

**MINUTES OF PERKASIE BOROUGH
COUNCIL MEETING
JANUARY 16, 2024**

620 West Chestnut Street
Perkasie, Pennsylvania

ATTENDANCE:

Council Members:

Scott Bomboy
Chuck Brooks
Kelly Laustsen
Steve Rose
Jim Ryder
Robin Schilling
Jeremy Wano
Dave Weaver
Dave Worthington

Youth Councilor:

Logan Wilcox

Mayor:

Jeff Hollenbach

Borough Manager:

Andrea L. Coaxum

Assistant Borough Manager:

Linda Reid

Finance Director:

Rebecca Deemer

Parks and Recreation Director:

Lauren Moll

Police Chief:

Robert Schurr

Electric Superintendent:

Harold Stone (Absent)

Public Works Director:

Jeff Tulone (Absent)

Borough Solicitor:

Jeff Garton, Esq.

Borough Engineer:

Douglas Rossino, P.E.

Council President Jim Ryder convened the meeting at 7:00 PM. Councilman David Weaver gave an invocation which was followed by the Pledge of Allegiance.

PUBLIC FORUM

Nothing at this time.

PRESIDENT'S REMARKS

Nothing at this time.

APPROVAL OF MINUTES

Upon a motion by Rose, seconded by Weaver, Council unanimously approved the minutes from the Council meeting on December 18, 2023 and the Committee meeting on January 2, 2024.

CORRESPONDENCE AND REPORTS

Mayor's Report

Mayor Hollenbach expressed his appreciation to the Fire Company for dealing with flooding last week, to the Police Department for handling recent car break-ins, to the Public Works Department for the great job they've been doing cleaning up the streets in bad weather and to the Electric Department for handling downed wires on Saturday.

Taxes Collected

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

Budget Status

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

Engineer's Report

The Engineer informed Council that the 18-month maintenance period for Buildings 1 & 2 at the Pennridge Airport Business Park is complete; there are additional phases of that project, but they are in East Rockhill Township. The Cedar Ridge subdivision is complete and has entered into its 18-month maintenance period, and the Perry Mill subdivision is awaiting a Highway Occupancy Permit from PennDOT. The Engineer also informed Council that the manhole on Market Street that has had water coming out of it will be addressed.

Councilman Rose asked if the Borough knew who was moving into the buildings at the Airport Business Park, and the Borough Manager gave an overview of the tenants. Councilwoman Schilling asked if the leases for the tenants were long-term leases, and the Borough Manager confirmed that they would be long-term, adding that she believes the shortest term would be a 10-year lease, but that the most recent tenant looking to move in was hoping for a long-term lease. Councilman Weaver asked what caused the water to bubble up out of Market Street, and the Engineer provided a detailed explanation as to the cause and to what's being done to resolve the issue.

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

Planning Commission Report

The Planning Commission did not meet in December.

Zoning Hearing Board Report

The Zoning Hearing Board did not meet in December.

Police Report

Upon a motion by Wano, seconded by Weaver, Council unanimously accepted the Police Department report for the month of December, 2023.

Fire Department Report

Council reviewed the Fire Department reports for the month of December, 2023.

NEW BUSINESS:

PUBLIC WORKS COMMITTEE

Review of Superintendent's Report

The Committee reviewed and accepted the Public Works Superintendent's report for December, 2023.

Consider Bid Award for Mixed Paper Recycling (2023-07)

Upon a motion by Rose, seconded by Schilling, Council unanimously awarded Bid No. 2023-07 for Mixed Paper Recycling to United States Recycling, Inc. for the rebate/disposal cost of New York High Side Market Price minus \$28.12 per ton.

PUBLIC UTILITY COMMITTEE

Review of Superintendent's Report

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

PLANNING AND ZONING COMMITTEE

Code Enforcement Officer Report

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

Consider Proposal for Traffic Calming Study – W. Blooming Glen Drive

Upon a motion by Worthington, seconded by Rose, Council unanimously authorized the Borough to proceed with hiring Gilmore & Associates, Inc. to conduct a traffic calming study at W. Blooming Glen Drive at North 7th Street at the proposed cost of \$5,400.00 in their proposal dated December 21, 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 December, 2023. The Parks & Recreation Director informed Council that the Menlo Aquatics Center took in \$60,000 in memberships between November 2nd and December 31st through member retention exclusives. A full marketing campaign has been launched on social media,

including the pool's Facebook page and the start of an Instagram page, and mailers will be going out as well.

Consider Reservation Request for Walton Farm Elementary School

Upon a motion by Bomboy, seconded by Rose, Council unanimously approved the reservation request from Walton Farm Elementary School to use Menlo Park Lions Pavilions 1 & 2 for a first grade field trip on Friday, May 3, 2024 from 9:00 am to 1:00 pm.

PERSONNEL AND POLICY COMMITTEE

Consider Appointments to Boards and Commissions for 2024

Perkasie Regional Authority

Nominations were opened for a five-year term on the Perkasie Regional Authority Board. Scott Bomboy nominated Steve Algeo. Upon a motion by Rose, seconded by Worthington, Council unanimously appointed Steve Algeo to the Perkasie Regional Authority Board for a five-year term through December, 2028.

Nominations were opened for a three-year term on the Perkasie Regional Authority Board. Jim Ryder nominated Greg Martin. Upon a motion by Rose, seconded by Worthington, Council unanimously appointed Greg Martin to the Perkasie Regional Authority Board for a three-year term through December, 2026.

Civil Service Commission

Nominations were opened for a six-year term to the Civil Service Commission. Scott Bomboy nominated Edwin White, which was seconded by Dave Worthington. Upon a motion by Bomboy, seconded by Rose, Council unanimously appointed Edwin White to the Civil Service Commission for a six-year term to the Civil Service Commission through December, 2029.

Perkasie Planning Commission

Nominations were opened for two four-year terms on the Perkasie Planning Commission. Robin Schilling nominated Quinten Baker. Dave Worthington nominated Maureen Knouse. Scott Bomboy nominated Mary McKay. Upon a motion by Worthington, seconded by Rose, Council unanimously appointed Maureen Knouse and Mary McKay to four-year terms on the Perkasie Planning Commission through December, 2027.

Zoning Hearing Board

Nominations were opened for a five-year term on the Zoning Hearing Board. Jim Ryder nominated John Yannaccone. Upon a motion by Weaver, seconded by Ryder, Council unanimously appointed John Yannaccone to a five-year term on the Zoning Hearing Board through December, 2028.

Pennridge Wastewater Treatment Authority Board

Nominations were opened for two five-year terms on the Pennridge Wastewater Treatment Authority Board. Scott Bomboy nominated Randy Faulkner. Jim Ryder nominated Keith Hass. Steve Rose nominated Bob Wasson. Upon a motion by Ryder, seconded by Bomboy, Council unanimously appointed Randy Faulkner and Keith Hass to five-year terms on the Pennridge Wastewater Treatment Authority Board through December, 2028.

Vacancy Board

Nominations were opened for a one-year term on the Vacancy Board. Scott Bomboy nominated Bill Beno. Upon a motion by Worthington, seconded by Weaver, Council unanimously appointed Bill Beno to a one-year term on the Vacancy Board through December, 2024.

Perkasie Industrial Development Authority Board

Nominations were opened for two five-year terms on the Perkasie Industrial Development Authority Board. Dave Worthington nominated Charles Baum. Scott Bomboy nominated Dave Caro. Upon a motion by Ryder, seconded by Weaver, Council unanimously appointed Charles Baum and Dave Caro to five-year terms to the Perkasie Industrial Development Authority Board through December, 2028.

Perkasie Park & Recreation Board

Nominations were opened for three three-year terms on the Perkasie Park & Recreation Board. Dave Worthington nominated Kathy Rocchetti. Jim Ryder nominated Jamon Yerger. Robin Schilling nominated Joan Loeb. Upon a motion by Schilling, seconded by Bomboy, Council unanimously appointed Kathy Rocchetti, Jamon Yerger and Joan Loeb to three-year terms on the Perkasie Park & Recreation Board through December, 2026.

Property Maintenance Code Board of Appeals

Nominations were opened for two terms on the Property Maintenance Code Board of Appeals. Scott Bomboy nominated Dave Worthington. Robin Schilling nominated Quinten Baker. The Solicitor and Borough Manager informed Council that there are specific statutory requirements that must be met in order to serve on this Board, and it was suggested that Council table these motions to allow time to evaluate the qualifications. Upon a motion by Weaver, seconded by Worthington, Council unanimously tabled the appointments to this Board until the next meeting.

FINANCE COMMITTEE

Authorization to Pay Bills

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

Consider Resolution #2024-3 – Revised Wage Schedule for 2024

Council reviewed the revised wage schedule for 2024, which includes the correct salary for the Assistant Borough Manager. Councilwoman Schilling asked why the Equipment Operator A&B positions were the only two positions to not receive raises. After some discussion, it was recommended that Council approve the resolution in front of them so that the Assistant Borough Manager's salary could be corrected, and the staff will get the hourly rates for Equipment Operator A&B updated so that Council can approve another revised wage schedule at the next meeting.

Upon a motion by Schilling, seconded by Bomboy, Council unanimously approved Resolution #2024-3, a resolution amending the wage schedule for Perkasio Borough employees for the fiscal year 2024.

Consider Request for Donation – Pennridge Aquatic Club

Upon a motion by Worthington, seconded by Rose, Council unanimously approved a donation of four daily passes to Menlo Aquatics Center for the 2024 season to Pennridge Aquatic Club for their raffle fundraiser.

ECONOMIC DEVELOPMENT COMMITTEE

Community Development Manager Report

The Committee reviewed and accepted the Community Development Manager's report dated January 10, 2024.

Consider Event Application – Indian Valley Soap Box Association

Upon a motion by Brooks, seconded by Worthington, Council unanimously approved the Perkasio All American Soap Box Derby Race on Saturday, June 1, 2024 from 8:00 am to 5:00 pm, with a practice date of Saturday, May 4, 2024 and a rain date of Sunday, June 2, 2024. Further, Council approved the Indian Valley Soap Box Association to use the Lions Pavilion at Menlo Park for an awards ceremony immediately following the Soap Box Derby.

Discuss Event Application – 2024 Celtic Fest

Upon a motion by Laustsen, seconded by Wano, Council unanimously approved the special event permit application from the Upper Bucks Chamber of Commerce for Celtic Fest on Saturday, March 16, 2024 from 11:00 am to 4:00 pm. Further, the motion also includes the approval of the Chamber's request for the Borough to partner with them to co-present the event.

PUBLIC SAFETY COMMITTEE

Consider Resolution #2024-4 – Consider Police Dept. Vehicle Lease Agreement with Bucks County

Upon a motion by Wano, seconded by Schilling, Council unanimously approved Resolution #2024-4, a resolution of the Borough Council approving the police vehicle lease agreement between the Borough of Perkasio and the County of Bucks, and authorizing the Chief of Police to execute the lease on behalf of the Borough.

HISTORICAL COMMITTEE

There was no business to come before the Historical Committee.

OTHER NEW BUSINESS

Nothing at this time.

REPORT FROM YOUTH COUNCILOR

Logan Wilcox reported that the students held a donation center at the High School on Martin Luther King, Jr. day, and over 3,000 items were collected, including 200 bags of clothes, 700 pounds of food for Penridge FISH and \$500 worth of school supplies for the elementary schools.

PUBLIC FORUM

Nothing at this time.

PRESS FORUM

Nothing at this time.

ADJOURNMENT

The meeting adjourned at 7:48 PM.



Andrea L. Coaxum
Borough Manager/Secretary