

**Regular Meeting**

**September 11, 2023**

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

Council President Tracy Burke read a prepared statement concerning the tragic events of September 11, 2001. Pastor Scott Nice of Christ Reformed Church at Indian Creek and Chaplin of the Warren Royer Post of the American Legion provided the Invocation, which 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:

Council President Tracy W. Burke	Mayor Daniel L. Yocum
Councillor Edward M. Huber	Junior Councillor Elijah S. Steglik
Councillor Matthew J. DiNenna	Junior Councillor Estrela T. Sadiboko
Councillor Daryl W. Littlefield	Borough Manager P. Michael Coll
Councillor Julie A. Munden	Solicitor Robert Bricker
Councillor Donna M. Rogers	Police Chief Brian Newhall
Councillor Richard M. Walczak	Public Works Director Steven Coll

Borough Councillors Matthew Sholly and Courtnee Wampole were absent from the meeting.

Consideration was given to the minutes of the August 7, 2023 Regular Borough Council Meeting and the August 21, 2023 Borough Council Work Session.

A motion was made by Councillor Daryl Littlefield, and seconded by Councillor Julie Munden, to approve the minutes of the August 7, 2023 Regular Borough Council Meeting as presented. The motion was approved.

A motion was made by Councillor Daryl Littlefield, and seconded by Councillor Donna Rogers, to approve the minutes of the August 21, 2023 Borough Council Work Session Meeting as presented. The motion was approved.

President Tracy Burke received a letter of resignation from Councillor Courtney Wampole due to her relocation from Souderton Borough.

Jessica Cimini, Souderton Connects Manager, expressed appreciation to the Borough crew and Souderton Connects volunteers for conducting a trial run set up of the new Holiday Tree. Univest Bank and Trust Company will be working to renovate he

plaza at W. Broad Street and Washington Avenue which will be the new location for the annual Holiday Tree. The next Third Fridays event will be on September 15<sup>th</sup>. Souderton Connects will be hosting a Breakfast Business Bites event on October 4<sup>th</sup> at 143 N. Main Street. The forum will feature Antonio DiCanni who will discuss strategies to attract residential and commercial tenants to help fill some of our vacant commercial spaces.

Mayor Daniel Yocum noted several community events planned throughout the Borough during the month of September. Planning is underway for the Souderton Connects Art Jam in the Souderton Community Park on September 30, 2023. Souderton Connects is always looking for volunteers to help with the events.

Police Chief Brian Newhall summarized the monthly report of police department activities. Chief Newhall noted that preparations are underway to host a Community Police Academy on September 20 and 21 in Council Chambers. Souderton Police completed training on responding to mental health issues, which has become a growing concern. Chief Newhall also reported that the Souderton-Hatfield Pike will be closed due to the construction of the Route 309 Connector route in Franconia and Hatfield Townships. This closure will undoubtedly push more traffic into Souderton Borough.

The Borough Solicitor's report for the month of August, 2023 was submitted to Borough Council. The Borough Solicitor reviewed and commented on a request from Souderton Connects regarding assistance in collecting delinquent BID assessments. The Solicitor has been in discussion with the Code Enforcement Officer regarding several ordinance violations.

Public Works Director Steven Coll circulated his monthly report to members of Borough Council. Work continues around the Freight Building. Crews established the new parking area and installed the new curb line along S. Front Street. A section of sewer main will be replaced on Garfield Avenue from S. Fifth Street towards School Lane. The storm drain replacement is nearly complete in the 400 block of N. Second Street. Crews will begin winterizing the community pool. Completion of the replacement of a section of sewer main on Wile Avenue is being scheduled, there may be time to consider paving of Wile Avenue late this fall.

Borough Manager Michael Coll noted the Zoning Hearing Board will be meeting Tuesday, September 12 to consider a variance application concerning a mixed use redevelopment of 650 E. Broad Street. The next Borough Council work session is scheduled for Monday, September 18, 2023.

The Borough Manager reported on the scheduled business items for this meeting. A recommendation has been made by the Souderton Planning Commission to extend conditional approval of the plan of subdivision for Gerald Peklak concerning properties at W. Reliance Road and Harleysville Pike. Borough Council is expected to formally accept

the resignation of Councillor Courtnee Wampole. The last item presents an historic event for Souderton Borough. The last time Souderton Borough Council formally appointed a Borough Manager was in July of 1984. This evening Borough Council will be appointing Stacy E. Crandell to serve as the next Borough Manager/Secretary effective October 2, 2023. Stacy Crandell will become the fourth Borough Manager to serve in the history of Souderton Borough.

Councillor Matthew Sholly noted that the Public Safety Committee will be reviewing the Open Burning Ordinance with the Fire Marshal and the Chief of the fire company.

Councillor Richard Walczak reported that the Finance Committee will be meeting this week to discuss budget considerations.

Councillor Edward Huber reported that the Parks and Recreation Committee will make recommendations at the September Borough Council work session on pool management and park rental fees. The Rotary Park Improvement Committee will be meeting this week.

Councillor Daryl Littlefield reported that Borough Council will have a table at the Third Fridays event on September 15 and he plans to have Borough Council office hours on September 16 from 11:00 am to 1:00 pm.

Consideration was given to paying the bills for the month of August, 2023.

GENERAL FUND

Comcast Cable	\$798.56	H & K Materials	\$2,986.19
Home Depot	135.88	Home Depot	59.50
NetCarrier Telecom, Inc.	301.05	Independence Blue Cross	19,724.79
North Penn Water Authority	64.60	IV Chamber of Commerce	736.91
PECO Energy	30.31	LVL Engineering Group	978.34
Univest VISA	24.95	Mary E. Gladwell	180.00
Univest VISA	533.26	Maryjane Yoder	659.25
Univest VISA	1,193.88	Moyer Indoor/Outdoor	2,771.06
Unum Insurance Company	1,469.07	NAPA Auto Parts	43.67
Verizon Wireless	260.52	Nationwide Trust 457 Company	4,465.12
21 <sup>st</sup> Century Media	537.09	Nationwide Trust Company	951.61
Altek Business Systems	4,761.25	North American Benefits Co.	1,570.99
Armour & Sons Electric, Inc.	3,265.00	PA DEP	500.00
Bow Wow Waste Products	263.97	PA One Call System	122.84
Carquest	143.28	PPL Electric Utilities	1,163.29
CDI Lawn Equipment	299.47	PPL Electric Utilities	10.16
Clemens Uniform Rental	322.69	Richter Office Supply	2,145.54
Code Inspections, Inc.	130.00	Security Service Co., Inc.	1,471.83
Comcast Cable	208.39	Something Better, Inc.	900.00
Cope's Garage, Inc.	4,451.26	Steven R. Coll	310.36

Crystal Springs	\$119.89	Suburban Propane	\$457.48
D. L. Beardsley, Ltd.	134.35	Sweeper Services, LLC	369.03
Delta Dental Gettysburg Benefit	1,396.20	The Harrison Group Inc.	285.00
Dianna M. Fields	726.56	Univest VISA	495.00
Fire Protection Services, LLC	51.00	Unum Insurance Company	1,469.07
Freedom Systems Corp	420.00	Verizon	74.87
Fromm Electric Supply Corp	161.49	Verizon Wireless	166.30
George Allen Portable Toilets	302.00		
Good Plumbing Heating A/C, Inc.	339.77	Total General Fund	\$67,913.94

### SEWER FUND

Comcast Cable	\$193.39	Moyer Indoor/Outdoor	\$393.99
Home Depot	32.98	Moyer Instruments	840.00
NetCarrier Telecom, Inc.	107.40	NAPA Auto Parts	11.39
North Penn Water Authority	78.75	Nationwide Trust 457 Company	92.28
Unum Insurance Company	283.18	North American Benefits Co.	312.30
Bearing & Drive Solutions	1,750.00	PA Rural Water	340.00
Cintas First Aid & Safety	360.76	Perkasie Regional Authority	750.00
Clemens Uniform Rental	183.60	PPL Electric Utilities	437.53
Coyne Chemical	12,720.00	Suburban Water Testing Labs	6,066.00
Delta Dental Gettysburg Benefit	308.60	The Harrison Group Inc.	60.00
EVOQUA Water Technologies	5,842.84	Unum Insurance Company	283.18
FP Finance Program	359.00	USA Blue Book	1,988.59
Home Depot	25.95	Verizon	83.33
Independence Blue Cross	3,903.52		
J. P. Mascaro & Sons	504.00	Total Sewer Fund	\$38,312.56

### POOL FUND

Airgas National Carbonation	\$337.25	Buckmans Inc.	\$5,728.00
Comcast Cable	191.49	Commercial Kitchen Repair	240.00
Home Depot	101.74	Markey Paper & Packaging	248.44
NetCarrier Telecom, Inc.	92.31	Moyer Indoor/Outdoor	445.22
North Penn Water Authority	1,960.77	NYCO Corporation	41.38
PECO Energy	1,734.94	PPL Electric Utilities	2,309.28
Airgas National Carbonation	107.97	Total Pool Fund	\$13,538.79

### CAPITAL RESERVE FUND

A M Goshow & Son, Inc.	\$6,118.91	Naceville Materials	\$1,886.89
Bergey's Electric, Inc.	474.09	Phillips & Donovan Architects	5,826.52
Bishop Wood Products, Inc.	721.81	Redi-Rock	4,414.50
C & S Lawn and Landscape	9,963.60	Shelly Building Supply	378.85
CKS Engineers, Inc.	3,683.00	Sherwin Williams	378.48
ERM Drywall Services	13,300.00	Sherwin Williams	137.72
Gilmore & Associates, Inc.	1,953.61	The Profile Image	1,750.00
Home Depot	66.23	TRM Telford Recycling Material	460.00
Landis Block Nycecrete Co.	213.10	Total Capital Reserve Fund	\$51,727.31

LIQUID FUELS FUND

PPL Electric Utilities

\$846.89 PPL Electric Utilities

\$6,549.10

A motion was made by Councillor Julie Munden, seconded by Councillor Matthew DiNenna, to authorize the payment of bills for the month of August, 2023 and the recurring expenses for the month of September, 2023 as presented. The motion was approved.

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

Penelope Price, 402 E. Broad Street and Souderton Borough representative to the Indian Valley Library Board of Directors, provided Borough Council with a brief statistical report on the operations of the library. There have been 54,000 visits to the library and an 18% increase in checked out items. The library is approaching pre-pandemic levels of operation. There are 5,040 Souderton Borough residents holding library cards. Municipal funding continues to be core to continued library operations.

Daniel Houser, 436 Central Avenue, expressed appreciation to Souderton Borough Council for their continued support of Concert Sundaes program. There has been a visible increase in concert attendance levels which appear to be returning to pre-pandemic levels. Concert Sundaes is considering technological improvements for next season depending on the ability to raise the needed funding.

There being no further public comment, President Tracy Burke moved to the business portion of the agenda beginning with subdivision plan for Gerald Peklak at W. Reliance Road and Harleysville Pike.

A motion was made by Councillor Edward Huber, and seconded by Councillor Matthew DiNenna, to approve the Plan of Subdivision for Gerald Peklak, W. Reliance Road and Harleysville Pike, as prepared by Renew Engineers, last revised August 21, 2023, along with the Waiver and Deferral request by letter dated March 30, 2023 and last revised August 21, 2023, conditioned upon satisfaction of the review comments by the Borough Engineer and execution of a Developer's Agreement as prepared by the Borough Solicitor. The motion was approved.

President Tracy Burke read a letter of resignation from Councillor Courtnee Wampole who moved out of the state and no longer resides in Souderton Borough. President Burke noted that Courtnee Wampole served as a member of the Parks and Recreation Committee with a focus on improving operations of the Souderton Community Swimming Pool. Courtnee Wampole also served as a member of the Economic Development Committee and worked with Councillor Daryl Littlefield on the execution of a lease agreement for the Freight Building.

A motion was made by Councillor Richard Walczak, and seconded by Councillor Daryl Littlefield, to accept the resignation of Borough Councillor Courtnee Wampole due to her relocation from the Borough of Souderton. The motion was approved.

Mayor Daniel Yocum read from a prepared statement concerning the planned retirement of Borough Manager Michael Coll, which he announced in the fall of 2021, after nearly four decades of service to Souderton Borough. After a yearlong search, Borough Council has selected Stacy Crandell to serve as our next Borough Manager.

Councillor Julie Munden, Chair of the Search Committee, commented that they started the search process one year ago with assistance from the Meyner Center of Lafayette College, which was recommended by Manager Michael Coll. The Search Committee consisted of Councillors Daryl Littlefield, Donna Rogers and Matthew DiNenna. The committee received fifteen fully completed applications, with eight applicant interviews. The Meyner Center provided a very good selection process and Stacy Crandell quickly elevated to the top of the candidate list.

A motion was made by Councillor Julie Munden, and seconded by Councillor Donna Rogers, to appoint Stacy E. Crandell to serve as Borough Manager/Secretary of the Borough of Souderton effective October 2, 2023. The motion was approved by unanimous vote.

Stacy Crandell expressed her excitement to join Souderton Borough and the Souderton Borough team. Stacy Crandell was joined by family and her many colleagues from Doylestown Township, as she further expressed appreciation to Souderton Borough Council for this opportunity.

A motion was made by Councillor Julie Munden, and seconded by Councillor Matthew DiNenna, to approve the execution of an Employment Agreement with Borough Manager Stacy E. Crandell following the terms and conditions set forth in the conditional offer of employment dated July 28, 2023 by the Meyner Center. The motion was approved by unanimous vote.

There being no further business, the meeting was adjourned at 8:00 pm.

Respectfully submitted,

P. Michael Coll, Secretary