

## **PERKASIE BOROUGH COUNCIL**

### Agenda for Council Meeting of January 20, 2026

1. Meeting Convenes – Council Meeting Room – 7:00 PM
2. Invocation and Pledge of Allegiance
3. Attendance
4. Public Forum
5. President's Remarks
6. Approval of Minutes
  - A. Council, December 15, 2025
  - B. Re-Organization, January 5, 2026
  - C. Committee, January 5, 2026
7. Correspondence and Reports
  - A. Mayor's Report
  - B. Assistant Borough Manager's Report
  - C. Engineer's Report
8. Unfinished Business
9. New Business
  - A. Public Works Committee Items
    1. Superintendent's Report
    2. Perkasio Regional Authority Report
    3. Pennridge Wastewater Treatment Authority Report
    4. Consider Resolution #2026-5 – Authorization to Sign Award Letter – Green-Light-Go Funding for S. Ridge Rd./W. Park Ave. Signal Modernization Project
    5. Discussion on Food Waste Diversion – Feasibility Study
    6. Update on Park Avenue Improvements Project
  - B. Public Utility Committee Items
    1. Superintendent's Report
    2. Consider Authorization to Engage Professional Consultants to Study the Feasibility of a Behind-the-Meter Solar Project
    3. Consider Authorization for the Staff to Engage in Discussions with Private Property Owners for the Lease or Purchase of Roof Space or Land as Site Locations for Behind-the-Meter Solar
    4. Review and Discuss Solar Proposal from Exact Solar
    5. Installed Capacity Update
  - C. Planning and Zoning Committee Items
    1. Code Enforcement Administrator's Report
    2. Planning Commission Report
    3. Zoning Hearing Board Report
    4. Consider Approval of Waiver of Land Development – Perkasio Regional Authority
  - D. Park and Recreation Committee Items
    1. Park and Recreation Director Report
    2. Consider Reservation Request & Rental Fee Waiver Request – Guth Elementary
    3. Update on Community Garden Grant
  - E. Personnel and Policy Committee Items
    1. Consider Appointments to Boards & Commissions
    2. Consider Hiring of Full-Time Public Works Employee
    3. Consider Resolution #2026-6 – First Contact HR Agreement

4. Consider Resolution #2026-7 – Allow Participation & Voting by Telecommunications’ Device
- F. Finance Committee Items
  1. Taxes Collected
  2. Budget Status
  3. Consider Payment of the Bills
  4. Consider Resolution #2026-8 – Spruce Street Townhouses – Escrow Release #5
  5. Consider Resolution #2026-9 – PACAZ Realty, LLC – Final Escrow Release
  6. Consider Resolution #2026-10 – 208 Ridge Avenue – Final Escrow Release
- G. Economic Development Committee Items
  1. Community & Economic Development Report
  2. Special Events Report
- H. Public Safety Committee Items
  1. Police Report
  2. Fire Department Report
  3. Consider Resolution #2026-11 – Updated Internship Agreement with West Chester University
  4. Update on Police Department Grants
  5. Update on PennDOT Meeting – Walnut Street
- I. Historical Committee Items
  1. Update on New Committee
10. Other New Business
11. Report from Youth Councilors
12. Public Forum
13. Press Forum
14. Executive Session
15. Adjournment

**Next Meeting: Monday, February 2, 2026 – 7:00 PM**

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**MINUTES OF PERKASIE BOROUGH  
COUNCIL MEETING  
DECEMBER 15, 2025**

620 West Chestnut Street  
Perkasie, Pennsylvania

**ATTENDANCE:**

Council Members:

Scott Bomboy  
Chuck Brooks  
Randy Faulkner  
Kelly Laustsen  
Steve Rose  
Jim Ryder  
Robin Schilling  
Dave Weaver  
Dave Worthington  
Shiv Gandevia (absent)  
Colin Moyer (absent)  
Jeff Hollenbach  
Andrea L. Coaxum  
Linda Reid  
Rebecca Deemer  
Lauren Moll  
Robert Schurr  
Harold Stone  
Jeff Tulone  
Jeffrey Garton, Esq.  
Timothy Wallace, P.E.

Youth Councilors:

Mayor:

Borough Manager:

Assistant Borough Manager:

Finance Director:

Parks and Recreation Director:

Police Chief:

Electric Superintendent:

Public Works Director:

Borough Solicitor:

Borough Engineer:

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.

**RECOGNITION OF PENNRIDGE RAMS FOOTBALL TEAM**

Mayor Hollenbach recognized the Pennridge Rams Football team for setting the school record for the most wins in a single season, earning the Suburban One League National Title, and achieving the most play-off wins in school history.

**PRESENTATION TO PERKASIE INDUSTRIAL DEVELOPMENT AUTHORITY**

Mayor Hollenbach presented a Certificate of Appreciation to representatives of Perkasie Industrial Development Authority in recognition of their generous donation to the Borough for upgrades to the amphitheater.

**PRESENTATION TO PIERCE LIBRARY ASSOCIATION**

Mayor Hollenbach presented a Certificate of Appreciation to representatives of the Pierce Library Association, whose vision and stewardship resulted in the construction and opening of the Samuel Pierce branch of the Bucks County Free Library in 1988. He thanked the Association for their dedication to public library service and their commitment to preserving a free library for Perkasie for future generations.

## **PUBLIC HEARING – CONSIDER ORDINANCE #1067 – SET ELECTRIC RATES FOR 2026**

A Public Hearing was held to consider the adoption of an ordinance that would amend the provisions of Chapter 85 of the Perkasio Borough Code titled “Electric Service” being Ordinance 546, enacted April 9, 1984, as Amended. The Solicitor provided an overview of the ordinance and proposed changes. The ordinance was advertised appropriately and there were no comments from the public. Upon a motion by Faulkner, seconded by Weaver, the Public Hearing was closed at 7:15 pm.

## **PUBLIC HEARING – CONSIDER ORDINANCE #1068 – ESTABLISHMENT OF HISTORICAL COMMITTEE**

A Public Hearing was held to consider the adoption of an ordinance that would establish a Perkasio Borough Historical Committee. The Solicitor provided an overview of the ordinance, which was advertised appropriately, and there were no comments from the public. Upon a motion by Bomboy, seconded by Weaver, the Public Hearing was closed at 7:19 pm.

## **PUBLIC FORUM**

Nothing at this time.

## **PRESIDENT’S REMARKS**

Council President Ryder, along with Vice-President Brooks and Council members Bomboy, Faulkner and Rose, all thanked their fellow Council members for the opportunity to serve with them, adding that it has been an honor to serve with all of them. They also thanked the Borough Manager and department heads for their dedication and hard work.

## **APPROVAL OF MINUTES**

Upon a motion by Worthington, seconded by Brooks, Council unanimously approved the minutes from the Council meeting on November 17, 2025 and the Council Committee meeting on December 1, 2025.

## **CORRESPONDENCE AND REPORTS**

### Mayor’s Report

Mayor Hollenbach thanked the Borough staff for an amazing tree lighting, adding that it was just spectacular, and he has had great conversations with people about the event.

### Taxes Collected

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

### Budget Status

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

### Engineer's Report

The Engineer reported that the Pleasant Spring Creek Streambank Stabilization Project began and has paused due to the weather, but should resume in two to three weeks, adding that plantings will be done in the Spring. He 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 November, 2025.

#### Planning Commission Report

The Planning Commission met this month and reviewed an application from Perkasio Regional Authority for a pump booster land development project at the intersection of Ridge Road and Ridge Avenue. The Planning Commission also continued their discussion about accessory dwelling units and the economic development portion of the Borough's Comprehensive Plan.

#### Zoning Hearing Board Report

The Zoning Hearing Board will not meet this month. Council reviewed the written decision for the 505 Constitution Avenue application.

#### Police Report

The Police Chief informed Council that on December 5<sup>th</sup>, Pennsylvania mandated that all law enforcement agencies with a population over 4,000 start collecting data on all traffic stops. That data includes perceived race, perceived gender, the reason for the stop, whether or not the traffic stop resulted in a search of the vehicle, whether the search was consensual and whether the Department had to get a warrant for it. The reasoning behind the data collection is to see the reasons why police departments and law enforcement agencies are stopping individuals, what they're stopping them for and to determine whether or not there is any bias in any police departments in PA.

Chief Schurr then reported that the Borough received the grant from PCCD to fund Chris Doheny's position through September of 2027, adding that it was a competitive grant and he is thankful to Chris for completing the application process. Chief Schurr also thanked all of the officers, Borough staff, Public Works and Electric Departments, the Fire Company and Fire Police, representatives from Bucks County and other law enforcement agencies for all of their assistance with the Tree Lighting, adding that there were no issues and he's received nothing but compliments on the event. Chief Schurr added that he is very thankful to everyone who was involved, and thanked Council for their support.

Upon a motion by Bomboy, seconded by Weaver, Council unanimously accepted the Police Department report for the month of November, 2025.

#### Fire Department Report

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

#### Perkasie Regional Authority Report

Council reviewed the minutes from the Perkasie Regional Authority meeting on November 10, 2025.

## Pennridge Wastewater Treatment Authority Report

Council reviewed the minutes from the Pennridge Wastewater Treatment Authority Board meeting on October 27, 2025.

### New Business

#### **PERSONNEL AND POLICY COMMITTEE**

##### **EXECUTIVE SESSION**

Council adjourned into Executive Session at 7:37 pm to briefly discuss a matter of collective bargaining pertaining to the AFSCME employees. The Council meeting resumed at 7:40 pm.

##### Consider Approval of AFSCME Contract

Upon a motion by Laustsen, seconded by Rose, Council unanimously approved the contract between the Borough of Perkasio and AFSCME Council 13 AFL-CIO, effective January 1, 2026 to December 31, 2029.

##### Discuss Resolution #2025-66 – Council Meeting Schedule for 2026

Council reviewed the draft Council meeting schedule for 2026, which will be considered at the January 5<sup>th</sup> meeting.

##### Consider Resolution #2025-67 – Accident & Illness Prevention Program

Upon a motion by Brooks, seconded by Worthington, Council unanimously approved Resolution #2025-67, a resolution of the Borough Council of Perkasio Borough, Bucks County, Pennsylvania, authorizing the adoption and implementation of the Accident & Illness Prevention Program (AIPP) and directing the Borough Manager to execute and administer the program on behalf of the Borough.

##### Consider Approval of Updated Non-Union Employee Benefits

Upon a motion by Faulkner, seconded by Brooks, Council unanimously approved the updates to the employee benefits manual for the non-union employees.

##### Consider Updated Purchasing Policy for 2025

Upon a motion by Brooks, seconded by Laustsen, Council unanimously approved the updated purchasing policy for 2026 for Perkasio Borough.

##### Update on Boards & Commissions for 2026

Council reviewed an updated list of responses to the openings on the Boards & Commissions for 2026. The deadline for applications has been extended to December 30, 2025 so this can be considered at a meeting in January. Councilman Bomboy clarified that applications can be accepted up until the start of the January 5<sup>th</sup> meeting.

## **PUBLIC WORKS COMMITTEE**

### Review of Superintendent's Report

The Public Works Superintendent informed Council that leaf collection ended due to the snow, adding that the crew collected over 120 loads of leaves and collection went well. Mr. Tulone thanked his crew for the work they did overnight during the inclement weather.

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

### Consider Resolution #2025-68 – Changes to Recycling Center

Council reviewed a draft resolution that proposed changes to the Recycling Center to reflect efficiency, budget, operational needs, staffing and usage patterns. Council members Bomboy, Laustsen, Rose & Ryder thought that there should still be some access to the Recycling Center on Saturdays, since people do yard work, and suggested that this be looked into further. Councilman Brooks thought that removing access on Saturdays would reduce the amount of outside entities coming into the Borough and that it would help out the Public Works Department.

After further discussion, upon a motion by Bomboy, seconded by Rose, Council unanimously voted to table this matter to a future meeting.

### Approve Change Order #1 – 2025 Road Program

Upon a motion by Rose, seconded by Laustsen, Council unanimously approved Change Order #1 for the 2025 Road Program in the amount of \$16,784.78.

## **PUBLIC UTILITY COMMITTEE**

### Review of Superintendent's Report

The Electric Department Superintendent thanked the Council members for their service, adding that it has been a pleasure working with them. Mr. Stone also stated that he is looking forward to working with the new Council members.

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

### Installed Capacity Update

The capacity auction was open from December 4<sup>th</sup> through December 10<sup>th</sup> and the results will be out on December 17<sup>th</sup>.

## **PLANNING AND ZONING COMMITTEE**

### Code Enforcement Administrator Report

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

## **PARKS AND RECREATION COMMITTEE**

### Parks and Recreation Department Report

Councilman Worthington encouraged everyone to stop down to Kulp Park to see the progress on the improvements project.

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

## **FINANCE COMMITTEE**

### Authorization to Pay Bills

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

### Consider Resolution #2025-69 – Adopt 2026 Budget

Upon a motion by Laustsen, seconded by Weaver, Council unanimously approved Resolution #2025-69 to adopt the 2026 budget.

### Consider Resolution #2025-70 – Setting the Tax Rate for 2026

Upon a motion by Faulkner, seconded by Worthington, Council unanimously approved Resolution #2025-70, a resolution of Perkasio Borough Council establishing the tax rate for the year 2026.

### Consider Ordinance #1067 – Set Electric Rates for 2026

Upon a motion by Weaver, seconded by Rose, Council unanimously adopted Ordinance #1067, an ordinance further amending Chapter 85 of the Code of Ordinances of the Borough of Perkasio, titled "Electric Service" being Ordinance 546, enacted April 9, 1984, and as amended.

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

Upon a motion by Rose, seconded by Laustsen, Council unanimously approved Resolution #2025-58, a resolution amending the wage schedule for Perkasio Borough employees for the fiscal year 2026.

### Consider Resolution #2025-64 – Consolidated Fee Schedule for 2026

Upon a motion by Faulkner, seconded by Weaver, Council unanimously approved Resolution #2025-64, a resolution of Perkasio Borough Council that establishes the Consolidated Fee Schedule for 2026.

### Consider Resolution #2025-71 – Green Ridge Estates West – Escrow Release #1

Upon a motion by Schilling, seconded by Weaver, Council approved Resolution #2025-71, a resolution of the Perkasio Borough Council authorizing a reduction in the escrow for the Green Ridge Estates West Project as approved by Gilmore & Associates, Inc., in the amount of \$372,646.12 to reduce the total escrow to \$450,449.84 and authorizing the signature of the Borough Manager on the escrow reduction. Councilman Faulkner abstained.

## **ECONOMIC DEVELOPMENT COMMITTEE**

### Community & Economic Development Report

Council President Ryder thanked the Assistant Borough Manager for her professionalism and for all that she has done for the Borough. Ms. Reid thanked Mr. Ryder for his comments, adding that she is grateful to have worked with all of the Council members and grateful for the opportunities that she has had.

Ms. Reid then reported that Joe Wade persuaded Fox 29 to broadcast live at the Ram on Friday, December 5<sup>th</sup>. All of the Borough departments worked together to get everything ready for the event, and the School District brought in different groups to participate. Mr. Wade acknowledged the Pennridge Rams and their accomplishments this season, recognized the School District, showed off his new rooftop bar and advertised the upcoming Tree Lighting. Ms. Reid highlighted the event, adding that it was a beautiful day. She also provided an overview of the Candy Cane Lane event that took place in the Borough on December 13<sup>th</sup>, adding that it was a great event and that the feedback from the Borough businesses is that they were very busy.

The Committee reviewed the Community & Economic Development Report for the month dated December 11, 2025.

### Consider Special Event Permit Application – Celtic Fest – Upper Bucks Chamber

Upon a motion by Laustsen, seconded by Weaver, Council unanimously approved the special event permit application from the Upper Bucks Chamber of Commerce for Celtic Fest on Saturday, March 14, 2026 from 11:00 am to 4:00 pm, contingent upon recommendations made by the Police Chief after his meeting with the Chamber in January. 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**

### Announcement of Grant Award – PA Commission on Crime & Delinquency

Council President Ryder reiterated that the Borough received a grant for up to \$194,488.00 to support the continuation of the Civilian Community Relations Program and Chris Doheny's position with the Borough.

## **HISTORICAL COMMITTEE**

### Consider Ordinance #1068 – Establishment of Historical Committee

Upon a motion by Bomboy, seconded by Worthington, Council unanimously approved Ordinance #1068, an ordinance of the Borough of Perkasio, Bucks County, Pennsylvania, establishing the Perkasio Borough Historical Committee.

### Acknowledgement of Outgoing Borough Council Members

Mayor Jeff Hollenbach and the Borough Manager acknowledged the five outgoing Borough Council members and expressed their appreciation to all of them. Councilwoman Schilling also thanked everyone on Council

#### **OTHER NEW BUSINESS**

Nothing at this time.

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

The Youth Councilors were not present at the meeting.

#### **PUBLIC FORUM**

Nothing at this time.

#### **PRESS FORUM**

Nothing at this time.

#### **ADJOURNMENT**

The meeting adjourned at 8:20 pm.

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Andrea L. Coaxum  
Borough Manager/Secretary



**MINUTES OF PERKASIE BOROUGH  
COUNCIL RE-ORGANIZATION MEETING  
JANUARY 5, 2026**

620 West Chestnut Street  
Perkasie, Pennsylvania

**ATTENDANCE:**

Council Member:

Lilli Benner  
Jaclyn Cornelius  
Collin Garr  
Joe Green  
Emma Hawkins  
Kelly Laustsen  
Robin Schilling  
Dave Weaver  
Dave Worthington  
Shiv Gandevia  
Colin Moyer (Absent)  
Jeff Hollenbach  
Andrea L. Coaxum  
Linda Reid  
Rebecca Deemer  
Lauren Moll  
Robert Schurr  
Harold Stone  
Jeff Tulone  
Brendan Callahan, Esq.  
Doug Rossino, P.E.

Youth Councilors:

Mayor:

Borough Manager:

Assistant Borough Manager:

Finance Director:

Parks and Recreation Director:

Police Chief:

Electric Superintendent:

Public Works Director:

Borough Solicitor:

Borough Engineer:

**RE-ORGANIZATION MEETING**

Mayor Jeff Hollenbach welcomed everyone to the re-organization meeting at 7:00 pm.

**Administration of Oaths of Office and Presentation of Certificates of Election**

Mayor Hollenbach administered the Oaths of Office and presented Certificates of Election to Judith Patton, Lilli Benner, Jaclyn Cornelius, Collin Garr, Joe Green, Emma Hawkins and Dave Worthington.

Mayor Hollenbach then called the meeting to order at 7:08 pm.

**Election of Officers**

**Nominations for Borough Council President**

Mayor Hollenbach opened the floor for nominations for Borough Council President. Council Member Worthington nominated Kelly Laustsen, which was seconded by Council Member Weaver.

Council Member Laustsen nominated Robin Schilling. Council Member Green nominated Jaclyn Cornelius. Nominations were closed. The nomination for Kelly Laustsen received 3 votes, and the nomination for Robin Schilling received 5 votes, so Robin Schilling was elected to the position of Council President.

### **Nominations for Borough Council Vice-President**

The Mayor then opened the floor for nominations for Vice-President. Council Member Worthington nominated Kelly Laustsen, which was seconded by Council Member Weaver. Council Member Benner nominated Jaclyn Cornelius. Nominations were closed. The nomination for Kelly Laustsen received 4 votes, and the nomination for Jaclyn Cornelius received 6 votes, so Jaclyn Cornelius was elected to the position of Council Vice-President.

### **Appointment of Borough Council Committees and Liaisons**

Council President Robin Schilling made the following appointments to the various Council Committees:

#### **Public Works**

**Chair:** Dave Weaver  
**Vice Chair:** Collin Garr  
Joe Green  
Dave Worthington

#### **Finance**

**Chair:** Robin Schilling  
**Vice Chair:** Jaclyn Cornelius  
Joe Green  
Dave Weaver

#### **Public Utility**

**Chair:** Joe Green  
**Vice Chair:** Dave Weaver  
Jaclyn Cornelius  
Collin Garr

#### **Economic Development**

**Chair:** Kelly Laustsen  
**Vice Chair:** Emma Hawkins  
Robin Schilling  
Dave Weaver

#### **Planning & Zoning**

**Chair:** Collin Garr  
**Vice Chair:** Kelly Laustsen  
Emma Hawkins  
Dave Weaver

#### **Public Safety**

**Chair:** Lilli Benner  
**Vice Chair:** Kelly Laustsen  
Mayor Jeff Hollenbach  
Collin Garr  
Robin Schilling

#### **Parks & Recreation**

**Chair:** Dave Worthington  
**Vice Chair:** Lilli Benner  
Emma Hawkins  
Kelly Laustsen

#### **Historical**

**Chair:** Emma Hawkins  
**Vice Chair:** Dave Worthington  
Lilli Benner  
Jaclyn Cornelius

#### **Personnel & Policy**

**Chair:** Jaclyn Cornelius  
**Vice Chair:** Joe Green  
Lilli Benner  
Robin Schilling

Consider Resolution #2026-1 – Appointment of Borough Solicitor

Upon a motion by Laustsen, seconded by Worthington, Council unanimously approved Resolution #2026-1, a resolution of the Borough of Perkasio appointing Jeffrey P. Garton of Begley, Carlin & Mandio, LLP as the legal representative and general counsel for the Borough of Perkasio.

Consider Resolution #2026-2 – Appointment of Borough Engineer

Upon a motion by Weaver, seconded by Worthington, Council unanimously approved Resolution #2026-2, a resolution of the Borough of Perkasio appointing Douglas C. Rossino of Gilmore & Associates, Inc. as the engineering firm for the Borough of Perkasio.

Consider Re-Opening the 2026 Budget

A motion was made by Council Member Garr to re-open the 2026 budget, but was not seconded, so the motion did not carry.

Consider Resolution #2026-3 – Council Meeting Schedule for 2026

Upon a motion by Cornelius, seconded by Weaver, Council unanimously approved Resolution #2026-3, the Council meeting schedule for 2026.

The meeting adjourned at 7:21 PM.

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Andrea L. Coaxum  
Borough Manager/Secretary

**MINUTES OF PERKASIE BOROUGH  
COUNCIL COMMITTEES MEETING  
JANUARY 5, 2026**

**ATTENDANCE:**

Council Member:

Lilli Benner  
Jaclyn Cornelius  
Collin Garr  
Joe Green  
Emma Hawkins  
Kelly Laustsen  
Robin Schilling  
Dave Weaver  
Dave Worthington  
Shiv Gandevia  
Colin Moyer (Absent)  
Jeff Hollenbach  
Andrea L. Coaxum  
Linda Reid  
Rebecca Deemer  
Lauren Moll  
Robert Schurr  
Harold Stone  
Jeff Tulone  
Brendan Callahan, Esq.  
Doug Rossino, P.E.

Youth Councilors:

Mayor:

Borough Manager:

Assistant Borough Manager:

Finance Director:

Parks and Recreation Director:

Police Chief:

Electric Superintendent:

Public Works Director:

Borough Solicitor:

Borough Engineer:

Council President Schilling convened the meeting at 7:22 pm. An invocation was given by Mayor Hollenbach, which was followed by the Pledge of Allegiance.

**PUBLIC FORUM**

Nothing at this time.

**ADDITION TO AGENDA**

Upon a motion by Schilling, seconded by Cornelius, Council approved a motion to add an item to the agenda to open discussion about the staff researching renewable energy to lower the power purchase price.

**CONSIDER RESEARCHING RENEWABLE ENERGY TO LOWER THE POWER PURCHASE PRICE**

After some discussion, upon a motion by Green, seconded by Cornelius, Council unanimously directed the staff to research renewable energy to lower the power purchase price.

**PUBLIC WORKS COMMITTEE**

There was no business to bring before the Public Works Committee.

## **PUBLIC UTILITY COMMITTEE**

### Perkasie Wholesale Power Cost Monthly Report

The Committee reviewed Perkasie's November 2025 Wholesale Power Cost Summary Report provided by GDS Associates. Councilman Weaver summarized the recent call that he and the staff had with GDS Associates.

## **PLANNING AND ZONING COMMITTEE**

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

Council Member Laustsen informed Council that the Planning Commission is continuing their discussions about accessory dwelling units.

## **PARK AND RECREATION COMMITTEE**

There was no business to bring before the Park and Recreation Committee.

Council Member Worthington informed Council that pool sales are going well, and the Park & Recreation Board has been researching guidance pertaining to e-bikes.

## **PERSONNEL AND POLICY COMMITTEE**

### Consider Appointments to Boards, Committees, Authorities & Commissions

Council Vice-President Cornelius thanked all of those who submitted applications and those who were in attendance at the meeting.

### **Perkasie Regional Authority**

Nominations were opened for a five-year term on the Perkasie Regional Authority Board. Upon a motion by Laustsen, seconded by Weaver, Council unanimously appointed Tom Horn to the Perkasie Regional Authority Board for a five-year term through December, 2030.

### **Perkasie Planning Commission**

Nominations were opened for two four-year terms on the Perkasie Planning Commission. Upon a motion by Worthington, seconded by Laustsen, Council re-appointed Heather Nunn and Dale Schlegel to the Perkasie Planning Commission for four-year terms through December, 2029. The motion carried 5-4.

Nominations were opened for a one-year term on the Perkasie Planning Commission. Upon a motion by Laustsen, seconded by Green, Council appointed Patrick Freeman to the Perkasie Planning Commission for a one-year term through December, 2026. The motion carried 8-1.

## **Zoning Hearing Board**

Nominations were opened for a five-year term on the Zoning Hearing Board. Upon a motion by Worthington, seconded by Cornelius, Council appointed Tim Rimmer to the Zoning Hearing Board for a five-year term through December, 2030. The motion carried 8-1.

Nominations were opened for a one-year term to the Zoning Hearing Board. Upon a motion by Garr, seconded by Weaver, Council unanimously appointed Sue Bower to the Zoning Hearing Board for a one-year term through December, 2026.

Nominations were opened for two three-year terms as Alternates to the Zoning Hearing Board. Council Member Worthington made a motion to appoint Mairi Schuler and Christopher Passante as alternates to the Zoning Hearing Board. Since Christopher Passante applied for a different Board, it was suggested that the staff reach out to Christopher to determine whether or not he would be interested in a position on the Zoning Hearing Board.

Council Member Worthington rescinded his original motion and made a motion to appoint Mairi Schuler as an alternate to the Zoning Hearing Board through December, 2028, and to delay the appointment of the second alternate to the January 20<sup>th</sup> meeting. Council Member Hawkins made a motion to appoint Steve Nathan and Naomi Coll to the two alternate positions to the Zoning Hearing Board.

The Solicitor informed Council that they needed to vote on the motion put forth first. Upon a motion by Worthington, seconded by Green, Council appointed Mairi Schuler to a three-year term as an alternate to the Zoning Hearing Board through December, 2028, and postponed the appointment for the second alternate position to the January 20<sup>th</sup> Council meeting. The motion carried 6-3.

## **Pennridge Wastewater Treatment Authority Board**

Nominations were opened for a five-year term to the Pennridge Wastewater Treatment Authority Board. Upon a motion by Worthington, seconded by Benner, Council unanimously appointed Steve Rose to a five-year term to the Pennridge Wastewater Treatment Authority Board for a five-year term through December, 2030.

## **Civil Service Commission**

Nominations were opened for a one-year term to the Civil Service Commission. Upon a motion by Worthington, seconded by Cornelius, Council unanimously appointed Randy Faulkner to the Civil Service Commission for a one-year term through December, 2026.

## **Vacancy Board**

Nominations were opened for a one-year term to the Vacancy Board. Upon a motion by Garr, seconded by Green, Council voted to postpone the appointment to the Vacancy Board until the January 20<sup>th</sup> meeting, since one of the applicants for this Board is being considered for the Zoning Hearing Board. The motion carried 7-2.

## **Park & Recreation Board**

Nominations were opened for four three-year terms to the Park & Recreation Board. Upon a motion by Laustsen, seconded by Cornelius, Council unanimously appointed Joe Koenig, Lynne Killus-Rainey, Joel Nieto and Robyn Rapp to the Park & Recreation Board for three-year terms through December, 2028.

## **Perkasie Historical Committee**

Nominations were opened for various terms to the Perkasie Historical Committee.

Upon a motion by Garr, seconded by Laustsen, Council unanimously appointed Lee Metzger and Scott Bomboy to two four-year terms on the Perkasie Historical Committee through December, 2029.

Upon a motion by Laustsen, seconded by Worthington, Council unanimously appointed Rick Doll to a three-year term to the Perkasie Historical Committee through December, 2028.

Upon a motion by Worthington, seconded by Laustsen, Council unanimously appointed Matt Lynch to a two-year term to the Perkasie Historical Committee through December, 2027.

Upon a motion by Laustsen, seconded by Worthington, Council unanimously appointed Aaron Clark to a one-year term to the Perkasie Historical Committee through December, 2026.

## **FINANCE COMMITTEE**

### Consider Resolution #2026-4 – Authorization to Pay Certain Bills between Council Meetings

Upon a motion by Worthington, seconded by Weaver, Council unanimously approved Resolution #2026-4, a resolution of the Perkasie Borough Council establishing procedures for the payment of certain bills between public meetings, upon prior approval by Council.

### Payment of the Bills

Upon a motion by Weaver, seconded by Worthington, Council unanimously approved the payment of the bills.

## **ECONOMIC DEVELOPMENT COMMITTEE**

There was no business to bring before the Economic Development Committee.

## **PUBLIC SAFETY COMMITTEE**

There was no business to bring before the Public Safety Committee.

## **HISTORICAL COMMITTEE**

There was no business to bring before the Historical Committee

## **REPORT FROM YOUTH COUNCILORS**

Youth Councilor Shiv Gandevia reported that the students just returned from break today, and Keystone testing is scheduled for January 6<sup>th</sup> through the 9<sup>th</sup>, and January 13<sup>th</sup> and 14<sup>th</sup>.

## **OTHER BUSINESS**

Nothing at this time.

## **PUBLIC FORUM**

Resident Lee Rush from 128 Ridge Avenue thanked the newly-elected Council members and extended his best wishes to them, adding that he loves living in Perkasio. Mr. Rush suggested that the Council meetings be live streamed, and also suggested that the Council look into expanding the Council table to include the Youth Councilors by adding 2 seats to either end of the dais. Mr. Rush thanked Council for all of their volunteering and wished them a good year.

Resident Walter Rada from 110 Virginia Avenue expressed his concerns about the safety of the intersections on Walnut Street at Virginia Avenue and Dill Avenue, near the gas station and Free Will Brewing, adding that there have been 2 accidents at those intersections in the past year. He stated that he does not see crosswalks for pedestrians to cross at either of those intersections, and suggested that crosswalks be added and lit in some way with a flashing light when those businesses are open.

The Borough Manager informed Mr. Rada that the Borough has a meeting later this week with PennDot and Representative Shelby Luns to discuss the poor condition of Walnut Street, and that the possibility of adding a crosswalk will be part of that meeting, but that the Borough is at the whims of PennDOT, since Walnut Street is a PennDOT-owned road.

Council President Schilling congratulated everyone and thanked all of those who attended the meeting, adding that we would love to see you back and it is always wonderful to have people attend for input and discussion, so people are always welcome back.

## **ADJOURNMENT**

The meeting adjourned at 8:11 pm.

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Andrea L. Coaxum  
Borough Manager/Secretary



## **ASSISTANT BOROUGH MANAGER REPORT – January 13th 2026**

### **PROJECT MANAGEMENT**

- **PARK AVENUE IMPROVEMENT PROJECT:**

- Thrilled to share that Perkasio Borough has been awarded \$425,240 in funding from PennDOT's Green Light Go program. The total project cost is \$531,550 and the Borough's match of \$106,310 is identified in the 2026 budget. The Green Light Go award will fund vehicle and pedestrian improvements at the intersection of Ridge Rd and W. Park Ave.
- Submitted the Transportation Alternative Set Aside (TASA) application for \$1,496,574 in funding of pedestrian and bicycle components of the larger Park Ave Improvement Project. Expect announcement February / March of 2026. TASA requires no formal match but does require that grantees pay for design & engineering while TASA funds all construction. If the application is successful, Perkasio Borough will use HUD funding (awarded and available) to fund the design & engineering.
- Congressionally Directed Funding (HUD): Environmental Review and Project Action Plan for Park Avenue have been approved by HUD. \$2,058,180 now available for draw down.
- The Borough's application for \$1million in Local Share Account (Statewide) funding for pedestrian improvements along W. Park Avenue was unsuccessful.
- Webpage updated on Borough website describing the project and anticipated funding sources.

- **SEPTA FREIGHT CAR:**

- Continuing conversations with SEPTA's Real Estate office regarding a long-term lease on the Freight House parcel at 8<sup>th</sup> & Market. Waiting on revised lease terms from SEPTA.

- **STREET TREE REPLACEMENT PROJECT**

- Investigating the possibility of submitting for DCNR funding for the replacement of aged street trees in the town center. Working with contractors on project estimates and have a site visit scheduled with DCNR Urban Forestry staff on 1/13/26 to determine project eligibility.

- **CYBERSECURITY:**

- Acceptable Use Policy and Incident Response Plan are with the Borough's solicitor for review.
- Monitoring internal compliance with staff training and developing staff training plan for 2026

- **FOOD WASTE & ORGANICS DIVERSION**

- This project will examine the feasibility of future food waste diversion from the Borough's waste stream. Perkasio Borough was awarded Technical Assistance from the DEP in the amount of \$7,800 for this feasibility study. Final report expected end March 2026.
- Site visit with SCS Engineers took place on 12/15/25. Discussion led to slight change in scope – details in memo to Council in the 01/20/2026 Council packet.

- **ECONOMIC DEVELOPMENT PLAN UPDATE PROJECT**

- Described in Community & Economic Development Status Report

- **INTERNAL PROJECTS**

- Workrules & Policy review: drafted policies for review – including acceptable use of artificial intelligence, social media use, Act 18 (cellphone use while driving), access control , and accepting donations. Reviewing work manual and prioritizing work policies for revision.

- o Drafting Council committee priorities, created orientation packet for new Council members, coordinated transition from Dropbox to OneNote for Council packets.
- o Safety Committee – relaunching Borough Safety Committee, first meeting on January 20<sup>th</sup> includes training from Delaware Valley Trusts on committee function and role of members.
- o Drafting staff training calendar 2026
- o Managed planning & zoning, code, economic development, events, issues and staff as needed
- o Wrote news articles, memos, press releases across Borough departments as needed
- o Research and documentation on projects across Borough departments as needed

**PROFESSIONAL DEVELOPMENT / CONFERENCES / MEETINGS:**

- Ribbon cutting / Life by Design Coaching
- PennDOT Green Light-Go 2025 awardee informational session
- Shelby Labs & PennDOT execs regarding necessary repairs & safety issues on E. Walnut St
- Bucks County Solid Waste Advisory Council meeting
- PA Association Zoning Officers - Bucks County Planning Commission annual legislative update
- DCNR Site Visit / Street Tree Replacement Project



**PERKASIE BOROUGH  
BOROUGH ENGINEER STATUS REPORT  
FOR OPEN DEVELOPMENT AND MUNICIPAL PROJECTS  
AS OF DECEMBER 28, 2025**

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**SUBDIVISION AND LAND DEVELOPMENT PROJECTS (ACTIVE)**

**1. Constitution Square**

108 East Walnut Street

- Visited the site on November 24, 2025 to review the status of the punch list items.
- Reviewed the 2<sup>nd</sup> revised As-Constructed Utility Asbuilt Plans and prepared the As-Constructed Utility As-Built Plans Approval Letter dated December 17, 2025.
- Prepared the 3<sup>rd</sup> Final Site Punch List dated December 17, 2025.
- Miscellaneous coordination with G&A Staff.
- Project is in the Punch List Phase of Construction with the majority of punch list items relating to landscaping, which cannot be completed during the winter months.

**2. Spruce Street Townhouses**

W. Spruce Street

- Miscellaneous correspondence with Developer.

**3. Spruce Street Redevelopment**

601 Spruce Street

- No action has taken place by G&A this month.

**4. Glen Enterprises Building Permit**

1215 N. Ridge Road

- No action has taken place by G&A this month.

**5. Rolftech, LLC Grading Permit**

118 S. 2<sup>nd</sup> Street

- No action has taken place by G&A this month.

**6. 8<sup>th</sup> Street Commons (Apartment Building)**

N. 8<sup>th</sup> Street

- No action has taken place by G&A this month.

**7. Perry Mill (a.k.a. 8<sup>th</sup> Street Commons Rowhomes)**

N. 8<sup>th</sup> Street

- Visited the site on November 24, 2025 to review the status of construction.
- Reviewed both the As-Constructed Building Plan and revised As-Constructed Building Plan for Lots 20-28 and prepared the As-Constructed Building Plan Approval Letter dated December 3, 2025.
- Continued the Site Observation.
- Miscellaneous correspondence with G&A Staff.
- Project is in the Construction Phase with most of the construction currently focused on the completion of the second rowhome building (Units 15-28).

8. **306 N. Fifth Street Redevelopment (a.k.a. Chant Tract)**

306 N. 5<sup>th</sup> Street

- Reviewed the revised Field Change Requests and prepared the Field Change Approval Letter dated December 10, 2025.
- Prepared for and Attended Site Meeting with Borough Staff, Applicant and Contractors on December 16, 2025 to discuss phasing of project.
- Continued the Site Observation.
- Miscellaneous coordination and correspondence with G&A Staff, Borough Staff and Applicant.
- Project is in the Construction Phase with most of the construction currently focused on the completion of Phase One in order to open the Thrift Store.

9. **Green Ridge Estates East**

28 North Ridge Road

- Visited the site on November 24, 2025 to compare the stormwater as-built plans to the as-built features.
- Reviewed the 2<sup>nd</sup> revised As-Built Plan for Lots 2-5 and prepared the As-Built Plan Approval Letters dated December 17, 18 and 23, 2025.
- Continued to review the Public Improvements As-Built Plans and prepared the 1<sup>st</sup> Public Improvement and Pipe Profile As-Built Review Letter dated November 25, 2025.
- Miscellaneous correspondence with Developer.
- Project is in the Punch List Phase of Construction.

10. **124 S. 3<sup>rd</sup> Street Building Permit**

124 S. 3<sup>rd</sup> Street

- No action has taken place by G&A this month.

11. **Restaurant and Beer Garden**

606 W. Chestnut Street

- No action has taken place by G&A this month.

12. **The Kratz Tract**

N. 5<sup>th</sup> Street & W. Blooming Glen Drive

- No action has taken place by G&A this month.

13. **WP Perkasie LLC Conditional Use**

N. 5<sup>th</sup> Street & W. Blooming Glen Drive

- No action has taken place by G&A this month.

14. **Green Ridge Estates West**

414 South Ridge Road

- Visited the site on November 24, 2025 to review the status of construction.
- Reviewed all required documentation, Certified Quantities, Updated Escrow Status Report, and Prepared Recommendation Letter and Certificate of Completion for the Request for Financial Security Escrow Release #1 dated December 9, 2025.
- Continued the Site Observation.
- Miscellaneous coordination with G&A Staff.
- Project is in the Construction Phase with the focus on the sale and development of each individual lot.

15. **Griffo Tract Lot 1**

510 Haven Court

- No action has taken place by G&A this month.

16. **65 S. Main Street**

65 S. Main Street

- No action has taken place by G&A this month.

17. **200 S. Main Street**

200 S. Main Street

- No action has taken place by G&A this month.

18. **1229 N. Ridge Road**

1229 N. Ridge Road

- Miscellaneous correspondence with Design Consultant.

19. **545 Constitution Avenue**

545 Constitution Avenue

- Project is complete and shall be removed from next Status Report.

20. **601 W. Park Avenue**

601 W. Park Avenue

- No action has taken place by G&A this month.

21. **911 N. 7<sup>th</sup> Street**

911 N. 7<sup>th</sup> Street

- No action has taken place by G&A this month.

22. **The Mill Property**

200 S. Main Street

- No action has taken place by G&A this month.

23. **140 S. Main Street**

140 S. Main Street

- No action has taken place by G&A this month.

24. **Nyce Minor Subdivision**

1017 N. Ridge Road

- No action has taken place by G&A this month.

25. **200 Wyckford Drive**

200 Wyckford Drive

- No action has taken place by G&A this month.

26. **Perkasie Square Shopping Center**

505 Constitution Avenue

- No action has taken place by G&A this month.

27. **135 S. Main Street**

135 S. Main Street

- No action has taken place by G&A this month.

28. **9 Fairview Avenue**

9 Fairview Avenue

- Reviewed the 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup> and 5<sup>th</sup> Submittal Packages and prepared correspondence to Contractor dated November 26 and December 2 and 9, 2025.
- Reviewed revised Stormwater Agreement prepared by Borough Solicitor.
- Miscellaneous correspondence with G&A Staff, Contractor and Prefabricator.
- Project is in the Construction Phase with the focus on the completion of the lot.

29. **Grandview Avenue**

Grandview Avenue

- No action has taken place by G&A this month.

30. **620 S. 4<sup>th</sup> Street**  
620 S. 4<sup>th</sup> Street
  - No action has taken place by G&A this month.
31. **108 N. Ridge Road**  
108 N. Ridge Road
  - No action has taken place by G&A this month.
32. **250 W. Market Street**  
250 W. Market Street
  - No action has taken place by G&A this month.
33. **36 S. Main Street**  
36 S. Main Street
  - No action has taken place by G&A this month.
34. **Perkasie Regional Authority – Reservoir Booster Pump Station**  
N. Ridge Road & Ridge Avenue
  - Continued to review the Waiver of Land Development Submission Package and finalized the 1<sup>st</sup> Waiver of Land Development Review Letter dated December 3, 2025.
  - Prepared for and Attended Planning Commission Meeting on December 10, 2025 to discuss Waiver of Land Development, which was recommended.
  - Miscellaneous correspondence with G&A Staff, Borough Staff and Design Consultant.
35. **Perkasie Regional Authority – Well #10 Treatment Center**  
Spring Lane
  - No action has taken place by G&A this month.
36. **35 S. Main Street**  
35 S. Main Street
  - Continued to review the Grading Permit Plan Submission Package and finalized the 1<sup>st</sup> Grading Permit Plan Review Letter dated December 3, 2025.
37. **104 S. 2<sup>nd</sup> Street**  
104 S. 2<sup>nd</sup> Street
  - Reviewed the Grading Permit Plan Submission Package and prepared the 1<sup>st</sup> Grading Permit Plans Review Letter dated December 11, 2025.
  - Miscellaneous coordination with G&A Staff.

#### **SUBDIVISION AND LAND DEVELOPMENT PROJECTS (INACTIVE)**

1. **The Perk Restaurant Addition**  
501 E. Walnut Street
  - No action has taken place by G&A this month.
2. **Jelski Minor Subdivision**  
11 Fairview Avenue
  - No action has taken place by G&A this month.
3. **Piper Group Land Development**  
Ridge Road (S.R.0563)
  - No action has taken place by G&A this month.
4. **Tecce Subdivision**  
North Ridge Road
  - No action has taken place by G&A this month.

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## **GENERAL BOROUGH PROJECTS**

### **1. NPDES MS4, Phase II**

Borough Wide

- Reviewed additional submittals for the Pleasant Spring Creek Streambank Stabilization Project and prepared the 2<sup>nd</sup> Submittal Review Letter dated November 25, 2025.
- Started the Site Observation for the Pleasant Spring Creek Streambank Stabilization Project.
- Documentation for annual reporting.
- Miscellaneous coordination and correspondence with G&A Staff, Borough Staff and Contractor.

### **2. 2025 Road Program**

Borough Wide

- Reviewed all required documentation from Paving Contractor, including closeout documents, prepared Application for Payment Request #2-Final and Letter and Change Order #1-Final for the 2025 Road Program, assembled application package dated December 12, 2025 and emailed package to Borough.
- Miscellaneous correspondence with G&A Staff, Borough Staff and Contractors.

### **3. Zoning Services**

- No action has taken place by G&A this month.

### **4. BTM Peaking Project**

W. Market Street

- No action has taken place by G&A this month.

### **5. South Perkasie Covered Bridge**

Lenape Park

- No action has taken place by G&A this month.

### **6. SEPTA Freight House Parcel**

W. Market Street and N. 8<sup>th</sup> Street

- No action has taken place by G&A this month.

### **7. W. Park Avenue Improvements**

W. Park Avenue

- No action has taken place by G&A this month.

### **8. W. Market Street Traffic Study**

W. Market Street

- No action has taken place by G&A this month.

### **9. Hazard Mitigation Grant Program**

Borough Wide

- No action has taken place by G&A this month.

### **10. S. 7<sup>th</sup> Street Endwall Project**

S. 7<sup>th</sup> Street Culvert

- No action has taken place by G&A this month.

### **11. Private Alley Storm Sewer System**

Alley between Race & Arch Streets

- No action has taken place by G&A this month.

### **12. Parking Lot Condition Survey**

Borough Wide

- No action has taken place by G&A this month.

**13. Kulp Park Baseball Field Improvements**

Kulp Park

- Visited the site on November 24, 2025 to review the punch list items for GeoSport.
- Continued the Site Observation.
- Miscellaneous correspondence with G&A Staff, Borough Staff, Concrete Contractor, Keystone, and GeoSport.
- Project is in the Construction Phase with most of the construction currently focused on the grading of the infield.

**14. Perkasie National Historic Preservation District Nomination**

Borough Wide

- No action has taken place by G&A this month.

**15. Borough Open Space Survey**

Penny Lane Open Space

- No action has taken place by G&A this month.

**16. Menlo Aquatic Center Leisure Pool Coping Replacement Project**

Menlo Aquatic Center

- Prepared the Final Site Punch List Complete Letter for the Menlo Aquatic Center Coping Replacement Project dated December 2, 2025.
- Continued the Site Observation.
- Miscellaneous correspondence with G&A Staff and Borough Staff.

**17. Misc. Consulting Services**

- Attended Council Meeting on December 1, 2025.
- Prepared December's Engineer's Report.
- Prepared for and Attended Planning Commission Meeting on December 10, 2025.
- Prepared for and Attended Council Meeting on December 15, 2025 to present Engineer's Report.
- Miscellaneous coordination and correspondence with G&A Staff, Borough Staff, UGI, and Elected Officials.



**PUBLIC WORKS  
SUPERINTENDENTS REPORT DECEMBER 2025**

<b>FUNCTION</b>	<b>MAN HOURS</b>	<b>OT HOURS</b>	<b>GROSS PAYROLL</b>
Street Maintenance	59.50		\$1,838.42
Leaf Collection	333.25		\$10,026.41
Parks and Playgrounds			
Refuse Collection	444.50		\$10,979.06
Recycling	286.50		\$7,225.67
Winter Maintenance	148.50	6.00	\$4,854.18
Grounds Maintenance	149.00		\$4,597.44
Janitor -Borough Wide	78.00		\$2,442.96
Traffic Control			
Borough Hall			
Pool			
Other Mowing			
Supervision			
Workers' Comp.	120.00		\$2,113.56
Miscellaneous	20.00		\$620.68
Stand-by Time	28.00		\$1,282.68
Vacation	56.00		\$1,808.32
Sick Time	68.00		\$2,226.08
Personal/Bereavement	24.00		\$778.88
Education			
Comp time added	233.50		
Comp time used	170.25		\$5,207.47
Special Projects	6.00		\$208.32
Park & Rec Projects			
Community & Economic Development			
Assist Fire Co.			
Safety Meetings			
Holiday	160.00		\$4,965.44
<b>Total Overtime for Month</b>		<b>6.00</b>	
<b>Grand Totals</b>	<b>2385.00</b>		<b>\$61,175.57</b>

**PUBLIC WORKS DEPARTMENT  
DIRECTORS' ACTIVITY REPORT**

- Attend meetings, Council, staff, and engineering
- Prepare department task list
- Approved invoices submitted for payment
- Order and pick up supplies
- Deliver trash bags to vendors
- Meet with staff to discuss department-related issues
- Handle residents' concerns over department-related issues
- Arrange for picking up recyclable materials
- Performed monthly Borough Hall safety inspection
- Prepared letters, reports, and memos

**PUBLIC WORKS DEPARTMENT  
CREW ACTIVITY REPORT**

- Pick up trash and recyclable materials curbside
- Haul trash and recyclable materials for disposal
- Open and clean park restrooms daily
- Clean bike path and remove trash
- Pick up litter in parks
- Deliver trash bags to vendors
- Perform maintenance on department vehicles
- Baled Cardboard and Paper
- Cleaned Borough Buildings
- Collected 28 Loads of leaves for a total of 122 for the season
- Brined roads
- Salted roads
- Plowed roads
- Patched Potholes
- Collected 230.79 tons of refuse for a year-end total of 2399.21 tons
- Collected 27.63 tons of comingled from the street for a year-end total of 274.37 tons
- Shipped out 20 bales of paper or one trailer loadDecember

MINUTES OF THE REGULAR MEETING  
OF THE MONTH OF DECEMBER  
PERKASIE REGIONAL AUTHORITY  
MONDAY, DECEMBER 8, 2025

The regular meeting of the month was convened in the Authority Office, 150 Ridge Road at 5:28 p.m. on December 8, 2025 by Vice Chairman J. Thomas Horn. Attending in addition to the Vice Chairman were Board Members Vicki Miller, Stephen Algeo and Gregory Martin. Absent from the meeting with consent of the Board was David Watt. Staff members present: Nicholas Fretz, Manager, Sean Torpey, Engineer, John N. Schaeffer, III, Esquire, Solicitor, and Laura Snyder, Accounts Payable.

**NEW BUSINESS:**

None this meeting.

**EXECUTIVE SESSION:**

None this meeting.

**MINUTES:**

Upon motion by Martin, seconded by Miller, the Minutes of the regular meeting of November 10, 2025 were unanimously approved as written.

**PUBLIC FORUM:**

- a) 218 Strassburger Rd. – Cheryl Baxavaneos requested relief from her bill due to a water softener cycling issue that has since been fixed.  
**See Official Board Action**
- b) 519 Race St. – Shannon Short requested relief from her bill due to a leaky toilet that has since been fixed.  
**See Official Board Action**

**CORRESPONDENCE:**

- a) None this meeting.

**PWTA:**

- a) Minutes from the October 2025 meeting
- b) October 2025 flow reports
- c) Amended & Restated PWTA Plant Agreement – Draft
- d) Perkasio Borough Letter. RE: PWTA Agreement – The Manager presented to the Board the Perkasio Borough Letter regarding PWTA Agreement. The Board directed the Manager to set up a meeting with Perkasio Borough.

**FINANCIAL INFORMATION:**

- a) Balance Sheet for November 2025
- b) Profit and Loss Budget Overview Reports for November 2025
- c) Statement of Trust Funds – November 2025
- d) Revenue Fund Requisition Number 611 in the amount of \$164,808.18.
- e) Bond Redemption and Improvement Fund Requisition Number 1251 thru 1254 in the total amount of \$38,224.11.
- f) Developer Escrow Releases & Summaries

Upon motion by Martin, seconded by Algeo, the Financial Information was unanimously approved.

**OPERATIONS REPORT:**

- a) Activity Report for November 2025
- b) Average production by month for November 2025
- c) Precipitation Report for November 2025
- d) Water Production Reports for November 2025
- e) Sewer truck reports

Upon motion by Martin, seconded by Algeo, the Operations Report was unanimously approved.

**SOLICITOR'S REPORT:**

- a) PWTa Draft Agreement – The Solicitor stated that the Manager would be setting up a meeting with Perkasié Borough to discuss the agreement.

Upon motion by Miller, seconded by Martin, the Solicitor's Report was unanimously approved.

**ENGINEER'S REPORT:**

- a) 8<sup>th</sup> Street Commons – The Engineer stated that there was no change in the progress of the project.
- b) Spruce Street Townhouses – The Engineer stated that there was no change in the progress of the project. Final punch list had been completed and they were waiting on receipt of as-built plans before final acceptance.
- c) Lawn Ave. Subdivision - The Engineer stated that there was no change in the progress of the project. He stated that he was waiting for a revised set of plans.
- d) McClennen Tract – The Engineer stated that there was no change in the progress of the project. He stated that they were developing a punch list of remaining work to be done for final inspection.
- e) Green Ridge Estates West – The Engineer stated that there was no change in the progress of the project. The final tests had been completed and they were waiting for the contractor to schedule the capping of the existing services.
- f) Well #10 – The Engineer stated that there was no change in the progress of the project. They completed the borings for the geotechnical survey and were waiting for the finalized report. They also completed the infiltration tests on site.
- g) Well 14 – The Engineer stated that there was no change in the progress of the project. They received a response regarding our Stormwater Management and Elevation Certification packet and were working through the comments. They began designing the building's internal plan set and laying out the proposed pipe skids.
- h) 809 Three Mile Run Rd – The Engineer stated that the contractor completed the corp capping of the existing services. They were developing a punch list of work to be completed before final acceptance.
- i) Constitution Square – The Engineer stated that they completed review of the as-builts for this project and issued an acceptance pending receipt of the CAD file. They also issued a letter to the developer addressing the dual/double check valve issue.
- j) Green Ridge Estates East – The Engineer stated that they received as-built plans and were in the process of reviewing them. They also were developing a punch list of work to be completed before final acceptance.
- k) Ridge Road Booster Pump – The Engineer stated that they received a letter from Perkasié Borough and were making plan revisions regarding it. They received a letter of adequacy from the BCCD.
- l) Well #4 – The Engineer stated that the contractor had resumed construction on the job site and had winterized the temporary treatment system in light of the cold weather. They had received an official change order for the increased building size.
- m) Well #7 – The Engineer stated that they were addressing comments from the DEP regarding the minor construction permit application. They also finalized the PNDI submission and were waiting for results from the USFWS.

Upon motion by Martin, seconded by Algeo, the Engineer's Report was unanimously approved.

**MANAGER'S REPORT:**

- a) Green Ridge Estates West Escrow Release #1 – The Manager presented to the Board the Green Ridge Estates West Escrow Release #1 in the amount of \$182,519.00.  
**See Official Board Action**

Upon motion by Martin, seconded by Miller, the Manager's Report was unanimously approved.

**OFFICIAL BOARD ACTION:**

Upon motion by Horn, seconded by Martin, the Board unanimously approved to credit 218 Strassburger Rd. for the sewer charges in the amount of \$506.10.

Upon motion by Algeo, seconded by Miller, the Board unanimously approved to credit 519 Race St. for the sewer charges in the amount of \$423.75.

Upon motion by Martin, seconded by Miller, the Board unanimously approved the Green Ridge Estates West Escrow Release #1 in the amount of \$182,519.00.

**UNFINISHED BUSINESS/NEW BUSINESS:**

None this meeting.

**CHAIRMAN'S REMARKS:**

None this meeting.

**PUBLIC FORUM II:**

None this meeting.

**EXECUTIVE SESSION:**

None this meeting.

**ADJOURN:**

There being no further business to come before the Board in the regular session and upon motion by Algeo seconded by Martin, the meeting was adjourned at 6:19 p.m.

Respectfully Submitted,

  
\_\_\_\_\_  
Laura Snyder, Recording Secretary

  
\_\_\_\_\_  
Victoria Miller, Secretary

# **PENNRIDGE WASTEWATER TREATMENT AUTHORITY**

## **MINUTES OF REGULAR MEETING**

180 Maple Avenue, P.O. Box 31  
Sellersville, PA 18960-0031  
November 17, 2025

A regular meeting of the Pennridge Wastewater Treatment Authority was called to order by Chairman Daniel Wurst at 7:00 p.m. In attendance were Board Members Alan Frick, James Hull, Michael Aubertin, James Pruitt, David Nyman, and Keith Hass. Also in attendance were Alfred Ciottoni, P.E. (SC Engineers), Scott Denlinger, Esq. (Solicitor), Kevin Franks (Manager), and Lisa Salemno (Office Administrator).

Mr. Wurst opened the meeting and joined in the "Pledge of Allegiance".

### **PUBLIC COMMENT**

None.

### **MINUTES OF PREVIOUS MEETING**

A Pruitt - Nyman motion to approve the Minutes of the October 27, 2025 Board Meeting, unanimously carried.

### **FINANCIAL STATEMENTS**

A Pruitt - Hass motion to incorporate the Operating, Capital, and the UV Unit Financial Reports for the month ended October 31, 2025, into the record, unanimously carried.

### **BUSINESS FROM THE FLOOR**

None.

### **SPECIAL BUSINESS**

#### **A. Correspondence**

1. Email dated October 30, 2025 to Mr. Kevin Franks, Manager of PWTa, from Mr. Kyle Detweiler, Consulting Director at TBA, regarding EDU capacity request.

### **ENGINEER'S REPORT**

- A. Letter dated November 11, 2025 to Mr. Kevin Franks, PWTa Manager, from Mr. Alfred Ciottoni, PWTa Engineer, regarding Contracts No. 9 & 10: Ultraviolet Disinfection Upgrade Contractors' Payment Certification.

Mr. Ciottoni recommended the payment to the UV Unit electrical subcontractor. He also updated the board that the bypass UV Unit had been running approximately ten days and the general contractors were working on removing the old UV Unit.

A Pruitt - Nyman motion to accept the Engineer's report, unanimously carried.

### **SOLICITOR'S REPORT**

Mr. Denlinger discussed the email he had sent to the board members prior to the meeting regarding the changes he made to the draft amended and restated PWTa agreement since the last meeting. Mr. Denlinger recommended the board make a motion to share it with the member municipalities.

A Nyman - Pruitt motion to accept the Solicitor's report, unanimously carried.

### **MANAGER'S REPORT**

#### **NPDES PERMIT REQUIREMENTS**

Mr. Franks reported that there were no violations on the Authority's NPDES Permit for the month of October 2025. The recorded rainfall for October was 4.3". The single highest daily flow was 6.4 MGD, with a monthly average flow reported at 1.9 MGD.

Mr. Franks also reported that the aeration tank #3 blower motor was installed. Mr. Franks informed the board that the sampling was being done in accordance with the new NPDES Permit that went in effect November 1<sup>st</sup>. Mr. Franks also mentioned that he had reached out to an insurance company regarding flood insurance.

A Pruitt - Hull motion to accept the Manager's report, unanimously carried.

### **COMMITTEE REPORTS**

None.

### **UNFINISHED BUSINESS**

None.

### **OFFICIAL BOARD ACTION**

#### **PAYMENT OF BILLS**

- A. A Nyman - Hull motion to pay all bills incurred up to tonight's meeting, as presented on the bill list totaling \$207,370.42 for the Operating Fund, \$2,627.10 for the MIPP Fund, and \$3,996.63 for the UV Unit Fund, unanimously carried.

**Minutes**

**November 17, 2025**

**Page 3**

- B. A Pruitt - Hass motion to approve Resolution 2025-11 Approval of Connections for Telford Borough Authority for the Fiddletree project at 4610 Bethlehem Pike, Hilltown Township, PA, unanimously carried.**
- C. A Nyman - Pruitt motion to share the draft Amended and Restated Pennridge Wastewater Treatment Authority Treatment Plant Agreement with the member municipalities for review and comment, unanimously carried.**
- D. A Nyman - Hass motion to authorize approval of the letter of intent for the Cathill Road property and further authorize the board chair to sign the letter and send to Sellersville, unanimously carried.**

The board went into Executive Session at 7:14 p.m. to discuss the Cathill Road property. The regular meeting resumed at 7:31 p.m.

**ADJOURN**

**A Pruitt - Aubertin motion to adjourn the meeting at 7:31 p.m., unanimously carried.**

**Respectfully Submitted,**

**David R. Nyman  
Secretary**



**Nov-25**

			S. Perkasia	E. Rockhill	Hilltown	Telford	N. Perkasia	Silverdale	9th Street	5th Street
<b>DAY</b>	<b>INF</b>	<b>EFF</b>	<b>NO. 1</b>	<b>NO. 2</b>	<b>NO. 3</b>	<b>NO. 4</b>	<b>NO. 5</b>	<b>NO. 6</b>	<b>NO. 7</b>	<b>NO. 8</b>
1-Sat	3.165	2.449	0.0000	0.0000	0.0541	1.9964	0.0000	0.0866	0.0418	0.0448
2-Sun	3.098	2.450	0.0000	0.0000	0.0541	1.9964	0.0000	0.0866	0.0418	0.0448
3-Mon	2.471	2.160	0.0000	0.0000	0.0541	1.9964	0.0000	0.0866	0.0418	0.0448
4-Tue	2.362	1.808	0.0000	0.0000	0.0413	4.8980	0.0000	0.0680	0.0238	0.0296
5-Wed	2.293	1.552	0.0000	0.0000	0.0413	4.8980	0.0000	0.0680	0.0238	0.0296
6-Thu	2.173	2.173	0.0000	0.0000	0.0413	4.8980	0.0000	0.0680	0.0238	0.0296
7-Fri	2.570	2.570	0.0000	0.0000	0.0413	4.8980	0.0000	0.0680	0.0238	0.0296
8-Sat	2.341	2.341	0.0000	0.0000	0.0413	4.8980	0.0000	0.0680	0.0238	0.0296
9-Sun	3.530	3.530	0.0000	0.0000	0.0413	4.8980	0.0000	0.0680	0.0238	0.0296
10-Mon	3.766	3.766	0.0000	0.0000	0.0413	4.8980	0.0000	0.0680	0.0238	0.0296
11-Tue	2.936	2.936	0.0000	0.0000	0.0434	1.0390	0.0000	0.0688	0.0279	0.0294
12-Wed	2.600	2.600	0.0000	0.0000	0.0434	1.0390	0.0000	0.0688	0.0279	0.0294
13-Thu	2.474	2.474	0.0000	0.0000	0.0434	1.0390	0.0000	0.0688	0.0279	0.0294
14-Fri	2.402	2.402	0.0000	0.0000	0.0434	1.0390	0.0000	0.0688	0.0279	0.0294
15-Sat	2.311	2.311	0.0000	0.0000	0.0434	1.0390	0.0000	0.0688	0.0279	0.0294
16-Sun	2.410	2.410	0.0000	0.0000	0.0434	1.0390	0.0000	0.0688	0.0279	0.0294
17-Mon	2.694	2.694	0.0000	0.0000	0.0434	1.0390	0.0000	0.0688	0.0279	0.0294
18-Tue	2.386	2.386	0.0000	0.0000	0.0411	0.3344	0.0000	0.0684	0.0236	0.0300
19-Wed	3.008	3.008	0.0000	0.0000	0.0411	0.3344	0.0000	0.0684	0.0236	0.0300
20-Thu	2.501	2.501	0.0000	0.0000	0.0411	0.3344	0.0000	0.0684	0.0236	0.0300
21-Fri	2.516	2.516	0.0000	0.0000	0.0411	0.3344	0.0000	0.0684	0.0236	0.0300
22-Sat	3.093	3.093	0.0000	0.0000	0.0411	0.3344	0.0000	0.0684	0.0236	0.0300
23-Sun	2.721	2.721	0.0000	0.0000	0.0411	0.3344	0.0000	0.0684	0.0236	0.0300
24-Mon	2.494	2.494	0.0000	0.0000	0.0411	0.3344	0.0000	0.0684	0.0236	0.0300
25-Tue	4.297	4.297	0.0000	0.0000	0.0596	0.7037	0.0000	0.0923	0.0407	0.0324
26-Wed	4.682	4.682	0.0000	0.0000	0.0596	0.7037	0.0000	0.0923	0.0407	0.0324
27-Thu	3.687	3.687	0.0000	0.0000	0.0596	0.7037	0.0000	0.0923	0.0407	0.0324
28-Fri	3.015	3.015	0.0000	0.0000	0.0596	0.7037	0.0000	0.0923	0.0407	0.0324
29-Sat	2.936	2.936	0.0000	0.0000	0.0596	0.7037	0.0000	0.0923	0.0407	0.0324
30-Sun	2.604	2.604	0.0000	0.0000	0.0596	0.7037	0.0000	0.0923	0.0407	0.0324

<b>TOTAL</b>	85.536	82.566	0.0000	0.0000	1.4004	54.1116	0.0000	2.2502	0.8966	0.9521
<b>AVG.</b>	2.851	2.752	0.0000	0.0000	0.0467	1.8037	0.0000	0.0750	0.0299	0.0317
<b>COUNT</b>	30	30	30	30	30	30	30	30	30	30
<b>MAX.</b>	4.682	4.682	0.0000	0.0000	0.0596	4.8980	0.0000	0.0923	0.0418	0.0448
<b>MIN.</b>	2.173	1.552	0.0000	0.0000	0.0411	0.3344	0.0000	0.0680	0.0236	0.0294

**Nov-25**

	E. Rockhill	Hilltown	Perkasie	Sellersville	Silverdale	Telford		
	Meters	Meters	Meters	Meters	Meters	Meters		
			#1+#5+	Inf. Mag -				
P W T A	#2-#8	#3-#6	#7+#8- (#2+#3)	0.25+#1+#4 plus #5+#7	6	4	WEEKLY AVG	RAIN

Date

	1-Sat	-0.0448	-0.0325	0.0325	0.8433	0.0866	1.9964	2.8815	0
	2-Sun	-0.0448	-0.0325	0.0325	0.8433	0.0866	1.9964	2.8815	0
F	3-Mon	-0.0448	-0.0325	0.0325	0.8433	0.0866	1.9964	2.8815	0
	4-Tue	-0.0296	-0.0267	0.0122	-2.4526	0.0680	4.8980	2.4693	0
L	5-Wed	-0.0296	-0.0267	0.0122	-2.4526	0.0680	4.8980	2.4693	0
	6-Thu	-0.0296	-0.0267	0.0122	-2.4526	0.0680	4.8980	2.4693	0
O	7-Fri	-0.0296	-0.0267	0.0122	-2.4526	0.0680	4.8980	2.4693	0
	8-Sat	-0.0296	-0.0267	0.0122	-2.4526	0.0680	4.8980	2.4693	0.25
W	9-Sun	-0.0296	-0.0267	0.0122	-2.4526	0.0680	4.8980	2.4693	0.01
	10-Mon	-0.0296	-0.0267	0.0122	-2.4526	0.0680	4.8980	2.4693	0.68
	11-Tue	-0.0294	-0.0254	0.0138	1.2299	0.0688	1.0390	2.2967	0
	12-Wed	-0.0294	-0.0254	0.0138	1.2299	0.0688	1.0390	2.2967	0
R	13-Thu	-0.0294	-0.0254	0.0138	1.2299	0.0688	1.0390	2.2967	0
	14-Fri	-0.0294	-0.0254	0.0138	1.2299	0.0688	1.0390	2.2967	0
E	15-Sat	-0.0294	-0.0254	0.0138	1.2299	0.0688	1.0390	2.2967	0
	16-Sun	-0.0294	-0.0254	0.0138	1.2299	0.0688	1.0390	2.2967	0.12
P	17-Mon	-0.0294	-0.0254	0.0138	1.2299	0.0688	1.0390	2.2967	0
	18-Tue	-0.0300	-0.0273	0.0126	2.0661	0.0684	0.3344	2.4241	0
O	19-Wed	-0.0300	-0.0273	0.0126	2.0661	0.0684	0.3344	2.4241	0.32
	20-Thu	-0.0300	-0.0273	0.0126	2.0661	0.0684	0.3344	2.4241	0.01
R	21-Fri	-0.0300	-0.0273	0.0126	2.0661	0.0684	0.3344	2.4241	0
	22-Sat	-0.0300	-0.0273	0.0126	2.0661	0.0684	0.3344	2.4241	0.25
T	23-Sun	-0.0300	-0.0273	0.0126	2.0661	0.0684	0.3344	2.4241	0
	24-Mon	-0.0300	-0.0273	0.0126	2.0661	0.0684	0.3344	2.4241	0
	25-Tue	-0.0324	-0.0326	0.0134	2.5424	0.0923	0.7037	3.2868	0.01
	26-Wed	-0.0324	-0.0326	0.0134	2.5424	0.0923	0.7037	3.2868	0.62
	27-Thu	-0.0324	-0.0326	0.0134	2.5424	0.0923	0.7037	3.2868	0.02
	28-Fri	-0.0324	-0.0326	0.0134	2.5424	0.0923	0.7037	3.2868	0
	29-Sat	-0.0324	-0.0326	0.0134	2.5424	0.0923	0.7037	3.2868	0
	30-Sun	-0.0324	-0.0326	0.0134	2.5424	0.0923	0.7037	3.2868	0

<b>TOTAL</b>	-0.9521	-0.8497	0.4483	23.6883	2.2502	54.1116	78.6965	2.2900
<b>AVGERAGE</b>	-0.0317	-0.0283	0.0149	0.7896	0.0750	1.8037	2.6232	0.0763
<b>% OF TOTAL</b>	-1.2	-1.1	0.6	30.1	2.9	68.8	100%	

**RESOLUTION NO. 2026-5**

**A RESOLUTION OF THE COUNCIL OF THE BOROUGH OF PERKASIE APPROVING THE ACCEPTANCE OF THE GRANT FOR THE GREEN LIGHT-GO AWARD AND AUTHORIZING THE BOROUGH MANAGER TO EXECUTE THE CONTRACT ON BEHALF OF THE BOROUGH OF PERKASIE.**

**WHEREAS**, the Pennsylvania Department of Transportation has provided the Borough of Perkasia with a Grant for the Green Light-Go Award; and

**WHEREAS**, the Borough of Perkasia, Bucks County, Pennsylvania has determined that it is in the best interest of the Borough to approve and accept the Grant for the Green Light-Go Award; and

**WHEREAS**, the Borough Council herein authorizes the Borough Manager to execute any and all documents related to accepting the Grant for the Green Light-Go Award.

**NOW, THEREFORE**, be it resolved by the Borough Council of Perkasia Borough as follows:

1.     Approval of Agreement. The Borough Council of Perkasia Borough herein approves and accepts the Grant for the Green Light-Go Award, which is attached hereto as Exhibit "A" and incorporated by reference.

2.     Execution. The Borough Council further authorizes the Borough Manager to execute and accept the Grant for the Green Light-Go Award, on behalf of Perkasia Borough.

THIS RESOLUTION was duly adopted this 20<sup>th</sup> day of January, 2026.

**ATTEST:**

**BOROUGH OF PERKASIE:**

By: \_\_\_\_\_  
Andrea L. Coaxum, Secretary

By: \_\_\_\_\_  
Robin Schilling, Council President

# **EXHIBIT “A”**



December 31, 2025

Andrea L. Coaxum  
Perkasie Borough  
PO Box 96  
Perkasie, PA 18944-0096

Dear Andrea L. Coaxum:

On behalf of the Pennsylvania Department of Transportation, I am pleased to inform you that your application for Pennsylvania's 2025 Green Light-Go Funding Program was approved. The S. Ridge Rd/W. Park Ave Signal Modernization Project, Year 10 Green Light-Go Funding Application will be awarded \$425,240.00.

### **GRANT AGREEMENT**

Prior to beginning work on the project, the Grant Agreement must be electronically signed by the appropriate municipal official(s) and then signed by commonwealth officials. To begin the signature process, please review the detailed instructions on the Traffic Signal Portal: (<http://www.dot.state.pa.us/signals>).

- **Accept Grant Offer:** The first time you enter the eSignature portal, this Award Letter is listed in the Documents for Approval section. Click "Sign" to accept the grant offer.
- **Sign Green-Light Go Grant/Reimbursement Agreement:** After accepting the award, PennDOT will prepare the Grant/Reimbursement Agreement. The Authorized Official(s) you identified in the grant application will receive a Commonwealth e-Signature request via email. When an Authorized Official logs into the eSignature portal, the Grant/Reimbursement Agreement will appear as "ContractDocument.pdf" in the Documents for Approval section. Click "Sign" to electronically sign the agreement.
- **Commonwealth Approval:** After the Grantee's Authorized Official signs the agreement, the agreement is routed for Commonwealth signatures, which typically takes 45-60 days.

### **TERMS AND CONDITIONS**

Your application has been approved as a Local Grant (Pub 740) project, which has the following requirements:

- **Project Commencement:** The Project may not begin until the Grantee receives a fully executed Grant Agreement. Any costs incurred prior to the date of full execution will not be eligible for reimbursement.
- **Project Completion:** To ensure all grant reimbursements are processed prior to grant funds lapsing on June 30, 2028, the Grant Agreement contains the following deadlines:
  - Completion of Construction: May 15, 2028
  - Submission of Final Invoice to PennDOT: May 31, 2028 or 60 days after PennDOT final inspection, whichever comes first
  - Expiration Date: June 30, 2028

All costs incurred after the construction deadline or not invoiced by the final invoice deadline will

be the responsibility of the Grantee.

- **Locally Administered:** The Project must be locally managed by the Grantee and it is their responsibility to administer all aspects of project completion.
- **Preliminary Engineering/Final Design:** As a Local Grant (Pub 740) project, selection of an engineering consultant shall be in accordance with one of the three procedures described in Section 3.5 of PennDOT Publication 740, Local Project Delivery Manual. Please note that cost cannot be a factor in the selection of a consultant. If the municipal engineer is used, the selection of the municipal engineer must have been in accordance with the procedures identified in Publication 740. The advertisement requirements for consultant selection vary depending whether the design cost exceeds \$150,000. Engineering consultant selection must comply with Publication 93, including conflict of interest restrictions in Section 1.5, which states: "7. A consultant that is involved with a grant application or preparing a Request for Proposal (RFP) for a particular project is not eligible to perform preliminary engineering or final design on that project." All other aspects of the project shall follow the procedures for projects using Liquid Fuels Funds as described in PennDOT Publication 9.
- **Reimbursement:** Green Light-Go is a reimbursement grant program. Instructions for submitting Requests for Reimbursement are available on the Green Light-Go Portal (<http://www.dot.state.pa.us/signals>).

A fully executed copy of the agreement with signatures of all the necessary Commonwealth officials will be your authorization to begin work. We look forward to seeing your project implemented so that safety and/or mobility benefits may be realized.

Thank you for your interest in the Green Light-Go Funding program. Should you have any questions, please feel free to contact Michael Centi, Senior Traffic Control Specialist, TSMO Arterials and Planning Section, at 717.787.5313 or via email at [GLG@pa.gov](mailto:GLG@pa.gov).

Sincerely,

*Douglas Tomlinson*

Douglas M. Tomlinson, P.E.  
Chief, Highway Safety and Traffic Operations Division

---

JEFFREY P. GARTON  
THOMAS J. PROFY, IV\*†  
FRANCIS X. DILLON  
JOHN A. TORRENTE\*  
STEVEN M. JONES  
MICHAEL J. MEGINNISS  
BRENDAN M. CALLAHAN\*  
BRADLEY R. CORNETT\*  
SEAN M. GRESH  
BRYCE H. McGUIGAN\*  
TRACY L. CASSEL-BROPHY\*  
KATHARINE J. WEEDER\*  
CHRIS LITTLE SIMCOX\*  
BRENDAN G. CORRIGAN^  
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CHLOE M. BOUDAZIN  
CHELSEY CROCKER JACKMAN  
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COURTNEY S. CROWLEY\*

NEW HOPE OFFICE  
123 W. BRIDGE STREET  
NEW HOPE, PA 18938  
215.862.0701

January 9, 2026

**VIA EMAIL**

**[manager@perkasiaborough.org](mailto:manager@perkasiaborough.org)**

Andrea L. Coaxum, Borough Manager  
Perkasie Borough  
620 W. Chestnut Street  
Perkasie, PA 18944

**Re: Green Light-Go Award/Resolution**

Dear Andrea:

Attached please find a draft Resolution, related to authorization from Council, that the Borough is accepting the Green Light-Go Award Grant.

I have provided for either Robin or you executing acceptance of the Grant, but clearly, it must be accepted by public action of Council. If you have any suggested modifications to the Resolution, please let me know.

Also, please review the letter with respect to the selection of the design engineer, to make sure that the process by which the Borough has either authorized Doug to proceed, or is going to go elsewhere, that the appropriate procedures have been followed in accordance with the manuals.

If you have any questions, please advise.

Very truly yours,

Jeffrey P. Garton

JPG:ers  
Attachment



**FOR IMMEDIATE RELEASE**

Tuesday, December 30, 2025

**MEDIA CONTACT:** Alexis Campbell, [alecampbel@pa.gov](mailto:alecampbel@pa.gov), or Erin Waters-Trasatt, [ewaterstra@pa.gov](mailto:ewaterstra@pa.gov), 717-783-8800

**Shapiro Administration Invests Nearly \$30 Million in Municipal Traffic Signal Upgrades to Enhance Safety and Improve Traffic Flow in Communities Across Pennsylvania**

*The Shapiro Administration is providing funding to 57 municipalities across 24 counties in the Commonwealth.*

*Since taking office, the Shapiro Administration has invested \$96 million through the Green Light-Go Program to enhance safety and improve traffic flow across Pennsylvania.*

**Harrisburg, PA** — Today, the **Shapiro Administration** announced that **57 municipalities** across the Commonwealth will receive **nearly \$30 million** through the [Green Light-Go Program](#) to improve traffic safety and mobility by reducing congestion and improving traffic flow. Since Governor Shapiro took office, **\$96 million** has been distributed to municipalities through the program.

Many of the funded projects will upgrade traffic signal detection and control technology, allowing signals to respond to real-time traffic conditions, reduce congestion, and improve safety for drivers, pedestrians, and cyclists. Last week, **the Shapiro Administration** [announced](#) that **54 highway, bridge, bike, and pedestrian projects in 34 counties** across Pennsylvania have been selected for **more than \$47 million** in funding through the [Multimodal Transportation Fund \(MTF\)](#).

“Under Governor Shapiro’s leadership, our top priority is serving the people of our Commonwealth by improving the services that make a real difference in Pennsylvanians’ lives,” said **Pennsylvania Department of Transportation (PennDOT) Secretary Mike Carroll**. “The safety improvements supported by the Green Light-Go program will help municipalities reduce congestion, improve traffic flow, and keep Pennsylvanians moving safely and efficiently. I’m proud that PennDOT continues to partner with communities to deliver real results.”

**Below is a list of awarded projects by county.** Green Light-Go grants are provided as reimbursements to municipalities for projects that improve the efficiency and operation of existing traffic signals. These projects are funded through the FY 2025–26 budget. Eligible improvements include, but are not limited to, installation of light-emitting



diode (LED) technology, traffic signal retiming, special-event traffic planning, traffic signal monitoring, and upgrades to modern signal technologies.

### **Allegheny County**

- **City of Pittsburgh:** \$1,394,029 to replace traffic signals at North Avenue/James Street, Lorenz Avenue/Steuben Street, and Mifflin Road/Interboro Avenue.
- **Green Tree Borough:** \$42,400 to update signal detectors at Carnahan Road and Greentree Road.
- **Green Tree Borough:** \$293,392 to modernize signal equipment at Noblestown Road and Mansfield Avenue.
- **McCandless Township:** \$443,409.12 to upgrade adaptive signal systems along Perry Highway (Route 19).
- **Monroeville Borough:** \$498,114.75 to modernize the intersection of Monroeville Boulevard, Jamison Lane, and Oxford Drive.
- **Moon Township:** \$193,792 to upgrade signal equipment at Beaver Grade Road and Thorn Run Road.
- **Mount Lebanon Township:** \$322,115 to modernize signal equipment at Bower Hill and Parkview Drive.
- **Neville Township:** \$335,120 to upgrade signal equipment at Neville Road and Grand Avenue.
- **Oakmont Borough:** \$195,516 to upgrade signal equipment at Allegheny River Boulevard and Hulton Road.
- **O'Hara Township:** \$238,712 to modernize signal equipment at Alpha Drive and Gamma Drive.
- **Ohio Township:** \$155,832 to upgrade signal equipment at Mount Nebo Road and Camp Horne Road.
- **Scott Township:** \$145,192 to modernize the intersection of Hope Hollow Road and Greentree Road.
- **Sewickley Borough:** \$229,168 to replace outdated signal equipment at Beaver Street/Broad Street and Thorn Street/Broad Street.
- **Wilksburg Borough:** \$266,000 to replace the signal at East Swissvale Avenue and Wallace Avenue.

### **Beaver County**

- **Center Township:** \$132,024 to upgrade signal equipment at Pleasant Drive (Route 3017) and Autumn Street.

### **Berks County**

- **Boyertown Borough:** \$687,949.20 to upgrade intersections at East Philadelphia Avenue (Route 73) with Reading Avenue (Route 562) and Madison Street.
- **Leesport Borough:** \$155,160 to upgrade detection and controller equipment at Wall Street, Peach Street, and Cherry Street.
- **West Reading Borough:** \$228,404 for signal retiming and equipment upgrades at multiple intersections.

## **Bucks County**

- **Lower Southampton Township:** \$662,355 to upgrade signal equipment at multiple intersections along Bustleton Pike and Bristol Road.
- **Perkasie Borough:** \$425,240 to replace outdated signal equipment at Ridge Road and Park Avenue.

## **Butler County**

- **Cranberry Township:** \$94,800 to upgrade detection and controller equipment at multiple intersections.
- **Cranberry Township:** \$83,350 to expand fiber-optic traffic signal communications.
- **Seven Fields Borough:** \$117,520 to replace outdated sensors with radar detection.

## **Centre County**

- **College Township:** \$503,700 to upgrade signal equipment at Curtin Road and University Drive.

## **Chester County**

- **East Whiteland Township:** \$191,870 to modernize Lancaster Avenue and Conestoga Road.
- **Upper Uwchlan Township:** \$920,306 to upgrade detection and controller equipment at Route 100 and Graphite Mine Road.
- **West Whiteland Township:** \$389,640 to upgrade multiple intersections along Route 100 and Commerce Drive.

## **Cumberland County**

- **East Pennsboro Township:** \$1,156,340 to modernize 16 intersections.
- **Hampden Township:** \$774,900 to upgrade detection and controller equipment at multiple intersections.

## **Dauphin County**

- **City of Harrisburg:** \$387,380 to modernize intersections in the Allison Hill neighborhood.
- **Derry Township:** \$764,320 to upgrade detection and controller equipment at multiple intersections.

## **Delaware County**

- **Darby Township:** \$448,908 to modernize West Oak Lane, Rively Avenue, and Pine Street.
- **Lansdowne Borough:** \$120,000 to upgrade signal equipment at Baltimore Avenue and Union Avenue.

## **Erie County**

- **City of Erie:** \$746,320.44 to reconstruct the signal at West 12th Street and Pittsburgh Avenue.

- **Mill Creek Township:** \$1,799,885.76 to upgrade signal equipment along Route 5.
- **Wesleyville Borough:** \$449,079.84 to reconstruct the intersection of Buffalo Road and Station Road.

#### **Fayette County**

- **North Union Township:** \$353,640 to modernize intersections along U.S. 119.
- **South Union Township:** \$122,800.80 to modernize New Salem Road and Matthew Drive.

#### **Lancaster County**

- **City of Lancaster:** \$91,476.80 to study and remove unwarranted traffic-control signals.
- **City of Lancaster:** \$732,095.20 to modernize multiple intersections.
- **Earl Township:** \$103,215.60 to modernize U.S. 322 and Railroad Avenue.
- **East Lampeter Township:** \$258,040 to modernize Route 340 intersections.
- **Lititz Borough:** \$53,600 to upgrade detection equipment.
- **Manheim Township:** \$50,000 to install LED traffic signal modules at multiple locations.

#### **Lebanon County**

- **City of Lebanon:** \$368,000 to modernize traffic equipment at Maple Street/Jonestown Road/North 12th Street.

#### **Lehigh County**

- **City of Allentown:** \$798,480 to upgrade signal equipment at 19th Street/Roth Avenue/Walbert Avenue.

#### **Luzerne County**

- **City of Pittston:** \$38,640 to modernize Broad Street, Water Street, and Main Street.

#### **Mercer County**

- **City of Sharon:** \$762,534 to modernize multiple intersections.

#### **Montgomery County**

- **Limerick Township:** \$246,559 to upgrade the Traffic Management Center on Ridge Pike.
- **Lower Merion Township:** \$385,596.17 to modernize Lancaster Avenue and Elliott Avenue.
- **Norristown Borough:** \$419,713.11 to modernize East Fornance Street and New Hope Street.

#### **Northampton County**

- **City of Bethlehem:** \$298,480 to modernize approximately 100 signals citywide.

- **City of Bethlehem:** \$370,608 to replace LED signal bulbs at approximately 90 intersections.
- **City of Easton:** \$339,416 to modernize Seitz Street and West Berwick Street.
- **Moore Township:** \$158,800 to modernize Route 512 and Route 946.
- **Palmer Township:** \$748,044 to modernize Milford Street, Greenwood Avenue, and Kingwood Avenue.

#### **Northumberland County**

- **Milton Borough:** \$433,267.58 to modernize Routes 254 and 405.

#### **Philadelphia County**

- **City of Philadelphia:** \$3,421,440 to upgrade approximately 750 traffic controllers.
- **City of Philadelphia:** \$2,287,880 to modernize multiple intersections in Northwest Philadelphia.

#### **Venango County**

- **City of Oil City:** \$22,000 to modernize traffic control infrastructure.

#### **Washington County**

- **Peters Township:** \$897,480 to modernize intersections along Route 19.

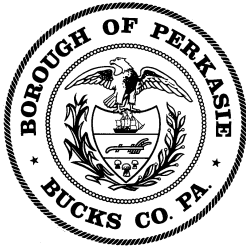
#### **York County**

- **City of York:** \$164,550 to modernize intersections along U.S. 30.

Additionally, the [2025-26 budget](#) signed by Governor Shapiro allocates **over \$1.8 billion** in funding to repair roads and bridges and continues to sustainably fund the **Pennsylvania State Police** by reducing their reliance on the Motor License Fund. Since taking office, the Governor has secured **\$391.7 million in additional funding for roads and bridges**. Under the **Shapiro Administration**, **17,722 miles** of roadway have been improved and work has advanced on **1,540 state and local bridges**. According to the Federal Highway Administration, in 2023 — Governor Shapiro's first year in office — Pennsylvania repaired or replaced more than 200 bridges, resulting in 90 fewer bridges rated in poor condition, the [largest improvement of any state](#) in the nation.

For more information from the **Pennsylvania Department of Transportation (PennDOT)**, subscribe to [local PennDOT news](#) or [statewide PennDOT news](#), or find PennDOT news on [X](#), [Facebook](#), [Instagram](#), and [LinkedIn](#).

# # #



# BOROUGH OF PERKASIE

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## INTER-OFFICE MEMORANDUM

TO: Andrea L. Coaxum

FROM: Linda Reid

CC: Jeff Tulone, Director Public Works

DATE: January 12<sup>th</sup>, 2026

SUBJECT: Food Waste Diversion – Feasibility Study

At their meeting on September 15<sup>th</sup>, 2025 Borough Council directed staff to proceed with an application to the Pennsylvania Department of Environmental Protection (DEP) for Technical Assistance to help the Borough consider the options for potentially diverting food waste from the trash stream. The DEP assigned a team from SCS Engineers to the project.

Jeff Tulone and I met remotely with SCS Engineers to outline the potential project. SCS Engineers prepared a draft Scope of Work document, which was approved by Borough Council at their meeting on November 3<sup>rd</sup>, 2025. Following a site visit on December 15<sup>th</sup>, the assigned consultant from SCS Engineers recommended a slight change of scope to the feasibility study. An updated scoping document is attached to this memo.

The Scope of Work describes a feasibility study, which would identify potential food waste markets, and evaluate potential collection strategies. The change in scope increases the work being offered by the consultant to include an attempt to interview potential markets/processors to understand their operations and gauge interest in partnering with the Borough, and to attempt to interview other municipalities that have successfully implemented residential food waste collection programs. SCS Engineers will also research PA State licensing requirements for the collection and transfer of source-separated food waste.

The extended scope does not affect the cost to the DEP of the Technical Assistance (\$7,800), nor does it affect the timeline on the project. A final report will be available by end of March 2026.

Should Borough Council accept the extension in scope of the study, staff will confirm with SCS Engineers and move ahead.

### BACKGROUND

By way of background, Pennsylvania's most recent statewide waste characterization study (2021) estimates that almost 40% by weight of Pennsylvania's trash is made up of "organics", namely food and

yard waste. Perkasio Borough's trash and recycling tonnage in 2024 was approximately 3,100 tons; based on the estimates in the 2021 study, over 1,000 tons of the Borough's waste stream is food. As a reminder, a recent analysis of the Borough's waste stream noted that the Borough's waste disposal costs are increasing by approximately 11% per year.

This study will help Perkasio Borough understand the potential for diverting the most significant proportion of the trash stream as staff continue to seek additional ways of creating improvements and efficiencies in the Borough's Trash & Recycling Program.

According to the 2021 waste characterization study, the second largest fraction of the waste stream is "paper" at 25.8%. Perkasio Borough has a long track record of diverting paper products from the waste stream and the introduction of a baling machine in 2022 has allowed us to drive significant efficiencies and savings in the disposal of paper and cardboard.

# **Pennsylvania Recycling Technical Assistance**

## **Scope of Work**

### **Perkasie Borough**

#### **Project # 669**

### **Food Waste Diversion Options**

#### **Consultant Contact:**

Brent Dieleman

SCS Engineers

(571) 353-2007

[bdieleman@scsengineers.com](mailto:bdieleman@scsengineers.com)

#### **Project Contact:**

Linda Reid

Perkasie Borough

(215) 257-5065

[community@perkasieborough.org](mailto:community@perkasieborough.org)

#### **Background & Project Summary**

Perkasie Borough (Borough), located in Bucks County, and has approximately 9,000 residents. The Borough is a mandated recycling community under the Pennsylvania Municipal Waste Planning, Recycling and Waste Reduction Act (Act 101). The Borough manages the curbside collection of trash and recyclable materials for nearly 3,500 households.

The Borough's trash and recycling program provides residents with a high-level of service. Trash is collected curbside weekly either in a 64-gallon wheeled cart for a monthly fee or through a pay-as-you-go program. Residents may choose to only use the pay-as-you-go program or a 64-gallon cart issued by the Borough or a combination of the two programs. To participate in the pay-as-you-go program, special garbage bags must be used and can be purchased at Borough Hall or several retailers in the area.

In addition to the unique trash collection program, the Borough also operates a curbside dual-stream collection program for recyclable materials servicing all single-family residential customers. Commingled recyclable materials are collected weekly Monday through Thursday and paper is collected on Fridays. The Borough also offers curbside yard waste and appliance pickups once a month. In addition to the curbside programs, residents can drop off materials, except appliances, at the Borough Recycling Center. The recycling center is open six days a week for residents to deliver materials.

With costs of the Borough trash and recycling program increasing, in 2022 the Borough used DEP 902 grant funding to purchase and install a baling machine at the Borough Recycling Center for paper and cardboard. The baler allowed the Borough to produce a more valuable paper and cardboard product, which yielded cost savings for the Borough's recycling program.

The Borough is requesting technical assistance to assess options for food waste diversion that may yield additional environmental and financial benefits to the Borough's solid waste program. The technical assistance will help the Borough understand if there is an approach, or a combination of approaches, for food waste diversion that might be appropriate for their residents and may provide for a more sustainable waste program.

#### **Work Tasks and Outcomes**

The following summarizes the anticipated tasks and outcomes to complete this project.

#### **Task 1 – Project Planning Meeting and Developing Scope of Work**

The project planning meeting will occur virtually and allow Borough staff to explain the project in

more detail. Discussions held during the kick-off meeting will be used to develop a scope of work for the project.

### **Task 2 – Site Visit and Community Tour**

The site visit and community tour will occur over a one-day period. It will include a meeting with Township staff to review the project scope, desired outcomes, and work products. SCS staff will visit and make observations at the recycling facility, farmers market location, community garden plots, and other potential food waste collection/management sites.

### **Task 3 – Identify Potential Food Waste Markets**

The observations and discussions held as part of Task 1 and 2 and anticipated additional research will be used to identify potential markets for source-separated food waste collected in the Borough. SCS will assess each market as an option for the Borough to divert food waste based on capacity, distance, and material collected. In addition, SCS will attempt to interview identified markets/processors to understand their operations and gauge interest in partnering with the Borough to divert food waste.

### **Task 4 – Identify Considerations for Successful Program Implementation**

For this task the SCS team will identify potential barriers and considerations to implementing a food waste collection program in Perkasié Borough. Important aspects to examine when designing a successful food waste collection program include but are not limited to, collection method (i.e. curbside, central recycling drop-off, small-scale drop-off sites, farmers market), collection frequency, processor location, and hauling. As part of this task, SCS will identify and attempt to interview other municipalities that have successfully implemented residential food waste collection programs to understand operations and important considerations when developing a program. In addition, SCS will research State licensing requirements for the collection and transfer of source-separated food waste.

### **Task 5 – Final Report**

The final report will include the observations, considerations, and recommendations made as part of Tasks 1 – 4, discussed above. The initial report will be prepared as a draft for the Borough and PADEP staff comments and edits. Upon receiving feedback from Borough and PADEP staff, the report will be finalized. The final report will be electronically transmitted to both the Borough and PADEP.



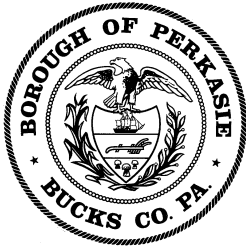
**Project Schedule and Budget**

<b>Project Task</b>	<b>Estimated Completion Date</b>	<b>Estimated Labor Hours</b>	<b>Estimated Labor Cost</b>	<b>Estimated Expense Cost</b>
Task 1 – Kick-Off Meeting and Developing Scope of Work	10/31/2025	4	\$600	\$0
Task 2 – Site Visit and Community Tour	12/31/2025	8	\$1,200	\$150
Task 3 – Identify Potential Food Waste Markets	1/31/2026	12	\$1,800	\$0
Task 4 – Evaluate Collection Strategies and Licensing Requirements	2/28/2026	16	\$2,400	\$0
Task 5 – Final Report	3/31/2026	10	\$1,800	\$0
<b>TOTAL</b>		<b>50</b>	<b>\$7,800</b>	<b>\$150</b>

**Scope of Work Approval:**

Approved by: \_\_\_\_\_

Date: \_\_\_\_\_



# BOROUGH OF PERKASIE

## INTER-OFFICE MEMORANDUM

TO: Andrea L. Coaxum  
Perkasie Borough Council

CC: Rebecca Deemer, Finance Director  
Jeff Tulone, Public Works Director

DATE: January 12<sup>th</sup>, 2026

SUBJECT: W. Park Avenue Improvement Project

This memo provides an update on the status of funding for the W. Park Avenue Improvement Project.

The W. Park Avenue Improvement Project plans to rehabilitate W. Park Avenue between Ridge Road and Jefferson Drive. The project will:

- add sidewalks, curbing, ADA-compliant pedestrian crossings and retaining walls where needed along the length of Park Avenue.
- upgrade the stormwater system in and adjacent to the roadway, directing storm flows into new underground piping, and replace an existing detention basin with an underground facility
- modernize the traffic signal equipment, add pedestrian signal equipment and ADA-compliant crossings at the intersection of Park Avenue and Ridge Road

Perkasie Borough has been working diligently on securing funding for this significant project, which has a currently estimated total cost of \$4,349,645. Grant funding has been secured in the amount of \$2,589,631, and Perkasie Borough has applied for \$1,496,574 in funding from PennDOT's Transportation Set-Aside Program which, if awarded, would fully fund the project at its currently estimated total of \$4.35million.

Project	Funding Source	Award Amount
Park Ave / Ridge Rd intersection modernization	PennDOT Green Light Go <i>Awarded January 2026</i>	\$425,240 (+ Boro match \$106,310)
Park Avenue Improvements	Community Project Funding <i>Awarded September 2024</i>	\$2058,180
	Liquid Fuels & Road Tax Funding <i>To be budgeted in year of construction</i>	\$263,440
	Transportation Set-Aside Funding <i>Pending, Award announcements expected Feb/Mar 2026</i>	\$1,496,574

By way of background:

- ✓ In 2023 Perkasio Borough submitted an application via Congressman Brian Fitzpatrick's office, for federal Community Project Funding for "Park Avenue Pedestrian & Stormwater Improvements" and, in 2024, was awarded \$2,058,180 towards the Park Avenue rehabilitation project.
- ✗ Also in 2023, Perkasio Borough submitted an application for Transportation Set-Aside funding in the amount of \$2,637,377. This application was unsuccessful.
- ✗ In 2024, Perkasio Borough submitted an application for LSA (Statewide) funding in the amount of \$1,000,000. Also in 2024, Perkasio Borough submitted a scoping request for PennDOT Automated Red Light Enforcement Transportation Enhancements (ARLE) funding. These applications were unsuccessful.
- ✓ In November 2024, Perkasio Borough applied for PennDOT's Green Light Go funding in the amount of \$531,550, to fund the project to improve and modernize the signals and intersection at the Park Avenue/Ridge Road intersection. In January 2026, PennDOT informed Perkasio Borough that the application was successful and we have been awarded \$425,240 in funding. The Borough's required 20% match of \$106,310 makes up the estimated project total of \$531,550. The Borough's match is identified in the 2026 budget.
- 👉 In September 2025, Perkasio Borough applied for Transportation Set-Aside funding in the amount of \$1,496,574. The application has been reviewed by the Delaware Valley Regional Planning Commission and PennDOT and, we understand, remains a strong candidate for funding. Announcements are anticipated in February – March 2026. TASA does not require a "match" for funding but it does require that the grantee pay for the costs of design and engineering while TASA funding pays for project construction. Perkasio Borough intends to use the Community Project Funding (secured in 2024) to fund the design and engineering on the project.

### **Project Timelines:**

Park Avenue / Ridge Road Intersection Modernization: The Green Light Go Program requires that the project is complete and reimbursed by June 2028, meaning that Perkasio Borough should expect to carry out design & engineering in 2026 and plan for construction on the intersection in 2027.

The TASA Program requires extensive design and permitting and, if funds are awarded, Perkasio Borough should not expect to begin construction on the Park Avenue part of the project until 2028. We will know more about timings and process on design, engineering and construction if and when the funding is awarded.

The Community Project Funding must be spent by August 2032.

**ELECTRIC DEPARTMENT SUPERINTENDENT'S REPORT DECEMBER 2025**

<b>FUNCTION</b>	<b>MAN HOURS</b>	<b>OT HOURS</b>	<b>GROSS PAYROLL</b>
OVERHEAD DISTRIBUTION	437	45.5	\$27,895.97
115 Repair Damaged Equipment Struck By Vehicle			
UNDERGROUND DISTRIBUTION			
206 Repair Damaged Equipment By Dig-ins			
METERING			
303 Check ERT's			
309 Hand Out Yellow / Red Tags			
310 Disconnect / Reconnect Delinquents			
CALL OUTS	28.00		\$2,329.32
NEW OVERHEAD CONSTRUSTION			
NEW CONSTRUCTION UNDERGROUND			
STORM DAMAGE AND TROUBLE			
POOL			
608 Snow Plowing			
STREET LIGHTING			
807 Christmas Lights			
VEHICLE & EQUIPMENT MAINTENANCE			
TREE TRIMMING	8.00		\$443.68
1204 Brush Chipping Program			
1207 Utility Line Maint. & Tree Trimming			
CUSTOMER SERVICE			
SPECIAL PROJECTS	2.00		\$107.52
SUPERVISION			
BOROUGH HALL			
MISCELLANEOUS	45.00	46.5	\$6,423.49
1009 Setup For Events			
1010 Public Events			
SICK	136.00		\$5,849.76
VACATION	24.00		\$1,290.24
PERSONAL	44.00		\$2,406.24
BEREAVERMENT			
SUBSTATION			
COMP TIME ADDED			
COMP TIME USED	24.00		\$1,290.24
HOLIDAY	80.00		\$4,355.20
SCHOOL/EDUCATION			
<b>TOTAL OVERTIME FOR THE MONTH</b>		<b>92</b>	
<b>GRAND TOTALS</b>	<b>828.00</b>		<b>\$52,391.66</b>

## **December 2025 Monthly Report**

### **Electric Department**

- **Supervision and Administration**
  - Fill out Job Order Forms
  - Fill out power outage reports (Reliability Tracker)
  - Attend meetings
    - Staff meetings
    - Council meetings
    - Job meetings
    - Tech committee
  - Payroll
  - Pickup and order Materials
  - Time sheets and Month End Reports
  - Inventory
- **Education**
- **Line-work**
  - Green Ridge West– New URD install; conduit, pull wire & streetlight bases
  - Pole Yard – Old pole disposal
  - Generator Site – Disconnection issue
  - Virginia – 3 Ph shut down for solar interconnect
  - AMI meter delivery/inventory
  - Buttonwood – Solar inspection
  - N. Ridge Rd – Pull new construction URD service and energize
- **Tree work**
  - Brush Chipping Program first Wednesday of the month
  - Trim trees around primary and secondary wires
  - Tree work with Jay F. Tree Service
- **Trouble calls**
  - Carrousel – Primary trouble
  - Market St alley – Primary trouble
  - Ridge Ave – Primary trouble
  - E. Market St – Down wire concern
  - Perkasio Square – Primary outage
  - 500 block Callowhill St – Primary outage
  - Sub – Transmission (PPL) issue; flickering lights
  - N. 2<sup>nd</sup> St – Secondary concern
- **Metering**
  - Collect final readings
  - Monthly meter readings
  - Meter and ERT checks
  - Change Meters
  - Hand out yellow and red tags
  - AMI meter replacement project

- Locate underground wires
  - PA-ONE calls
  - Emergency PA-ONE call
- Street lights
  - Repair street lights
- Substation
  - Perform weekly substation checks
- Borough Buildings
  - Shop maintenance
  - Repair lights
- Miscellaneous
  - Setup/breakdown of train display
  - Train display/ tree lighting event
  - Banners
  - Dublin – Christmas decorations
  - Inventory – Year-end
- Truck maintenance
  - Clean vehicles
  - Stock trucks
  - Monthly truck inspections
  - Truck 24 – HVAC repair
  - Truck 21 – Cylinder repair @ Altec
  - Truck 22 – New batteries
  - Truck 21 state inspection

## Megan McShane

---

**From:** Megan McShane  
**Sent:** Friday, January 16, 2026 9:01 AM  
**To:** Megan McShane  
**Subject:** Question  
**Attachments:** Direct-Pay-Fact-Sheet.pdf

**From:** Justin Hey <[Justin.Hey@gdsassociates.com](mailto:Justin.Hey@gdsassociates.com)>  
**Date:** January 15, 2026 at 4:16:25 PM EST  
**To:** Andrea Coaxum <[manager@perkasieborough.org](mailto:manager@perkasieborough.org)>  
**Cc:** Sydney Sprague <[sydney.sprague@gdsassociates.com](mailto:sydney.sprague@gdsassociates.com)>, Garrett Cole <[Garrett.Cole@gdsassociates.com](mailto:Garrett.Cole@gdsassociates.com)>  
**Subject:** RE: Question

Hi Andrea,

Just following up on our call. I spoke with our Subject Matter Expert who has been keeping a pulse on all things OBBB/Investment Tax Credit (ITC) related. The Direct Pay option that I mentioned on our call is still on the table. This option enables tax-exempt entities (like Perkasio) to take advantage of the ITC and receive a payment from the IRS equal to the full value of the tax credit and any applicable bonus credits should the Borough choose to pursue an ownership option for a solar asset (or any asset that qualifies for ITCs).

I've attached a fact sheet that the Clean Energy Group (national clean energy nonprofit) put together with more details on this Direct Pay option that might answer any additional questions. We'd also be happy to coordinate a call with our SME to answer any questions you might have on this topic.

Thanks,  
Justin

Justin Hey  
Senior Project Manager  
direct 770-799-2460  
cell 561-568-5840  
[justin.hey@gdsassociates.com](mailto:justin.hey@gdsassociates.com)

# Direct Pay: Investment Tax Credit (§ 48E)

## Who is eligible to use Direct Pay?

- Tax-exempt organizations including all organizations that are exempt from tax by § 501(a), § 501(c), and § 501(d).
- States (including DC), counties, cities, and other political subdivisions such as school districts.
- Indian Tribal governments, political subdivision thereof, or any agency or instrumentality of a Tribal government.
- Alaska Native Corporations, the Tennessee Valley Authority, rural electric cooperatives

## What type of property ownership is required?

- The applicable entity or electing taxpayer generally must own the property (see Q12 in [IRS Q&A](#) for eligible ownership structures).
- A partnership (even if all the partners are applicable entities) is not an applicable entity.

## How do I apply for Direct Pay?

1. Identify the project and the credit you want to pursue.
  - a. If the project wants to pursue one of the four low and moderate income [bonus credits](#), projects must apply and are not guaranteed a credit.
2. Complete your project and place it into service.
3. Complete pre-filing registration with the IRS.
4. File your tax return by the due date.
5. Receive your direct payment.

## What is the pre-filing registration process?

You need to register with the IRS and receive a registration number before you can file a tax return and receive payment. During this process, you will need to provide information about your organization, the credits you want to earn, and your eligible clean energy project(s).

## Is Direct Pay still available in 2025?

The passage of H.R.1. in 2025 did not directly impact the Direct Pay provision. Tax-exempt entities will be able to access Direct Pay for as long as projects are eligible for the Investment Tax Credit ([learn more](#)).

## What is elective pay?

Tax-exempt entities can use elective pay, also referred to as direct pay, to receive a payment equal to the full value of the Investment Tax Credit (ITC) and its bonus credits.

## What is an applicable entity?

Every entity eligible for direct pay is considered an “applicable entity.”

## Must I file a tax return?

Yes, both entities that normally fill out a tax return and entities that do not will need to do so to claim the ITC. See [Q28](#), [Q29](#).

## Federal Guidance:

- [IRS FAQs](#)
- [Proposed rule 2023-12798](#)

## Clean Energy Group Resources:

- [Guide to the direct pay application process](#)
- [What nonprofits need to know about the Investment Tax Credit](#)
- [Lawyers for Good Government fact sheets](#)



January 20, 2026

Andrea Coaxum  
Borough Manager  
Borough of Perkasio, Pennsylvania  
[manager@perkasioborough.org](mailto:manager@perkasioborough.org)

**RE: Consulting Support for “Conceptual Design & Solar Feasibility Review”**

Dear Ms. Coaxum:

GDS Associates, Inc. (“GDS”) appreciates the opportunity to provide a proposal to support the Borough of Perkasio’s (“Borough”) review of economically siting solar behind-the-meter on the Borough’s electrical distribution system. GDS has a long history of providing this solar resource guidance to the Borough, as well as to numerous other Pennsylvania municipalities and clients throughout GDS’s nationwide consulting and engineering practice.

**STATEMENT OF WORK:**

**Phase 1 – Sizing and Siting of Solar Project**

*Estimate - \$20.5K + Travel Fees/Expenses*

- Review circuit loads and capacity to accommodate Non-Retail Behind the Meter Generation (NRBTMG).
- Support review of land topography within a 2-mile radius of the point of interconnection with an initial desktop review and follow-up in-person site review.
  - *On-Site Walk-Through of Focus Sites an additional \$3,000 in Travel Fees/Expenses (1 Day)*
- Evaluate commercial scale sites local to circuit that may have enough surface area (roofs, parking lots, etc.) to accommodate significant installations.
- Assessment of distribution feeder line upgrade costs on the adjacent circuit to support the new site (s)(Optional extra scope, if necessary).
- Develop a preliminary solar array conceptual design optimized for site-specific topography and site constraints.

**Phase 2 – Review of Provider’s Solar Proposal(s) at Potential Solar Sites**

*Estimate - \$22K + Travel Fees/Expenses*

- Review bid responses at various sites and develop questions/comments for provider, including high-level review of developer plans for permitting.
- Evaluate incremental costs/savings to Perkasio’s wholesale power supply, including comparison to market-based energy plus NRBTMG benefits from forward estimates for PJM Network Integration Transmission Service (NITS) and Locational Reliability Capacity (LRC).
- Evaluate long-term feasibility of solar supply chain with specificity to specific sites
- Provide commentary on long-term Investment Tax Credit (ITC) / Domestic Content federal incentives. Also provide timing requirements to achieve safe-harbored ITC and evaluate financial impact to Perkasio if milestones are not achieved.

- Develop and present deliverable PowerPoint Presentation (PPT) that is ready for council review with recommendations and review.
  - *On-Site Presentation an additional \$3,000 in Travel Fees/Expenses (1 Day)*

**Phase 3 (Optional) – Contracting / Follow-On Owner’s Representation**

*Estimate - TBD / Hourly*

- Review design build plans throughout procurement process and provide comments.
- Negotiate commercial terms and conditions in final Turn-key Build Transfer Agreement (BTA).
  - Includes Turn-key Engineering, Procurement & Construction (EPC) contractor.
- Review of Operations & Maintenance plans to access long-term reliability risks of assets. .

**COST OF SERVICES:**

The estimated professional fee for Phase 1 and 2 of the proposed Review is \$42,500 plus up to \$6,000 in additional expenses and fees for on-site services and a presentation review. The GDS team is available to support this project immediately upon approval of the statement of work. Consulting services will be billed at time and material expenses each month. Invoices are due within 30 days of receipt.

We look forward to working with the Borough to complete these reviews expediently given the required July 4, 2026 timeframe for supporting federal subsidy to such a solar project.

Sincerely,



Garrett D. Cole, P.E.  
Vice President, Power Supply  
[garrett.cole@gdsassociates.com](mailto:garrett.cole@gdsassociates.com)  
(404) 514-9088

Accepted by \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

ExactSolar

It's Always Sunny



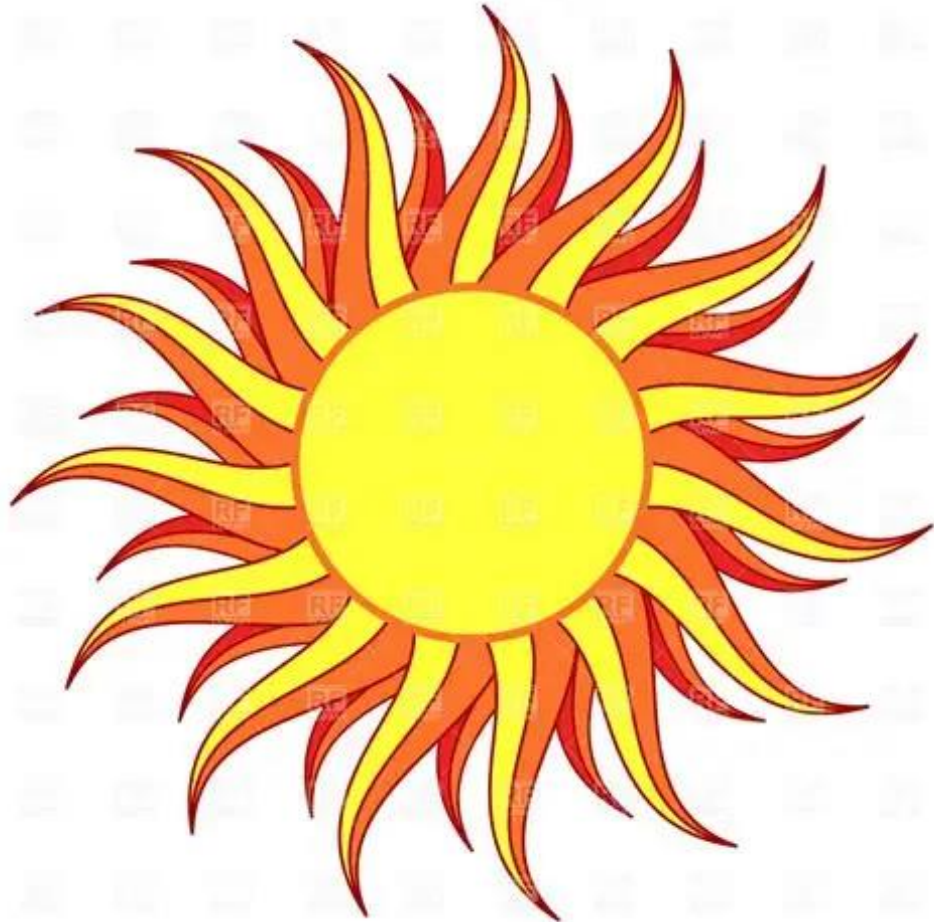
in Perkasio Borough



# *Sunshine:* Is it good for



?



## Using the Sun's energy to power Perkasio:

- Is it viable?
- Do we save \$\$ ?
- How does it work?
- Is it guaranteed?
- How do we pay for it?

## 2 Scenarios









to consider:



(1) *Do nothing*, or (2) Consider  
Offsetting current usage by 3%, 6% or 9% using the

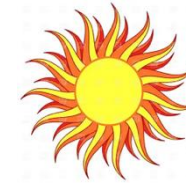


**Do Nothing & spend: \$4,836,000., \$ 9,672,000., or \$14,508,000**  
**on procuring the same amount of electricity, over the same period compared to**  
**using the Sun.**

% Offset of current usage: 	Kilowatt hours/ year from sunshine 	Total Kwh over 25 yrs. from sunshine 	\$ Net, Net, price after incentives & savings 1 <sup>st</sup> yr 	Kilowatt hour cost to compare 	25 yr. Lifetime Savings to Perkasie thanks to the Sun 
3%	1,600,000	37,200,000	\$1,517,225	\$0.041	\$3,318,775
6%	3,200,000	74,400,000	\$2,962,824	\$0.0398	\$6,709,176
9%	4,800,000	111,600,000	\$4,390,506	\$0.039	\$10,117,494

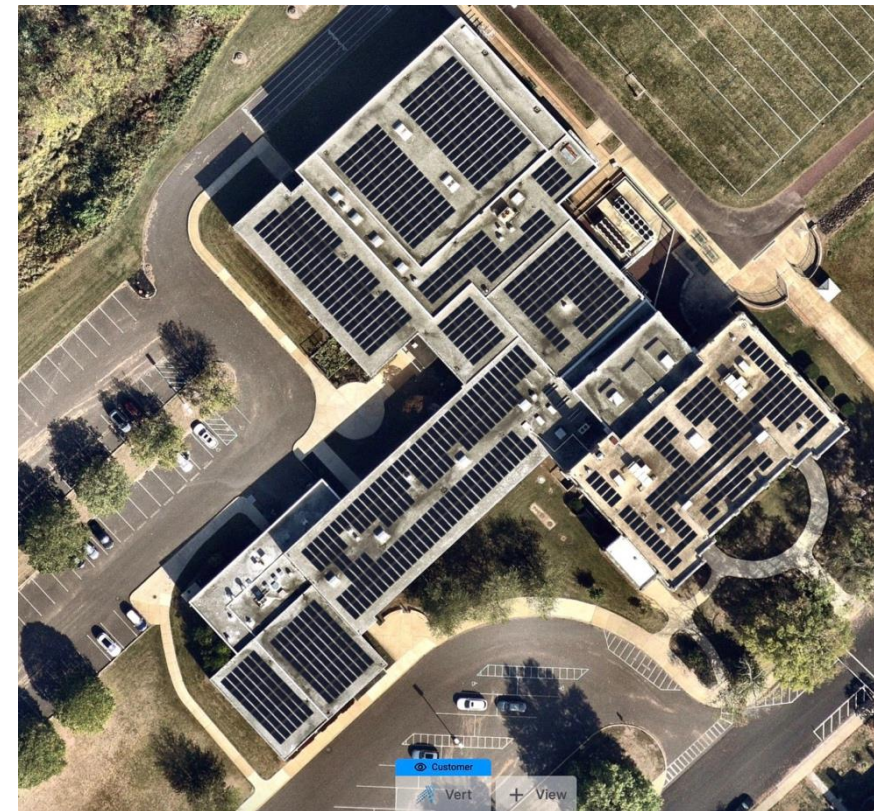
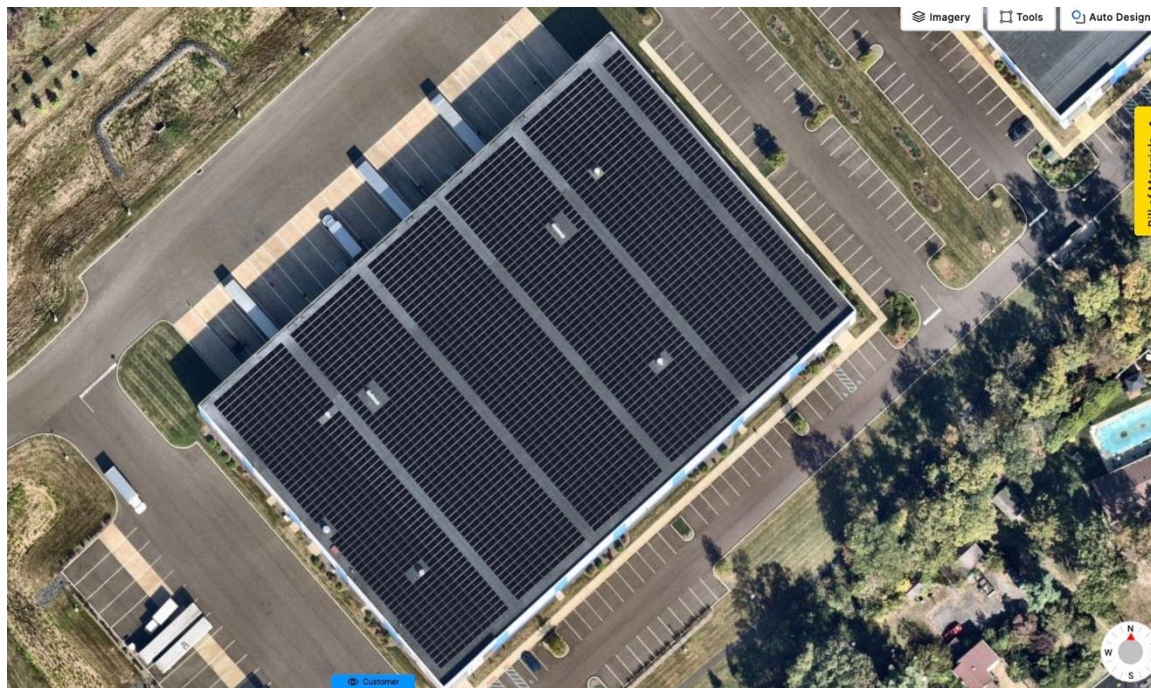


# Exact Solar



**Exact Solar; full service, local family owned, operated, & managed by a team of engineers & highly trained, experienced, technically savvy solar pros of 56 people on staff...**

**Examples of flat roof potential:**





# Exact Solar, David Hammes' projects:



**Doylestown Borough Municipal Building 2025**



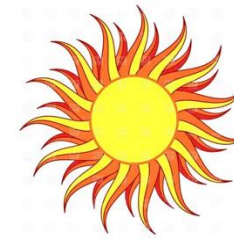
**Solebury Township Municipal Complex 2025**



**West Rockhill Township**

(...And we have about 25 additional municipalities successfully completed or in process to date...)

# Using Sunshine for



## *Exact Solar:*

- *Headquartered right here in Bucks County for 20+ years.*
- Top rated, top awarded, & experienced full service solar firm in your region; over 3000 local clients & growing

Vetted by State of Pennsylvania to meet strictest requirements for:

- PA CoStars SUPPLIER- fully vetted to qualify
- Phila Energy Authority Authorized PARTNER- deeply vetted to qualify
- AMICUS Member, among top 80 solar firms in USA- best practices
- Bonding Capacity
- Engineering, O & M services, Full-Service EPC





# Going Solar.....



For 20+ years, Exact Solar has been providing effective solar solutions to nearly 3000 customers; *municipalities, commercial & non-profit orgs., & residential customers.*

Here's what they say: [https://youtu.be/4Zn70gdDK\\_s](https://youtu.be/4Zn70gdDK_s)



## **Assumptions:**

**Average kilowatt hour cost for procurement will rise by 3% per year for traditional fossil fuel or 3<sup>rd</sup> party procurement, Over the 25-year life of a solar array.**

**The Borough currently uses 53,000,000 kilowatt hours / year to supply residents & businesses.**

**Solar projects may have degradation of less than ½ % per year over the life of the system.**

**Figures presented are based on typical, common cash purchase of solar projects**

**Power Purchase Agreement(s) (PPA's) may be used. Savings, returns (ROI) will change accordingly. PPA structured with or without buy-out clause. Flexible terms.**

**Adding ground-mounted systems vs rooftop may impact the cost by approx. 35% to 50%,+ (per additional for steel ground-mount racking).**

**Solar systems installed by Exact Solar are 100% warranted by Exact Solar for TEN (10) years, most equipment is warranted for 25 years with performance guarantees.**

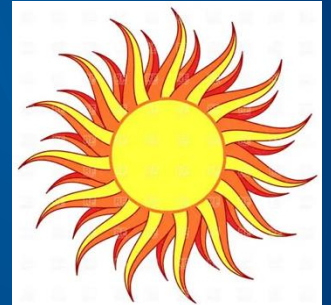
**Incentives and savings are calculated as:  
40% federal 'rebate' in cash to the Borough**

**SRECS are ~ \$25 each, cash, and calculated for 1 year only in these calcs.**

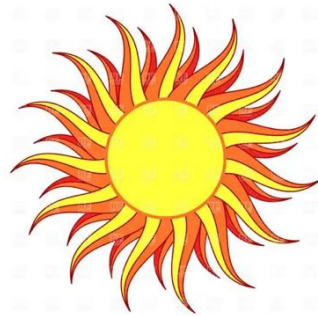
**Savings is based on the average cost per kilowatt hour for current procurement + escalator over the same lifetime as the solar system, (or 13 cents/ Kwh).**

**Comparisons are done on local energy production benefiting Perkasio residents, vs out of state providers of clean energy credits with much lesser value.**

**Assumptions include the Borough helping to provide viable locations to accommodate Solar arrays. Incentives and project viability is based on placing an order in time to meet the Incentives and construction guidelines as set by the federal gov.**



***Thank you!***  
***David Hammes***  
***267-454 1562***  
***Dave@ExactSolar.com***  
***PA COSTARS Supplier***  
***20 yr global exp. & Sales Engineer***  
***PSEA solar assoc. Board Member***  
***United Nations G.A. Subject Matter Expert***



## **CODE ENFORCEMENT REPORT – January 13<sup>th</sup>, 2026**

### **CODE & CODE ENFORCEMENT**

- **Stormwater & BMP MS4 Reporting:** Fall reporting for all installed stormwater systems is due end February 2026.
- **Complaint and Service Report Tracking:** Service Request Report in Council packet.
- Designed & sending postcard to commercial, institutional & educational properties verifying recycling compliance under PA Act 101 & Borough Code.
- Worked with NeXtlevel programmer to improve the Property Management Software system to track Businesses in the Borough
- Pedestrian Safety: focus on compliance with trees & bushes encroaching on the sidewalk, on retaining wall safety, and on needed sidewalk repairs. As needed, follow up on weather related snow and ice issues.
- Responded to resident complaints and Code Enforcement issues as needed.
- Wrote articles for inclusion in Spring issue of Perkasio Connection.

### **MEETINGS & TRAININGS:**

- Flood Plain Administrator examination scheduled for February.

## CMIS Municipal Information System

Row	Department	Request #	Status	Entered Date	Closed Date	Service Issue	Service Descr	Action Date	Action Taken
1	CODE ENFORCEMENT	25-680	CLOSED	07/28/2025	12/31/2025	OTHER	Broken windows at rear of Perkasio Train Station	12/31/2025	Windows have been properly boarded up.
2	CODE ENFORCEMENT	25-760	CLOSED	09/29/2025	12/09/2025	HIGH GRASS/WEEDS	Poison ivy overgrown / causing an issue under / beside the railroad bridge at 8th & Vine. Verify issue, identify parcel owner, get it removed.	12/09/2025	Believe Septa is property owner Completed site inspection. Overgrowth has died due to seasonal weather. Will keep an eye out for spring growth and address as needed.
3	CODE ENFORCEMENT	25-782	CLOSED	10/16/2025	12/04/2025	PARKING COMPLAINTS	Enclosed car trailer is parked on the property. Resident believes it's not allowed to be parked there.	12/04/2025	Completed final site inspection and confirmed trailer is being stored on an existing parking pad and is approximately 5 feet from the property line as per code.
4	CODE ENFORCEMENT	25-806	CLOSED	11/12/2025	12/11/2025	TRASH IN YARD	Mattress in side yard leaning against the house.	12/11/2025	Mattress was removed from property. No further action needed.
5	CODE ENFORCEMENT	25-807	CLOSED	11/12/2025	12/18/2025	OTHER	Boat front yard / driveway.	12/18/2025	Completed Site inspection. Boat was removed from front yard and moved to the rear yard as per Code. No further action needed at this time.
6	CODE ENFORCEMENT	25-815	CLOSED	11/13/2025	12/11/2025	SIDEWALKS	Bushes blocking sidewalk	12/11/2025	Bushes were trimmed back. No Further Action.
7	CODE ENFORCEMENT	25-816	CLOSED	11/13/2025	12/11/2025	OTHER	Bulk trash on side for more than a week. Staff spoke with resident on 11/6. To much bulk was set out to curb.	12/11/2025	Bulk Items were removed from property. No further action needed.
8	CODE ENFORCEMENT	25-820	CLOSED	11/20/2025	12/12/2025	OTHER	As briefly discussed on our phone conversation, this is in regard to a resident complaint about a "leaking transformer" near 1201 N 5th St (CVS). There is a Verizon pole that has a splice that is leaking green, grease(?) or something that I would assume is to help prevent their connections from corroding. This is not a Borough owned pole or wires this is coming from. I tried to contact Verizon through 1-800-Verizon and also their online chat but could not speak to an actual person to submit the concern. If someone is able to find a contact and reach out to them to pass the issue along, that would be appreciated.	12/12/2025	Spoke with Verizon Tech they fixed a load cable that was cracked. No further action need.
9	CODE ENFORCEMENT	25-834	CLOSED	12/05/2025	12/11/2025	TRASH IN YARD	TRASH BEING LEFT OUT NOT SURE WHAT PROPERTY OWNER IS LEAVING OUT THE AS THERE ARE 4 UNITS IN THAT BUILDING	12/11/2025	Trash was removed from side of road. No further action needed at this time.
10	CODE ENFORCEMENT	25-842	OPEN	12/12/2025		SIDEWALKS	Bravos Pizza sidewalk driveway apron has a trip hazard with a lifted sidewalk edge.	12/18/2025	Completed Site to determine hazardous sidewalk. Lifted area near the apron of driveway along Walnut St was determined to be the issue. Will send letter to property owner.

11	Electric	25-790	CLOSED	10/29/2025	12/12/2025	OTHER	This home needs to have the home owner remove the two illegal locks on his meter base so that the meter can be replaced to complete meter change outs in this part of town.	12/12/2025	Spoke with property owner and stated that he spoke to the Electric Dept. regarding the meter locks and smart meter. Spoke with Electric Department Super regarding property owner request about smart meters. He confirmed that this meter/lock issue will be address at the end of the replacement program. No further action taken at this time.
12	Electric	25-845	CLOSED	12/18/2025	12/23/2025	STREET LIGHT REPAIR	Resident at Fern Drive, which is next door to Fern Drive, called to say that the streetlight is out in front of Fern Drive. There is no number on the streetlight, but the streetlight is number 4.	12/23/2025	New door installed; Light tested and now working as it should
13	Electric	25-849	CLOSED	12/22/2025	12/23/2025	OTHER	Check Pole PB4-225 for peeling bark see report	12/23/2025	Harold stopped out, pole still looks structurally fine. Was tested a few months ago and came back okay. There is a noticeable lean to the pole, will look into adding a guy wire in the new year
14	Electric	25-850	CLOSED	12/29/2025	12/29/2025	STREET LIGHT REPAIR	All of the street lights are out between Chestnut and Walnut Street and have been out for a few days.	12/29/2025	Replaced blown fuse that feeds the street lights.
15	Electric	25-851	OPEN	12/29/2025		ELECTRIC OUT	Power was out to half his house so he had an electrician out. The electrician came out and said that half of the power from the meter outside is not getting to his panel inside and shuts off half of the power and he needed to call his power provider. Please call Francisco Marciano at 267-334-9291.	01/05/2026	Issue is in customers meterbase. Temporary repair was done and resident informed meterbase needs to be replaced, or at a minimum, jaws inside meterbase need to be replaced
16	PUBLIC WORKS	25-828	CLOSED	11/26/2025	12/03/2025	BOROUGH BUILDING MAINTENANCE	Window blinds broke in Park and Rec suite in Lauren's office	12/03/2025	Blind was fixed
17	PUBLIC WORKS	25-830	CLOSED	12/02/2025	12/03/2025	TRASH NOT PICKED UP	Trash was not picked up. One Borough Bag.	12/03/2025	Picked up missed trash bag
18	PUBLIC WORKS	25-832	CLOSED	12/04/2025	12/04/2025	OTHER	Please can we get 2 baricades by the mail slot at Borough Hall and another 2 at the corner of 6th & Chestnut by the end of day today? This is in case we need the barricades for the live TV event happening at the RAMs and in the town center early on Friday 12/5. Thank you,	12/04/2025	Barricades are placed
19	PUBLIC WORKS	25-836	CLOSED	12/09/2025	12/09/2025	POTHOLE(S)	Robert Dunlap called and said there is a pothole across from his house, on the north side of the street. He asked if it can be filled and requested to be called with a response. 215-257-6033	12/09/2025	Lety state know about the pothole
20	PUBLIC WORKS	25-843	CLOSED	12/16/2025	12/16/2025	TRASH NOT PICKED UP	TOTER WAS NOT PICKED UP	12/16/2025	Picked up missed trash from toter
21	PUBLIC WORKS	25-847	CLOSED	12/19/2025	01/09/2026	DEBRIS	Their final leaf pick up they put out last week was not picked up yet.	01/09/2026	Finished leaf collection this week
22	PUBLIC WORKS	25-848	CLOSED	12/22/2025	01/07/2026	BOROUGH BUILDING MAINTENANCE	The pipe beneath the kitchen sink is slowly dripping into a bin we have underneath it, that has a few cleaning supplies in it. Could someone please come take a look when you have a chance? Thank you!	01/07/2026	Tom checked the pipe and could not find a leak will keep an eye ion it to see if it leaks

23	PUBLIC WORKS	25-852	CLOSED	12/29/2025	12/29/2025	TRASH NOT PICKED UP	Dresser sitting at the corner of N 3rd and Race St. When tagging the property with a notice, CG spoke with resident. Resident said someone from up on race street put it out to the curb. Resident does not know who the dresser belongs too. Asked PW to pick up.	12/29/2025	Picked up a dresser from the road
24	PUBLIC WORKS	25-854	CLOSED	12/29/2025	01/08/2026	OTHER	The homeowner called to report that the speed limit sign in front of their house is wobbling a lot; they called to report this once before and the Public Works Department did go out to fill in around it, but it is loose again, and they are concerned with all of the high winds that we've been getting that it will get blown over.	01/08/2026	fixed sign
25	PUBLIC WORKS	25-857	CLOSED	12/31/2025	12/31/2025	OTHER	Please pick up and store the barricades and cones that are located directly across from Borough Hall on the grass as well as the two traffic cones that are located next to the Santa House. Thank you.	12/31/2025	Picked up cones and barricades
26	RECYCLING/TRASH	25-829	CLOSED	12/01/2025	12/01/2025	NO-PICK UP TRASH	Resident called and was very upset. She said the trash guys took things out of her toter, put them on the ground, and left a big mess for her to clean up with food on the ground. She requested that the truck come back and pick up the rest of her trash.	12/01/2025	Trash was from outside her toter, and they put it in the toter, and we picked it up
27	RECYCLING/TRASH	25-831	CLOSED	12/03/2025	12/03/2025	NO-PICK UP TRASH	boro bag was missed. All her neighbors were picked up. Will leave out.	12/03/2025	Went by house no bag was out
28	RECYCLING/TRASH	25-833	CLOSED	12/05/2025	12/08/2025	NO-PICK UP RECYCLING	Resident at 410 Arch Street called at 12:05 her cardboard wasn't picked up yet. She was checking if they missed her or if they haven't been there yet.	12/08/2025	Went by the house, no cardboard out
29	RECYCLING/TRASH	25-837	CLOSED	12/09/2025	12/09/2025	NO-PICK UP RECYCLING	The property owner e-mailed and asked if there have been changes to the recycling program; her cardboard & paper has not been picked up the last 2 Fridays. Thank you!	12/09/2025	The first Friday was the Holiday, the second they missed the cardboard will remind the guys about picking there paper.
30	RECYCLING/TRASH	25-838	CLOSED	12/09/2025	12/09/2025	NO-PICK UP TRASH	Trash Toter, recycling & bulk items were not picked up on Monday. Was out Sunday night. Didn't call yesterday thought they were running late and they would get it today. She did have more than 1 bulk item so I said they won't take more than that but not sure why they didn't get the toter or recycling. Thank you!	12/09/2025	Picked up missed trash and recycling
31	RECYCLING/TRASH	25-839	CLOSED	12/09/2025	12/10/2025	NO-PICK UP TRASH	Trash was not picked up	12/10/2025	Picked up missed trash from Toter
32	RECYCLING/TRASH	25-835	CLOSED	12/09/2025	12/09/2025	NO-PICK UP TRASH	Resident's trash was not picked up yesterday (12/8). Resident said a few other neighbors also did not have their trash picked up.	12/09/2025	Picked up missed trash
33	RECYCLING/TRASH	25-840	CLOSED	12/11/2025	12/11/2025	NO-PICK UP TRASH	Bulk item (very large plastic bin) was not taken yesterday. They had a boro bag on top of it which was taken, but the bin was not. It is too big to fit in a a boro bag. Will leave out.	12/11/2025	Picked missed plastic bin
34	RECYCLING/TRASH	25-841	CLOSED	12/12/2025	12/12/2025	NO-PICK UP RECYCLING	Resident's recycling was not picked up on Thursday, December 11. Resident took recycling to the recycling center and does not need it picked up, but he requested that it be noted that it wasn't picked up.	12/12/2025	Will note it

35	RECYCLING/TRASH	25-844	CLOSED	12/16/2025	12/17/2025	BROKEN BIN	Resident's toter was hit by a car today when it was out for trash pickup. The hinge was damaged, and the lid won't close properly. The toter is also dented. Can the toter be replaced?	12/17/2025	Switched out Toter
36	RECYCLING/TRASH	25-846	CLOSED	12/19/2025	12/19/2025	NO-PICK UP RECYCLING	Cardboard and paper not picked up. Will leave it out for pick up.	12/19/2025	Picked up missed cardboard
37	RECYCLING/TRASH	25-855	CLOSED	12/29/2025	12/30/2025	NO-PICK UP TRASH	The homeowner called because their trash was not picked up. They are at the corner of Race & Marshall, and he put the toter out at 8:00 pm last evening, on the Marshall St side of the house (where he always puts it). I advised him to leave it out tonight and that the Public Works crew would come back for it tomorrow (Tuesday). Thank you!	12/30/2025	Picked up missed trash
38	RECYCLING/TRASH	25-853	CLOSED	12/29/2025	12/29/2025	NO-PICK UP TRASH	Trash Missed. Was out last night in alley.	12/29/2025	Picked up missed trash
39	RECYCLING/TRASH	25-856	CLOSED	12/30/2025	12/30/2025	NO-PICK UP TRASH	Boro bag missed this morning. Please pick up. Thank you!	12/30/2025	Picked up missed trash bag



## **PLANNING & ZONING REPORT – January 13<sup>th</sup>, 2026**

### **PLANNING COMMISSION**

- Planning Commission continues work on a proposed draft ordinance regulating Accessory Dwelling Units.
- Planning Commission has reviewed and recommended a request for a waiver of Land Development for PRA for the installation of a Booster Pump House and generator.
- Ordinance amendments related to the Keeping of Chickens and to Roadside Stands were presented to the Planning Commission for additional review in September. Preparing their recommendation for Borough Council review and direction.
- The Planning Commission annual report from Gilmore & Associates is attached to this report.
- Minutes of the October 22, 2025 Planning Commission meeting are attached to this report.
- The next Planning Commission meeting on January 28, 2025 will include a discussion of Formal Sketch Plan Application 503-545 Constitution Ave.

### **ZONING HEARING BOARD**

- A recap of the 2025 Zoning Hearing Board Meetings is included under the Zoning Hearing Board Report.
- Since there are no applications for the Zoning Hearing Board, there will not be a meeting in January.

### **SUBDIVISION & LAND DEVELOPMENT**

- 306 N 5<sup>th</sup> St Development: Project is continuing with Phase 1 on the project. Outside Improvements are be completed. Applicants plan to open Thrift Store by February.

### **PERMITS, BUILDING & ZONING**

- A monthly report of permits issued in December 2025 is attached to this report.
- Staff are continuing to research and close out legacy escrow accounts where projects are completed. Where necessary project owners are completing projects or inspections to allow for escrow release.
- Responding to queries from residents and businesses regarding permit issues.

### **MEETINGS & TRAININGS:**

- Site Visit at 306 N. 5<sup>th</sup> St. to discuss Phases of LD Project and Temporary Certificate of Occupancy process
- Webinar: Municipal Odds & Ends.

# **2025 Annual Report of the Perkasie Borough Planning Commission**

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**To:** Borough of Perkasie Borough Council

**CC:** Andrea Coaxum, Borough Manager, Linda Reid, Assistant Borough Manager

**From:** Borough of Perkasie Planning Commission

**Date:** January 5, 2026

**RE:** 2025 Annual Report of the Planning Commission

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This Annual Report of the Borough of Perkasie Planning Commission (Planning Commission) represents a summary of the Planning Commission activities in 2025.

## **I. Municipalities Planning Code (MPC) Requirements**

Section 207 of the Municipalities Planning Code requires a planning commission keep a full record of its business and make a written report annually by March 1 of each year of its activities to the governing body. The following information represents a summary of the activities of the Borough of Perkasie Planning Commission in 2025.

## **II. Planning Commission 2025 Activities**

In 2025 the Planning Commission held seven (7) meetings. The following is a summary of the Planning Commission meeting activity in 2025.

### January 22, 2025

The Planning Commission reorganized. The Planning Commission discussed Conditional Use application for WP Perkasie LLC – Drive-Thru.

Project representatives presented updated plans and provided information regarding the proposed use, details of the drive-thru, architectural features and trash pick-up. The applicant agreed to address all items identified in the review letter prior to appearing before Borough Council. A motion was made to recommend Conditional Use Approval and amended Land Development Approval. The Planning Commission approved the motion unanimously.

### April 23, 2025

The Planning Commission discussed Keeping of Fowl Ordinance Amendments. Assistant Borough Manager presented the current ordinance regarding the keeping of fowl.

The Planning Commission reviewed and discussed Roadside Stands Ordinance Amendments. Proposed changes included to allow roadside stands as accessory use by right, provided the primary use of the property is residential and to remove handmade goods from the list of permitted items for sale. The Planning Commission supported these proposed amendments.

May 28, 2025

The Planning Commission discussed Keeping Foul Ordinance Amendments. The Planning Commission recommended approval to Borough Council with conditions including clarifying the definition section regarding male chickens and adding waste disposal removal requirements.

The Planning Commission discussed Roadside Stands Ordinance Amendments. The Planning Commission recommended approval to Borough Council, conditioned upon the amendment of paragraph 1 regarding no stands permitted on sidewalks or within street lines.

August 27, 2025

The Planning Commission reviewed and discussed sketch plan for Perkasio Place LLC. Representatives presented a sketch plan for subdivision and development of a parcel located at 505 Constitution Avenue, (7.9 acres, I-2 Light Industrial District). The proposal will require zoning relief for five (5) new apartment buildings containing 75 total units, with primary access through the Landis Shopping Center to Constitution Avenue and emergency access to Wyckford Drive.

The Planning Commission discussed pedestrian connections, demand for the proposed use, traffic study methodology, and details of the apartment units. Public comments followed expressing concerns regarding traffic, setbacks, use, greenspace, and landscape buffering. No action was taken.

September 24, 2025

The Planning Commission reviewed the "Keeping of Chickens" ordinance and discussed Council's recommendation to adjust setbacks to 25 feet in the Town Center Overlay District.

A motion was made to recommend approval of the amended ordinance to allow chicken coops 10 feet from property lines Borough-wide, except within the Town Center Overlay where a 25-foot setback would apply. Motion approved 4 to 3.

A presentation of the Economic Development Plan Update followed with comments and discussion regarding the update completed to date and overall theme to maintain small-town authenticity.

The Planning Commission discussed Accessory Dwelling Units (ADU) as a permitted use in the Borough to address the need for affordable housing and what restrictions might apply.

October 22, 2025

The Planning Commission continued discussions on Accessory Dwelling Units (ADU). Topics reviewed included minimum lot sizes, permitted residential districts, allowable ADU types, size limitations, parking and potential occupancy regulations.

December 10, 2025

The Planning Commission reviewed and discussed the PRA Booster Pump Land Development Application. Representatives presented a waiver request letter. A motion was made to recommend Land Development Approval to Borough Council. The Planning Commission approved the motion unanimously.

The Planning Commission continued discussion on Accessory Dwelling Units (ADU). Topics included permitted use as a special exception, zoning districts where permitted, definitions, and parking.

The Planning Commission reviewed and discussed the Economic Development Plan Update. Topics included desired growth and the Main Street Matters Designation Program.

Minutes of Meeting  
Perkasie Planning Commission  
October 22, 2025

620 W. Chestnut Street  
Perkasie, PA 18944

Attendance:  
Planning Commission

Maureen Knouse  
Heather Nunn  
Mairi Schuler  
Mary McKay  
Dave Weaver (Absent)  
Dale Schlegel  
Kim Bartells  
Kelly Laustsen (Absent)  
Quinten Baker

Borough of Perkasie:

Cassandra L. Grillo, Borough Zoning Officer  
Adrianne Blank, R.L.A., Borough Planner  
Sean Gresh, Borough Solicitor

### **Call to Order**

Chairperson Maureen Knouse called the meeting to order at **7:03 PM**. The Pledge of Allegiance was recited. A quorum was present, and business before the Commission was acknowledged.

### **Approval of Minutes**

Upon a motion by **Mari Schuler**, seconded by **Dale Schlegel**, the minutes of the **September 24, 2025** Planning Commission meeting—**with noted spelling corrections**—were unanimously approved.

### **Old Business**

#### **Accessory Dwelling Unit (ADU) Discussion**

The Planning Commission continued its discussion regarding the regulation of **Accessory Dwelling Units (ADUs)**. Topics reviewed included minimum lot sizes, permitted residential districts, allowable ADU types, size limitations, parking, and potential occupancy regulations.

Following discussion, the Planning Commission reached consensus on the following **preliminary recommendations**:

#### **ADU Recommendations (Commission Consensus)**

**Approval Method:**

- ADUs should be permitted by right in all residential zoning districts: R-1A, R-1B, R-2, and R-3.
- ADUs would be permitted on single-family detached and single-family attached (twin) dwellings.

**Types of ADUs:**

- All sample ADU types reviewed should be permitted, including detached ADUs.

**Size and Design Standards:**

- ADUs may contain no more than one (1) bedroom.
- ADUs must comply with the district's lot size, setback, impervious coverage, and building coverage requirements.
- Maximum ADU size shall be no more than 35% of the existing principal dwelling's habitable floor area and not exceed 800 square feet.
- Detached ADUs must maintain a minimum 15-foot separation from the principal dwelling.
- Height restriction: ADUs shall be no higher than the existing roofline of the principal structure and may not exceed 24 feet in height.

**Occupancy & Rental Regulations:**

- Long-term rentals are permitted.
- Short-term rentals (e.g., Airbnb, VRBO) are prohibited.
- Include a deed restriction requiring the property to remain owner-occupied.

**Parking Requirement:**

- Provide one (1) off-street parking space per bedroom.

**Impact Fee:**

- An impact fee should apply; details to be determined during ordinance drafting.

After no further discussion regarding ADUs the Commission moved to adjourn.

**Adjournment:**

With no further business, the meeting adjourned at 8:56 pm.



---

Heather Nunn - Secretary

**BOROUGH OF PERKASIE**  
**Building and Codes Department**  
**Permit Issued For : December 2025**

**Building : Commercial**

Permit	Parcel		Work Desc	Applicant	Work Location	Permit Fee	UCC	Status	App. Date	Issue Date
1	25-0472	33-003-021-00B	Commercial NonResidential Interior Alteration	Skepton Construction, Inc	500 N RIDGE RD	\$4,231.26	\$4.50	PENDING PAYMENT	08/13/2025	12/22/2025
						\$4,231.26	\$4.50			

**Building : Residential**

Permit	Parcel		Work Desc	Applicant	Work Location	Permit Fee	UCC	Status	App. Date	Issue Date
2	25-0592	33014003	Residential SOLAR PANELS	NO PROBLEM ELECTRIC CORP	504 E WALNUT ST	\$158.50	\$4.50	ACTIVE	11/20/2025	12/04/2025
3	25-0597	33010257	Residential Roofing	TIMOTHY SCHAFFER ROOFING & SIDING	300 KENT LA	\$139.50	\$4.50	ACTIVE	12/03/2025	12/04/2025
4	25-0599	33001165	Residential Roofing	NORTH STAR ROOFING	609 RUSTIC DR	\$139.50	\$4.50	ACTIVE	12/09/2025	12/11/2025
5	25-0600	33013012-016	Residential Deck/Patio	CUSTOM CRAFT CONTRACTORS	519 LOMBARD ST	\$345.50	\$4.50	OPEN	12/09/2025	12/11/2025
6	25-0602	33006191-037	Residential Roofing	VOLPE ENTERPRISES	543 PENNY LA	\$139.50	\$4.50	ACTIVE	12/11/2025	12/12/2025
7	25-0603	33002046-004	Residential Roofing	VOLPE ENTERPRISES	1221 W PARK AVE	\$139.50	\$4.50	ACTIVE	12/16/2025	12/17/2025
8	25-0617	33009075	Residential Demolition - Residential	BARRY A COHEN PE, BASE ENGINEERING	212 SPRING LA	\$104.50	\$4.50	PENDING PAYMENT	12/18/2025	12/18/2025
						\$1,166.50	\$31.50			

**Electrical : Residential**

Permit	Parcel		Work Desc	Applicant	Work Location	Permit Fee	UCC	Status	App. Date	Issue Date
9	25-0616	33005263	Residential New Electrical Work	ALEX CHERKAS	113 S SECOND ST	\$284.50	\$4.50	APPROVED	12/18/2025	12/18/2025
						\$284.50	\$4.50			

**Mechanical : Residential**

Permit	Parcel		Work Desc	Applicant	Work Location	Permit Fee	UCC	Status	App. Date	Issue Date
10	25-0598	33005417	Residential Alteration	HORIZON SERVICES	118 N NINTH ST	\$139.50	\$4.50	ACTIVE	12/05/2025	12/05/2025
11	25-0604	33003005-001	Residential Alteration	HORIZON SERVICES	216 RIDGE AVE	\$139.50	\$4.50	ACTIVE	12/16/2025	12/17/2025
						\$279.00	\$9.00			

**Plumbing : Residential**

Permit	Parcel		Work Desc	Applicant	Work Location	Permit Fee	UCC	Status	App. Date	Issue Date
12	25-0596	33010247	Residential Alteration	TLC DRAIN SEWER AND WATER CLEAN UP	323 KENT LA	\$139.50	\$4.50	ACTIVE	12/03/2025	12/04/2025
						\$139.50	\$4.50			

**Zoning : Residential**

Permit	Parcel		Work Desc	Applicant	Work Location	Permit Fee	UCC	Status	App. Date	Issue Date
13	25-0434	33001003	Residential ADDITION	SAMUEL GODSHALL	423 S RIDGE RD	\$100.00		PENDING PAYMENT	07/10/2025	12/30/2025

14 25-0554 33014043-016 Residential Deck

RUTLEDGE, DEITRIA YVONNE

425 JULIANA  
WAY

\$100.00

APPROVED

11/04/2025 12/02/2025

\$200.00

**Total Permit Fees:**

**\$6,300.76**

**Total State UCC:**

**\$54.00**



## **2025 Zoning Hearing Board Recap Report**

In 2025, the Perkasio Zoning Hearing Board held eight hearings to review zoning appeals related to signage, land use, and property variances, with decisions based on ordinance criteria and neighborhood impact.

**Appeal 2025-01:** Approved variances for Perkasio Fire Co. to install a large LED message sign.

**Appeal 2025-02:** Approved a drive-through stacking variance for a new restaurant at 1120 N. Fifth St.

**Appeal 2025-03:** Denied use variance for a proposed 76-unit apartment complex in an I-2 Industrial District.

**Appeal 2025-04:** Partially approved St. Stephen's Church's request for an LED sign with limited animation.

**Appeal 2025-05:** Granted a variance for lot size and setback requirements to allow a resident to keep a pet pig on a residential lot.

**Appeal 2025-06:** Approved variances for accessory structure placement on a corner residential lot with reduced setbacks.

**Appeal 2025-07:** Approved use variance and parking exception for a dance studio in a former industrial building located in the I-2 Industrial District.

**Appeal 2025-08** - granted variances for seven off-premises advertising signs at 29 S. 9<sup>th</sup> St. Approval was conditioned on maintaining current sign size, location and number.



# BOROUGH OF PERKASIE

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## INTER-OFFICE MEMORANDUM

**TO:** Andrea Coaxum  
Borough Council

**FROM:** Cassandra L. Grillo, CZO, BCO  
Zoning Officer & Code Enforcement Administrator

**DATE:** January 7, 2026

**RE:** Perkasie Regional Authority – Ridge Road Booster Pump Station  
Waiver of Land Development Application

### **Project Summary:**

The Perkasie Regional Authority (PRA) has submitted a Waiver of Land Development Application for improvements to its existing water facility located at Ridge Avenue and North Ridge Road.

The site currently contains a water storage tank and related utilities. PRA is proposing to construct a small booster pump station building (approximately 458 square feet) along with a generator pad, minor driveway improvements, and landscaping.

The purpose of the project is to improve the reliability of the Borough's public water system and allow PRA to better manage water pressure during emergencies. The property is zoned R-2 Residential, and the use is classified as a Public Utility, which is permitted by right. No zoning relief is required.

### **Waiver Request:**

PRA is requesting a Waiver of Land Development, which would allow the project to move forward without going through separate preliminary and final plan approvals. This request is based on the limited scope of the project and the fact that it is an improvement to an existing public utility facility.

In addition, PRA is requesting that several waivers previously approved by Borough Council in 2022, which were granted for the water tank replacement project remain in effect. These waivers relate to items such as:

- Road widening
- Sidewalks and curbs
- Driveway standards
- Certain plan detail requirements

No new major waivers are being requested beyond what has already been approved for this site.

**Borough Engineer Review:**

The Borough Engineer reviewed the application and does not object to the Waiver of Land Development, given the size and nature of the project.

The Engineer did identify several technical items that must be addressed on the plans before final approval, such as:

- Adding missing notes and dimensions
- Clarifying grading and driveway details
- Showing lighting and tree protection measures
- Obtaining Fire Company review

These are standard review comments and can be resolved through plan revisions.

**Planning Commission Recommendation:**

The Planning Commission reviewed this application at its December 10, 2025 meeting. After hearing the project presentation and reviewing the waiver request, the Planning Commission unanimously recommended approval of the Waiver of Land Development Application to Borough Council.

**Recommendation:**

This project is a public infrastructure improvement, does not expand the existing use, and results in minimal site disturbance. Both the Planning Commission and Borough Engineer support approval, subject to standard conditions.

Council is asked to consider approval of the Waiver of Land Development, subject to the Borough Engineer's review comments and completion of all required plan revisions.



December 3, 2025

File No. 25-01077

Cassandra L. Grillo, CZO, BCO  
Zoning Officer and Code Enforcement Administrator  
Borough of Perkasio  
620 W. Chestnut Street  
P.O. Box 96  
Perkasie, PA 18944

Reference: Perkasio Regional Authority – Ridge Road Booster Pump  
N. Ridge Road & Ridge Avenue  
Waiver of Land Development Plans – Review #1

Dear Cassandra:

Pursuant to your request, Gilmore & Associates, Inc. (G&A) has reviewed the Waiver of Land Development Plans for the above-referenced project. We offer the following comments for consideration by the Borough:

I. Submission

- A. Ridge Road Booster Pump plans prepared for Perkasio Reginal Authority, as prepared by Pennoni Associates, Inc., consisting of eleven (11) sheets, dated November 7, 2025.
- B. Waiver Request Letter for Ridge Road Booster Station (PRA25-03), as prepared by Pennoni Associates, Inc., dated November 7, 2025.
- C. Subdivision/ Land Development Application and Plan Submission Checklists dated November 7, 2025.
- D. Adequate letter for Ridge Road Booster Pump from Bucks County Conservation District, dated November 25, 2025.

II. General Information

The subject property known as tax map parcel 33-003-011 is located along the south side of Ridge Avenue at the intersection with N. Ridge Road (S.R. 0563) in Perkasio Borough, Bucks County, PA. The property contains a total of 91,529.11 square feet (2.10 acres). The Applicant and Owner of Record for the site is the Perkasio Reginal Authority.

The site currently contains a partially inground concrete water reservoir tank and associated utilities along with a stone access drive extending from Ridge Avenue, landscape retaining walls, landscaping, fencing, and wooded areas. Following the removal of a portion of the stone driveway and a fire hydrant along with the relocation of a tree, the Applicant proposes to construct a 458 square foot booster pump station building between the existing reservoir tank and the stone driveway along with a 233 square foot stone driveway expansion, landscaping and a 50 square foot generator pad. The site is zoned Two Family Residential (R-2) Zoning District and the use is "Public Utility" (F2), which is a use permitted by right in the R-2 Zoning District. According to FEMA map 42017C0143J, dated March 16, 2015, the site is not located within a 100-year floodplain.

### III. Reference Documents

ZHB Appeal No. 2022-06 – The Applicant previously received zoning relief from the Perkasie Borough Zoning Hearing Board (ZHB) on Appeal No. 2022-06 on May 23, 2022 for the PRA Reservoir Replacement project. The ZHB granted variances from the following Sections: 1) §186-18.F.(2)(a) to extend a portion of the stone ring around the proposed water reservoir to be located in the buffer area, and 2) §186-54.D.(2) to decrease the amount of certain vegetation within the buffer yard. The reservoir replacement project was constructed in accordance with the decision rendered on Appeal No. 2022-06.

### IV. Review Comments

#### A. Zoning Ordinance (Chapter 186)

We have identified the following issues in regards to the requirements and provisions of the current Perkasie Borough Zoning Ordinance:

1. §186-20.C.(5) – The maximum accessory building height shall be 15 feet. The proposed Booster Pump Station is considered an accessory building to the reservoir tank. This requirement should be added to the 'Zoning Data' table and the height of the Booster Pump Station building should be noted on the plan to verify compliance with this requirement.
2. §186-28.B. – At each point where a private accessway intersects a public street or road, a clear-sight triangle of 10 feet, measured from the point of intersection of the street line and the edge of the accessway, shall be maintained, within which vegetation and other visual obstructions shall be limited to a height of not more than two feet above the street grade. The clear sight triangles should be shown at the driveway intersection with Ridge Avenue to demonstrate adequate visibility.
3. §186-52.C. – Any outdoor lighting such as pole-mounted, building, sign, canopy, or sidewalk illumination, and driveway lights, shall be shown on the lighting plan in sufficient detail to allow determination of the effects to adjacent properties, traffic safety, and overhead sky glow. Any lighting for the Booster Pump Station should be added to the plan and a lighting plan provided as necessary.
4. §186-54.E.(4)(c) – All plant material should be guaranteed for 18 months from the day of final approval of the landscape installation by the Borough in accordance with the provisions of the Borough's Developer's Agreements, escrow agreements, and maintenance agreements. A note should be added to the Record Plan stating the guarantee noted above.
5. §186-57 – The existing area and proposed disturbance of environmental resources listed in this section should be tabulated on the plans. Any resource which does not exist should be listed with an area of 0 square feet.

#### B. Subdivision and Land Development Ordinance (Chapter 164)

We have identified the following issues in regards to the requirements and provisions of the current Perkasie Borough Subdivision and Land Development Ordinance (SALDO):

1. §164-8.B. – Land Development projects require a separate stage of approval for the submission of preliminary plans and final plans for all major subdivisions and land development. The Applicant is requesting a Waiver a Land Development, which would waive certain requirements within SALDO including a separate stage of approval. We have no objection to this waiver request due to the scope of the project conditioned upon the Applicant providing the deposit and fee for both preliminary and final submission as required in §164-11.C.(1).

Also, the Applicant is requesting as part of the Waiver of Land Development the reaffirmation of the following waivers that were previously granted by Borough Council on September 22, 2022 as part of the PRA Reservoir Replacement Project:

- a. §164-20.B.(3) – Requires widening of existing streets where the minimum width does not meet the specific requirements for the individual street as required by Borough Council in specific cases. Ridge Avenue is a primary street which requires a minimum cartway width of 34 feet and N. Ridge Road is an arterial road which requires a minimum cartway width of 48 feet. A waiver was granted from widening these roads due to the limited frontage on these roadways resulting in a varying road width.
  - b. §164-24. – Requires a two-way driveway for a nonresidential use to have a minimum width of 24 feet and a maximum slope of 5%. A waiver was granted to use the existing driveway which has provided access to the property for over 50 years. However, we note that the proposed Booster Pump Station building requires modifications to the existing driveway. Since the driveway is not used by the public, we have no objection to the modifications of the existing driveway slope.
  - c. §164-51.A. – Requires sidewalks be constructed on one side of all frontage streets, unless in the opinion of the Borough Council with the advice of the Planning Commission they are unnecessary for the public safety and convenience. A waiver was granted from providing sidewalk along the frontage of both N. Ridge Road and Ridge Avenue since no sidewalks exist in the immediate area of the development.
  - d. §164-52.B. – Requires curbs be constructed along existing streets which a land development abuts. A waiver was granted from providing curbs along the frontage of both N. Ridge Road and Ridge Avenue since no curbs exist in the immediate area of the development.
  - e. §164-68.C.(2) & 70.C.(2) – Requires existing features within 400 feet of any part of the land to be subdivided or developed to be shown on the plans. A waiver was granted to provide an aerial photograph in lieu of the required information conditioned upon the Applicant providing any additional information for the surrounding area as deemed necessary by our office.
  - f. §164-68.D.(17) – Requires the location of all trees to be saved, including their trunk and dripline locations be shown on the plans. A waiver was granted to only show the dripline of the wooded areas.
  - g. §164-70.A.(5) – Requires that Final Plans be on sheets either 18 inches by 22 inches or 36 inches by 44 inches, and all lettering be so drawn as to be legible if the plan should be reduced to half size. A waiver was granted to provide the plans on 24 by 36-inch sheets.
2. §164-20.A – The waiver request letter indicates that a waiver was previously granted from this section of the ordinance from providing the required ultimate right-of-way. However, a waiver was not granted from this requirement and the legal and ultimate rights-of-way were offered for dedication to the Governmental Agency having jurisdiction. We note that the legal right-of-way is under the jurisdiction of PennDOT and the ultimate right-of-way is under the jurisdiction of Perkasie Borough. The Applicant should determine if these dedications were accepted and revise the plan accordingly.
  3. §164-31. – The following issues related to grading should be addressed:
    - a. Spot elevations should be provided at the corners of the proposed Booster Pump Station building.
    - b. The proposed 509 contour is only 2 feet from the existing 508 contour on the southeastern side of the proposed building. The grading should be revised to provide a maximum slope of 3:1 in all grass areas.
    - c. Based on the proposed 507.6 spot elevation at the corner of the generator pad, the southern corner of the pad will be approximately 2 feet higher than the existing grade. Spot elevations should be provided at the corners of the pad and the grading should be revised accordingly.
    - d. The proposed contours should be labeled on the Proposed Improvement Plan.
  4. §164-41.1.B – Prior to construction, the tree protection zone shall be delineated with a forty-eight-inch-high wooden snowfence mounted on steel posts, located eight feet on center, placed along the boundary of the tree protection zone. All trees within the limits of disturbance and any trees directly adjacent to the limits of disturbance should be protected with tree protection fence. The tree protection fence should be shown on the plans.

5. §164-50.A – The Record Plan appears to show proposed monuments along the ultimate right-of-way and at one corner. These monuments were proposed on the previous PRA Reservoir Replacement Project. The Applicant should verify whether these monuments were installed previously, and if so, then the Record Plan should be revised accordingly.
  6. §164-54.B. – Review and approval by the Perkasie Fire Chief should be obtained by the Applicant in order to ensure that adequate emergency access is provided. A copy of the approval letter should be submitted to the Borough and our Office. Also, we note that the existing fire hydrant within the site is to be removed but not replaced. The Applicant should specify the reason for not installing a new fire hydrant.
  7. §164-68.D.(18) – The waiver request letter indicates that a waiver was previously granted from this section of the ordinance. However, a waiver was not granted from this section of the ordinance since the requirements of this section were provided on the plans.
  8. §164-71. – The following issues related to the plan notations and recording signature lines should be addressed:
    - a. The BCPC No. block on the Record Plan should include the statement “BCPC has reviewed the plan in accordance with PaMPC requirements” and note the date of the review.
    - b. The notes on the Record Plan should reference the Reservoir Replacement Plans dated January 27, 2022, last revised April 6, 2023.
    - c. Note 11 on the Record Plan related to the dedication of right-of-way should be updated as necessary based on the previous acceptance of the right-of-way.
    - d. The rear yard setback distance of 280.2 feet should be dimensioned on the plan.
    - e. The double asterisk for the proposed lot coverage in the ‘Zoning Data’ table should be clarified.
- C. Amended Stormwater Management Ordinance (Chapter 158) – East Branch Perkiomen Creek Watershed (District ‘B’)

We have identified the following issues in regards to the requirements and provisions of the current Perkasie Borough Amended Stormwater Management Ordinance (SMO):

1. §158-5.B.(9)(a) – Construction or reconstruction of buildings or additions to existing buildings or other impervious surface (regulated activities) is exempt when an area of impervious surface is removed from the site so that upon completion of the regulated activity, the total increase of impervious surface area is 1,000 square feet or less. The plans indicate that the previous removal of the existing reservoir and associated impervious will offset the increase in impervious from the previously installed reservoir tank and proposed Booster Pump Station, resulting in a net decrease in impervious surface. Therefore, the project is exempt from the requirements of stormwater management.
2. §158-56.A – The following issues related to erosion and sedimentation control should be addressed:
  - a. A portion of the 12” silt sock crosses the stone parking area and should be relocated outside of the stone area.
  - b. The silt sock along the stone driveway runs perpendicular to the contours and may result in sediment laden runoff flowing towards the downslope property. The silt sock at this location should run parallel to the contours for the extent of disturbance before turning perpendicular at the limits of disturbance.
  - c. The size of the silt sock line types should be specified in the legend.
  - d. The sequence of construction notes the installation of a rock construction entrance. However, the entrance is not shown on the plan and it appears the stone driveway is intended to be used as the construction entrance. The sequence should be revised to specify the use of the existing driveway as the construction entrance with the condition that a full rock construction entrance be installed if any sediment is tracked onto Ridge Avenue.

- e. The sequence of construction specifies establishing a staging area. The staging area should be identified on the plan or the sequence should be revised.
- f. The sequence of construction specifies the installation of construction fence around the entire limits of disturbance. This may limit the contractor's ability to maneuver through the site. This sequence item should be reviewed and revised accordingly.
- g. All references to "Township" in the sequence of construction and E&S notes should be revised to "Borough".

D. General Comments

- 1. The Applicant is responsible for any other required approvals, permits, etc. (i.e., Perkasie Fire Chief, etc.). Copies of these permits and approvals should be submitted to the Borough and our office.

We recommend the plans be revised to address the above comments to the satisfaction of the Borough. In order to help expedite the review process of the resubmission of the plans, the Applicant should submit a response letter which addresses each of the above comments. Changes that have been made to the application that are unrelated to the review comments should also be identified in the response letter. If you have any questions regarding the above, please contact this office.

Sincerely,



Douglas C. Rossino, P.E.  
Gilmore & Associates, Inc.  
Borough Engineers

DCR/tw

cc: Andrea L. Coaxum, Borough Manager  
Megan McShane, Executive Assistant  
Jeffrey P. Garton, Esq., Borough Solicitor  
Judith Stern Goldstein, R.L.A., ASLA, Gilmore & Associates, Inc.  
Jeffrey Tulone, Public Works Director  
Nicholas Fretz, Manager, Perkasie Regional Authority, Owner/ Applicant  
Perkasie Fire Company Number 1 (Station 26)  
Sean R. Torpey, P.E., Pennoni Associates, Inc.  
Erik Garton, P.E., E.V.P., Gilmore & Associates, Inc.





November 7, 2025

PEREA25004

Perkasie Borough  
Attn: Ms. Andrea Coaxum  
620 West Chestnut Street  
P.O. Box 96  
Perkasie, PA 18944

**RE: Ridge Road Booster Station (PRA25-03)  
TMP 33-003-011**

Dear Ms. Coaxum:

The Perkasie Regional Authority (PRA) currently operates a 750,000-gallon water storage tank located on TMP 33-003-011. The use is an existing F(2) Public Utility use. The use is permitted as Use by Right. We have made application to Perkasie Borough to expand the existing use. Additionally, we are asking for a Waiver of Land Development. The proposed development will consist of a new 20' x 24' building to house a booster pump, which will connect the two pressure zones that make up the PRA potable water system. Below, please find a list of our requested waivers, as well as a list of previously approved waivers and variances for the site:

WAIVERS REQUESTED:

1. 164-8.B - PRELIMINARY/FINAL APPROVAL.

WAIVERS GRANTED BY THE PERKASIE BOROUGH COUNCIL ON SEPTEMBER 22, 2022:

1. 164-8.B - PRELIMINARY/FINAL APPROVAL.
2. 164-20.A - TO NOT WIDEN RIDGE ROAD OR RIDGE AVENUE.
3. 164-20.B.(3) - TO WIDEN STREETS WHERE THE MINIMUM WIDTH DOES NOT MEET WITH THE SPECIFIC REQUIREMENTS FOR THE INDIVIDUAL STREET.
4. 164-24 - TO ALLOW AN EXISTING DRIVEWAY TO BE LESS THAN 24 FEET WIDE AND HAVING A LONGITUDINAL SLOPE GREATER THAN 5%.
5. 164-51.A - TO NOT PROVIDE SIDEWALKS.
6. 164-52.B - TO NOT INSTALL CURBS ALONG RIDGE ROAD AND RIDGE AVENUE.
7. 164-68.C.(2) & 164-70.C.(2) - TO PROVIDE AN AERIAL PHOTOGRAPH IN LIEU OF THE INFORMATION REQUIRED UNDER 164-68.C.(2) AND 164-70.C.(2).
8. 164-68.D.(17) & 164-68.D.(18) - TO NOT SHOW INDIVIDUAL TREE LOCATIONS AND DRIP LINES.
9. 164-70.A.(5) - TO PREPARE PLANS ON 24" X 36" SHEETS.

VARIANCES GRANTED BY THE PERKASIE BOROUGH ZONING HEARING BOARD ON MAY 24, 2022:

1. 186-18.F.(2).(a) - ALLOW 10-FEET-WIDE PROPOSED STONE SERVICE RING IN REQUIRED BUFFER.
2. 186.54.D.(2) - TO NOT PROVIDE TWO (2) STAGGERED ROWS OF EVERGREEN ALONG APPROXIMATELY 135 FEET OF RIDGE AREA AS SHOWN ON THIS PLAN.

We believe this application qualifies for a Waiver of Land Development because it is an existing use and the collective improvements since 2005 will result in a net decrease in impervious. These improvements will ensure that PRA can continue to provide safe and reliable drinking water to their customers in the event of an emergency.

If you have any questions, do not hesitate to contact me.

Sincerely,  
**PENNONI ASSOCIATES INC.**



Sean R. Torpey, PE  
Authority Engineer

SRT:jar

Cc: Nick Fretz, PRA  
Jakob Reilly, EIT  
John Rundy, PE



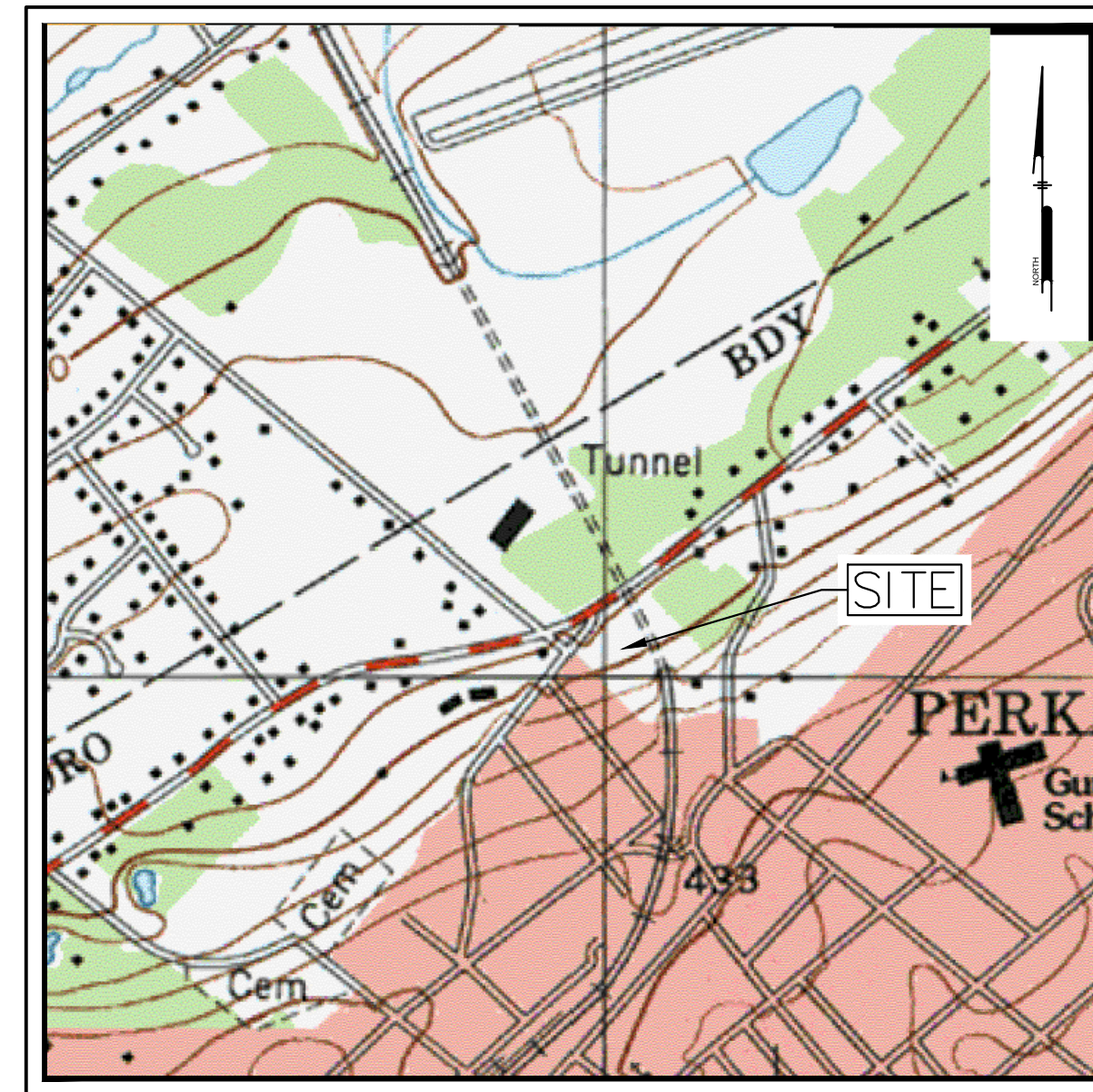
# RIDGE ROAD BOOSTER PUMP (PRA 25-03)

# PERKASIE BOROUGH, BUCKS COUNTY, PA

**PREPARED FOR:**

# PERKASIE REGIONAL AUTHORITY

**150 RIDGE ROAD  
SELLERSVILLE, PA 18960**



USGS MAP  
Scale: 1" = 800'

PREPARED BY:

**PENNONI ASSOCIATES INC.**



150 Ridge Road, Suite 2  
Sellersville, PA 18960  
T 215-257-5711  
F 215-257-5766

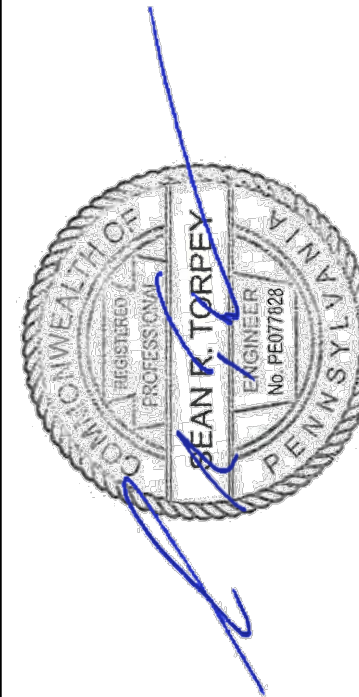
SHEET LIST TABLE				
SHEET	PAGE	SHEET TITLE	ISSUED DATE	REVISED DATE
CS0001	1	COVER SHEET	11/7/2025	
CS0101	2	RECORD PLAN	11/7/2025	
CS0201	3	EXISTING FEATURES PLAN	11/7/2025	
CS1001	4	PROPOSED IMPROVEMENT PLANS	11/7/2025	
CS6001	5	PROPOSED BOOSTER PUMP LAYOUT PLAN	11/7/2025	
CS6002	6	CONSTRUCTION DETAILS	11/7/2025	
CS6003	7	CONSTRUCTION DETAILS	11/7/2025	
CS8001	8	EROSION & SEDIMENT CONTROL SITE PLAN	11/7/2025	
CS8501	9	EROSION & SEDIMENT CONTROL NOTES	11/7/2025	
CS8502	10	EROSION & SEDIMENT CONTROL DETAILS	11/7/2025	
CS9501	11	AERIAL PHOTO	11/7/2025	

**RIDGE ROAD BOOSTER PUMP**  
RIDGE AVENUE AND RIDGE ROAD

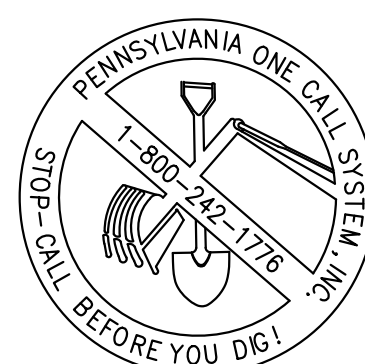
COVER SHEET

**PERKASIE REGIONAL AUTHORITY**  
150 RIDGE ROAD  
SELLERSVILLE, PA 18960

ALL DIMENSIONS MUST BE VERIFIED BY CONTRACTOR  
AND OWNER MUST BE NOTIFIED OF ANY  
DISCREPANCIES BEFORE PROCEEDING WITH WORK



**PENNONI ASSOCIATES INC.**  
150 Ridge Road, Suite 2  
Sellersville, PA 18960  
T 215-257-5711 F 215-257-5766



**CALL BEFORE YOU DIG**

BEFORE YOU DIG ANYWHERE IN PENNSYLVANIA

**CALL 1-800-242-1776**

PA. ACT 287 OF 1974 REQUIRES THREE WORKING DAYS  
NOTICE TO UTILITIES BEFORE YOU EXCAVATE, DRILL OR  
BLAST PENNSYLVANIA ONE-CALL SYSTEM, INC.  
SERIAL NUMBER(S): 20252883761

ALL DOCUMENTS PREPARED BY PENNONI ASSOCIATES ARE INSTRUMENTS OF SERVICE IN RESPECT OF THE PROJECT. THEY ARE NOT LOANED OR RESENTED TO BE SUITABLE FOR REUSE BY OWNER OR OTHERS ON THE EXTENSIONS OF THE PROJECT OR ON ANY OTHER PROJECT. ANY REUSE WITHOUT WRITTEN VERIFICATION OR ADAPTATION BY PENNONI ASSOCIATES FOR THE SPECIFIC PURPOSE INTENDED WILL BE AT OWNERS SOLE RISK AND WITHOUT LIABILITY OR LEGAL EXPOSURE TO PENNONI ASSOCIATE, AND OWNER SHALL INDEMNIFY AND HOLD PENNONI ASSOCIATES HARMLESS FROM ALL CLAIMS, DAMAGES, LOSSES AND EXPENSES ARISING OUT OF OR RESULTING THEREFROM.

PROJECT	PEREA25004
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DATE	11/07/2025
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DRAWING SCALE 1" = 800'

DRAWN BY TLC

CS0001

SHEET 1 OF 11

**NOT FOR CONSTRUCTION**



RIGHT-OF-WAY AREA OF NORTH RIDGE ROAD (SR 0563) OFFERED FOR DEDICATION TO THE GOVERNMENTAL AGENCY HAVING JURISDICTION

RIGHT-OF-WAY AREA OF RIDGE AVENUE OFFERED FOR DEDICATION TO THE GOVERNMENTAL AGENCY HAVING JURISDICTION

TUNNEL ROAD



CALL BEFORE YOU DIG

BEFORE YOU DIG ANYWHERE IN PENNSYLVANIA

CALL 1-800-242-1776

PA. ACT 287 OF 1974 REQUIRES THREE WORKING DAYS NOTICE TO UTILITIES BEFORE YOU EXCAVATE, DRILL OR BLAST PENNSYLVANIA ONE-CALL SYSTEM, INC. SERIAL NUMBER(S): 20252883761

WHERE VEGETATION, TOPOGRAPHY, OR MAN-MADE STRUCTURES EXIST WHICH CAN MEET THE OBJECTIVES OF THE BUFFER REQUIREMENTS, THEY MAY BE PRESERVED AND MAY BE USED TO MEET THE BUFFER AND PLANTING REQUIREMENTS. QUANTITIES, SIZE, SPECIES, AND LOCATIONS OF EXISTING PLANT MATERIALS AND OTHER FEATURES MUST BE SHOWN ON PLANS AND VERIFIED BY THE BOROUGH, WHERE THE BOROUGH ALLOWS EXISTING VEGETATION AND FEATURES TO BE COUNTED TOWARD MEETING THE BUFFER REQUIREMENTS OF THIS CHAPTER. THE VEGETATION OR FEATURES SHALL NOT BE REMOVED AND SHALL BE PROTECTED BY RECORDED PLAN NOTE TO INSURE THAT IT REMAINS AS A PART OF THE SUBDIVISION OR LAND DEVELOPMENT.

#### NOTES:

- THIS PLAN IS BASED ON AN ACTUAL FIELD SURVEY PERFORMED BY ANDERSEN ENGINEERING ASSOCIATES, A DIVISION OF PENNONI, ON JUNE 26, 2024.
- ELEVATION DATUM: NAVD88 BASED ON GPS OBSERVATION.
- BASED ON A REVIEW OF THE FEMA FLOOD INSURANCE RATE MAP FOR BUCKS COUNTY, PENNSYLVANIA (ALL JURISDICTIONS), PANEL NUMBER 143 OF 532 (MAP NUMBER 4207C0143), REVISED DATE MARCH 16, 2015, THIS SITE DOES NOT APPEAR TO BE LOCATED WITHIN A FLOOD HAZARD AREA.
- NO INVESTIGATIONS REGARDING THE PRESENCE OR ABSENCE OF ANY WETLANDS, ENDANGERED PLANTS OR ANIMALS, OR ANY OTHER ENVIRONMENTAL FACTORS WERE PERFORMED.
- THE BOROUGH ENGINEER SHALL BE AUTHORIZED TO HAVE SUCH TESTS OF MATERIALS MADE IN ORDER TO HAVE PROPER CONTROL OF MATERIALS. THE OWNER SHALL PAY TO THE BOROUGH THE COST OF SUCH TESTS, PLUS 5% TO REIMBURSE THE BOROUGH FOR THE COLLECTION OF SUCH FEES AND DISBURSEMENT OF SAME TO THE BOROUGH ENGINEER.
- THE AREA WHERE EXISTING IMPERVIOUS SURFACE IS REMOVED MUST BE RESTORED WITH A MINIMUM OF 12 INCHES OF TOPSOIL AND PERMANENT VEGETATIVE GROUNDCOVER.
- THIS PROJECT WAS SUBMITTED WITH A PROPOSED EARTH DISTURBANCE OF 0.14 ACRES. IF THE DISTURBANCE EXCEEDS 1.0 ACRES, THEN ALL SITE WORK SHALL CEASE UNTIL AN NPDES PERMIT IS OBTAINED.
- THE LIMIT OF DISTURBANCE MUST BE DELINEATED IN THE FIELD PRIOR TO THE START OF CONSTRUCTION.
- THREE (3) DAYS PRIOR TO THE COMMENCEMENT OF ANY OPERATION IN THE CONSTRUCTION OR INSTALLATION OF STREETS, CURBS, SIDEWALKS, DRAINAGE FACILITIES, STREET SIGNS, MONUMENTS AND CAPPED SEWERS, THE OWNER SHALL NOTIFY THE BOROUGH ENGINEER, WHO SHALL INSPECT THE WORK, MATERIALS, CONSTRUCTION AND INSTALLATION TO ASSURE THAT THE SAME ARE IN ACCORDANCE WITH BOROUGH REQUIREMENTS.
- ALL TREES NOT IDENTIFIED TO BE REMOVED SHALL REMAIN AS PART OF THE CLASS D BUFFER. ANY TREES WITHIN THE BUFFER AREAS THAT ARE REMOVED SHALL BE REPLACED IN KIND.
- THE AREA BETWEEN THE TITLE LINE AND THE ULTIMATE RIGHT-OF-WAY SHALL BE OFFERED TO BE DEDICATED TO THE ENTITY HAVING HAVING JURISDICTION AT THE TIME OF DEDICATION.

TMP:33-006-019  
N/L NORTH PENN RAILROAD COMPANY  
ZONED : R-1B (SINGLE FAMILY RESIDENTIAL)  
USE: UTILITY - RAILROAD

#### WAIVERS APPLICATIONS TO PERKASIE BOROUGH COUNCIL:

- 164-8.B - PRELIMINARY/FINAL APPROVAL.
- 164-20.B.(3) - TO WIDEN STREETS WHERE THE MINIMUM WIDTH DOES NOT MEET WITH THE SPECIFIC REQUIREMENTS FOR THE INDIVIDUAL STREET.
- 164-24 - TO ALLOW AN EXISTING DRIVEWAY TO BE LESS THAN 24 FEET WIDE AND HAVING A LONGITUDINAL SLOPE GREATER THAN 5%.
- 164-51.A - TO NOT PROVIDE SIDEWALKS.
- 164-52.B - TO NOT INSTALL CURBS ALONG RIDGE ROAD AND RIDGE AVENUE.
- 164-68.C.(2) & 164-70.C.(2) - TO PROVIDE AN AERIAL PHOTOGRAPH IN LIEU OF THE INFORMATION REQUIRED UNDER 164-68.C.(2) AND 164-70.C.(2).
- 164-68.D.(17) - TO NOT SHOW INDIVIDUAL TREE LOCATIONS AND DRIP LINES.
- 164-70.A.(5) - TO PREPARE PLANS ON 24" X 36" SHEETS.

#### VARIANCE GRANTED BY THE PERKASIE BOROUGH ZONING HEARING BOARD ON MAY 24, 2022:

- 186-18.F.(2).(g) - ALLOW 10 FEET WIDE PROPOSED STONE SERVICE RING IN REQUIRED BUFFER.
- 186.54.D.(2) - TO NOT PROVIDE TWO (2) STAGGERED ROWS OF EVERGREEN ALONG APPROXIMATELY 135 FEET OF RIDGE AREA AS SHOWN ON THIS PLAN.

I, (WE) \_\_\_\_\_ HAVE LAID OUT UPON (OUR) LAND SITUATED IN PERKASIE BOROUGH, BUCKS COUNTY PENNSYLVANIA, CERTAIN IMPROVEMENTS ACCORDING TO THIS PLAN WHICH IS INTENDED TO BE RECORDED.

WITNESS MY (OUR) HAND SEAL ON THE \_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_.

COMMONWEALTH OF PENNSYLVANIA  
COUNTY OF BUCKS:

ON THE \_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_, BEFORE ME, THE SUBSCRIBER, A NOTARY PUBLIC FOR THE COMMONWEALTH, PERSONALLY APPEARED \_\_\_\_\_ WHO ACKNOWLEDGED THIS PLAN TO BE THE OFFICIAL PLAN OF PROPERTY SHOWN THEREON, LOCATED IN THE BOROUGH OF PERKASIE, BUCKS COUNTY, PENNSYLVANIA AND DESIRED SAME TO BE RECORDED.

NOTARY PUBLIC MY COMMISSION EXPIRES: \_\_\_\_\_

LOCATION MAP  
SOURCE: USGS QUAD MAP, "QUAKERTOWN, PA"  
SCALE: 1" = 800'

RECOMMENDED FOR APPROVAL BY THE PERKASIE BOROUGH PLANNING COMMISSION ON THE \_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_.

CHAIRMAN SECRETARY

REVIEWED BY THE PERKASIE BOROUGH ENGINEER ON THE \_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_, TO ENSURE THAT THE PLAN MEETS THE INTENT OF THE LAND DEVELOPMENT.

BOROUGH ENGINEER

APPROVED BY THE PERKASIE BOROUGH COUNCIL ON THE \_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_.

PRESIDENT SECRETARY

BCPC No. \_\_\_\_\_

RECORDED IN THE OFFICE THE RECORDER OF DEEDS AT DOYLESTOWN, PENNSYLVANIA IN THE PLAN BOOK \_\_\_\_ PAGE \_\_\_\_ ON THE \_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_.

BY \_\_\_\_\_

LEGAL RIGHT OF WAY WIDTHS OF RIDGE AVENUE AND NORTH RIDGE ROAD BASED UPON A PLAN ENTITLED "PROPERTIES SURVEYED FOR SCOTT W. GULICK AND GARY T. JONES" PREPARED BY GEORGE REID NEVELLS, RECORDED IN PLAN BOOK 134 AT PAGE 13

#### LEGEND

— EXISTING PROPERTY LINE  
--- EXISTING ADJOINER PROPERTY LINE  
--- EXISTING RIGHT-OF-WAY LINE  
--- EXISTING BUILDING SETBACK LINE  
--- EXISTING CURB  
--- EXISTING EDGE OF GRAVEL  
--- EXISTING CENTERLINE OF ROAD  
--- EXISTING FENCE  
--- EXISTING SIDEWALK  
--- EXISTING MAJOR CONTOUR  
--- EXISTING MINOR CONTOUR  
--- EXISTING SPOT ELEVATION  
--- EXISTING SIGN  
--- EXISTING UTILITY POLE  
--- EXISTING FIRE HYDRANT  
--- EXISTING REDUCER  
--- EXISTING WATER VALVE  
--- EXISTING WATER CURBSTOP  
--- EXISTING WATER LINE  
--- EXISTING SEWER  
--- EXISTING OVERHEAD UTILITIES

#### ZONING DATA

ZONING DISTRICT: R-2 TWO FAMILY RESIDENTIAL  
USE: F(2) PUBLIC UTILITY  
REQUIRED: EXISTING: 7,000 SQ. FT. 90,816.7 SQ. FT.  
NO CHANGE  
PROPOSED: 65 FT. 305 FT.  
NO CHANGE  
MIN. LOT AREA: 7,000 SQ. FT. 90,816.7 SQ. FT.  
MIN. LOT WIDTH: 65 FT. 305 FT.  
MIN. FRONT YARD: 30 FT. 53.5 FT.  
MIN. SIDE YARD: 15 FT. 76.7 FT.  
MIN. REAR YARD: 30 FT. 280.2 FT.  
MAX. LOT COVERAGE: 25% 5.9% (5,341.0 SQ. FT)  
6.4% (5,799.3 SQ. FT.)\*\*  
MAX. BUILDING HEIGHT: 35 FT. < 35% < 35 FT.

IMPERVIOUS COVERAGE CALCULATIONS  
RESERVOIR 15,782.2 SQ. FT. -  
TANK - 5,272.3 SQ. FT. 5,272.3 SQ. FT.  
BUILDING - 68.7 SQ. FT. 527.0 SQ. FT.  
PAVEMENT 442.1 SQ. FT. 106.2 SQ. FT. 106.2 SQ. FT.  
STONE 3,757.8 SQ. FT. 3,842.6 SQ. FT. 4,075.2 SQ. FT.  
CONCRETE 317.5 SQ. FT. 73.6 SQ. FT. 151.6 SQ. FT.  
TOTAL: 20,299.6 SQ. FT. 9,363.4 SQ. FT. 10,132.3 SQ. FT.

#### SITE DATA:

TAX MAP PARCEL: 33-003-011  
DEED OF RECORD: DEED BOOK 285, PAGE 444  
OWNER/APPLICANT: PERKASIE REGIONAL AUTHORITY  
150 RIDGE ROAD  
PERKASIE, PA 18960  
SITE ADDRESS: RIDGE AVENUE AND RIDGE ROAD  
PERKASIE, PA 18944

RIDGE ROAD BOOSTER PUMP  
RIDGE AVENUE AND RIDGE ROAD

PERKASIE, PA 18944

RECORD PLAN

PERKASIE REGIONAL AUTHORITY

150 RIDGE ROAD  
SELLERSVILLE, PA 18960

NO.	DATE	REVISIONS	BY

ALL DOCUMENTS PREPARED BY PENNONI ASSOCIATES ARE INSTRUMENTS OF SERVICE IN RESPECT OF THE PROJECT. THEY ARE NOT INTENDED OR REPRESENTED TO BE SUITABLE FOR REUSE BY OWNER OR OTHERS ON THE EXTENSIONS OF THE PROJECT OR ON ANY OTHER PROJECT. ANY REUSE WITHOUT WRITTEN VERIFICATION OR ADAPTATION BY PENNONI ASSOCIATES FOR THE SPECIFIC PURPOSE INTENDED WILL BE AT OWNERS SOLE RISK AND WITHOUT LIABILITY OR LEGAL EXPOSURE TO PENNONI ASSOCIATES AND OWNER SHALL INDEMNIFY AND HOLD HARMLESS PENNONI ASSOCIATES FROM ALL CLAIMS, DAMAGES, LOSSES AND EXPENSES ARISING OUT OF OR RESULTING THEREFROM.

PROJECT PEREA25004

DATE 11/07/2025

DRAWING SCALE 1" = 20'

DRAWN BY TLC

APPROVED BY SRT

CS0101

SHEET 2 OF 11

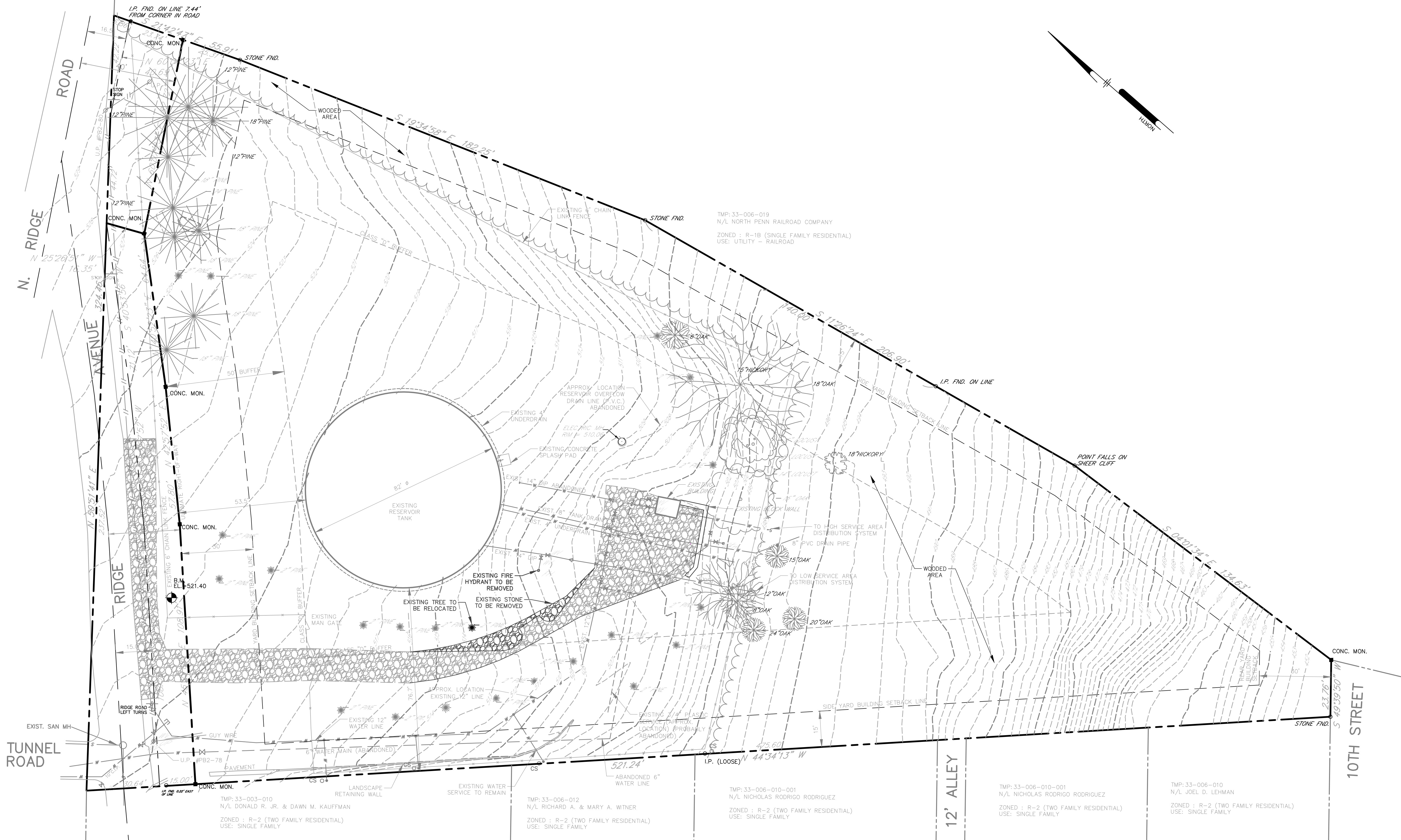
NOT FOR CONSTRUCTION



U:\Account\PEREA\PEREA25004 - Ridge Rd Booster Station - PPA25004\CS0201\CS0201\PEREA25004 - Reserve Pumping  
PLOTTER: 11/02/2025 9:40 AM BY: Matthew Krueger PLOTTITLE: Perseus MCS.dwg



**CALL BEFORE YOU DIG**  
BEFORE YOU DIG ANYWHERE IN PENNSYLVANIA  
**CALL 1-800-242-1776**  
PA. ACT 287 OF 1974 REQUIRES THREE WORKING DAYS  
NOTICE TO UTILITIES BEFORE YOU EXCAVATE, DRILL OR  
BLAST PENNSYLVANIA ONE-CALL SYSTEM, INC.  
SERIAL NUMBER(S): 20252883761

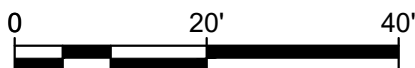


**NOTES:**

- EXISTING FEATURES AND EXISTING SITE IMPROVEMENTS SHOWN ON THIS PLAN BASED ON A FIELD SURVEY PERFORMED BY ANDERSEN ENGINEERING ASSOCIATES, INC. ON MAY 2, 1994 AND A PLAN ENTITLED "RESERVOIR TANK AS-BUILT" PREPARED FOR PERKASIE REGIONAL AUTHORITY BY ANDERSEN ENGINEERING ASSOCIATES, INC., DATED JULY 10, 2024.
- THIS SURVEY WAS PREPARED WITHOUT THE BENEFIT OF A TITLE REPORT AND IS SUBJECT TO THE FINDINGS OF A FULL AND COMPLETE TITLE SEARCH.

**LEGEND**

- EXISTING PROPERTY LINE
- EXISTING ADJOINER PROPERTY LINE
- EXISTING RIGHT-OF-WAY LINE
- EXISTING BUILDING SETBACK LINE
- EXISTING BUILDING
- EXISTING CURB
- EXISTING EDGE OF GRAVEL
- EXISTING CENTERLINE OF ROAD
- EXISTING FENCE
- EXISTING SIDEWALK
- EXISTING MAJOR CONTOUR
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- EXISTING SPOT ELEVATION
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- EXISTING UTILITY POLE
- EXISTING FIRE HYDRANT
- EXISTING REDUCER
- EXISTING WATER VALVE
- EXISTING WATER CURBSTOP
- EXISTING WATER LINE
- EXISTING SEWER
- EXISTING OVERHEAD UTILITIES



**NOT FOR CONSTRUCTION**

**PENNONI ASSOCIATES INC.**  
150 Ridge Road, Suite 2  
Sellersville, PA 18960  
T 215-257-5711 F 215-257-5766

ALL DIMENSIONS MUST BE VERIFIED BY CONTRACTOR  
AND OWNER MUST BE NOTIFIED OF ANY  
DISCREPANCIES BEFORE PROCEEDING WITH WORK

**RIDGE ROAD BOOSTER PUMP**  
RIDGE AVENUE AND RIDGE ROAD  
PERKASIE, PA 18944

**EXISTING FEATURES PLAN**

**PERKASIE REGIONAL AUTHORITY**  
150 RIDGE ROAD  
SELLERSVILLE, PA 18960

NO.	DATE	REVISIONS	BY

PROJECT

PEREA25004

DATE

11/07/2025

DRAWING SCALE

1" = 20'

DRAWN BY

TLC

APPROVED BY

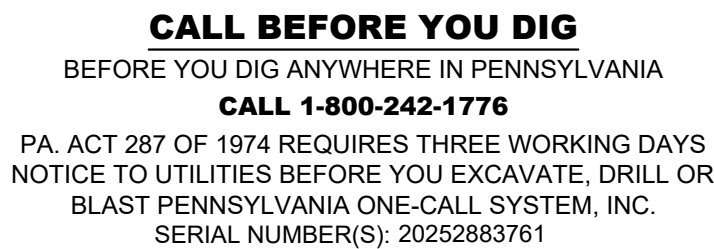
SRT

**CS0201**

SHEET 3 OF 11

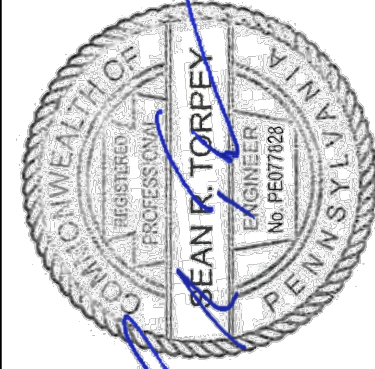
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- 

ALL DIMENSIONS MUST BE VERIFIED BY CONTRACTOR  
AND OWNER MUST BE NOTIFIED OF ANY  
DISCREPANCIES BEFORE PROCEEDING WITH WORK



**RIDGE ROAD BOOSTER PUMP**  
RIDGE AVENUE AND RIDGE ROAD  
PERKASIE, PA 19044

**PROPOSED IMPROVEMENT PLAN**

PERKASIE REGIONAL AUTHORITY

[illegible]

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PROJECT	PEREA25004
DATE	11/07/2025
DRAWING SCALE	1" = 10'
DRAWN BY	TLC
APPROVED BY	SRT

**CS1001**

SHEET 4 OF 11



NOTES:

1. ALL UNDERGROUND/UNDER SLAB POTABLE WATER PIPE IS TO BE MECHANICAL JOINT CLASS 52 DUCTILE IRON PIPE WITH EBAA IRON MEGA LUG RESTRAINED JOINTS.
2. ALL UNDERGROUND/ UNDER SLAB POTABLE WATER PIPE FITTINGS, VALVES AND END PLUGS ARE TO BE MECHANICAL JOINT WITH EBAA IRON MEGA LUG RESTRAINED JOINTS.
3. UNLESS, OTHERWISE NOTED, ALL UNDERGROUND/UNDER SLAB TEES, END PLUGS AND BENDS ARE TO HAVE THRUST BLOCKS.
4. METHODS AND MATERIALS ARE TO BE IN ACCORDANCE WITH THE RESPECTIVE MANUFACTURERS' REQUIREMENTS AND THE CONTRACT DOCUMENTS.
5. RAISE ALL EXISTING AND PROPOSED VALVE BOXES TO PROPOSED FINISH GRADE.

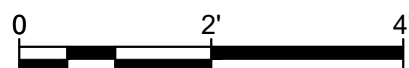
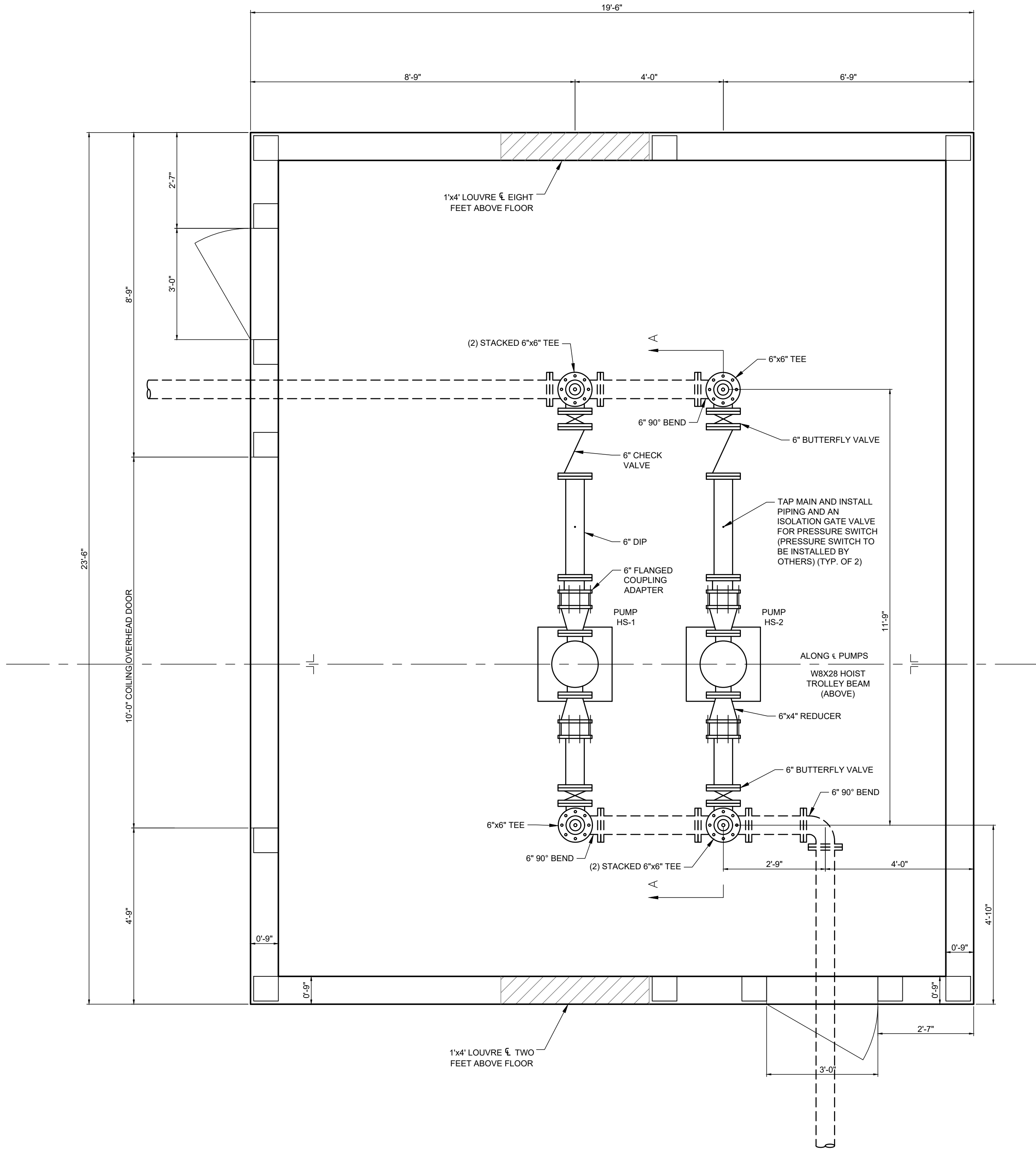
REFER TO STRUCTURAL AND ELECTRICAL DRAWINGS FOR ADDITIONAL INFORMATION.

BOOSTER PUMP STATION PLAN VIEW

SCALE: 1" = 2'

SEQUENCE:

1. CONTRACTOR SHALL PERFORM ALL REQUIRED GRADING INCLUDING INSTALLATION OF SOIL EROSION CONTROL MEASURES.
2. CONTRACTOR SHALL INSTALL ALL UNDER SLAB PIPING.
3. CONTRACTOR SHALL INSTALL BUILDING FOUNDATION.
4. CONTRACTOR SHALL INSTALL TWO PIPE PENETRATIONS OF FOUNDATION STEM WALL.
5. CONTRACTOR SHALL EXTEND PIPING ABOVE GROUND.
6. CONTRACTOR SHALL INSTALL REINFORCED CONCRETE SLAB.
7. CONTRACTOR SHALL INSTALL ALL UNDERGROUND PIPING. DURING THIS CONSTRUCTION, A PRE-FABRICATED STRUCTURE SHALL BE INSTALLED (BY OTHERS). CONTRACTOR SHALL TEMPORARILY STOP ALL WORK IN THE VICINITY OF THE PROPOSED STRUCTURE INSTALLATION. CONTRACTOR SHALL NOT BE COMPENSATED FOR THE TEMPORARY STOPPAGE OF WORK.
8. AFTER INSTALLATION OF STRUCTURE IS COMPLETE, CONTRACTOR SHALL INSTALL ALL ABOVE GROUND PIPING, VALVES, PUMPS AND FITTINGS.
9. CONTRACTOR SHALL PERFORM ALL REQUIRED GRADING INCLUDING INSTALLATION OF STONE DRIVE AND REMOVAL OF SOIL EROSION CONTROL MEASURES.

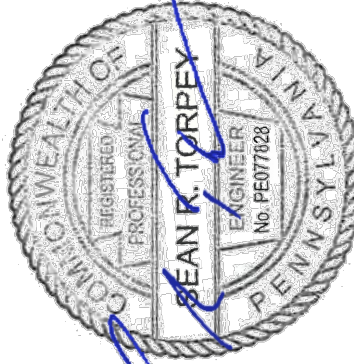


NOT FOR CONSTRUCTION



**PENNONI ASSOCIATES INC.**  
150 Ridge Road, Suite 2  
Sellersville, PA 18960  
T 215-257-5711 F 215-257-5766

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RIDGE ROAD BOOSTER PUMP

RIDGE AVENUE AND RIDGE ROAD

PERKASIE, PA 18944

PROPOSED BOOSTER PUMP LAYOUT PLAN

PERKASIE REGIONAL AUTHORITY

150 RIDGE ROAD  
SELLERSVILLE, PA 18960

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PROJECT PEREA25004  
DATE 11/07/2025  
DRAWING SCALE 1" = 2'  
DRAWN BY TLC  
APPROVED BY SRT

**CS6001**

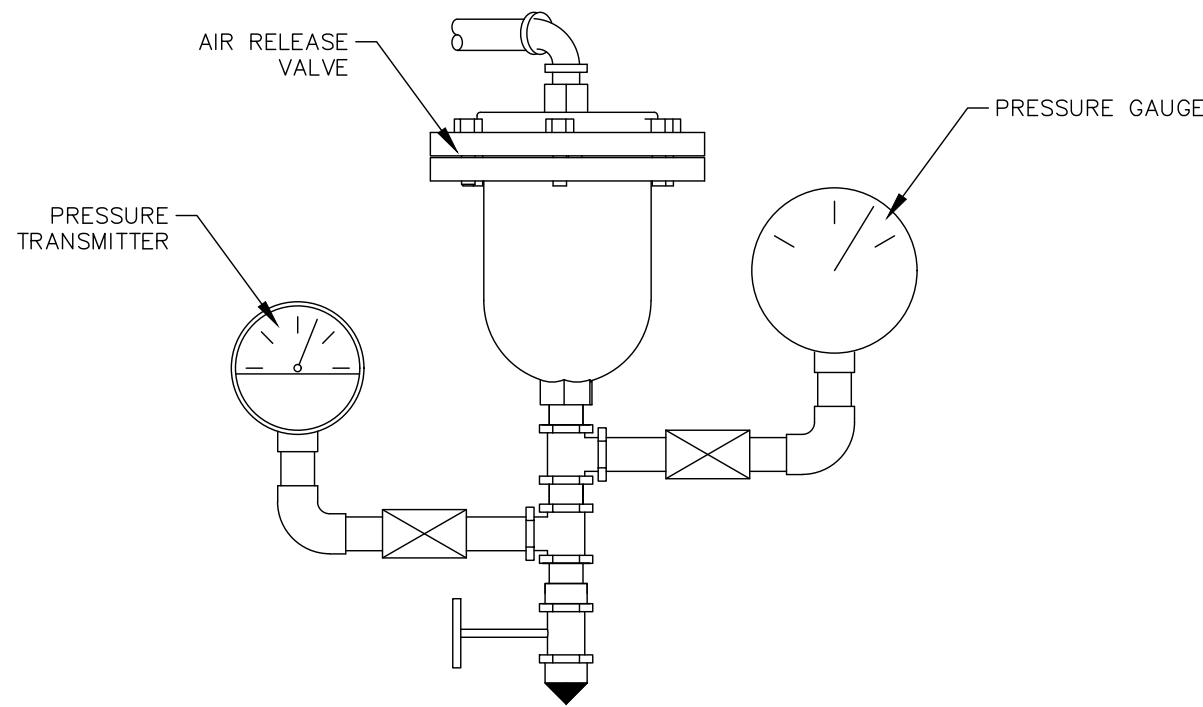
SHEET 5 OF 11

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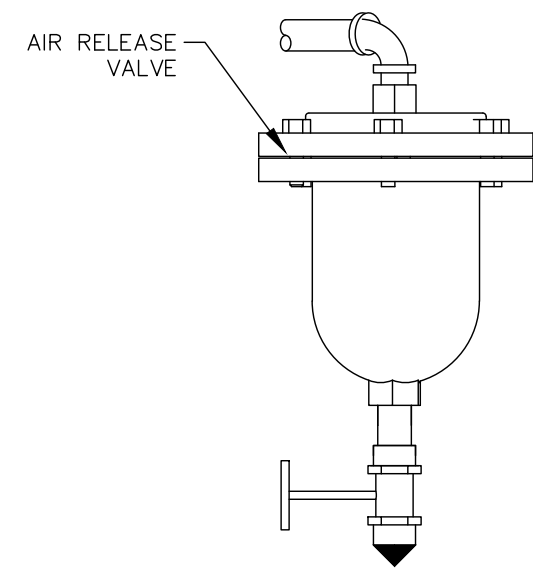
NOTES:

1. ALL UNDERGROUND/UNDER SLAB POTABLE WATER PIPE IS TO BE MECHANICAL JOINT CLASS 52 DUCTILE IRON PIPE WITH EBAA IRON MEGA LUG RESTRAINED JOINTS.
2. ALL UNDERGROUND/ UNDER SLAB POTABLE WATER PIPE FITTINGS, VALVES AND END PLUGS ARE TO BE MECHANICAL JOINT WITH EBAA IRON MEGA LUG RESTRAINED JOINTS.
3. UNLESS, OTHERWISE NOTED, ALL UNDERGROUND/UNDER SLAB TEES, END PLUGS AND BENDS ARE TO HAVE THRUST BLOCKS.
4. METHODS AND MATERIALS ARE TO BE IN ACCORDANCE WITH THE RESPECTIVE MANUFACTURERS' REQUIREMENTS AND THE CONTRACT DOCUMENTS.
5. RAISE ALL EXISTING AND PROPOSED VALVE BOXES TO PROPOSED FINISH GRADE.

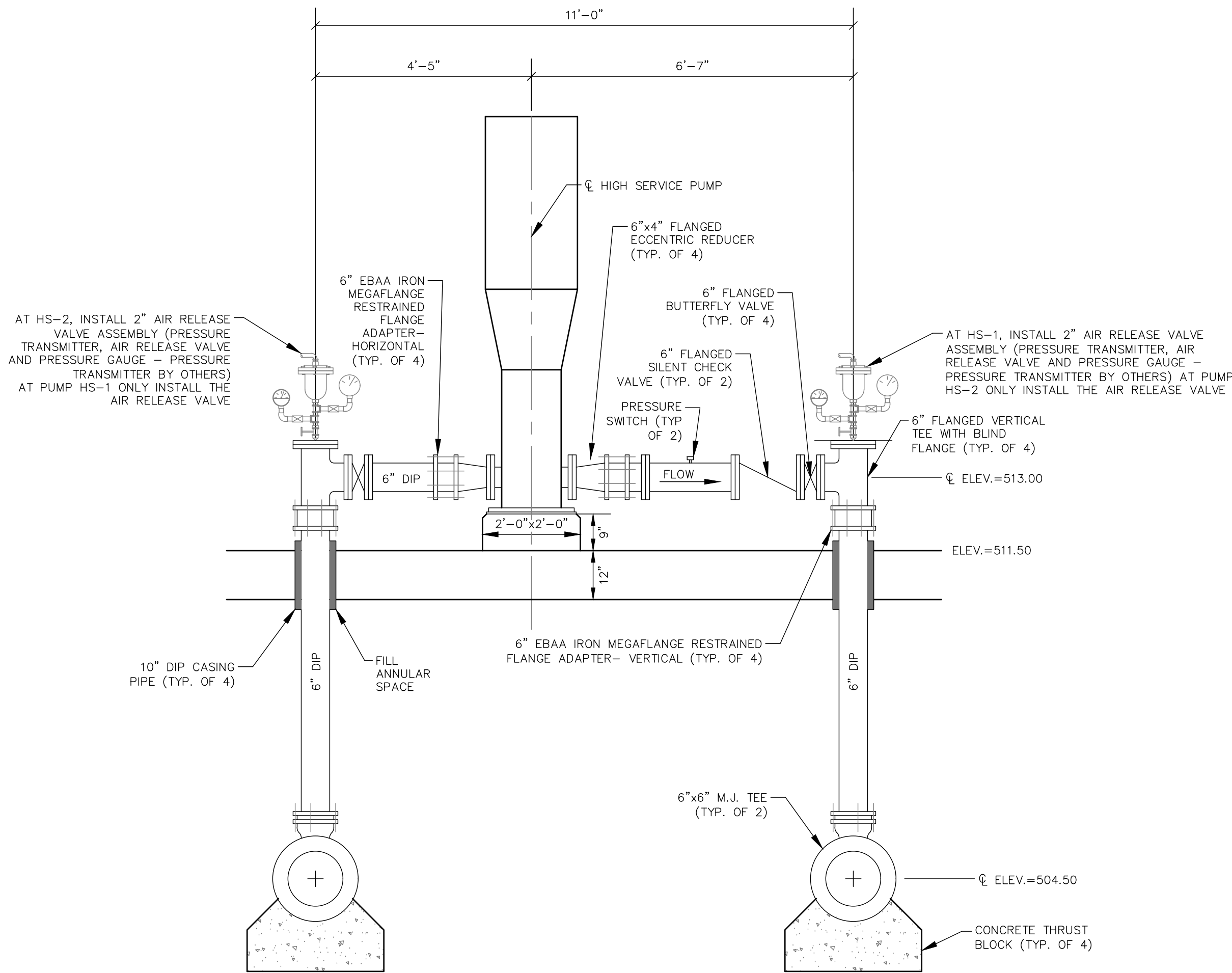
REFER TO STRUCTURAL AND ELECTRICAL DRAWINGS FOR ADDITIONAL INFORMATION.



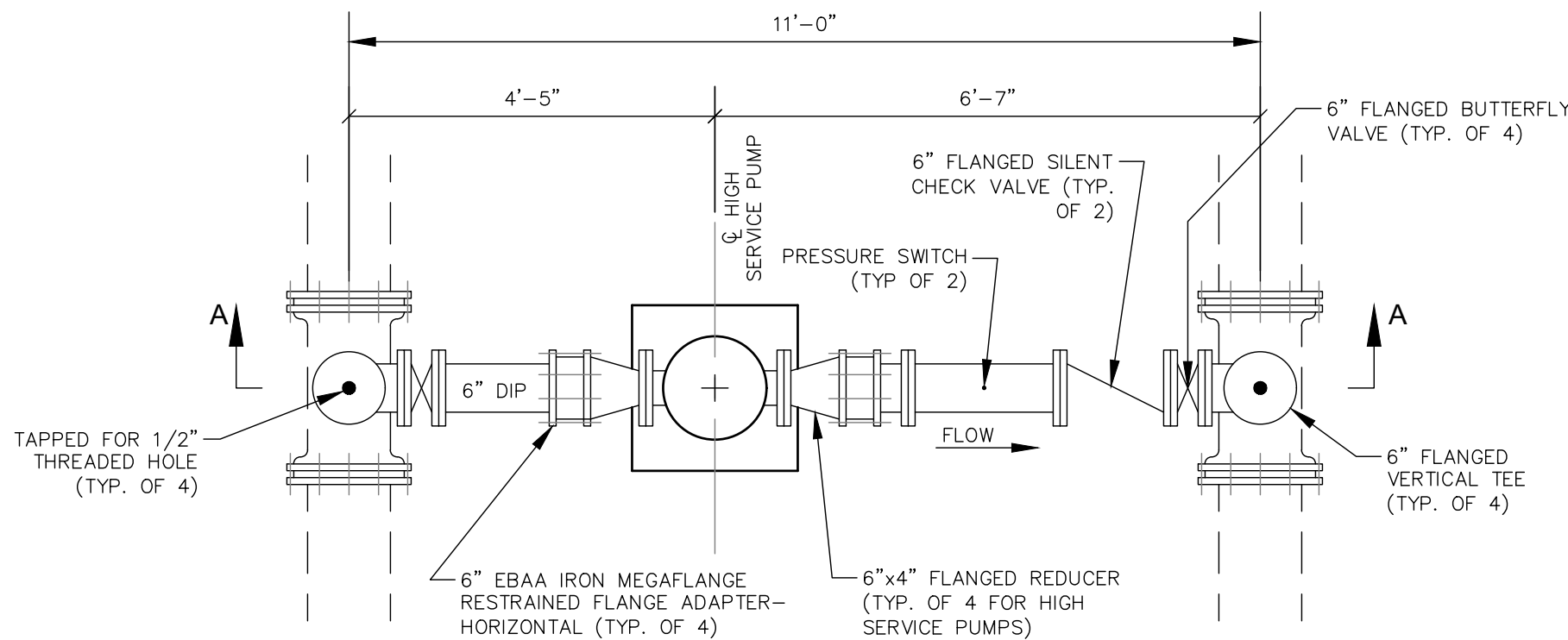
2" AIR RELEASE VALVE ASSEMBLY  
NOT TO SCALE



2" AIR RELEASE VALVE  
NOT TO SCALE



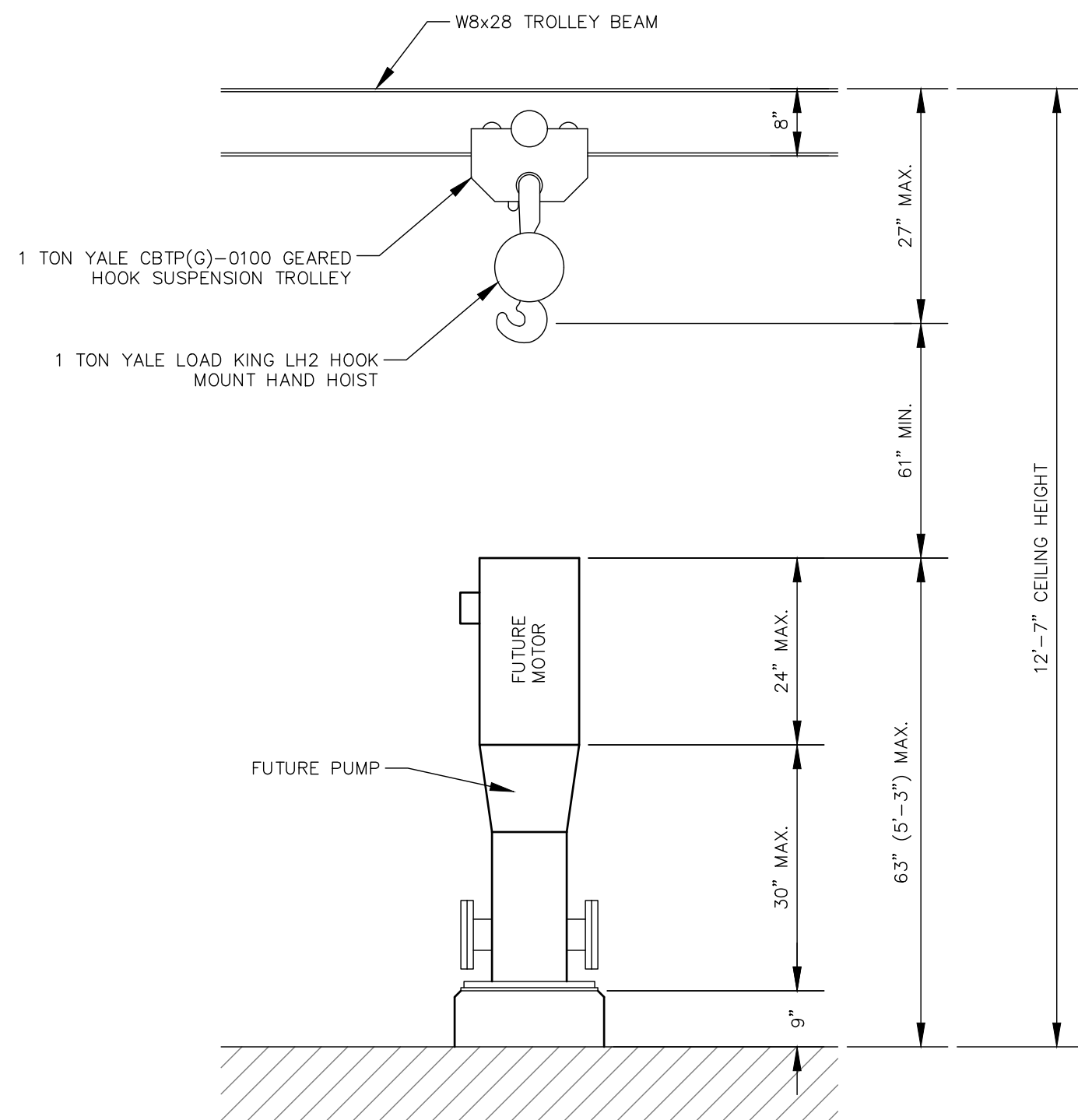
SECTION A-A  
NOT TO SCALE



HIGH SERVICE PUMP PLAN VIEW  
NOT TO SCALE

NOTE REGARDING PRESSURE SWITCH:  
MECHANICAL CONTRACTOR TO TAP THE MAIN,  
INSTALL 1/2" PIPING, AND INSTALL AN  
ISOLATION GATE VALVE. ELECTRIC  
CONTRACTOR TO INSTALL PRESSURE SWITCH.

NOTE:  
ALL M.J. FITTINGS AND M.J. VALVES MUST  
HAVE MEGA-LUG RESTRAINED JOINTS



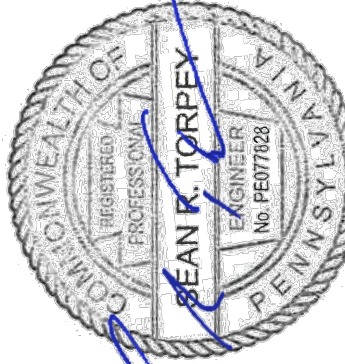
PUMP HOIST AND HOIST TROLLY BEAM DETAIL  
NOT TO SCALE

NOTE:  
METHODS AND MATERIALS ARE TO BE IN ACCORDANCE WITH  
THE RESPECTIVE MANUFACTURER'S REQUIREMENTS AND THE  
CONTRACT DOCUMENTS.



**PENNONI ASSOCIATES INC.**  
150 Ridge Road, Suite 2  
Sellersville, PA 18960  
T 215-257-5711 F 215-257-5766

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DISCREPANCIES BEFORE PROCEEDING WITH WORK



RIDGE ROAD BOOSTER PUMP

RIDGE AVENUE AND RIDGE ROAD

PERKASIE, PA 18944

CONSTRUCTION DETAILS

PERKASIE REGIONAL AUTHORITY

150 RIDGE ROAD  
SELLERSVILLE, PA 18960

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OR ADAPTATION BY PENNONI ASSOCIATES FOR THE  
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SOLE RISK AND WITHOUT LIABILITY OR LEGAL  
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SHALL INDEMNIFY AND HOLD HARMLESS PENNONI  
ASSOCIATES FROM ALL CLAIMS, DAMAGES, LOSSES AND  
EXPENSES ARISING OUT OF OR RESULTING THEREFROM.

PROJECT	PEREA25004
DATE	11/07/2025
DRAWING SCALE	NOT TO SCALE
DRAWN BY	TLC
APPROVED BY	SRT

**CS6002**

SHEET 6 OF 11

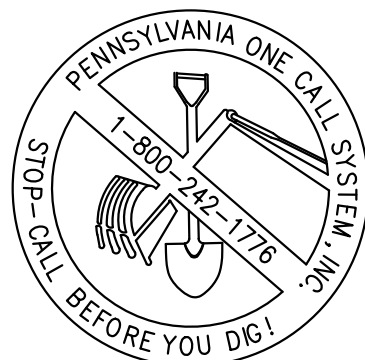
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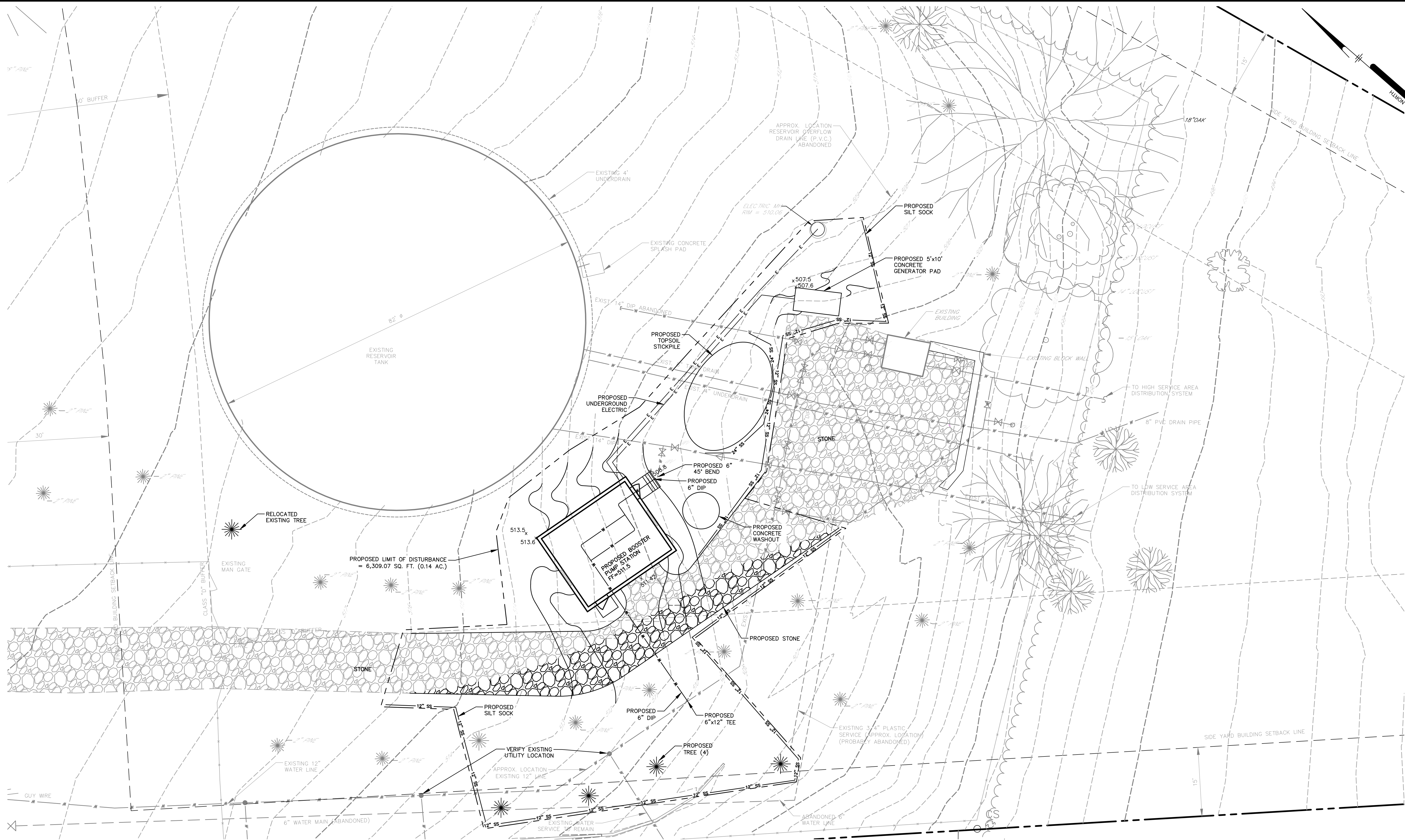




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PLOTED: 11/02/2025 9:40 AM BY: Matthew Krueger PLOTTITLE: Perenn MCS.dwg

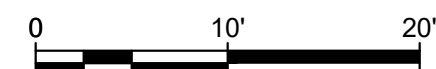


**CALL BEFORE YOU DIG**  
BEFORE YOU DIG ANYWHERE IN PENNSYLVANIA  
**CALL 1-800-242-1776**  
PA. ACT 287 OF 1974 REQUIRES THREE WORKING DAYS  
NOTICE TO UTILITIES BEFORE YOU EXCAVATE, DRILL OR  
BLAST PENNSYLVANIA ONE-CALL SYSTEM, INC.  
SERIAL NUMBER(S): 20252883761



**LEGEND**

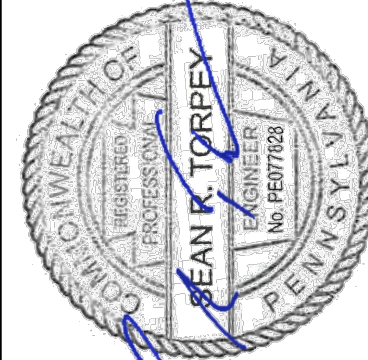
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	EXISTING ADJOINER PROPERTY LINE		PROPOSED DOOR
	EXISTING RIGHT-OF-WAY LINE		PROPOSED CONCRETE
	EXISTING BUILDING SETBACK LINE		PROPOSED STONE
	EXISTING BUILDING		PROPOSED WATER LINE
	EXISTING CURB		PROPOSED MAJOR CONTOUR LINE
	EXISTING EDGE OF GRAVEL		PROPOSED MINOR CONTOUR LINE
	EXISTING CENTERLINE OF ROAD		PROPOSED SILT SOCK
	EXISTING FENCE		PROPOSED LIMIT OF DISTURBANCE
	EXISTING SIDEWALK		
	EXISTING MAJOR CONTOUR		
	EXISTING MINOR CONTOUR		
	EXISTING SPOT ELEVATION		
	EXISTING SIGN		
	EXISTING UTILITY POLE		
	EXISTING FIRE HYDRANT		
	EXISTING REDUCER		
	EXISTING WATER VALVE		
	EXISTING WATER CURBSTOP		
	EXISTING WATER LINE		
	EXISTING SEWER		
	EXISTING OVERHEAD UTILITIES		



**NOT FOR CONSTRUCTION**



**PENNONI ASSOCIATES INC.**  
150 Ridge Road, Suite 2  
Sellersville, PA 18960  
T 215-257-5711 F 215-257-5766



ALL DIMENSIONS MUST BE VERIFIED BY CONTRACTOR  
AND OWNER MUST BE NOTIFIED OF ANY  
DISCREPANCIES BEFORE PROCEEDING WITH WORK

**RIDGE ROAD BOOSTER PUMP**

RIDGE AVENUE AND RIDGE ROAD  
PERKASIE, PA 18944

**EROSION AND SEDIMENT CONTROL PLANS**

PERKASIE REGIONAL AUTHORITY  
150 RIDGE ROAD  
SELLERSVILLE, PA 18960

NO.	DATE	REVISIONS	BY

ALL DOCUMENTS PREPARED BY PENNONI ASSOCIATES  
ARE INSTRUMENTS OF SERVICE IN RESPECT OF THE  
PROJECT. THEY ARE NOT INTENDED OR REPRESENTED  
TO BE SUITABLE FOR REUSE BY OWNER OR OTHERS ON  
THE EXTENSIONS OF THE PROJECT OR ON ANY OTHER  
PROJECT. ANY REUSE WITHOUT WRITTEN VERIFICATION  
OR ADAPTATION BY PENNONI ASSOCIATES FOR THE  
SPECIFIC PURPOSE INTENDED WILL BE AT OWNERS  
SOLE RISK AND WITHOUT LIABILITY OR LEGAL  
EXPOSURE TO PENNONI ASSOCIATES AND OWNER  
SHALL INDEMNIFY AND HOLD HARMLESS PENNONI  
ASSOCIATES FROM ALL CLAIMS, DAMAGES, LOSSES AND  
EXPENSES ARISING OUT OF OR RESULTING THEREFROM.

PROJECT	PEREA25004
DATE	11/07/2025
DRAWING SCALE	1" = 10'
DRAWN BY	TLC
APPROVED BY	SRT

**CS8001**

SHEET 8 OF 11







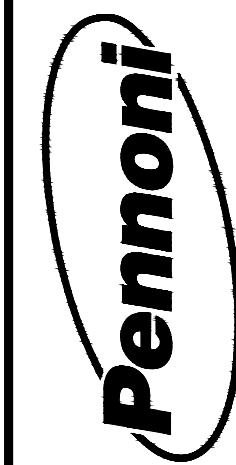




U:\Account\PEREA\PEREA25004 - Ridge Rd Booster Station.dwg PLOTED: 6/24/2025 4:40 PM BY: Matthew Knepp PLOT STYLE: Pennon VCS.d

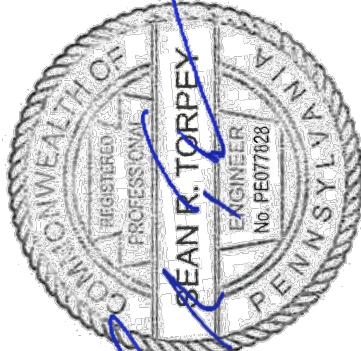


NOT FOR CONSTRUCTION



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T 215-257-5711 F 215-257-5766

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AND OWNER MUST BE NOTIFIED OF ANY  
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**RIDGE ROAD BOOSTER PUMP**

RIDGE AVENUE AND RIDGE ROAD

PERKASIE, PA 18944

**AERIAL PHOTO**

PERKASIE REGIONAL AUTHORITY

150 RIDGE ROAD

SELLERSVILLE, PA 18960

NO.	DATE	REVISIONS	BY

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SMALL INCONVENIENCE AND HOLD HARMLESS PENNONI  
ASSOCIATES FROM ALL CLAIMS, DAMAGES, LOSSES AND  
EXPENSES ARISING OUT OF OR RESULTING THEREFROM.

PROJECT	PEREA25004
DATE	11/07/2025
DRAWING SCALE	1" = 80'
DRAWN BY	TLC
APPROVED BY	SRT

**CS9501**

SHEET 11 OF 11





# BOROUGH OF PERKASIO

620 W. Chestnut St  
P.O. Box 96  
Perkasie, PA 18944

(215)257-5065  
Fax (215)257-6875

## SUBDIVISION/LAND DEVELOPMENT APPLICATION

Date of Application: 11/7/25 Date of Plan or Revision: 11/7/25

### APPLICATION FOR:

- ☐ Subdivision ☐ Sketch Plan ☐ Lot Line Change  
Formal or Informal (Circle One)
- ☒ Land Development ☐ Preliminary Plan ☐ Minor Subdivision
- ☒ Final Plan

NAME of Subdivision or Land Development: Ridge Road Booster Pump  
To be the name for the Duration of the Project

Location: Ridge Avenue and Ridge Road, Perkasie, PA, 18944

Tax Parcel No(s): 33-003-011

Total Acreage Gross: 2.08 acres Net Buildable Site Area: 1.48 acres

### ZONING REQUIREMENTS:

Zoning District R-2 Minimum Lot Size 7000ft<sup>2</sup> Maximum Density 1.56

Yard Setbacks: Front 53.5 Side 52.3 Rear 280.2 Number of Lots or Dwelling Units: 0

Water Supply: ☐ Private ☒ Public

Sewer Service: ☐ On-Lot ☐ Public

EQUITABLE OWNER of Record of Land: Nicholas Fretz

Address: 150 Ridge Road, Suite 1 Phone: 215-257-3654  
Sellersville, PA, 18960

APPLICANT: Nicholas Fretz

Email: nick.fretz@perkasioauthority.org Phone: 215-257-3654

Address: 150 Ridge Road, Suite 1, Sellersville, PA, 18960

REGISTERED ENGINEER OR SURVEYOR: Sean Torpey

Email: Storpey@pennoni.com Phone: 215-257-5711

Address: 150 Ridge Road, Suite 2, Sellersville, PA, 18960

This is to certify that I have read the Perkasio Borough Subdivision and Land Development Ordinance and that the accompanying plan meets the requirements of the ordinance to the best of my knowledge.

Nicholas J. Zg  
Signature of Property Owner

[Signature]  
Signature of Registered Engineer or Surveyor



# BOROUGH OF PERKASIE

620 W. Chestnut St  
P.O. Box 96  
Perkasie, PA 18944

(215)257-5065  
Fax (215)257-6875

## Subdivision & Land Development Plan Submission Checklist

Date of Application: 11/7/25

Subdivision/Land Development Name: Ridge Road Booster Pump

Address of Property: Ridge Avenue and Ridge Road, Perkasie, PA, 18944

Owner(s) Name: Nicholas Fretz

Applicants Name: Nicholas Fretz

Tax Map Parcel Number: 33-003-011

### Plan Sets – Folded to 8 1/2 x 11: (11 Total)

X Planning Commission – 8 Copies X Boro File – 2 Copies

X Borough Engineer – 1 Copy

The applicant must show **proof of submission** to the outside agencies listed below, as applicable, (stamped copy or cover letters and copy of application form). The following plan sets are subject to the requirements of the outside agency and **must be submitted to the outside agency by the applicant**.

N/A Bucks County Planning Commission (1 Copy)

X Bucks County Conservation District (1 Copy)

N/A Supplying Water Authority – (1 Copy)

N/A Bucks County Department of Health (1 Copy)

N/A Penn DOT (Highway Permit)

N/A Army Corps of Engineers (Wetlands)

**APPLICATION FORMS & FEES ARE TO BE SUBMITTED TO THE BOROUGH.** All applications must include these items or the application will be considered administratively incomplete and returned to the applicant.



# BOROUGH OF PERKASIE

## PLAN CHECKLIST

(To Be Completed by Applicant)

GENERAL SUBMISSION ITEMS - Does the submission include:

PLAN REQUIREMENTS - Do the Plans have:

Yes\* No Sheet No.

\* Note (Insert NA if not applicable)

- |             |             |             |    |   |
|-------------|-------------|-------------|----|---|
| <u>X</u>    | <u>    </u> | <u>a11</u>  | 1. | Plan drawings at a size of 24" x 36"  |
| <u>    </u> | <u>X</u>    | <u>    </u> | 2. | A scale of 1" = 50' or 1" = 100'?   |
| <u>X</u>    | <u>    </u> | <u>2</u>    | 3. | Dimensions set in feet and decimal part thereof and bearings in degrees, minutes and seconds? |
| <u>X</u>    | <u>    </u> | <u>a11</u>  | 4. | Sheets numbered and show relationship to the total number of sheets?                          |
| <u>X</u>    | <u>    </u> | <u>a11</u>  | 5. | An adequate legend indicating clearly which features are existing and which are proposed?     |

GENERAL INFORMATION - Do the Plans have:

Yes\* No Sheet No.

- |            |             |             |     |   |
|------------|-------------|-------------|-----|---|
| <u>X</u>   | <u>    </u> | <u>a11</u>  | 6.  | Name and address of Owner?  |
| <u>X</u>   | <u>    </u> | <u>a11</u>  | 7.  | Name and location of subdivision or land development?   |
| <u>X</u>   | <u>    </u> | <u>a11</u>  | 8.  | Graphic and/or written scales?  |
| <u>X</u>   | <u>    </u> | <u>a11</u>  | 9.  | Date of plan and all subsequent revision dates?   |
| <u>X</u>   | <u>    </u> | <u>a11</u>  | 10. | Name and address, signature and seal of the licensed engineer or surveyor responsible for the Plan? |
| <u>X</u>   | <u>    </u> | <u>2</u>    | 11. | Location map at a minimum scale of 1" = 800'?   |
| <u>X</u>   | <u>    </u> | <u>a11</u>  | 12. | North arrow?  |
| <u>X</u>   | <u>    </u> | <u>2-3</u>  | 13. | Site boundaries survey with tie-ins to all adjacent streets?  |
| <u>X</u>   | <u>    </u> | <u>2-3</u>  | 14. | Location and type of existing monuments?  |
| <u>X</u>   | <u>    </u> | <u>2-3</u>  | 15. | Forested areas?   |
| <u>N/A</u> | <u>    </u> | <u>    </u> | 16. | Watercourses, lakes and wetlands (with names, if any)?  |

# Plan Checklist

Do the plans include the location of the following existing features on the site being subdivided or developed and within 400 feet of the site:

<u>Yes*</u>	<u>No</u>	<u>Sheet No.</u>	
<u>X</u>	___	<u>2-3</u>	17. Streets and rights-of-way (including name and right-of-way widths)?
<u>X</u>	___	<u>2-3</u>	18. Existing lot layout on the site and on immediately adjacent tracts?
<u>X</u>	___	<u>2-3</u>	19. Property lines, building locations, driveway locations, and names of adjacent property owners?
<u>X</u>	___	<u>3</u>	20. Sewer lines, storm drains and easements, other utilities?
<u>X</u>	___	<u>1-4, 8</u>	21. Pennsylvania One-Call Serial No. and note.

## PROPOSED FEATURES - Do the Plans show:

<u>X</u>	___	<u>2</u>	22. Layout of streets with center lines, cartways and right-of-ways, and proposed names?
<u>X</u>	___	<u>2</u>	23. Layout of lots and dimensions?
<u>X</u>	___	<u>2</u>	24. Building setback lines from all lot lines?
<u>X</u>	___	<u>2</u>	25. The arrangement and use of buildings and parking areas with all necessary dimensions and number of parking spaces?
<u>X</u>	___	<u>2-3</u>	26. Rights-of-way and easements for all drainage, utilities, (electric, gas, telephone, and CATV) or other purpose which might affect development?
<u>N/A</u>	___	___	27. Open space areas, proposed use and maintenance?
<u>N/A</u>	___	___	28. Proposed monuments and individual lot pins.
<u>X</u>	___	<u>2</u>	29. Applicable zoning requirements and the location of zoning district boundary lines affecting the subdivision.
<u>N/A</u>	___	___	30. A reference to any land to be dedicated for parks, recreation areas, widening of streets or other public uses.
<u>N/A</u>	___	___	31. For multi-family developments, the total area, total dwelling units, number of buildings, proposed total parking spaces, building coverage and the bedroom ratio shall be on the plan.

# Plan Checklist

<u>Yes*</u>	<u>No</u>	<u>Sheet No.</u>	
<u>X</u>	<u>    </u>	<u>2</u>	32. An indication of any lots in which other than a residential use is intended.
<u>N/A</u>	<u>    </u>	<u>    </u>	33. For subdivisions, the total area, number of lots, average and minimum lot size shall be noted on the plan.
<u>X</u>	<u>    </u>	<u>3-4</u>	34. The location and size of storm drains, stormwater management facilities, sanitary sewers, culverts, watercourses and all appurtenances thereof, on-site sewage disposal facilities, gas mains, electric facilities, water mains, fire hydrants, street lights, planting, special structures and other underground conduits or structures.
<u>N/A</u>	<u>    </u>	<u>    </u>	35. Typical cross sections and centerline profiles for each proposed street. These plans may be submitted as separate sheets. Where the plan covers only a part of the owner's entire holding, a sketch shall be submitted of the prospective street layout for the remainder.
<u>X</u>	<u>    </u>	<u>2-3</u>	36. A plan for planting is required for open space subdivision; this plan shall show the location of all existing trees greater than three (3) inches in caliper. All new plantings shall indicate species and size.
<u>X</u>	<u>    </u>	<u>2</u>	37. The location of all trees to be saved.
<u>X</u>	<u>    </u>	<u>2</u>	38. The tree protection zone.
<u>N/A</u>	<u>    </u>	<u>    </u>	39. The location of proposed retaining walls.
<u>X</u>	<u>    </u>	<u>2</u>	40. A table showing open space ratio, density and impervious surface ratio.
<u>N/A</u>	<u>    </u>	<u>    </u>	41. Estimated average and peak volumes of water needed to serve the proposed subdivision or land development and an indication of the available water volume for fire flow and the water volume required to satisfy the Insurance Services Office (ISO) standards for fire protection.
<u>X</u>	<u>    </u>	<u>2</u>	42. Owners Statement of Acknowledgment

Plan Check 1/8

<u>Yes*</u>	<u>No</u>	<u>Sheet No.</u>	
<u>X</u>	<u>    </u>	<u>2</u>	43. The signature block for the Chairman and Secretary of the Borough Planning Commission?
<u>    </u>	<u>X</u>	<u>    </u>	44. The signature block for Executive Director of the Bucks County Planning Commission.
<u>X</u>	<u>    </u>	<u>2</u>	45. The signature block for the Borough Engineer.
<u>X</u>	<u>    </u>	<u>2</u>	46. The signature block for the President and Secretary of the Borough Council.

Prepared By:

Accepted by:

Date:

Date:

Signature: Nicholas J. Zito  
Applicant or representative

Signature: \_\_\_\_\_  
Borough Official

m:\wp51\perkasio\subcheck.ls2



# BOROUGH OF PERKASIE

620 W. Chestnut St  
P.O. Box 96  
Perkasie, PA 18944

(215)257-5065  
Fax (215)257-6875

## SUBDIVISION / LAND DEVELOPMENT 90-DAY REVIEW WAIVER

Date: 11/7/25

Borough Manager  
Perkasie Borough  
620 W. Chestnut St.  
P.O. Box 96  
Perkasie, PA 18944

Re: Subdivision/Land Development Plan of Ridge Road Booster Pump

On November 7<sup>th</sup>, 2025, I/We submitted for official filing, the above referenced plan of subdivision/land development.

Please be advised that, notwithstanding, any contrary provision of the Pennsylvania Municipalities Planning Code or the Perkasio Borough Code, this letter will serve as notice to Perkasio Borough that the requirement that action be taken on this subdivision proposal within ninety (90) days is hereby waived, without limitation as to time.

This Waiver can be revoked upon thirty (30) days written notice to Perkasio Borough.

Very truly yours,

Nicholas J. Zif

# PARKS AND RECREATION DEPARTMENT

## MONTHLY REPORT

### Year End 2025 Review

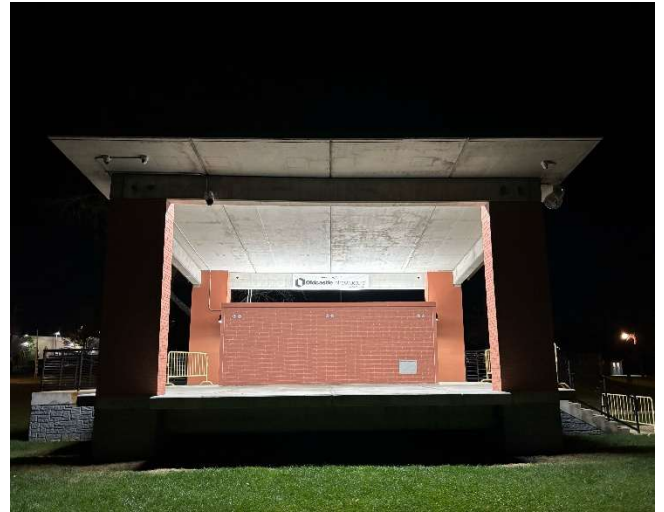
- Offered approximately 172 recreation program activities and 175 aquatic program activities.
- Program registrations for 2025:

Category	Regs	Res/Non-Res
Aquatics	1063	557/506
Bus Trips	54	15/39
Classes & Activities	55	21/34
Community Garden	28	8 / 20
Fitness Classes	316	46/270
Other	24	3 / 21
Sport Instruction	243	24 / 219
Sport Leagues	77	1 / 76
Summer & Single Day Camps	228	85/143
Total Recreation	1025	
Total Aquatics	1063	
<b>Grand Total Registrations</b>	<b>2088</b>	

- Approximately 18% of recreation registrations are Perkasio Borough residents with 81% being non-residents, which is an increase in resident registrations from 2024.
- Approximately 52% of aquatics registrations are Perkasio Borough residents with 48% being non-residents, which is an increase in resident registrations from 2024.
- New programs run in 2025
  - Lego Camps
  - AM Tot Splash
  - Carnival Day at Menlo
  - Additional Menlo After Dark dates
  - School's Out Day Camps in the Fall
  - Parent's Night Out in the Fall
- National Park and Recreation Month
  - Offered free programs to the community during the month of July including Touch a Truck, Family friendly Yoga and Zumba in the park, Magic Show, Party in the Park, and Movie in the Park including DJ entertainment
- Summary of Park & Menlo Improvements
  - Purchased the Jerry D Kratz Community Garden
  - Started baseball field, lighting, and accessibility improvements at Kulp Park.
  - Completed 2025 Ramp Replacement Plan which included three ramp replacements at The Spine skatepark



- Installed safety lighting upgrades at the Amphitheater
- Replaced the Toddler Pool filters system
- Started the Pump Replacement Plan by replacing the Competition and Leisure Pool motor and pump
- Grant Updates
  - Continued work with DCNR Grant funding (\$200,000) and LSA Grant funding (\$652,886) for the Kulp Park Improvement Phase 2 project
  - Awarded GTRP Grant funding for the Kulp Park Improvement Phase 2 project - \$200,000
  - Applied for DCNR Land Acquisition Grant toward the purchase of the Jerry D Kratz Community Garden
  - Awarded Penn CARE's Grant toward the purchase of Coast Guard-approved public life jackets at Menlo
  - Awarded DVIT funding toward the purchase and installation of a bottle fill water station to hydrate staff
  - Awarded DVIT funding toward a safety inspection of Menlo slides and features







## Reservation Request

The following request has been submitted and will be processed on a first come first serve basis.  
**This request is *Not* a reservation until it has been approved.**

Dates being held.

Organization	Name	Address	
Guth Elementary School	Amy Kratz	601 N 7TH ST	
City	State	Zip Code	Country
PERKASIE	PA	18944	US
Email	Phone		
akratz@pennridge.org	(215) 257-8057		
Additional Info			
In past years, the fee for use of the Menlo Pavilion was waived for school groups, like ours. Guth Elementary's Fourth Grade would like to request Borough Council to waive the fee for the pavilion on this day, which is part of our annual Perkasie Local Heritage school field trip. Thank you for your consideration.			
Purpose	Head Count		
School Field Trip lunch location	84		

Questions		
<b>Will your pavilion gathering include any vendors, entertainers, or rented equipment?:</b> No		
Dates	Times	Location
Friday, May 29, 2026	12:00 PM - 01:10 PM	Menlo Park - Lions Pavilions 1 & 2 (#2 has stage)

[Print Page](#)





## Reservation Request

The following request has been submitted and will be processed on a first come first serve basis.  
**This request is *Not* a reservation until it has been approved.**

Dates being held.

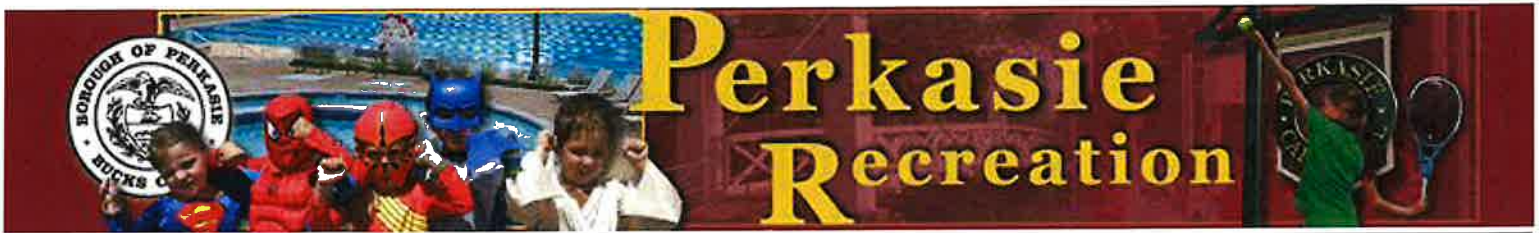
Organization	Name	Address	
Guth Elementary School	Amy Kratz	601 N 7TH ST	
City	State	Zip Code	Country
PERKASIE	PA	18944	US
Email	Phone		
akratz@pennridge.org	(215) 257-8057		
Additional Info			
<p>This is the rain date for Guth Elementary's Fourth Grade Perkasie Local Heritage school field trip. We would need the Menlo pavilion on this date ONLY IF our trip is rained out for the Friday, May 29 scheduled date. In past years, the fee for use of the Menlo Pavilion was waived for school groups, like ours. Guth Elementary's Fourth Grade would like to request Borough Council to waive the fee for the pavilion on this day (if needed as a rain date), which is part of our annual Perkasie Local Heritage school field trip. Thank you for your consideration.</p>			
Purpose	Head Count		
Rain date for school field trip - lunch location	84		

### Questions

***Will your pavilion gathering include any vendors, entertainers, or rented equipment?:*** No

Dates	Times	Location
Monday, June 01, 2026	12:00 PM - 01:10 PM	Menlo Park - Lions Pavilions 1 & 2 (#2 has stage)

[Print Page](#)



## **Disclaimer for Menlo Park - Lions Pavilions 1 & 2 (#2 has stage) (Amy Kratz)**

### **Indemnification**

To the fullest extent permitted by law, the Applicant agrees to defend, indemnify, pay on behalf of, and save harmless the Borough of Perkasie, its elected and appointed officials, agents, employees, and authorized volunteers against any and all claims, liability, demands, suits or loss, including attorneys' fees and all other costs connected therewith, arising out of or connected to the Applicant's use or occupancy of the premises of the Borough.

### **Insurance**

ALL RESERVATIONS require a Certificate of Insurance, naming Perkasie Borough as Certificate Holder, evidencing \$1,000,000 in Comprehensive General Liability Insurance and must be received no later than 1 weeks prior to the event. The Borough holds the right to cancel a reservation with no refund if the required paperwork is not provided. Certificate of Insurance can be emailed to [parkandrec@perkasieborough.org](mailto:parkandrec@perkasieborough.org) or dropped off at Borough Hall.

### **Waiver of Subrogation**

Such waiver shall apply regardless of the cause of origin of the loss or damage, including the negligence of the Borough and its elected and appointed officials, officers, volunteers, consultants, agents and employees. The Applicant shall advise its insurers of the foregoing and such waiver shall be provided under the Applicant's commercial property and liability insurance policies and the Applicant's workers compensation insurance policy, if any.

### **Damage to Property of the Applicant and its Invitees**

The Applicant and its employees, officials, volunteers, and agents shall be solely responsible for any loss or damage to property of the Applicant or its invitees, employees, officials, volunteers, agents and representatives while such property is on, at or adjacent to the premises of the Borough.

### **Damage to Borough Property**

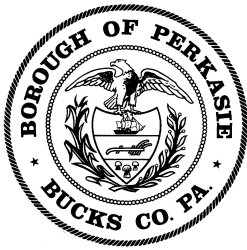
Applicant assumes full responsibility for taking cognizance of the facility conditions at the time of the program. Applicant will be responsible for all damages resulting to or from use of this property. Upon completion of Applicant's operations, Applicant agrees to leave the property in the same condition as it existed before operations, or pay for and complete restoration of said property within 15 days of the completion of the event.

### **Park Rules and Regulations (Summary)**

The undersigned is familiar with all Borough Park Rules

- The use of alcohol and controlled substances are strictly prohibited within all Borough Parks
- Smoking is prohibited in all Borough Parks; this includes cigarettes, cigars, pipes, chewing tobacco, vaping, etc
- Vendors are not permitted in the park except by special permit issued by Borough Council, which shall have the authority to refuse consent in any instance
- Open fires or fireworks are prohibited. Grills are available at certain pavilions and open to the public
- Do not attach decorations by nails, tacks, or staples on pavilion poles, picnic tables. Etc.
- All decorations and pavilion, field, park trash must be discarded properly. Large items must be removed and regular trash may be placed inside trash receptacles provided.
- Perkasie Borough Parks and open dawn to dusk
- Perkasie Borough shall not, in any manner or for any cause, be liable or responsible for any injury or damage to persons or property while using the park facilities; all claims for such injury or damage are hereby waived

**PLEASE HAVE YOUR PERMIT WITH YOU DURING YOUR EVENT**



# BOROUGH OF PERKASIE

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## INTER-OFFICE MEMORANDUM

DATE: January 15, 2026

TO: Borough Council and Mayor Hollenbach

FROM: Lauren Moll, Director of Parks and Recreation

SUBJECT: Community Garden Land Acquisition Grant Update

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Each year, the Park and Recreation Department works with Public Works and community volunteers to ready the parcel of land used for the Community Garden. That parcel is located at the corner of 5<sup>th</sup> Street and Shadywood Drive and up until recently, was not Borough-owned property. Dating back to 2009, the Kratz family that owned the parcel has been graciously donating that parcel to the Borough to be used for the garden free of charge, which we are very grateful for.

For more than 15 years, the garden has been tended to by many members of the local community and is listed as the Borough's priority open space parcels for acquisition in the Open Space Plan.

Public discussions at both Perkasio Borough Council meetings and Park and Recreation Board meetings surrounding the future of the garden started in late 2024 when the Kratz family had reached out to the Borough indicating the future need to lease and/or sell that parcel of land.

Seeing its importance to the community, its priority listing in our Open Space Plan, and noting it is the only passive recreation space for the northern section of Borough residents, the Park and Recreation Board recommended to Council to consider discussing leasing or purchasing options for the parcel with the family.

During those discussions, the Borough received two appraisals and had been researching available grant funding for land acquisitions. DCNR offers land acquisition grants that will assist the Borough in purchasing the parcel and offers 50% of the land price, appraisals, surveys, and other costs associated if awarded.

Staff had numerous meetings with DCNR regarding the possibility of applying for this grant, including a site visit with our DCNR Regional Representative, who indicated that this project would be both an eligible and competitive project, and she clearly saw the benefits and need to keep the parcel both a community garden and passive park for the community.

The Borough also applied for a Waiver of Retroactivity, which would allow our grant agreement to start in 2025 rather than 2026, allowing the Borough to purchase the parcel if necessary and be voted on. Our request for a waiver was reviewed and approved which allowed our eligible expenses to start February 28, 2025.

Resolution 2025-20 was approved by Perkasio Borough Council at their March 17, 2025 meeting, allowing staff to apply for the DCNR Land Acquisition grant for \$81,215.00. During that meeting, Perkasio Borough Council also

approved the allocation of \$150,000 in Park and Recreation Impact Fees toward the potential Community Garden land acquisition purchase.

The Borough approved the purchase of the parcel at their April 21, 2025 meeting and thanked the Kratz family for graciously donating the parcel to the Borough for so many years by renaming the Community Garden the Jerry D. Kratz Community Garden.

As an update to the DCNR Grant application, the Borough was awarded \$81,200 toward the purchase of the Community Garden parcel. Announcements were made this past week.

At this time, the Park and Recreation Board and staff are planning a ribbon cutting ceremony for the Jerry D. Kratz Community Garden in early May 2026. Details will be announced shortly.

If you have any questions, please let me know.

**PERKASIE BOROUGH  
RESOLUTION NO. 2025-25**

**A RESOLUTION OF THE PERKASIE BOROUGH COUNCIL  
APPROVING THE CONDEMNATION OF A CERTAIN VACANT LOT  
OR TRACT OF LAND IDENTIFIED AS TAX PARCEL NO. 33-016-009,  
OWNED BY THE JERRY D. KRATZ IRREVOCABLE TRUST,  
CONSISTING OF 0.353 ACRES, LOCATED IN PERKASIE BOROUGH,  
BUCKS COUNTY, PENNSYLVANIA.**

**WHEREAS**, Perkasio Borough is a Political Subdivision of the Commonwealth of Pennsylvania, that maintains its principal offices at 620 W. Chestnut Street, Perkasio, PA 18944.

**WHEREAS**, The Borough of Perkasio desires to condemn a certain vacant lot or tract of land identified as Tax Parcel No. 33-016-009, consisting of 0.353 acres, for the purpose of open space, passive recreation, for gardening and agricultural purposes; and


**NOW THEREFORE**, be it resolved that the Borough Council of Perkasio Borough hereby condemns, designates and sets apart all that parcel of real property identified as Tax Parcel No. 33-016-009, consisting of 0.353 acres, which said parcel is condemned for the purpose of municipal purposes as previously set forth in this Resolution, and said property is presently owned by The Jerry D. Kratz Irrevocable Trust.

**BE IT FURTHER RESOLVED**, that the Borough Solicitor, Borough Manager and the other proper officers of the Borough are hereby authorized to file a condemnation and such other proceedings, including the entry of such Bonds as may be necessary to or desirable, to carry out the purposes of this Resolution within their sole discretion.


The Resolution was passed at a regular meeting of Borough Council for the Borough of Perkasio.

**THIS RESOLUTION** was duly adopted on the 21<sup>st</sup> day of April, 2025.

**ATTEST:**

By:   
Andrea L. Coaxum, Secretary

**BOROUGH OF PERKASIE:**

By:   
James Ryder, Council President

## **Status of Appointments Made to Boards & Commissions as of January 9, 2026:**

### **Perkasie Regional Authority Board (1 five-year term)**

Tom Horn was re-appointed for a five-year term through December, 3030.

### **Perkasie Planning Commission (2 four-year terms)**

Heather Nunn & Dale Schlegel were re-appointed for four-year terms through December, 2029.

### **Perkasie Planning Commission (1 one-year term)**

Patrick Freeman was appointed to a one-year term through December, 2026.

### **Zoning Hearing Board (1 five-year term)**

Tim Rimmer was re-appointed to a five-year term through December, 2030.

### **Zoning Hearing Board (1 one-year term)**

Sue Bower was appointed to a one-year term through December, 2026.

### **Zoning Hearing Board (2 alternates for three-year terms)**

Mairi Schuler was appointed as an alternate for a three-year term through December, 2028. She has since declined this appointment and will remain on the PC.

Part of Dave Worthington's initial motion was to nominate Christopher Passante for the other available alternate position. Since Christopher submitted an application to the Vacancy Board, Council voted to pause the appointment of the second alternate position, and Andrea reached out to Christopher to speak with him about the ZHB and gauge his interest. He is interested in being considered for the ZHB.

There are 2 available openings as alternates to the ZHB, and there are 3 interested applicants: Naomi Coll, Steve Nathan & Christopher Passante.

Council can make appointments for these 2 alternate positions on January 20<sup>th</sup>.

### **Pennridge Wastewater Treatment Authority (1 five-year term)**

Steve Rose was re-appointed for a five-year term through December, 2030.

### **Civil Service Commission (1 one-year term)**

Randy Faulkner was appointed for a one-year term through December, 2026.

## **Status of Appointments Made to Boards & Commissions as of January 9, 2026 (continued):**

### **Vacancy Board (1 one-year term)**

We received applications from Chuck Brooks & Christopher Passante. Council voted to pause this appointment until staff spoke with Christopher Passante about the ZHB.

If Christopher is appointed to the ZHB as an alternate, he cannot serve on any other Board at the same time.

If Christopher is not appointed to the ZHB as an alternate, he is still interested in being considered for the Vacancy Board.

Council can make this appointment at the meeting on January 20<sup>th</sup>.

### **Park & Recreation Board (4 three-year terms)**

Joe Koenig, Lynne Killus-Rainey, Joel Nieto & Robyn Rapp were re-appointed to three-year terms through December, 2028.

### **Perkasie Historical Committee**

Scott Bomboy & Lee Metzger were appointed to four-year terms through December, 2029.

Rick Doll was appointed to a three-year term through December, 2028.

Matt Lynch was appointed to a two-year term through December, 2027.

Aaron Clark was appointed to a one-year term through December, 2026.



**RESOLUTION NO. 2026-6**

**A RESOLUTION OF THE COUNCIL OF THE BOROUGH OF PERKASIE APPROVING THE SERVICE AGREEMENT BETWEEN SINGLETARY GROUP, INC d/b/a FIRST CONTACT HR (“FIRST CONTACT”) AND PERKASIE BOROUGH FOR THE PURPOSE OF ALLOWING PERKASIE BOROUGH TO USE THE SERVICES PROVIDED BY FIRST CONTACT AS A RISK MANAGEMENT TOOL IN SCREENING CANDIDATES FOR EMPLOYMENT AND AUTHORIZING THE BOROUGH MANAGER TO EXECUTE THE CONTRACT ON BEHALF OF THE BOROUGH OF PERKASIE.**

**WHEREAS**, the Singletary Group, Inc. d/b/a First Contact HR (“First Contact”), has provided the Borough of Perkasia with a Service Agreement for the purpose of allowing Perkasia Borough to use the services provided by First Contact as a risk management tool in screening candidates for employment; and

**WHEREAS**, the Borough of Perkasia, Bucks County, Pennsylvania has determined that it is in the best interest of the Borough to approve the Service Agreement with First Contact; and

**WHEREAS**, the Borough Council herein authorizes the Borough Manager to execute any and all documents related to the Service Agreement with First Contact.

**NOW, THEREFORE**, be it resolved by the Borough Council of Perkasia Borough as follows:

1.     Approval of Agreement. The Borough Council of Perkasia Borough herein approves the Service Agreement with First Contact, which is attached hereto as Exhibit “A” and incorporated by reference.

2.     Execution. The Borough Council further authorizes the Borough Manager to execute the Service Agreement between the Borough and First Contact, on behalf of Perkasia Borough.

THIS RESOLUTION was duly adopted this 20<sup>th</sup> day of January, 2026.

**ATTEST:**

**BOROUGH OF PERKASIE:**

By: \_\_\_\_\_  
Andrea L. Coaxum, Secretary

By: \_\_\_\_\_  
Robin Schilling, Council President

# **EXHIBIT “A”**

# SERVICE AGREEMENT

**Singletary Group, Inc. d/b/a First Contact HR**, 1035 Virginia Drive, Suite 204, Fort Washington, PA 19034, hereinafter referred to as, "**FC HR**", and

Municipality:	Borough of Perkasio		
Street Address:	620 W Chestnut St		
City:	Perkasie	State:	PA
		Zip:	18944

Hereinafter referred to as the "Prospective Employer", for the considerations hereinafter expressed, agree together as follows: The purpose of this agreement is to allow the Prospective Employer to use the services provided by **FC HR** as a risk management tool in screening candidates for employment. **FC HR** will arrange for and provide to the Prospective Employer such services and information and at such fee(s) as listed below:

.....  
***See Attached Exhibit A Package Pricing***  
.....

It is the sole responsibility of the Prospective Employer to secure and to furnish **FC HR** proper and correct information for each new hire sufficient for **FC HR** to perform the services contracted for. The Prospective Employer certifies to **FC HR** that it will comply with all applicable state and federal laws, including, but not limited to, the Fair Credit Reporting Act (15 USC 1681), and that information received from **FC HR** will not be used in violation of any equal employment opportunity law or regulation. Prospective Employer hereby releases **FC HR** and its affiliated companies and the officers, agents, employees and independent contractors of **FC HR** and its affiliated companies from liability for Prospective Employer's noncompliance with all applicable laws, rules and regulations.

This agreement shall become effective on 10/10/2025 and shall remain in force and effect until modified or suspended by either party. Prices quoted above shall remain fixed for one (1) year from the date of this agreement.

Signed:

**First Contact HR**

By: Leon Singletary

Leon Singletary	<small>Digitally signed by Leon Singletary DN: cn = Leon Singletary, o = FC HR, ou = FC HR, email = Leon.Singletary@fc-hr.com Reason: I agree to the terms defined by the placement of my signature on this document. Date: 2025.01.08 15:23:00 -0500</small>
Signature	Date

Company: Borough of Perkasio

	
Signature	Date

JEFFREY P. GARTON  
DOUGLAS C. MALONEY  
THOMAS J. PROFY, IV\*†  
FRANCIS X. DILLON  
JOHN A. TORRENTE\*  
STEVEN M. JONES  
MICHAEL J. MEGINNISS  
BRENDAN M. CALLAHAN\*  
BRADLEY R. CORNETT\*  
SEAN M. GRESH  
BRYCE H. McGUIGAN\*  
TRACY L. CASSEL-BROPHY\*  
CHRIS LITTLE SIMCOX\*  
BRENDAN G. CORRIGAN^  
KIMBERLY N. BARRON  
CHLOE M. BOUDAZIN  
CHELSEY CROCKER JACKMAN  
MARISA M. PERINI  
HANNAH M. SCHWEIZER



680 MIDDLETOWN BOULEVARD  
P.O. BOX 308  
LANGHORNE, PENNSYLVANIA 19047-0308  
TELEPHONE: 215.750.0110  
FAX: 215.750.0954

JEFFREY P. GARTON, ESQUIRE  
[jgarton@begleycarlin.com](mailto:jgarton@begleycarlin.com)

\*Member of PA & NJ Bars  
†Master of Laws (Taxation)  
^Member of PA & NY Bars

*OF COUNSEL*

HON. ROBERT O. BALDI (RET.)  
-Mediation and Arbitration

SCOTT A. PETRI  
FRANK A. FARRY  
ALLEN W. TOADVINE  
PAMELA A. VAN BLUNK\*  
KATHARINE J. WEEDER\*  
MARC I. RICKLES\*  
COURTNEY S. CROWLEY\*

*NEW HOPE OFFICE*

123 W. BRIDGE STREET  
NEW HOPE, PA 18938  
215.862.0701

December 29, 2025

*VIA EMAIL*

[manager@perkasieborough.org](mailto:manager@perkasieborough.org)

Andrea L. Coaxum, Borough Manager  
Perkasie Borough  
620 W. Chestnut Street  
Perkasie, PA 18944

**Re: Singletary Group, Inc., d/b/a First Contact HR**

Dear Andrea:

Pursuant to your prior email, I have reviewed the several documents provided by First Contact, and my comments with respect to same are as follows:

**I. Service Agreement**

A. This Agreement will need to be approved by Council, and to that end I enclose a Resolution authorizing the execution of the Agreement by either you, or the Council President.

B. Page 2 is an Exhibit that talks about package pricing and service options. The service options are clear, but I did not see any package pricing.

**II. HR Zoom – Client User Guide**


I have no comments with respect to same, other than it provides clear instructions to whoever would be involved in using the services.

**III. Applicant Notice and Consent Document/Minor Notice and Consent Document**

I have no issue with respect to the above referenced forms for potential employees.

If you have any questions, please advise.

Very truly yours,



Jeffrey P. Garton

JPG:ers  
Attachment

cc: Megan McShane

**PERKASIE BOROUGH  
RESOLUTION NO. 2026-7**

**RESOLUTION TO ALLOW PARTICIPATION AND  
VOTING BY TELECOMMUNICATIONS' DEVICE**

WHEREAS, Act 43 of 2012 amended the Borough Code (Act 581-1966) and also amended 53 PS § 46001, section § 1001 of the Borough Code to allow a Council member's participation in a Council meeting by telecommunication device;

WHEREAS, Council has discretionary powers to adopt a policy to authorize a Council member to participate by telecommunication device by speaker phones or computer terminals after a physical quorum has been established (without the official participating on the device) at the meeting place;

WHEREAS, the Council and the public shall be able to hear the comments and the votes of the Council member participating by telecommunication device;

WHEREAS, Council may only authorize participation by telecommunication device for one or more of the following reasons: illness or disability of the Council member; care for the ill or newborn in the member's immediate family; an emergency; and family or business travel;

NOW THEREFORE BE IT RESOLVED, by Council of the Borough of Perkasio, County of Bucks and Commonwealth of Pennsylvania.

ADOPTED AND APPROVED this 20<sup>th</sup> day of January, 2026.

**ATTEST:**

**PERKASIE BOROUGH:**

By: \_\_\_\_\_  
Andrea L. Coaxum, Secretary

By: \_\_\_\_\_  
Robin Schilling, Council President

Selecting on ACCT from 301 to 310

ACCOUNT DESCRIPTION	ESTIMATED REVENUE	YEAR-TO-DATE REVENUE	ACTUAL YTD % REALIZED
01.301.100			
Real Estate Taxes- Current Year's Levy	451,775.00	439,309.38	97.24
01.301.200			
Real Estate Taxes - Prior Year's Levy	2,000.00	2,020.90	101.05
01.301.300			
Real Estate Taxes - Delinquent	2,000.00	1,514.44	75.72
01.301.600			
Real Estate Taxes - Interim	3,500.00	780.30	22.29
01.310.100			
Real Estate Transfer Tax	225,000.00	248,355.23	110.38
01.310.200			
Earned Income Tax	1,988,104.00	1,682,395.83	84.62
01.310.500			
Local Services Tax	110,000.00	91,507.83	83.19
01.310.700			
Mechanical Device Fee	500.00	535.00	107.00
<b>Total for Fund:</b>	<b>2,782,879.00</b>	<b>2,466,418.91</b>	<b>88.63</b>
<b>01 (General Fund)</b>			
14.301.100			
Real Estate Taxes - Current Year's Levy	142,666.00	138,731.15	97.24
14.301.200			
Real Estate Taxes - Prior Year's Levy	300.00	1,200.92	400.31
14.301.300			
Real Estate Taxes- Delinquent		526.18	
14.301.600			
Real Estate Taxes - Interim		344.62	
<b>Total for Fund:</b>	<b>142,966.00</b>	<b>140,802.87</b>	<b>98.49</b>
<b>14 (Fire Tax Protection Fund)</b>			
15.301.100			
Real Estate Taxes - Current Year's Levy	285,332.00	277,457.77	97.24
15.301.200			
Real Estate Taxes - Prior Year's Levy	1,000.00	2,401.91	240.19
15.301.300			
Real Estate Taxes- Delinquent	900.00	1,052.31	116.92
15.301.600			
Real Estate Taxes - Interim	2,000.00	689.17	34.46
<b>Total for Fund:</b>	<b>289,232.00</b>	<b>281,601.16</b>	<b>97.36</b>
<b>15 (Road Improvements Fund)</b>			
<b>Report Totals</b>	<b>3,215,077.00</b>	<b>2,888,822.94</b>	<b>89.85</b>

**BUCKS COUNTY RECORDER OF DEEDS  
LOCAL REALTY TRANSFER TAX DISTRIBUTION - DETAIL  
FOR THE PERIOD FROM DECEMBER 1, 2025 TO DECEMBER 31, 2025**

PERKASIE BOROUGH							
Account Description Direct / Indirect Party Name	Inst Type	Ref Num	Inst Number	Date Rec	Tax Basis	Fee ID	Tax Collected
TO:							
PERKASIE BOROUGH P.O. BOX 96 PERKASIE, PA 18944-0096							
PERKASIE BOROUGH							
LORUSSO, LUKE DANIEL GOLIA, SARA	DEED	1460221	2025054224	12/01/2025	412000.00	MTAX	2,060.00
	PARCEL IDENTIFICATION NUMBER 33-002-016--002-						
BTI 1179 LLC MAYHEW, JACK	DEED	1460531	2025054562	12/02/2025	375000.00	MTAX	1,875.00
	PARCEL IDENTIFICATION NUMBER 33-011-068--						
DOBBS, HENRY C WECKERLY, KYLE SULLIVAN	DEED	1460634	2025054688	12/03/2025	421000.00	MTAX	2,105.00
	PARCEL IDENTIFICATION NUMBER 33-011-018--014-						
GROFF, JAMES B PICCOLINI, RAYMOND E	DEED	1460813	2025054866	12/03/2025	585000.00	MTAX	2,925.00
	PARCEL IDENTIFICATION NUMBER 33-013-010--004-						
DIEGEL, DAVID J IWASKIW, RUTH A	DEED	1460922	2025054998	12/04/2025	610000.00	MTAX	3,050.00
	PARCEL IDENTIFICATION NUMBER 33-009-096--						
WALDNER, VICTORIA KREILING, THOMAS WILLIAM	DEED	1461121	2025055211	12/05/2025	386000.00	MTAX	1,930.00
	PARCEL IDENTIFICATION NUMBER 33-011-018--021-						
HG PROPERTIES 85 LP CORRIGAN, MICHAEL PATRICK	DEED	1461170	2025055265	12/05/2025	442685.00	MTAX	2,213.42
	PARCEL IDENTIFICATION NUMBER 33-005-438--011-						
HG PROPERTIES 85 L P REESE, MICHAEL	DEED	1461807	2025055973	12/09/2025	487630.00	MTAX	2,438.15
	PARCEL IDENTIFICATION NUMBER 33-005-456--						
KEEP CHANGE FLIP LLC KILLIAN, STEPHEN	DEED	1462353	2025056554	12/11/2025	436500.00	MTAX	2,182.50
	PARCEL IDENTIFICATION NUMBER 33-005-171--						
GRIFFITH, JOHN KWORTNIK, TAYLOR	DEED	1462480	2025056702	12/11/2025	472000.00	MTAX	2,360.00
	PARCEL IDENTIFICATION NUMBER 33-009-005--064-						
HG PROPERTIES 85 L P WROTTO, SUSAN BARDU	DEED	1463262	2025057492	12/17/2025	442490.00	MTAX	2,212.45
	PARCEL IDENTIFICATION NUMBER 33-005-456--007-						
HEWITT CONTRACTORS INC THREE FAMILY HOMES LLC	DEED	1463414	2025057655	12/18/2025	377500.00	MTAX	1,887.50
	PARCEL IDENTIFICATION NUMBER 33-006-075--						
FILPO, KELVIN MULHOLLAND, STEPHEN FRANCIS	DEED	1463555	2025057804	12/18/2025	459900.00	MTAX	2,299.50
	PARCEL IDENTIFICATION NUMBER 33-009-005--098-						
PACCAPANICCIA, CHRISTY CARTY KOKOLUS, LAUREN CHRISTINE	DEED	1464881	2025059245	12/29/2025	300000.00	MTAX	1,500.00
	PARCEL IDENTIFICATION NUMBER 33-011-138--						
HG PROPERTIES 85 L P DEFINIS, KEVIN	DEED	1465257	2025059607	12/31/2025	449738.00	MTAX	2,248.69
	PARCEL IDENTIFICATION NUMBER 33-005-456--010-						
PERKASIE BOROUGH TOTAL							33,287.21



**BUCKS COUNTY RECORDER OF DEEDS  
LOCAL REALTY TRANSFER TAX DISTRIBUTION - DETAIL  
FOR THE PERIOD FROM DECEMBER 1, 2025 TO DECEMBER 31, 2025**

PERKASIE BOROUGH							
Account Description	Inst Type	Ref Num	Inst Number	Date Rec	Tax Basis	Fee ID	Tax Collected
Direct / Indirect Party Name							
					PERKASIE BOROUGH TOTAL		33,287.21
					COMMISSION ON COLLECTIONS		665.74
					DISTRIBUTION		32,621.47

**BUCKS COUNTY RECORDER OF DEEDS  
LOCAL REALTY TRANSFER TAX DISTRIBUTION - DETAIL  
FOR THE PERIOD FROM DECEMBER 1, 2025 TO DECEMBER 31, 2025**

REPORT TOTALS							
Account Description Direct / Indirect Party Name	Inst Type	Ref Num	Inst Number	Date Rec	Tax Basis	Fee ID	Tax Collected
REPORT TOTAL					TOTAL COLLECTIONS		33,287.21
					COMMISSION ON COLLECTIONS		665.74
					TOTAL DISTRIBUTION		32,621.47

Statement of Revenues & Expenditures

BOROUGH OF PERKASIE  
For Period Ending 12/31/2025

	<u>Annual Budget</u>	<u>Current Period</u>	<u>Year To Date</u>	<u>Budget Remaining</u>	<u>% Used</u>	<u>Prior Year To Date</u>
GRAND TOTAL - REVENUE	\$ 25,027,915	\$ 1,770,680	\$ 22,928,356	\$ 2,099,559	92%	\$ 21,312,864
GRAND TOTAL - EXPENSE	\$ 24,209,677	\$ 1,948,070	\$ 22,783,060	\$ 1,426,617	94%	\$ 20,778,741
GRAND TOTAL - NET REVENUE OVER / (UNDER) EXPENSE			\$ 145,296			\$ 534,124

Date: 01/13/2026

Time: 2:10:38PM

# Statement of Revenues & Expenditures

User: HEATHE

Page: 1

## BOROUGH OF PERKASIE For Period Ending 12/31/2025

Selecting on FUND equals 01 (General Fund) to FUND equals 01 (General Fund)

ACCOUNT	DESCRIPTION	ANNUAL BUDGET	CURRENT PERIOD	YEAR TO DATE	% USED	BUDGET REMAINING	PRIOR YEAR TO DATE
01.301.100	Real Estate Taxes- Current Ye	451,775.00	2,630.45	439,309.38	97.24	12,465.62	432,555.47
01.301.200	Real Estate Taxes - Prior Year	2,000.00	82.84	2,020.90	101.05	20.90-	3,352.20
01.301.300	Real Estate Taxes - Delinquen	2,000.00		1,514.44	75.72	485.56	2,762.34
01.301.600	Real Estate Taxes - Interim	3,500.00	149.36	780.30	22.29	2,719.70	4,209.29
01.310.100	Real Estate Transfer Tax	225,000.00	29,166.79	248,355.23	110.38	23,355.23-	248,087.39
01.310.200	Earned Income Tax	1,988,104.00	146,210.74	1,685,395.83	84.77	302,708.17	1,883,577.35
01.310.500	Local Services Tax	110,000.00	684.28	91,507.83	83.19	18,492.17	101,424.68
01.310.700	Mechanical Device Fee	500.00	165.00	535.00	107.00	35.00-	370.00
01.321.610	Solicitation Permits	7,000.00		4,050.00	57.86	2,950.00	3,500.00
01.321.611	Event Program Revenue			940.00		940.00-	50.00
01.321.800	Cable Television Franchise Fe	150,000.00		99,242.32	66.16	50,757.68	140,892.01
01.322.600	Cut Fees	6,000.00		1,750.00	29.17	4,250.00	1,225.00
01.331.100	District Court	8,000.00	410.52	4,297.90	53.72	3,702.10	5,537.49
01.331.110	Vehicle - Parking Violations	750.00	70.00	2,130.00	284.00	1,380.00-	1,130.00
01.331.130	State Police Fines	3,500.00	1,647.30	3,057.51	87.36	442.49	3,199.60
01.331.300	County Fines	5,000.00	58.13	5,178.15	103.56	178.15-	5,365.40
01.332.100	Restitution	1,000.00		85.00	8.50	915.00	650.00
01.341.100	Interest Earnings	40,000.00	2,371.97	36,631.66	91.58	3,368.34	34,525.70
01.342.100	Rent of Borough Hall Offices	68,426.00	5,841.50	70,251.90	102.67	1,825.90-	67,786.57
01.342.200	Menlo House Rent	12,300.00	1,025.00	12,300.00	100.00	0.00	12,300.00
01.342.300	Parking Lot Rental	4,800.00		4,800.00	100.00	0.00	4,800.00
01.342.530	Cell Tower Revenue	73,000.00	6,244.45	73,787.16	101.08	787.16-	70,067.94
01.342.560	Electric Department Service Ch	130,000.00	32,500.00	130,000.00	100.00	0.00	130,000.00
01.342.570	Real Estate Tax Reimburseme	3,100.00				3,100.00	3,125.99
01.342.580	Live Scan Reimbursements - C	30,000.00		31,648.06	105.49	1,648.06-	29,299.79
01.342.590	Worker's Comp Reimbursemer	8,000.00		5,982.00	74.78	2,018.00	5,996.00
01.351.020	Federal Bullet Proof Vest Gran			6,281.50		6,281.50-	
01.351.120	FEMA-Emerg Disaster Relief					0.00	1,082.03
01.354.023	Police Grant - SCIP - Cmmty. F	98,676.00	22,876.78	69,041.97	69.97	29,634.03	46,909.71
01.354.100	DVIT Risk Control Grant		3,190.00	10,120.99		10,120.99-	734.42
01.355.010	Public Utility Realty Tax	2,200.00		2,883.41	131.06	683.41-	2,874.71
01.355.040	Alcoholic Beverages Licenses	800.00		1,000.00	125.00	200.00-	1,000.00
01.355.050	Gen Muni Pension State Aid- N	75,498.00		75,498.00	100.00	0.00	75,498.66
01.355.051	Gen Muni Pension State Aid- U	226,495.00		233,532.45	103.11	7,037.45-	226,495.99
01.355.070	Foreign Fire Insurance Premiu	62,000.00		66,675.01	107.54	4,675.01-	62,218.42
01.359.100	BCHA Payment in Lieu of Ta	32,710.00	16,355.00	32,710.00	100.00	0.00	32,710.00
01.361.200	Escrow Admin. Fees	6,000.00	2,453.54	17,712.84	295.21	11,712.84-	3,772.41
01.361.300	Subdivision and Land Developr	5,000.00		500.00	10.00	4,500.00	500.00
01.361.330	Zoning Permits	8,000.00	100.00	17,020.00	212.75	9,020.00-	10,528.30
01.361.340	Zoning Hearing Fees	7,000.00		8,000.00	114.29	1,000.00-	4,900.00
01.361.500	Sale of Maps and Publications	200.00		72.99	36.50	127.01	176.40
01.361.800	Deed Registrations	750.00	60.00	670.00	89.33	80.00	490.00
01.362.100	Contracted Police Services - S	1,443,899.00	120,324.00	1,443,899.00	100.00	0.00	1,376,520.00
01.362.110	Police Reports	2,000.00	150.00	2,795.75	139.79	795.75-	2,201.00
01.362.120	Police Overtime Reimburseme	1,000.00		2,879.26	287.93	1,879.26-	1,590.19
01.362.130	K-9 Contributions	500.00		501.00	100.20	1.00-	10,150.00

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# Statement of Revenues & Expenditures

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## BOROUGH OF PERKASIE For Period Ending 12/31/2025

Selecting on FUND equals 01 (General Fund) to FUND equals 01 (General Fund)

ACCOUNT	DESCRIPTION	ANNUAL BUDGET	CURRENT PERIOD	YEAR TO DATE	% USED	BUDGET REMAINING	PRIOR YEAR TO DATE
01.362.135	Police Contributions-Other	500.00		2,400.00	480.00	1,900.00-	500.00
01.362.140	School Crossing Guards - Pen	45,000.00		42,432.65	94.29	2,567.35	43,619.61
01.362.400	UCC Fees	850.00	54.00	981.50	115.47	131.50-	994.50
01.362.410	Building Permits	90,000.00	1,637.38	122,998.47	136.66	32,998.47-	146,617.56
01.363.510	Contracted Snow Removal for I	10,237.00		21,550.60	210.52	11,313.60-	12,887.70
01.367.140	Pavilion Rental Fees	6,000.00		5,105.00	85.08	895.00	5,990.00
01.367.150	Field Usage Fees	800.00		250.00	31.25	550.00	740.00
01.367.170	Recreation Sponsor Program	1,200.00		400.00	33.33	800.00	400.00
01.367.200	Recreation Program Fees	70,000.00	510.00	66,429.64	94.90	3,570.36	56,840.50
01.367.201	Special Events Revenue	50,000.00	2,309.88	83,543.63	167.09	33,543.63-	60,670.53
01.367.202	Lucky Ducky Derby Revenue	600.00		612.00	102.00	12.00-	645.00
01.367.203	Basketball League - Youth					0.00	2,145.00
01.367.206	Yard Sale Space Sales	200.00		220.00	110.00	20.00-	200.00
01.367.207	Basketball League - Adult	9,300.00		7,072.22	76.05	2,227.78	5,572.00
01.367.300	Amusement Park/Ski Tickets	1,000.00				1,000.00	
01.367.500	Flags-Memorial & Other	1,500.00	700.00	2,065.00	137.67	565.00-	700.00
01.367.550	Dog Park					0.00	30.00
01.387.000	Donations	500.00	1,750.00	2,750.00	550.00	2,250.00-	
01.388.000	Police - Miscellaneous Revenu		350.00	4,225.00		4,225.00-	5,432.88
01.389.100	Miscellaneous Revenue	1,000.00		839.40	83.94	160.60	1,489.15
01.390.300	Insurance-(RSF) Credits & Div	118,547.00	5,140.35	103,782.20	87.55	14,764.80	72,688.01
01.391.200	Insurance Reimbursement					0.00	489.00
01.392.070	Transfer from Electric Fund	2,711,412.00	225,951.00	2,711,412.00	100.00	0.00	2,105,004.00
01.395.000	Refunds of Prior Years' Expen	1,000.00				1,000.00	10,937.09
<b>Total Revenues</b>		<b>8,426,129.00</b>	<b>633,170.26</b>	<b>8,126,414.05</b>	<b>96.44</b>	<b>299,714.95</b>	<b>7,590,734.98</b>
01.400.105	Council Salaries	22,500.00	1,874.97	22,371.95	99.43	128.05	22,499.64
01.400.192	FICA	1,721.00	143.46	1,711.57	99.45	9.43	1,721.52
01.400.420	Dues, Subscriptions & Member	250.00		337.36	134.94	87.36-	163.20
01.400.460	Meetings & Conferences	1,000.00	1,058.80	1,393.12	139.31	393.12-	2,495.50
01.401.105	Mayor's Salary	2,500.00	208.33	2,499.96	100.00	0.04	2,499.96
01.401.110	Manager Salary	156,200.00	11,923.08	153,219.32	98.09	2,980.68	152,930.79
01.401.112	Manager Support Salary	71,051.00	5,731.78	74,307.66	104.58	3,256.66-	25,299.19
01.401.192	FICA	17,576.00	1,354.53	17,675.18	100.56	99.18-	13,576.19
01.401.196	Health Insurance Premiums	49,475.00	4,020.77	48,235.71	97.50	1,239.29	33,533.06
01.401.198	Life, AD&D, & LTD Premiums	1,532.00	115.53	1,386.36	90.49	145.64	920.40
01.401.199	Dental & Vision Premiums	4,164.00	337.66	4,052.08	97.31	111.92	2,894.40
01.401.324	Telephone/Technology Allow	3,000.00	250.00	3,000.00	100.00	0.00	3,000.00
01.401.353	Insurance Surety & Fidelity	1,250.00		1,250.00	100.00	0.00	1,250.00
01.401.420	Dues, Subscriptions & Member	3,000.00	496.20	4,410.30	147.01	1,410.30-	2,747.01
01.401.460	Meetings and Conferences	1,000.00	135.00	1,889.80	188.98	889.80-	2,020.68
01.402.110	Finance Director Salary	113,097.00	8,699.76	110,921.93	98.08	2,175.07	111,069.91
01.402.112	Finance Staff Salaries	96,869.00	7,359.26	94,477.09	97.53	2,391.91	99,471.79
01.402.192	FICA	16,062.00	1,202.46	15,746.70	98.04	315.30	15,765.44
01.402.196	Health Insurance Premiums	40,209.00	4,482.82	43,674.85	108.62	3,465.85-	35,152.01
01.402.198	Life, AD&D & LTD Premiums	1,416.00	118.07	1,342.44	94.81	73.56	1,364.09

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# Statement of Revenues & Expenditures

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## BOROUGH OF PERKASIE

For Period Ending 12/31/2025

Selecting on FUND equals 01 (General Fund) to FUND equals 01 (General Fund)

ACCOUNT	DESCRIPTION	ANNUAL BUDGET	CURRENT PERIOD	YEAR TO DATE	% USED	BUDGET REMAINING	PRIOR YEAR TO DATE
01.402.199	Dental and Vision Premiums	5,368.00	501.70	5,483.08	102.14	115.08-	5,234.68
01.402.260	Minor Office Equipment	800.00				800.00	760.00
01.402.311	Auditing Services	20,000.00		20,305.00	101.53	305.00-	20,475.00
01.402.353	Finance Insurance Surety & Fi	1,250.00		1,250.00	100.00	0.00	1,250.00
01.402.420	Dues, Subscriptions & Member	150.00		109.95	73.30	40.05	110.25
01.402.460	Meetings & Conferences	1,500.00	13.44	1,914.86	127.66	414.86-	2,813.53
01.403.105	Tax Collector Wages	26,168.00	168.00	26,056.00	99.57	112.00	26,320.00
01.403.116	Earned Income Tax Collection	24,000.00	1,851.94	24,920.60	103.84	920.60-	24,112.84
01.403.117	Local Service Tax Collection C	1,800.00	11.99	1,749.32	97.18	50.68	1,754.93
01.403.192	FICA	2,002.00	12.84	2,040.40	101.92	38.40-	1,997.58
01.403.215	Postage	1,000.00		860.82	86.08	139.18	1,007.10
01.403.342	Printing	700.00		526.88	75.27	173.12	518.31
01.403.353	Tax Collector Public Official Bo	250.00				250.00	
01.404.310	Solicitor Professional Services	45,000.00	5,876.00	59,652.03	132.56	14,652.03-	55,826.69
01.405.112	Administrative Staff Salaries	66,189.00	5,091.51	64,453.15	97.38	1,735.85	87,863.96
01.405.190	Medical/Rx Copays	3,250.00	270.83	3,249.96	100.00	0.04	3,500.04
01.405.192	FICA	5,063.00	370.71	4,815.53	95.11	247.47	6,496.43
01.405.196	Health Insurance Premiums	29,910.00	2,430.71	28,912.88	96.67	997.12	34,683.20
01.405.198	Life, AD&D & LTD Premiums	490.00	41.46	497.52	101.53	7.52-	497.52
01.405.199	Dental and Vision Premiums	2,379.00	192.96	2,315.52	97.33	63.48	3,144.48
01.405.210	Office Supplies	6,000.00	876.67	7,186.44	119.77	1,186.44-	5,493.02
01.405.215	Postage	4,000.00	440.16	3,759.37	93.98	240.63	5,360.25
01.405.231	Fuel	300.00	33.56	230.42	76.81	69.58	302.55
01.405.250	Vehicle Maintenance	500.00	359.12	502.63	100.53	2.63-	189.99
01.405.260	Minor Office Equipment	500.00	205.00	419.98	84.00	80.02	24.38
01.405.321	Telephone	8,000.00		3,169.00	39.61	4,831.00	
01.405.341	Advertising	4,000.00	122.53	3,802.51	95.06	197.49	5,096.89
01.405.342	Printing and Publications	3,000.00	378.44	6,108.98	203.63	3,108.98-	3,488.62
01.405.343	Ordinance Codification	2,500.00				2,500.00	1,900.00
01.405.420	Dues, Subscriptions & Member	2,000.00		3,000.00	150.00	1,000.00-	1,936.00
01.405.450	Contracted Services	20,000.00	2,448.74	28,663.10	143.32	8,663.10-	30,298.42
01.405.451	Contracted Payroll Services	13,500.00	738.40	14,431.68	106.90	931.68-	7,099.10
01.405.452	Contracted IT/Networking Serv	20,000.00	2,809.07	29,359.80	146.80	9,359.80-	23,512.20
01.405.453	Web Design/Maintenance	2,700.00		3,600.00	133.33	900.00-	2,400.00
01.405.460	Meetings and Conferences	500.00		845.26	169.05	345.26-	1,465.93
01.406.430	Real Estate Taxes	3,100.00		4,347.74	140.25	1,247.74-	3,125.99
01.406.450	Realtor's Commission	1,900.00	480.84	1,890.78	99.51	9.22	1,841.25
01.408.310	Engineering Professional Serv	60,000.00	3,654.25	46,189.67	76.98	13,810.33	32,860.23
01.408.313	Eng - MS4 Compliance	10,000.00		986.00	9.86	9,014.00	12,954.21
01.409.112	Bldg. Maint & Janitor Wages	17,910.00	1,158.84	20,044.80	111.92	2,134.80-	16,507.20
01.409.192	FICA	1,370.00				1,370.00	
01.409.250	Repairs and Maintenance Sup	2,500.00		3,034.09	121.36	534.09-	3,626.78
01.409.362	Gas	350.00	38.75	346.99	99.14	3.01	405.53
01.409.364	Sewer	3,000.00		5,616.75	187.23	2,616.75-	4,480.85
01.409.366	Water	2,500.00		3,267.85	130.71	767.85-	4,004.45
01.409.370	Repairs and Maintenance Ser	15,000.00	1,862.00	2,649.54	17.66	12,350.46	15,391.61

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# Statement of Revenues & Expenditures

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## BOROUGH OF PERKASIE For Period Ending 12/31/2025

Selecting on FUND equals 01 (General Fund) to FUND equals 01 (General Fund)

ACCOUNT	DESCRIPTION	ANNUAL BUDGET	CURRENT PERIOD	YEAR TO DATE	% USED	BUDGET REMAINING	PRIOR YEAR TO DATE
01.409.373	Menlo House - Repairs & Main	1,000.00	575.00	1,529.96	153.00	529.96-	664.74
01.409.374	Elevator Repairs & Maintenanc	5,000.00	146.97	2,913.35	58.27	2,086.65	3,961.33
01.409.450	Contracted Services	20,000.00	1,483.51	20,697.81	103.49	697.81-	20,231.12
01.410.110	Chief Salary	150,800.00	11,600.00	147,900.00	98.08	2,900.00	146,673.77
01.410.112	Janitor Salary	17,910.00	1,158.84	20,170.08	112.62	2,260.08-	16,492.00
01.410.115	P/T Commty. Relations Sepcia	72,092.00	5,545.60	70,429.12	97.69	1,662.88	40,165.54
01.410.120	Administrative Salaries	117,414.00	9,031.83	115,156.41	98.08	2,257.59	109,442.91
01.410.140	Police Wages	1,995,553.00	148,249.03	1,898,384.85	95.13	97,168.15	1,828,337.29
01.410.150	Crossing Guard Wages	85,262.00	7,991.17	81,606.21	95.71	3,655.79	80,580.20
01.410.172	Police Holiday Pay	126,606.00	23,325.90	107,295.04	84.75	19,310.96	115,218.13
01.410.179	Police Longevity Pay	82,881.00		82,882.00	100.00	1.00-	77,499.00
01.410.180	Overtime Pay	100,000.00	14,102.72	102,895.93	102.90	2,895.93-	161,714.97
01.410.181	Overtime Pay-Special Events	15,000.00	4,825.40	18,287.85	121.92	3,287.85-	16,758.63
01.410.183	Comp Time	20,000.00	1,056.49	41,045.64	205.23	21,045.64-	35,471.93
01.410.185	Police Overtime - Reimbursabl			2,061.26		2,061.26-	1,360.90
01.410.187	Stand-by Time	1,500.00		121.50	8.10	1,378.50	1,099.46
01.410.188	Education Incentive	5,700.00		5,150.00	90.35	550.00	4,800.00
01.410.190	Medical/Rx Copays	1,500.00	125.00	1,500.00	100.00	0.00	935.77
01.410.192	FICA	213,054.00	17,276.83	213,181.31	100.06	127.31-	195,206.75
01.410.194	Unemployment Compensation	3,000.00				3,000.00	4,281.48
01.410.195	Worker's Comp Insurance Pre	83,966.00		65,411.60	77.90	18,554.40	113,289.96
01.410.196	Health Insurance Premiums	815,074.00	67,043.59	803,997.84	98.64	11,076.16	683,117.61
01.410.197	Defined Benefit (PMRS)-MMO	619,236.00		619,236.00	100.00	0.00	512,087.00
01.410.198	Life, AD&D, & LTD Premiums	19,558.00	1,590.19	19,075.53	97.53	482.47	17,762.05
01.410.199	Dental and Vision Premiums	46,892.00	3,570.14	42,841.68	91.36	4,050.32	39,952.84
01.410.210	Office Supplies	6,500.00	604.48	7,297.85	112.27	797.85-	6,582.71
01.410.215	Postage	600.00	104.39	774.86	129.14	174.86-	846.94
01.410.231	Fuel	35,000.00	2,356.04	27,621.22	78.92	7,378.78	31,996.86
01.410.238	Uniform Purchases	17,000.00	4,760.89	15,150.58	89.12	1,849.42	18,773.71
01.410.239	Uniform Cleaning	4,500.00	332.66	3,611.88	80.26	888.12	4,091.09
01.410.240	Patrol Supplies	4,000.00	5,160.00	8,375.83	209.40	4,375.83-	3,338.99
01.410.241	Traffic Safety Supplies	1,000.00		651.64	65.16	348.36	2,167.96
01.410.242	Materials and Supplies	400.00	78.98	114.83	28.71	285.17	178.13
01.410.243	Investigative Supplies	7,000.00		9,147.22	130.67	2,147.22-	7,766.74
01.410.245	Special Patrol Operations	4,500.00		4,952.50	110.06	452.50-	3,303.70
01.410.246	Civil Service Implementation	1,000.00				1,000.00	2,128.03
01.410.247	Crime Prevention Supplies	2,500.00		2,486.09	99.44	13.91	1,719.11
01.410.248	Ammunition	8,000.00	7,759.41	8,399.41	104.99	399.41-	9,821.33
01.410.249	Accreditation Costs	10,000.00		4,138.75	41.39	5,861.25	7,373.59
01.410.250	K-9 Food, Vet & Other	500.00				500.00	5,037.99
01.410.251	Vehicle Parts	500.00		427.90	85.58	72.10	279.80
01.410.252	Office Equipment Maintenance	3,000.00	495.99	4,500.60	150.02	1,500.60-	2,265.93
01.410.254	Tires	2,500.00		2,828.25	113.13	328.25-	1,327.75
01.410.260	Speed Device Calibration	1,600.00	250.00	1,409.90	88.12	190.10	673.00
01.410.314	Labor Relations/Legal Expense	5,000.00	48.00	3,200.00	64.00	1,800.00	2,978.00
01.410.321	Telephone	7,600.00	414.38	5,067.03	66.67	2,532.97	3,048.74

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## BOROUGH OF PERKASIE For Period Ending 12/31/2025

Selecting on FUND equals 01 (General Fund) to FUND equals 01 (General Fund)

ACCOUNT	DESCRIPTION	ANNUAL BUDGET	CURRENT PERIOD	YEAR TO DATE	% USED	BUDGET REMAINING	PRIOR YEAR TO DATE
01.410.324	Wireless Telephones	5,500.00	277.43	3,252.29	59.13	2,247.71	3,706.17
01.410.325	Mobile Data Terminals Expens	5,000.00	519.63	5,769.63	115.39	769.63-	5,830.79
01.410.326	Radio Purchases	4,600.00	252.18	4,452.18	96.79	147.82	4,234.98
01.410.327	Radio Equipment Maintenance	500.00				500.00	263.58
01.410.342	Printing and Publications	600.00		685.00	114.17	85.00-	390.00
01.410.350	Insurance - Property & Liability	97,046.00		91,022.53	93.79	6,023.47	97,659.00
01.410.364	Sewer	700.00		519.60	74.23	180.40	660.05
01.410.366	Water	600.00		505.20	84.20	94.80	658.75
01.410.373	Building Repairs & Maintenanc	10,200.00	1,261.88	14,364.72	140.83	4,164.72-	13,679.87
01.410.420	Dues, Subscriptions & Member	2,500.00	150.00	1,607.88	64.32	892.12	3,054.00
01.410.421	Training	15,000.00	460.00	11,389.97	75.93	3,610.03	14,629.50
01.410.450	Contracted Services	5,000.00	259.96	3,935.11	78.70	1,064.89	6,568.28
01.410.451	Contracted Maintenance & Re	18,000.00	1,561.66	25,855.64	143.64	7,855.64-	35,434.62
01.410.452	Contracted Services-IT	13,500.00	1,946.32	14,407.93	106.73	907.93-	14,224.76
01.410.454	Software/Hardware Maintenanc	14,800.00	871.00	11,715.87	79.16	3,084.13	16,077.60
01.410.480	Other Services	400.00		189.19	47.30	210.81	298.98
01.410.534	Live Scan Expenses - Other Pc	13,500.00		19,555.61	144.86	6,055.61-	12,618.79
01.410.535	Photo Image/Live Scan - Perk			88,936.00		88,936.00-	5,412.06
01.410.750	Major Equipment	2,500.00	1,289.75	1,615.53	64.62	884.47	2,258.13
01.411.354	Fire Company Insurance	54,000.00	20,937.00	97,200.92	180.00	43,200.92-	46,640.25
01.411.366	Fire Hydrants	48,800.00	3,655.32	44,115.43	90.40	4,684.57	48,347.86
01.411.530	Volunteer Fire Relief Disbursen	60,000.00		66,675.01	111.13	6,675.01-	62,218.42
01.413.300	UCC Fees	700.00		454.50	64.93	245.50	1,156.50
01.413.310	Code Enforcement Services	60,000.00	7,346.31	63,492.85	105.82	3,492.85-	80,602.78
01.414.112	Planning and Zoning Clerical	80,912.00	5,839.46	70,939.64	87.68	9,972.36	71,426.37
01.414.192	FICA	6,190.00	412.35	5,150.63	83.21	1,039.37	5,115.07
01.414.196	Health Insurance Premiums	43,341.00	4,339.53	45,224.97	104.35	1,883.97-	39,420.00
01.414.198	Life, AD&D & LTD Premiums	562.00	27.92	285.45	50.79	276.55	266.82
01.414.199	Dental and Vision Premiums	2,786.00	270.15	2,883.60	103.50	97.60-	2,595.38
01.414.210	Office Supplies			89.97		89.97-	
01.414.215	Postage	1,200.00	33.54	1,146.40	95.53	53.60	776.39
01.414.314	Legal Services	13,000.00		11,610.09	89.31	1,389.91	9,424.72
01.414.317	Stenographer Fees	1,500.00	200.00	1,735.00	115.67	235.00-	1,380.00
01.414.341	Advertising	3,000.00		2,129.52	70.98	870.48	2,164.51
01.414.342	Printing and Publications	500.00				500.00	18.71
01.414.420	Dues, Subscriptions and Membr	300.00	8.50	1,347.00	449.00	1,047.00-	545.25
01.414.450	Contracted Services-Planning	20,000.00	1,514.96	8,590.25	42.95	11,409.75	17,250.68
01.414.451	Contracted Services	15,100.00		4,798.65	31.78	10,301.35	6,655.49
01.414.460	Meetings and Conferences	1,500.00	35.00-	470.00	31.33	1,030.00	2,035.20
01.415.150	Emergency Management	3,000.00	750.00	3,000.00	100.00	0.00	3,000.00
01.415.192	FICA	200.00	57.37	229.50	114.75	29.50-	229.52
01.415.210	Supplies	100.00				100.00	
01.415.460	Meetings & Conferences	750.00		639.57	85.28	110.43	639.57
01.432.112	Winter Maintenance Wages	16,694.00	4,854.18	22,018.82	131.90	5,324.82-	19,090.47
01.432.192	FICA	1,277.00	358.76	1,302.88	102.03	25.88-	954.98
01.432.245	Salt	40,000.00		65,725.21	164.31	25,725.21-	39,327.50



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## Statement of Revenues & Expenditures

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### BOROUGH OF PERKASIE For Period Ending 12/31/2025

Selecting on FUND equals 01 (General Fund) to FUND equals 01 (General Fund)

ACCOUNT	DESCRIPTION	ANNUAL BUDGET	CURRENT PERIOD	YEAR TO DATE	% USED	BUDGET REMAINING	PRIOR YEAR TO DATE
01.432.250	Repair and Maintenance	5,000.00	989.34	1,909.46	38.19	3,090.54	4,009.45
01.432.420	Dues, Subscriptions and Memt	200.00				200.00	
01.432.454	Contracted Snow Removal To	2,000.00				2,000.00	
01.432.700	Snow Equipment-Capital Purc					0.00	6,722.00
01.433.112	Traffic Control Wages	8,757.00		1,825.02	20.84	6,931.98	7,478.23
01.433.192	FICA	670.00		137.33	20.50	532.67	537.42
01.433.245	Materials and Supplies	4,000.00	1,092.50	4,893.00	122.33	893.00-	3,891.11
01.433.253	Traffic Signal Maintenance	5,000.00		9,096.32	181.93	4,096.32-	15,638.62
01.438.110	Public Works Director Salary	58,153.00	4,473.40	56,430.80	97.04	1,722.20	88,930.98
01.438.112	Public Works Crew Wages	218,338.00	17,671.19	194,360.81	89.02	23,977.19	191,883.18
01.438.179	Longevity - Hourly	9,600.00	400.00	9,200.00	95.83	400.00	9,200.00
01.438.190	Medical/Prescription Co-pays	4,500.00	375.00	4,500.00	100.00	0.00	4,500.00
01.438.192	FICA	21,886.00	2,204.22	30,634.84	139.97	8,748.84-	34,240.13
01.438.196	Health Insurance Premiums	208,630.00	16,012.06	190,013.78	91.08	18,616.22	299,833.91
01.438.198	Life, AD&D & LTD Premiums	4,656.00	414.51	4,873.14	104.66	217.14-	7,868.76
01.438.199	Dental and Vision Premiums	15,005.00	1,036.63	12,320.69	82.11	2,684.31	20,759.40
01.438.215	Postage	400.00	8.14	204.42	51.11	195.58	122.66
01.438.220	Operating Supplies	1,500.00	535.20	3,034.73	202.32	1,534.73-	481.35
01.438.230	Hardware and Supplies	8,000.00	782.15	10,410.75	130.13	2,410.75-	9,072.67
01.438.238	Clothing and Uniforms	13,000.00	1,866.65	14,239.35	109.53	1,239.35-	12,783.63
01.438.245	Road Materials	4,100.00		2,147.60	52.38	1,952.40	4,163.51
01.438.251	Tires	3,300.00		3,119.29	94.52	180.71	1,841.64
01.438.260	Small Tools and Minor Equipm	2,500.00	502.24	3,513.02	140.52	1,013.02-	1,835.14
01.438.300	Sweep Streets	8,000.00		7,290.00	91.13	710.00	7,425.00
01.438.321	Telephone	2,219.00				2,219.00	219.22
01.438.324	Wireless Telephones	1,500.00	79.14	912.40	60.83	587.60	1,146.76
01.438.362	Fuel	20,000.00	2,268.14	16,088.91	80.44	3,911.09	18,886.95
01.438.370	Repairs and Maintenance Ser	20,000.00	4,096.85	51,213.73	256.07	31,213.73-	31,295.41
01.438.371	Storm Sewers, Sumps and Inl	4,000.00		570.92	14.27	3,429.08	8,702.26
01.438.420	Dues, Subscriptions & Member	300.00		45.00	15.00	255.00	71.20
01.438.465	Continuing Education	6,000.00		6,947.61	115.79	947.61-	5,398.50
01.438.480	Miscellaneous Expenses	5,328.00	808.62	9,411.93	176.65	4,083.93-	9,650.58
01.445.380	Parking Lot Lease 8th & Marke	9,228.00	799.76	8,642.38	93.65	585.62	9,020.94
01.451.110	Park & Recreation Director Sal	81,778.00	6,290.66	80,205.91	98.08	1,572.09	75,668.03
01.451.115	Wages - Events	51,669.00	4,637.10	48,326.16	93.53	3,342.84	67,050.70
01.451.116	P/T Wages - Programs	2,000.00		435.25	21.76	1,564.75	1,802.00
01.451.117	Wages-Youth Basketball Lea					0.00	1,500.00
01.451.118	Wages- Adult Basketball Lea	7,200.00		6,000.00	83.33	1,200.00	4,600.00
01.451.192	FICA	10,913.00	809.07	9,551.98	87.53	1,361.02	10,488.20
01.451.196	Health Insurance Premiums	41,395.00	3,556.39	42,533.42	102.75	1,138.42-	51,533.34
01.451.198	Life, AD&D & LTD Premiums	910.00	58.49	701.88	77.13	208.12	1,628.88
01.451.199	Dental and Vision Premiums	2,736.00	221.92	2,663.04	97.33	72.96	5,538.84
01.451.210	Office Supplies	2,300.00		2,353.10	102.31	53.10-	80.95
01.451.215	Postage	2,000.00	5.60	3,089.44	154.47	1,089.44-	2,739.20
01.451.220	Operating Supplies	1,000.00	25.43	247.92	24.79	752.08	420.40
01.451.247	Program Costs	42,000.00	1,385.79	51,871.41	123.50	9,871.41-	42,013.28

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# Statement of Revenues & Expenditures

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## BOROUGH OF PERKASIE For Period Ending 12/31/2025

Selecting on FUND equals 01 (General Fund) to FUND equals 01 (General Fund)

ACCOUNT	DESCRIPTION	ANNUAL BUDGET	CURRENT PERIOD	YEAR TO DATE	% USED	BUDGET REMAINING	PRIOR YEAR TO DATE
01.451.324	Wireless Telephone	1,400.00	118.71	1,368.60	97.76	31.40	1,570.58
01.451.341	Advertising	500.00		834.02	166.80	334.02-	699.80
01.451.342	Printing	500.00		154.00	30.80	346.00	45.00
01.451.420	Dues, Subscriptions and Membr	1,400.00	117.00	867.74	61.98	532.26	255.25
01.451.450	Contracted Services	2,000.00	269.62	2,992.46	149.62	992.46-	2,503.84
01.451.460	Meetings and Conferences	2,000.00		719.09	35.95	1,280.91	1,760.99
01.451.500	Flags-Memorial & Other	2,000.00		3,247.84	162.39	1,247.84-	2,590.06
01.451.501	Special Events	45,000.00	8,167.77	59,139.83	131.42	14,139.83-	47,484.01
01.451.520	Basketball-Youth & Adult	2,000.00		1,992.93	99.65	7.07	2,096.00
01.451.541	Community Day Contribution	500.00				500.00	
01.451.550	Dog Park	500.00				500.00	
01.454.112	Park Wages	225,662.00	4,805.76	185,236.45	82.09	40,425.55	203,233.79
01.454.192	FICA	17,263.00	393.69	12,554.60	72.73	4,708.40	12,869.22
01.454.220	Perkasie Garden Club Supplie	1,000.00	1,000.00	1,000.00	100.00	0.00	844.06
01.454.221	Infield Mix Supplies	2,500.00				2,500.00	2,455.31
01.454.246	Wood Chips / Mulch Playgrou	8,000.00		2,568.00	32.10	5,432.00	10,289.20
01.454.250	Repair and Maintenance Suppl	10,000.00	701.61	2,782.01	27.82	7,217.99	7,997.50
01.454.260	Small Tools and Minor Equipm	2,000.00	76.34	2,077.81	103.89	77.81-	2,341.79
01.454.362	Fuel	10,000.00	76.10	2,701.77	27.02	7,298.23	2,039.77
01.454.364	Sewer	1,000.00		881.15	88.12	118.85	1,037.00
01.454.366	Water	1,200.00		1,129.75	94.15	70.25	1,260.70
01.454.370	Repairs and Maintenance Ser	5,000.00	132.21	8,258.53	165.17	3,258.53-	4,881.65
01.454.371	Plumbing and Carpentry	2,000.00		1,097.08	54.85	902.92	1,616.42
01.454.372	Detention Basin Maintenance	3,000.00				3,000.00	1,489.49
01.454.373	Building Repairs and Maintena	2,000.00		321.00	16.05	1,679.00	582.46
01.454.374	Equipment and Playground Re	2,300.00		2,286.17	99.40	13.83	425.64
01.454.375	Skate Park Repairs & Mainten	1,500.00		260.20	17.35	1,239.80	
01.454.420	Dues, Subscriptions and Membr	300.00				300.00	
01.454.450	Contracted Services	20,000.00	1,600.00	20,395.00	101.98	395.00-	25,112.28
01.454.451	Tree, Shrub & Landscaping Re	2,000.00				2,000.00	131.28
01.486.351	Insurance - Property & Liability	70,204.00		65,846.11	93.79	4,357.89	68,361.32
01.486.354	Worker's Compensation Non U	60,742.00		55,599.87	91.53	5,142.13	63,970.44
01.487.193	Defined Contribution (401a) - N	37,504.00	3,237.58	40,346.07	107.58	2,842.07-	38,163.59
01.487.194	Unemployment Compensation	2,500.00		9,884.93	395.40	7,384.93-	3,584.50
01.487.197	Defined Benefit (PMRS) - Non	121,998.00		121,998.00	100.00	0.00	109,670.00
01.487.220	Appreciation Night	5,000.00	88.50	5,111.64	102.23	111.64-	4,996.63
01.491.000	Refund of Prior Year Revenue			9,016.00		9,016.00-	10,317.00
01.491.100	DVIT Risk Control Grant			10,120.99		10,120.99-	
01.491.391	Bank Fees	5,500.00	328.50	5,167.62	93.96	332.38	11,264.69
<b>Total Expenditures</b>		<b>8,072,971.00</b>	<b>576,956.11</b>	<b>8,005,357.31</b>	<b>99.16</b>	<b>67,613.69</b>	<b>7,764,870.29</b>
<b>Excess of Revenues over Expenditures for Report</b>		<b>353,158.00</b>	<b>56,214.15</b>	<b>121,056.74</b>		<b>367,328.64</b>	<b>174,135.31-</b>

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# Statement of Revenues & Expenditures

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## BOROUGH OF PERKASIE For Period Ending 12/31/2025

Selecting on FUND equals 04 (Menlo Pool Fund) to FUND equals 04 (Menlo Pool Fund)

ACCOUNT	DESCRIPTION	ANNUAL BUDGET	CURRENT PERIOD	YEAR TO DATE	% USED	BUDGET REMAINING	PRIOR YEAR TO DATE
04.341.000	Interest Earnings	900.00	75.50	1,469.01	163.22	569.01-	1,408.72
04.354.100	DVIT Risk Control Grant			1,132.43		1,132.43-	953.49
04.367.110	Season Pool Tickets	330,000.00	686.00	341,977.16	103.63	11,977.16-	320,006.80
04.367.111	Daily Pool Admissions	90,000.00		106,731.55	118.59	16,731.55-	79,762.75
04.367.112	Pool Program Revenue	40,000.00		37,149.76	92.87	2,850.24	29,119.75
04.367.113	2nd Street Daily Pool Admissio					0.00	12.00
04.367.114	Special Event Rentals	12,000.00		9,989.00	83.24	2,011.00	7,211.00
04.367.130	Concession Stand Revenue	4,100.00		4,100.00	100.00	0.00	4,100.00
04.380.000	Misc Revenue-Goggles & Othe	1,500.00		902.22	60.15	597.78	768.00
04.387.000	Donations	2,200.00		2,758.00	125.36	558.00-	1,800.00
04.392.307	Transfer from Electric	72,426.00	72,246.00	72,246.00	99.75	180.00	
04.395.000	Refund of Prior Year Expense			25.25		25.25-	
<b>Total Revenues</b>		<b>553,126.00</b>	<b>73,007.50</b>	<b>578,480.38</b>	<b>104.58</b>	<b>25,354.38-</b>	<b>445,142.51</b>
04.452.110	Park and Recreation Director S	9,086.00	698.96	8,911.74	98.08	174.26	7,649.58
04.452.115	Pool Staff Wages	273,706.00	3,961.53	268,351.51	98.04	5,354.49	283,948.20
04.452.116	Staff Retention	2,850.00		1,138.90	39.96	1,711.10	3,460.00
04.452.192	FICA	21,886.00	322.03	20,860.32	95.31	1,025.68	22,917.74
04.452.196	Health Insurance Premiums	6,314.00	309.97	3,687.04	58.39	2,626.96	
04.452.198	Life, AD&D, & LTD Premiums	442.00	38.42	422.62	95.62	19.38	
04.452.199	Dental & Vision Premiums	2,617.00	212.25	2,547.00	97.33	70.00	
04.452.210	Office Supplies	250.00		176.49	70.60	73.51	152.41
04.452.215	Postage	200.00	2.22	119.20	59.60	80.80	124.14
04.452.222	Chemicals	53,000.00		42,750.26	80.66	10,249.74	53,814.84
04.452.238	Clothing and Uniforms	3,000.00		1,467.00	48.90	1,533.00	3,512.78
04.452.247	Operating Supplies	4,000.00		4,313.29	107.83	313.29-	3,718.47
04.452.250	Repair & Maintenance Service	8,866.00	5,125.00	14,636.16	165.08	5,770.16-	7,000.72
04.452.260	Minor Equipment	5,000.00		6,439.73	128.79	1,439.73-	5,680.02
04.452.300	Special Events	3,200.00		3,124.18	97.63	75.82	2,593.05
04.452.321	Telephone	2,000.00	216.03	2,405.14	120.26	405.14-	2,537.10
04.452.341	Advertising	5,500.00	1,250.00	6,363.68	115.70	863.68-	5,048.02
04.452.364	Sewer	15,000.00		20,195.50	134.64	5,195.50-	14,842.60
04.452.366	Water	9,500.00		11,257.95	118.50	1,757.95-	10,100.60
04.452.370	Building Repairs & Maintenanc	2,000.00		2,026.04	101.30	26.04-	1,795.43
04.452.374	Equipment Repairs	10,000.00	440.00	9,703.01	97.03	296.99	17,222.50
04.452.390	Bank Fees	11,500.00	313.83	11,522.19	100.19	22.19-	25,265.67
04.452.420	Dues, Subscriptions & Member	850.00		500.00	58.82	350.00	1,044.65
04.452.450	Contracted Services	20,000.00	540.30	17,120.16	85.60	2,879.84	21,606.06
04.452.460	Meetings and Conferences	800.00		243.25	30.41	556.75	910.72
04.452.540	Contribution to Pennridge Gato	8,000.00		8,000.00	100.00	0.00	8,000.00
04.453.260	Minor Equipment			851.98		851.98-	
04.453.370	Building Repairs & Maintenanc	500.00				500.00	
04.454.112	Wages- Public Works	5,000.00		8,124.21	162.48	3,124.21-	6,721.24
04.454.192	FICA - Public Works	383.00		567.32	148.13	184.32-	501.13
04.455.112	Wages- Electric	1,000.00		537.60	53.76	462.40	368.57
04.455.192	FICA - Electric	77.00		40.59	52.71	36.41	34.99

Statement of Revenues & Expenditures

BOROUGH OF PERKASIE  
For Period Ending 12/31/2025

Selecting on FUND equals 04 (Menlo Pool Fund) to FUND equals 04 (Menlo Pool Fund)

ACCOUNT	DESCRIPTION	ANNUAL BUDGET	CURRENT PERIOD	YEAR TO DATE	% USED	BUDGET REMAINING	PRIOR YEAR TO DATE
04.491.100	DVIT Risk Control Grant Expen			2,482.43		2,482.43-	940.78
Total Expenditures		486,527.00	13,430.54	480,886.49	98.84	5,640.51	511,512.01
Excess of Revenues over Expenditures for Report		66,599.00	59,576.96	97,593.89		19,713.87-	66,369.50-

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# Statement of Revenues & Expenditures

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## BOROUGH OF PERKASIE For Period Ending 12/31/2025

Selecting on FUND equals 05 (Refuse Fund) to FUND equals 05 (Refuse Fund)

ACCOUNT	DESCRIPTION	ANNUAL BUDGET	CURRENT PERIOD	YEAR TO DATE	% USED	BUDGET REMAINING	PRIOR YEAR TO DATE
05.341.000	Interest Earnings	4,000.00	413.69	4,695.72	117.39	695.72-	5,319.22
05.354.150	Recycling Performance Grant	24,000.00				24,000.00	18,849.00
05.364.200	Trash Bag Sales	279,859.00	21,284.00	251,934.50	90.02	27,924.50	254,027.00
05.364.300	Refuse Sticker Sales	2,500.00	300.00	3,770.00	150.80	1,270.00-	930.00
05.364.400	Annual Trash Fee	162,000.00		162,889.91	100.55	889.91-	161,979.76
05.364.401	Trash Fee - Late Penalty	1,000.00		925.10	92.51	74.90	1,053.79
05.364.405	Trash Fee-Toters	594,180.00	20.20	631,169.21	106.23	36,989.21-	572,084.65
05.364.500	Sale of Recyclable Material	15,000.00	278.77	4,470.17	29.80	10,529.83	15,776.73
05.380.000	Miscellaneous Revenue	1,500.00	60.00	800.09	53.34	699.91	627.50
05.390.300	Insurance -RSF Credits & Divi	9,114.00				9,114.00	
05.391.100	Sale of General Fixed Assets					0.00	2,600.00
<b>Total Revenues</b>		<b>1,093,153.00</b>	<b>22,356.66</b>	<b>1,060,654.70</b>	<b>97.03</b>	<b>32,498.30</b>	<b>1,033,247.65</b>
05.426.112	Recycling Wages	112,636.00	7,225.67	101,082.13	89.74	11,553.87	107,310.95
05.426.192	FICA Recycling	8,617.00	548.47	8,108.49	94.10	508.51	4,731.98
05.426.244	Materials and Supplies	500.00				500.00	
05.426.367	Disposal Fees - Recycling	55,195.00	5,345.00	48,822.00	88.45	6,373.00	48,298.50
05.426.450	Contracted Services	4,000.00				4,000.00	7,920.00
05.427.110	Public Works Director Salary	32,711.00	2,516.22	31,437.88	96.11	1,273.12	
05.427.112	Refuse Wages	130,467.00	10,979.06	137,521.86	105.41	7,054.86-	126,740.97
05.427.192	FICA - Refuse	12,483.00	1,012.75	11,772.04	94.30	710.96	5,657.12
05.427.196	Health Insurance Premiums	117,354.00	8,181.60	96,217.88	81.99	21,136.12	
05.427.198	Life, AD&D, & LTD Premiums	2,619.00	233.15	2,526.79	96.48	92.21	
05.427.199	Dental & Vision Premiums	8,440.00	583.08	6,930.18	82.11	1,509.82	
05.427.215	Postage	3,000.00	4,248.61	7,800.06	260.00	4,800.06-	4,122.52
05.427.227	Bag Purchases	24,000.00		18,965.20	79.02	5,034.80	19,198.48
05.427.231	Fuel	14,000.00	2,443.86	20,880.11	149.14	6,880.11-	23,189.25
05.427.244	Materials and Supplies	500.00		120.00	24.00	380.00	337.08
05.427.250	Repair and Maintenance Servi	27,500.00	2,974.87	54,265.28	197.33	26,765.28-	44,513.88
05.427.251	Tires	1,500.00				1,500.00	1,410.00
05.427.301	Contracted Services-Invoicing	1,500.00		1,259.36	83.96	240.64	1,291.07
05.427.342	Printing and Publications	2,500.00		5,262.26	210.49	2,762.26-	3,271.28
05.427.367	Disposal Fees - Refuse	247,200.00	17,818.41	218,858.15	88.53	28,341.85	236,120.27
05.427.384	Machinery & Equipment Renta		23,428.58	23,428.58		23,428.58-	
05.427.390	Bank, Cr Card & On-Line Bill P	7,000.00	368.18	13,869.89	198.14	6,869.89-	13,227.66
05.428.112	Leaf Collection Wages	33,702.00	10,026.41	34,414.10	102.11	712.10-	28,927.27
05.428.117	Yard Waste Collection Wages-	10,300.00	443.68	11,518.24	111.83	1,218.24-	12,471.02
05.428.192	FICA - Leaf	3,366.00	762.40	3,384.11	100.54	18.11-	2,749.29
05.428.244	Materials and Supplies	500.00				500.00	750.00
05.428.250	Repair and Maintenance Suppl	3,000.00	1,718.25	2,855.00	95.17	145.00	1,439.18
05.428.251	Tires	500.00	214.46	742.54	148.51	242.54-	
05.428.368	Disposal Fees - Yard Waste	20,000.00	2,241.87	30,901.98	154.51	10,901.98-	22,403.13
05.452.460	Meetings and Conferences					0.00	88.44
05.491.000	Refund of Prior Year Revenue					0.00	81,308.70
05.492.300	Transfer to Capital Fund	200,000.00		200,000.00	100.00	0.00	275,000.00

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## Statement of Revenues & Expenditures

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### BOROUGH OF PERKASIE For Period Ending 12/31/2025

Selecting on FUND equals 05 (Refuse Fund) to FUND equals 05 (Refuse Fund)

ACCOUNT	DESCRIPTION	ANNUAL BUDGET	CURRENT PERIOD	YEAR TO DATE	% USED	BUDGET REMAINING	PRIOR YEAR TO DATE
Total Expenditures		1,085,090.00	103,314.58	1,092,944.11	100.72	7,854.11-	1,072,478.04
Excess of Revenues over Expenditures for Report		8,063.00	80,957.92-	32,289.41-		24,644.19	39,230.39-

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## BOROUGH OF PERKASIE For Period Ending 12/31/2025

Selecting on FUND equals 07 (Electric Fund) to FUND equals 07 (Electric Fund)

ACCOUNT	DESCRIPTION	ANNUAL BUDGET	CURRENT PERIOD	YEAR TO DATE	% USED	BUDGET REMAINING	PRIOR YEAR TO DATE
07.341.000	Interest Earnings	35,000.00	3,237.77	39,869.13	113.91	4,869.13-	34,673.21
07.355.050	Gen Muni Pension System-St	44,250.00		44,250.00	100.00	0.00	44,040.89
07.360.750	Installation of Electric Services			18,750.00		18,750.00-	13,500.00
07.360.760	Installation of Street Lights			12,800.00		12,800.00-	
07.372.400	Sales of Electricity	10,964,095.00	956,261.36	10,893,218.08	99.35	70,876.92	9,261,290.53
07.372.510	Late Fees	64,000.00	6,517.31	79,651.78	124.46	15,651.78-	57,650.70
07.372.520	Miscellaneous Service Revenue	15,000.00	560.00	16,462.38	109.75	1,462.38-	27,476.06
07.372.600	Verizon - Pole Replacements	25,000.00				25,000.00	25,999.71
07.372.610	Comcast - Pole Attachments	31,500.00				31,500.00	66,157.50
07.372.620	Synesys-Pole Attachments & A	8,000.00				8,000.00	15,246.00
07.389.000	Misc Rev - Sales Tax, Scrap, C	20,000.00	674.00	1,354.19	6.77	18,645.81	13,238.77
07.390.000	Inventory Adjustment					0.00	37,432.14
07.390.300	Insurance-(RSF) Credits & Div	18,547.00	571.15	6,853.80	36.95	11,693.20	9,069.10
07.391.200	Accident & Insurance Reimburs			21,674.68		21,674.68-	26,775.32
07.395.000	Refund of Prior Years' Expense					0.00	224.85
07.399.000	Fund Balance - Use in Current	153,000.00				153,000.00	
<b>Total Revenues</b>		<b>11,378,392.00</b>	<b>967,821.59</b>	<b>11,134,884.04</b>	<b>97.86</b>	<b>243,507.96</b>	<b>9,632,774.78</b>
07.434.220	Materials & Supplies					0.00	17,633.56
07.442.110	Electric Director Salary	133,515.00	9,809.08	129,040.20	96.65	4,474.80	129,808.84
07.442.112	Electric Department Wages	566,176.00	41,646.72	554,210.98	97.89	11,965.02	542,656.60
07.442.114	Electric Clerical Salary	57,013.00	4,385.60	55,916.43	98.08	1,096.57	56,182.08
07.442.179	Longevity - Hourly	6,000.00		6,400.00	106.67	400.00-	7,200.00
07.442.180	Electric Overtime	27,000.00	7,971.94	21,015.93	77.84	5,984.07	18,299.98
07.442.183	Electric Overtime-Line Mainten.	10,000.00		2,203.93	22.04	7,796.07	7,608.59
07.442.185	Electric Overtime-On-Call	27,000.00	2,329.32	29,180.49	108.08	2,180.49-	29,094.31
07.442.190	Medical/Prescription Co-pays	2,250.00	187.50	2,250.00	100.00	0.00	2,499.96
07.442.192	FICA	65,875.00	5,065.27	62,284.48	94.55	3,590.52	59,248.70
07.442.193	Defined Contribution (401a) - N	6,501.00	1,076.83	8,065.94	124.07	1,564.94-	5,894.64
07.442.194	Unemployment Compensation	1,500.00		1,500.00	100.00	0.00	2,090.96
07.442.196	Health Insurance Premiums	178,602.00	14,258.58	158,995.02	89.02	19,606.98	155,280.10
07.442.197	Defined Benefit (PMRS) - MM	71,165.00		71,165.00	100.00	0.00	18,550.70-
07.442.198	Life, AD&D & LTD Premiums	5,724.00	476.99	5,455.50	95.31	268.50	5,893.35
07.442.199	Dental and Vision Premiums	15,292.00	1,130.23	12,874.28	84.19	2,417.72	13,562.76
07.442.200	Office Supplies	1,500.00		1,236.33	82.42	263.67	1,386.20
07.442.210	Peaking Generator Fees					0.00	12,991.36
07.442.215	Postage	22,000.00	2,071.40	26,012.31	118.24	4,012.31-	26,081.18
07.442.220	Utility Poles	13,000.00		12,090.15	93.00	909.85	8,873.90
07.442.230	Transformers	100,000.00		57,510.00	57.51	42,490.00	44,198.75
07.442.231	Fuel	9,000.00	558.08	6,049.29	67.21	2,950.71	9,266.76
07.442.238	Clothing & Uniforms	15,000.00	1,835.63	16,080.35	107.20	1,080.35-	15,471.85
07.442.239	Wire	25,000.00	21,678.05	22,680.55	90.72	2,319.45	17,091.30
07.442.240	Marketing Supplies	1,000.00	337.33	741.54	74.15	258.46	580.80
07.442.245	Operating Supplies	3,000.00		1,966.59	65.55	1,033.41	668.02
07.442.250	Repair and Maintenance Suppl	10,000.00		11,718.08	117.18	1,718.08-	2,450.78
07.442.251	Tires	1,000.00				1,000.00	

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## BOROUGH OF PERKASIE For Period Ending 12/31/2025

Selecting on FUND equals 07 (Electric Fund) to FUND equals 07 (Electric Fund)

ACCOUNT	DESCRIPTION	ANNUAL BUDGET	CURRENT PERIOD	YEAR TO DATE	% USED	BUDGET REMAINING	PRIOR YEAR TO DATE
07.442.252	Repair and Maint. Supplies - O	100.00		20.77	20.77	79.23	
07.442.253	Hardware & Parts - Line Equip	70,000.00	793.48	66,467.46	94.95	3,532.54	68,462.52
07.442.260	Small Tools & Minor Equipmen	10,000.00		7,951.94	79.52	2,048.06	5,477.64
07.442.300	Thermovision	1,000.00				1,000.00	
07.442.301	Contracted Services-Invoicing &	15,000.00		15,084.98	100.57	84.98-	13,537.01
07.442.310	Electric Building Janitorial Serv	4,000.00	125.28	2,129.76	53.24	1,870.24	1,900.00
07.442.313	Engineering	20,000.00				20,000.00	5,308.69
07.442.314	Legal	500.00				500.00	
07.442.317	Safety Testing	6,000.00	399.03	7,570.29	126.17	1,570.29-	5,713.09
07.442.321	Telephone	3,000.00	208.63	3,001.84	100.06	1.84-	4,306.15
07.442.324	Wireless Telephones	3,100.00	79.14	904.14	29.17	2,195.86	3,121.59
07.442.341	Advertising	500.00				500.00	242.32
07.442.342	Printing	7,000.00		6,922.90	98.90	77.10	9,020.54
07.442.352	Insurance - Property & Liability	39,231.00		36,796.36	93.79	2,434.64	29,297.68
07.442.354	Worker's Compensation Insu	33,944.00		42,517.53	125.26	8,573.53-	17,215.60
07.442.361	Power Purchases	5,357,189.00	441,304.50	4,871,200.51	90.93	485,988.49	4,460,228.25
07.442.362	PA Peaking Project	81,680.00	1,047.83	25,150.25	30.79	56,529.75	184,859.47
07.442.364	Sewer	500.00	128.70	541.50	108.30	41.50-	515.25
07.442.366	Water	600.00	145.65	596.25	99.38	3.75	583.90
07.442.370	Repair and Maintenance Servi	12,000.00	334.09	12,757.84	106.32	757.84-	33,676.02
07.442.374	Meter Equipment	13,000.00		11,039.10	84.92	1,960.90	1,150.00
07.442.390	Bank, Cr Card & On-Line Bill P	32,000.00	5,845.32	79,513.53	248.48	47,513.53-	69,850.17
07.442.391	Interest Expense	800.00	1,193.06	3,872.94	484.12	3,072.94-	2,873.55
07.442.392	Bad Debt Expense	200.00	2.87-	53.86-	-26.93	253.86	42.68-
07.442.400	Maintenance & Testing Substa	6,000.00	194.99	700.44	11.67	5,299.56	9,556.09
07.442.420	Dues, Subscriptions & Member	22,500.00		21,989.42	97.73	510.58	21,520.00
07.442.430	Gross Receipts Tax	1,800.00		1,803.00	100.17	3.00-	1,657.00
07.442.450	Contracted Services	50,000.00	2,065.29	69,351.94	138.70	19,351.94-	65,924.24
07.442.452	Contracted Serv.-Line Mainten	25,000.00	3,250.00	15,713.00	62.85	9,287.00	34,958.12
07.442.454	Administrative Charge	130,000.00	32,500.00	130,000.00	100.00	0.00	130,000.00
07.442.460	Training & Seminars	12,000.00	23.40	4,861.61	40.51	7,138.39	7,789.84
07.442.720	Capital-Improvements-Other	290,000.00		294,549.74	101.57	4,549.74-	
07.442.740	Capital-Mach, Equip & Vehicle	107,000.00		90,820.00	84.88	16,180.00	
07.442.800	Depreciation Expense					0.00	174,597.61
07.492.010	Transfer to General Fund	2,711,412.00	225,951.00	2,711,412.00	100.00	0.00	2,105,004.00
07.492.040	Transfer to Menlo Fund	72,246.00	72,246.00	72,246.00	100.00	0.00	
07.492.300	Transfer to Capital Reserve Fu	474,560.00		474,560.00	100.00	0.00	545,000.00
<b>Total Expenditures</b>		<b>10,987,975.00</b>	<b>902,651.07</b>	<b>10,358,636.55</b>	<b>94.27</b>	<b>629,338.45</b>	<b>9,186,768.29</b>
<b>Excess of Revenues over Expenditures for Report</b>		<b>390,417.00</b>	<b>65,170.52</b>	<b>776,247.49</b>		<b>872,846.41</b>	<b>446,006.49</b>



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### BOROUGH OF PERKASIE For Period Ending 12/31/2025

Selecting on FUND equals 14 (Fire Tax Protection Fund) to FUND equals 14 (Fire Tax Protection Fund)

ACCOUNT	DESCRIPTION	ANNUAL BUDGET	CURRENT PERIOD	YEAR TO DATE	% USED	BUDGET REMAINING	PRIOR YEAR TO DATE
14.301.100	Real Estate Taxes - Current Y	142,666.00	830.66	138,731.15	97.24	3,934.85	136,598.36
14.301.200	Real Estate Taxes - Prior Year	300.00	26.16	1,200.92	400.31	900.92-	1,058.68
14.301.300	Real Estate Taxes- Delinquent			526.18		526.18-	872.48
14.301.600	Real Estate Taxes - Interim		47.17	344.62		344.62-	1,329.17
14.341.000	Interest Earnings		3.66	243.84		243.84-	192.51
<b>Total Revenues</b>		<b>142,966.00</b>	<b>907.65</b>	<b>141,046.71</b>	<b>98.66</b>	<b>1,919.29</b>	<b>140,051.20</b>
14.411.000	Distribution of Tax Receipts to I	142,966.00				142,966.00	141,697.91
14.411.652	Borough Contribution to Fire C			142,947.63		142,947.63-	
<b>Total Expenditures</b>		<b>142,966.00</b>		<b>142,947.63</b>	<b>99.99</b>	<b>18.37</b>	<b>141,697.91</b>
<b>Excess of Revenues over Expenditures for Report</b>			<b>907.65</b>	<b>1,900.92-</b>		<b>1,937.66</b>	<b>1,646.71-</b>

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## BOROUGH OF PERKASIE

For Period Ending 12/31/2025

Selecting on FUND equals 15 (Road Improvements Fund) to FUND equals 15 (Road Improvements Fund)

ACCOUNT	DESCRIPTION	ANNUAL BUDGET	CURRENT PERIOD	YEAR TO DATE	% USED	BUDGET REMAINING	PRIOR YEAR TO DATE
15.301.100	Real Estate Taxes - Current Y	285,332.00	1,661.32	277,457.77	97.24	7,874.23	273,192.19
15.301.200	Real Estate Taxes - Prior Year	1,000.00	52.32	2,401.91	240.19	1,401.91-	2,181.16
15.301.300	Real Estate Taxes- Delinquent	900.00		1,052.31	116.92	152.31-	1,286.97
15.301.600	Real Estate Taxes - Interim	2,000.00	94.34	689.17	34.46	1,310.83	2,658.42
15.341.000	Interest Earnings	500.00	60.64	1,459.96	291.99	959.96-	1,120.35
<b>Total Revenues</b>		<b>289,732.00</b>	<b>1,868.62</b>	<b>283,061.12</b>	<b>97.70</b>	<b>6,670.88</b>	<b>280,439.09</b>
15.408.310	Associate Engineering	80,000.00	2,083.60	55,121.08	68.90	24,878.92	
15.440.704	Curb, Sidewalk & Handicap Ra	12,000.00		975.58	8.13	11,024.42	
15.440.705	Road Projects	197,732.00	24,001.41	381,493.60	192.93	183,761.60-	64,758.94
<b>Total Expenditures</b>		<b>289,732.00</b>	<b>26,085.01</b>	<b>437,590.26</b>	<b>151.03</b>	<b>147,858.26-</b>	<b>64,758.94</b>
<b>Excess of Revenues over Expenditures for Report</b>			<b>24,216.39-</b>	<b>154,529.14-</b>		<b>141,187.38-</b>	<b>215,680.15</b>

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## BOROUGH OF PERKASIE For Period Ending 12/31/2025

Selecting on FUND equals 30 (Capital Fund) to FUND equals 30 (Capital Fund)

ACCOUNT	DESCRIPTION	ANNUAL BUDGET	CURRENT PERIOD	YEAR TO DATE	% USED	BUDGET REMAINING	PRIOR YEAR TO DATE
30.341.000	Interest Earnings	19,000.00	997.69	17,998.57	94.73	1,001.43	22,879.34
30.341.040	Sidewalk Interest		72.49	252.69		252.69-	
30.350.750	Comp Econ Dev Plan			12,322.29		12,322.29-	
30.351.120	FEMA Reimb - Disaster Relief	343,601.00		137,593.46	40.04	206,007.54	70,489.91
30.354.020	Keystone Historic Preservation	100,000.00				100,000.00	
30.354.022	Cybersecurity Technology Awa					0.00	50,000.00
30.354.036	Kulp Park Rehab - LSA Grant	652,886.00				652,886.00	
30.354.037	Kulp Rehab - DCNR Grant	200,000.00		100,000.00	50.00	100,000.00	
30.354.040	Police - LSA Grant	107,000.00		107,415.00	100.39	415.00-	
30.354.160	902 Municipal Recyc Grant					0.00	193,086.77
30.357.020	Visit Bucks Cty. Tourism Grant			243.90-		243.90	13,500.00
30.357.030	LSA Grant - Pedestrian Bridge					0.00	99,210.00
30.359.000	Historical Society Donations	120,000.00				120,000.00	
30.367.100	Park & Rec Fee-In-Lieu-Of	52,500.00	6,000.00	18,000.00	34.29	34,500.00	33,000.00
30.391.100	Sales of General Fixed Assets					0.00	7,000.00
30.392.050	Transfer from Refuse Fund	200,000.00		200,000.00	100.00	0.00	275,000.00
30.392.070	Transfer from Electric Fund	474,560.00		493,889.82	104.07	19,329.82-	545,000.00
30.392.350	Transfer from Highway Aid Fun	250,260.00	64,308.22	250,260.00	100.00	0.00	251,394.54
30.392.360	Transfer from ARPA Fund			13,248.00		13,248.00-	65,000.00
30.399.000	Fund Balance - Use in Current	318,742.00		50.00	0.02	318,692.00	
<b>Total Revenues</b>		<b>2,838,549.00</b>	<b>71,378.40</b>	<b>1,350,785.93</b>	<b>47.59</b>	<b>1,487,763.07</b>	<b>1,625,560.56</b>
30.402.390	Bank Fees		45.00	220.00		220.00-	
30.405.700	Computer Upgrade	10,000.00		5,479.00	54.79	4,521.00	2,920.00
30.405.735	Cybersecurity - RMUC Phase I			11,932.38		11,932.38-	8,906.32
30.405.740	Historic Building Survey			2,163.50		2,163.50-	
30.408.310	Engineering - Road Projects			3,635.89		3,635.89-	78,285.51
30.410.701	Police Vehicles					0.00	61,814.98
30.410.702	Police Equipment	108,315.00		115,053.58	106.22	6,738.58-	7,000.00
30.410.703	Police Computer Equipment	4,826.00		4,771.00	98.86	55.00	47,807.00
30.439.000	Road Construction Projects - L	250,260.00	64,308.22	252,772.97	101.00	2,512.97-	251,394.54
30.440.700	Public Works Capital Improverr	26,985.00		19,770.00	73.26	7,215.00	
30.440.701	Public Works Vehicles	275,800.00	1,167.00	287,918.90	104.39	12,118.90-	
30.440.702	Public Works Equipment			2,199.00		2,199.00-	30,327.49
30.440.704	Curb & Sidewalk		192.00-	192.00-		192.00	14,248.46
30.440.705	Road Projects					0.00	81,026.18
30.440.710	Railing & Culverts	88,000.00	894.00	21,759.50	24.73	66,240.50	12,121.00
30.440.714	902 Recycling Grant					0.00	217,253.11
30.451.700	Park & Rec-Fee-In-Lieu-Of-Pl	45,000.00	126,527.28	126,999.28	282.22	81,999.28-	56,812.81
30.451.701	Park Capital Improvements	897,994.00	4,622.70	217,255.39	24.19	680,738.61	3,119.91
30.451.702	Multi-Modal Trans-Trail to 9th S			16,455.50		16,455.50-	22,956.49
30.451.703	Lenape Park Improvments	37,234.00	50,761.06	108,272.13	290.79	71,038.13-	
30.451.704	LSA - PED Bridge					0.00	147,343.17
30.451.705	Covered Bridge Refurb	563,601.00	8,945.70	146,984.86	26.08	416,616.14	70,489.91
30.451.706	Visit Bucks Cty. Tourism Grant			12,628.98		12,628.98-	6,017.00
30.451.707	Community Gardens Land Ac			159,472.72		159,472.72-	

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## BOROUGH OF PERKASIE

For Period Ending 12/31/2025

Selecting on FUND equals 30 (Capital Fund) to FUND equals 30 (Capital Fund)

ACCOUNT	DESCRIPTION	ANNUAL BUDGET	CURRENT PERIOD	YEAR TO DATE	% USED	BUDGET REMAINING	PRIOR YEAR TO DATE
30.451.708	Community Planning Grant		3,288.00	42,808.28		42,808.28-	
30.452.700	Menlo Aquatic Center Capital I	20,750.00		20,750.00	100.00	0.00	
30.458.700	Senior Center Building Fund C	5,000.00		5,000.00	100.00	0.00	
30.471.000	Debt Service-Principal-Boroug	403,000.00	957.13	403,957.13	100.24	957.13-	388,000.00
30.472.000	Debt Service Interest - Boroug	14,020.00		13,063.25	93.18	956.75	18,914.38
30.472.350	Interest Expense/Bank Fees			58.00		58.00-	
30.499.000	Fund Bal - Reserve for Future -	87,763.00				87,763.00	
<b>Total Expenditures</b>		<b>2,838,548.00</b>	<b>261,324.09</b>	<b>2,001,189.24</b>	<b>70.50</b>	<b>837,358.76</b>	<b>1,526,758.26</b>
<b>Excess of Revenues over Expenditures for Report</b>		<b>1.00</b>	<b>189,945.69-</b>	<b>650,403.31-</b>		<b>2,325,121.83</b>	<b>98,802.30</b>

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### BOROUGH OF PERKASIE For Period Ending 12/31/2025

Selecting on FUND equals 35 (Highway Aid Fund) to FUND equals 35 (Highway Aid Fund)

ACCOUNT	DESCRIPTION	ANNUAL BUDGET	CURRENT PERIOD	YEAR TO DATE	% USED	BUDGET REMAINING	PRIOR YEAR TO DATE
35.341.000	Interest Earnings	3,500.00	145.56	5,349.65	152.85	1,849.65-	6,213.97
35.355.020	State Liquid Fuels Tax	246,000.00		246,585.84	100.24	585.84-	246,229.48
35.355.030	State Road Turnback Payment	760.00		760.00	100.00	0.00	760.00
<b>Total Revenues</b>		<b>250,260.00</b>	<b>145.56</b>	<b>252,695.49</b>	<b>100.97</b>	<b>2,435.49-</b>	<b>253,203.45</b>
35.439.000	Road Construction Projects	250,260.00				250,260.00	251,394.54
35.492.300	Transfer to Capital Reserve Fu		64,308.22	250,260.00		250,260.00-	
<b>Total Expenditures</b>		<b>250,260.00</b>	<b>64,308.22</b>	<b>250,260.00</b>	<b>100.00</b>	<b>0.00</b>	<b>251,394.54</b>
<b>Excess of Revenues over Expenditures for Report</b>			<b>64,162.66-</b>	<b>2,435.49</b>		<b>2,435.49-</b>	<b>1,808.91</b>

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## Statement of Revenues & Expenditures

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### BOROUGH OF PERKASIE For Period Ending 12/31/2025

Selecting on FUND equals 36 (Fund - 36) to FUND equals 36 (Fund - 36)

ACCOUNT	DESCRIPTION	ANNUAL BUDGET	CURRENT PERIOD	YEAR TO DATE	% USED	BUDGET REMAINING	PRIOR YEAR TO DATE
36.341.000	Interest Earnings		23.84	333.18		333.18-	1,469.29
36.351.022	ARPA Proceeds	55,608.00				55,608.00	310,240.71
<b>Total Revenues</b>		<b>55,608.00</b>	<b>23.84</b>	<b>333.18</b>	<b>0.60</b>	<b>55,274.82</b>	<b>311,710.00</b>
36.427.702	Public Works Equipment					0.00	59,224.29
36.442.705	Permitting Software	11,900.00				11,900.00	3,900.00
36.451.701	Parks Capital Improvements	13,248.00		13,248.00	100.00	0.00	195,378.13
36.451.702	Grant Match - Keystone Comm	30,460.00				30,460.00	
<b>Total Expenditures</b>		<b>55,608.00</b>		<b>13,248.00</b>	<b>23.82</b>	<b>42,360.00</b>	<b>258,502.42</b>
<b>Excess of Revenues over Expenditures for Report</b>			<b>23.84</b>	<b>12,914.82-</b>		<b>97,634.82</b>	<b>53,207.58</b>

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## Contracted Services, Professional Services, Payroll Remittances Check Register #1

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VENDOR NO TRANS. NO	VENDOR NAME INVOICE NO	INVOICE DESC.	ACCOUNT NO	DUE DATE	VOUCHER AMOUNT PAID	EFT	DP
0000005821	Alethia & Stephen Killian						
VC-00064281	03964015.00	Electric Final Bill Deposit Refund	07.200.100	01/13/2026	88.73		
0000005821	Alethia & Stephen Killian			88.73			
0000000055	Allegheny Electric Cooperative Inc.						
VC-00064226	PER100 DEC 2025	Monthly Electric Sales	07.442.361	01/13/2026	7,810.11		
0000000055	Allegheny Electric Cooperative Inc.			7,810.11			
0000005573	Brayden Kett						
VC-00064231	2026 Boot/Clothing	2026 Work Boot/Clothing Reimbursement	01.438.238	01/13/2026	330.00		
0000005573	Brayden Kett			330.00			
0000005299	Brendon Hughes						
VC-00064230	2025 Boot/Clothing	2025 Work Boot/Clothing Reimbursement	01.438.238	01/13/2026	273.94		
0000005299	Brendon Hughes			273.94			
0000004084	Britton Industries						
VC-00064227	1377489-IN	Yard Waste 40 Yard Roll Off	05.428.368	01/13/2026	135.00		
0000004084	Britton Industries			135.00			
0000000557	Bucks County Consortium						
VC-00064232	2026	2026 Membership Dues	01.401.420	01/13/2026	200.00		
0000000557	Bucks County Consortium			200.00			
0000000678	Bucks County Recreation Council						
VC-00064229	26-11	2026 Membership Fee	01.451.420	01/13/2026	30.00		
0000000678	Bucks County Recreation Council			30.00			
0000005819	Cassandra Iannetta						
VC-00064279	14463001.00	Electric Final Bill Deposit Refund	07.200.100	01/13/2026	201.96		
0000005819	Cassandra Iannetta			201.96			
0000000085	Central Bucks Special Response Team						
VC-00064234	2026	2026 Central Bucks Special Response Te	01.410.245	01/13/2026	3,400.00		
0000000085	Central Bucks Special Response Team			3,400.00			
0000004547	Chadwick Service Company						
VC-00064275	104236	Police HVAC Repairs	01.410.373	01/13/2026	2,776.09		
0000004547	Chadwick Service Company			2,776.09			
0000000135	Clemens Uniform						
VC-00064233	1746912	Police Floor Mat Rentals	01.410.373	01/13/2026	30.88		
VC-00064236	1748192	PW Uniforms	01.438.238	01/13/2026	197.02		
VC-00064235	S1745592	Police First Aid Kit Supplies	01.410.210	01/13/2026	44.99		
0000000135	Clemens Uniform			272.89			





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## BOROUGH OF PERKASIE

VENDOR NO TRANS. NO	VENDOR NAME INVOICE NO	INVOICE DESC.	ACCOUNT NO	DUE DATE	VOUCHER AMOUNT PAID	EFT	DP
0000005759	Kymani Dacres						
VC-00064240	2026 Boot/Clothing	2026 Boot/Clothing Reimbursement	01.438.238	01/13/2026	154.04		
0000005759	Kymani Dacres			154.04			
			Vendor Total:				
0000004167	Land Mobile Corporation						
VC-00064271	260122	Police 2 Way Radio System 1st Qtr 2026	01.410.327	01/13/2026	1,050.00		
0000004167	Land Mobile Corporation			1,050.00			
			Vendor Total:				
0000000230	Landis Supermarket- Telford						
VC-00064241	10020	Electric Train Display Refreshments	07.442.240	01/13/2026	410.96		
VC-00064244	10020	Police Crime Mtg Refreshments	01.410.421	01/13/2026	22.83		
0000000230	Landis Supermarket- Telford			433.79			
			Vendor Total:				
0000000004	M & S Oil Co.						
VC-00064261	72-1 Dec 2025	Dec Gas & Diesel Usage	07.442.231	01/13/2026	590.34		
VC-00064261	72-1 Dec 2025	Dec Gas & Diesel Usage	05.427.231	01/13/2026	2,387.03		
VC-00064261	72-1 Dec 2025	Dec Gas & Diesel Usage	01.405.231	01/13/2026	-0.93		
VC-00064261	72-1 Dec 2025	Dec Gas & Diesel Usage	01.410.231	01/13/2026	2,393.82		
VC-00064261	72-1 Dec 2025	Dec Gas & Diesel Usage	01.438.362	01/13/2026	2,354.05		
VC-00064243	491173	DEF 55 gal drum PW	05.427.231	01/13/2026	215.00		
VC-00064261	72-1 Dec 2025	Dec Gas & Diesel Usage	01.454.362	01/13/2026	59.62		
0000000004	M & S Oil Co.			7,998.93			
			Vendor Total:				
0000000041	McCormick Brothers						
VC-00064270	INV-1076	Police Uniform Cleaning 2026	01.410.239	01/13/2026	494.04		
0000000041	McCormick Brothers			494.04			
			Vendor Total:				
0000005820	Nathan Cipriano & Kayla Frechem						
VC-00064280	07428004.00	Electric Final Bill Deposit Refund	07.200.100	01/13/2026	296.00		
0000005820	Nathan Cipriano & Kayla Frechem			296.00			
			Vendor Total:				
0000000112	PA Chiefs of Police Association						
VC-00064257	9401	Livescan & CPIN Maintenance 2026	01.410.534	01/13/2026	6,804.00		
0000000112	PA Chiefs of Police Association			6,804.00			
			Vendor Total:				
0000000152	Pennsylvania Municipal Retirement System						
VC-00064260	09-099-3N Dec 2025	Dec 2025 Non Uniform Employee Contribu	01.214.000	01/13/2026	5,357.87		X
VC-00064259	09-099-3P Dec 2025	Dec 2025 Police Pension Employee Contr	01.214.000	01/13/2026	10,012.98		X
0000000152	Pennsylvania Municipal Retirement System			15,370.85			
			Vendor Total:				
0000004788	Pennsylvania State Mayors' Association						
VC-00064276	2026	2026 Membership Dues - J Hollenbach	01.400.420	01/13/2026	70.00		
0000004788	Pennsylvania State Mayors' Association			70.00			
			Vendor Total:				
0000000070	Perkasie Regional Authority						
VC-00064254	1989	311 S. 9th St. PW	01.409.364	01/13/2026	195.00		

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TRANS. NO	INVOICE NO						
VC-00064250	4418	200 W Walnut Bathrooms 9/23-12/19/25	01.454.366	01/13/2026	70.75		
VC-00064256	1642	Menlo House Water & Sewer 9/23-12/19/2	01.409.364	01/13/2026	212.70		
VC-00064255	1583	Boro Hall 9/23-12/19/25	01.409.364	01/13/2026	808.20		
VC-00064255	1583	Boro Hall 9/23-12/19/25	01.409.366	01/13/2026	574.00		
VC-00064254	1989	311 S. 9th St. PW	01.409.366	01/13/2026	179.50		
VC-00064249	3427	200 W. Walnut 9/23-12/23/25	01.454.364	01/13/2026	51.00		
VC-00064253	1988	Police Water & Sewer 9/23-12/19/25	01.410.364	01/13/2026	176.40		
VC-00064253	1988	Police Water & Sewer 9/23-12/19/25	01.410.366	01/13/2026	170.00		
VC-00064249	3427	200 W. Walnut 9/23-12/23/25	01.454.366	01/13/2026	66.00		
VC-00064246	3389	Menlo Pool 9/23-12/19/25	04.452.364	01/13/2026	357.00		
VC-00064256	1642	Menlo House Water & Sewer 9/23-12/19/2	01.409.366	01/13/2026	149.50		
VC-00064250	4418	200 W Walnut Bathrooms 9/23-12/19/25	01.454.364	01/13/2026	60.30		
VC-00064246	3389	Menlo Pool 9/23-12/19/25	04.452.366	01/13/2026	462.00		
VC-00064252	3351	4" Fire Hydrants	01.411.366	01/13/2026	70.88		
VC-00064245	1642	Menlo Bath House 9/23-12/19/25	04.452.364	01/13/2026	204.00		
VC-00064245	1642	Menlo Bath House 9/23-12/19/25	04.452.366	01/13/2026	264.00		
VC-00064248	3425	N 2nd St Pool 9/2-12/19/25	04.452.366	01/01/2026	132.00		
VC-00064247	5320	Menlo 9/26-12/22/25	04.452.366	01/13/2026	66.00		
VC-00064251	3350	6" Fire Hydrants	01.411.366	01/13/2026	4,226.25		
0000000070	Perkasie Regional Authority			Vendor Total:	8,495.48		
0000003126	Premier Technology Solutions, LLC						
VC-00064258	12020	Dec IT Services	01.405.452	01/13/2026	2,062.91		
0000003126	Premier Technology Solutions, LLC			Vendor Total:	2,062.91		
0000000561	PSAB						
VC-00064278	305	Boro News Subscriptions & Directory Mem	01.414.420	01/13/2026	10.00		
VC-00064278	305	Boro News Subscriptions & Directory Mem	01.438.420	01/13/2026	10.00		
VC-00064278	305	Boro News Subscriptions & Directory Mem	01.400.420	01/13/2026	100.00		
VC-00064278	305	Boro News Subscriptions & Directory Mem	01.402.420	01/13/2026	10.00		
VC-00064278	305	Boro News Subscriptions & Directory Mem	01.410.420	01/13/2026	10.00		
VC-00064278	305	Boro News Subscriptions & Directory Mem	07.442.420	01/13/2026	10.00		
VC-00064278	305	Boro News Subscriptions & Directory Mem	01.401.420	01/13/2026	50.00		
VC-00064277	2026 Training Sub	PSAB Training Plus Annual Subscription	01.401.420	01/13/2026	450.00		
0000000561	PSAB			Vendor Total:	650.00		
0000004126	Stratix Systems, Inc.						
VC-00064262	692577	Dec Police IT Services	01.410.451	01/13/2026	1,118.40		
0000004126	Stratix Systems, Inc.			Vendor Total:	1,118.40		
0000003409	The Free Press LLC						
VC-00064238	10079	Small Banner Ad Jan 2026	01.451.501	01/13/2026	95.00		
0000003409	The Free Press LLC			Vendor Total:	95.00		
0000001430	The Morning Call						
VC-00064284	627003066	26 Weeks M-F & Digital thru 8/6/26	01.405.342	01/13/2026	552.99		
0000001430	The Morning Call			Vendor Total:	552.99		

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VENDOR NO TRANS. NO	VENDOR NAME INVOICE NO	INVOICE DESC.	ACCOUNT NO	DUE DATE	VOUCHER AMOUNT PAID	EFT	DP
0000005823 VC-00064282 0000005823	Thea Uskuraitis 03224010.00 Thea Uskuraitis	Electric Final Bill Deposit Refund	07.200.100	01/13/2026 67.53	67.53		
			Vendor Total:				
0000005822 VC-00064283 0000005822	Todd Hangey 03640002.00 Todd Hangey	Electric Final Bill Deposit Refund	07.200.100	01/13/2026 122.83	122.83		
			Vendor Total:				
0000005697 VC-00064265 VC-00064264 VC-00064263 0000005697	Twin Rocks Water 1785909629 7538553 7538674 Twin Rocks Water	Police Bottled Water Delivery Boro Hall 2nd Floor Bottled Water Boro Hall 1st Floor Bottled Water	01.410.210 01.409.450 01.409.450	01/13/2026 01/13/2026 01/13/2026	71.93 27.97 5.99		
			Vendor Total:	105.89			
0000004856 VC-00064268 0000004856	Uniform Construction UCC 3rd Qtr 2025 Uniform Construction UCC	3rd Qtr 2025 UCC Fees	01.413.300	01/13/2026 319.50	319.50		X
			Vendor Total:				
0000003836 VC-00064266 0000003836	Uniform Gear Inc 515700-1 Uniform Gear Inc	Police Uniforms	01.410.238	01/13/2026 60.00	60.00		
			Vendor Total:				
0000000087 VC-00064267 0000000087	Verizon 156-951-933-0001-98 Verizon	Police Centrex Lines 12/17-1/16	01.410.321	01/13/2026 45.82	45.82		
			Vendor Total:				
0000005513 VC-00064269 0000005513	William Sturtevant 2026 Boot/Clothing William Sturtevant	2026 Work Boot/Clothing Reimbursement	01.438.238	01/13/2026 76.98	76.98		
			Vendor Total:				
			Report Total:	202,403.05			
			Unpaid Report Total:	202,403.05			
			Paid Report Total:	0.00			

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VENDOR NO TRANS. NO	VENDOR NAME INVOICE NO	INVOICE DESC.	ACCOUNT NO	DUE DATE	VOUCHER AMOUNT PAID	EFT	DP
0000000069	Comcast						
VP-00000019	167496	Electric Voice/Internet/Wifi 12/19-1/18/26	07.442.321	12/14/2025	730.70	X	
VP-00000017	168403	Amphitheatre Wifi/Internet 12/28-1/27/26	01.451.450	01/15/2026	284.62	X	
VP-00000021	258887903	Ethernet 12/15-1/14/26	07.442.450	01/15/2026	259.96	X	
VP-00000018	0063083	Police Voice/Internet/Wifi 12/20-1/19/26	01.410.321	01/15/2026	336.23	X	
VP-00000024	40784	Police Cable 12/22-1/21/26	01.410.321	01/15/2026	35.87	X	
VP-00000023	41402	Electric Cable 12/30-1/29/26	07.442.450	01/15/2026	88.00	X	
VP-00000020	258887903	Ethernet 12/15-1/14/26	01.410.450	01/15/2026	259.95	X	
VP-00000020	258887903	Ethernet 12/15-1/14/26	01.438.480	01/15/2026	259.96	X	
VP-00000020	258887903	Ethernet 12/15-1/14/26	01.405.450	01/15/2026	259.96	X	
0000000069	Comcast			Vendor Total:	2,515.25		
0000005050	WageWorks, Inc.						
VP-00000022	INV8571987	2026 HRA & Flex Initial Funding	90.200.300	01/05/2026	2,350.00	X	
VP-00000016	INV8553461	Dec FSA & HRA Fees	01.405.450	01/22/2026	271.00	X	
VP-00000022	INV8571987	2026 HRA & Flex Initial Funding	90.200.200	01/05/2026	1,665.00	X	
VP-00000014	INV8612261	Employee HRA & Flex Reimbursements	90.200.200	01/13/2026	-121.08	X	
VP-00000015	INV8585441	Employee HRA & Flex Reimbursements	90.200.200	01/05/2026	267.45	X	
VP-00000014	INV8612261	Employee HRA & Flex Reimbursements	90.200.300	01/13/2026	581.04	X	
VP-00000015	INV8585441	Employee HRA & Flex Reimbursements	90.200.300	01/05/2026	564.94	X	
0000005050	WageWorks, Inc.			Vendor Total:	5,578.35		
0000002468	Wells Fargo						
VP-00000013	2007 DVRFA	2007 DVRFA Loan Interest	30.472.000	01/26/2026	766.33	X	
VP-00000012	DVRFA 2006	2006 DVRFA Loan Interest	30.472.000	01/26/2026	190.80	X	
0000002468	Wells Fargo			Vendor Total:	957.13		
			Report Total:	9,050.73			
			Unpaid Report Total:	9,050.73			
			Paid Report Total:	0.00			

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VENDOR NO TRANS. NO	VENDOR NAME INVOICE NO	INVOICE DESC.	ACCOUNT NO	DUE DATE	VOUCHER AMOUNT PAID	EFT	DP
0000000065 VC-00064313 0000000065	Airgas USA, LLC 5521943360 Airgas USA, LLC	Hazmat Lease Renewal 2/1/26-12/31/26	07.442.450	01/20/2026 183.37	183.37		
			Vendor Total:				
0000005782 VC-00064291 0000005782	Amazon Capital Services 1MKX-MLKC-4WGN Amazon Capital Services	Police Supplies	01.410.242	01/20/2026 313.59	313.59		
			Vendor Total:				
0000005198 VC-00064293 VC-00064292 VC-00064294 VC-00064339 0000005198	Auto Zone, Inc. 02071389081 02071389131 02071388145 02071392134 Auto Zone, Inc.	PW Auto Supplies PW Auto Parts PW Auto Parts PW Supplies	01.438.370 01.438.370 01.438.370 01.438.230	01/20/2026 01/20/2026 01/20/2026 01/20/2026	42.22 39.26 127.26 23.02		
			Vendor Total:		231.76		
0000000018 VC-00064316 0000000018	B.R. Scholl Sales & Service, Inc. 119151 B.R. Scholl Sales & Service, Inc.	PW Tk#13 Brake Issue Repair	01.438.370	01/20/2026 2,456.30	2,456.30		
			Vendor Total:				
0000000481 VC-00064295 VC-00064314 0000000481	Bahpco, Inc. 260136 259535 Bahpco, Inc.	Alarm Programming Change Police Annual Fire Alarm Monitoring 9/1/2	01.409.450 01.410.420	01/20/2026 01/20/2026	25.00 420.00		
			Vendor Total:		445.00		
0000005399 VC-00064341 0000005399	BARRY ISETT & associates Inc. 0207719 BARRY ISETT & associates Inc.	Code Enforcement Services Dec 2025	01.413.310	01/20/2026 3,527.63	3,527.63		
			Vendor Total:				
0000001474 VC-00064318 VC-00064320 VC-00064317 VC-00064317 VC-00064319 0000001474	Begley, Carlin & Mandio, LLP 1977378566 1977378564 1977378565 1977378565 1977378567 Begley, Carlin & Mandio, LLP	Green Ridge West Reimbursable 601 Spruce St. Townhouses Reimbursabl General Matters thru 12/31/25 General Matters thru 12/31/25 PRA Booster Pump Reimbursable	01.250.200 01.250.200 01.410.314 01.404.310 01.250.200	01/20/2026 01/20/2026 01/20/2026 01/20/2026 01/20/2026	208.00 128.00 208.00 4,939.25 96.00		
			Vendor Total:		5,579.25		
0000004350 VC-00064296 0000004350	Block Communications 10002868 Block Communications	Police Perimeter Bar	01.410.451	01/20/2026 800.83	800.83		
			Vendor Total:				
0000004084 VC-00064315 0000004084	Britton Industries 1379107-IN Britton Industries	Yard Waste 40 Yd Roll Off & Tipping Fees	05.428.368	01/20/2026 651.95	651.95		
			Vendor Total:				
0000000210 VC-00064286	Bucks County Department of Health 33B015 2026	Bathing Place Certificate 2026 MAC	04.452.420	01/20/2026	360.00		

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VC-00064287 0000000210	33B014 2026 Bucks County Department of Health	Bathing Place Certificate 2026 Kulp	04.452.420	01/20/2026	200.00		
			Vendor Total:	560.00			
0000000135 VC-00064336 VC-00064342 0000000135	Clemens Uniform 1749526 1749523 Clemens Uniform	Boro Hall Floor Mat Rentals PW Uniforms	01.409.450 01.438.238	01/20/2026 01/20/2026	48.86 197.02		
			Vendor Total:	245.88			
0000005818 VC-00064297 0000005818	Combined Systems, INC 4/7-4/9/26 MECOUCH Combined Systems, INC	Mecouch Training Reg. 3 Day Less Lethal	01.410.421	01/20/2026	895.00		
			Vendor Total:	895.00			
0000000017 VC-00064298 0000000017	Davis Feed of Bucks County 115351 Davis Feed of Bucks County	Pallet Calcium Chloride Pellets	01.432.245	10/06/2026	900.00		
			Vendor Total:	900.00			
0000000325 VC-00064289 VC-00064288 VC-00064290 0000000325	Deep Run Aquatic Services, Inc. 251229-18 251223-1 251223-2 Deep Run Aquatic Services, Inc.	Tot Pool Repairs 2025 Closing Pools Leasure Pool Water Feature Demo	04.452.374 04.452.450 04.452.250	01/20/2026 01/20/2026 01/20/2026	8,323.00 4,500.00 2,625.00		
			Vendor Total:	15,448.00			
0000005824 VC-00064285 0000005824	EDR 25424-58374 EDR	National Historic Preservation District Nom	30.405.740	01/20/2026	8,310.12		
			Vendor Total:	8,310.12			
0000004833 VC-00064329 0000004833	FP Finance Program 41020058 FP Finance Program	Postage Meter Lease	01.405.450	01/20/2026	155.00		
			Vendor Total:	155.00			
0000001531 VC-00064344 VC-00064299 0000001531	Grainger 9768491053 9760540063 Grainger	Soap Dispenser Boro Hall Entrance Chime	01.438.230 01.409.250	01/20/2026 01/20/2026	81.60 50.58		
			Vendor Total:	132.18			
0000000259 VC-00064321 0000000259	Grandview Service Centre 419680 Grandview Service Centre	Unit#56-9 Inspection & Oil Change	01.410.451	01/20/2026	172.50		
			Vendor Total:	172.50			
0000000205 VC-00064335 0000000205	Grim, Biehn & Thatcher 238786 Grim, Biehn & Thatcher	ZHB#25-03 505 Constitution Ave ZHB	01.414.314	01/20/2026	843.78		
			Vendor Total:	843.78			
0000003273 VC-00064300 VC-00064300	Hot Frog Print Media LLC 24158 24158	Newsletter Postage & Delivery Newsletter Postage & Delivery	01.451.215 01.405.215	01/20/2026 01/20/2026	673.77 673.78		

Date: 01/15/2026

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VENDOR NO TRANS. NO	VENDOR NAME INVOICE NO	INVOICE DESC.	ACCOUNT NO		DUE DATE	VOUCHER AMOUNT PAID	EFT	DP
0000003273	Hot Frog Print Media LLC			Vendor Total:	1,347.55			
0000000669 VC-00064322	Hough Associates LLC 2026.01	2026 Grant Application Prof Svcs	05.426.450		01/20/2026	3,920.00		
0000000669	Hough Associates LLC			Vendor Total:	3,920.00			
0000000937 VC-00064312 VC-00064323	J.P. Mascaro & Sons 585075 54892	Recycling 12/22 & 12/30/25 Single Stream Recycling 12/23,12/24,12/2	05.426.367 05.426.367		01/20/2026 01/20/2026	861.00 1,026.00		
0000000937	J.P. Mascaro & Sons			Vendor Total:	1,887.00			
0000005512 VC-00064338	Jennifer Ann Brown 09252038	Dec Zumba Instructor	01.451.247		01/20/2026	123.20		
0000005512	Jennifer Ann Brown			Vendor Total:	123.20			
0000000043 VC-00064333	Labelcraft Press, Inc. 26015	Printing Receipts & Invoices	01.405.342		01/20/2026	350.00		
0000000043	Labelcraft Press, Inc.			Vendor Total:	350.00			
0000005827 VC-00064337	Lapp Structures Lapp Structures	Lenape Park Softball Shed	01.454.246		01/20/2026	3,055.00		
0000005827	Lapp Structures			Vendor Total:	3,055.00			
0000002500 VC-00064324	Linda Reid Mileage Reimb	Mileage Reimb. Solid Waste & PAAZO	01.401.460		01/20/2026	52.20		
0000002500	Linda Reid			Vendor Total:	52.20			
0000002234 VC-00064345 VC-00064301 VC-00064303 VC-00064302	Morton Salt, Inc. 5403967295 5403944205 5403949946 5403942261	105.43 STO Bulk Safe-T-Salt 20.47 STO Bulk Safe-T-Salt 21.81 STO Bulk Safe-T-Salt 61.95 STO Bulk Safe-T-Salt	01.432.245 01.432.245 01.432.245 01.432.245		01/20/2026 01/20/2026 01/20/2026 01/20/2026	6,521.90 1,266.27 1,349.17 3,832.22		
0000002234	Morton Salt, Inc.			Vendor Total:	12,969.56			
0000000026 VC-00064304 VC-00064340	NAPA Auto Parts 548155 548864	PW Auto Parts Refuse Supplies	01.438.370 05.428.250		01/20/2026 01/20/2026	35.88 96.38		
0000000026	NAPA Auto Parts			Vendor Total:	132.26			
0000000341 VC-00064325	NYCO Corporation 2600061	Refuse Tk Hose Assembly	05.427.250		01/20/2026	182.53		
0000000341	NYCO Corporation			Vendor Total:	182.53			
0000000606 VC-00064327	Pennridge Community Center 2026 Donation	2026 Senior Center Donation	30.458.700		01/13/2026	5,000.00		
0000000606	Pennridge Community Center			Vendor Total:	5,000.00			

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VENDOR NO TRANS. NO	VENDOR NAME INVOICE NO	INVOICE DESC.	ACCOUNT NO	DUE DATE	VOUCHER AMOUNT PAID EFT DP
0000003250	Police Accreditation Consultants LLC				
VC-00064305	PBPD-25-012	Dec 2025 Police Accreditation Consultant	01.410.249	01/20/2026	640.00
0000003250	Police Accreditation Consultants LLC			640.00	
			Vendor Total:		
0000000059	Police Chiefs Assoc. of Bucks County				
VC-00064326	2026 Dues	2026 Member Dues - Chief R Schurr	01.410.420	01/20/2026	200.00
0000000059	Police Chiefs Assoc. of Bucks County			200.00	
			Vendor Total:		
0000005828	Quality Door & Hardware Inc.				
VC-00064343	10921-26	Cylindrical Lever Lockset	01.454.371	01/20/2026	727.29
0000005828	Quality Door & Hardware Inc.			727.29	
			Vendor Total:		
0000000019	Richter Drafting & Office Supply Co., Inc.				
VC-00064328	WO-18940-1	Admin Office Supplies	01.405.210	01/20/2026	203.53
0000000019	Richter Drafting & Office Supply Co., Inc.			203.53	
			Vendor Total:		
0000005826	Sal Lapio Homes				
VC-00064330	Close Stockpile Escr	Close Temp Stockpile Grading Res #2025	01.250.200	01/20/2026	3,980.28
0000005826	Sal Lapio Homes			3,980.28	
			Vendor Total:		
0000004082	Staples				
VC-00064308	6051645987	Janitorial Supplies	01.438.230	01/20/2026	190.82
VC-00064306	6051645986	Janitorial Supplies	01.438.230	01/20/2026	210.90
VC-00064307	6051645988	Janitorial Supplies	01.438.230	01/20/2026	67.48
0000004082	Staples			469.20	
			Vendor Total:		
0000005825	Steve's Tire Service, Inc.				
VC-00064346	2812	PW Refuse Tire Service	05.427.251	01/20/2026	2,020.00
VC-00064347	2808	PW On Site Tire Service	01.438.251	01/20/2026	4,910.00
0000005825	Steve's Tire Service, Inc.			6,930.00	
			Vendor Total:		
0000002100	Trumbauers Lawn & Garden				
VC-00064309	597324	Oil & Fuel Filters	01.454.250	01/20/2026	69.15
VC-00064310	597331	PW Air Filter	01.454.250	01/20/2026	58.74
0000002100	Trumbauers Lawn & Garden			127.89	
			Vendor Total:		
0000005697	Twin Rocks Water				
VC-00064331	7538560	PW Water Cooler Rental	01.438.480	01/20/2026	5.99
0000005697	Twin Rocks Water			5.99	
			Vendor Total:		
0000000155	UGI Utilities, Inc.				
VC-00064332	41100120953	Gas Boro Hall 11/27-12/31/25	01.409.362	01/20/2026	38.78
0000000155	UGI Utilities, Inc.			38.78	
			Vendor Total:		
0000000212	Warehouse Battery Outlet, Inc.				



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VENDOR NO	VENDOR NAME	INVOICE DESC.	ACCOUNT NO	DUE DATE	VOUCHER AMOUNT PAID	EFT	DP
TRANS. NO	INVOICE NO						
VC-00064311	INV776214	PW Battery	01.438.370	01/20/2026	106.21		
0000000212	Warehouse Battery Outlet, Inc.			106.21			
			Vendor Total:				
0000000002	Waste Management						
VC-00064334	0016335-1062-1	Municipal Solid Waste Disposal 12/16-12/	05.427.367	01/20/2026	10,755.39		
0000000002	Waste Management			10,755.39			
			Vendor Total:				
			Report Total:		95,056.00		
			Unpaid Report Total:		95,056.00		
			Paid Report Total:		0.00		

**PERKASIE BOROUGH  
RESOLUTION NO. 2026-8**

**A RESOLUTION OF THE PERKASIE BOROUGH COUNCIL  
AUTHORIZING A FINAL REDUCTION IN THE ESCROW FOR THE  
SPRUCE STREET TOWNHOUSES PROJECT AS APPROVED BY  
GILMORE & ASSOCIATES, INC., IN THE AMOUNT OF \$110,004.43 TO  
REDUCE THE TOTAL ESCROW TO \$0.00, AND AUTHORIZING THE  
SIGNATURE OF THE BOROUGH MANAGER ON THE ESCROW  
REDUCTION**

**WHEREAS**, 601 Spruce Street Investment Partners, LLC (“Applicant”) received approval via Borough Resolution #2019-19 to improve Bucks County Tax Parcels 33-5-125 and 33-5-135 with ten (10) townhouse dwellings together with utilities, storm management improvements and the like along Spruce Street; and

**WHEREAS**, upon inspection Gilmore & Associates, Inc., has certified that the Financial Security Fund may be reduced by the amount of \$110,004.43 to a total amount of \$0.00.

**NOW THEREFORE BE IT RESOLVED** by the Council of the Borough of Perkasio, as follows, that the financial security fund for the Spruce Street Townhouses project, is hereby reduced by the amount of \$110,004.43 to the sum of \$0.00.

**IT IS FURTHER RESOLVED** that the Borough Manager is hereby authorized to sign the Escrow Reduction.

**THIS RESOLUTION WAS DULY ADOPTED** by the Borough Council of Perkasio Borough on the 20<sup>th</sup> day of January, 2026.

**ATTEST:**

**BOROUGH OF PERKASIE:**

By: \_\_\_\_\_  
Andrea L. Coaxum, Secretary

By: \_\_\_\_\_  
Robin Schilling, Council President



January 5, 2026

Project No.: 17-01181

Andrea L. Coaxum  
Borough Manager  
Borough of Perkasio  
620 W. Chestnut Street  
P.O. Box 96  
Perkasie, PA 18944

Reference: Spruce Street Townhouses  
Financial Security Escrow Release Request #5-Final

Dear Andrea:

Gilmore & Associates Inc. (G&A) has reviewed Escrow Release Request #5-Final from The Moser Group dated December 31, 2025. Per the Financial Security Agreement dated July 19, 2021, a financial security fund in the form of a Set-Aside Agreement has been established by The Bryn Mawr Trust Company in the amount of \$409,297.68. This request for release is for the remaining portion of the financial security fund, which includes the retainage, construction contingency and engineering/inspection/legal as delineated on the attached breakdown. All work associated with this project has been completed with no outstanding punch list items, except the following administrative item which shall be completed prior to release of the remainder of the Financial Security Escrow:

1. An 18-Month Maintenance Bond shall be posted in the amount of \$45,609.84 and provided to the Borough.

Once the Developer completes the administrative item noted above, G&A would recommend reducing the financial security fund by One Hundred Ten Thousand Four Dollars and Forty-Three Cents (\$110,004.43) to the amount of Zero Dollars (\$0.00). Payment shall be made to the Borough by the Developer for all outstanding legal and engineering invoices through the Professional Services Escrow.

Also, we note that the Developer shall address the following administrative item to the satisfaction of the Perkasio Regional Authority (PRA):

1. We note that a Punch List has been provided by Pennoni Associates Inc. c/o Perkasio Regional Authority (PRA) dated October 14, 2024. A final punch list approval letter from PRA shall be submitted to the Borough and our Office, including approval of the utility as-built plans for the sanitary sewer system and water system.

Please schedule this as an agenda item for the next meeting.

If you have any questions regarding the above, please contact this office.

Sincerely,

*Douglas C. Rossino*

Douglas C. Rossino, P.E.  
Gilmore & Associates, Inc.  
Borough Engineers

DCR

Enclosures: As Referenced

cc: Cassandra L. Grillo, CZO, BCO, Zoning Officer and Code Enforcement Administrator  
Megan McShane, Executive Assistant  
Rebecca Deemer, Finance Director  
Jeffrey P. Garton, Esq., Borough Solicitor  
Edward F. Moser, The Moser Group  
Erik Garton, P.E., President, Gilmore & Associates, Inc.

January 5, 2026  
Release #5-Final

**CERTIFICATE OF COMPLETION**

SPRUCE STREET TOWNHOUSES

We, the undersigned, hereby certify that the improvements in connection with the Preliminary and Final Land Development Plans for Spruce Street Townhouses dated March 7, 2018 and last revised February 3, 2020 and the Land Development Agreement of Spruce Street Townhouses dated July 19, 2021 have been completed to the extent that the financial security fund may be reduced by **\$110,004.43** dollars to the amount of \$0.00 dollars.

*Douglas C. Rossino*

Borough Engineer

01/05/2026

Date

Borough Secretary

Date



## ESCROW STATUS REPORT

### SUMMARY OF ESCROW ACCOUNT

PROJECT NAME:	Spruce Street Townhouses	TOTAL CONSTRUCTION:	\$ 357,748.06	AMOUNT OF WORK IN PLACE THIS PERIOD:	\$ 25,200.00
PROJECT NO.:	17-01181	TOTAL CONSTRUCTION CONTINGENCY:	\$ 35,774.81	REQUIRED RETAINAGE THIS RELEASE (0%):	\$ -
PROJECT OWNER:	601 Historic Investors, LP	TOTAL ENG/INSP/LEGAL:	\$ 15,774.81	AMOUNT OF THIS RELEASE:	\$ 110,004.43
		TOTAL ESCROW POSTED:	\$ 409,297.68		
MUNICIPALITY:	Perkasie Borough			TOTAL ESCROW RELEASED TO DATE:	\$ 409,297.68
ESCROW AGENT:	The Bryn Mawr Trust Company	ESCROW SECURITY ACCOUNT (ESA):	\$ 20,000.00	TOTAL ESCROW REMAINING:	\$ -
TYPE OF SECURITY:	Set-Aside Agreement			TOTAL CONSTR. CONTINGENCY RELEASED THIS PERIOD:	\$ 35,774.81
AGREEMENT DATE:	July 19, 2021	RELEASE NO.:	5-Final	TOTAL ENG/INSP/LEGAL RELEASED THIS PERIOD:	\$ 15,774.81
		RELEASE DATE:	January 5, 2026	TOTAL RETAINAGE RELEASED THIS PERIOD:	\$ 33,254.81
				TOTAL CONSTRUCTION AVAILABLE FOR RELEASE:	\$ -

ESCROW TABULATION					CURRENT RELEASE		RELEASED TO DATE		AVAILABLE FOR RELEASE		RELEASE REQ # 6
CONSTRUCTION ITEMS	UNITS	QUANTITY	UNIT PRICE	TOTAL AMOUNT	QUANTITY	TOTAL AMOUNT	QUANTITY	TOTAL AMOUNT	QUANTITY	TOTAL AMOUNT	QUANTITY
<b>I. DEMOLITION &amp; CLEARING</b>											
1. Clearing and Grubbing	LS	1	\$ 6,740.00	\$ 6,740.00			1	\$6,740.00	\$ -		
2. Concrete Walk Demolition	SF	388	\$ 6.35	\$ 2,463.80			388	\$2,463.80	\$ -		
3. Concrete Curb Demolition	LF	430	\$ 7.30	\$ 3,139.00			430	\$3,139.00	\$ -		
<b>II. EROSION &amp; SEDIMENT CONTROL</b>											
1. Tree Protection Fencing	LF	325	\$ 2.50	\$ 812.50			325	\$812.50	\$ -		
2. Inlet Protection	EA	3	\$ 191.62	\$ 574.86			3	\$574.86	\$ -		
3. Rock Construction Entrance (To be maintained)	EA	1	\$ 2,100.00	\$ 2,100.00			1	\$2,100.00	\$ -		
4. Temporary Seeding- Seed and Mulch	LS	1	\$ 500.00	\$ 500.00			1	\$500.00	\$ -		
5. 12" Compost Filter Sock	LF	664	\$ 5.00	\$ 3,320.00			664	\$3,320.00	\$ -		
6. Super Silt Fence	LF	320	\$ 7.50	\$ 2,400.00			320	\$2,400.00	\$ -		
7. Pumped Water Filter Bag	EA	1	\$ 500.00	\$ 500.00			1	\$500.00	\$ -		
8. Concrete Debris Washout	EA	1	\$ 1,400.00	\$ 1,400.00			1	\$1,400.00	\$ -		
9. E&S Maintenance/Removal	LS	1	\$ 1,200.00	\$ 1,200.00			1	\$1,200.00	\$ -		
<b>III. STORMWATER MANAGEMENT</b>											
1. Tie into Existing Structures	EA	2	\$ 2,020.00	\$ 4,040.00			2	\$4,040.00	\$ -		
2. 15" Dia. RCP	LF	97	\$ 65.00	\$ 6,305.00			97	\$6,305.00	\$ -		
3. 24" Dia. RCP (Remove/Replace)	LF	120	\$ 115.00	\$ 13,800.00			120	\$13,800.00	\$ -		
4. Type M Box with Inlet Top	EA	3	\$ 3,900.00	\$ 11,700.00			3	\$11,700.00	\$ -		
5. Storm Manhole	EA	3	\$ 2,936.00	\$ 8,808.00			3	\$8,808.00	\$ -		
6. Storm Manhole (Remove/Replace)	EA	1	\$ 7,520.00	\$ 7,520.00			1	\$7,520.00	\$ -		
7. Outlet Structure	EA	1	\$ 6,665.00	\$ 6,665.00			1	\$6,665.00	\$ -		
8. Terre-Kleen TK-27	LS	1	\$ 48,840.00	\$ 48,840.00			1	\$48,840.00	\$ -		
9. Underground Stormwater Facility	LS	1	\$ 35,000.00	\$ 35,000.00			1	\$35,000.00	\$ -		
10. Water Quality Trash Hood	EA	3	\$ 1,500.00	\$ 4,500.00			3	\$4,500.00	\$ -		
<b>IV. PAVING AND CURBING</b>											
1. Concrete Curb	LF	395	\$ 62.00	\$ 24,490.00			395	\$24,490.00	\$ -		
2. Concrete Sidewalk	SF	2,295	\$ 6.00	\$ 13,770.00			2,295	\$13,770.00	\$ -		
3. Concrete Driveway Apron	SF	216	\$ 9.00	\$ 1,944.00			216	\$1,944.00	\$ -		
4. Concrete ADA Ramps	EA	5	\$ 3,000.00	\$ 15,000.00			5	\$15,000.00	\$ -		





## ESCROW STATUS REPORT

### SUMMARY OF ESCROW ACCOUNT

PROJECT NAME:	Spruce Street Townhouses	TOTAL CONSTRUCTION:	\$ 357,748.06	AMOUNT OF WORK IN PLACE THIS PERIOD:	\$ 25,200.00
PROJECT NO.:	17-01181	TOTAL CONSTRUCTION CONTINGENCY:	\$ 35,774.81	REQUIRED RETAINAGE THIS RELEASE (0%):	\$ -
PROJECT OWNER:	601 Historic Investors, LP	TOTAL ENG/INSP/LEGAL:	\$ 15,774.81	AMOUNT OF THIS RELEASE:	\$ 110,004.43
		TOTAL ESCROW POSTED:	\$ 409,297.68		
MUNICIPALITY:	Perkasie Borough			TOTAL ESCROW RELEASED TO DATE:	\$ 409,297.68
ESCROW AGENT:	The Bryn Mawr Trust Company	ESCROW SECURITY ACCOUNT (ESA):	\$ 20,000.00	TOTAL ESCROW REMAINING:	\$ -
TYPE OF SECURITY:	Set-Aside Agreement			TOTAL CONSTR. CONTINGENCY RELEASED THIS PERIOD:	\$ 35,774.81
AGREEMENT DATE:	July 19, 2021	RELEASE NO.:	5-Final	TOTAL ENG/INSP/LEGAL RELEASED THIS PERIOD:	\$ 15,774.81
		RELEASE DATE:	January 5, 2026	TOTAL RETAINAGE RELEASED THIS PERIOD:	\$ 33,254.81
				TOTAL CONSTRUCTION AVAILABLE FOR RELEASE:	\$ -

ESCROW TABULATION					CURRENT RELEASE		RELEASED TO DATE		AVAILABLE FOR RELEASE		RELEASE REQ # 6
CONSTRUCTION ITEMS	UNITS	QUANTITY	UNIT PRICE	TOTAL AMOUNT	QUANTITY	TOTAL AMOUNT	QUANTITY	TOTAL AMOUNT	QUANTITY	TOTAL AMOUNT	QUANTITY
5. Fine Grade and Compact	SY	630	\$ 1.40	\$ 882.00			630	\$882.00	\$ -		
6. 4" 2A Mod. Stone	SY	630	\$ 6.00	\$ 3,780.00			630	\$3,780.00	\$ -		
7. 4" 19 MM Superpave Binder Course	SY	630	\$ 30.00	\$ 18,900.00			630	\$18,900.00	\$ -		
8. 2" 9.5 MM Superpave Wearing Course	SY	630	\$ 19.40	\$ 12,222.00			630	\$12,222.00	\$ -		
9. Sweep and Tack Coat	SY	630	\$ 0.75	\$ 472.50			630	\$472.50	\$ -		
10. Curb Seal	LF	395	\$ 1.30	\$ 513.50			395	\$513.50	\$ -		
11. Temporary Pavement Patch	LS	1	\$ 1,676.00	\$ 1,676.00			1	\$1,676.00	\$ -		
12. Permanent Pavement Restoration	LS	1	\$ 4,000.00	\$ 4,000.00			1	\$4,000.00	\$ -		
13. Mill & Overlay Spruce Street	SY	1,155	\$ 18.00	\$ 20,790.00			1,155	\$20,790.00	\$ -		
14. Mill & Overlay 4th Street (Sewer Area)	SY	184	\$ 18.40	\$ 3,385.60			184	\$3,385.60	\$ -		
15. Traffic Control	LS	1	\$ 1,392.00	\$ 1,392.00			1	\$1,392.00	\$ -		
<b>V. EARTHWORK</b>											
1. Topsoil Stripping	CY	200	\$ 8.30	\$ 1,660.00			200	\$1,660.00	\$ -		
2. Cut to Fill	CY	620	\$ 8.15	\$ 5,053.00			620	\$5,053.00	\$ -		
3. Rough Grade	SF	31,946	\$ 0.05	\$ 1,597.30			31,946	\$1,597.30	\$ -		
4. Permanent Seeding- Seed and Mulch	LS	1	\$ 1,000.00	\$ 1,000.00			1	\$1,000.00	\$ -		
5. Export Soil	CY	480	\$ 10.40	\$ 4,992.00			480	\$4,992.00	\$ -		
<b>VI. LANDSCAPING &amp; LIGHTING</b>											
1. Sugar Maple (Min. 2.5" cal., B&B)	EA	5	\$ 350.00	\$ 1,750.00			5	\$1,750.00	\$ -		
2. 'Bloodgood' London Planetree (Min. 2.5" cal., B&B)	EA	3	\$ 350.00	\$ 1,050.00			3	\$1,050.00	\$ -		
3. 'Shadblow' Serviceberry (Min. 8' Ht., B&B)	EA	7	\$ 350.00	\$ 2,450.00	1	\$350.00	7	\$2,450.00	\$ -		
4. Flowering Dogwood (Min. 8' Ht., B&B)	EA	4	\$ 350.00	\$ 1,400.00			4	\$1,400.00	\$ -		
5. Chinese Dogwood (Min. 8' Ht., B&B)	EA	10	\$ 350.00	\$ 3,500.00	1	\$350.00	10	\$3,500.00	\$ -		
6. Driveway Light	EA	3	\$ 3,500.00	\$ 10,500.00	3	\$10,500.00	3	\$10,500.00	\$ -		
<b>VII. SIGNAGE &amp; STRIPING</b>											
1. Pavement Markings	LS	1	\$ 4,500.00	\$ 4,500.00			1	\$4,500.00	\$ -		
2. Traffic Signage	EA	7	\$ 250.00	\$ 1,750.00			7	\$1,750.00	\$ -		
<b>VIII. MISCELLANEOUS</b>											
1. 6' High Privacy Fence	LF	300	\$ 25.00	\$ 7,500.00	300	\$7,500.00	300	\$7,500.00	\$ -		
2. Wood Guiderail	LF	140	\$ 50.00	\$ 7,000.00			140	\$7,000.00	\$ -		
3. As-Built Survey	LS	1	\$ 4,000.00	\$ 4,000.00	1	\$4,000.00	1	\$4,000.00	\$ -		
4. Concrete Monuments	EA	10	\$ 250.00	\$ 2,500.00	10	\$2,500.00	10	\$2,500.00	\$ -		

**PERKASIE BOROUGH  
RESOLUTION NO. 2026-9**

**A RESOLUTION OF THE PERKASIE BOROUGH COUNCIL  
AUTHORIZING THE RELEASE OF THE PROFESSIONAL SERVICES  
ESCROW IN THE AMOUNT OF \$2,000.00 AND FINANCIAL SECURITY  
ESCROW IN THE AMOUNT OF \$8,617.88 FOR THE PACAZ REALTY,  
LLC PROJECT AS APPROVED BY GILMORE & ASSOCIATES, INC.,  
AND AUTHORIZING THE SIGNATURE OF THE BOROUGH  
MANAGER ON THE ESCROW RELEASES AND CLOSE OUT OF  
ACCOUNTS**

**WHEREAS,** PACAZ Realty, LLC (“Applicant”) received approval via Borough Resolution #2022-35 of Preliminary as Final Land Development Plans, for the demolition of the former Univest Bank building located at 545 Constitution Avenue and the construction on the site of an eight (8) bay tire service facility together with associated parking, driveways, and walkways. The Plan relates to Bucks County Tax Parcel No. 33-009-001, but the subject area consists of approximately one (1) acre of the total site area of approximately 22.18 acres; and

**WHEREAS,** a Development and Financial Security Agreement dated February 14, 2023, was entered into between the Borough of Perkasio and PACAZ Realty, LLC; and

**WHEREAS,** upon inspection Gilmore & Associates, Inc., has certified that the Professional Services Escrow in the amount of \$2,000.00 and the Financial Security Escrow in the amount of \$8,617.88 may be returned to the Applicant upon confirmation by the Borough that there are no outstanding or forthcoming legal and engineering invoices regarding the PACAZ Realty, LLC Project.

**NOW THEREFORE BE IT RESOLVED** by the Council of the Borough of Perkasio, as follows, that the Professional Services Escrow in the amount of \$2,000.00 and the Financial

Security Escrow in the amount of \$8,617.88 may be returned to the Applicant upon confirmation by the Borough that there are no outstanding or forthcoming legal and engineering invoices regarding the PACAZ Realty, LLC Project.

**IT IS FURTHER RESOLVED** that the Borough Manager is hereby authorized to sign the Professional Services Escrow and Financial Security Escrow releases and close out of the accounts.

**THIS RESOLUTION WAS DULY ADOPTED** by the Borough Council of Perkasio Borough on the 20<sup>th</sup> day of January, 2026.

**ATTEST:**

**BOROUGH OF PERKASIE:**

By: \_\_\_\_\_  
Andrea L. Coaxum, Secretary

By: \_\_\_\_\_  
Robin Schilling, Council President

## Megan McShane

---

**From:** Megan McShane  
**Sent:** Tuesday, January 13, 2026 10:43 AM  
**To:** Megan McShane  
**Subject:** PACAZ Realty, LLC - Escrow Release Request #1  
**Attachments:** Engineer Confirmation.pdf

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**From:** Finance <finance@perkasieborough.org>  
**Sent:** Wednesday, January 7, 2026 11:29 AM  
**To:** Jeffrey P. Garton <jgarton@begleycarlin.com>  
**Cc:** Megan McShane <admin@perkasieborough.org>; Cassandra Grillo <cgrillo@perkasieborough.org>; Andrea Coaxum <manager@perkasieborough.org>; Heather Vanhorn <hvanhorn@perkasieborough.org>  
**Subject:** FW: PACAZ Realty, LLC - Escrow Release Request #1

Good Morning, Jeff,

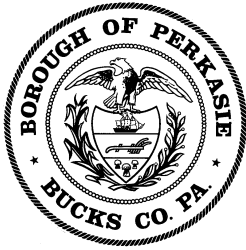
Per the engineer's confirmation attached, can you please prepare a resolution for the release of the following escrows for the PACAZ Realty, LLC (Mavis) Project:

Professional Services - \$2,000  
Financial Security Escrow - \$8,617.88

We will make sure to include a reduction for any fees related to the preparation of the resolution.

If you need additional information, please let me know.

Rebecca



# BOROUGH OF PERKASIE

620 W. Chestnut St  
P.O. Box 96  
Perkasie, PA 18944

(215)257-5065  
Fax (215)257-6875

## Escrow Release Confirmation

Date: December 18, 2025

Perkasie Borough  
620 W. Chestnut St.  
P.O. Box 96  
Perkasie, PA 18944

Re: Escrow Account Release

I Douglas C. Rossino of Gilmore & Associates Inc. confirm there are no outstanding or forthcoming bills in reference to the project known as 545 Constitution Avenue and authorize release upon confirmation by the Borough.

Sincerely,

*Douglas C. Rossino*

---

Borough Engineer Signature

**PERKASIE BOROUGH  
RESOLUTION NO. 2026-10**

**A RESOLUTION OF THE PERKASIE BOROUGH COUNCIL  
AUTHORIZING THE RETURN OF THE PROFESSIONAL  
SERVICES ESCROW IN THE AMOUNT OF \$1,526.57 FOR THE  
208 RIDGE AVENUE PROJECT LOCATED AT 253 RIDGE ROAD  
(LOT #1) AND 208 & 210 RIDGE AVENUE (LOTS 2 & 3), AND  
AUTHORIZING THE SIGNATURE OF THE BOROUGH  
MANAGER ON THE ESCROW RELEASE AND CLOSE OUT OF  
THE ACCOUNT**

**WHEREAS**, Xtreme Flippers, LLC (hereinafter referred to as “Applicant”) provided the Borough of Perkasia with a Professional Services Escrow related to the 208 Ridge Avenue project located at 253 Ridge Road (Lot #1) and 208 & 210 Ridge Avenue (Lots 2 & 3), Perkasia, Pennsylvania, also known as Bucks County Tax Parcel Nos. 33-003-006, 33-003-001, and 33-003-006-002; and

**WHEREAS**, the project has been completed, the Applicant has completed all requirements associated with the 18-month maintenance period, and their 18-Month Maintenance Bond has been released to them; and

**WHEREAS**, Gilmore & Associates, Inc. has provided the Borough of Perkasia with a confirmation authorizing the release of the Professional Services Escrow, upon confirmation by the Borough that there are no outstanding or forthcoming legal and engineering invoices regarding the 208 Ridge Avenue project.

**NOW THEREFORE BE IT RESOLVED** by the Council of the Borough of Perkasia, as follows, that the remainder of the Professional Services Escrow for the Applicant’s 208 Ridge Avenue project, shall be returned to the Applicant upon confirmation by the Borough that there



are no outstanding or forthcoming legal and engineering invoices regarding the project for the 208 Ridge Avenue project.

**IT IS FURTHER RESOLVED** that the Borough Manager is hereby authorized to sign the Professional Services Escrow release and close out of the account.

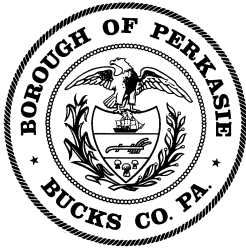
**THIS RESOLUTION WAS DULY ADOPTED** by the Borough Council of Perkasio Borough on the 20<sup>th</sup> day of \_\_\_\_\_, 2026.

**ATTEST:**

**BOROUGH OF PERKASIE:**

By: \_\_\_\_\_  
Andrea L. Coaxum, Secretary

By: \_\_\_\_\_  
Robin Schilling, Council President



# BOROUGH OF PERKASIE

620 W. Chestnut St  
P.O. Box 96  
Perkasie, PA 18944

(215)257-5065  
Fax (215)257-6875

## Escrow Release Confirmation

Date: December 18, 2025

Perkasie Borough  
620 W. Chestnut St.  
P.O. Box 96  
Perkasie, PA 18944

Re: Escrow Account Release

I Douglas C. Rossino of Gilmore & Associates Inc. confirm there are no outstanding or forthcoming bills in reference to the project known as 208 Ridge Avenue and authorize release upon confirmation by the Borough.

Sincerely,

*Douglas C. Rossino*

---

Borough Engineer Signature

## COMMUNITY & ECONOMIC DEVELOPMENT REPORT – January 13th 2026

### Economic Development Plan Update

- Deliverables to date on the Borough's website: <https://perkasieborough.org/departments/economic-community-development/>
- Strategy phase so far: Conceptual Market Analysis & 3 draft transformational strategies were presented for feedback to the Steering Committee on 9/17/25, to the Perkasie Planning Commission on 9/24/25, to wider and regional stakeholders on 10/8/25, and to Borough Council on 11/3/25.
- Received draft Organizational Structure and Sustainability Plan for review by Steering Committee, meeting scheduled January 14<sup>th</sup>, 2026.
- Next steps are confirming strategic priorities, generating Five-Year Strategic Plan template and an implementation plan.
- Public meeting to review the draft plan scheduled for 6pm-8pm on Wednesday March 11<sup>th</sup>.
- This project is partly funded with a DCED Keystone Communities Planning Grant of \$25,000.

### Economic News

- **"Candy Cane Lane"** took place on Saturday December 13<sup>th</sup>. Horse & carriage rides, visit with Santa, performances by Elsa & Anna, the Perkasie Farmers Market, and lots of special events hosted by 26 businesses. Very positive feedback with requests for a repeat in 2026.
- Landis Markets celebrated their GRAND RE-OPENING over the weekend of January 9<sup>th</sup> – 11<sup>th</sup>.
- Life by Design Coaching hosted a Ribbon Cutting Ceremony on 12/19/2025. This new business moved in to the Perkasie Florist building on 5<sup>th</sup> St. The ceremony was attended by members of Borough Council, the Borough Mayor and Borough staff.
- Construction work continues at the "Glassworks" campus, owned by Kingdom Partners LLC. The campus will house a thrift store and office space. Revivals is hoping to open the thrift store early in 2026.
- The mill on Main St is under new ownership. Potential future land development project.
- Helping a number of local business owners in their search for commercial premises in the Borough.
- Maintaining inventory of commercial space available for lease/sale in the Borough.

### COMMUNICATION PROJECTS

- Worked with Moving Targets to distribute the 2026 Curbside Collection calendar and mailer for residents.
- Beginning project to ensure compliance with new accessibility guidelines on Borough websites. Local governments with a population of <50,000 must comply by April 26, 2027.
- Updates to multiple pages on Borough website, creation of new page to list successful and pending grant applications.
- Managing resident issues through resolution as necessary.
- Continuing regular social media posts and news alerts on Borough website.
- Managing increased marketing and advertising for Parks & Recreation and Menlo Aquatics programming.

## SPECIAL EVENTS REPORT – January 14, 2026

### PERKASIE BOROUGH COMMUNITY EVENT SERIES

- **Indoor Farmers Market:** Held markets on 11/8, 12/13 & 1/10. Continues on the 2<sup>nd</sup> Saturday of each month through April 11<sup>th</sup>.
- **Farmers Market Outdoor Season 2026:** accepting vendor applications and planning for 2026. Opens on Saturday June 6<sup>th</sup>, rain or shine Saturdays through Saturday October 31<sup>st</sup>. No market July 4<sup>th</sup>.
  - Received 42 applications to date (full season, half season and drop-in). Finalizing the schedule.
  - Currently confirming musician schedule.
  - Next step is to confirm weekly themes and secure weekly attendance in the Community Spot.
- **Summer Concert Series:** shortlisted bands for 2026 season. On the agenda for review by the Park & Rec Board at their January 21st meeting.

### PERKASIE BOROUGH COMMUNITY EVENTS

- **Under the Stars Car Show:** Early planning for 2026 show.
  - Food vendor registration is open and we have received 16 applications to date
- **Fall Festival:** Early planning for 2026.
  - Opened registration for food vendors, crafters, commercial businesses and non-profits – received 20+ applications/registrations to date
  - Working on building out the activities area with unique special attractions for this year
- **America's Oldest Tree Lighting:** Early planning for 2026.
  - Food vendor and non-profit registration is open – received 15 applications to date
- **Memorial Day Parade & Service (Saturday May 24<sup>th</sup>):** Next Memorial Day Parade & Service will be in Sellersville in 2026, returning to Perkasie in May 2027. No action.
- **Perkasie's 150<sup>th</sup> anniversary** celebration in May 2029. No action this month.

### PERKASIE BOROUGH PARTNER EVENTS

- **Upper Bucks Celtic Festival:** event permit application approved and planning underway. Scheduled for Saturday March 14<sup>th</sup>.
  - Attended first planning meeting held January 14th. Requires minimal Borough assistance, mainly Public Works (trash cans and blockade vehicles)
- **Pennridge Community Day & Fireworks:** Perkasie Rotary confirmed next event on Saturday June 27<sup>th</sup>, 2026.

### COMMUNITY EVENTS / 3<sup>RD</sup> PARTY

- **First Friday:** awaiting event permit application for dates for 2026.
- **The Craftery Market:** awaiting event permit application for dates for 2026.

### EVENT MANAGEMENT:

- **Sponsorships** – sponsorship solicitation underway. Distributed sponsor packet to 100+ potential business sponsors. Have received commitments from several already.
- **America250:** Received customized partner logo and America250PA branding guidelines. Perkasie Borough is listed as an official municipal partner on the America250PA website.



# PERKASIE BOROUGH POLICE

## DECEMBER 2025

### MONTHLY REPORT

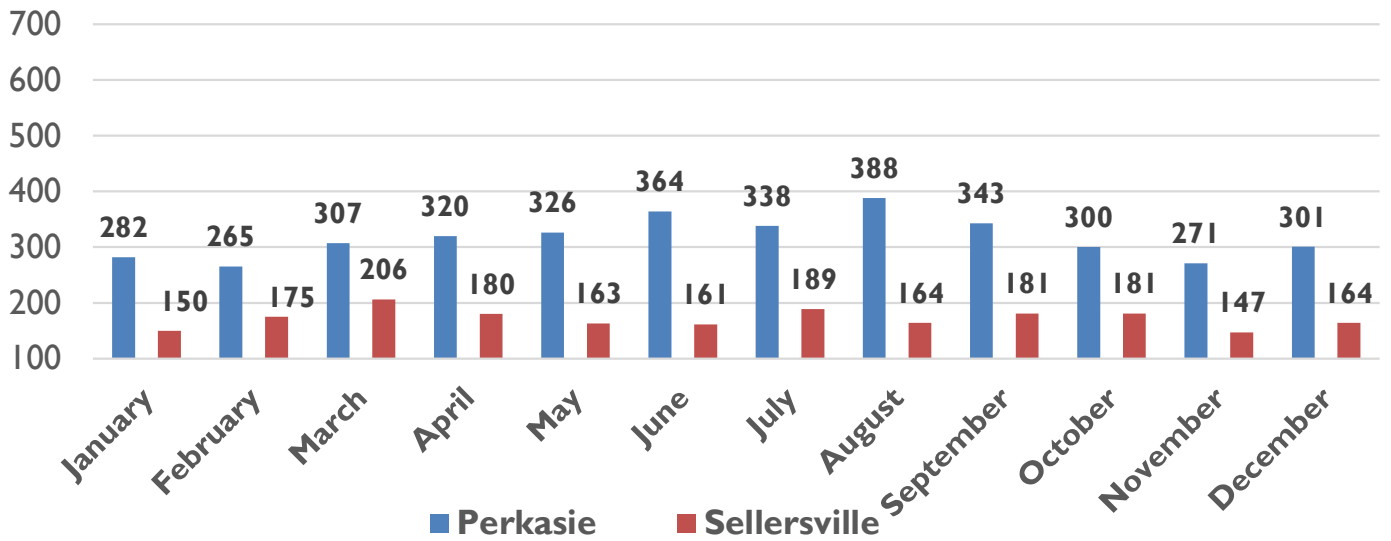


*Guth Elementary School Holiday Card Contest Winner*

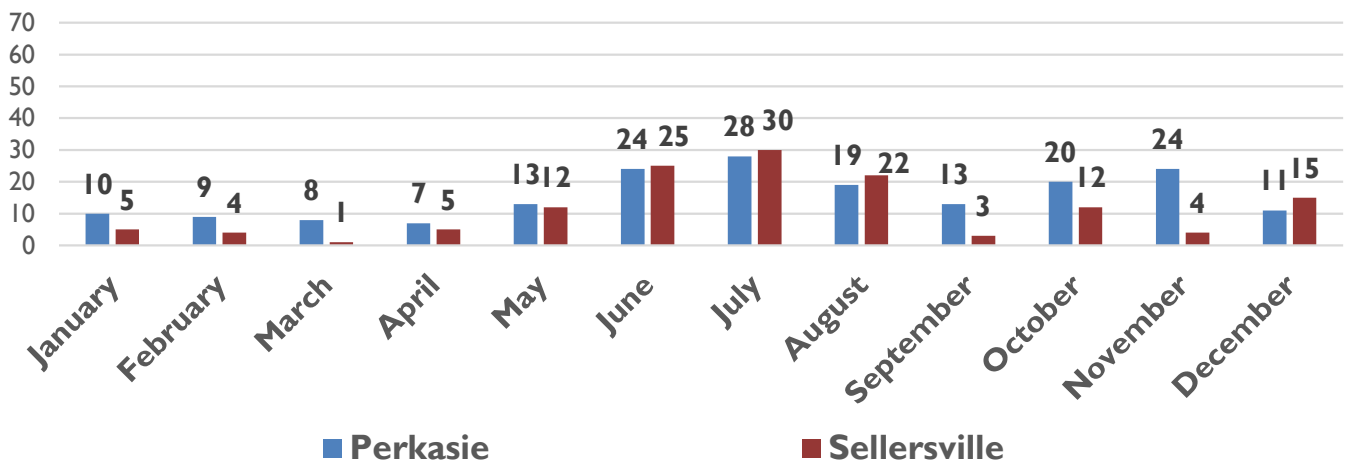
*CHIEF ROBERT A. SCHURR*

# ACTIVITY 2025

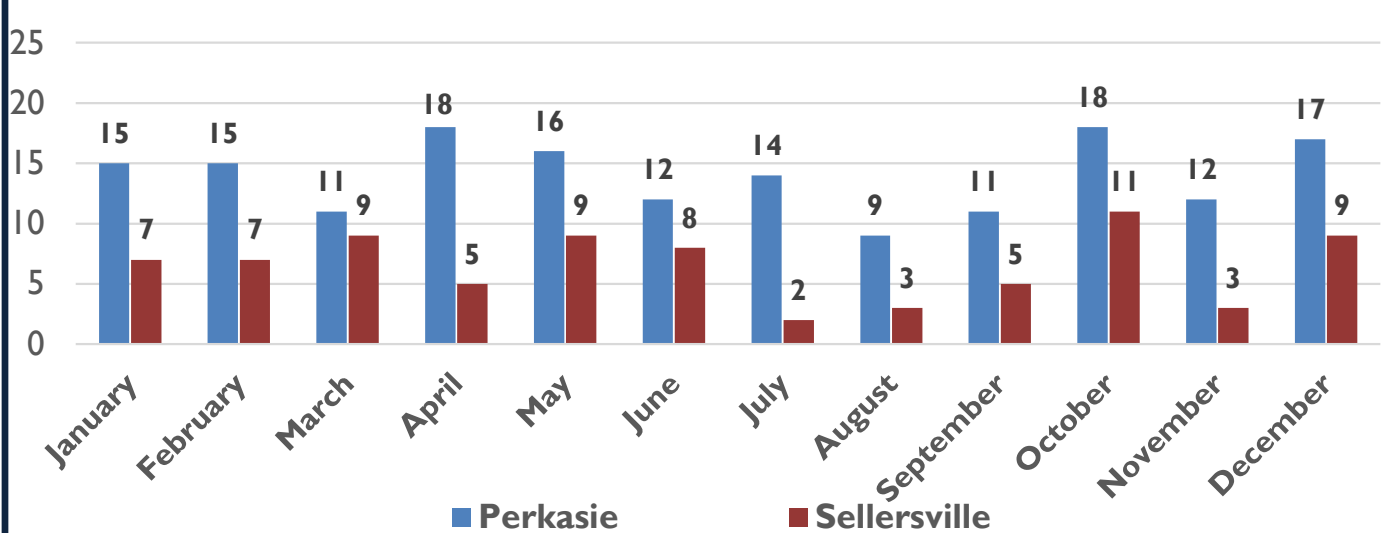
## Calls for Service



## Traffic Citations



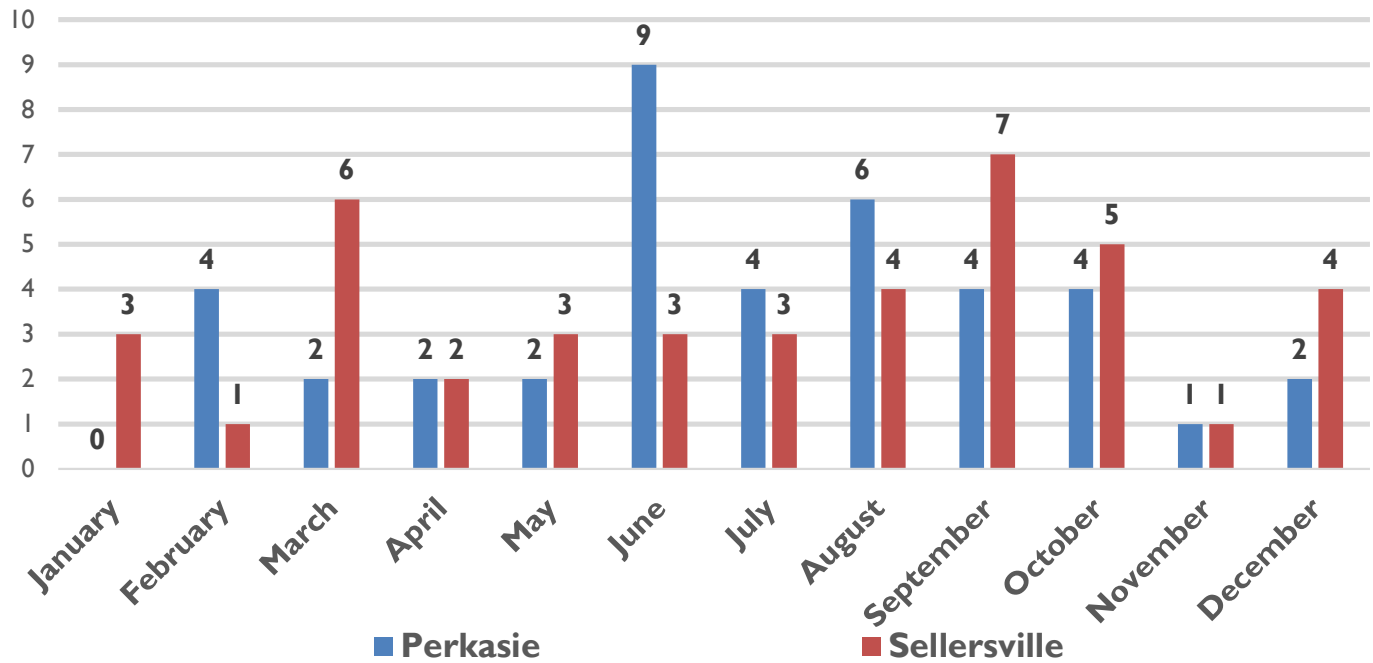
## Traffic Accidents





# ACTIVITY 2025

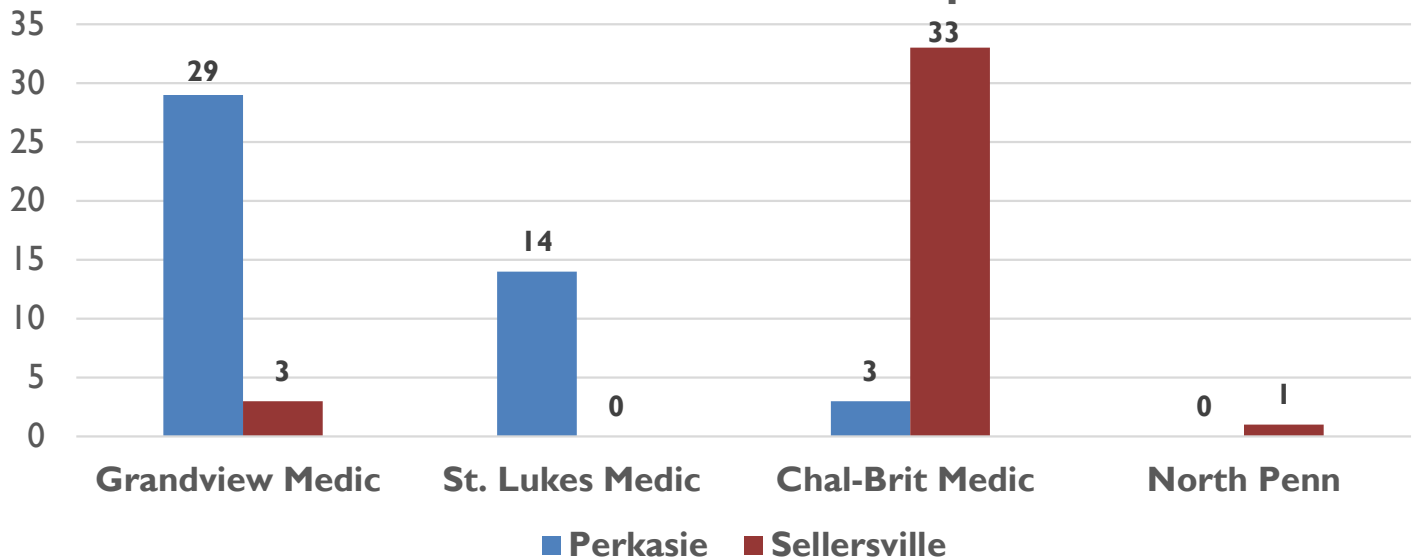
## Criminal Arrests



## Ambulance Response Reports by Medic

	<u>Perkasio</u>	<u>Sellersville</u>
Grandview Medic 151	29	3
St. Lukes Medic 108	14	0
Chal-Brit Medic 134 & 159	3	33
North Penn 345	0	1

## December Ambulance Call Response Medic



# VEHICLES

Year/Veh. #	Make/Model	Beg. Dec.	End Dec.	Miles	Usage
2022 (#1)	Ford Explorer	39238	39846	608	Patrol
2023 (#2)	Ford Explorer	22073	22802	729	Patrol
2019 (#3)	Ford Interceptor	60412	61250	838	Patrol
2021 (#4)	Ford Interceptor	53524	54580	1056	Patrol
2017 (#5)	Ford Explorer	104978	105664	686	Patrol
2015 (#6)	Ford Explorer	57951	58018	67	Invest.
2018 (#7)	Ford Explorer	41191	41467	276	Comm. Relations Specialist
2018 (#8)	Ford Explorer	79183	79549	366	Patrol
2016 (#9)	Ford Interceptor	96172	97438	1266	Patrol
2019 (#10)	Ford Interceptor	71275	72260	985	Patrol
2021 (#11)	Dodge Durango	50766	51649	883	Invest.
2013 (#15)	Ford Explorer	103742	104134	392	Victims Ser.
2024 (#17)	Dodge Durango	22372	23574	1202	Chief
2007	Ford E450	5726	5741	15	Crisis
<b>TOTAL:</b>				<b>9369</b>	

## SPECIALTY TRAINING:

**December 1, 2025:** Officer Jeffries attended Comprehensive Investigation training.

**December 15, 2025:** Sgt. Mecouch, Officer Fields & Officer Compas attended SWAT training.

**December 2025:** All Officers participated in online Legal Update/Case Law training.

## BUCKS COUNTY CO-RESPONDER DECEMBER ACTIVITY:

Perkasie Borough Police referrals: 12

Live calls with officers in the field: 5

# DETECTIVE DIVISION

Submitted by Detective Travis Schoonover	Status	Recent Activity
19590212 Homicide	Cold Case	
20250410M0022 Theft	Closed	Lack of victim cooperation
20250703M0005 Sex Offense	Active	Under investigation
20250815M0019 Fraud	Closed	Leads exhausted
20251014M0022 Sex Offense	Closed	Prosecution declines
20251003M0016 Sex Offense	Active	DA Review
20251003M0020 Sex Offense	Active	DA Review
20251023M0012 Fraud	Active	Under investigation
20251105M0003 Crim. Mischief	Closed	Leads exhausted
20251114M0007 Assault	Active	DA review
20251123M0003 Robbery	Closed	Charges filed
20250916M0013 Fraud	Active	Under investigation
20251112M0014 Assault	Closed	Charges filed
20251120M0023 Sex Offense	Active	Under investigation
20251202M0012 Sex Offense	Closed	Unfounded
20251215M0027 Child Abuse	Closed	Statute of Limitations expired
20251218M0010 Sex Offense	Closed	Unfounded

Submitted by Detective Anthony Gro	Status	Recent Activity
20250113M0002 Fraud	Active	Under investigation
20250821M0020 Sex Offense	Closed	Referred to other agency
20251014M0009 Sex Offense	Active	Under investigation
20251119M0017 Assault	Active	Under investigation
20251216M0011 Theft	Closed	Unfounded
20251211M0012 Counterfeiting	Active	Under investigation
20251213M0019 Counterfeiting	Active	Under investigation
20251223M0007 Ignition Interlock Offense	Active	Under investigation
20251227M0010 Sex Offense	Active	Under investigation
20251230M0008 Theft	Closed	Under investigation

# REVENUE

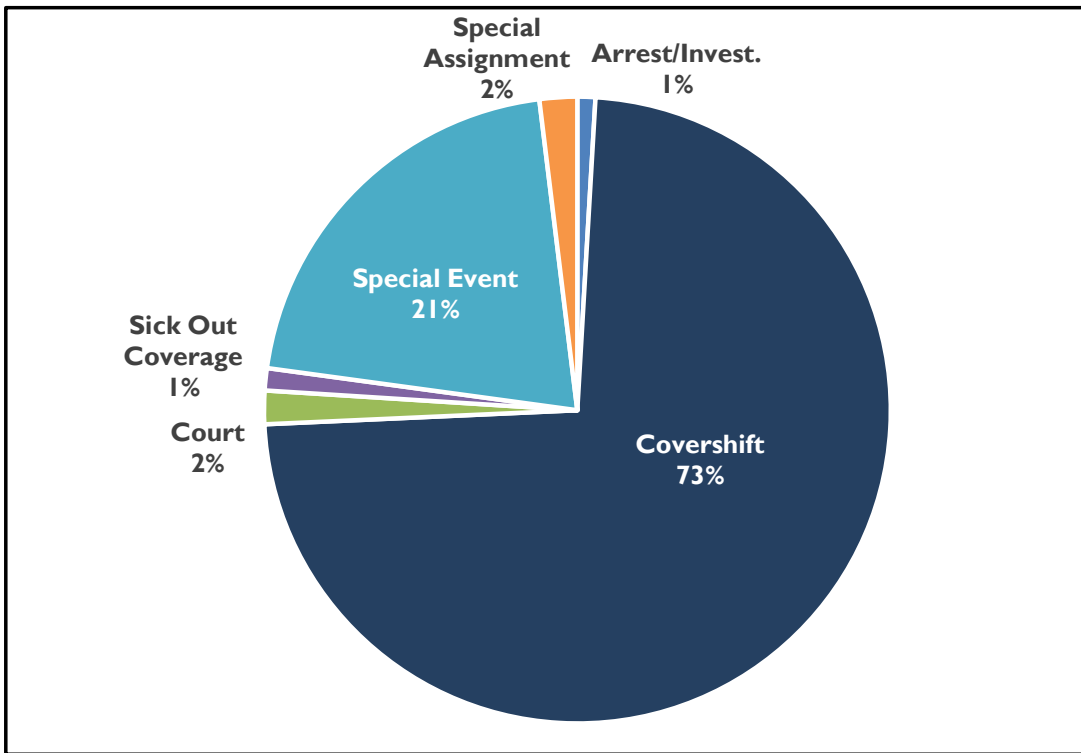
## REVENUE RECEIVED:

Institution	Amount
Accident/Incident Reports (Right to Know Request Fees & Accident Reports)	\$150.00
New Britain D.C. 07-2-03	\$410.52
Bucks County Clerk of Courts	\$58.13
Parking Tickets	\$70.00
Sellersville Monthly Contract Agreement	\$120,324.00
TOTAL REVENUE RECEIVED:	\$121,012.65

### PENNRIDGE SCHOOL DISTRICT BUS PATROL CAMERA VIOLATIONS:

January - 21  
February - 6  
March - 24  
April - 19  
May - 21  
June - 8  
July - 3  
August - 10  
September - 20  
October - 20  
November - 15  
December - 24

# DECEMBER OVERTIME



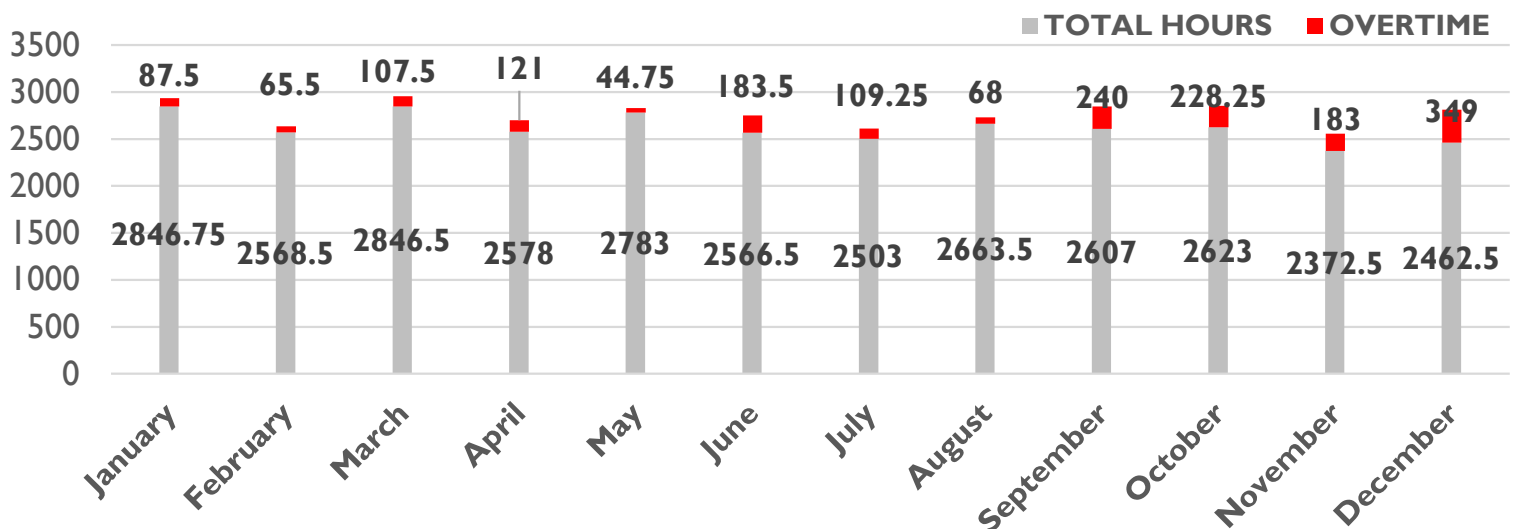
## Category:

Arrest/Investigation  
Covershift  
Court  
Sick Out Coverage  
Special Event  
Special Assignment  
**Total:**

## Hours:

3.25  
256  
6  
4  
73 *\*Perkasie Tree Lighting & Sellersville Winterfest*  
6.75  
349 *\*70.75 hrs. submitted as Comp-time*

## 2025 HOURS SCHEDULED/OVERTIME



## Perkasie Borough Incidents (PFC1-PBI)

Incidents for Perkasie Borough Incidents within 12/01/2025 - 12/31/2025.

<b>Toned At</b>	<b>Title</b>	<b>Reference</b>	<b>Responders</b>	<b>Category</b>	<b>Duration</b>
<b>17:28 - Tue, 02 Dec 2025</b>	<b>FIRE ASSIST EMS ALS (TYPE)</b>	<b>25000022908</b>	<b>7</b>	<b>Cancelled</b>	<b>7 minutes</b>
<b>14:55 - Sat, 13 Dec 2025</b>	<b>FIRE ALARM (LOC)</b>	<b>25000023599</b>	<b>5</b>	<b>NFIRS Incident Code NOEMERG  FA LSE_ALARM   MALFUNCTIONING_ALARM</b>	<b>31 minutes</b>
<b>20:57 - Sat, 13 Dec 2025</b>	<b>FIRE ALARM (LOC)</b>	<b>25000023614</b>	<b>7</b>	<b>NFIRS Incident Code NOEMERG  FA LSE_ALARM   ACCIDENTAL_ALARM</b>	<b>20 minutes</b>
<b>14:30 - Fri, 19 Dec 2025</b>	<b>FUEL SPILL INCIDENT (LOC)</b>	<b>25000024064</b>	<b>5</b>	<b>Hazardous Materials</b>	<b>14 minutes</b>
<b>02:56 - Sat, 20 Dec 2025</b>	<b>FIRE ALARM (LOC)</b>	<b>25000024210</b>	<b>4</b>	<b>Cancelled</b>	<b>9 minutes</b>
<b>13:50 - Mon, 22 Dec 2025</b>	<b>TRAFFIC ACCIDENT STANDBY (LOC)</b>	<b>25000024342</b>	<b>7</b>	<b>Motor Vehicle Accident</b>	<b>35 minutes</b>
<b>13:55 - Mon, 22 Dec 2025</b>	<b>FIRE POLICE REQUEST</b>	<b>25000024343</b>	<b>None</b>	<b>Cancelled</b>	<b>One minute</b>
<b>14:38 - Thu, 25 Dec 2025</b>	<b>FIRE ASSIST EMS ALS (TYPE)</b>	<b>25000024558</b>	<b>8</b>	<b>NFIRS Incident Code MEDICAL  ILL NESS  OVERD OSE</b>	<b>30 minutes</b>



<b>12:08 - Wed, 31 Dec 2025</b>	<b>CARBON MONOXIDE ALARM</b>	<b>25000024991</b>	<b>8</b>	<b>Carbon Monoxide</b>	<b>21 minutes</b>
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Number of incidents: 9. Total Hours: 2 hours 48 minutes. Total Responder Hours: 18 hours 23 minutes.

## Perkasie Full Incidents (PFC1-IL)

Incidents for Perkasie Full Incidents within 12/01/2025 - 12/31/2025.

<b>Toned At</b>	<b>Title</b>	<b>Reference</b>	<b>Responders</b>	<b>Duration</b>	<b>Total Duration</b>	<b>Category</b>
<b>12:18 - Mon, 01 Dec 2025</b>	<b>GAS LEAK INCIDENT (LOC)</b>	<b>25000022829</b>	<b>3</b>	<b>28 minutes</b>	<b>One hour 24 minutes</b>	<b>Gas Leak</b>
<b>17:55 - Mon, 01 Dec 2025</b>	<b>TRAFFIC ACCIDENT STANDBY (LOC)</b>	<b>25000022846</b>	<b>9</b>	<b>58 minutes</b>	<b>8 hours 42 minutes</b>	<b>Motor Vehicle Accident</b>
<b>06:33 - Tue, 02 Dec 2025</b>	<b>DWELLING FIRE (TAC)</b>	<b>25000022866</b>	<b>5</b>	<b>20 minutes</b>	<b>One hour 40 minutes</b>	<b>NFIRS Incident Code HAZSIT  HA ZARD_NON CHEM  ELE C_HAZARD_ SHORT_CIR CUIT</b>
<b>17:28 - Tue, 02 Dec 2025</b>	<b>FIRE ASSIST EMS ALS (TYPE)</b>	<b>25000022908</b>	<b>7</b>	<b>7 minutes</b>	<b>49 minutes</b>	<b>Cancelled</b>
<b>12:19 - Thu, 04 Dec 2025</b>	<b>FIRE ALARM (LOC)</b>	<b>25000023020</b>	<b>4</b>	<b>6 minutes</b>	<b>24 minutes</b>	<b>NFIRS Cancelled En Route</b>
<b>18:10 - Thu, 04 Dec 2025</b>	<b>FIRE POLICE REQUEST</b>	<b>25000023036</b>	<b>1</b>	<b>25 minutes</b>	<b>25 minutes</b>	<b>Fire Police Request</b>

17:47 - Sun, 07 Dec 2025	WIRES BURNING INSIDE (TAC)	25000023215	7	14 minutes	One hour 38 minutes	NFIRS Incident Code HAZSIT  HA ZARD_NON CHEM  ELE C_HAZARD_ SHORT_CIR CUIT
09:43 - Mon, 08 Dec 2025	DWELLING FIRE (TAC)	25000023240	7	21 minutes	2 hours 27 minutes	NFIRS Incident Code FIRE  STRU CTURE_FIR E  ROOM_A ND_CONTE NTS_FIRE
15:12 - Tue, 09 Dec 2025	BRUSH FIRE (LOC)	25000023345	4	15 minutes	One hour	NFIRS Cancelled En Route
14:55 - Sat, 13 Dec 2025	FIRE ALARM (LOC)	25000023599	5	31 minutes	2 hours 35 minutes	NFIRS Incident Code NOEMERG   FALSE_ALA RM  MALFU NCTIONING _ALARM
20:57 - Sat, 13 Dec 2025	FIRE ALARM (LOC)	25000023614	7	20 minutes	2 hours 20 minutes	NFIRS Incident Code NOEMERG   FALSE_ALA RM  ACCIDE NTAL_ALAR M

<b>11:14 - Mon, 15 Dec 2025</b>	<b>DWELLING FIRE (TAC)</b>	<b>25000023734</b>	<b>4</b>	<b>One hour 10 minutes</b>	<b>4 hours 40 minutes</b>	<b>Fire</b>
<b>07:37 - Tue, 16 Dec 2025</b>	<b>FUMES INSIDE STRUCTUR E (TAC)</b>	<b>25000023782</b>	<b>5</b>	<b>47 minutes</b>	<b>3 hours 55 minutes</b>	<b>Gas Leak</b>
<b>14:03 - Tue, 16 Dec 2025</b>	<b>FIRE POLICE REQUEST</b>	<b>25000023820</b>	<b>1</b>	<b>One hour 2 minutes</b>	<b>One hour 2 minutes</b>	<b>Fire Police Request</b>
<b>21:22 - Tue, 16 Dec 2025</b>	<b>WIRES BURNING INSIDE (TAC)</b>	<b>25000023847</b>	<b>9</b>	<b>24 minutes</b>	<b>3 hours 36 minutes</b>	<b>Unauthorize d Burning</b>
<b>22:08 - Tue, 16 Dec 2025</b>	<b>CARBON MONOXIDE ALARM</b>	<b>25000023850</b>	<b>11</b>	<b>6 minutes</b>	<b>One hour 6 minutes</b>	<b>Carbon Monoxide</b>
<b>17:23 - Wed, 17 Dec 2025</b>	<b>COVER NOTIFICATI ON:</b>	<b>592310950</b>	<b>5</b>	<b>One hour 17 minutes</b>	<b>6 hours 25 minutes</b>	<b>Other</b>
<b>11:30 - Thu, 18 Dec 2025</b>	<b>TRAFFIC ACCIDENT STANDBY (LOC)</b>	<b>25000023966</b>	<b>6</b>	<b>38 minutes</b>	<b>3 hours 48 minutes</b>	<b>Motor Vehicle Accident</b>
<b>11:39 - Thu, 18 Dec 2025</b>	<b>FIRE POLICE REQUEST</b>	<b>25000023968</b>	<b>1</b>	<b>29 minutes</b>	<b>29 minutes</b>	<b>Fire Police Request</b>
<b>11:15 - Fri, 19 Dec 2025</b>	<b>TRAFFIC ACCIDENT STANDBY (LOC)</b>	<b>25000024046</b>	<b>6</b>	<b>8 minutes</b>	<b>48 minutes</b>	<b>Cancelled</b>
<b>12:08 - Fri, 19 Dec 2025</b>	<b>COVER NOTIFICATI ON:</b>	<b>592699287</b>	<b>1</b>	<b>3 minutes</b>	<b>3 minutes</b>	<b>Cancelled</b>
<b>14:30 - Fri, 19 Dec 2025</b>	<b>FUEL SPILL INCIDENT (LOC)</b>	<b>25000024064</b>	<b>5</b>	<b>14 minutes</b>	<b>One hour 10 minutes</b>	<b>Hazardous Materials</b>

18:23 - Fri, 19 Dec 2025	AUTO EXTRICATION (RBOX)	25000024160	10	37 minutes	6 hours 10 minutes	Motor Vehicle Accident
20:56 - Fri, 19 Dec 2025	FIRE POLICE REQUEST	25000024187	3	2 hours 34 minutes	7 hours 42 minutes	Fire Police Request
02:56 - Sat, 20 Dec 2025	FIRE ALARM (LOC)	25000024210	4	9 minutes	36 minutes	Cancelled
16:36 - Sun, 21 Dec 2025	BRUSH FIRE (LOC)	25000024280	11	22 minutes	4 hours 2 minutes	Unauthorized Burning
13:50 - Mon, 22 Dec 2025	TRAFFIC ACCIDENT STANDBY (LOC)	25000024342	7	35 minutes	4 hours 5 minutes	Motor Vehicle Accident
13:55 - Mon, 22 Dec 2025	FIRE POLICE REQUEST	25000024343	None	One minute	None	Cancelled
09:13 - Tue, 23 Dec 2025	FIRE ALARM (LOC)	25000024394	4	10 minutes	40 minutes	NFIRS Cancelled En Route
10:14 - Tue, 23 Dec 2025	FIRE ALARM (LOC)	25000024407	4	14 minutes	56 minutes	NFIRS Incident Code NOEMERG   FALSE_ALA RM  ACCIDE NTAL_ALAR M
20:10 - Wed, 24 Dec 2025	FUMES INSIDE STRUCTURE (TAC)	25000024528	5	14 minutes	One hour 10 minutes	NFIRS Gas Leak Natural Gas Or LPG
13:19 - Thu, 25 Dec 2025	COVER NOTIFICATION:	593971509	10	6 minutes	One hour	NFIRS Cancelled En Route

14:38 - Thu, 25 Dec 2025	FIRE ASSIST EMS ALS (TYPE)	25000024558	8	30 minutes	4 hours	NFIRS Incident Code MEDICAL  IL LNESS  OVE RDOSE
17:18 - Thu, 25 Dec 2025	FIRE ALARM (LOC)	25000024578	10	5 minutes	50 minutes	NFIRS Incident Code FIRE  STRU CTURE_FIR E  CONFINE D_COOKING _APPLIANC E_FIRE
19:13 - Mon, 29 Dec 2025	FIRE POLICE REQUEST	25000024847	1	One hour 47 minutes	One hour 47 minutes	Fire Police Request
12:01 - Tue, 30 Dec 2025	DWELLING FIRE (TAC)	25000024920	7	13 minutes	One hour 31 minutes	NFIRS Cancelled En Route
12:45 - Tue, 30 Dec 2025	TRAFFIC ACCIDENT STANDBY (LOC)	25000024925	6	30 minutes	3 hours	MVA With Injuries
12:53 - Tue, 30 Dec 2025	FIRE POLICE REQUEST	25000024927	2	One hour 37 minutes	3 hours 14 minutes	Fire Police Request
12:08 - Wed, 31 Dec 2025	CARBON MONOXIDE ALARM	25000024991	8	21 minutes	2 hours 48 minutes	Carbon Monoxide
21:48 - Wed, 31 Dec 2025	COVER NOTIFICATI ON:	595319623	6	12 minutes	One hour 12 minutes	NFIRS Incident Code PUBSERV   OTHER  STA NDBY



Number of incidents: 40. Total Hours: 20 hours 40 minutes. Total Responder Hours: 3 days 23 hours 9 minutes (95h 9m).

**PERKASIE BOROUGH  
POLICE DEPARTMENT**

# Memo

**To:** Mayor Jeff Hollenbach  
Perkasie Borough Council  
Andrea Coaxum, Borough Manager

**From:** CHIEF ROBERT A. SCHURR

**cc:**

**Date:** January 12, 2026

**Re:** West Chester University Internship Agreement

---

In 2022, the Police Department began a college internship program for college students wishing to pursue degrees in Criminal Justice or related fields. Since 2022, the police department has hosted several interns, including students from West Chester University.

I have been contacted by two Criminal Justice students from West Chester University who would like to complete their spring and summer internships with our department. I developed an internship policy in 2022 that was reviewed by our insurance liability carrier and solicitor and was adopted by Borough Council.

The internship program exposes college students wishing to pursue careers in law enforcement or related fields to real-world experience. Each college/university has its own requirements for participation; however, we require a criminal background check, driving record check, and the recommendation of the internship coordinator for acceptance.

Generally, the student is required to prepare a written final report on their internship experience, along with weekly and monthly reports provided to their internship coordinator.

As is normal practice, West Chester University is requesting an updated agreement with the police department. Jeff Garton has prepared a resolution that would allow me, as the Chief of Police, to sign the internship agreement on behalf of the Borough.

Attached for your reference is a copy of our internship policy.

**RESOLUTION NO. 2026-11**

**A RESOLUTION OF THE COUNCIL OF THE BOROUGH OF PERKASIE APPROVING AN AFFILIATION AGREEMENT BETWEEN THE BOROUGH OF PERKASIE POLICE DEPARTMENT AND WEST CHESTER UNIVERSITY, AND AUTHORIZING THE CHIEF OF POLICE TO EXECUTE THE AFFILIATION AGREEMENT ON BEHALF OF THE BOROUGH OF PERKASIE POLICE DEPARTMENT**

**WHEREAS**, West Chester University has provided the Borough of Perkasio Police Department with an Affiliation Agreement to be executed by West Chester University and the Perkasio Borough Police Department regarding two (2) West Chester University Criminal Justice students completing internships with the Perkasio Borough Police Department, one (1) in the spring of 2026 and one (1) in the summer of 2026; and

**WHEREAS**, the Borough Council has determined that it is in the best interest of the Borough to approve the Affiliation Agreement between the Borough of Perkasio Police Department and West Chester University.

**NOW, THEREFORE**, be it resolved by the Borough Council of Perkasio Borough as follows:

1. Approval of the Affiliation Agreement with West Chester University. The Borough Council herein approves the Affiliation Agreement with West Chester University, which said Affiliation Agreement is attached hereto as Exhibit "A" and incorporated by reference.

2. Execution. The Borough Council further authorizes the Chief of Police to execute the Affiliation Agreement on behalf of the Borough of Perkasio Police Department.

**THIS RESOLUTION** was duly adopted this 20<sup>th</sup> day of January, 2026.

**ATTEST:**

**BOROUGH OF PERKASIE:**

By: \_\_\_\_\_  
Andrea L. Coaxum, Secretary

By: \_\_\_\_\_  
Robin Schilling, Council President

# **EXHIBIT “A”**

## **AFFILIATION AGREEMENT**

**THIS AGREEMENT** is made this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between West Chester University, (hereinafter referred to as “University”) an educational institution of the State System of Higher Education, Commonwealth of Pennsylvania and \_\_\_\_\_ (hereinafter “Site”).

### **BACKGROUND**

**WHEREAS**, Site is equipped with the facilities and professional staff necessary to provide an educational experience to the University’s students in the area of Criminal Justice; and

**WHEREAS**, the University is an educational institution that provides a degree in the area of Criminal Justice;

**WHEREAS**, the University is desirous of providing an educational experience to its students limited to participation through supervision in a field placement setting; and

**WHEREAS**, the Site is desirous of establishing a relationship with the University whereby its students may receive field experience in their area of matriculation subject to the provisions of this Agreement.

**NOW THEREFORE**, intending to be legally bound, the parties hereto agree as follows:

#### **I. DUTIES AND RESPONSIBILITIES OF THE UNIVERSITY**

- a. *Selection of Students.* The University shall be responsible for the selection of qualified students to participate in the field placement experience. Selected students must have the appropriate educational background and skills consistent with the contemplated educational experience offered by the Site. The parties will mutually agree upon the number of students selected for the Site.
- b. *Education of Students.* The University shall assume full responsibility for the classroom education of its students. The University shall be responsible for the administration of the program, the curriculum content, the requirements of matriculation, grading, graduation, and faculty appointments.
- c. *Submission of Candidates.* The University shall submit the names of the students to the designated representative of the Site within ample time for the Site to interview the student prior to the field placement.
- d. *Policies of Site.* The University will review with each student, prior to the field experience assignment, all applicable policies, codes, or confidentiality issues related to the field placement experience and provided by the Site. The Site

will provide the University with the applicable information in advance of the student being placed with the Site.

- e. *Advising Students of Rights and Responsibilities.* The University will be responsible for advising students of their responsibilities under this Agreement. All students shall be advised of their obligations to abide by the policies and procedures of the Site and should any student fail to abide by any policy and/or procedure, they may be removed from the field placement.
- f. *Clearances.* The University will instruct its students to obtain child abuse and criminal record clearances prior to the start of student's field placement. Students will be required to update their criminal background checks and child abuse clearances if requested by the Site. Students will provide clearances directly to the Site upon the Site's request. The University will also instruct its students who are participating in the field experience to comply with the health status requirements, if any, of the Site. Students will provide proof of compliance directly to the Site upon the Site's request.
- g. *Education for the Field.* The University shall provide an on-going educational forum for supervisors that is focused upon issues related to student development and the field practice experience.
- h. *Removal of Students.* The University is responsible for ensuring that its students are meeting their educational goals at the Site. If the University determines that a student's educational needs are not being met or they are not receiving field instruction by a qualified professional, the University in consultation with the Site will remove the student from the Site.

## **II. DUTIES AND RESPONSIBILITIES OF THE SITE**

- a. *Student Participation in Site.* The Site agrees to allow a mutually agreed upon number of University students to participate in a field placement experience. The Site is encouraged to interview the student prior to accepting them for a field placement at the Site. The Site agrees that the students selected for the program will be permitted to participate at dates and times mutually agreeable between the Site and the University.
- b. *Client Care/Administration.* The Site will have sole authority and control over all aspects of client services. The Site will be responsible for and retain control over the organization, operation, and financing of its services.
- c. *Driving Clients.* Clients cannot be driven by the student in their car unless the field placement Site has made arrangements to assume liability should an incident occur. Whenever possible it would be preferred that the student uses a vehicle owned by the Site when transporting clients.



- d. *Removal of Noncompliant Student.* The Site shall have the authority to terminate the field placement at the Site of a student who fails to comply with Site policies and procedures. The Site agrees to promptly inform University about its actions to terminate a student.
- e. *Emergency Medical Care of Students.* The Site may provide to the students, to the extent possible, first aid for any injuries or illness that may occur while the student is at the Site. However, the Site assumes no responsibility, financial or otherwise, beyond initial first aid.
- f. *Designation of Representative.* The Site shall designate a person to serve as a liaison between parties who will meet periodically with representatives of the University in order to discuss, plan, and evaluate the field practice experiences of the students.
- g. *Supervising of Students.* The Site shall provide a field placement instructor who will monitor the student's activities during the field placement experience. The Site will provide an opportunity for the student to engage in direct Criminal Justice practice. The field instructor will provide direct supervision of the Criminal Justice student intern.
- h. *Reporting Student Progress.* The Site shall provide all reasonable information requested by the University on a student's work performance. The Site will provide, in writing, a mid-semester and final evaluation of the student. Evaluations will be completed and returned according to any reasonable schedule provided by the University.
- i. *Changes in Assignment.* The Site will, as soon as practical, advise the University of any changes in student assignments. If additional Criminal Justice programs exist within the Site, the Site should devise ways for the coordination of all programs so that all students may have the maximum benefit of the learning experience.
- j. *Rules and Policies.* The Site will provide the University, at least two weeks in advance of the field placement, all-relevant rules, regulations, and policies of the Site that may impact the student field experience. The Site, when necessary, shall have the responsibility of updating this information.
- k. *Facilities.* The Site will provide dedicated space to the student.
- l. *Student Records.* The Site shall protect the confidentiality of student records as dictated by the Family Educational Rights and Privacy Act (FERPA) and shall release no information absent written consent of the student unless authorized by law or as dictated by the terms of this Agreement.

### III. MUTUAL TERMS AND CONDITIONS

- a. *Term of Agreement.* The term of this Agreement shall not exceed a period of five years from the date of execution.
- b. *Termination of Agreement.* The University or the Site may terminate this Agreement for any reason with ninety (90) days' notice. Either party may terminate this Agreement prior to the completion of an academic semester, all students enrolled at that time may continue their educational experience until it would have been concluded absent the termination.
- c. *Nondiscrimination.* The parties agree to continue their respective policies of nondiscrimination based on sex, age, race, color, creed, and national origin, Title IX of the Education Amendments of 1972 and other applicable laws, as well as the provisions of the Americans with Disabilities Act. The Site agrees to cooperate with the University in its investigation of claims of discrimination or harassment. The Site shall report any incident in which a student is the victim of sexual assault, dating violence, domestic violence, stalking or sexual harassment to the University Title IX Coordinator at 610-436-2433.
- d. *Interpretation of the Agreement.* The laws of the Commonwealth of Pennsylvania shall govern this Agreement.
- e. *Modification of Agreement.* This Agreement shall only be modified in writing with the same formality as the original Agreement.
- f. *Relationship of Parties.* The relationship between the parties to this Agreement to each other is that of independent contractors. The relationship of the parties to this contract to each other shall not be construed to constitute a partnership, joint venture, or any other relationship, other than that of independent contractors. Students are not agents of the University.
- g. *Liability.* Neither of the parties shall assume any liabilities to each other. As to liability to each other for death to persons, or damages to property, the parties do not waive any defense as a result of entering into this contract. This provision shall not be construed to limit the University's or Commonwealth's rights, claims, or defenses which arise as a matter of law pursuant to any provisions of this contract. Nothing in this Agreement shall be construed to limit the sovereign immunity of the Commonwealth or of the State System of Higher Education or the University.
- h. *Insurance.* The Site understands that as an Agency of the Commonwealth, the University is prohibited from purchasing insurance. As a public university and state instrumentality there is no statutory authority to purchase insurance and it does not possess insurance documentation. Instead, it participates in the Commonwealth's Tort Claims Self-Insurance Program administered by the

Bureau of Finance and Risk Management of the Pennsylvania Department of General Services. This program covers Commonwealth/ University-owned property, employees and officials acting within the scope of their employment, and claims arising out of the University's performance under this Agreement, subject to the provisions of the Tort Claims Act, 42 Pa. C.S.A. §§ 8521, et seq. Students' actions are not insured by the University's or the Commonwealth's self-insurance.

- i. *Binding Signatures.* The parties warrant and represent that the individuals signing this Agreement are authorized to bind the University and the Site to the terms and conditions contained in the Agreement. For the purpose of this Agreement, a copy of the party's original signature shall be considered to be an original signature; and as such shall be sufficient to bind such parties.
- j. *Entire Agreement.* This Agreement represents the entire understanding between the parties. No other prior or contemporaneous oral or written understandings or promises exist in regards to this relationship. This Agreement supersedes any other agreements, restrictions, representations, or warranties, if any, between the two parties hereto with regard to the subject matter contained herein.

**SIGNATURE PAGE FOLLOWS**

**IN WITNESS WHEREOF**, the authorized representatives (of the parties have) executed this Agreement as of the date previously indicated.

\_\_\_\_\_  
West Chester University

\_\_\_\_\_  
Site Name (Print)

\_\_\_\_\_  
Dr. Evan Leach  
Dean, College of Business and Public Management

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip Code

\_\_\_\_\_  
Christine R. Siegl  
Assistant Vice President  
Academic Contract Administration and  
Compliance Operations

\_\_\_\_\_  
Site Authorized Signature

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title



# Perkasie Borough Police Department

## 5.3.4 Law Enforcement Intern Program

<b>Chapter:</b>	Operational General Orders	<b>General Order:</b>	5.3.4
<b>Section:</b>	Departmental Programs	<b>Effective Date:</b>	February 7, 2022
<b>Title:</b>	<b>Law Enforcement Intern Program</b>	<b>Issued Date:</b>	February 7, 2022
<b>Issued By:</b>	Robert A. Schurr, Chief of Police	<b>Revision Date:</b>	
<b>Replaces:</b>	All Previous General Orders Relative to Subject		
<b>Distribution:</b>	All Members		
<b>Pennsylvania Accreditation References:</b>			

### I. PURPOSE

The purpose of this policy is to establish guidelines for career development programs for civilians who want to enter the Law Enforcement profession. The program offers individuals the opportunity to gain experience and knowledge in Law Enforcement by working and interacting with members of this Department.

### II. POLICY

It shall be the policy of this Department to participate in career development programs for civilians under the procedures listed in this policy. The Career Internship Program is designed to increase the skills and abilities of the individual in Law Enforcement functions and tasks, which will benefit the individual in a career as a member of the Law Enforcement Community.

### III. PROCEDURES

#### A. Program Administration

The Chief of Police will be responsible for administering the Law Enforcement Career Internship Program. The Chief of Police or his designee shall have the authority to terminate the participation of any individual in the program at any time and for any reason. The program will be reviewed periodically with revisions made as needed.

#### B. Program Activities

The primary objective of the Law Enforcement Career Internship Program shall be to benefit both the intern and the members of this Police Department as a learning

process achieved through close interaction and accomplishment of specific goals. The following goals and standards shall be used in the program, so that the intern may:

1. Receive an introduction to agencies within the criminal justice system and to gain an understanding of the interrelationship of this system's components.
2. Understand the various management styles exhibited within the agency.
3. Understand the communications, decision-making, and problem-solving mechanisms within the agency.
4. Observe the styles used by staff members in interviewing, report writing, and interacting with other staff members and members of the community.
5. Develop an understanding of current problems and trends within the agency and other components of the criminal justice system.
6. Develop proficiency in various tasks, skills and other related functions performed by members of this Department.
7. Gain an overall understanding of the day-to-day operations and administration of a small police agency.
8. Participate in training, staff meetings and other assignments routinely handled by members of this Department.

**C. Program Requirements/Intern Responsibilities**

1. The intern candidate must have the recommendations of the department chairperson or other faculty member of the school being attended.
2. The intern must sign a waiver of liability releasing Perkasio Borough and any and all agents thereof from any liability which might arise out of the intern's participation in the program.
3. The intern must agree to and successfully pass a background investigation conducted by this Department to ensure the candidate's suitability for participation in the program.
4. The intern must have or maintain an overall grade point average of at least 2.0.
5. The intern agrees that there will be no compensation for his participation in the program.
6. The intern agrees to abide by all rules and regulations governing members of this Department and all rules and regulations contained in this policy.
7. The intern agrees to provide the Department with copies of all reports, research papers or other documents produced as a result of the intern's participation in this program.



8. The intern agrees that the Chief of Police has the authority to and may terminate the intern's participation in the program at any time without providing cause and for any reason.
9. Interns are prohibited from carrying any weapons while participating in the program.
10. The intern is prohibited from handling any weapons or other equipment except with the express prior permission of the Chief of Police.
11. Interns shall not act in any way which will bring discredit to or reflect unfavorably on the Perkasié Borough Police Department.
12. Interns will not enter the residence of any person on any of the following types of calls unless directed to do so by the assigned officer. Otherwise, the intern shall remain in the patrol car.
  - a. Violent Domestic Disturbances
  - b. Sex Crimes
  - c. Any incident that has an obvious potential for injury to the intern, including crimes in progress
  - d. Any other incident the assigned officer determines inappropriate for the intern to enter the residence
  - e. Any call or incident where the complainant or victim objects to the immediate presence of the intern during the investigation of the incident
  - f. No intern shall enter a residence until after the residence has been secured by the officer accompanying the intern.
13. Interns are prohibited from taking part in any arrest and are forbidden to use any force against another person except as a last measure of self-defense or to protect another person(s) from death or serious bodily injury.
14. Interns shall not discuss any confidential information, departmental policies or internal issues or any other communications the intern is privileged to with anyone outside of the Department.
15. Interns will abide by the Department's policies on social media, sexual harassment, radio, confidentiality of information. Interns shall not disseminate any information that they acquire with regards to criminal investigations, information involving defendants, suspects or complainants or information involving any type of complaints handled by the Perkasié Borough Police Department.
16. Interns shall wear body armor when participating in a ride-a-long.



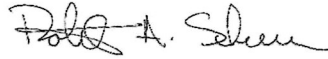
17. Interns are prohibited from using a police radio unless somebody's life is in danger.
18. Interns shall not put any information they acquire through their contact with the Perkasio Borough Police Department through their participation in the Intern Program on any type of social media.
19. Dress code for interns will normally be business casual. If the intern accompanies an officer to County Court the intern will be dressed in appropriate business attire.
20. Internship hours will be approved and scheduled by the Chief of Police. The amount of internship hours permitted will be based upon the college or university internship program requirements. Interns shall not be present at police headquarters or participate in any activities associated with the internship program beyond the internship hours approved and scheduled by the Chief of Police.

**D. Assigned Officer Responsibilities**

1. Interns will be assigned to work with all officers in the Department, and officers will be required to directly supervise interns.
2. Officers assigned interns shall be familiar with this policy.
3. Officers will closely monitor the interns in the program and shall report, in writing to the Chief of Police, all infractions of this policy or any other conduct the officer believes:
  - a. will interfere with officer's performance of his duties;
  - b. has jeopardized the safety of the officer, the intern himself or any other person(s);
  - c. brings discredit to or reflects unfavorably upon the Perkasio Borough Police Department.
4. Officers shall have the authority to and shall terminate any intern ride along at their own discretion providing one of the above circumstances has taken place or some other emergency condition exists.
5. Officers shall not request the assistance of the intern to conduct any type of criminal investigation, such as checking doors and building searches.
6. Officers shall not knowingly and intentionally place the intern in jeopardy, such as engaging in a high-speed pursuit while the intern is along. If the officer determines that a particular call or situation might unnecessarily place the intern in jeopardy, the officer shall discharge the intern at a safe place and then respond to the call.
7. Officers shall not discuss confidential police business in the presence of the intern.

8. Officers shall not permit interns unsupervised access to any residence, building or business.
9. Officers shall not permit interns to operate police vehicles.

By order of:

A handwritten signature in black ink, appearing to read "Robert A. Schurr".

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Robert A. Schurr, *Chief of Police*

Approved: March 16, 2020

**PERKASIE BOROUGH POLICE DEPARTMENT**

**RIDE ALONG PROGRAM**

**LIABILITY RELEASE AND PERMISSION FORM FOR ADULT PARTICIPANTS**

**PERKASIE BOROUGH** is sponsoring a civilian College Student Internship program. All participants must sign this liability release and permission form and submit the executed form to the Township representatives before they participate in the program.

I, the undersigned participant, acknowledge and agree that my participation in the internship program could put me at physical risk because of the nature of police work. Notwithstanding that, I voluntarily agree to participate in this program, and that I understand and assume all of the risks of my participation in that program.

I further acknowledge that I have reviewed the Perkasio Borough policy related to the internship program.

I certify that I am in good health and am able to participate in this program and I hereby acknowledge that my participation in this program involves a risk of bodily injury, including, but not limited to, fractures, head and neck injuries, and the possibility of permanent disability and/or death.

I understand that no health, and/or accident insurance is provided for program participants and I accept full responsibility for obtaining the same or for payment of all expenses in the absence of such insurance.

**NOW THEREFORE**, I acknowledge that the release as noted herein shall include a release of any claims related to my allegation that I was unaware of the potential consequences of my participation in the program, or that the persons that supervised my participation were not adequately trained. As a result, in consideration of the foregoing, and in consideration of the mutual relationship of others participating in said program, and of the my participation therein, I hereby, for myself, my heirs, executors, administrators, and assigns forever remise, release and discharge **Perkasie Borough**, and its successors and assigns, directors, officers, members, agents and representatives and employees of the police department, and their heirs, executors, administrators, and assigns, from any and all of manner of actions, causes of action, suits, debts, accounts, controversies, damages, claims and demands whatsoever, which I or my legal representative may have or may acquire against **Perkasie Borough**, or its directors, officers, members, agents, or other representatives, by reason of any loss resulting from personal injury or damage to any personal property belonging to me, which may occur during or by reason of my participation in this program.

I agree that **Perkasie Borough** shall have the right at its discretion to enforce established rules of conduct and/or terminate my participation in the program for failure to follow these rules of conduct, or for actions or conduct detrimental to or incompatible with the welfare, comfort, harmony or interest of the program as a whole.

I hereby grant **Perkasie Borough** and any of its directors, officers, members, agents, and other representatives of the police department, full authority to take whatever action they consider to be warranted regarding my health and safety, and I fully release all of them from any liability for such actions taken on my behalf.

I have signed this waiver and release on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

Signature of Participant

\_\_\_\_\_

Print Name

\_\_\_\_\_

Perkasie Borough Police Department  
Liability Release and Permission Form

Home Address

---

---

Phone Number

---

**PERKASIE BOROUGH  
POLICE DEPARTMENT**

# Memo

**To:** Mayor Jeff Hollenbach  
Perkasie Borough Council  
Andrea Coaxum, Borough Manager

**From:** CHIEF ROBERT A. SCHURR

**cc:**

**Date:** January 12, 2026

**Re:** LSA Grant Award

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In 2024, the Police Department applied for two Local Share Account (LSA) grants for two police department vehicles. LSA grants are funded by statewide gambling funds.

The first vehicle was for a dedicated Traffic Safety Vehicle for our Traffic Safety Officer (TSO). Our TSO handles all traffic accidents, traffic complaints, abandoned vehicles, and traffic issues, including speed/traffic studies. The TSO also supplements patrol and assists in the preparation of traffic safety plans for Borough events.

The grant for the Traffic Safety Officer included the vehicle, graphics, in-car camera system, mobile police radio, and mobile data computer. The Traffic Safety Vehicle and equipment request totaled \$101,171.00.

The second LSA grant was for a dedicated vehicle for our Community Relations Specialist, Chris Doheny. The department applied for a Jeep Gladiator to be used for community events and for Chris to respond to incidents within Perkasie and Sellersville, as well as for Chris to drive to County and District Court to support victims and to

attend meetings and training. The Gladiator was chosen because of its distinct appearance, which will stand out at community events and allow for the transportation of our community events tent and associated equipment.

The grant included the price of the vehicle, mobile radio, and graphics. The total requested for the Community Relations Vehicle was \$56,309.00. Both grants total \$157,480.00.

On December 19, 2025, the Borough received a letter from State Representative Shelby Labs indicating that the Borough had been awarded the requested finding for both vehicles.

Once final contracts are signed in the next several weeks, the police department will be moving forward to procure both vehicles and equipment to place into service.



**SHELBY LABS, MEMBER  
143RD LEGISLATIVE DISTRICT**

ROOM 153-B EAST WING  
P.O. BOX 202143  
HARRISBURG, PA 17120-2143  
PHONE: 717-787-8556  
FAX: 717-782-2969

1032 NORTH EASTON ROAD  
DOYLESTOWN, PA 18902  
PHONE: 215-489-2126  
FAX: 215-345-1361



**House of Representatives**  
Commonwealth of Pennsylvania  
Harrisburg

**COMMITTEES**

AGING & OLDER ADULT SERVICES, SECRETARY  
COMMERCE  
SUBCOMMITTEE ON FINANCIAL SERVICES &  
BANKING, CHAIR  
GAME & FISHERIES  
HUMAN SERVICES  
TRANSPORTATION  
SUBCOMMITTEE ON PORTS, CHAIR

**APPOINTMENT**

PENNSYLVANIA COUNCIL ON THE ARTS

REPSHELBYLABS.NET  
SLABS@PAHOUSEGOP.COM  
FACEBOOK.COM/REPSHELBYLABS  
INSTAGRAM.COM/REPSHELBYLABS

December 19, 2025

Andrea L. Coaxum, Borough Manager/Secretary  
Perkasie Borough  
620 West Chestnut Street  
P.O. Box 96  
Perkasie, PA 18944

Dear Andrea,

It is my pleasure to inform you that Perkasie Borough has been awarded two grants through the Local Share Account (LSA) program, totaling \$157,480. These funds represent a significant investment in the safety, mobility, and community well-being of our residents. I was happy to support these grants along with State Senator Jarrett Coleman.

The first grant awarded for \$56,309 is to purchase a dedicated vehicle to support the Civilian Community Relations Specialist (CCRS) program. This role is vital in providing advocacy and support for victims of crime. The vehicle—equipped with a professional program wrap, a secure bed cover for materials, and a mobile police radio—will facilitate home visits, court accompaniments, and inter-agency cooperation, ensuring the specialist can operate safely and efficiently throughout the community.

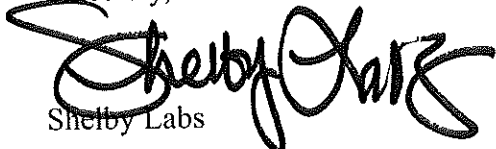
The second grant awarded for \$101,171 is for the purchase of a 2025 Chevrolet Tahoe for the police department. This vehicle will be fully upfitted for specialized traffic safety enforcement, providing our officers with the modern tools necessary to maintain secure corridors throughout the Borough.



This investment reflects our shared commitment to public safety, victim support, and community trust. I commend Perkasio Borough for its dedication to these values and look forward to seeing the positive impact these grants will have.

Thank you for your ongoing efforts to make our community stronger and safer. Please do not hesitate to reach out if I can be of further assistance.

Sincerely,

A handwritten signature in black ink, appearing to read "Shelby Labs". The signature is stylized with a large, sweeping initial "S" and a long, horizontal flourish extending to the right.

Shelby Labs

State Representative

143<sup>rd</sup> Legislative District

CC: Jeff Hollenbach, Mayor  
Robert A. Schurr, Police Chief

## **Perkasie Borough Council seats new members, creating Democratic majority**

By [John Worthington](#) | [jworthington@montgomerynews.com](mailto:jworthington@montgomerynews.com) | The Reporter

PUBLISHED: January 12, 2026 at 4:44 PM EST | UPDATED: January 14, 2026 at 2:36 PM EST

PERKASIE — Democrats officially took control of Perkasie Borough Council Monday, January 5 at council's reorganization meeting.

The meeting saw the swearing in of Democratic newcomers Jaclyn Cornelius, Lilli Benner, Collin Garr, Joe Green and Emma Hawkins, yielding a 7-2 Democratic majority. Incumbent Republican Dave Worthington was also sworn in after winning re-election.

Following the swearing in ceremony, council elected Democrat Robin Schilling and Cornelius as council president and vice president, respectively. Schilling was first elected to council in 2023.

Council also reappointed Jeff Garton of Begley, Carlin & Mandio, LLP and Doug Rossino of Gilmore & Associates, Inc. as the borough's solicitor and engineer, respectively.

*The next Perkasie Borough Council meeting is on January 20 at 7 p.m. For more information, visit [perkasieborough.org](http://perkasieborough.org).*



Pierce Library Association  
c/o Charlie Baum  
612 Highland Drive  
Perkasie, PA 18944

December 30, 2025

Dear Mr. Baum,

The Bucks County Free Library would like to thank the Pierce Library Association (PLA) for all it has done over the years to ensure the residents of Perkasie have a vital community library. We are so appreciative of the PLA's assistance to negotiate the new lease agreement between BCFL and Perkasie Borough.

We have received your check in the amount of \$13,231.26 and are looking forward to pursuing several building projects at the Perkasie branch that will be partially funded by these remaining PLA funds.

Best wishes to you and all the members of the PLA. We look forward to continuing to serve the residents of Perkasie Borough and the surrounding areas for many years to come!

Sincerely,

A handwritten signature in black ink, appearing to read "Dana Barber", is written over a faint circular stamp.

Dana Barber  
Chief Executive Officer