

**MINUTES OF PERKASIE BOROUGH
COUNCIL MEETING
JULY 15, 2024**

620 West Chestnut Street
Perkasie, Pennsylvania

ATTENDANCE:

Council Members:

Scott Bomboy
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 (absent)

Parks and Recreation Director:

Lauren Moll

Police Chief:

Robert Schurr

Electric Superintendent:

Harold Stone

Public Works Director:

Jeff Tulone

Borough Solicitor:

Jeffrey Garton, Esq.

Borough Engineer:

Douglas Rossino, P.E.

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

PUBLIC FORUM

Michelle Kuremsky from 16 Tower Circle and Andrea Mancaruso from 113 Valley View Lane appeared before Council to discuss the Borough's generators on Ridge Road. Ms. Mancaruso thanked Council for the opportunity to discuss this matter, and thanked the Borough Manager for responding to all of her e-mails and phone calls. Both she and Ms. Kuremsky expressed detailed concerns about the generators, and how they are affecting the quality of life for those in the noise path, adding that their children come in from playing outside when the generators start up, and they can feel vibration from them in their homes. They also indicated that the generators turn on at 9:00 am and run until 6:00 pm. Ms. Mancaruso stated that the residents know that there's a plan being reviewed and, that, if there is a presentation for remediation, they understand that it would need be approved by Council, but they are simply requesting an update and whether this can be expedited.

The Borough Manager stated that a sound survey was done in March of last year with a certified decibel meter so the Borough could try to get a glimpse of what things sounded like between seasons when there wasn't full leaf growth. The study did show that the generators at the property

line with East Rockhill Township are not violating the Township's noise ordinance. Ms. Coaxum stated that if anyone would like to see that information she can provide it at another time.

Ms. Coaxum informed Council that staff has been working with AMP and there is money left in the budget to do some additional sound buffering, if Council wishes. A natural first step would be adding some arborvitae trees on the Borough's property; there is existing woodland on the property, however, there are also some stormwater facilities which need to stay in place that might make it a bit difficult, but the Borough did find an area where they could put the arborvitae where they could mature and provide additional buffering between the generators and neighboring properties. The original thought was to possibly put a fence up around the property, but that would require the removal of woodlands on the property, and the Borough would also not want to disturb the drainage swale that runs along the property line. Ms. Coaxum reiterated that a good first step would be to plant arborvitae since they grow quickly, and they could be planted in the fall or in the spring.

Council President Ryder asked if the Borough has reports when the generators run, adding that he wasn't aware that they were running overnight. Ms. Coaxum explained that back in December of 2022 at Christmas time, there was a 7-day span where temperatures got extremely cold and all generators were required to run for 24-hours straight, or the generators could be penalized. She added that the reports the Borough has been receiving from AMP indicate that the generators are running between 2:00 pm and 6:00 pm.

Ms. Mancaruso and Ms. Kuremsky extended an open invitation to the Council members to come up to their properties and listen to what they are experiencing. Mr. Ryder encouraged Council to go up to the area to listen between 2:00 pm and 6:00 pm, and thanked Ms. Mancaruso and Ms. Kuremsky for their time.

PROCLAMATION: NATIONAL NIGHT OUT

Mayor Hollenbach expressed his deep appreciation for the Police Department and Fire Department, then read a Proclamation establishing August 6, 2024 as National Night Out in Perkasio Borough. Chief Schurr encouraged everyone to attend the event.

PRESIDENT'S REMARKS

Council President Ryder thanked everyone involved with Community Day, adding it was a fun event with a lot of camaraderie.

APPROVAL OF MINUTES

Upon a motion by Ryder, seconded by Weaver, Council unanimously approved the minutes from the Council meeting on June 17, 2024.

CORRESPONDENCE AND REPORTS

Mayor's Report

Mayor Hollenbach thanked everyone involved for making Community Day a great event and thanked the Perkasio Rotary for the amazing job they did. He also recognized the different

departments who participated in the cornhole tournament that day. The Mayor then shared remarks on the first annual Jim Purcell Memorial awards that he presented to Larry Nacarella and the Historical Society that evening at the Amphitheater.

Taxes Collected

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

Budget Status

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

Engineer's Report

The Engineer reported that the 2024 Concrete Program was completed as of last week, and the 2024 Road Program should start next week.

Councilman Weaver asked about the water line work being done on Ninth Street, and if that's on the Borough's radar. Mr. Rossino reported that he and the Borough Manager met with the Manager at Perkasie Regional Authority to discuss this work.

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

Planning Commission Report

The Planning Commission will not meet in July.

Zoning Hearing Board Report

Council reviewed an application that the Zoning Hearing Board will review at their July meeting, and also reviewed a ZHB decision recently issued for a variance at 135 South Main Street.

Police Report

Councilwoman Schilling asked the Police Chief for clarification on the arrests listed in the month report for Perkasie Borough Ordinance. Chief Schurr explained that ordinance arrests are made any time there is a violation of a Borough ordinance; they are summary offenses, punishable by fines, and are non-criminal offenses. Ms. Schilling further asked if the fines also include imprisonment, and Chief Schurr confirmed that a summary offense could be punishable by a fine of up to 90 days imprisonment, but he has only seen one instance in his 34 years of police work where a magisterial district judge ordered someone to serve prison time for a summary offense.

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

Fire Department Report

The Fire Chief reported that the carnival was a great success, and was the highest attended so far. Council reviewed the Fire Department reports for the month of June, 2024.

PUBLIC WORKS COMMITTEE

Review of Superintendent's Report

The Committee reviewed and accepted the Public Works Superintendent's report for June, 2024.

Discuss W. Blooming Glen Drive Traffic Calming Exhibit

Upon a motion by Weaver, seconded by Rose, Council unanimously authorized the Solicitor to draft an ordinance adding the No Parking zones as illustrated on the West Blooming Glen Drive traffic calming plans by Gilmore & Associates, Inc. dated May 22, 2024 and June 7, 2024, and to advertise a public hearing at a future meeting.

PUBLIC UTILITY COMMITTEE

Review of Superintendent's Report

The Committee reviewed and accepted the Electric Superintendent's report for June, 2024.

Perkasie Wholesale Power Cost Summary

The Committee reviewed Perkasie's May 2024 Wholesale Power Cost Summary report provided by GDS Associates.

Consider Amending 2024 Budget for Meter Expenditure

Upon a motion by Brooks, seconded by Rose, Council unanimously amended the 2024 Budget to allow for the purchase of an additional \$21,000 of meters.

Consider Authorization to Order 2025 Electric Meters

Upon a motion by Rose, seconded by Brooks, Council unanimously authorized the purchase of meters for the 2025 Budget for a cost not to exceed \$160,000.

Consider AMP Cyber Security Agreement

Upon a motion by Worthington, seconded by Brooks, Council unanimously approved the Master Services Agreement for cyber security services between AMP and Perkasie Borough and the use of \$7,000 out of the Act 1 prize money for the cyber security services being provided, and authorized the Council President to execute the Agreement on behalf of the Borough.

PLANNING AND ZONING COMMITTEE

Code Enforcement Administrator Report

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

Consider Authorization to Advertise Ordinance Amending Chapter 101 of Code of Ordinances – Transient Retail Businesses

Upon a motion by Laustsen, seconded by Rose, Council unanimously authorized the Solicitor to advertise a public hearing to adopt an ordinance amending Chapter 101 of the Perkasio Borough Code of Ordinances, which pertains to transient retail businesses.

PARKS AND RECREATION COMMITTEE

Parks and Recreation Director Report

The Parks & Recreation Director informed Council that the pool has been busy since it opened full-hours in June. Ms. Moll added that there was a good turnout for camps in June, and reported on other camps coming up throughout the summer. Ms. Moll also informed Council that The Spine at Lenape Park opened during Community Day, and the Skate Park Committee is currently working on some upcoming programs to have at the Skate Park.

The Committee reviewed and accepted the Parks and Recreation Director's report for the month of June, 2024.

Consider Use of Lenape Park After Dusk for Movie Night

Upon a motion by Schilling, seconded by Rose, Council unanimously approved the use of Lenape Park and the Amphitheater after dusk on Friday, July 26, 2024 for a free community movie in the park.

Consider Reservation Request – Morales Family

Upon a motion by Brooks, seconded by Laustsen, Council unanimously approved the request from the Morales family to use the Lions Pavilion at Menlo Park for a 1st birthday party on Sunday, August 25, 2024 from 1:00 pm to 5:00 pm.

Continued Discussion of Community Garden

After some continued discussion from last month's meeting, upon a motion by Brooks, seconded by Rose, Council unanimously authorized the Borough Manager to obtain an appraisal of the Community Garden parcel.

PERSONNEL AND POLICY COMMITTEE

Consider Approval of Menlo Staff Changes

Upon a motion by Brooks, seconded by Weaver, Council unanimously approved the requested staff changes at Menlo Aquatics Center, at the pay rates from the updated fee schedule for 2024.

Discuss Special Events Ordinance

Council President Ryder asked the Council members if they had any points they wanted to discuss from the draft ordinance, adding that a lot of work has been put into it and that this has been developed to protect the Borough and maintain the Borough's ability to manage events.

Councilman Bomboy informed Council that the Borough instituted a permitting policy after the pool party at Menlo Aquatics Center in 2013. He added that the policy was essentially the event form, then also referenced State College and some municipalities who have adopted a special events ordinance so they could have more in place than just an event form.

Vice-President Brooks stated that he had asked the Borough Manager and Assistant Borough Manager to take a look at the different events ordinances available in the community, adding that he has worked with them on drafting an ordinance that he believes now gives a clear understanding of not only what the Borough is requesting on the application, but also gives an understanding to organizations of how the Borough manages its processes on running events, which the Borough has not had in writing. He stated that the ordinance is not final, and he is seeking more feedback from Council, but that he stands behind the document, adding that it clearly explains what the Borough expects to hold a function in the Borough. Mr. Brooks thanked those on Council who have reached out to him with their input, and thanked Ms. Reid and Ms. Coaxum for the time that they have spent working on this.

Councilwoman Laustsen suggested that the Borough fees (electric, trash, barricades, crossing guards, police fees, no parking signs) be attached to the last page of the event permit application, and that a member of Council and the Public Safety Committee be involved in the review process of the application with the department heads.

Councilwoman Schilling thanked the Borough Manager and Assistant Borough Manager for putting all of this together. Ms. Schilling suggested that the staff forward the event application to the Council President, the Chair of the Economic Development Committee and the Chair of the Public Safety Committee when it is received so that everyone will be aware of when an application is first submitted, and she also suggested that Council be consulted in the review process. Regarding the block party portion of the application, where it states that there be no block parties on Sundays, only one block party per day, and no block party permits be issued on the same day as a Borough-approved special event, Ms. Schilling suggested perhaps that decision be left to the Police Chief to make, and that a Sunday is a reasonable day to have an event, so that people could prepare for it on a Saturday. She further suggested that the number for an assembly be raised from 25 to 50.

Councilman Bomboy stated that the Borough needs to include the PennDOT requirements in the ordinance, since they require three weeks' notice from municipalities when a state road will be involved in an event.

Councilwoman Schilling also asked about the penalties section of the ordinance, and the reference of imprisonment for up to 30 days in default of payment, further asking why that was chosen rather than adding an administrative fee to the permit fees. The Borough Manager explained

that the penalties are standard in the Borough's Code of Ordinances.

Councilman Bomboy thanked the staff for all of their work on the ordinance.

Upon a motion by Ryder, seconded by Rose, Council unanimously tabled the discussion on the special events ordinance until the next meeting.

Discuss Non-Disclosure Agreement for Cyber Security Assistance

Upon a motion by Weaver, seconded by Laustsen, Council unanimously authorized the Solicitor to prepare a non-disclosure agreement between Perkasio Borough and Greg Martin.

FINANCE COMMITTEE

Authorization to Pay Bills

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

Consider Resolution #2024-43 – 518 Lombard Street – Final Escrow Release

Upon a motion by Brooks, seconded by Worthington, Council unanimously approved Resolution #2024-43, a resolution of the Perkasio Borough Council authorizing the release and close out of the grading escrow in the amount of \$1,041.42 for the 518 Lombard Street pool project and authorizing the Borough Manager to release the grading escrow to the applicant and close out the account.

Consider Resolution #2024-44 – 617 W. Blooming Glen Drive – Final Escrow Release

Upon a motion by Worthington, seconded by Weaver, Council unanimously approved Resolution #2024-44, a resolution of the Perkasio Borough Council authorizing the release and close out of the grading escrow in the amount of \$972.88 for the 617 W. Blooming Glen Drive pool project and authorizing the Borough Manager to release the grading escrow to the applicant and close out the account.

Consider Resolution #2024-45 – Third-Party Credit Card Processing

Upon a motion by Bomboy, seconded by Schilling, Council unanimously approved Resolution #2024-45, a resolution of the Council of the Borough of Perkasio approving the Merchant Agreement with NAMSCORP D/B/A Clearant, LLC for third-party credit card processing and related documents, and authorizing the Borough Manager and/or the Perkasio Borough Council President to execute the contract on behalf of the Borough of Perkasio.

Consider Resolution #2024-46 – Nyce Minor Subdivision – Final Escrow Release

Upon a motion by Schilling, seconded by Rose, Council unanimously approved Resolution #2024-46, a resolution of the Perkasio Borough Council authorizing a reduction in the escrow for the Nyce Minor subdivision as approved by Gilmore & Associates, Inc., in the amount of \$18,360.00 to

reduce the total escrow to \$3,240.00, with Perkasio Borough holding the \$3,240.00 for the 18-month maintenance bond and refunding the developer \$18,360.00 less any outstanding professional fees, and authorizing the signature of the Borough Manager on the escrow reduction.

Consider Partnership with Perkasio Town Improvement Association (PTIA) – SEPTA Freight Car Mural Project

Upon a motion by Worthington, seconded by Weaver, Council unanimously authorized the partnership between PTIA and the Borough to install a mural at the Freight Station.

Consider Memorandum of Understanding – Perkasio Rotary

Upon a motion by Schilling, seconded by Laustsen, Council unanimously authorized the Borough Council President to sign the MOU between Perkasio Borough and the Perkasio Rotary Club for the Under the Stars Car Show on Saturday, August 17, 2024.

ECONOMIC DEVELOPMENT COMMITTEE

Community Development Manager Report

The Assistant Borough Manager informed Council that Walnut Street Pottery received a special exception for their home-based business and roadside stand, Cannon Chiropractic just opened in the space that was previously Curzon Chiropractic, Mystic Ways received a Certificate of Occupancy for their new deck and is planning a grand opening event, and the Borough is only a month away from the Under the Stars Car Show, adding that there is a lot of planning involved in that event, and we are still looking for volunteers. Ms. Reid also thanked Council for the opportunity to attend the annual PA Downtown Center Conference in June, which was a great event; she met a lot of people from different organizations that could be good potential partners for the Borough in the future, and she learned a lot about funding and the Main Streets America program.

Councilwoman Laustsen stated that she is in favor of the Borough exploring the Main Streets program a bit more, adding that it might be something that Perkasio could benefit from.

The Committee reviewed and accepted the Community Development Manager's report dated July 9, 2024.

PUBLIC SAFETY COMMITTEE

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

HISTORICAL COMMITTEE

Consider Rejection of Bids – Bid #2023-03 – Perkasio Borough Covered Timber Bridge Project

Councilman Bomboy and the Borough Manager explained that the bid received last year was not in compliance with the FEMA requirements, but that the project has been re-bid and we hope to move forward with the project in 2024.

Upon a motion by Weaver, seconded by Rose, Council unanimously rejected the bid from Greenman-Pedersen, Inc. in the amount of \$255,800.00 for Bid #2023-03, the Perkasio Borough Covered Timber Bridge project.

OTHER NEW BUSINESS

Councilman Bomboy noted that Governor Shapiro’s budget passed, which includes a 300% increase in funding for the Main Streets program, and it also upped the limit that will be put into the Historic Preservation Tax Credit.

Mayor Hollenbach also thanked the staff for their help on the wonderful, creative bricks that were given out for the Jim Purcell Memorial Awards.

REPORT FROM YOUTH COUNCILOR

Youth Councilor Logan Wilcox reported that the 2024-2025 budget for Pennridge School District has been approved for \$159 million, which is \$4.5 million more than the previous school year. He added that this is the eighth year that the local tax rate has not been increased, and all schools will continue to have free lunch, which began in the 2023-2024 school year. The School District reopens on August 26th.

PUBLIC FORUM

Nothing at this time.

PRESS FORUM

Nothing at this time.

ADJOURNMENT

The meeting adjourned at 8:27 PM.



Andrea L. Coaxum
Borough Manager/Secretary