

**Regular Meeting**

**June 6, 2022**

The Regular Meeting of Souderton Borough Council was called to order by Council President Tracy W. Burke at 7:00 p.m. President Burke reminded the members and audience that the Borough Council meeting is being recorded through Zoom and will be posted to the Borough web site.

Councillor Daryl Littlefield led Borough Council in a moment of silence reflecting on Memorial Day, recent mass shootings across our Nation and the continuing war in Ukraine. The moment of silence was followed by the Pledge of Allegiance to the Flag.

Borough Secretary P. Michael Coll conducted a Roll Call with the following members of Borough Council and staff present:

|                                 |                                      |
|---------------------------------|--------------------------------------|
| President Tracy W. Burke        | Mayor Daniel L. Yocum                |
| Vice-President Edward M. Huber  |                                      |
| Councillor Matthew J. DiNenna   |                                      |
| Councillor Daryl W. Littlefield | Solicitor Robert G. Bricker          |
| Councillor Donna Rogers         | Borough Manager P. Michael Coll      |
| Councillor Matthew R. Sholly    | Police Chief Brian Newhall           |
| Councillor Richard M. Walczak   | Public Works Director Steven R. Coll |

Absent from the meeting were Borough Councillors Julie Munden and Courtnee Wampole.

Consideration was given to the minutes of the May 2, 2022 Regular Borough Council Meeting and the May 16, 2022 Borough Council Work Session Meeting.

A motion was made by Councillor Daryl Littlefield, and seconded by Councillor Mathew Sholly, to approve the minutes of the May 2, 2022 Regular Borough Council Meeting as presented. The motion was approved.

A motion was made by Councillor Daryl Littlefield, and seconded by Councillor Matthew Sholly, to approve the minutes of the May 16, 2022 Borough Council Work Session Meeting as presented. The motion was approved.

Mayor Daniel Yocum expressed appreciation for the work of Laura McGuigan who resigned as a member of our administrative staff with more than eight years of service.

Mayor Yocum reflected on the life of Clarence Moyer who recently passed away at the age of 106. Clarence was an employee of Souderton Borough from 1964 to 1982,

worked additional part time hours after his retirement maintaining our parks, attended decades of Borough Council meetings and spent his entire life living in Souderton Borough.

Mayor Daniel Yocum further noted that he attended a neighborhood block party on Highland Avenue this past weekend which was thoroughly enjoyable and he encouraged more neighborhoods to consider hosting such events.

Police Chief Brian Newhall summarized the May, 2022 monthly report to Borough Council. The department attended a number of training events over the past month. Chief Newhall reported that the Borough received \$4,900 in the sale of unused vehicles through Municibid to offset the cost of purchasing the additional used vehicles.

The Borough Solicitor's report for the month of May was distributed to Borough Council. The Borough Solicitor reported that District Court has continued the matter of the property maintenance violations at 236 E. Broad Street for an additional 30 days. The owner continues to work with the Borough to address the violations. The Borough Solicitor completed a draft of the lease agreement for the Freight Building and forwarded the Lease Agreement to SEPTA. The Solicitor reviewed proposed changes to the Dog Ordinance and provided a memorandum to Borough Council concerning the proposed changes. The Code Enforcement Officer discussed potential issues with a resident who is in arrears on prior fines and continues to be non-compliant with various property issues.

Public Works Director Steven Coll distributed his monthly report of public works activities to Borough Council. Curb is under construction in the new parking lot but will not be completed until the end of the week. Crews will then build up the parking lot to grade and pave the base course. The new main walking path into the park from Wile Avenue is planned to be paved this week. Borough forces are busy trying to keep up with mowing. The Souderton Community Swimming Pool was opened for the Memorial day weekend. Borough crews assist with weekly cleaning and other maintenance items. Borough forces are also scheduled to complete the repair to the storm drain facility at the bottom of the Chestnut Street municipal parking lot.

Borough Manager Michael Coll noted that Borough Council will hold their monthly work session on June 20, 2022. The Souderton Planning Commission held a meeting on June 1<sup>st</sup> to review an amended development plan proposed by Lynn Builders which is one of the scheduled items for Borough Council this evening. The next meeting of the Souderton Planning Commission is scheduled for Wednesday, July 6, 2022. The next Borough Council meeting will be Monday, July 11, 2022 due to the July 4<sup>th</sup> Holiday.

The Borough Manager further noted the Agenda items scheduled for consideration by Borough Council. The first item is the amended development plan submitted by Lynn Builders for the vacant lot at the corner of Second Street and Reliance Road. The builder

is proposing to construct five townhomes on the lot as previously approved. The plan has been amended to reflect the new zoning district and revised zoning regulations. The Souderton Planning Commission has recommended approval of the amended plan. Borough Council continues to discuss and review plans for the renovation of the Souderton Municipal Building. A recommendation has been made to break the project into construction phases with the first phase renovating the basement for storage and constructing the rear addition. The basement level and rear addition will be beneficial for storage in preparation for the next phase of construction. A motion has been prepared to authorize the architects to move forward with design and construction documents for this initial phase of the project. A recommendation has been made to appoint Edward Huber to serve another five year term on the Souderton Planning Commission.

Council President Tracy Burke reported that Councillor Julie Munden has received letters of interest from three individuals for the Junior Councillor position. President Tracy Burke further congratulated Councillor Julie Munden for achieving the “Certified Borough Official” designation from the Pennsylvania State Association of Boroughs. She invested countless hours in completing training credits to achieve this certification.

Councillor Matt DiNenna reported that Celebration Fireworks is scheduled for the fireworks event in the Community Park on Sunday, June 19, 2022. This will probably be the last fireworks event in the Community Park. He is also working on recommendations for new signage in the municipal parks.

Councillor Daryl Littlefield reported that the Public Outreach Committee will have a table at the June 17<sup>th</sup> Third Fridays event on Main Street. The Committee will also be hosting office hours on Saturday, June 18 from 11 am to 1 pm. The Committee is also working on a Social Media Policy.

Councillor Daryl Littlefield reported that the Economic Development Committee continues to be in conversation with the Souderton Charter School concerning their property at 27 S. Front Street. Given the condition of the building, the Charter School is considering demolition of the building with further discussion on the potential of community oriented uses for the property. The Committee is also working with Souderton Connects on options for the Tree Lighting event in Souderton. Souderton Connects has been invited to attend the June Work Session to further discuss Holiday Tree purchase options.

Consideration was given to paying the bills for the month of May, 2022.

GENERAL FUND

|                              |          |                                 |         |
|------------------------------|----------|---------------------------------|---------|
| Altek Business Systems, Inc. | \$151.96 | Pendergast Safety Equipment Co. | \$15.74 |
| Boucher & James, Inc.        | 2,350.39 | PPL Electric Utilities          | 647.23  |

|                                 |           |                               |             |
|---------------------------------|-----------|-------------------------------|-------------|
| Brian A. Newhall                | \$928.15  | PPL Electric Utilities        | \$26.39     |
| C & S Lawn and Landscape, Inc.  | 2,550.00  | Ragnasoft, Inc.               | 1,205.00    |
| Clemens Uniform Rental          | 120.07    | Richard Walczak               | 155.02      |
| Comcast                         | 714.55    | Scooters Bike Shop            | 255.00      |
| D L Beardsley, Ltd.             | 151.15    | Shelly Enterprises USLBM, LLC | 8.99        |
| Delta Dental/Gettysburg Benefit | 1,217.93  | Something Better, Inc.        | 1,120.00    |
| FP Finance Program              | 359.00    | Souderton Ambulance Assoc.    | 2,575.00    |
| George Allen Portable Toilets   | 146.00    | Souderton Comm Dev Corp       | 5,937.50    |
| H & K Materials                 | 410.88    | Steven R. Coll                | 317.36      |
| Home Depot                      | 835.24    | Suburban Propane              | 497.48      |
| Independence Blue Cross         | 19,457.75 | The Harrison Group, Inc.      | 270.00      |
| Maryjane Yoder                  | 677.72    | Univest VISA                  | 896.47      |
| Metlife/Brighthouse/GASB Group  | 253.77    | Univest VISA                  | 520.86      |
| Moyer Indoor/Outdoor            | 1,951.75  | Univest VISA                  | 123.89      |
| Nationwide Trust Company        | 916.88    | Unum Insurance Company        | 1,172.05    |
| NetCarrier Telecom, Inc.        | 303.21    | Verizon                       | 73.27       |
| North American Benefits Co.     | 1,212.59  | Verizon Wireless              | 483.97      |
| PECO Energy                     | 89.36     | Total General Fund            | \$51,099.57 |

#### SEWER FUND

|                                 |          |                             |             |
|---------------------------------|----------|-----------------------------|-------------|
| Bergey's Electric, Inc.         | \$224.36 | North American Benefits Co. | \$60.55     |
| Clemens Uniform Rental          | 47.37    | Perkasie Regional Authority | 500.00      |
| Comcast                         | 138.39   | PPL Electric Utilities      | 721.98      |
| Coyne Chemical                  | 5,730.16 | Richard D. Nelson           | 485.37      |
| Delta Dental/Gettysburg Benefit | 399.68   | Suburban Water Testing Labs | 2,060.00    |
| Home Depot                      | 41.96    | The Harrison Group, Inc.    | 75.00       |
| Independence Blue Cross         | 4,735.23 | Univar Solutions USA, Inc.  | 3,369.60    |
| J P Mascaro & Sons              | 4,093.72 | Unum Insurance Company      | 269.87      |
| Metlife/Brighthouse/GASB Group  | 92.28    | USA Blue Book               | 620.28      |
| NAPA Auto Parts                 | 70.64    | Verizon                     | 89.21       |
| National Filter Media           | 342.25   | Y-Pers Inc.                 | 95.28       |
| NetCarrier Telecom, Inc.        | 105.15   | Total Sewer Fund            | \$24,368.33 |

#### POOL FUND

|                                 |           |                             |             |
|---------------------------------|-----------|-----------------------------|-------------|
| Airgas National Carbonation     | \$488.34  | Leslies Pool Supplies, Inc. | \$202.12    |
| Bennington Pool Services, LLC   | 58,175.55 | NetCarrier Telecom, Inc.    | 89.48       |
| Buckmans, Inc.                  | 1,963.83  | PECO Energy                 | 63.48       |
| Comcast                         | 167.46    | PPL Electric Utilities      | 846.40      |
| Diversified Refrigeration, Inc. | 1,196.54  |                             |             |
| Home Depot                      | 125.02    | Total Pool Fund             | \$63,318.22 |

#### CAPITAL RESERVE FUND

|                            |            |                                |             |
|----------------------------|------------|--------------------------------|-------------|
| Belson Outdoors            | \$8,772.12 | H & K Materials                | \$861.84    |
| Boucher and James, Inc.    | 2,337.99   | TRM Telford Recycling Material | 1,840.00    |
| CKS Engineers, Inc.        | 9,828.00   |                                |             |
| Commonwealth Precast, Inc. | 6,954.00   | Total Capital Reserve Fund     | \$30,593.95 |

## LIQUID FUELS FUND

PPL Electric Utilities

\$6,839.99

A motion was made by Councillor Edward Huber, and seconded by Councillor Matthew DiNenna, to authorize the payment of bills for the month of May, 2022 and the recurring expenses for the month of June, 2022, as presented. The motion was approved.

President Tracy Burke opened the floor to the audience for public comment.

Charl Wellener, 18 N. Hunsberger Lane, questioned funding for the scheduled fireworks event. Borough Council members noted that the event will be financed through private donations and budgeted General Funds. Charl Wellener questioned why the Borough Public Works crew was involved in cleaning public restrooms. The Borough Manager confirmed that this has been a long standing task for the crew. Charl Wellener further criticized the planned renovations to the Souderton Municipal Building. At a prior point in time only renovations to the Police Department were considered, now the project includes the entire building. There appears to be a lack of transparency concerning this project. Committee member Richard Walczak commented that the plan has always been to renovate the entire building. Borough Council continues to explore phasing options to make the overall project more manageable.

There being no further public comment, President Tracy Burke moved to the scheduled item of business, beginning with the amended development plan for Lynn Builders.

Steven Yates, owner of Lynn Builders, provided a brief summary on the proposed townhouse project at the corner of N. Second Street and E. Reliance Road. Steven Yates noted that the plan follows the previously approved plan with modifications reflecting the change in the zoning district. The townhomes have been moved closer to Second Street and are slightly wider to accommodate a two car garage. The garages will be rear loaded with a deck above. Only one garage space can be counted so the plan shows additional parking in the rear. Steven yates confirmed that he will comply with the review comments from the Borough Engineer and the Montgomery County Planning Commission.

A motion was made by Councillor Edward Huber, and seconded by Councillor Daryl Littlefield, to approve the amended final land development plan dated April 19, 2022, as prepared by Cowan Associates, for Lynn Builders concerning a five unit townhouse development for property at N. Second Street and Reliance Road. The approval is conditioned upon the approved Waiver Request letter of Cowan Associates dated June 1, 2022 and revisions to the final record plan to address the Borough Engineer review letter dated May 18, 2022 and the Montgomery County Planning Commission review letter dated May 24, 2022. The motion was approved.

A motion was made by Councillor Richard Walczak, and seconded by Councillor Donna Rogers, to authorize Phillips and Donovan Architects to prepare plans and construction documents for the Municipal Building Renovation Project in preparation to bid the basement renovations and the rear building addition. The motion was approved.

A motion was made by Councillor Matthew Sholly, and seconded by Councillor Matthew DiNenna, to appoint Edward M. Huber, 312 N. Main Street, Souderton to serve another five year term as a member of the Souderton Planning Commission through July 2, 2027. Councillor Edward Huber abstained from voting. The motion was approved by a vote of 6 ayes, 0 nays and 1 abstention by Councillor Huber.

There being no further business, the meeting was adjourned at 7:51 pm.

Respectfully submitted,

P. Michael Coll, Secretary