service and significant contributions having served on the Jenkintown Borough Planning Commission and Civil Service Commission. Motion unanimously carried.

Jay Conners clarified that Shari Neidich's first name was misspelled in the agenda and has been corrected for the motion.

9.10 Ordinance 2025-03-ACT 49 of 2024 – Police Pension

On a motion made by David Ballard, seconded by Christian Soltysiak, it was resolved to adopt Ordinance 2025-03, amending the police pension ordinance as advertised. Motion unanimously carried.

9.11 Jenkintown Police Department Policies

On a motion made by Christian Soltysiak, seconded by Alexandria Khalil and carried, it was resolved to approve Jenkintown Police Department policy numbers as follows:

- 1.3.1a Duty to Intervene
- 1.3.11 Annual and Biennial Proficiency
- 1.3.12 Distribution of Use of Force Policy
- 1.3.12 Annual Analysis
- 1.4.2 Off Duty Action
- 2.1.1 Geographical Boundaries
- 2.1.2 Concurrent Jurisdiction
- 2.1.3 Written Agreements for Mutual Aide

- **2.1.4 Requesting Assistance from Federal Law Enforcement**
- **3.1.1 Written Agreements for Service**
- **17.4.1 Accounting System**
- **26.1.1a Accepting Gifts or Gratuities**
- **41.1.1 Patrol Coverage Procedures**

Chief Thomas Scott clarified that restrictions are on some policies for posting. Once they work through all approvals, they will coordinate with the webmaster to post them. Any portion of a policy that could endanger the life of a police officer by being known by the public would need to be redacted before being posted.

9.12 Permission to Advertise the 2025 Road Paving Project

On a motion made by Deborra Sines-Pancoe, seconded by Gordon Lewis, it was resolved to approve permission to publicly advertise the 2025 paving project for bidding regarding West Avenue from Florence Avenue to SEPTA. Motion unanimously carried.

9.13 Fire Department Use of Funds – 04 Fire Apparatus Fund

On a motion made by David Ballard, seconded by Alexandria Khalil, it was resolved to approve the temporary use of funds from the 04 Fire Apparatus fund for the purpose of replacing and decontaminating apparatus, gear, and equipment due to the SPS incident response in the amount of \$133,797.60 of which \$126,017.60 will be reimbursed by SPS. Motion unanimously carried.

9.14 Midgard Properties LP – 821 Homestead Road

On a motion made by David Ballard, seconded by Alexandria Khalil, it was resolved to approve the letter of credit release No. 5 in the amount recommended by the Borough Engineer of -\$29,567.50 with the remaining balance to be \$113,123.18. Motion unanimously carried.

10. NEW BUSINESS

During the most recent election, a sign was posted that was an alleged personal attack toward an employee of the school district. The school employee was not running for election, and members of the Council, along with residents of Jenkintown, shared disagreement over the nature of the signs and considered them to be dangerous and offensive. The Council asked the Borough Solicitor for insight regarding the Borough’s sign ordinance and if it can be changed to prevent these types of actions towards individuals.

Patrick Hitchens stated that the issues presented are considered First Amendment signs, traditionally called political signs, and they are given the highest level of protection by the courts. The sign mentioned could be argued as being related to the political event that was occurring. The Borough has little recourse to address it by way of zoning or ordinance regulation. He stated that any individual feeling personally attacked or in danger due to signage could treat it as a criminal matter and make a report to the police department.

11. ADJOURNMENT

The meeting was closed at 8:29 p.m.

DISCLAIMER

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

Director

Director

Date

Date