



**Borough Council**

Tracy W. Burke, President  
Edward M. Huber, Vice President  
Matthew J. DiNenna  
Daryl W. Littlefield  
Julie A. Munden  
Stephanie Hall  
Donna M. Rogers  
Andrew Richter  
Matthew R. Sholly  
Stephanie Hall

**Mayor**

Daniel L. Yocum

**Borough Manager**

Sara Jarrett-Eaton

**Souderton Borough Council Regular Meeting Minutes**

February 3, 2025

**1. Opening of the Meeting**

The Regular Meeting of Souderton Borough Council, held on February 3, 2025, was called to order by Council President Tracy Burke at 7:00pm. President Burke stated that this evening's meeting will be recorded. Councilor Andy Richter provided the Invocation, which was followed by the Pledge of Allegiance to the Flag. Borough Secretary Sara E. Jarrett-Eaton noted that the following Borough Councilors and staff were present: Council President Tracy Burke, Councilor Matthew DiNenna, Mayor Daniel L. Yocum, Borough Manager Sara Jarrett-Eaton, Solicitor John Torrente, Councilor Edward Huber, Councilor Daryl Littlefield, Councilor Donna M. Rogers, Councilor Andrew Richter, Councilor Stephanie Hall, Jr. Councilor Gabriel Longenecker, Councilor Matthew Sholly, Police Chief Brian A. Newhall, Public Works Director Steven Coll, Permits Clerk Laura McGuigan, and Executive Assistant Christine Nicholas.

**2. Consent Agenda**

**A motion was made by Councilor Daryl Stephanie Hall and seconded by Councilor Daryl Littlefield to approve the Consent Agenda to include the January 6, 2025, Regular Council meeting minutes, the January 21, 2025, Work Session meeting minutes and the bills for January & February. The motion was approved.**

**3. Presentations**

A. Souderton Connects – Jessica Cimini of Souderton Connects spoke of the 6 new board members with Kylie Harrington as the new president and a new board. The First Ribbon Cutting of the year will be held on January 11th for Broad Street Pizza as they are under new ownership. Board members will be visiting 2 businesses a month. The upcoming Business Bytes will be at Brass Collar. Coming up, QNB will be presenting a program on Cyber fraud and Cyber security. The first 2025 Facade Grant was presented to I Atelier. Connects will be working with Students at the High School to do clean-up projects and work on social media for businesses.

County of Montgomery, Pennsylvania Incorporated 1887

B. Indian Valley Public Library - Penny Price - February is 'Love your Library' month. She reported that on February 8th the library will host a mini golf event. New services being offered include Consumer Reports subscription, museum passes, library of things (objects and useful items to use).

#### 4. Administrative Reports

a. Mayor Daniel Yocum - The mayor spoke of the passing of AnnMarie Heigard and her contribution to the community. A moment of silence was recognized.

Councilor Julie Munden spoke of upcoming local events such as Sportsman Day at Perseverance Fire Company and on Wednesday March 19th Linda Kenyon as Eleanor Roosevelt at Generations.

b. Police Chief Brian Newhall offered his condolences to the Heigard family. The police monthly report was provided to the council today and Chief Newhall provided the highlights for the month. He offered thanks to public works for their great work on the roads.

c. Public Works Director Steven Coll summarized the activities of the Public Works Department. He calculated 10 inches of snow over 7 events resulting in 200 tons of salt thrown.

d. Borough Solicitor John Torrente submitted his report to council in their packet.

e. Borough Manager Sara Jarrett-Eaton provided her report covering various updates across the Borough.

#### 5. Committee Reports

Councilor Huber reported that the Finance Committee will meet next Wednesday to review 2024.

#### 6. Public Comment

Mike Pipe - 570 E Garfield Avenue – Mr. Pipe posed questions to Borough Council regarding the capital reserve fund. Council President Burke requested he submit his questions via email to the Borough Manager.

Adam Rich - 965 School Lane - Highview of Souderton – Mr. Rich appealed to Borough Council for assistance in navigating issues with the HOA of Highview of Souderton and the developer. Mr. Rich will reach out to the Borough Manager for further assistance.

#### 7. Business

a. Accept Resignation of Joseph Quigley from the Planning Commission

**Councilor Matthew Sholly motioned to accept the resignation of Joseph Quigley from the Planning Commission. The motion was seconded by Councilor Julie Munden. Motion passed Unanimously.**

b. 1st reading of Ordinance 2025-813-01 Non-Uniform Pension Plan and Consideration for Advertisement as per the actuary.

**Councilor Daryl Littlefield motioned approved the advertisement of Ordinance 2025-813-01 Non-Uniform Pension Plan. The motion was seconded by Councilor Matthew Sholly. Motion passed Unanimously.**

c. Acceptance of Resignation of Steven Toy

**Councilor Stephanie Hall motioned to approve the resignation of Steven Toy. The motion was seconded by Councilor Donna Rogers. Motion passed Unanimously.**

d. Consideration of Proposal from Codes Inspections Inc.

**Councilor Andy Richter motioned to approve the proposal from Codes Inspections Inc. The motion was seconded by Councilor Matthew Sholly. Motion passed unanimously.**

The general meeting adjourned at 7:45 p.m. and the council entered immediately into Executive Session for police and administrative personnel. The executive session concluded at 8:59 p.m.

Respectfully Submitted,

*Sara E. Jarrett-Eaton*

Sara E. Jarrett-Eaton, Borough Secretary

Transcribed by: Christine Nicholas, Executive Assistant