

**MINUTES OF PERKASIE BOROUGH
COUNCIL MEETING
NOVEMBER 17, 2025**

620 West Chestnut Street
Perkasie, Pennsylvania

ATTENDANCE:

Council Members:

Scott Bomboy (absent)
Chuck Brooks (via telephone)
Randy Faulkner
Kelly Laustsen
Steve Rose
Jim Ryder
Robin Schilling
Dave Weaver
Dave Worthington (absent)

Youth Councilors:

Shiv Gandevia
Colin Moyer

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

Public Works Director:

Jeff Tulone

Borough Solicitor:

Jeffrey Garton, Esq.

Borough Engineer:

Douglas Rossino, P.E.

Council President Jim Ryder convened the meeting at 7:00 PM. An invocation was given by Mayor Hollenbach, which was followed by the Pledge of Allegiance.

PRESENTATION OF CERTIFICATES OF APPRECIATION

Mayor Jeff Hollenbach read a statement from Councilman Worthington recognizing Kathleen Rocchetti, the Parks & Recreation Board Chair, and a representative from the Penn Medicine CARES Program for their roles in awarding the Borough a grant to purchase Coast Guard-approved life jackets for Menlo Aquatics Center.

PUBLIC FORUM

Nothing at this time.

PRESIDENT'S REMARKS

Council President Ryder remarked on the exciting football game on Friday night and the team's recent accomplishments.

APPROVAL OF MINUTES

Upon a motion by Rose, seconded by Weaver, Council unanimously approved the minutes from the Council meeting on October 20, 2025, the special Finance Committee meeting on October 20, 2025 and the Council Committee meeting on November 3, 2025.

CORRESPONDENCE AND REPORTS

Mayor's Report

Mayor Hollenbach expressed his advanced appreciation for all of those involved with preparing for the upcoming Tree Lighting, adding that he is looking forward to another amazing event on December 6th. The Mayor also expressed his appreciation to Pennridge FISH and Re:Vivals for helping the community in many ways, and encouraged people to volunteer for those organizations.

Taxes Collected

Upon a motion by Faulkner, seconded by Weaver, Council unanimously approved the Taxes Collected Report for October, 2025.

Budget Status

Upon a motion by Faulkner, seconded by Laustsen, Council unanimously accepted the Budget Status report for the month of October, 2025.

Engineer's Report

The Engineer reported that the Perkasio Green project is 100% complete and closed out. The NPDES Permit has been submitted for the year, and a pre-construction meeting was recently held for the Pleasant Spring Creek Streambank Stabilization Project. The Engineer also provided an update on the Kulp Park project.

Upon a motion by Weaver, seconded by Faulkner, Council unanimously accepted the Engineer's monthly reports for the month of October, 2025.

Planning Commission Report

The Planning Commission will not meet this month.

Zoning Hearing Board Report

The Zoning Hearing Board will meet this month to review an application for a variance to permit additional signage and allow an exceedance of the allowed maximum percentage covered of the building face at the Covered Bridge Car Wash.

Police Report

The Police Chief echoed the Mayor's appreciation for Pennridge FISH and Re:Vivals, reminding Council of the Police Department's No Shave November program that will benefit FISH, and thanking Re:Vivals for what they have done for the Police Department and the residents as well. Chief Schurr also informed Council that Officer Gro attended a Delaware State Police Homicide Investigators Conference in Delaware the week of October 20th, along with two County detectives, to present information on the Capaldi homicide investigation from 2022. They had been invited because a member of the FBI took a

look at the interviews with the suspect and was able to analyze and pick up on certain traits based on what the suspect told the detectives during the investigation. The presentation was very well received, and as a result, Officer Gro and the County detectives have received some invites from around the country and may be invited to a homicide conference in New Orleans.

Upon a motion by Schilling, seconded by Rose, Council unanimously accepted the Police Department report for the month of October, 2025.

Fire Department Report

The Fire Chief reported that, as of the beginning of November, there have been 48 calls so far for the month, bringing the total to 400 for the year thus far. Chief Trotter reminded everyone of the annual Breakfast with Santa, which will take place on Sunday, December 14th at the Fire House, adding that they served approximately 600 people last year. He also informed Council that the Santa Run is scheduled for Saturday, December 20th.

Council reviewed the Fire Department reports for the month of October, 2025.

Perkasie Regional Authority Report

Council reviewed the minutes from the Perkasie Regional Authority meeting on October 14, 2025 and the PRA Board meeting schedule for 2026.

Pennridge Wastewater Treatment Authority Report

Council reviewed the minutes from the Pennridge Wastewater Treatment Authority Board meeting on September 22, 2025, and reviewed the PWTA Board meeting schedule for 2026.

New Business

PUBLIC WORKS COMMITTEE

Review of Superintendent's Report

The Public Works Superintendent informed Council that the new recycling truck was out on the road today, and that the crews have been through the Borough five times for leaf collection.

Councilman Rose informed Council that a resident approached him and recognized the Public Works Department for the great job they do with leaf collection.

The Committee reviewed and accepted the Public Works Superintendent's report for the month of October, 2025.

Discuss 2025 Roadway Condition Survey and Map

The Engineer provided an overview of the Borough's roadway condition survey for 2025.

Update on LSA Application for Hook Truck

Council reviewed a copy of the LSA grant application that was recently submitted by the staff for a hook truck.

Review of 2026 Curbside Collection Calendar

Council reviewed a draft of the 2026 Curbside Collection calendar. Councilwoman Schilling suggested that the holiday tree collection dates be marked on the calendar.

PUBLIC UTILITY COMMITTEE

Review of Superintendent's Report

The Electric Department Superintendent provided an electrical update on the Kulp Park project.

The Committee reviewed and accepted the Electric Superintendent's report for the month of October, 2025.

Installed Capacity Update

Council reviewed an article from Modoenergy about PJM.

PLANNING AND ZONING COMMITTEE

Code Enforcement Administrator Report

The Committee reviewed and accepted the Code Enforcement Administrator's monthly report for October, 2025.

Discuss Boundary Survey at Sale of Property

A brief discussion was held about boundary surveys being conducted at the sale of properties, and Council President Ryder stated that it could be something for the Borough to look at going forward.

Discuss Replacement of Shelly's Sign

Upon a motion by Laustsen, seconded by Faulkner, Council unanimously authorized the Solicitor to prepare an agreement with Shelly's for Perkasio Borough to provide the electric to the freestanding sign at the corner of South 7th Street and West Market Street at no cost.

PARKS AND RECREATION COMMITTEE

Parks and Recreation Department Report

The Parks & Recreation Director informed Council that trail maintenance is taking place in Lenape Park, and the latest piece of the Skate Park update is complete.

The Committee reviewed and accepted the Parks and Recreation Director's report for the month of October, 2025.

Consider Park Event Application & Fee Waiver – Perkasio Rotary Bridge Decorating

Upon a motion by Faulkner, seconded by Weaver, Council unanimously approved the event application from the Perkasio Rotary to decorate the Twin Bridges for the holidays on Saturday, November 29, 2025, and waived any fees associated with the event.

Consider Purchase of New Softball Storage Shed for Lenape Park

Upon a motion Schilling, seconded by Weaver, Council unanimously authorized the staff to purchase a new vinyl shed from Elite Outdoor Structures in the amount of \$3,055.00, and authorized the use of \$1,305.00 towards the purchase cost.

PERSONNEL AND POLICY COMMITTEE

Consider Hiring of Additional As-Needed Recreation Program Staff Member

Upon a motion by Laustsen, seconded by Weaver, Council unanimously concurred with the Borough Manager's decision to retroactively retain and hire Jeremy Rising as an As-Needed Recreation Program staff member at the pay rate of \$15.00 per hour.

Consider Request Regarding Unused Time

Upon a motion by Rose, seconded by Faulkner, Council unanimously authorized the staff to pay Officer Joe Murray his 48 hours of vacation time before the end of 2026.

FINANCE COMMITTEE

Authorization to Pay Bills

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

Recommend Preliminary 2026 Budget

Two budget scenarios were presented and reviewed by Council.

Option 1 would be to apply a .0089¢/kWh increase solely to the installed capacity line. With this option, customers would see an average increase ranging from 4.1% to 6.8% on their monthly bill, depending on their rate class. This option would generate additional revenue and result in an overall budget surplus of approximately \$140,000 in the Electric Fund.

Option 2 would be to offset a portion of the installed capacity increase by approving a slight decrease in energy costs of .0027¢ or .0037¢ per kWh, depending on the rate class. This option would result in a net monthly bill increase of 2.9% to 4%, which is aligned with the current CPI for energy costs. This option would eliminate the projected surplus, bringing the Electric Fund closer to a break-even position for 2026.

Councilwoman Schilling noted that there was a 7.25% rate increase and \$2.00 increase on the installed capacity last year, and this would be another 3-4% increase; Council President Ryder confirmed that is correct, for the capacity side. Ms. Schilling stated that her preference would be to give all of the funds back, or do a split, with keeping half of the projected surplus, and giving half back to the residents, adding that there's already been quite an increase, with another one coming, but that this is going to be a tough year with inflation, and that if the Borough is going to have extra, it would be nice to give some of it back.

Several Council members agreed with the concept of a split, with giving some back to the residents but keeping some funds aside for next year, while Mr. Ryder and Mr. Brooks were in favor of

Option 1 and keeping the surplus aside in the Electric Fund. After some additional discussion, the Borough Manager and Solicitor Callahan explained what would be involved with preparing this new budget scenario and ordinance, and expressed concern about the deadlines for proper advertising and adoption procedure. Ms. Coaxum then stepped aside with the Solicitor, Finance Director and Recording Secretary to discuss how this new budget scenario could be accomplished if that was the direction the Council chooses.

Discuss Draft Resolution #2025-58 – Salary & Wage Schedule for 2026

Council reviewed the draft salary & wage schedule for 2026 and will consider the final schedule on December 15th.

Consider Resolution #2025-59 – Green Ridge Estates East – Escrow Release #6

Upon a motion by Weaver, seconded by Rose, Council unanimously approved Resolution #2025-59, a resolution of the Perkasio Borough Council authorizing a reduction in the escrow for the Green Ridge Estates – East Project, as approved by Gilmore & Associates, Inc., in the amount of \$26,612.10 to reduce the total escrow to \$124,881.82 and authorizing the signature of the Borough Manager on the escrow reduction.

Consider Resolution #2025-60 – 1101 W. Park Avenue – Project Close Out

Upon a motion by Rose, seconded by Schilling, Council unanimously approved Resolution #2025-60, a resolution of the Perkasio Borough Council authorizing the close out of the grading project located at 1101 W. Park Avenue and the issuance of a final certificate of occupancy, and authorizing the signature of the Borough Manager on the close out of the account.

Consider Resolution #2025-61 – Keystone Grant for Libraries Application for Samuel Pierce Library

Upon a motion by Faulkner, seconded by Weaver, Council unanimously approved Resolution #2025-61, a resolution of the Council of Perkasio Borough, Bucks County, Pennsylvania, affirming compliance with Keystone Grant requirements regarding property ownership and public library use.

Consider Resolution #2025-62 – Perry Mill Escrow Release #10

Upon a motion by Laustsen, seconded by Rose, Council unanimously approved Resolution #2025-62, a resolution of the Perkasio Borough Council authorizing a reduction in the escrow for the Perry Mill Project (AKA 8th Street Commons Rowhomes) as approved by Gilmore & Associates, Inc., in the amount of \$59,075.95 to reduce the total escrow to \$262,507.35, and authorizing the signature of the Borough Manager on the escrow reduction.

Consider Resolution #2025-63 – Re:Vivals LSA Grant Application

Upon a motion by Faulkner, seconded by Weaver, Council unanimously approved Resolution #2025-63, a resolution that authorizes Perkasio Borough to submit a statewide LSA grant application to the Commonwealth Financing Authority in the amount of \$149,939.09, to be used for the purchase of a food truck to mobilize the Re:Vivals soup kitchen and food rescue program.

Consider Expenditure for Repair of Electric Department Bucket Truck

Upon a motion by Rose, seconded by Weaver, Council unanimously authorized an expenditure of \$15,471.79 for the replacement of a cylinder in the Electric Department bucket truck.

ECONOMIC DEVELOPMENT COMMITTEE

Community & Economic Development Report

The Assistant Borough Manager reported that there are some new businesses in the Borough including Adrienne's Academy of Dance, Hometown Press and Cardinal Cameras, and added that Olde Towne Tanning Salon and Pennridge Beverage are under new ownership. Ms. Reid gave an update on the work progressing on the Glassworks Campus where Re:Vivals will open their thrift store, and spoke about a new event called Candy Cane Lane on December 13th, where over 20 Borough businesses are participating with samples and giveaways, and the breweries and restaurants are participating as well. Free horse & carriage rides will be available, Santa will be in his house, a Gingerbread Man character will be at the indoor farmers market, and Elsa & Anna will be available in the afternoon. Ms. Reid informed Council that Moving Targets designed a postcard mailer for the Candy Cane Lane event, and also designed this year's Tree Lighting poster.

The Committee reviewed the Community & Economic Development Report for the month dated November 10, 2025.

PUBLIC SAFETY COMMITTEE

There was no business to bring before the Committee.

HISTORICAL COMMITTEE

Discuss Development of Historical Committee

Upon a motion by Laustsen, seconded by Faulkner, Council unanimously authorized the Solicitor to advertise a public hearing to adopt an ordinance that would establish a Historical Committee to promote the preservation and protection of historic resources in Perkasio Borough.

South Perkasio Covered Bridge Project Update

The Borough Manager provided an update on the project.

OTHER NEW BUSINESS

Nothing at this time.

REPORT FROM YOUTH COUNCILOR

Youth Councilor Colin Moyer reported that the High School was evacuated last Tuesday, which turned out to be a false alarm, but everyone evacuated quickly and smoothly. Colin added that the Police & Fire Departments got there very quickly, which reassured him that if there were a true emergency, things would be handled very well. Youth Councilor Shiv Gandevia reported that there is currently a canned food drive going on at the High School for Re:Vivals, and people are donating almost every day. He added that he is excited for the upcoming football game versus North Penn. Mayor Hollenbach remarked how outstanding the student section has been at the games.

PUBLIC FORUM

Joe Green from 15 South Main Street asked if it could be an option to move the \$140,000 into the Fund Balance on the government side to be used for next year and take out less out of the electric fund for next year. Council President Ryder confirmed that that's what Council is looking into – if we don't reduce the charges to the customer, we would take the surplus and use it as Fund Balance for next year for going into 2027's budget. Mr. Green stated that is what he would recommend.

Recommend Preliminary 2026 Budget

After some additional discussion, upon a motion by Weaver, seconded by Rose, Council unanimously authorized the advertisement of the preliminary 2026 Budget including an increase for installed capacity for inspection by the public in accordance with Borough Code requirements, and for the staff to take all steps necessary to prepare the Budget for adoption at the December 15th Council meeting.

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

Upon a motion by Ryder, seconded by Faulkner, Council unanimously authorized the Borough Manager and Solicitor to draft an ordinance setting the 2026 electric rates as listed on the rate sheet, Option 1, and to advertise a public hearing for the December 15, 2025 meeting of Borough Council.

PRESS FORUM


Nothing at this time.

EXECUTIVE SESSION

The Solicitor announced that Council would be going into Executive Session to discuss a personnel matter pertaining to AFSCME negotiations and would not be taking any action.

ADJOURNMENT

The meeting adjourned at 8:20 pm.



Andrea L. Coaxum
Borough Manager/Secretary