

**MINUTES OF PERKASIE BOROUGH
COUNCIL MEETING
FEBRUARY 19, 2024**

620 West Chestnut Street
Perkasie, Pennsylvania

ATTENDANCE:

Council Members:

Scott Bomboy (absent)

Chuck Brooks

Kelly Laustsen

Steve Rose

Jim Ryder

Robin Schilling

Jeremy Wano

Dave Weaver

Dave Worthington

Youth Councilor:

Logan Wilcox

Mayor:

Jeff Hollenbach

Borough Manager:

Andrea L. Coaxum

Assistant Borough Manager:

Linda Reid

Finance Director:

Rebecca Deemer

Parks and Recreation Director:

Lauren Moll

Police Chief:

Robert Schurr

Electric Superintendent:

Harold Stone (absent)

Public Works Director:

Jeff Tulone (absent)

Borough Solicitor:

Jeff Garton, Esq.

Borough Engineer:

Douglas Rossino, P.E.

Council President Jim Ryder convened the meeting at 7:00 PM. Mayor Jeff Hollenbach introduced Pastor Philip Krey from St. Andrew's Lutheran Church, who gave an invocation that was followed by the Pledge of Allegiance.

PUBLIC FORUM

Nothing at this time.

PRESIDENT'S REMARKS

Nothing at this time.

APPROVAL OF MINUTES

Upon a motion by Rose, seconded by Brooks, Council unanimously approved the minutes from the Council meeting on January 16, 2024 and the Committee meeting on February 5, 2024.

CORRESPONDENCE AND REPORTS

Mayor's Report

Mayor Hollenbach expressed his appreciation to Councilwoman Laustsen for hosting Breakfast with a Cop last week and commented on what a wonderful event it was for the Community; he also thanked the Chief for bringing one of the officers over. The Mayor asked when the next event would be, and Councilwoman Laustsen informed Council that they are hoping to do another event sometime after school gets out, possibly at Dairy Queen, and call it Cone with a Cop.

Mayor Hollenbach also revisited his support of RAM Packs and announced that they are now serving 250 children a week, primarily to the elementary schools but also the middle schools and high school, and their expenses total approximately \$10,000/month. He thanked the Youth Councilor for mentioning RAM Packs in his last report, and thanked him for what he's doing for the Borough.

Council President Ryder asked if the Borough could use the sign at Lenape to advertise RAM Pack events to offer additional support, and the Borough Manager stated that the staff is working on a policy for allowing different types of advertising on the sign, and will ask for an update on that and see if we can bring it before Council for approval, which could allow RAM Packs to advertise on there as a non-profit organization.

Taxes Collected

Upon a motion by Weaver, seconded by Rose, Council unanimously accepted the report of taxes collected for the month of January, 2024.

Budget Status

Upon a motion by Brooks, seconded by Worthington, Council unanimously accepted the budget status report for the month of January, 2024.

Engineer's Report

The Borough Engineer gave an update on the 2024 Road Program and Concrete Program and also reported that the parking lot condition survey was completed in January and the assessment was provided to the Borough.

Upon a motion by Worthington, seconded by Brooks, Council unanimously accepted the Engineer's monthly report for the month of January, 2024.

Planning Commission Report

The Planning Commission will not be meeting in February.

Zoning Hearing Board Report

The Zoning Hearing Board will meet in February to review three applications. The Borough Manager gave an overview of the applications to Council.

Police Report

Upon a motion by Weaver, seconded by Brooks, Council unanimously accepted the Police Department report for the month of January, 2024.

Fire Department Report

Council reviewed the Fire Department reports for the month of January, 2024. The Fire Chief reported that the Department had 41 calls for the month of January, and they have 3 new applicants that are currently attending fire school who will be taking over 200 hours of classes to complete the first level of certification. The next Fire Company breakfast will be coming up in May.

Chief Trotter also asked about the barriers for Callowhill, and where the Borough stands on them, adding that the Fire Company had two rescues in the last rainstorm on both Callowhill and Blooming Glen Road; the second rescue was a result of someone moving barricades and attempting to drive through. The Chief stated that the only thing that will stop people from coming through flood waters on Callowhill is a gate, and stated that Perkasio is the one of the last towns in the area with flooding issues to do this and we really need to figure out how we're going to do it. The Borough Manager stated that we can freshen up the quotes and have also found a location that is relatively close by where there is an example of a gate that Council can go look at, adding that this is a larger span to go across than most areas, since Callowhill is pretty wide. Ms. Coaxum added that the staff is looking at whether we have enough room between the curb and the sidewalk to install one of these gates, and she will make sure they get the latest numbers together for Council to review at one of the next meetings. She stated that there had been talk about possibly putting ARPA funding towards that purchase, since the cost of the gates can be pretty significant, but that we can definitely consider it. Council President Ryder stated that we need to do more than consider it, since it is putting our guys at risk. The Borough Manager added that there should be consideration, especially at Callowhill, about the Borough also adding something on the sides of the gate to discourage people from even trying to drive around, perhaps a large boulder. President Ryder asked if people are being cited when they go around the barricades; Chief Schurr stated that a citation was issued with the last instance, and that the citations for driving around barricades can be substantial, in addition to the towing bill, and that the Department can definitely publicize how much the fines are, and what the consequences are for doing it. Councilwoman Schilling asked if there could be anything done from an engineering perspective to mitigate the area so it would flood less, and the Borough Manager reported that Council had previously authorized, as well as Sellersville Borough, to work together and hire the hydrologist from Gilmore & Associates to walk the waterways within Perkasio to note conditions of the waterways and provide recommendations on mitigation, and hopefully some of the streambank restoration recommended in the report will take place this summer. The Borough Manager went into more detail about other recommendations and potential mitigation methods mentioned in the report, adding that we can give the Borough Council members a copy of the report and talk about budgeting for future years. Councilwoman Schilling also asked about MS4, and the Borough Manager gave an overview about what MS4 measures the Borough has been working on. Chief Trotter informed Council that the people involved in the last two incidents were not Borough residents, adding that he thinks the Borough residents are aware of what not to do during the flooding, and that what the Borough has done with signage and foot markings has been helpful already, he is just looking to add upon what's there to prevent further issues.

PUBLIC WORKS COMMITTEE

Review of Superintendent's Report

The Committee reviewed and accepted the Public Works Superintendent's report for January, 2024. Councilman Rose thanked the Department for the great job they did in the last two snow storms.

PUBLIC UTILITY COMMITTEE

Review of Superintendent's Report

The Committee reviewed and accepted the Electric Superintendent's report for January, 2024. Councilman Weaver reported that he will be going this week with the Borough Manager and Electric Superintendent to take a look at the soundproof fencing around the generators so the Borough can get AMP to finish it.

PLANNING AND ZONING COMMITTEE

Code Enforcement Administrator Report

The Committee reviewed and accepted the Code Enforcement Administrator's monthly report for January, 2024.

PARKS AND RECREATION COMMITTEE

Parks and Recreation Director Report

The Committee reviewed and accepted the Parks and Recreation Director's report for the month of January, 2024. The Parks & Recreation Director reported that camp registrations have started for summer camps, and gave an overview of what's being offered, including some new camps. She gave an update on returning staff for the pool, and also provided a report on membership sales and payment plans that have been implemented.

Consider Reservation Request for Perkasio Garden Club

Upon a motion by Worthington, seconded by Rose, Council unanimously approved the reservation request from the Perkasio Garden Club for the use of Menlo Pavilions 1 & 2 for their annual plant swap on Sunday, May 19, 2024.

Consider Event Application – Perkiomen Watershed Conservancy Meltdown 5K

Upon a motion by Wano, seconded by Weaver, Council unanimously approved the event application from the Perkiomen Watershed Conservancy (PWC) for their Meltdown 5K on Sunday, March 10, 2024 from 8:00 am to 12:00 pm, contingent upon the PWC receiving the necessary permits from PennDOT to cross over Constitution Avenue.

PERSONNEL AND POLICY COMMITTEE

Council Vice-President Brooks thanked the Borough Manager and Assistant Borough Manager for their efforts in reviewing all of the applications for recently-filled positions and for all of their time and efforts spent on interviews as well.

Consider Hiring of Accounting & Municipal Permits Clerk

Upon a motion by Ryder, seconded by Wano, Council unanimously concurred with the Borough Manager’s decision to hire Arielle Crocus to the position of Accounting & Municipal Permits Clerk at a rate of \$21.63 per hour.

FINANCE COMMITTEE

Authorization to Pay Bills

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

Consider Request for Pavilion Rental Fee Waiver – Perkasio Garden Club

Upon a motion by Laustsen, seconded by Brooks, Council unanimously waived the pavilion rental fee for the Perkasio Garden Club’s plant swap on Sunday, May 19, 2024 at Menlo Pavilions 1 & 2.

Consider Donation Request – Fundraiser at RAM for Eagles Autism Foundation

Upon a motion by Schilling, seconded by Worthington, Council unanimously approved the donation of six daily passes to the Menlo Aquatics Center for the 2024 season for the Mothers Solving Puzzles fundraiser event at the RAM on April 18, 2024 to benefit the Eagles Autism Foundation.

Consider Resolution #2024-12 – Lease Agreement for New Copiers at Borough Hall

Upon a motion by Brooks, seconded by Schilling, Council unanimously approved Resolution #2024-12, a resolution of the Council of the Borough of Perkasio approving the Lease Agreement between the Borough of Perkasio and KDI Office Technology for the lease of the equipment identified in the lease agreement and authorizing the Borough Manager to execute the lease agreement on behalf of the Borough of Perkasio.

Consider Resolution #2024-13 – Maintenance Contract for New Copiers at Borough Hall

Upon a motion by Worthington, seconded by Rose, Council unanimously approved Resolution #2024-13, a resolution of the Council of the Borough of Perkasio approving the maintenance contract between the Borough of Perkasio and KDI Office Technology for the maintenance of the equipment identified in the maintenance contract, and authorizing the Borough Manager to execute the maintenance contract on behalf of the Borough of Perkasio.

ECONOMIC DEVELOPMENT COMMITTEE

Community Development Manager Report

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

Consider Event Application – Penridge Little League – Opening Day Parade

Upon a motion by Laustsen, seconded by Wano, Council unanimously approved the Penridge Little League Opening Day Parade on Saturday, April 13, 2024 from 10:00 am to 11:00 am. The approval also includes the use of Kulp Park baseball field.

The Assistant Borough Manager reported that the Borough was awarded a DCED planning grant for \$25,000 that will be used to hire a consultant and update the Economic Development section of the Borough’s Comprehensive Plan. Ms. Reid also gave an update on the planning for the upcoming Celtic Fest and the outdoor farmers market. She also reported on a meeting that she recently had with a gentlemen who was on the Borough’s 125th Anniversary committee, who has already started talking about the Borough’s 150th Anniversary, which will be in 2029. Ms. Reid also informed Council that she is interviewing 3 candidates for the Events Assistant position and should have a recommendation at the next meeting.

PUBLIC SAFETY COMMITTEE

Consider Resolution #2024-14 – PA ICAC Task Force Memorandum of Understanding

The Police Chief gave a detailed overview of the proposed Memorandum of Understanding and the reasoning behind it, and recommended that Council approve the MOU. Upon a motion by Schilling, seconded by Brooks, Council unanimously approved Resolution #2024-14, a resolution of the Council of the Borough of Perkasio approving a Memorandum of Understanding between the Perkasio Borough Police Department and the Delaware County District Attorney’s office related to the Internet Crimes Against Children Task Force, and authorizing the signature of the Borough Council President on the Memorandum of Understanding on behalf of the Perkasio Borough Police Department.

Chief Schurr thanked Mayor Hollenbach and Councilwoman Laustsen for Coffee with a Cop on Friday, adding how enjoyable the events are and that they give the Department a great opportunity to interact with the children and the community. The Chief reported that residents now have the opportunity to enter their contact information and a description their pet, including a photo, to the Department’s Crime Watch page, in the event that their pet wanders off or goes missing. He added that 50-60 pets have already been registered since the Department launched this last week, and also informed Council that the Department received a donation six months ago from M&S Oil of a chip scanner for pets.

HISTORICAL COMMITTEE

Consider Award of RFQ 2023-1 – FEMA Grant Administration Services for Perkasio Covered Timber Bridge Project

The Borough Manager provided an overview of the RFQ process for this item. Councilman Worthington informed Council that the Historical Committee met and reviewed the documents received from both companies and they are in agreement with the recommendation. Upon a motion by Worthington, seconded by Brooks, Council unanimously awarded RFQ 2023-1 to Acurance, LLC for FEMA grant administration services for the Perkasio Covered Timber Bridge project.

Update on Perkasio Pride Awards

Mayor Hollenbach gave an overview on the history of the Perkasio Pride Awards and the criteria for the awards. Eighty-five awards have been given out over the years, and the program has been paused since Covid. The Mayor and the Historical Committee met recently and would like to restart the program, with an emphasis on the Borough's heritage, so their recommendation would be to rename the awards from Perkasio Pride Awards to Perkasio Heritage Awards to reflect that significance. Two awards would be issued per ward to homes or businesses – a historical significance award, selected by the Historical Committee, and a beautification award, selected by Council. Nominations will be open to the public. The Mayor and Historical Committee would also like to establish a Jim Purcell Lifetime Achievement Award to recognize an individual or group who has made significant impact on the community.

Councilwoman Laustsen stated that she did a little bit of research on this today since she was unfamiliar with how long the Perkasio Pride Award process has been going on, and was very interested to find that it has been going on for the past thirty-one years, which has its own perspective and tradition to it. Ms. Laustsen stated that this is a very significant award for eighty-five homes to receive over thirty-one years, and feels that if the Borough changed the name of the award, it might be confusing to some, and that the name Perkasio Heritage sounds a lot different from Perkasio Pride. Ms. Laustsen added that, while she does love adding in a historical component along with a beautification component, if she were to see an application for a Perkasio Heritage award, she might think it would only apply to historic homes, whereas a Perkasio Pride award sounds more inclusive for both the beautification and the historic aspects. Ms. Laustsen also feels that past award recipients have a sense of pride from winning the Pride award, so to continue on with that tradition would be pretty significant, adding that the current award name is great, and everything that the Historical Committee has put together as far as putting all of the criteria into place is great to have a strong foundation, but maybe we could have another discussion going forward.

Councilwoman Schilling asked if the timing of this award is to coincide with Perkasio's birthday. Mayor Hollenbach stated that the Committee has considered the possibility of incorporating the awards into a birthday party, and adding that the awards have also been given out at Community Day. Council President Ryder stated that he thought there was better attendance giving the awards out at Community Day where there is a larger turnout, rather than at a Council meeting.

Councilwoman Schilling stated that's a great idea, and added that a Perkasio Heritage award from a Historical Committee perspective makes a lot of sense, but for a newcomer or someone who isn't quite as fascinated with history, Perkasio Pride says that someone is proud of their community and has a motivating impact. She added that it would be nice to keep both aspects, where it inspires people to love their community and do well and also take pride, so she thinks it would be nice to keep Perkasio Pride in it as well.

Council President Ryder suggested that Council table this item to give Council more time to get a better bearing on what the group would like to do. Upon a motion by Rose, seconded by Weaver, Council unanimously voted to table this discussion to a future meeting.

REPORT FROM YOUTH COUNCILOR

Youth Councilor Logan Wilcox reported that the contracts for Pennridge teachers had not been updated in seven years, making them on average the lowest paid teachers in Bucks County, so the teachers had been asking for a 5% increase per year, and the Board was proposing 2%. At the last Board meeting, the contract was approved with a 3.5% increase, which results in \$6 million more in expenditures for the school, which even a maximum real estate tax increase will not cover, so the School Board will discuss this further at their next meeting.

OTHER NEW BUSINESS

Councilwoman Schilling stated that she recently went to the PSAB training for new Council members and it was amazing; she thanked Council for offering that and appreciates that the Borough supports it, adding that it made her very thankful for the team we have of the Council President, Mayor and Borough Manager, and all of Council; it seems that our team is doing very well, compared to some of the stories she heard. Council President Ryder added that when you go to trainings you realize we have a good team that has the right priorities and right agenda, and we're very lucky.

PUBLIC FORUM

Nothing at this time.

PRESS FORUM

Nothing at this time.

ADJOURNMENT

The meeting adjourned at 8:03 PM.



Andrea L. Coaxum
Borough Manager/Secretary