

**MINUTES OF PERKASIE BOROUGH COUNCIL RE-ORGANIZATION  
AND COMMITTEES MEETING  
JANUARY 2, 2024**

620 West Chestnut Street  
Perkasie, Pennsylvania

ATTENDANCE:

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

**RE-ORGANIZATION MEETING**

Mayor Jeff Hollenbach convened the meeting at 7:00 PM.

**OATHS OF OFFICE & PRESENTATION OF CERTIFICATES OF ELECTION**

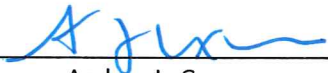
Mayor Hollenbach administered the Oaths of Office and presented Certificates of Election to Kelly Laustsen, Robin Schilling, Jeremy Wano and Dave Weaver.

**ELECTION OF OFFICERS**

Mayor Hollenbach opened the floor for nominations for Borough Council President. Chuck Brooks nominated Jim Ryder, which was seconded by Steve Rose. Nominations were closed. Jim Ryder was re-elected to the position of Council President.

The Mayor then opened the floor for nominations for Vice-President. Scott Bomboy nominated Chuck Brooks, which was seconded by Dave Worthington. Nominations were closed. Chuck Brooks was elected to the position of Council Vice-President.

The meeting adjourned at 7:07 PM.

  
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Andrea L. Coaxum  
Borough Manager/Secretary

**MINUTES OF PERKASIE BOROUGH  
COUNCIL COMMITTEES MEETING  
JANUARY 2, 2024**

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Perkasie, Pennsylvania

**ATTENDANCE:**

Council Member:

Scott Bomboy  
Chuck Brooks  
Kelly Laustsen  
Steve Rose  
Jim Ryder  
Robin Schilling  
Jeremy Wano  
Dave Weaver  
Dave Worthington  
Logan Wilcox (Absent)  
Jeff Hollenbach  
Andrea L. Coaxum  
Rebecca Deemer  
Lauren Moll  
Linda Reid  
Robert Schurr  
Harold Stone  
Jeff Tulone  
Brendan Callahan, Esq.  
Doug Rossino, P.E.

Youth Councilor:

Mayor:

Borough Manager:

Finance Director:

Parks and Recreation Director:

Community Development Manager:

Police Chief:

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Borough Engineer:

Borough Council President Ryder convened the meeting at 7:08 PM. Mayor Hollenbach then gave an invocation, which was followed by the Pledge of Allegiance.

**PUBLIC FORUM**

Nothing at this time.

**PRESIDENT'S REMARKS**

Council President Ryder thanked Council for their confidence in re-electing him as President and welcomed Kelly Laustsen, Robin Schilling and Jeremy Wano to Borough Council.

**PUBLIC WORKS COMMITTEE**

**Consider Road Program for 2024**

The Engineer gave Council an overview of the 2024 Road Program and provided an explanation as to how the Borough determines which roads go into the program and what factors are taken into

consideration when assessing the roads for the Program.

Upon a motion by Rose, seconded by Bomboy, Council unanimously approved the 2024 Road Program, as presented.

## **PUBLIC UTILITY COMMITTEE**

### Perkasie Wholesale Power Cost Summary

The Committee reviewed Perkasie's November 2023 Wholesale Power Cost Summary report provided by GDS Associates.

## **PLANNING AND ZONING COMMITTEE**

### Consider Resolution #2024-1 – Dedication of Cedar Ridge Estates

Upon a motion by Weaver, seconded by Rose, Council unanimously approved Resolution #2024-1, a resolution of the Borough Council of Perkasie Borough accepting the dedication of certain public improvements contained in the subdivision known as Cedar Ridge, and further establishing conditions precedent to the acceptance of dedication of those improvements.

### Consider Request for Qualifications – Third-Party Inspection Services

Upon a motion by Bomboy, seconded by Worthington, Council unanimously authorized the Borough Manager to issue a Request for Proposals for building code inspection and related services.

## **PARKS AND RECREATION COMMITTEE**

There was no business to come before the Parks & Recreation Committee.

## **PERSONNEL AND POLICY COMMITTEE**

### Consider Hiring of Accounting & Municipal Permits Clerk

Upon a motion by Weaver, seconded by Rose, Council unanimously concurred with the Borough Manager's decision to hire Tracy Pakenas to the position of Accounting & Municipal Permits Clerk at a rate of \$21.63 per hour, starting January 15, 2024.

### Consider Promotion to Assistant Manager

Upon a motion by Brooks, seconded by Rose, Council unanimously approved the promotion of Linda Reid to Assistant Borough Manager effective January 3, 2024. A performance-based increase will be considered for Linda in January of 2025, subject to meeting certain performance goals during her first year as Assistant Borough Manager.

**FINANCE COMMITTEE**

Consider Resolution #2024-2 – Cedar Ridge Escrow Release #15

Upon a motion by Worthington, seconded by Schilling, Council unanimously approved Resolution #2024-2, a resolution of the Perkasio Borough Council authorizing a reduction in the escrow for the Cedar Ridge project as approved by Gilmore & Associates, Inc., in the amount of \$7,551.90 to reduce the total escrow to \$102,844.62, and authorizing the signature of the Borough Manager on the escrow reduction.

Consider Recycling Contract Extension – Hough Associates

Upon a motion by Worthington, seconded by Weaver, Council unanimously approved an updated agreement with Hough Associates to collect residential and commercial recycling data for 2023, 2024 and 2025 and prepare the Pennsylvania Department of Environmental Protection 904 Recycling grant application for Perkasio Borough.

**ECONOMIC DEVELOPMENT COMMITTEE**

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

**PUBLIC SAFETY COMMITTEE**

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

**HISTORICAL COMMITTEE**

There was no business to come before the Historical Committee.

**REPORT FROM YOUTH COUNCILOR**

The Youth Councilor was not present at the meeting.

**OTHER BUSINESS**

Nothing at this time.

**PUBLIC FORUM**

Linda Reid, who was promoted earlier in the evening to Assistant Borough Manager, approached Council and expressed how happy she is to live and work in the Borough. Ms. Reid thanked Council for her promotion and acknowledged their role and support in the promotions she has received while working at the Borough, adding how honored she is to have this new role. She also recognized her coworkers, and lastly thanked the Borough Manager for her leadership and commitment to Linda's personal and professional growth in her roles with the Borough. Ms. Reid closed by thanking everyone for their support.

**PRESS FORUM**

Nothing at this time.

**ADJOURNMENT**

The meeting adjourned at 7:40 PM.

A handwritten signature in blue ink, appearing to read 'A. Coaxum', is written over a horizontal black line.

Andrea L. Coaxum  
Borough Manager/Secretary