

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

**MINUTES OF THE COMMITTEE WORKSHOP MEETING
JANUARY 21, 2026, 7:00 P.M.**

MEMBERS:

Christian Soltysiak	Council Vice President
Gordon Lewis	Councilor
Deborra Sines-Pancoe	Councilor
Steve Spindler	Councilor
Maxine Marlowe	Councilor
Joanne Bruno	Councilor
Anne MacHaffie	Councilor
David Ballard	Councilor
Alexandria Khalil	Councilor (via teleconference)
Alex Bartlett	Councilor
Joshua Curtin	Councilor

GUESTS:

George Locke	Borough Manager
Thomas Scott	Chief of Police
Kenneth Riggins	Public Works Foreman (until 7:55 p.m.)
Mark Bickerton	Borough Traffic Engineer, Pennoni Associates
Eric Horowitz	Member, Planning Commission
Jom Thomas	Recording Secretary, Minutes Solutions (via teleconference)

REGRETS:

Jay Conners	Council President
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• **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.

1. PUBLIC COMMENT

No public comments

2. REPORTS

2.1 Police Department

Thomas Scott noted that he did not have the police department report for this meeting due to ongoing work on a major right-to-know request and the rollout of new scheduling and payroll software. He stated that the annual report will be presented at the Council meeting scheduled for the week of January 26, 2026.

2.2 Public Works Department

Kenneth Riggins reported that the department responded to five recent winter storms, using about 200 tons of salt and 1,600 gallons of brine, and completed upgrades to the brine system. He also announced that the Borough received a \$97,000 Small Water Grant for sewer system and meter upgrades.

2.3 Engineer Report

Mark Bickerton stated that the written engineering report was filed and highlighted recent work, including submission of the GreenLake GO grant pre-application by the January 2, 2026, deadline, and continued preparation of sketches and bid documents for the MONTCO 2040 grant, which is expected to go out for bid in the upcoming construction season. He also noted ongoing support to the Borough manager and police chief as needed.

3. PUBLIC WORKS – NEW BUSINESS/ITEMS FOR DISCUSSION

3.1 Concrete and Masonry Repairs

Kenneth Riggins provided a brief explanation of the concrete and masonry repairs planned for Leedom Street, Highland Avenue, and York Road.

4. PUBLIC WORKS – ONGOING BUSINESS

4.1 Parking Inventory

The Committee noted that the parking inventory is nearly complete, with staff having provided all requested information to the traffic engineer, and inquired about how the findings will be shared with the Committee. Mark Bickerton stated that the inventory will be distributed as a PDF for review and will support the county's assessment. Once circulated, the Committee can determine whether a presentation or further discussion would be helpful.

4.2 ARLE Grant Application

George Locke reported that the grant application includes the two "Don't Block the Box" pavement markings and signage at the Greenwood and York and West and York intersections, as discussed at the recent Planning Commission meeting.

5. PUBLIC SAFETY – NEW BUSINESS/ITEMS FOR DISCUSSION

5.1 Flock Safety

Thomas Scott provided an overview of the proposed Flock Safety system, which includes an Automated License Plate Reader (ALPR) and a live-feed camera to be installed at the York Road and West Avenue intersection. He explained that the system would significantly assist criminal investigations, accident reconstruction, and traffic safety analysis, with recorded footage retained on the vendor's server for 30 days unless downloaded as evidence. The Borough would retain full ownership of all data, and any sharing would be limited to legitimate law-enforcement investigations. Thomas Scott noted that the system will not provide automated red light enforcement, as such enforcement is not permitted under current Pennsylvania law. He emphasized that the cameras are intended for public safety and investigative purposes, not for tracking residents' movements.

The Committee considered issues surrounding data retention, chain-of-custody procedures, editing restrictions, and the need for a formal policy governing use of the system. Thomas Scott confirmed that evidence handling would follow existing protocols through the department's evidence management system and that policy updates would be incorporated into the ongoing overhaul of police procedures.

Mark Bickerton added that similar systems are widely used in neighboring municipalities and that the data collected could support future requests for state authorization of red light enforcement and provide valuable metrics on near-misses and traffic patterns.

Discussion also covered installation logistics, including the preference for hardwiring the cameras to existing PennDOT infrastructure rather than using solar-powered poles. The Committee acknowledged both the safety benefits and the need for transparency with residents.

6. PUBLIC SAFETY – ONGOING BUSINESS

6.1 Proposed Stop Sign – Cherry and Johnson Street

George Locke reported meeting with a nearby property owner who agreed to allow installation of a safety device on his building to improve visibility at the intersection. He explained that the owner, a masonry and concrete contractor, is willing to complete the work on his own structure to avoid permitting issues or disputes. He also noted that additional safety measures, including installing a second stop sign on the left-hand side of Cherry Street and adding pavement markings, are being planned to address driver confusion and enhance safety for both motorists and pedestrians.

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

7.1 Collection of Delinquent Accounts

George Locke confirmed that once a lien is filed on a delinquent account, it is removed from the active delinquency list, and a full report of all existing liens on record will be provided. The Committee noted the importance of sharing this information with the community and expressed interest in the forthcoming lien report.

8. ADMINISTRATION AND FINANCE – ONGOING BUSINESS

8.1 Personnel Policy and Procedure Manual Update

George Locke reported that all department heads met with Paragon on January 21, 2026, and that Paragon expects to return the revised personnel policy and procedure manual with comments within four weeks. A final version is anticipated within two months for presentation to the Council.

Concerns were raised about the excessive recycling volume generated by a nonprofit operating out of a local church property. George Locke recommended meeting with both the church and the nonprofit to address the volume and consider options such as purchasing additional accounts or using a dumpster. He confirmed that decisions on service limits rest with the Borough and noted that Republic has expressed concerns about the impact on collection capacity.

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

9.1 Planning Commission

Joanne Bruno reported on the January, 2026, Planning Commission meeting, noting the annual reorganization in which Phil Zimmerman was elected Chair and Lucinda Bartley was appointed Secretary. She summarized a proposal presented to the Commission to adjust portions of the Town Center zoning map to allow residential development without the 20%

commercial requirement, a matter expected to come before the Council in the next few months.

Joanne Bruno noted the Commission's request for the Council to consider supporting the SPS technology greenway and trail concept. Council members agreed to review the materials before the upcoming Council meeting, with the understanding that the request is for conceptual support only. George Locke noted that staff will provide a memo outlining concerns for the Council's consideration.

Joanne Bruno reported that the Planning Commission plans to revisit the Borough's signage ordinance now that related litigation has concluded.

9.2 Current Development Updates

9.2.1 109 Summit, Verizon Building

ACTION – George Locke will notify the Verizon building's property management about vegetation concerns on the Summit Avenue side, including vines growing into the stone and a deteriorating rhododendron that may be causing structural damage.

10. NEW BUSINESS – ZONING AND USE PERMITS

Joanne Bruno reviewed the business approvals as listed in the agenda. It was noted that 479 York Road, Styles of Elegance Salon, is an existing Jenkintown business expanding into a larger space.

11. RECENTLY OPENED BUSINESSES – ZONING AND USE PERMITS

Joanne Bruno reviewed the recently opened businesses as listed in the agenda. It was noted that, for 321 York Road, Lillie's Authentic Indian Cuisine, the space looks well finished.

12. BUILDING ZONING AND REVITALIZATION – ONGOING BUSINESS

Joanne Bruno reported that the comprehensive zoning code review is underway and noted that the appraisal for the private-public parking lot at 429 York Road has been completed, with no further update at this time.

The Committee asked for an update on 610 York Road, including the status of the approved coffee shop/Starbucks. George Locke reported that the property is in receivership and is now being managed by a third-party company. The management company has requested information on the prior approvals and has indicated an intention to proceed with the Starbucks, though likely not the frozen dessert shop. No timeline has been provided. George Locke added that the solicitor can address the implications of the receivership at a future meeting.

13. NEXT MEETING

The date of the next Committee meeting was not scheduled.

14. ADJOURNMENT

The meeting was closed at 8:31 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