

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

**MINUTES OF THE COMMITTEE WORKSHOP MEETING
JUNE 17, 2026, 7:00 P.M.**

MEMBERS:

Jay Conners	Council President
Christian Soltysiak	Council Vice President
Gordon Lewis	Councilor
Deborra Sines-Pancoe	Councilor
Maxine Marlowe	Councilor
David Ballard	Councilor
Alexandria Khalil	Councilor
Alex Bartlett	Councilor
Joshua Curtin	Councilor

REGRETS:

Joanne Bruno	Councilor
Steve Spindler	Councilor
Anne MacHaffie	Councilor

GUESTS:

George Locke	Borough Manager
Kenneth Riggins	Public Works Foreman (until 8:10 p.m.)
Mark Bickerton	Borough Engineer, Pennoni Associates
Adam Fox	Borough Intern
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 7:03 p.m.

2. PUBLIC COMMENT

Maureen Lucak made a comment that was inaudible via teleconference.

Manager Locke responded that a second company was called upon to inspect the Borough Hall roof leak damage with a drone. They provided a report and identified that the Borough cannot go back to using the original contractor for any anticipated repairs, as the repairs provided were subpar and left the roof in a poor condition. The attorney has engaged with the Borough and is working on a letter to the original contractor to inform him that the Borough will be filing through his insurance for an approximate \$65,000 repair. The Borough will need to seek out the funds before any insurance claims are completed. The issue is urgent.

There were no public comments by email.

3. REPORTS

3.1 Public Works Department

Public Works Foreman Kenneth Riggins shared the impact of rain events on the Borough. He noted that a priority for the Public Works department is to inspect the infrastructure of the storm drains the week of June 22, 2026. A bid opening had been completed for the 2026 paving project, and four bids were received varying from \$89,479 to \$126,255. The contractors are being reviewed before a selection is made. As it stands, 22 out of 41 residents have had the concrete work completed, and approximately 10 more have agreed to have the work performed.

3.2 Engineer Report

ACTION – Mark Bickerton will investigate the unclear signage located at the bridge signal.

Mark Bickerton stated that the report has been filed. The PennDOT Automated Red Light Enforcement (ARLE) program project data collection has been completed and is in the analyzation phase, with a goal of finalization before the school year begins in September. The first collection of near-miss data from eight traffic signals along York Road, Washington Lane, and Greenwood Avenue has been received and is actively being reviewed by the Borough Engineer, Manager Locke, and Chief Thomas Scott before being presented to Council for review.

The signal at the bridge near PennDOT station was not included in the data collection, as the funding was provided for the above-mentioned signal areas only. Councilor Marlowe noted that the signal when driving from Township Line is unclear as it indicates “please stop here”, but it does not clarify “no right turn on a red light”, and drivers make right turns during red lights, because it is not clear that they are not supposed to turn right on a red light. Manager Locke noted that the intersection in question has multiple ownerships, as one portion is Jenkintown, another Cheltenham Township, and another PennDOT and SEPTA. All would need to come to an agreement on the intersection. Mark Bickerton noted that Jenkintown as the municipality is responsible for it. PennDOT would then approve the change, and Abington Township would implement it.

The foundations have been poured for the Green Light-Go project at Walnut Street and Runnymede Avenue, and the poles and controllers will be set soon. The reimbursements are underway.

4. PUBLIC WORKS – NEW BUSINESS/ITEMS FOR DISCUSSION

Councilor Sines-Pancoe presented Public Works’ new business items.

4.1 Public Works – Employee Search

Eight people have been interviewed, and the final three interviews will be held June 18, 2026. A final decision will be made June 22, 2026, with a job offered to one of the candidates.

4.2 Parking Study

Mark Bickerton stated that the proposal has not been finalized and requires more work. Councilor Sines-Pancoe proposed a September, 2026, date for a public meeting to discuss the parking study. Mark Bickerton and other Councilors agreed with the September, 2026 timeline.

4.3 PennDOT Leading Pedestrian Intervals (LPI)

Mark Bickerton reviewed the LPI system, and Borough Council requested feedback. The tech sheet was provided in the meeting package. It was clarified that button actuation is required at York Road, and pedestrians must push the button to engage the walking signal. PennDOT volunteered to assist with the permit plan, complete the analysis, and assist with the engineering. Additional equipment may not be needed, as the Borough may have the technology required in place already. Council unanimously agreed that PennDOT should proceed with the study.

4.4 Eagle Scout Projects

The signage at Cedar Street Moretti Park will be for the butterfly garden, playground, and other projects, and was envisioned to have a QR code linking to a brief paragraph and title of pertinent aspects, the local plants, pollinators, butterflies, and more. Council Vice President Soltysiak requested that another sign be added to honor the Moretti family, and Manager Locke responded, inaudible via teleconference.

5. PUBLIC WORKS – ONGOING BUSINESS

Councilor Sines-Pancoe presented Public Works' ongoing business items.

6. PUBLIC SAFETY – NEW BUSINESS/ITEMS FOR DISCUSSION

Council Vice President Soltysiak presented Public Safety's new business items.

6.1 Library Parking Lot Lease

On a motion made by Christian Soltysiak, seconded by an unidentified Councilor, it was resolved to move to Borough Council on June 24, 2026, for consideration to approve the proposed library parking lot lease. Motion unanimously carried.

The Borough has not had a contractual document regarding use of the library parking lot to park Borough equipment in eight years. Two memorandums of understanding options were reviewed as provided in the meeting package, titled Option 2 and Option 3, to establish a contractual agreement. It was highlighted that the hours of operation are missing from the agreement documents. Manager Locke prefers the offer titled Option 3.

6.2 Speed Hump Request – 300 and 400 Block Summit Avenue

ACTION – Mark Bickerton will provide a memo for Council to provide to residents regarding the 300 and 400 Block Summit Avenue area not meeting the requirements for a speed hump as per the speed study.

Chief Thomas Scott sent the speed study to Mark Bickerton. The study was reviewed, and the area did not meet the requirements for Jenkintown's traffic calming policy at this time.

7. PUBLIC SAFETY – ONGOING BUSINESS

Council Vice President Soltysiak presented Public Safety's ongoing business items.

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

Councilor Ballard presented administration and finance new business items.

8.1 100% Wind Power Contract

An error occurred on behalf of the electrical consultant used for the Borough association. An employee had changed the Borough from 100% wind power to brown energy (regular energy) with Washington Gas & Electric in error, along with some of their other clients, and no explanation has been provided for the error, only that it was indeed in error. Due to the error, the Borough renewed four months early to return to 100% wind power. The Borough bought one year of credits to cover the year that it was not on 100% wind power and will now be on 100% wind power for four years.

8.2 Right-to-Know Requests

A question was raised by Council regarding individuals who file right-to-know requests, and it was inaudible via teleconference due to the Councilors microphone cutting out. The answer provided by Manager Locke was “no”.

The proposal details will be reviewed in full before Council during the June 24, 2026, meeting. Council requested a breakdown of annual costs associated with processing right-to-know requests based on the different types of requests.

9. ADMINISTRATION AND FINANCE – ONGOING BUSINESS

Councilor Ballard presented administration and finance ongoing business items.

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

Council President Connors provided the building zoning and revitalization new business items.

10.1 Ordinance 2011-6 – Section 181-141 Off-Site Outdoor Advertising Signs

ACTION – Manager Locke will send Council the proposed revised off-site outdoor advertising sign ordinance for review before it is reviewed by the Borough engineer and solicitor.

The document is under review and will not be made public while being reviewed.

10.2 Private/Public Parking Lot – 429 York Road

Councilor Sines-Pancoe requested further discussion regarding parking lot use. Other Councilors noted that the Borough does not have the funding for the project to proceed and that they do not want to acquire a loan to consider the proposal. It was unanimously agreed that the discussions regarding this proposal have ended, and the Borough is not interested.

11. BUILDING ZONING AND REVITALIZATION – ONGOING BUSINESS

Council President Connors provided the building zoning and revitalization ongoing business.

12. OTHER BUSINESS

12.1 The Delaware Valley Regional Planning Commission (DVRPC)

ACTION – Councilor Sines-Pancoe will forward the email from DVRPC to Manager Locke.

An online seminar will be held July 21, 2026, from 9:30 a.m. until 11:00 a.m. titled “Supporting Local Water Systems”, and it was suggested that at least one Borough Council member attend.

13. **ADJOURNMENT**

The meeting was closed at 8:30 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