

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

**MINUTES OF THE COMMITTEE WORKSHOP MEETING
MAY 20, 2026, 7:00 P.M.**

MEMBERS:

Jay Conners	Council President
Christian Soltysiak	Council Vice President
Deborra Sines-Pancoe	Councilor
Steve Spindler	Councilor
David Ballard	Councilor
Anne MacHaffie	Councilor

REGRETS:

Gordon Lewis	Councilor
Alex Bartlett	Councilor
Maxine Marlowe	Councilor
Joanne Bruno	Councilor
Joshua Curtin	Councilor
Alexandria Khalil	Councilor

GUESTS:

George Locke	Borough Manager
Mark Bickerton	Borough Engineer, Pennoni Associates
Tiffany Fisher	Recording Secretary, Minutes Solutions Inc. (via teleconference)

1. CALL TO ORDER

Adequate and proper notice of the meeting having been given, the meeting was called to order at 7:08 p.m. As quorum was not met, Council refrained from official decision-making.

2. PUBLIC COMMENT

Maureen Lucak, Cedar Street – Ms. Lucak shared that she was cleaning the inlets in front of her dwelling and PW Foreman Mr. Riggins arrived and cleaned the inlets. She was thankful for his continued assistance and attention to this area.

3. REPORTS

3.1 Public Works Department

A report was provided in person at Borough Hall at the start of the meeting. Beautification of the Borough is ongoing. Concrete assessments are underway at Harper Avenue and Cedar Street, and cleanup will occur the evening of May 20, 2026.

3.2 Engineer Report

Mark Bickerton reviewed ongoing projects across the Borough and stated that they are assisting Manager Locke as needed.

4. PUBLIC WORKS – NEW BUSINESS/ITEMS FOR DISCUSSION

Councilor Sines-Pancoe presented Public Works' new business.

4.1 Parking Inventory

Pennoni Associates will be providing a quote to perform the parking study.

5. PUBLIC WORKS – ONGOING BUSINESS

Councilor Sines-Pancoe presented Public Works' ongoing business.

6. PUBLIC SAFETY – NEW BUSINESS/ITEMS FOR DISCUSSION

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

6.1 Proposed Stop Sign – Cloverly and Rodman Avenues

Approximately three parking spots will be lost if the stop sign proposal proceeds.

6.2 Crossing Guard – Compensation Comparison

Members of the school board contacted Council President Conners to express concern regarding the expense they may incur on their end.

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

8.1 Employee Handbook Manual

Six members of Council agreed with the adoption of the employee handbook manual.

8.2 Resolution 2026-15 Ready for 100 – Proposed by Environmental Action Committee

Council informally motioned and unanimously agreed with a vote of six to send Resolution 2026-15, "Ready for 100%", to adopt a resolution towards clean energy, to the Borough Solicitor for review and comment.

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 Conners presented building zoning and revitalization new business items.

10.1 Private/Public Parking Lot – 429 York Road

Manager Locke will email the owner of the parking lot located at 429 York Road to request ParkMobile information. He will then provide the numbers to the Council for review.

11. BUILDING ZONING AND REVITALIZATION – ONGOING BUSINESS

11.1 Zoning Map Revision Ordinance 2026-3

Manager Locke has received and responded to several inquiries from affected property owners and provided relevant reference material.

12. OTHER BUSINESS

12.1 Smoothie King

Council noted that the grass is unkept. Manager Locke will address the property maintenance concerns with the current property owner.

13. ADJOURNMENT

The meeting was closed at 8:05 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