



**Borough Council- Regular Meeting
November 6, 2023**

The Regular Meeting of Souderton Borough Council, held on the above date, was called to order by Council President Tracy W. Burke at 7:00pm. President Burke stated that this evening's meeting will be recorded this evening. Councilor Walczak provided the Invocation, which was followed by the Pledge of Allegiance to the Flag.

Borough Secretary Stacy E. Crandell noted that Councilor Edward M. Huber, Councilor Daryl W. Littlefield, and Councilor Julie A. Munden were absent this evening and the following Borough Council and staff were present:

Council President Tracy W. Burke
Councilor Matthew J. DiNenna
Councilor Stephanie Hall
Councilor Donna M. Rogers
Councilor Matthew R. Sholly
Councilor Richard M. Walczak

Mayor Daniel L. Yocum
Junior Councilor Elijah S. Steglik
Borough Manager Stacy E. Crandell
Solicitor Charlotte Hunsberger
Police Chief Brian A. Newhall
Public Works Director Steven Coll

Council President Tracy Burke explained that going forward the minutes and approval of the bills will fall under a consent agenda portion of the Council Meeting per a discussion with the Borough Manager. Council President Burke asked for one motion to approve the October 2, 2023 Borough Council Meeting Minutes, October 9, 2023 Special Council Meeting Minutes, October 16, 2023 Work Session Meeting Minutes, and October 23, 2023 Budget Work Session Meeting Minutes.

A motion made by Councilor Donna Rogers, and seconded by Councilor Matthew DiNenna, to approve the October 2, 2023 Borough Council Meeting Minutes, October 9, 2023 Special Council Meeting Minutes, October 16, 2023 Work Session Meeting Minutes, and October 23, 2023 Budget Work Session Meeting Minutes as presented. The motion was approved.

Council President Tracy Burke asked for one motion to approve the bills. A motion made by Councilor Matthew Sholly, and seconded by Councilor Donna Rogers approved the bill for the month of October 2023 and approved the payment of the recurring bills for November 2023. The motion was approved.

Council President Tracy Burke asked Borough Manager Stacy Crandell if there were any presentations/correspondences. Ms. Crandell explained that she received an email from the Fire Company asking if it would be ok to have a Christmas Tree Sale in the Main Street Parking Lot. There were no objections from the Council to having this sale take place.

Jessica Cimini, Souderton Connects Manager, provided an update. She stated that they hosted their last 3rd Friday in October and that was the largest turnout for vendors. She has already started a vendor signup for next year's events. The Souderton Connects Annual Meeting was held on October 24th and was well attended. October was National Women Owned Business Month, and a breakfast celebration was held on October 27th at Tribe Kitchen. Some upcoming events are the 5 Year Milestone of Power House Soccer on November 16th and the Grand Opening of Highly Mystical Creations on November 11th. Other upcoming events include the Holiday Tree Lighting on December 1st and the Holiday Parade on December 2nd. Ms. Cimini also stated that Souderton was chosen for an article in



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Business View Magazine, and she will be reaching out to the Borough Officials to be interviewed for this article.

Mayor Daniel Yocum started off by introducing the new Borough Council Member Stephanie Hall, who filled the Ward 3 vacancy on the Council. Councilor Stephanie Hall expressed her appreciation for the appointment and looked forward to working with everyone on Council. Mayor Daniel Yocum noted some events happening including the Fire Company Penny Auction and the Rotary Club Event at the Indian Valley Library Wine Tasting Event which are both taking place on November 11th. He also talked about the Rotary Club Event Cocktails and Candy Canes on December 7th.

Police Chief Brian Newhall summarized the monthly report of the police department activities. Chief Newhall noted that the Department is now certified for Child Safety Seat Installation. Anyone interested can call the Police Department for an appointment. Each appointment takes about 20 minutes. Chief Newhall also asked for permission to have the Department participate in the No Shave November for charity. There were no objections to having the Department participate in No Shave November. Council President Tracy Burke asked about the process for when the Police Department cites bus violators.

Public Works Director Steven Coll summarized the activities of the Public Works Department. Mr. Coll explained that the Department is still working on the East side for leaf collection and will begin the West side of town later this week.

Borough Solicitor Charlotte Hunsberger noted that the Solicitor's Report was presented.

Under Committee Reports, Council President Tracy Burke explained that the Administrative Committee, which included Council President Tracy Burke, Councilor Stephanie Hall and Borough Manager Stacy Crandell met with the realtor regarding the Cherry Lane Property. The sale of the portion of the property is being put on hold until we review whether the entire property should be sold. Borough Staff are evaluating this and will have more information regarding this at the November 20th Work Session. Council President Tracy Burke noted that he will update committee assignments after the election.

Council President Tracy Burke opened the floor to the audience for public comment. There was no public comment. President Tracy Burke moved to the Business portion of the agenda.

Borough Manager Stacy Crandell explained Ordinance#23-757-02 updating regulations for signs and murals was reviewed by the Montgomery County Planning Commission, the Borough Planning Commission, and at several work sessions of Borough Council. The ordinance was advertised, and it is recommended to adopt this ordinance. A motion was made by Councilor Matthew Sholly and seconded by Councilor Matthew DiNenna to adopt Ordinance#23-757-02 updating the regulations for signs and murals. The motion was approved.

Borough Manager Stacy Crandell recommended the approval of the Handicap Sign at 126 Noble Street, which was reviewed by Chief Newhall. A motion by Councilor Matthew DiNenna and seconded by Councilor Donna Rogers, to approve Resolution#2023-05 for Handicap Sign at 126 Noble Street. The motion was approved.



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Borough Manager Stacy Crandell explained that a resolution was needed to update the signers for the Pension Plan to herself and Finance Director P. Michael Coll. A motion was made by Councilor Matthew Sholly and seconded by Councilor Matthew DiNenna, to approve Resolution#2023-06 to update the signers for the Pension Plans. The motion was approved.

Borough Manager Stacy Crandell stated that the delegates for the Montgomery County Tax Collection Committee need to be updated to herself as the delegate and the alternate delegate would be P. Michael Coll, Finance Director. A motion by Councilor Matthew DiNenna and seconded by Councilor Richard Walczak, to approve Resolution#2023-07 to update the delegates to the Montgomery County Tax Collection Committee. The motion was approved.

Borough Manager Stacy Crandell presented and asked for authorization for the advertisement of the 2024 Draft Budget, the 204 Tax Ordinance#23-758-03 and 2024 Budget Resolution#2023-09. She stated the draft 2024 Budget will be on the website for public review. A motion by Councilor Matthew Sholly and seconded by Councilor Donna Rogers, to authorize the advertisement of 2024 Draft Budget, the 2024 Tax Ordinance#23-758-03 and the 2024 Budget Resolution#2023-09. The motion was approved.

Borough Manager Stacy Crandell gave an update on the Freight House and the request of additional improvements of almost \$80,000 to add garage doors for additional space for the tenant. The Council decided to table this issue until their November 20th Work Session for further discussion.

Borough Manager Stacy Crandell explained that the 3-year contract for the Montgomery County Planning Commission (MCPC) services was up at the end of year. Ms. Crandell recommended the approval of another 3-year contract with the MCPC. A motion made by Councilor Donna Rogers and seconded by Councilor Stephanie Hall, approved the 3-year Renewal for the MCPC Contract for 2024-2026.

Under other business, Mayor Daniel Yocum reminded everyone that tomorrow is election day and where the polling locations are in the Borough.

There being no further business, the meeting adjourned at 7:36PM.

Respectfully submitted,

Stacy E. Crandell

Stacy E. Crandell, Secretary