

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

**MINUTES OF THE BOROUGH OF JENKINTOWN COUNCIL MEETING
DECEMBER 10, 2025, 6:30 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
Anne MacHaffie	Councilor

REGRETS:

David Ballard	Councilor
Alexandria Khalil	Councilor
Alex Bartlett	Councilor
Aliza Narva	Councilor

GUESTS:

Gabriel Lerman	Mayor
George Locke	Borough Manager
Chief Thomas Scott	Chief of Police
Kenneth Riggins	Public Works Foreman
Khaled Hassan	Borough Engineer, Pennoni Associates
Patrick Hitchens	Borough Solicitor
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 6:31 p.m.

2. PLEDGE OF ALLEGIANCE

The Council recited the Pledge of Allegiance.

3. APPROVAL OF MINUTES

On a motion made by Jay Conners, seconded by Deborra Sines-Pancoe, it was resolved to approve the minutes of the November 24, 2025, Borough of Jenkintown Council meeting as presented. Motion unanimously carried.

4. APPROVAL OF PAYROLLS

On a motion made by Jay Conners, seconded by Joanne Bruno, it was resolved to approve payrolls in the amount of \$116,355.44 and invoices totaling \$114,437.19. Motion unanimously carried.

5. PUBLIC COMMENT

There were no public comments.

6. REPORTS

6.1 Engineer's Report

Khaled Hassan stated that they are preparing the redevelopment project located at 459 York Road by preparing the record plan. They are assisting the solicitor as required by providing the exhibits needed for the land development agreement as it relates to escrows and any easements. They continue to collaborate with Manager Locke for any required capital improvement projects throughout the Borough and any traffic-related matters.

6.2 Public Works Department

Foreman Riggins shared that the 2025 leaf collection is ongoing and will finalize the week of December 15, 2025. Public Works assisted with the JCA's holiday farmers market and Light up the Square. The holiday decorations have been installed around the Borough including snowflakes and wreaths on York Road.

Public Works will begin trench repairs on December 12, 2025, for all the gas main project gas trenches on the east side of York Road, as well as cleanup for winter. In 2026, likely early spring, a miller overlay will be completed for the affected roads. Concrete work was completed at the municipal lot on Greenwood Avenue to repair a tripping hazard, and two ramps at Summit and Highland Avenue have been installed to complete the requirement of six accessibility ramps. The two completed on December 10, 2025, will be blanketed to cure correctly.

6.3 Solicitor's Report

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

6.4 Mayor's Report

Mayor Lerman shared that the Borough's policy on immigration has been updated, and he read a statement regarding the policy on immigration and what Jenkintown Police Department officers can and cannot do. He noted that inquiries regarding the Borough's policies or residents' rights can be directed to himself or Chief Thomas Scott.

6.5 Police Chief's Report

Chief Thomas Scott shared that Jenkintown police completed approximately 810 hours of training in 2025, and 156 of the hours were for mandatory SWAT training. All officers completed monthly training through training consultants. Patrol vehicle graphics will be updated across all police vehicles to keep them consistent. A meeting was held with Flock Safety on December 5, 2025, involving discussions regarding the installation of live feed cameras on York Road. They redirected to investigate York Road and West Avenue as an installation location instead of York Road and Greenwood, since West Avenue is a state road at that intersection with

better viewing potential. Flock Safety and Chief Thomas Scott posted a notice stating that any data collected by these cameras is the property of Jenkintown Borough and it will not be shared with anyone outside of the Borough unless it is authorized, determined on a case-by-case basis by Chief Thomas Scott and Mayor Lerman. It could be released to PennDOT or another law enforcement agency investigating a crime that may have occurred within the area, depending on the scenario.

The bias-based profiling police department policy has been updated to include Act 18 information. The Jenkintown Police Department will submit its first report to the Pennsylvania State Police in January, 2026. Chief Thomas Scott provided a November, 2025, report to Council for review and noted that the statistics are positive in nature. This report will be provided monthly moving forward, and an annual report will be completed for the 2025 year to be presented to council in January, 2026.

6.6 Manager's Report

Manager Locke reviewed highlights from his budget statement. The 2026 budget process began in August, 2025, and was completed over five publicly advertised budget workshops in 2025 and weekly department head meetings. The Borough continues to invest in redevelopment activities and processes to attract new business, property owners, and residents, subsequently growing the tax base and reducing the burden on current Borough taxpayers. He reviewed the 2026 budget allocation of mills.

7. ORDER OF BUSINESS

7.1 2026 Borough Budget – Approval as Publicly Advertised

On a motion made by Jay Conners, seconded by Anne MacHaffie, it was resolved to approve the publicly advertised 2026 Borough budget as presented. Motion unanimously carried.

7.2 2026 Public Meeting Schedule

On a motion made by Jay Conners, seconded by Joanne Bruno, it was resolved to adopt and advertise the 2026 Council, Committee, and Commission meeting schedule as presented. Motion unanimously carried.

7.3 Ordinance 2025-4, Ch. 172 Vehicles and Traffic

On a motion made by Christian Soltysiak, seconded by Anne MacHaffie, it was resolved to approve the publicly advertised Ordinance 2025-4, making minor language revisions and adding guest passes in permit parking areas to Chapter 172 Vehicles and Traffic as presented. Motion unanimously carried.

7.4 Jenkintown Police Department Policies

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

- **1.2.9 Bias-Based Profiling**
- **1.2.10 Immigration Enforcement**
- **41.3.4 Authorized Personal Equipment**

7.5 Resolution No. 2025 – 25, 2026 Tax Levy

On a motion made by Jay Conners, seconded by Deborra Sines-Pancoe, and unanimously carried, it was resolved to approve Resolution No. 2025 – 25, setting the tax levy for 2026 as follows:

- General Fund at 7.580 mills
- Street Light Fund at 0.202 mills
- Fire Protection Fund at 0.680 mills
- Fire Apparatus at 0.450 mill
- Library Fund at 1.000 mills
- Ambulance Service Fund at 0.050 mills
- Street Tax Fund at 0.265 mills
- Debt Service Fund at 1.110 mills

With a total tax rate at 11.337 mills.

7.6 Resolution – Collection of Delinquent Accounts

On a motion made by Jay Conners, seconded by Deborra Sines-Pancoe, it was resolved to prepare a resolution appointing Portnoff Law Associates, Ltd. for collection of delinquent accounts. Motion unanimously carried.

7.7 Ordinance, Chapter 119 Authorized Collection Fees

On a motion made by Jay Conners, seconded by Deborra Sines-Pancoe, it was resolved to authorize the Borough solicitor and Borough manager to prepare and advertise an ordinance amending Chapter 119 relating to collection fees based on the proposal submitted by Portnoff Law Associates, Ltd. Motion unanimously carried.

8. NEW BUSINESS

There was no new business to discuss.

9. NEXT MEETING

The date of the next meeting was not scheduled.

10. ADJOURNMENT

The meeting was closed at 6:55 p.m.

DISCLAIMER

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

Director

Director

Date

Date