

**MINUTES OF PERKASIE BOROUGH
COUNCIL MEETING
NOVEMBER 20, 2023**

620 West Chestnut Street
Perkasie, Pennsylvania

ATTENDANCE:

Council Members:	Scott Bomboy (Absent) Chuck Brooks Randy Faulkner Greg Martin Jim Purcell (Absent) Steve Rose Jim Ryder Dave Weaver (Absent) Dave Worthington Robin Reid
Youth Councilor:	Jeff Hollenbach
Mayor:	Andrea L. Coaxum
Borough Manager:	Rebecca Deemer (Absent)
Finance Director:	Lauren Moll
Parks and Recreation Director:	Linda Reid (Absent)
Community Development Manager:	Robert Schurr
Police Chief:	Harold Stone
Electric Superintendent:	Jeff Tulone
Public Works Director:	Jeff Garton, Esq.
Borough Solicitor:	Erik Garton, P.E.
Borough Engineer:	

Council President Jim Ryder convened the meeting at 7:01 PM. Mayor Hollenbach gave an invocation followed by the Pledge of Allegiance.

PRESIDENT'S REMARKS

Nothing at this time.

APPROVAL OF MINUTES

Upon a motion by Martin, seconded by Faulkner, Council unanimously approved the minutes from the Special Finance Committee meeting on October 11, 2023, the Council meeting on October 16, 2023 and the Committee meeting on November 6, 2023.

CORRESPONDENCE AND REPORTS

Taxes Collected

Upon a motion by Faulkner, seconded by Rose, Council unanimously accepted the report of taxes collected for the month of October, 2023.

Mayor's Report

Mayor Hollenbach expressed his gratitude to everyone in the room for their efforts on making Perkasio work so well, to the individuals who made the Borough's recent Appreciation Night an enjoyable evening, and to all of the Borough employees and volunteers for the work that they are doing on leaf collection, holiday decorating in the town and preparing for the upcoming Tree Lighting. He also gave a shout out to the Penridge Girls Soccer Team who recently won States.

Budget Status

Upon a motion by Rose, seconded by Faulkner, Council unanimously accepted the budget status report for the month of October, 2023.

Engineer's Report

The Engineer informed Council that the 2023 Road Program has been completed and the close out documents are currently being worked on. He also reported that meetings are being held with homeowners on Park Avenue regarding easements on their properties that will be affected by the Park Avenue Improvements project.

Upon a motion by Rose, seconded by Martin, Council unanimously accepted the Engineer's monthly report for the month of October, 2023.

Planning Commission Report

The Planning Commission did not meet in October.

Zoning Hearing Board Report

The Zoning Hearing Board did not meet in October.

Police Report

Upon a motion by Brooks, seconded by Worthington, Council unanimously accepted the Police Department report for the month of October, 2023.

Fire Department Report

Council reviewed the Fire Department reports for the month of October, 2023. The Fire Chief informed Council that Breakfast with Santa will be held at the Firehouse on Saturday, December 17th.

NEW BUSINESS:

PUBLIC WORKS COMMITTEE

Review of Superintendent's Report

The Committee reviewed and accepted the Public Works Superintendent's report for

October, 2023. The Public Works Superintendent informed Council that the Public Works Department has collected 87 loads of leaves so far this season.

Consider Request for Use of ARPA Funds – Inlet Vacuum Purchase

Upon a motion by Rose, seconded by Faulkner, Council unanimously authorized the Public Works Director to use \$59,224.29 in ARPA funds to purchase a Ditch Witch HX305A vacuum excavator and inlet cleaner.

PUBLIC UTILITY COMMITTEE

Review of Superintendent's Report

The Committee reviewed and accepted the Electric Superintendent's report for October, 2023.

Consider Approval of Commitment Prize Letter of Support – RMUC Act 1

Upon a motion by Martin, seconded by Rose, Council unanimously approved the Rural & Municipal Utility Cybersecurity Program advanced Technology 1 Prize competition support letter.

PLANNING AND ZONING COMMITTEE

Code Enforcement Officer Report

The Committee reviewed and accepted the Code Enforcement Officer's monthly report for October, 2023.

PARKS AND RECREATION COMMITTEE

Parks and Recreation Director Report

The Committee reviewed and accepted the Parks and Recreation Director's report for the month of October, 2023.

Consider Event Application – Perkiomen Watershed Conservancy – Freeze-Up 5k

Upon a motion by Rose, seconded by Martin, Council unanimously approved the event application from Perkiomen Watershed Conservancy for their Freeze-Up 5k on Sunday, December 3, 2023 from 8:00 am to 12:00 pm. This approval included the requested road closures.

Consider Event Application – Perkasio Rotary – Twin Bridge Decorating

Upon a motion by Faulkner, seconded by Martin, Council unanimously approved the event application from the Perkasio Rotary to decorate the Twin Bridges for the holidays on Saturday, November 25, 2023.

Rejection of Bids for Pedestrian Bridge in Lenape Park

Upon a motion by Faulkner, seconded by Rose, Council rejected the three bids received for the Lenape Park Pedestrian Bridge Project and authorized the rebid of the project in early 2024, with the suggested modifications to the contract items. The motion was approved by a 5-0 vote; Councilman Worthington abstained.

Consider Resolution #2023-56 – Agreement for Lenape Park Pedestrian Bridge

Upon a motion by Brooks, seconded by Faulkner, Council approved Resolution #2023-56, a resolution of the Council of the Borough of Perkasio approving the agreement between the Borough of Perkasio and M&W Precast, LLC for the acquisition of the Penridge Little League pre-cast bridge structure with bridge railing and authorizing the Borough Manager to execute the agreement on behalf of the Borough of Perkasio. The motion was approved by a 5-0 vote; Councilman Worthington abstained.

PERSONNEL AND POLICY COMMITTEE

Accept Resignation of Code Enforcement Administrator

Upon a motion by Faulkner, seconded by Martin, Council unanimously accepted the resignation of Deborah Sergeant, effective January 2, 2024.

Accept Resignation of Events Assistant

Upon a motion by Martin, seconded by Faulkner, Council unanimously accepted the resignation of Jessica Tantorno, effective November 15, 2023.

Consider Hiring Code Enforcement Administrator

Upon a motion by Rose, seconded by Faulkner, Council unanimously approved the promotion of Cassandra Grillo as the Code Enforcement Administrator for Perkasio Borough, effective January 3, 2024, at an annual salary of \$55,701.

Consider Appointment to Perkasio Regional Authority Board

Nominations were opened for a three-year term to the Perkasio Regional Authority Board, ending December 31, 2026. Chuck Brooks nominated Keith Hass, which was seconded by Steve Rose. Jim Ryder nominated Greg Martin, which was seconded by Randy Faulkner. On a 3-2 vote in favor of Greg Martin, Council appointed Greg Martin to the Perkasio Regional Authority Board for a three-year term through December, 2026.

Consider Appointment to the Penridge Wastewater Treatment Authority Board

Upon a motion by Ryder, seconded by Rose, Council unanimously appointed Keith Hass to fill the term through December 31, 2023 to the Penridge Wastewater Treatment Authority Board.

Consider Appointment of Youth Councilor

Upon a motion by Faulkner, seconded by Rose, Council unanimously appointed Logan Wilcox

as the Youth Councilor for Perkasio Borough Council.

Consider Authorization to Establish an Assistant Manager Position & Approve a Job Description

Upon a motion by Rose, seconded by Faulkner, Council unanimously authorized the Borough Manager to establish an Assistant Manager position and to approve the job description for the position.

FINANCE COMMITTEE

Authorization to Pay Bills

Upon a motion by Faulkner, seconded by Martin, Council unanimously authorized payment of the bills as presented.

Recommend Preliminary 2024 Budget

Upon a motion by Faulkner, seconded by Rose, Council unanimously authorized the advertisement of the preliminary 2024 budget for inspection by the public in accordance with Borough Code requirements, and to take all steps necessary to prepare the budget for adoption at the December 18th Council meeting.

Consider Authorization for the Solicitor to Prepare an Ordinance to Set Electric Rates and to Advertise the Public Hearing for the Ordinance

Upon a motion by Faulkner, seconded by Martin, Council unanimously authorized the Solicitor to prepare an ordinance to set the 2024 electric rates and to advertise the appropriate public hearing.

Consider Resolution #2023-57 – Perry Mill Escrow Release #8

Upon a motion by Faulkner, seconded by Rose, Council unanimously approved Resolution #2023-57, a resolution of the Perkasio Borough Council authorizing a reduction in the escrow for the Perry Mill project (a.k.a. 8th Street Commons Rowhomes) as approved by Gilmore & Associates, Inc., in the amount of \$102,214.27 to reduce the total escrow to \$395,341.93, and authorizing the signature of the Borough Manager on the escrow reduction.

ECONOMIC DEVELOPMENT COMMITTEE

Community Development Manager Report

The Committee reviewed and accepted the Community Development Manager's report for the month of October, 2023.

PUBLIC SAFETY COMMITTEE

Consider Request for Fire Police Assistance – Dublin Borough

Upon a motion by Brooks, seconded by Martin, Council unanimously approved the request

from Dublin Borough for Fire Police assistance at the Dublin Holiday Gathering at The Square on Friday, December 1, 2023 from 5:00 pm to 9:30 pm.

Discuss Act 91 Fire Property Tax Rebate Program

Upon a motion by Martin, seconded by Faulkner, Council unanimously authorized the Borough Manager and Solicitor to draft an ordinance to provide a property tax rebate program for volunteer members of fire companies or non-profit emergency medical service agencies and establish administrative procedures and appeals similar to that approved by Bucks County. Furthermore, to sign the letter of support to the Pennridge School District School Board requesting that they offer the Act 91 fire property tax rebate to volunteer firefighters and medical service agencies.

HISTORICAL COMMITTEE

Nothing at this time.

OTHER NEW BUSINESS

Nothing at this time.

PUBLIC FORUM

Nothing at this time.

PRESS FORUM

Nothing at this time.

ADJOURNMENT

The meeting adjourned at 7:30 PM.



Andrea L. Coaxum
Borough Manager/Secretary