



Borough Council

Julie Munden, President
Daryl Littlefield, Vice President
Stephanie Costa
Donna Rogers
Matthew Sholly
Andy Richter
Stephanie Cross
Daniel Bencsik
Stacy Dill

Mayor

Daniel L. Yocum

Borough Manager

Sara Jarrett-Eaton

Police Chief

Jeffrey OBrien

Souderton Borough Council Regular Meeting Minutes

Monday, February 2, 2026

1. Opening of the Meeting

The Regular Meeting of Souderton Borough Council held on February 2, 2026, was called to order by Council President Julie Munden at 7:01pm. President Munden provided the invocation and moment of silence, which was followed by the Pledge of Allegiance to the Flag. Borough Secretary Sara E. Jarrett-Eaton noted that all councilors were present this evening. The following Borough Councilors and staff were present: Mayor Daniel L. Yocum, Borough Manager Sara Jarrett-Eaton, Solicitor John Torrente, Councilor Stephanie Costa, Councilor Donna M. Rogers, Councilor Julie Munden, Councilor Daryl Littlefield, Councilor Matthew Sholly, Councilor Andy Richter, Councilor Daniel Bencsik, Councilor Stephanie Cross, Junior Councilor Gabriel Longenecker, Police Chief Jeffrey OBrien, Public Works Director Jason Kelly, Executive Assistant Christine Nicholas, and Permits Clerk Laura McGuigan.

2. Consent Agenda

A motion was made by Councilor Sholly and seconded by Councilor Littlefield to approve the Consent Agenda to include the January 5, 2026, Council Meeting Minutes and the January 20, 2026, work session minutes and and the bills for January & February 2026. The motion was passed unanimously.

3. Presentations

A. MS4 Presentation – Gilmore and Associates – Geoffrey Attanasio and Colleen Kane presented information on MS4 and how it effects Souderton Borough both financial and environmentally. They reviewed the timeline of the project and what the expectation is annually. Ms. Kane mentioned there is a 30-day comment period in which the public can view the report on the borough’s website and contact the Borough Manager with any questions.

B. Souderton Connects – Jessica Cimini – Ms. Cimini highlighted 2 upcoming events:

The Front Street Fire and Frost will be held on Saturday February 28, 2026, from 5:00pm to 9:00pm. at Front and Broad Streets. The event will feature ice carvings, fire pits, food trucks (5), a band at the Brass Collar deck and fire & light performers. The event is fully funded by its events sponsors.

The 2nd annual Souderton Pub Crawl will be held on Saturday March 14, 2026. This is not a Souderton Connects event, but they assist with getting the word out. Brass Collar, Branch Creek and other local establishments are involved.

Also, the Souderton Connects website is ready to take sign ups for 3rd Fridays vendors and Food Trucks. She also reported that the beautification committee has their first clean up on March 28th.

C. Indian Valley Public Library- Penny Price – Ms. Price reported that February is “Love your Library” month and the library is kicking it off with their Wine Tasting Event on Saturday, February 7th from 7:00pm – 10pm . Tickets can be bought online or at the door.

Ms. Price also provided some statistics from 2025 regarding the public’s interest and use of the library and its facilities and programs.

4. Administrative Reports

a. Mayor Daniel Yocum – Perseverance Fie Company is celebrating their 125th anniversary this year. As many tributes will be made throughout the year, currently their 1917 Model T Chemical Truck, is being showcased in the Grand Hall at this year’s 2026 Philadelphia Auto Show.

b. Chief of Police Jeffrey OBrien – Chief OBrien spoke about the snowstorm. He mentioned the pride in the officers reaching out to assist and of the tireless work ethic of the Public Works Department, Fire Department and Fire Police. He was impressed with how the Mayor and Borough Manager stayed in contact with him throughout the day. Chief OBrien reported that officers were involved in three Physical Altercations in the last month. He added that Dianna Fields retired this past week after 17 years of service as the police secretary. The Monthly stats will be on Facebook on Wednesday.

c. Public Works Director Jason Kelly – Before Mr. Kelly’s Report, Council President Julie Munden extended gratitude to the Public Works Department. Mr. Kelly provided his report for January and referenced the various projects that were worked on by the Public Works department. There were 4 weather related incidents this month. The mayor asked about how we are affected by the salt shortage.

d. John Torrente of Begley, Carlin & Mandio – Mr. Torrente submitted his report to council before the meeting. He highlighted two items of interest. The Conditional use permit for Taco Bell and the preparation of the Employee Handbook as prepared by Ms. Kay Weeder of Begley, Carlin and Mandio and Borough manager Jarrett- Eaton. Council has received the handbook, and it is currently under review.

e. Borough Manager Sara Jarrett-Eaton – Mrs. Jarrett-Eaton explained our salt bid with consortium and how the consortium works on our behalf to get things satisfied in cases when there is a shortage or contract violation.

We received the delivery of small dump truck chassis purchased at the end of 2025. It is currently at E. M. Kutz to be outfitted and will be in our possession beginning of 3rd quarter.

5. Committee Reports

Public Safety – Councilor Matt Sholly announced the next meeting for the Public Safety Committee will be held on February 12, 2026, at 5:30 with topics including school zones and e-bikes.

Outreach and Economic Development – Councilor Stephanie Cross announced that their meeting will be held on Wednesday, February 11, 2026, at 4:30pm. Councilor Cross acknowledged Councilor Littlefield for his assistance acclimating our new councilors to the committee.

Trash Committee – The Ad Hoc trash committee will meet on Monday, February 9, 2026, to discuss the upcoming trash contract.

Parks and Recreation – The committee met on January 22, 2026, and discussed pool planning and improvements to West Street Park.

Executive Committee - President Munden announced the meeting is set for February 27, 2026

Financial Committee – Councilor Rogers announced the committee’s next meeting is Wednesday February 11, 2026, at 5:45pm.

6. Public Comment

Mr. Stern – 34 E. Reliance Road – Mr. Stern posed a question about the Rental Ordinance regarding in law suites. President Munden took Mr. Stern’s information at the end of the meeting and will review the information with the Planning Commission and our Solicitor.

7. Business

- a. Resolution#2026-06 – Appointment to Ward 2 Council Vacancy

Councilor Costa made a motion to appoint Stacy Dill to the Ward 2 Council Vacancy.

The motion was seconded by Councilor Sholly and passed unanimously.

- b. Appointment to Planning Commission Vacancy

Councilor Littlefield made a motion to appoint Wade Henshaw to the Planning

Commission. The motion was seconded by Councilor Cross and passed unanimously.

- c. Resolution# 2026-07- Handicap Parking Space – near 33 Adams Avenue

Councilor Sholly made a motion to approve Resolution# 2026-07- Handicap Parking

Space. The motion was seconded by Councilor Cross and passed unanimously.

A motion was made by Councilor Bencik to adjourn to Executive Session to discuss Litigation and Personnel.

Respectfully Submitted,

Sara E. Jarrett-Eaton

Sara E. Jarrett-Eaton, Borough Secretary

Transcribed by: Christine Nicholas, Executive Assistant