

**MINUTES OF PERKASIE BOROUGH
COUNCIL MEETING
DECEMBER 18, 2023**

620 West Chestnut Street
Perkasie, Pennsylvania

ATTENDANCE:

Council Members:

Scott Bomboy
Chuck Brooks
Randy Faulkner
Greg Martin
Steve Rose
Jim Ryder
Dave Weaver
Dave Worthington

Youth Councilor:

Robin Reid

Mayor:

Jeff Hollenbach

Borough Manager:

Andrea L. Coaxum

Finance Director:

Rebecca Deemer

Parks and Recreation Director:

Lauren Moll

Community Development Manager:

Linda Reid

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 7:01 PM. Mayor Hollenbach gave an invocation followed by the Pledge of Allegiance.

The Mayor and all of the Council members recognized former Councilman Jim Purcell, who recently passed away. They shared fond memories and stories about Jim, and acknowledged his years of service and extensive knowledge of the Borough and its history.

The Council President then asked Mr. Justin Purcell, Jim's son, to come forward. The Mayor presented him with a Proclamation of Service from Representative Shelby Labs' office, and a Proclamation that the Borough received from the United States Capitol, where a flag is being flown at half-staff in his honor. When the Borough receives the flag from the Capitol, it will be flown at Borough Hall.

Mr. Ryder then thanked Councilmen Randy Faulkner and Greg Martin for their service to Council and their willingness to serve the community. He then also welcomed new Council members Kelly Laustsen and Jeremy Wano who were in attendance that evening, and also Robin Schilling, who he has spoken to recently. He thanked them all for getting involved and encouraged them to reach out with any questions.

PUBLIC FORUM

Charles Schmell, owner of Labelcraft Press located at 304 South Fourth Street, approached Council and stated that it has been two months since he brought his concerns to Council, and he has not been contacted by anyone from the Borough. He also informed Council that his leaves could not be picked up because of a construction trailer from the Spruce St. project that was blocking them. Mr. Ryder told Mr. Schmell that Council will discuss his concerns with the Borough Manager and staff.

PUBLIC HEARING – DRAFT ORDINANCE TO SET 2024 ELECTRIC RATES

A Public Hearing was held to consider adopting an ordinance that would further amend Chapter 85 of the Code of Ordinances of the Borough of Perkasié, titled “Electric Service” being Ordinance 546, enacted April 9, 1984. The ordinance was advertised appropriately and the Solicitor gave an overview of the ordinance.

Mr. Schmell approached Council and asked if they would reconsider implementing the rate increase for businesses, and expressed his concerns about businesses recently leaving the Borough. Mr. Ryder clarified that the rate increase is for residential customers only, not businesses. Upon a motion by Bomboy, seconded by Rose, the Public Hearing was closed.

PUBLIC HEARING – DRAFT ORDINANCE TO ENACT A VOLUNTEER TAX REBATE PROGRAM

A Public Hearing was held to consider adopting an ordinance that would enact a tax rebate program for volunteer members of fire companies or non-profit emergency medical service agencies and establish administrative procedures and appeals. The ordinance was advertised appropriately and the Solicitor gave an overview of the ordinance.

There were no comments from the public. Upon a motion by Rose, seconded by Weaver, the public hearing was closed.

PRESIDENT'S REMARKS

Council President Ryder commented that he had a great time at recent the Fire Company breakfast, and that Grinchmas was a great event as well.

APPROVAL OF MINUTES

Upon a motion by Martin, seconded by Rose, Council unanimously approved the minutes from the Council meeting on November 20, 2023 and the Committee meeting on December 4, 2023.

CORRESPONDENCE AND REPORTS

Taxes Collected

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

Mayor's Report

Mayor Hollenbach spoke about the wonderful holiday events that have been happening in the

Borough over the past couple of weeks. He then thanked everyone who makes this community run so well, and wished everyone a Merry Christmas.

Budget Status

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

Engineer's Report

The Engineer informed Council the Perkasio Woods development has entered the 18-month maintenance period, and that Mavis Tire has officially opened.

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

Planning Commission Report

Council reviewed the annual Planning Commission Report for 2023.

Zoning Hearing Board Report

The Zoning Hearing Board did not meet in November.

Police Report

Upon a motion by Rose, seconded by Martin, Council unanimously accepted the Police Department report for the month of November, 2023.

Fire Department Report

Council reviewed the Fire Department reports for the month of November, 2023. The Fire Chief then reported that there were 530 people in attendance at the recent Fire Company breakfast on December 17th, and added that 2023 has been one of the Fire Company's busiest years yet with calls; as of 2 weeks ago, the total number of calls was at 371, and there have been 17 calls this month so far.

NEW BUSINESS:

PUBLIC WORKS COMMITTEE

Review of Superintendent's Report

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

PUBLIC UTILITY COMMITTEE

Review of Superintendent's Report

The Committee reviewed and accepted the Electric Superintendent’s report for November, 2023.

PLANNING AND ZONING COMMITTEE

Code Enforcement Officer Report

The Committee reviewed and accepted the Code Enforcement Officer’s monthly report for November, 2023.

Consider Dedication of Cedar Ridge Estates

Upon a motion by Faulkner, seconded by Martin, Council unanimously authorized the Solicitor to prepare a resolution to accept the public improvements contained in the subdivision known as Cedar Ridge and establish conditions precedent to the acceptance of dedication of those improvements.

Consider Park Avenue Improvements Project – Easement Agreements

Upon a motion by Brooks, seconded by Rose, Council unanimously authorized the Borough Manager to effectuate what’s necessary to acquire the easements including any side letters to confirm construction understandings.

Upon a motion by Brooks, seconded by Martin, Council unanimously authorized the Council President and Borough Manager to sign the easement agreements for the Park Avenue Improvements Project shown on the list prepared by Gilmore & Associates, Inc., dated December 15, 2023.

PARKS AND RECREATION COMMITTEE

Parks and Recreation Director Report

The Committee reviewed and accepted the Parks and Recreation Director’s report for the month of November, 2023.

PERSONNEL AND POLICY COMMITTEE

Consider Resolution #2023-58 – Council Meeting Schedule for 2024

Upon a motion by Rose, seconded by Weaver, Council unanimously approved Resolution #2023-58, a resolution of Perkasio Borough Council that sets the Council meeting date schedule for 2024.

Review Appointments to Boards & Commissions for 2024

Council reviewed the list of vacancies to date for the various Boards and Commissions. The Borough will continue to accept applications until the second meeting in January.

Consider Hiring of Events Assistant

Upon a motion by Martin, seconded by Weaver, Council unanimously concurred with the Borough Manager's decision to hire Sheila Hercek to the position of part-time Events Assistant at a rate of \$21.00 per hour, starting January 2, 2024. A performance-based increase will be considered for Sheila in January of 2025, subject to meeting certain performance goals during her first year.

Police Contract for 2024-2026

Upon a motion by Brooks, seconded by Martin, Council unanimously tabled discussions on the Police Contract for 2024-2026.

FINANCE COMMITTEE

Authorization to Pay Bills

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

Consider Resolution #2023-61 – Approve 2024 Budget

Upon a motion by Faulkner, seconded by Weaver, Council unanimously approved Resolution #2023-61 and adopted the 2024 budget.

Consider Resolution #2023-62 – Setting the Tax Rate for 2024

Upon a motion by Faulkner, seconded by Martin, Council unanimously approved Resolution #2023-59, a resolution of Perkasio Borough Council establishing the tax rate for the year 2024.

Consider Resolution #2023-59 – Salary & Wage Schedule for 2024

Upon a motion by Martin, seconded by Weaver, Council unanimously approved Resolution #2023-59, a resolution amending the wage schedule for Perkasio Borough employees for the fiscal year 2024.

Consider Resolution #2023-60 – Consolidated Fee Schedule for 2024

Upon a motion by Weaver, seconded by Martin, Council unanimously approved Resolution #2023-60, a resolution of Perkasio Borough Council that establishes the consolidated fee schedule for 2024.

Consider Resolution #2023-63 – Spruce Street Apartments – Escrow Release #2

Upon a motion by Brooks, seconded by Martin, Council unanimously approved Resolution #2023-63, a resolution of the Perkasio Borough Council authorizing a reduction in the escrow for the

Spruce Street Apartments project as approved by Gilmore & Associates, Inc., in the amount of \$18,810.00 to reduce the total escrow to \$473,032.03, and authorizing the signature of the Borough Manager on the escrow reduction.

Consider Resolution #2023-64 – Spruce Street Townhouses – Escrow Release #3

Upon a motion by Faulkner, seconded by Martin, Council unanimously approved Resolution #2023-64, a resolution of the Perkasio Borough Council authorizing a reduction in the escrow for the Spruce Street Townhouses project as approved by Gilmore & Associates, Inc., in the amount of \$41,149.62 to reduce the total escrow to \$182,467.84, and authorizing the signature of the Borough Manager on the escrow reduction.

Consider Ordinance to Set 2024 Electric Rates

Upon a motion by Martin, seconded by Weaver, Council unanimously adopted 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 Ordinance for Volunteer Tax Rebate Program

Upon a motion by Worthington, seconded by Weaver, Council unanimously adopted an ordinance of the Borough of Perkasio, Commonwealth of Pennsylvania, enacting a tax rebate program for volunteer members of fire companies or non-profit emergency medical service agencies; and establishing administrative procedures and appeals.

ECONOMIC DEVELOPMENT COMMITTEE

Community Development Manager Report

The Committee reviewed and accepted the Community Development Manager’s report dated December 13, 2023.

PUBLIC SAFETY COMMITTEE

Consider Resolution #2023-65 – Supporting the Civilian Community Relations Program with Bedminster Township

Upon a motion by Martin, seconded by Weaver, Council unanimously approved Resolution #2023-65, a resolution that supports the expansion of the Bedminster Township Community Relations Program into Perkasio Borough and accepts PCCD grant funding, passed through Bedminster Township, for the program.

HISTORICAL COMMITTEE

Consider Request for Qualifications – Perkasio Covered Timber Bridge Project

Upon a motion by Bomboy, seconded by Martin, Council unanimously approved the Request for Qualifications for the administration of a FEMA Program award for the Perkasio Covered Timber

Bridge Project.

OTHER NEW BUSINESS

Nothing at this time.

REPORT FROM YOUTH COUNCILOR

Logan Wilcox reported that Pennridge High School girls wrestling team was established in September as the 100th sanctioned girls wrestling team in the state for PIAA, and the first official women's wrestling match in Pennsylvania was held on December 7th.

PUBLIC FORUM

Mr. Schmell re-approached Council and asked about the Spruce Street Townhouses and the monitoring wells that were covered up; he asked if they were no longer being used, and the Engineer confirmed that many of them have been decommissioned by PA DEP.

PRESS FORUM

Nothing at this time.

Councilmen Randy Faulkner and Greg Martin both told the members of Council that it has been a pleasure and honor serving with them and thanked them for the opportunity. Mr. Ryder stated that it has been a pleasure serving with them both and that he knows they will still be involved in the community.

ADJOURNMENT

The meeting adjourned at 7:50 PM.



Andrea L. Coaxum
Borough Manager/Secretary