

**MINUTES OF PERKASIE BOROUGH
COUNCIL MEETING
FEBRUARY 17, 2025**

620 West Chestnut Street
Perkasie, Pennsylvania

ATTENDANCE:

Council Members:

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

Youth Councilor:

Shiv Gandevia
Colin Moyer

Mayor:

Jeff Hollenbach

Borough Manager:

Andrea L. Coaxum

Assistant Borough Manager:

Linda Reid

Finance Director:

Rebecca Deemer

Parks and Recreation Director:

Lauren Moll

Police Chief:

Robert Schurr (absent)

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 job they did on the roads during the icy weather.

APPROVAL OF MINUTES

Upon a motion by Faulkner, seconded by Rose, Council unanimously approved the minutes from the Council meeting on January 20, 2025 and the Committee meeting on February 3, 2025, with one revision; the draft of the February 3rd minutes indicated that Councilwoman Schilling was in attendance, and she was not, so that correction will be made.

CORRESPONDENCE AND REPORTS

Mayor's Report

Mayor Hollenbach thanked the Council President and Borough Manager for attending a meeting with representatives of Shadywood Village on Friday to discuss their concerns. He stated that he believes the intersection at North Fifth Street and Shadywood Drive is the most dangerous intersection in Perkasio, and added that he hopes the Borough could perhaps consider adding one of the signs at the intersection where residents can push a button and the sign will flash with bright blinking lights to allow them to cross. Lastly, Mayor Hollenbach spoke about an upcoming event on February 26th where three Guth Elementary students have been selected to be Chief for a Day. The students will be brought over to Borough Hall with their parents, Chief Schurr and the Mayor, they will be sworn in as Chiefs for the Day; they will then be driven back to the school where the other kids will be brought outside to greet them, and there will be a luncheon to celebrate.

Taxes Collected

The Finance Director informed Council that the Taxes Collected report they received in their packet is a preliminary one for January, and the Borough will have a better idea of how they finished for 2024 after the auditors complete their review of last year. Upon a motion by Worthington, seconded by Rose, Council unanimously accepted the report of taxes collected for the month of January, 2025.

Budget Status

Upon a motion by Brooks, seconded by Rose, Council unanimously accepted the budget status report for the month of January, 2025.

Engineer's Report

The Borough Engineer reported that the McDonald's drive-thru expansion project is officially complete, and the final inspection was completed for the 106-108 North 7th Street project, which reached the end of its 18-month maintenance period.

Upon a motion by Brooks, seconded by Worthington, Council unanimously accepted the Engineer's monthly report for the month of January, 2025.

Planning Commission Report

The Planning Commission will not meet in February.

Zoning Hearing Board Report

The Zoning Hearing Board will not meet in February.

Police Report

Upon a motion by Brooks, seconded by Faulkner, Council unanimously accepted the Police

Department report for the month of January, 2025.

Fire Department Report

Council reviewed the Fire Department reports for the month of January, 2025.

PUBLIC WORKS COMMITTEE

Review of Superintendent's Report

The Committee reviewed and accepted the Public Works Superintendent's report for the month of January, 2025.

PUBLIC UTILITY COMMITTEE

Review of Superintendent's Report

The Electric Department Superintendent reported that the Department installed over 300 new meters this month, adding that there was a notification in the latest newsletter that the Electric Department would be coming around to replace meters. The Committee reviewed and accepted the Electric Superintendent's report for January, 2025.

Discuss 2024 Year-End Report from American Municipal Power

Mr. Stone reported that Borough staff recently met with GDS to review the year end report. The Committee reviewed the 2024 Year-End Report from American Municipal Power.

Installed Capacity Update

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

PLANNING AND ZONING COMMITTEE

Code Enforcement Administrator Report

The Committee reviewed and accepted the Code Enforcement Administrator's monthly report for January, 2025.

Adopt Conditional Use Decision for WP Perkasio, LLC

Upon a motion by Bomboy, seconded by Laustsen, Council unanimously adopted the Conditional Use Decision for WP Perkasio, LLC for the proposed Starbucks with a drive-through accessory improvement at North 5th Street and Blooming Glen Drive.

Update on Construction Progress – Constitution Square

The Borough Engineer informed Council that he received a call today from Kay Builders

advising him that as soon as the weather breaks, they will be coming back to the Borough to finish any outstanding items for the project.

PARKS AND RECREATION COMMITTEE

Parks and Recreation Department Report

The Parks & Recreation Director informed Council that over 50 kids have been enrolled in camps since registration started on February 1st. Ms. Moll also reported that there are 67 returning staff members so far for Menlo Aquatics Center, and there are 40 more memberships than there were at this time last year.

The Committee reviewed and accepted the Parks and Recreation Director’s report for January, 2025.

Consider Vendor for Field Lighting Upgrade – Kulp Park Rehabilitation Project

Upon a motion by Rose, seconded by Faulkner, Council unanimously authorized staff to hire GEO Sport Lighting for the field lighting upgrade at Kulp Park in the amount of \$280,600.

PERSONNEL AND POLICY COMMITTEE

Consider Hiring of As-Needed Events Assistant

Upon a motion by Laustsen, seconded by Rose, Council unanimously approved the hiring of Jessica Tantorno as the Borough’s As-Needed Events Assistant, effective February 8, 2025, at the starting rate of \$21.00 per hour.

FINANCE COMMITTEE

Authorization to Pay Bills

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

Consider Budget Amendment, Green Light-Go Match Commitment for S. Ridge Road/W. Park Avenue Signal Modernization Project

Upon a motion by Schilling, seconded by Rose, Council unanimously approved the submittal of a Green Light Go Grant Application for the Park Avenue Improvements project, including the allocation of \$106,310 from the General Fund as a match for the Borough’s grant application, and authorized the Borough Manager to sign the funding commitment letter to submit with the application.

Consider Donation Request – Guth Elementary Fundraiser

Upon a motion by Brooks, seconded by Worthington, Council unanimously approved a donation of six daily passes to Menlo Aquatics Center for the 2025 season to the Guth Elementary

School HSA fundraiser on February 28, 2025.

ECONOMIC DEVELOPMENT COMMITTEE

Community & Economic Development Report

The Assistant Borough Manager reported that Perkasio PC & Repair, who is currently located in East Rockhill Township, will be relocating to the Borough to the building behind the Covered Bridge Car Wash that formerly housed Alles Construction. The summer concerts have been scheduled out, and the official schedule will be released soon. Ms. Reid also informed Council that students from Central Middle School are participating in a school-wide contest to design this year’s Farmers Market poster.

Councilwoman Schilling asked for an update on the 306 North Fifth Street project. Ms. Reid stated that the Borough is waiting for final paperwork from the developer so the Use & Occupancy permit can be approved, and the developer is talking to DEP regarding water usage at the building, which will be a community center, where youth activities, small classes, etc. will be held and there may be small spaces to rent out for non-profit use.

The Committee reviewed and accepted the Community & Economic Development Report dated February 14, 2025.

Discuss Recommendation for RFP #2024-06 – Update to the Borough’s Economic Development Plan as Set Out in the Economic Development Chapter of the Perkasio Borough Comprehensive Plan, Published in 2014

Upon a motion by Rose, seconded by Bomboy, Council unanimously awarded RFP #2024-06 to Gilmore & Associates in the amount of \$50,000.

PUBLIC SAFETY COMMITTEE

Consider Traffic Control Changes to 9th and 7th Streets

Upon a motion by Brooks, seconded by Rose, Council authorized the Solicitor to draft an ordinance and advertise a Public Hearing to reduce the speed limit to 25 mph on 9th and 7th Streets. The motion also includes the authorization to implement the additional traffic calming measures of adding a double yellow center line along the entire length of 9th and 7th Streets, and adding white edge lines along segments of these roadways with a minimum curb-to-curb width of 36’. Councilwoman Schilling opposed.

Consider Resolution #2024-13 – Approve List of Events for Fire Police Assistance

Upon a motion by Faulkner, seconded by Laustsen, Council unanimously approved Resolution #2024-13, a resolution of the Borough of Perkasio authorizing Fire Police assistance at the events listed for 2025.

HISTORICAL COMMITTEE

There was no business to bring before the Historical Committee.

OTHER NEW BUSINESS

Nothing at this time.

REPORT FROM YOUTH COUNCILOR

Colin Moyer was welcomed as the second Youth Councilor. Shiv Gandevia informed Council that Pennridge students are gearing up for the winter sports that are going to states and districts, and practices will start soon for spring sports.

PUBLIC FORUM

Steve Nathan, Chair of Shadywood Village Council, thanked the Borough Manager, Council President and Borough Engineer for meeting with representatives of Shadywood Village last Friday to discuss their concerns about the Starbucks project and the Community Garden parcel. He asked that the Borough keep them informed of any updates related to these items.

PRESS FORUM

Nothing at this time.

EXECUTIVE SESSION

Nothing at this time.

ADJOURNMENT

The meeting adjourned at 7:49 PM.



Andrea L. Coaxum
Borough Manager/Secretary