Borough Council
Stephanie Costa, President
Daryl Littlefield, Vice President
Dante DeAnnuntis
Donna Rogers
Matthew Sholly
Andy Richter
Stephanie Cross
Daniel Benscik
Stacy Dill

Mayor
Daniel L. Yocum

Borough Manager
Sara Jarrett-Eaton

Police Chief
Jeffrey OBrien

Souderton Borough Council Regular Meeting Minutes

Monday October 5, 2026

1. Opening of the Meeting

The Regular Meeting of Souderton Borough Council held on October 5, 2026, was called to order by Council President Stephanie Costa at 7:00pm. Council President Costa provided a moment of silence, which was followed by the Pledge of Allegiance to the Flag. Borough Secretary Sara E. Jarrett-Eaton noted that Councilor Daryl Littlefield was absent with prior notice. The following Borough Councilors and staff were present: Mayor Daniel L. Yocum, Borough Manager Sara Jarrett-Eaton, Solicitor John Torrente, Councilor Stephanie Costa, Councilor Matthew Sholly, Councilor Donna M. Rogers, Councilor Stacy Dill, Councilor Daniel Bencsik, Councilor Dante DeAnnuntis, Councilor Matthew Sholly, Councilor Stephanie Cross, Police Chief Jeffrey OBrien, Public Works Director Jason Kelly, Assistant to the Manager, Christine Nicholas, and Permits Clerk Laura McGuigan.

2. Consent Agenda

A motion was made by Councilor Richter seconded by Councilor Sholly to approve the Consent Agenda to include September 7, 2026, Council Meeting Minutes and September 21, 2026, Work Session minutes, and the bills for September 2026 & the recurring bills for October 2026. The motion passed.

3. Presentations

A. **Swearing in of Ward 2 Councilor Dante DeAnnuntis –** Mr. DeAnnuntis was sworn in by Mayor Dan Yocum with his wife and daughter present.

B. **Souderton Connects – Jessica Cimini** – Ms. Cimini was not present and no report was provided.

C. **Indian Valley Public Library- Dr. Alexander Grande –** Dr. Grande provided the following updates:

- How to get a Library card and the importance of having one.
- Library Budget Meeting will be held Wednesday, October 7th
- Garden Clean Up – Saturday, October 10th
- Scrapbooking America – Monday, September 26th

4. **Administrative Reports**

a. **Mayor Daniel Yocum –** Mayor Yocum highlighted the following:
   - October will be the last Third Friday of the year
   - Perseverance Fire Company will have 2 upcoming events – Bingo on October 18th and the annual Penny Auction on November 14th

b. **Chief of Police Jeffrey OBrien** – Chief OBrien presented his report to council and highlighted the retirement of long-time crossing guard David Fellman. He also reported that Sergeant Lukens' response to an individual experiencing a seizure was greatly appreciated.

c. **Public Works Director Jason Kelly –** Mr. Kelly presented his report to council and reviewed the activities of Public Works for the month of September which included but was not limited to the following:
   - Repairs at Northbound
   - Brush pick-up (8.2 tons)
   - Sewer work (storm and sanitary)
   - School Lane line painting

d. **John Torrente of Begley, Carlin & Mandio –** Mr. Torrente had 3 items of mention:
   - Approval of Conditional Use- Tattoo parlor – A written decision is needed by Borough Council to move forward with this request.
   - Zoning Ordinance – In 2023 there was a prior presentation of revisions of this zoning ordinance and additional suggestions are coming from the Planning Commission for consideration.
   - Executive session – Confidential personnel items were discussed prior to this meeting.

e. **Borough Manager Sara Jarrett-Eaton -** Ms. Jarrett-Eaton highlighted the following items:
   - The borough hired a new receptionist, Kimberly McMichael from Norristown
   - We received an LSA grant for $267,000 for our WWTP blower project that can be combined with the $250,000 we received last year. The combination of these two grants will nearly cover the cost of this project.
   - We have finalized the Fall Newsletter with Hometown Press and look to have it in mailboxes soon.
   - The first 2027 budget meeting with council will be held on Thursday, October 8th
   - The office has started working on the end of year wrap up items.
   - Upcoming Events include a Blood Drive on 10/7 and a Medicare Seminar 10/15

5. **Committee Reports**

- Councilor Cross spoke for the PW/WWTP Committee. A brief meeting was held to get Councilor DeAnnuntis up to speed.
- Councilor Sholly spoke for the Public Safety Committee. They meet on the 3rd Thursday of each month.
- Councilor DeAnnuntis spoke for the Finance Committee. The committee is focusing on future financing and the 2027 budget, highlighting that our accounts look good.

6. **Public Comment** -

Lee Miletich of 247 W Chestnut Street – Mr. Miletich has had ongoing police department issues regarding the handling of a neighbor dispute.

7. **Business**

a. Award of Consortium Salt Bid – Borough Manager Jarrett-Eaton explained the process. The bid was awarded to Morton Salt on the 8th of October for the cost of $73.44. Public Works Supervisor Jason Kelly advised that the Borough used 400 to 450 tons of salt this year.

A Motion to approve the form of the Road Salt Supply Agreement for the winter 2026/2027 season to the low bidder Morton Salt, at a price of $73.44 per delivered ton and $73.00 per non-delivered ton, subject to review by the Solicitor and award of the bid by the Montgomery County Consortium of Communities at its meeting on October 8, 2026, was made by Councilor Daniel Bencsik and seconded by Councilor Stephanie Cross. The motion passed.

b. **Resolution 2026-22 – LSA Grant Application –** Borough Manager Jarrett-Eaton explained that the LSA funds would be used to replace the A/V system in chambers, upgrade the camera system, install fail over internet, upgrading wiring and technology to ensure building security. This is a non-matching grant.

A Motion to approve Resolution 2026-22 – approving the application for LSA funds not to exceed 500,000 was made by Councilor Stephanie Cross and seconded by Councilor Matthew Sholly. The motion passed.

c. Conditional Use Decision – 105 N. Main Street, Unit D – Mr. Torrente reviewed the order and conditions with the Applicant, and the applicant agrees to the terms.

A Motion to approve the Conditional Use Decision – 105 N. Main Street, Unit D was made by Councilor Rogers and seconded by Councilor Richter. The motion passed.

d. Conditional Offer of Employment - Full-Time Police Officer –Chief OBrien gave an overview of the formal civil service hiring. The applicant has passed all written, physical and verbal testing. The applicant is Cooper Jerome, who is attending the Police Academy.

A Motion to approve the Conditional Offer of Employment - Full-Time Police Officer in Souderton Borough to Cooper Jerome, contingent upon successfully completing the Montgomery County Municipal Police Academy, passing the MPOETC exam, successfully completing psychological, physical and drug testing and subject to compliance with any and all terms, conditions, and requirements under current CBA and Borough Civil Service Rules was made by Councilor Stacy Dill and seconded by Councilor Donna Rogers. The motion passed.

A motion was made by Councilor Sholly to adjourn the meeting at 7:35pm.

Respectfully Submitted,

Sara E. Jarrett-Eaton

Sara E. Jarrett-Eaton, Borough Secretary
Transcribed by: Christine Nicholas, Assistant to the Manager