

Reorganization and Regular Meeting

January 3, 2022

The Reorganization Meeting began at 7:00 pm with District Justice Kenneth Deatelhauser administering the Oath of Office to newly elected Mayor Daniel L. Yocum.

Mayor Daniel L. Yocum then individually administered the Oath of Office to the newly elected Borough Councillors Tracy W. Burke, Edward M. Huber, Matthew J. DiNenna, Richard M. Walczak and Courtnee L. Wampole. Mayor Yocum further administered the Oath of Office to newly re-elected Tax Collector Donald Bergey.

The mandatory biannual Reorganization Meeting of Souderton Borough Council was called to order at 7:10 pm on the above date by Mayor Daniel L. Yocum. Members of Borough Council in attendance included: Councillor Tracy W. Burke, Councillor Edward M. Huber, Councillor Matthew J. DiNenna, Councillor Daryl W. Littlefield, Councillor Julie A. Munden (via Zoom), Councillor Donna M. Rogers, Councillor Richard M. Walczak and Councillor Courtnee L. Wampole.

Mayor Daniel Yocum first made some welcoming remarks to members of Borough Council and to the audience and then reviewed the procedures for nominating and electing officers to the positions of Borough Council President, Vice-President and President Pro-Tem.

Mayor Yocum then opened the floor for nominations for Borough Council President. Councillor Edward Huber nominated Tracy Burke. A vote on the nomination of Tracy Burke to serve as Borough Council President was held and approved by unanimous vote. Councillor Julie Munden did not participate in the vote.

Mayor Yocum next opened the floor for nominations for Borough Council Vice-President. Councillor Tracy Burke nominated Edward Huber. A vote on the nomination of Edward Huber to serve as Borough Council Vice-President was held and approved by unanimous vote. Councillor Julie Munden did not participate in the vote.

Mayor Yocum opened the floor for nominations for the position of President Pro-Tem. Councillor Edward Huber nominated Julie Munden. A vote on the nomination of Julie Munden to serve as President Pro-Tem was held and approved by unanimous vote. Councillor Julie Munden did not participate in the vote.

There being no further business, Mayor Daniel Yocum adjourned the Reorganization Meeting of Borough Council at 7:15 pm.

The Regular Meeting of Souderton Borough Council was then called to order by newly elected President Tracy W. Burke at 7:16 p.m. President Burke opened the meeting with welcoming remarks to Borough Council and the audience. 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 Julie Munden is observing the meeting this evening via Zoom but will not be actively voting on matters.

The Invocation was given by Borough Councillor Richard Walczak, 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	Junior Councillor Nick Mancini
Councillor Matthew J. DiNenna	Solicitor Charlotte Hunsberger
Councillor Daryl W. Littlefield	
Councillor Julie Munden (via Zoom)	
Councillor Donna Rogers	Borough Manager P. Michael Coll
Councillor Richard M. Walczak	Police Chief Brian Newhall
Councillor Courtnee L. Wampole	Public Works Director Steven R. Coll

Consideration was given to the minutes of the December 6, 2021 Regular Borough Council Meeting. There were no Borough Council work sessions during the month of December. A motion was made by Councillor Edward Huber, and seconded by Councillor Daryl Littlefield, to approve the minutes of December 6, 2021 Borough Council Meeting as presented. The motion was approved.

Borough Manager P. Michael Coll reported that he circulated letters of interest from five candidates requesting consideration for the appointment to the Borough Councillor position for Ward 1, filling the vacancy of Daniel Yocum. Letters of interest were also received from two candidates requesting consideration to fill the position of Souderton Borough representative to the North Penn Water Authority Board of Directors. President Tracy Burke announced that the candidates will be invited for interviews before Borough Council at the January 17, 2022 Work Session. A Special Borough Council Meeting will be held on Monday, January 24, 2022 for the purpose of formally making the appointments.

Borough Engineer Melissa Prugar spoke before Borough Council expressing interest in continuing to serve as the Borough Engineer for Souderton Borough. Boucher and James has served as the Borough Engineer for Souderton Borough since 1997. The firm is currently working on the Community Park Renovation Project and is overseeing the Towne Gate Commons development.

Police Chief Brian Newhall noted that his monthly report to Borough Council will be submitted and discussed at the January work session. Chief Newhall noted that the

Souderton Civil Service Commission list of eligible police officer candidates will expire at the end of this month. The 2022 Budget includes funding for two additional full time police officers. The top two candidates on the current list are available. Chief Newhall requested consideration of Borough Council to permit the issuance of a conditional offer of employment to the top two candidates. Chief Newhall further requested authorization to begin a search to hire two part time police officers. One of our current part time officers will be retiring and the other is a candidate for the full time position. President Tracy Burke suggested that Borough Council further discuss this matter under new business.

The Borough Solicitor's report for the month of December was distributed to Borough Council. The Solicitor completed and filed documents associated with the Tax Anticipation Loan. The Borough Solicitor began work on documents to revise and extend the previously approved \$500,000 general obligation loan for the Community Park Renovation project.

Public Works Director Steven Coll distributed his monthly report of public works activities to Borough Council for their review and information. Crews are completing annual truck maintenance. Leaf collection is now complete and crews will begin collection of Christmas trees this month following the trash collection crews.

Borough Manager Michael Coll noted that the regular meeting schedule of Borough Council will resume in January. Borough Council will hold their monthly work session on January 17, 2022 and there will be a Special Borough Council meeting on January 24, 2022 for the purpose of completing the noted appointments. The Souderton Planning Commission will not meet in January, their meeting is scheduled for February 2, 2022 for the annual election of officers and they will review the architectural renderings for the remaining townhomes in the Towne Gate Commons development.

The Borough Manager reviewed the agenda for the meeting, which will begin with a series of staff and consultant appointments. Appointment of the Borough Engineer will be further discussed at the January work session. Following adoption of the 2022 Budget, a Resolution has been prepared to raise the trash service fees effective January 1, 2022 from \$65.00 per quarter to \$107.00 per quarter reflecting the marked increase in the collection contract. A Resolution has been prepared, following provisions of the Police Contract agreement to waive member contributions to the Police Pension Plan for the 2022 calendar year. A Resolution has been prepared to reduce member contributions to three percent (3%) to the Non-Uniformed Pension Plan for the 2022 calendar year. The waived and reduced member contribution have been accounted for in the preparation of the 2022 MMO Work Sheets for each of the plans and is accounted for in the 2022 Budget. The last scheduled item for consideration is authorization to execute a purchase order with Kompan, Inc. for the purchase and installation of playground and fitness equipment as part of the Community Park renovation project. The equipment is under

COSTARS contract pricing and has been approved by representatives of DCNR which will be providing grant funding assistance towards this project. There is a significant lead time of 16 to 20 weeks for delivery of the equipment.

President Tracy Burke noted that Borough Council will also discuss the recommendation of Chief Newhall and the Special Borough Council meeting for consideration of the appointments.

Consideration was given to paying the bills for the month of December, 2021

GENERAL FUND

21 st Century Media	\$650.86	Good Plumbing Heating A/C, Inc.	\$1,274.39
Allan Myers	612.97	Highway Materials, Inc.	2,851.82
Altek Business Systems, Inc.	151.96	Home Depot	148.84
Altek Business Systems, Inc.	2,099.00	ICC	145.00
Bergeys, Inc.	120.49	Independence Blue Cross	18,028.70
Boucher and James, Inc.	2,218.58	I V Chamber of Commerce	325.00
C & S Lawn and Landscape, Inc.	400.00	I V County Club	2,377.00
Clemens Uniform Rental	278.26	Jacob Renner	1,650.00
Comcast Cable	579.56	Lawson Products, Inc.	114.21
Copes Garage, Inc.	7,348.75	Maryjane Yoder	200.00
FP Finance Program	359.00	Maryjane Yoder	170.22
George Allen Portable Toilets	146.00	McDonald Uniform Company	919.55
GME Landscape Management	375.00	Meals on Wheels IV	6,000.00
Komatsu America Corp	496.15	Megan Jarrell	7,215.57
Kuhls Law	1,380.00	Metlife/Brighthouse/GASB	5,519.22
Lawson Products, Inc.	330.84	Moyer Indoor/Outdoor	3,848.96
Metlife/Brighthouse/GASB Group	2,814.06	NAPA Auto Parts	3.49
Moyer Indoor/Outdoor	592.75	Nationwide Trust Company	1,738.01
Nationwide Trust Company	812.34	NetCarrier Telecom, Inc.	295.96
North Penn Water Authority	38.56	North American Benefits Co	1,070.99
NYCO Corporation	14.79	North Penn Goodwill Service	4,250.00
Richter Drafting/Office Supply	228.28	NYCO Corporation	147.99
Sellersville Fire Department	100.00	PA State Assoc. of Boroughs	1,111.00
The Harrison Group, Inc.	115.00	PA State- CDL Testing Program	75.00
Uninvest VISA	28.65	PECO Energy	58.81
Uninvest VISA	15.89	Pendergast Safety Equipment Co	70.35
Uninvest VISA	367.98	PA Police Chiefs Assoc	150.00
Altek Business Systems, Inc.	151.96	PA One Call System	67.89
Armour & Sons Electric, Inc.	391.20	PPL Electric Utilities	1,553.45
Association of Mayors PA	70.00	PPL Electric Utilities	116.61
Barnside Farm Compost Facility	40.00	Richter Drafting/Office Supply	564.46
Bergeys, Inc.	593.04	Rodney Shoemaker Plumbing	59.90
Britton Industries	30.00	Something Better, Inc.	1,100.00
C & S Lawn and Landscape, Inc.	400.00	Souderton Ambulance Assoc.	4,500.00
Ciocca Ford of Souderton	956.00	Steven R. Coll	298.56
Clemens Uniform Rental	171.64	Styer Associates	250.00
Comcast	222.34	Suburban Propane	1,189.21
Copes Garage, Inc.	474.69	Sudz In A Bucket	22.00

Country-Fair Cleaners	217.00	The Harrison Group, Inc.	255.00
Davidheisers, Inc.	40.00	Thomas A. Lawson	103.00
Delta Dental/Gettysburg Benefits	1,214.04	Univest VISA	1,988.07
Dianna M. Fields	200.00	Univest VISA	709.44
Fredericks Flowers	\$250.00	Unum Insurance Company	\$1,130.40
Freedom Systems Corp	12,259.00	Verizon	73.60
Fromm Electric Supply Corp	65.67	Verizon Wireless	402.62
GALCO Business Communications	141.10	Waste Management	40,277.60
Generations of Indian Valley	6,000.00	Wise Electric	480.00
George Allen Portable Toilets	604.00	Witmer Public Safety Group	266.83
Georges Tool Rental	2,932.54	Total General Fund	\$165,268.66

SEWER FUND

Clemens Uniform Rental	\$92.46	Independence Blue Cross	\$4,390.18
Comcast	138.39	J. P. Mascaro & Sons	4,838.09
Derstine Company, Inc.	5,205.00	K J Door Services, Inc.	150.00
EVOQUA Water Technologies	3,513.25	Lawson Products, Inc.	689.12
J. P. Mascaro & Sons	2,883.51	Metlife/Brighthouse/GASB	184.56
Metlife/Brighthouse/GASB	92.28	Moyer Indoor/Outdoor	310.82
North Penn Water Authority	73.79	NAPA Auto Parts	34.58
NYCO Corporation	68.32	NetCarrier Telecom, Inc.	111.43
PPL Electric Utilities	13,480.10	North American Benefits Co	254.20
Shelly Enterprises-USLBM, LLC	1.84	NYCO Corporation	16.26
Altek Business Systems, Inc.	105.50	PA DEP	125.00
Bearing & Drive Solutions	43.36	PA Dept of Labor & Industry	157.96
Clemens Septic Services	562.50	PPL Electric Utilities	15,201.32
Clemens Uniform Rental	92.46	Richard D. Nelson	372.90
Comcast	138.39	Richter Drafting/Office Supply	240.66
Coyne Chemical	1,979.00	S C Engineers, Inc.	497.00
Delta Dental/Gettysburg Benefits	364.32	State Chemical Solutions	192.60
Empire Scale Corporation	300.00	Suburban Water Testing Labs	1,046.42
EVOQUA Water Technologies	6,983.95	The Harrison Group, Inc.	120.00
FP Finance Program	359.00	Univar Solutions USA, Inc.	8,410.50
Fromm Electric Supply Corp.	206.76	Unum Insurance Company	257.72
Good Plumbing Heating A/C, Inc.	1,676.91	Verizon	78.33
Home Depot	46.92	Total Sewer Fund	\$76,087.66

POOL FUND

Comcast	\$167.46	PA DEP	\$50.00
North Penn Water Authority	1,058.19	PECO Energy	62.34
Airgas National Carbonation	84.36	PPL Electric Utilities	84.10
Comcast	167.46	RecDesk, LLC	3,450.00
Moyer Indoor/Outdoor	184.70		
NetCarrier Telecom, Inc.	86.38	Total Pool Fund	\$5,394.99

CAPITAL RESERVE FUND

Boucher and James, Inc.	\$5,081.97	P. K. Moyer & Sons, Inc.	\$9,113.50
Phillips & Donovan Architects	8,480.00	Phillips & Donovan Architects	13,469.10

CKS Engineers, Inc.	9,886.50	Richter Drafting/Office Supply	68.20
Highway Materials, Inc.	4,169.86	Telford Borough Authority	7,500.00
Kelly-Creswell	4,658.11	Total Capital Reserve Fund	\$62,427.24

LIQUID FUELS FUND

Highway Materials, Inc.	\$59,601.60	PPL Electric Utilities	\$840.95
P. K. Moyer & Sons, Inc.	36,160.50	PPL Electric Utilities	5,979.04

A motion was made by Councillor Daryl Littlefield, and seconded by Councillor Donna Rogers, to pay the bills for the month of December, 2021, as presented. The motion was approved.

A motion was made by Councillor Edward Huber, and seconded by Councillor Donna Rogers, to authorize the payment of recurring monthly bills for the month of January, 2022, as presented. The motion was approved.

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

Daniel Houser, 436 Central Avenue, Souderton, expressed appreciation to Souderton Connects and Main Streets Manager Christina DiVergigelis for coordinating the Holiday Parade. There have been more positive comments about the parade than in previous years. Many thanks to everyone for their hard work to make the parade happen.

There being no further public comment, President Burke moved to the scheduled items of business, starting with a number of suggested appointments.

A motion was made by Councillor Edward Huber, and seconded by Councillor Daryl Littlefield, to appoint P. Michael Coll, 458 Wile Avenue, Souderton serve as the Borough Secretary and the Borough Treasurer. The motion was approved by unanimous vote.

A motion was made by Councillor Matthew DiNenna, and seconded by Councillor Courtnee Wampole, to appoint Robert G. Bricker of the firm of Landis, Hunsberger, Gingrich and Weik, LLP to serve as the Borough Solicitor. The motion was approved by unanimous vote.

A motion was made by Councillor Daryl Littlefield, and seconded by Councillor Donna Rogers, to appoint Styer Associates, Certified Public Accountants, to audit and prepare the General Purpose Financial Statements for the Borough of Souderton for the calendar year ending December 31, 2021. The motion was approved by unanimous vote.

Borough Manager Michael Coll noted that the 2022 Budget includes an increase in the fees for trash collection to cover the increased contractual expenses. A Resolution

has been prepared to establish the new fees effective January 1, 2022. Borough Councillor Courtnee Wampole noted that the prior Borough Council membership awarded the three year contract in December of 2021. That action resulted in the necessary rate increase to cover the cost of the service contract with J. P. Mascaro and Sons. A motion was made by Councillor Donna Rogers, and seconded by Councillor Edward Huber, to adopt Resolution 2022-01 establishing fees for municipal curbside collection of solid waste and recycling materials effective January 1, 2022. The motion was approved.

A motion was made by Councillor Courtnee Wampole, and seconded by Councillor Daryl Littlefield, to adopt Resolution No. 2022-02 waiving member contributions to the Police Pension Plan for the 2022 calendar year. The motion was approved.

A motion was made by Councillor Daryl Littlefield, and seconded by Councillor Courtnee Wampole, to adopt Resolution No. 2022-03 reducing member contributions to the Non-Uniformed Pension Plan from five percent (5%) to three percent (3%) for the 2022 calendar year. The motion was approved.

A motion was made by Councillor Edward Huber, and seconded by Councillor Richard Walczak, to authorize the execution of a Purchase Order with Kompan, Inc. to furnish and install playground and outdoor fitness equipment in the Souderton Community Park, under PA COSTARS Contract 171856 for the total cost of \$669,999.85. The motion was approved.

Borough Council discussed the recommendation of Police Chief Brian Newhall to consider issuing a conditional offer of employment to the top two police officer candidates on the Souderton Civil Service Commission eligibility list prior to its expiration on January 31, 2022.

A motion was made by Councillor Donna Rogers, seconded by Councillor Daryl Littlefield, to authorize the issuance of a conditional offer of employment to the top two police officer candidates on the current Souderton Civil Service Commission eligibility list and to further authorize Police Chief Brian Newhall to begin the process to hire two part time police officers. The motion was approved.

A motion was made by Councillor Daryl Littlefield, seconded by Councillor Edward Huber, to hold a Special Borough Council Meeting on Monday, January 24, 2022 beginning at 7:00 pm for the purpose of formally considering an appointment to Borough Council, Vacancy Board Chairman and a representative to the North Penn Water Authority Board of Directors. The motion was approved.

There being no further business, the meeting was adjourned at 8:17 pm.

Respectfully submitted,

P. Michael Coll, Secretary