

**MINUTES OF PERKASIE BOROUGH
COUNCIL COMMITTEES MEETING
NOVEMBER 4, 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
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 (absent)
Police Chief:	Robert Schurr
Electric Superintendent:	Harold Stone
Public Works Director:	Jeff Tulone
Borough Solicitor:	Brendan Callahan, Esquire
Borough Engineer:	Doug Rossino, P.E.

Council Vice-President Brooks convened the meeting at 7:00 PM. An invocation was given by Mayor Hollenbach, which was followed by the Pledge of Allegiance.

PUBLIC FORUM

Nothing at this time.

PRESIDENT'S REMARKS

Nothing at this time.

PUBLIC WORKS COMMITTEE

Project Update – Park Avenue Improvements

The Borough Engineer provided an overview of the revised Scope of Work for Phases 1 and 2 of the Park Avenue Improvements Project. He then answered questions from different Council members about the project.

The Borough Manager reported that the majority of Phase 1 of this project will be covered by

the Community Project Funding grant for \$2,058,180 that was recently awarded by Representative Fitzpatrick's office. Ms. Coaxum recommended that the Borough apply for additional funding for the remainder of Phase 1 and Phase 2 through a Local Share Account grant. In the event that the Borough not be awarded the LSA grant, Ms. Coaxum also recommended applying for a Green-Light-Go grant for Phase 2.

Upon a motion by Rose, seconded by Schilling, Council unanimously authorized the Borough Manager and Solicitor to draft a resolution supporting an application to submit for funding for the Park Avenue Improvements Project to the LSA Program, and further authorized the Borough Manager and Engineer to draft a scoping application to submit for funding for the Park Avenue Improvements Project to the Green-Light-Go Program.

PUBLIC UTILITY COMMITTEE

Perkasie Wholesale Power Cost Summary

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

Review Request for Indicative Pricing for Fall Power Purchase

The Borough Manager reported that the Borough should receive indicative pricing from AMP this week, adding that there should be a resolution for Council to approve at the next meeting authorizing the Borough to move forward with a fall power purchase for 2026 & 2027.

Installed Capacity Update

Councilman Weaver and Councilman Bomboy provided an update as to any actions and communications that have taken place since the last meeting about the potential increase in electric rates due to PJM's new billing practices.

PLANNING AND ZONING COMMITTEE

Update on Construction Progress – Constitution Square

The Engineer provided an update on the construction progress at Constitution Square.

PARKS AND RECREATION COMMITTEE

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

PERSONNEL AND POLICY COMMITTEE

Accept Resignation of Part-Time Public Works Employee

Upon a motion by Rose, seconded by Schilling, Council unanimously accepted the resignation of Dylan Brown.

Consider Hiring of Part-Time Public Works Employee

Upon a motion by Ryder, seconded by Wano, Council unanimously approved the hiring of Christopher Professori as a part-time permanent laborer at the rate of \$19.00 per hour, conditioned upon passing a pre-employment physical and drug screening and the necessary background checks.

FINANCE COMMITTEE

2025 Draft Budget Discussion

The Borough Manager asked if Council had any questions on the list of changes that were made to the latest draft of the 2025 budget, which Council received last week for review. The current draft does not contain a tax increase. Councilman Bomboy thanked the management, staff and Council for their feedback at the budget meetings, and stated that this been a challenging budget process due to the potential increase in electric rates due to PJM's new billing practices. He added that a real effort has been made to cut spending.

The Borough Manager discussed the memo from the Assistant Borough Manager that detailed a recent observation study conducted of the Borough's bulky waste collection and included some recommended changes to the bulky waste pick-up guidelines, as well as changes to Chapter 96 of the Code of Ordinances, which pertains to Garbage, Rubbish and Refuse. These changes were not reflected in the draft budget, but the staff feels the changes could positively impact the budget.

Ms. Coaxum then referenced the memo from the Finance Director regarding the Parks & Recreation "Fees-in-Lieu" that the Borough has collected from developers for new homes constructed in the Borough, which currently total \$194,952.37. Council previously approved the allocation of those funds to the Kulp Park Improvements Project for Phase 2. The Borough was recently awarded LSA grant for that project, so the Borough would only need to designate \$45,108 towards it. The staff is recommending that Council re-allocate \$37,234 to the Skate Park Improvement Project for 2025, and will make another recommendation at a future meeting for the remaining Parks & Recreation "Fees-in-Lieu".

It was the consensus of Council that the staff move forward with finalizing the draft budget with the changes discussed tonight and place it on the next Council agenda for final review.

Consider Amendment to 2024 Budget – Electric Department Expenditure – Substation Testing

Upon a motion by Worthington, seconded by Rose, Council unanimously authorized the Electric Department to hire Premium Power Services, LLC to complete substation testing before the end of 2024, for the amount of \$9,250, and to approve the re-allocation of the additional \$1,250 needed for the testing from the Utility Poles line item in the 2024 budget to the Substation Testing line item.

Consider 2024 Road Program Change Order No. 1

Upon a motion by Ryder, seconded by Wano, Council unanimously approved Change Order No. 1 for the 2024 Road Program in the amount of \$38,286.12 and increased the contract awarded to Gorecon, Inc. to the amount of \$500,966.74 for all items under the base bid.

ECONOMIC DEVELOPMENT COMMITTEE

Consider Keystone Planning Grant Scope of Work

Upon a motion by Worthington, seconded by Rose, Council unanimously approved the scope of work for the Keystone Communities Planning Grant project and authorized the staff to draft an RFP for review at the next meeting. Further, it was also the consensus of Council that a letter should be drafted to DCED to request that the grant contract be amended to allow the addition of a historical property inventory to be completed simultaneously with the original planning project.

PUBLIC SAFETY COMMITTEE

Consider Special Event Permit Application – The Craftery Market

Upon a motion by Weaver, seconded by Rose, Council unanimously approved the special event permit application for The Craftery Market on Saturday, November 23, 2024 from 10:00 am to 3:00 pm, conditioned upon the organizer providing two crossing guards at 7th and Market Streets.

HISTORICAL COMMITTEE

Councilman Bomboy gave an update on the Wood Research & Development inspection work that was done at the Covered Bridge last week.

REPORT FROM YOUTH COUNCILOR

Youth Councilor Logan Wilcox reported that a sock drive was recently held across the School District and 1,600 pairs of socks were collected for the homeless. The School Board recently approved the addition of an AP pre-calculus course for the High School.

OTHER BUSINESS

Council Vice-President Brooks recommended that the Planning & Zoning Committee and staff start to look at updating the Borough's Comprehensive Plan.

PUBLIC FORUM

Nothing at this time.

PRESS FORUM

Nothing at this time.

ADJOURNMENT

The meeting adjourned at 8:05 PM.



Andrea L. Coaxum
Borough Manager/Secretary