

**MINUTES OF PERKASIE BOROUGH
COUNCIL MEETING
JANUARY 20, 2025**

620 West Chestnut Street
Perkasie, Pennsylvania

ATTENDANCE:

Council Members:

Scott Bomboy
Chuck Brooks (via phone)
Kelly Laustsen
Steve Rose (absent)
Jim Ryder
Robin Schilling
Dave Weaver
Dave Worthington

Youth Councilor:

Vacant

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. An invocation was given by Mayor Hollenbach, which was followed by the Pledge of Allegiance.

PUBLIC FORUM

Nothing at this time.

PRESIDENT'S REMARKS

Council President Jim Ryder thanked the Public Works Superintendent and the Public Works Department for the great work they did on the roads after the snow.

APPROVAL OF MINUTES

Upon a motion by Brooks, seconded by Weaver, Council unanimously approved the minutes from the Council meeting on December 16, 2024 and the Committee meeting on January 6, 2025.

CORRESPONDENCE AND REPORTS

Mayor's Report

Mayor Hollenbach gave a shout out to RAM Packs, Pennridge FISH and Re:Vivals for everything that they are doing, adding that there is a lot happening with food insecurities in our community that we need to support to the best of our abilities.

Council President Ryder stated that boxes will soon start showing up throughout town for a RAM Packs food drive and asked that people please support it.

Taxes Collected

Councilwoman Schilling asked about the Earned Income Tax coming in \$300,000 low, and the Borough Manager stated that when the staff was preparing the 2025 Budget, they anticipated that number to be where it is, after looking at the trend of how other Bucks County municipalities were going to be finishing for the year. Ms. Coaxum added that she will speak with the Finance Director and will get back to her with some additional information.

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

Budget Status

Upon a motion by Weaver, seconded by Laustsen, Council unanimously accepted the budget status report for the month of December, 2024.

Engineer's Report

The Engineer provided an update on the 2024 Road Program. A pre-construction meeting was held in December for the storm sewer installation work on Fifth Street that will now be done in April; PennDOT won't start their work until July, so there will be plenty of time for the Borough to get their work completed before then. Upon a motion by Worthington, seconded by Weaver, Council unanimously accepted the Engineer's monthly report for the month of December, 2024.

Planning Commission Report

The Planning Commission will meet in January to review a Conditional Use Application.

Zoning Hearing Board Report

The Zoning Hearing Board will not meet in January.

Police Report

Upon a motion by Schilling, seconded by Laustsen, Council unanimously accepted the Police Department report for the month of December, 2024.

Fire Department Report

The Fire Chief reported that there were 454 fire calls in 2024, which was up from 381 in 2023. He also informed Council that 662 people attended the Breakfast with Santa last month, and the Fire

Company made over \$2,000 in profit from the event.

Council reviewed the Fire Department reports for the month of December, 2024.

PUBLIC WORKS COMMITTEE

Review of Superintendent's Report

The Public Works Superintendent thanked Scott Miller and the Public Works crews for all of their work yesterday during the snow storm. The Committee reviewed and accepted the Public Works Superintendent’s report for the month of December, 2024.

Discuss Road Plan for 2025

The Borough Manager, Public Works Superintendent and Borough Engineer gave an overview of the proposed Road Program for 2025. After some discussion, it was the consensus of Council that staff should bring a breakdown of what the base bid will be back to Council at the next meeting for their consideration.

PUBLIC UTILITY COMMITTEE

Review of Superintendent's Report

The Electric Department Superintendent reported that the Department has already collected over 200 Christmas trees, adding that this will be the last Friday for tree collection, then any others remaining will be collected on the 1st Wednesday of the month with the regular brush pick-up. The Committee reviewed and accepted the Electric Superintendent’s report for December, 2024.

Consider Resolution #2025-5 – AMP R.I.C.E. Peaking Project

Upon a motion by Schilling, seconded by Weaver, Council unanimously approved Resolution #2025-5, a resolution of the Council of the Borough of Perkasio authorizing increasing the AMP Pennsylvania R.I.C.E. Peaking Project share.

Installed Capacity Update

The Borough Manager reported that the February electric billing will have the new installed capacity line on the bill.

PLANNING AND ZONING COMMITTEE

Code Enforcement Administrator Report

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

Consider Resolution #2025-1 – Land Development Waiver Agreement, Indemnification Agreement & Stormwater Agreement – 306 North Fifth Street

Upon a motion by Bomboy, seconded by Worthington, Council unanimously approved Resolution #2025-1, a resolution of the Council of the Borough of Perkasio approving the Land Development Waiver Agreement, Indemnification Agreement and Stormwater Controls and Best Management Practices Operations and Maintenance Agreement with KP Glassworks Campus, LLC for the 306 North Fifth Street Redevelopment Project, and authorizing the Borough Manager and/or the Perkasio Borough Council President to execute the agreements on behalf of the Borough of Perkasio.

Update on Construction Progress – Constitution Square

The Borough Engineer informed Council that no work had been completed at Constitution Square since the last Council meeting, due to the weather.

PARKS AND RECREATION COMMITTEE

Parks and Recreation Department Report

The Parks & Recreation Director informed Council that there were 240 different activities offered throughout 2024, and 2,300 registrations received. Camp registration for 2025 starts on February 1st, and 16 camps will be available to choose from. There are also new free programs and new aquatics programming that will be available this year, and swim lesson registration is now available. To date, there have been 219 Menlo memberships purchased for 2025, and 50 payment plans.

The Committee reviewed and accepted the Parks and Recreation Director's Year-End Report for 2024.

Consider Reservation – Walton Farm Elementary School

Upon a motion by Laustsen, seconded by Worthington, Council unanimously approved the reservation request from Walton Farm Elementary School to use Menlo Park Lions Pavilions 1 & 2 for a first grade field trip on Friday, May 9, 2025 from 9:30 am to 1:00 pm.

PERSONNEL AND POLICY COMMITTEE

Consider Resolution #2025-2 – Appointment of Council Member

Council President Ryder opened nominations to fill the vacancy for Council in Ward #3. Robin Schilling nominated Dale Schlegel. Scott Bomboy nominated Randy Faulkner. By a 5-2 vote, Randy Faulkner was appointed by Resolution #2025-2, a resolution of the Borough of Perkasio appointing Mr. Faulkner to fill the remainder of the Council term that was vacated by Jeremy Wano, effective December 21, 2024. Mr. Faulkner will serve through December 31, 2025, and would be required to run in the 2025 election if he wishes to complete the final two years of the term.

Consider Appointments to Boards and Commissions for 2025

Perkasio Regional Authority

Nominations were opened for a five-year term on the Perkasio Regional Authority Board.

Upon a motion by Bomboy, seconded by Weaver, Council unanimously appointed David Watt to the Perkasio Regional Authority Board for a five-year term through December, 2029.

Perkasie Planning Commission

Nominations were opened for a four-year term on the Perkasio Planning Commission. Upon a motion by Worthington, seconded by Weaver, Council unanimously appointed Mairi Schuler to the Perkasio Planning Commission for a four-year term through December, 2028.

Nominations were opened for a two-year term on the Perkasio Planning Commission. Upon a motion by Schilling, seconded by Laustsen, Council unanimously appointed Quinten Baker to the Perkasio Planning Commission for a two-year term through December, 2026.

Zoning Hearing Board

Nominations were opened for a five-year term on the Zoning Hearing Board. Upon a motion by Ryder, seconded by Worthington, Council unanimously appointed John Knouse to the Zoning Hearing Board for a five-year term through December, 2029.

Vacancy Board

Nominations were opened for a one-year term on the Vacancy Board. Upon a motion by Weaver, seconded by Worthington, Council unanimously appointed Bill Beno to the Vacancy Board for a one-year term through December, 2025.

Perkasie Industrial Development Authority Board

Nominations were opened for three five-year terms to the Perkasio Industrial Development Authority Board. Upon a motion by Bomboy, seconded by Worthington, Council unanimously appointed Neil Fosbenner, Jonas Homa and Paul McColgan to the Perkasio Industrial Development Authority Board for five-year terms through December, 2029.

Property Maintenance Code Board of Appeals

Nominations were opened for a five-year term to the Property Maintenance Code Board of Appeals. Upon a motion by Worthington, seconded by Weaver, Council unanimously appointed Keith Heil to the Property Maintenance Code Board of Appeals for a five-year term through December, 2029.

Consider Appointment of Youth Councilor

Upon a motion by Worthington, seconded by Bomboy, Council unanimously appointed Shiv Gandevia and Colin Moyer as Youth Councilors to Perkasio Borough Council.

Consider Hiring of Part-Time Permanent Public Works Employee

Upon a motion by Worthington, seconded by Weaver, Council unanimously approved the hiring of Brayden Kett as a part-time permanent laborer at the rate of \$19.57 per hour, conditioned

upon passing a pre-employment physical and drug screening, and the necessary background checks.

Consider Creation of As-Needed Events Assistant Position

Upon a motion by Worthington, seconded by Laustsen, Council unanimously approved the creation of a part-time as-needed events assistant position with an hourly rate between \$17.00 and \$23.00 per hour, per the approved 2025 wage schedule, and depending upon the applicant’s experience and qualifications.

FINANCE COMMITTEE

Authorization to Pay Bills

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

Consider Resolution #2025-3 – Amendment to Paymentus Master Services Agreement

Upon a motion by Weaver, seconded by Schilling, Council unanimously approved Resolution #2025-3, a resolution of the Council of the Borough of Perkasio approving Amendment No. 1 to the Master Services Agreement with Paymentus to add bulk waste items to invoices, and extend the term to July 2027, and authorizing the Borough Manager and/or the Perkasio Borough Council President to execute the amendment on behalf of the Borough of Perkasio.

Consider Resolution #2025-4 – Spruce Street Townhouses Escrow Release #4

Upon a motion by Bomboy, seconded by Worthington, Council unanimously approved Resolution #2025-4, 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 \$72,463.41 to reduce the total escrow to \$110,004.43, and authorizing the signature of the Borough Manager on the escrow reduction.

ECONOMIC DEVELOPMENT COMMITTEE

Community & Economic Development Report

The Assistant Borough Manager reported that the Borough received 5 proposals in response to the RFP for the Borough’s economic development plan, and the Economic Development Committee will meet to review them. Ms. Reid added that spring and summer events are being planned, and a draft of the summer concert schedule will be presented to the Parks & Recreation Board at their meeting tomorrow evening. She also reported that PTIA will be hosting the 3rd annual Ale Trail this weekend, with Free Will, Van Lieus, Mystic Ways, The Perk and the Ram all participating. Lastly, Ms. Reid recently visited the Electric Dreams Arcade and encouraged people to check it out, adding that it is a hopping place and great fun.

The Committee reviewed and accepted the Community & Economic Development Report dated January 16, 2025.

SEPTA Freight Car Mural Project Update

The Assistant Borough Manager provided an update on the SEPTA Freight Car Mural Project and stated that a copy of the final design was included in the Council packet. Councilwoman Laustsen added that the Economic Development Committee did receive positive feedback from residents who live directly across from where the mural will be.

PUBLIC SAFETY COMMITTEE

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

HISTORICAL COMMITTEE

Councilman Bomboy informed Council that there should be an update at the next Council meeting on the bridge inspection report, adding that the inspectors did a great job.

OTHER NEW BUSINESS

Mayor Hollenbach swore in Randy Faulkner as the new Council member for Ward #3.

REPORT FROM YOUTH COUNCILOR

Nothing at this time.

PUBLIC FORUM

Nothing at this time.

PRESS FORUM


Nothing at this time.

EXECUTIVE SESSION

Nothing at this time.

ADJOURNMENT

The meeting adjourned at 8:25 PM.



Andrea L. Coaxum
Borough Manager/Secretary