

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

**MINUTES OF THE BOROUGH OF JENKINTOWN COUNCIL MEETING
JANUARY 2, 2024, 7:00 P.M.**

MEMBERS:

Jay Conners	Council President
Christian Soltysiak	Council Vice President
Deborra Sines-Pancoe	Councilor
Gordon Lewis	Councilor (from 7:18 p.m., via teleconference)
Steve Spindler	Councilor
Maxine Marlowe	Councilor
Joanne Bruno	Councilor
David Ballard	Councilor
Alexandria Khalil	Councilor
Anne MacHaffie	Councilor
Alex Bartlett	Councilor
Aliza Narva	Councilor (via teleconference)

GUESTS:

Gabriel Lerman	Mayor
George Locke	Borough Manager
Chief Thomas Scott	Chief of Police
Judge E. Madden	Judge (until 7:07 p.m.)

Minutes prepared by Tiffany Fisher of Minutes Solutions Inc. from a recording.

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 7:00 p.m.

2. PLEDGE OF ALLEGIANCE

The Council recited the Pledge of Allegiance.

3. SWEARING IN OF NEWLY ELECTED COUNCIL MEMBERS

Judge E. Madden swore in Councilor Steve Spindler, Councilor Joanne Bruno, Councilor Maxine Marlowe, Councilor David Ballard, Councilor Jay Conners, and Councilor Alex Bartlett.

4. NOMINATION AND ELECTION OF BOROUGH COUNCIL PRESIDENT

4.1 Nominations

Mayor Lerman opened the floor for nominations for the Borough Council President; the following name was put forward by Councilor Soltysiak and Councilor Khalil:

- Jay Conners

4.2 Results of Election

On a motion made by Gabriel Lerman and unanimously carried, it was resolved to close the nominations and to elect Councilor Jay Conners as Jenkintown Borough Council President.

Upon election of Jay Conners as President of the Borough Council, Mayor Lerman turned the meeting over to the Council President.

5. NOMINATION AND ELECTION OF BOROUGH COUNCIL VICE PRESIDENT

5.1 Nominations

President Conners opened the floor for nominations for the Borough Council Vice President; the following name was put forward by Councilor Bruno:

- Christian Soltysiak

5.2 Results of Election

On a motion made by Jay Conners and unanimously carried, it was resolved to close the nominations and to elect Councilor Christian Soltysiak as Jenkintown Borough Council Vice President.

6. NOMINATION AND ELECTION OF BOROUGH COUNCIL PRESIDENT PRO TEM

6.1 Nominations

President Conners opened the floor for nominations for the Borough Council President Pro Tem; the following name was put forward by Councilor Marlowe:

- Joanne Bruno

6.2 Results of Election

On a motion made by Jay Conners and unanimously carried, it was resolved to close the nominations and to elect Councilor Joanne Bruno as Jenkintown Borough Council President Pro Tem.

7. PRESIDENT'S MESSAGE

On a motion made by Jay Conners and unanimously carried, it was resolved to adjourn the order of business to receive comments from the members of the audience and other elected officials.

On a motion made by Jay Conners, seconded by Joanne Bruno, it was resolved to reconvene for the appointment of Borough officials. Motion unanimously carried.

8. PUBLIC COMMENT

There was no public comment.

9. ORDER OF BUSINESS

9.1 Appointment of Vacancy Board Chairperson

On a motion made by Jay Conners, seconded by Alexandria Khalil, it was resolved to appoint Alex Bartlett as the Borough's Vacancy Board Chairperson. Motion unanimously carried.

9.2 Appointment of Chairperson of the Administration and Finance Committee

On a motion made by Jay Conners, seconded by Alexandria Khalil, it was resolved to appoint David Ballard as the chairperson of the Administration and Finance Committee. Motion unanimously carried.

9.3 Appointment of Chairperson of the Building, Zoning, and Revitalization Committee

On a motion made by Jay Conners, seconded by Alexandria Khalil, it was resolved to appoint Joanne Bruno as the chairperson of the Building, Zoning, and Revitalization Committee. Motion unanimously carried.

9.4 Appointment of Chairperson of the Public Safety Committee

On a motion made by Jay Conners, seconded by Joanne Bruno, it was resolved to appoint Christian Soltysiak as chairperson of the Public Safety Committee. Motion unanimously carried.

9.5 Appointment of Chairperson of the Public Works Committee

On a motion made by Jay Conners, seconded by Alexandria Khalil, it was resolved to appoint Deborra Sines-Pancoe as chairperson of the Public Works Committee. Motion unanimously carried.

9.6 Appointment of Liaison to the Jenkintown School District

On a motion made by Jay Conners, seconded by Alexandria Khalil, it was resolved to appoint Aliza Narva as the liaison to the Jenkintown School District. Motion unanimously carried.

9.7 Appointment of Borough's Solicitor

On a motion made by Jay Conners, seconded by Joanne Bruno, it was resolved to appoint Kilkenny Law, LLC as the Borough's Solicitor. Motion unanimously carried.

9.8 Borough Manager's Employment Agreement

On a motion made by Jay Conners, seconded by Maxine Marlowe, it was resolved to approve the Borough Manager's employment agreement between Jenkintown Borough and George Locke, which will be in effect from January 1, 2024, until the reorganization meeting of December 31, 2025. Motion unanimously carried.

9.9 Appointment of Borough's Secretary/Manager

On a motion made by Jay Conners, seconded by Christian Soltysiak, it was resolved to appoint George Locke as the Borough's Secretary and Manager. Motion unanimously carried.

9.10 Appointment of Borough's Zoning Officer

On a motion made by Jay Conners, seconded by Alexandria Khalil, it was resolved to appoint George Locke as the Borough's Zoning Officer. Motion unanimously carried.

9.11 Appointment of Borough's Building Code Official

On a motion made by Jay Conners, seconded by Joanne Bruno, it was resolved to appoint George Locke as the Borough's Building Code Official. Motion unanimously carried.

9.12 Appointment of Borough's Treasurer

On a motion made by Jay Conners, seconded by Christian Soltysiak, it was resolved to appoint George Locke as the Borough's Treasurer. Motion unanimously carried.

9.13 Appointment of Borough's Municipal Engineer

On a motion made by Jay Conners, seconded by Alexandria Khalil, it was resolved to appoint Pennoni Associates Inc. as the Borough's Municipal Engineer. Motion unanimously carried.

9.14 Appointment of Borough's Traffic Engineer

On a motion made by Jay Conners, seconded by Christian Soltysiak, it was resolved to appoint Pennoni Associates Inc. as the Borough's Traffic Engineer. Motion unanimously carried.

9.15 Appointment of Borough's Sewer Engineer

On a motion made by Jay Conners, seconded by Maxine Marlowe, it was resolved to appoint Pennoni Associates Inc. as the Borough's Sewer Engineer. Motion unanimously carried.

9.16 Appointment of Borough's Auditor

On a motion made by Jay Conners, seconded by Anne MacHaffie, it was resolved to appoint Barbacane, Thornton & Company as the Borough's auditing firm. Motion unanimously carried.

9.17 Appointment of Borough's Police Chief

On a motion made by Jay Conners, seconded by Alexandria Khalil, it was resolved to appoint Thomas Scott as the Borough's Police Chief for the Jenkintown Police Department. Motion unanimously carried.

9.18 Borough Police Chief Employment Agreement

On a motion made by Jay Conners, seconded by Alexandria Khalil, it was resolved to approve the attached addendum to the Police Chief's contract to address the temporary vehicle reassignment. Motion unanimously carried.

9.19 Appointment of Borough's Fire Chief

On a motion made by Jay Conners, seconded by Deborra Sines-Pancoe, it was resolved to appoint Ken Lynch as the Borough's Fire Chief. Motion unanimously carried.

9.20 Appointment of Borough Fire Marshal

On a motion made by Jay Conners, seconded by Christian Soltysiak, it was resolved to appoint Kevin Lynch as the Borough's Fire Marshal. Motion unanimously carried.

9.21 Appointment of Labor Counsel

On a motion made by Jay Conners, seconded by Maxine Marlowe, it was resolved to appoint Obermayer Rebmann Maxwell & Hippel LLP as the Borough's labor counsel. Motion unanimously carried.

9.22 Appointment of Bond Counsel

On a motion made by Jay Conners, seconded by Christian Soltysiak, it was resolved to appoint Obermayer Rebmann Maxwell & Hippel LLP as the Borough's bond counsel. Motion unanimously carried.

9.23 Appointment of Special Counsel

On a motion made by Jay Conners, seconded by Christian Soltysiak, it was resolved to appoint Rudolph Clarke LLC as the Borough's special counsel. Motion unanimously carried.

9.24 Appointment of Municipal Accountant

On a motion made by Jay Conners, seconded by Christian Soltysiak, it was resolved to appoint Tom Josiah Consulting, LLC as the Borough's Municipal Accountant. Motion unanimously carried.

9.25 Resolution 2024-1 – General Fee Schedule

On a motion made by Jay Conners, seconded by Christian Soltysiak, it was resolved to adopt Resolution 2024-1 approving the 2024 general fee schedule, as presented. Motion unanimously carried.

9.26 Resolution 2024-2 – Zoning Hearing Board Appointment

On a motion made by Jay Conners, seconded by Alexandria Khalil, it was resolved to adopt Resolution 2024-2 reappointing Robert Hudson to the Jenkintown Borough Zoning Hearing Board. Motion unanimously carried.

9.27 Resolution 2024-3 – Environmental Advisory Committee

On a motion made by Jay Conners, seconded by Christian Soltysiak, it was resolved to adopt Resolution 2024-3 appointing Mary Mertens, Mimi Satterthwaite, Judith Levicoff, Jennifer Poole, Suzanne Hunter, and Maureen Lucak to the Jenkintown Environmental Advisory Committee. Motion unanimously carried.

9.28 Resolution 2024-4 – Non-Uniform Pension Committee

On a motion made by Jay Conners, seconded by Joanne Bruno, it was resolved to adopt Resolution 2024-4 appointing David Ballard and George Locke to the Jenkintown Borough Non-Uniform Pension Committee. Motion unanimously carried.

9.29 Resolution 2024-5 – Uniform Pension Committee

On a motion made by Jay Conners, seconded by Joanne Bruno, it was resolved to adopt Resolution 2024-5 appointing David Ballard to the Jenkintown Borough Uniform Pension Committee. Motion unanimously carried.

9.30 Resolution 2024-6 – Shade Tree Commission

On a motion made by Jay Conners, seconded by Alexandria Khalil, it was resolved to adopt Resolution 2024-6 appointing Louisa Terry Garrido to the Jenkintown Borough Shade Tree Commission. Motion unanimously carried.

9.31 Resolution 2024-7 – Recreation Board

On a motion made by Jay Conners, seconded by Anne MacHaffie, it was resolved to adopt Resolution 2024-7 appointing Pam Lynch, Alex Bartlett, and Daniel Veres to the Jenkintown Borough Recreation Board. Motion unanimously carried.

9.32 Resolution 2024-8 – Fire Commission Appointments

On a motion made by Jay Conners, seconded by Christian Soltysiak, it was resolved to adopt Resolution 2024-8 appointing Ken Lynch, Kevin Lyons, Bill Pross, and Chris O’Neill of the Independent Fire Company and Gary Bachman, Gerry West, Joe Connolly, and Robert Zigmund of the Pioneer Fire Company to the Jenkintown Borough Fire Commission. Motion unanimously carried.

9.33 Resolution 2024-9 – Human Relations Commission

On a motion made by Jay Conners, seconded by Alexandria Khalil, it was resolved to adopt Resolution 2024-9, appointing Lisa Smith and Melissa Jackson-Schmitt to the Jenkintown Borough Human Relations Commission. Motion unanimously carried.

9.34 Resolution 2024-10 – Design Review Board

On a motion made by Jay Conners, seconded by Christian Soltysiak, it was resolved to adopt Resolution 2024-10 appointing Susan Yanessa, Kevin Poirot, Phil Zimmerman, and Michael Quigg to the Jenkintown Borough Design Review Board. Motion unanimously carried.

9.35 Resolution 2024-11 – UCC Appeals Board

On a motion made by Jay Conners, seconded by Alexandria Khalil, it was resolved to adopt Resolution 2024-11 appointing Mark Brunner, Christopher McGeehan, Jeff Orkin, Steven Beltz, and Gary Bachman to the Jenkintown Borough UCC Appeals Board. Motion unanimously carried.

9.36 Resolution 2024-12 – Tax Revenue Anticipation Note (TRAN)

On a motion made by Jay Conners, seconded by Christian Soltysiak, it was resolved to adopt Resolution 2024-12 authorizing and approving a TRAN in the amount of \$350,000. Motion unanimously carried.

10. ADJOURNMENT

The meeting was closed at 7:25 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