

**MEETING MINUTES
REORGANIZATION MEETING OF BOROUGH COUNCIL
MONDAY, JANUARY 6, 2014
7:30 p.m.**

CALL TO ORDER: Mayor Foley called the Reorganization Meeting of Jenkintown Borough Council to order at 7:30 p.m.

PLEDGE OF ALLEGIANCE: Mayor Foley led those present in the Pledge of Allegiance.

OATHS OF OFFICE

Judge McHugh administered the Oath of Office to the following elected officials of Jenkintown Borough:

- **Mayor:** Edward Foley
- **Tax Collector:** Elizabeth Wolff
- **Borough Council:** Richard Bunker, Jr., Kieran Farrell, Justin Mixon, Deborra Sines-Pancoe, and Christian Soltysiak.

ROLL CALL

- **Council members present:** Councilor Bunker, Councilor Conners, Councilor Danilak, Councilor C. Durkin, Councilor L. Durkin, Councilor Farrell, Councilor Golden, Councilor Marlowe, Councilor Mixon, Councilor Pancoe, and Councilor Soltysiak.
- **Council members absent:** Councilor Boutcher
- **Others present:** Mayor Foley, Manager Locke, Assistant Manager Bashore, Engineer Hughes, Code Enforcement Officer Frank, and acting Solicitor Schuman.

Nomination and election of Borough Council President

Mayor Foley entertained nominations for the position of Borough Council President.

Councilor Marlowe nominated Deborra Sines-Pancoe for Borough Council President.

Motion to close nominations: Councilor Durkin made a motion to close nominations for Borough Council President. Councilor Marlowe seconded the motion. There was no further discussion and the motion passed unanimously.

Motion to appoint Deborra Sines-Pancoe as Borough Council President: The motion to appoint Deborra Sines-Pancoe as Borough Council President passed unanimously.

Nomination and election of Borough Council Vice President

Mayor Foley entertained nominations for the position of Borough Council Vice-President.

Councilor Marlowe nominated Richard Bunker, Jr. for Borough Council Vice-President.

Motion to close nominations: Councilor Golden made a motion to close nominations for Borough Council Vice-President. Councilor Durkin seconded the motion. There was no further discussion and the motion passed unanimously.

Motion to appoint Richard Bunker, Jr. as Borough Council Vice-President: The motion to appoint Richard Bunker, Jr. as Borough Council Vice-President passed unanimously.

Mayor Foley turned the gavel and the meeting over to President Pancoe.

PRESIDENT'S MESSAGE: President Pancoe thanked the members of Council for their support and said that she is looking for even more progress moving forward for the betterment of Jenkintown Borough residents and businesses. President Pancoe stated that she hopes to continue Council's efforts to be a more business friendly environment and to get the wheels of commerce moving as much as we are able to from our local vantage point. We recognize that Jenkintown is part of the larger Philadelphia metropolitan area and there are many ways that we benefit from that fact and some challenges that it brings. If the economy - global, national and regional - picks up we can look forward to additional improvements in the business district and to move forward with recommendations that were made during the community revitalization planning.

MOTION TO ADJOURN THE ORDER OF BUSINESS TO RECEIVE COMMENTS FROM MEMBERS OF THE AUDIENCE AND OTHER ELECTED OFFICIALS: On motion of President Pancoe, seconded by Councilor Golden, the motion to adjourn the order of business passed unanimously.

There were no comments from the audience or other elected officials at this time.

MOTION TO RECONVENE FOR APPOINTMENT OF BOROUGH OFFICIALS: On motion of Councilor Durkin, seconded by Councilor Conners, the motion to reconvene passed unanimously.

APPOINTMENT OF BOROUGH OFFICIALS

Council Committees: President Pancoe, with Council's agreement, appointed the following Council members as chairs of Council Committees: Vice-President Bunker as the Chairperson of the Administration & Finance Committee, Councilor L. Durkin as the Chairperson of the Building, Zoning, & Revitalization Committee, Councilor C. Durkin as the Chairperson of the Public Safety Committee, and Councilor Conners as the Chairperson of the Public Works Committee.

Borough Solicitor: On motion of Councilor Golden, seconded by Councilor Danilak, the motion to appoint Sean Kilkenny, Esq., of the firm Friedman Schuman as Borough Solicitor passed unanimously.

Borough Treasurer: On motion of Vice-President Bunker, seconded by Councilor Marlowe, the motion to appoint George Locke as Borough Treasurer passed unanimously.

Borough Secretary/Manager: On motion of Councilor Marlowe, seconded by Vice-President Bunker, the motion to appoint George Locke as Borough Secretary/Manager passed unanimously.

Borough Zoning Officer: On motion of Councilor Durkin, seconded by Councilor Marlowe, the motion to appoint George Locke as Borough Zoning Officer passed unanimously.

Borough Code Enforcement Officer: On motion of Councilor Marlowe, seconded by Councilor Durkin, the motion to appoint Tim Frank as Borough Code Enforcement Official passed unanimously.

Borough Engineer: On motion of Councilor Durkin, seconded by Councilor Marlowe, the motion to appoint Remington, Vernick, & Beach as Borough Engineer passed unanimously.

Borough Traffic Engineer: On motion of Councilor Golden, seconded by Vice-President Bunker, the motion to appoint Earl Armitage, P.E., of Pennoni Associates as Borough Traffic Engineer passed unanimously.

Borough Police Chief: On motion of Vice-President Bunker, seconded by Councilor Conners, the motion to appoint Albert DiValentino as Borough Police Chief passed unanimously.

Borough Fire Chief: On motion of Councilor Golden, seconded by Councilor Durkin, the motion to appoint Joe Connolly as Borough Fire Chief passed unanimously.

Vacancy Board Chairperson: On motion of President Pancoe, seconded by Vice-President Bunker, the motion to appoint Shirley Curry as Vacancy Board Chairperson passed unanimously.

NEW BUSINESS

1. **Appointment of full-time Police Officers:** On motion of Councilor Durkin, seconded by Councilor Marlowe, the motion to appoint Edward Culbreath and Cory Murtagh as full-time Police Officers with the Jenkintown Police Department passed unanimously.
2. **Renewal of Borough Manager's Employment Agreement:** On motion of Councilor Golden, seconded by Councilor Farrell, the motion to renew the Borough Manager's Employment Agreement passed unanimously.
3. **Resolution 2014-1: Appointment of Auditor:** On motion of Councilor Marlowe, seconded by Vice-President Bunker, the motion approving Resolution #2014-1 passed unanimously.
4. **2014 TRAN Discussion:** Manager Locke prepared a memorandum outlining an adjustment to the 2014 TRAN. Manager Locke stated that the Borough has been offered the option of a 6-month TRAN for 2014. This would result in an approximate \$2,100.00 savings in interest costs. Manager Locke stated that he reviewed the Borough's historical finances and believes that the Borough would be able to pay it back in 6 months.

Councilor Golden stated that the Borough has funds in cash reserves and believes that the Borough could borrow from other funds and save on interest costs. Councilor Marlowe noted concerns over collecting enough tax money in the first quarter. Solicitor Schuman stated that if tax money was not received, the Borough may not have enough to operate. President Pancoe stated that other funds have been borrowed from in the past, but the cash reserves had become depleted. Solicitor Schuman stated that the PA Borough Code would need to be reviewed in order to determine if this action was allowed. Councilor Durkin asked about the timeframe on the TRAN. Manager Locke stated that the funding date is January 10, 2014. Vice-President Bunker stated that he believes this is a good idea for 2015 due to the additional research needed. Manager Locke noted that a portion of the cash reserves includes funds such as fire and liquid fuels funds that can only be used for specific purposes. Manager Locke stated that, with those reductions, the Borough could operate through April with no tax funds being received.

Councilor Golden asked if the TRAN could be approved for March. Vice-President Bunker stated that there a large number of unknown variables to run the Borough's funds that close. Councilor Durkin asked if the research could be completed by the January Council meeting. Solicitor Schuman stated that it could be. President Pancoe stated that the new Resolution needed to be voted on tonight in order to meet the funding date of January 10, 2014.

Motion to approve Resolution 2014-2: On motion of President Pancoe, seconded by Vice-President Bunker, the motion approving Resolution 2014-2, approving a 6-month TRAN in the amount of \$333,000 passed unanimously.

5. **Resolution 2014-3: General Fee Schedule:** On motion of Councilor Golden, seconded by Vice-President Bunker, the motion approving Resolution 2014-3 passed unanimously.

EXECUTIVE SESSION: On motion of President Pancoe, seconded by Councilor Marlowe, the motion to move into Executive Session for the purpose of discussing potential litigation passed unanimously.

At the conclusion of the Executive Session, Vice-President Bunker made a motion to return to regular session. Councilor Golden seconded the motion. There was no further discussion and the motion to reconvene in regular session passed unanimously.

Cheltenham Sewer Agreement: Manager Locke stated that the meetings between the Borough, Abington, Cheltenham, and the PA Dept. of Environmental Protection are progressing well and that all requested changes to the inter-municipal agreement have been made. Councilor Farrell asked if the Borough Engineer has been able to obtain the necessary data. Manager Locke stated that the flow meter software has provided the appropriate changes. Councilor Marlowe asked if the percentage of Borough costs has declined. Manager Locke stated that they have not been negotiated down yet. Manager Locke stated that the best avenue for negotiating a lower percentage is to agree to lower flow. President Pancoe stated that she would like to see the Borough obtain the lower possible percentage with the highest possible flow.

Manager Locke stated that the Borough has budgeted for the construction schedule in 2014. If the percentages remain the same, the Borough will need to look at financing for 2015. Manager Locke stated that the Borough has explored PennVEST and joining Cheltenham in a borrowing. President Pancoe recommended showing a benefit to a joint borrowing with Cheltenham. Manager Locke stated that Cheltenham is investigating going with another entity besides PennVEST. Vice-President Bunker stated that there will be another meeting in January where this will be discussed. Councilor Golden asked if Abington had been approached regarding financing. Manager Locke stated that Abington has not been receptive toward joint borrowing, but would look into it with the Borough.

ADJOURNMENT: On motion of Councilor Marlowe, seconded by Councilor Golden, the motion to adjourn the meeting passed unanimously.