

**MINUTES OF PERKASIE BOROUGH  
COUNCIL COMMITTEES MEETING  
APRIL 1, 2024**

620 West Chestnut Street  
Perkasie, Pennsylvania

**ATTENDANCE:**

Council Member:	Scott Bomboy Chuck Brooks Kelly Laustsen Steve Rose (Absent) Jim Ryder Robin Schilling Jeremy Wano Dave Weaver Dave Worthington Logan Wilcox (Absent)
Youth Councilor:	Jeff Hollenbach
Mayor:	Andrea L. Coaxum
Borough Manager:	Linda Reid
Assistant Borough Manager:	Rebecca Deemer
Finance Director:	Lauren Moll
Parks and Recreation Director:	Robert Schurr
Police Chief:	Harold Stone
Electric Superintendent:	Jeff Tulone
Public Works Director:	Jeff Garton, Esq.
Borough Solicitor:	Doug Rossino, P.E. (Absent)
Borough Engineer:	

Borough Council Vice-President Brooks convened the meeting at 7:00 PM. Mayor Hollenbach then gave an invocation, which was followed by the Pledge of Allegiance.

**PUBLIC FORUM**

Nothing at this time.

**PROCLAMATION: JIM PURCELL MEMORIAL AWARD**

Mayor Jeff Hollenbach read a Proclamation establishing the Jim Purcell Memorial Award, which will be awarded on an annual basis at Community Day. He then presented the Proclamation to Justin Purcell, Jim's son.

**PRESIDENT'S REMARKS**

Council President Ryder added some thoughts about Jim Purcell and thanked Justin Purcell for sharing him with us for so many years, adding that he was a special guy.

**PUBLIC WORKS COMMITTEE**

The Public Works Director informed Council that the Department received the new leaf machine that was purchased with funds from the 902 Recycling Grant, and thanked Linda Reid and the staff for their work on the grant. He added that the leaf machine will be used in a few weeks for the spring leaf collection.

**PUBLIC UTILITY COMMITTEE**

Perkasie Wholesale Power Cost Summary

The Committee reviewed Perkasie’s February 2024 Wholesale Power Cost Summary report provided by GDS Associates. Councilman Weaver reported that he and some of the Borough staff had a call with GDS today that was very beneficial, and the Borough Manager added that GDS is still fine tuning our monthly report.

**PLANNING AND ZONING COMMITTEE**

There was no business to come before the Planning and Zoning Committee.

**PARKS AND RECREATION COMMITTEE**

Consider Event Application – Perkasie Fire Company Carnival

Upon a motion by Schilling, seconded by Ryder, Council unanimously approved the event permit application for the Perkasie Fire Company to hold their annual carnival in Lenape Park from June 25, 2024 through June 29, 2024, with park closures starting on Sunday, June 23, 2024 and ending Sunday, June 30, 2024 for setup and take down purposes. Council waved the fees associated with this event.

Consider Event Application – Pennridge Little League 5k

Upon a motion by Ryder, seconded by Weaver, Council unanimously approved the Pennridge Little League 5k in Lenape Park on Saturday, May 18, 2024.

Consider Reservation Request – Bucks County Intermediate Unit

Upon a motion by Weaver, seconded by Schilling, Council unanimously approved the reservation request from Bucks County Intermediate Unit to use the Skate Park pavilion on Friday, May 24, 2024 from 10:00 am to 2:00 pm.

**PERSONNEL AND POLICY COMMITTEE**

Consider Hiring of Events Assistant

Council Vice-President Brooks thanked the Borough Manager and Assistant Borough Manager for the exceptional work they’ve put into the process of hiring an Events Assistant and asked Ms. Reid to come up and give Council an explanation as to the new approach they took with this candidate.

Ms. Reid explained to Council that there have been a couple of false starts with trying to fill this position, and that we took a different approach with a promising candidate by asking her to work

with the Borough for a week on a trial basis. The candidate shadowed Ms. Reid on event-related work and also worked independently on a number of different projects and she did very well. Ms. Reid was happy to announce that the approach worked and both she and the candidate feel that this is a good fit.

Upon a motion by Laustsen, seconded by Ryder, Council unanimously concurred with the Borough Manager's decision to hire Megan Jeffries to the position of part-time Events Assistant at a rate of \$21.00 per hour, effective April 1, 2024, conditioned upon the passing of a pre-employment physical and drug testing, and required background checks.

## **FINANCE COMMITTEE**

### Consider Resolution #2024-21 – Keystone Communities Program Grant Contract

Upon a motion by Worthington, seconded by Laustsen, Council unanimously approved Resolution #2024-21, a resolution of the Council of the Borough of Perkasio approving the Keystone Communities Program Grant Contract with the Commonwealth of Pennsylvania to prepare an updated five-year economic development plan, and authorized the Borough Manager and/or the Perkasio Borough Council President to execute the contract on behalf of the Borough of Perkasio.

### Consider Donation Request – Pennridge Community Center

Upon a motion by Brooks, seconded by Worthington, Council unanimously approved the donation of 4 daily pool passes to Menlo Aquatic Center for the 2024 season to the Pennridge Community Center for the raffle at their Spring Fling Tea Party on April 25, 2024.

## **ECONOMIC DEVELOPMENT COMMITTEE**

### Consider Special Event Permit Application – First Fridays

Upon a motion by Ryder, seconded by Wano, Council approved the special event permit application from Perkasio Town Improvement Association to hold First Fridays in downtown Perkasio from 6:00 pm to 8:00 pm on the following dates: May 3<sup>rd</sup>, June 7<sup>th</sup>, July 5<sup>th</sup>, August 2<sup>nd</sup>, September 6<sup>th</sup>, October 4<sup>th</sup> and December 6<sup>th</sup>. Councilwomen Laustsen and Schilling abstained.

## **PUBLIC SAFETY COMMITTEE**

### Consider Request for Fire Police Assistance – Haycock Township Events

Upon a motion by Worthington, seconded by Weaver, Council unanimously approved Perkasio Fire Police assistance at the Independence Triathlon on Sunday, May 19, 2024 at Nockamixon State Park, starting at 6:45 am and at the Steelman Triathlon on Sunday, August 4, 2024 at Nockamixon State Park, starting at 7:00 am.

### Consider Request for Fire Police Assistance – Sellersville Borough Events

Upon a motion by Ryder, seconded by Schilling, Council unanimously approved Perkasio Fire Police assistance at the Sellersville Sesquicentennial Car Show on Saturday, April 20, 2024 and at the Sellersville Sesquicentennial/Memorial Day Parade on Saturday, May 25, 2024.

The Borough Manager was pleased to announce that the Borough received a \$50,000 cash award along with 80-120 hours of technical assistance through the Cybersecurity Program via the U.S. Department of Energy Office of Cybersecurity, Energy Security and Emergency Response. This is a prize, not a grant, so the Borough can spend the money on cybersecurity however they choose. In addition, since the Borough was awarded the prize in Round 1, it automatically qualifies us to apply for Round 2, which is \$100,000. Round 3 will also be for \$100,000, but you need to pass Round 2 in order to qualify for Round 3. Ms. Coaxum informed Council that staff will be coming to Council at a later date with how we will recommend the \$50,000 be spent on cybersecurity for the Borough, and we will also be bringing the application for Round 2 to Council for approval in the next couple of months, which is going to be more competitive than Round 1. Ms. Coaxum added that it's exciting to have this funding available especially since we have the public utility to protect. Ms. Coaxum also updated Council on the recent cybersecurity measures that have been implemented for the Borough's computer systems.

Mayor Hollenbach informed Council that he recently had the privilege of swearing in a 5<sup>th</sup> member of the fire police personnel, adding that they do a great job without a lot of recognition, so he wanted to express his deep appreciation for the fire police. Councilwoman Schilling added that this is a great opportunity for people to volunteer, stating that people from age 15 and up can participate, so if we can encourage people to volunteer, that would be great. Vice-President Brooks suggested that this is something the Borough could add to the quarterly newsletter – the requirements and the necessity for fire police.

#### **HISTORICAL COMMITTEE**

#### **Consider Resolution #2024-22 – Contract for FEMA Grant Compliance Consultant – Perkasio Covered Timber Bridge Project**

Upon a motion by Schilling, seconded by Worthington, Council unanimously approved Resolution #2024-22, a resolution of the Council of the Borough of Perkasio approving the professional services contact with Acurance, LLC for general consulting and grant administration services, and authorizing the Borough Manager and/or the Perkasio Borough Council President to execute the contract on behalf of the Borough of Perkasio.

#### **REPORT FROM YOUTH COUNCILOR**

There was no report since the Youth Councilor was not present.

#### **OTHER BUSINESS**

Nothing at this time.

#### **PUBLIC FORUM**

Nothing at this time.

#### **PRESS FORUM**

Nothing at this time.

**ADJOURNMENT**

The meeting adjourned at 7:29 PM.



Andrea L. Coaxum  
Borough Manager/Secretary