



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, July 6, 2026

1. Opening of the Meeting

The Regular Meeting of Souderton Borough Council held on July 6, 2026, was called to order by Council Pro Tem Stephanie Costa at 7:00pm. Pro Tem 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 Julie Munden, Councilor Andy Richter and Councilor Matthew Sholly were 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 Daryl Littlefield, Councilor Stephanie Costa, Councilor Donna M. Rogers, Councilor Stacy Dill, Councilor Daniel Bencsik, Councilor Stephanie Cross, 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 Stacy Dill, seconded by Councilor Stephanie Cross to approve the Consent Agenda to include the June 1, 2026, Council Meeting Minutes and June 15, 2026, Work Session minutes and the bills for June 2026 & the recurring bills for July 2026. The motion was approved.

3. Presentations

A. Souderton Connects – Jessica Cimini – Mrs. Cimini was not in attendance, and her report was given by Council Vice President Daryl Littlefield.

- Friday July 17th is the date of the next 3rd Friday.
- The Connects newsletter will be out this week
- Souderton Connects is hosting a Health Fair event on August 9th in Rotary Park

- B. **Indian Valley Public Library- Dr. Alexander Grande** - Dr. Grande spoke of some of the current programs at the library including but not limited to Museum passes and the library of things including 255 different types of attractions can be accessed using your Library Card. The annual Beerfest event will be held on July 18th in Rotary Park. Dr. Grande concluded his report by providing background information on his involvement with the Souderton Community and the Library.

4. Administrative Reports

a. **Mayor Daniel Yocum –**

- Mayor Yocum is currently hosting a Souderton Legends Podcast which release weekly.
- 2 keys to the Borough were awarded this month to the Souderton-Telford Business and Professional Women and Univest for significant milestones.

b. **Chief of Police Jeffrey OBrien –**

- Chief OBrien provided an update on our current hiring campaign. There are currently 65 applicants that have been called and emailed regarding this Saturday's written exam
- A speed study is currently being conducted on School Lane
- 11 community related events were attended by the Souderton Police
- Thank you to Public Works and the Fire Department and Fire Police for their assistance with the storms this past weekend.

c. **Public Works Director Jason Kelly –**

- i. Mr. Kelly outlined the activities of the Public Works Department for the month of June that included but was not limited to:
 - Pool and park maintenance and repairs
 - Vehicle repairs
 - Highway work
 - Brush collection
 - Street line painting & street sweeping
 - Sinkhole repair
 - New fencing was installed at West Street Park.

Pro Tem Costa asked about the status of fencing around the basketball court in Rotary Park. Upon review, the fencing was cost prohibitive at this time.

d. **John Torrente of Begley, Carlin & Mandio –**

- Sale of Cherry Lane – The closing of the sale of the property will take place on Wednesday, July 8, 2026, at 2:30pm
- Trash bids will open at 10:00am on Friday in Council Chambers. Mr. Torrente outlined the bid process for the Council

e. **Borough Manager Sara Jarrett-Eaton**

- Our Annual Audit will begin this week with DunlapSLK. They will be preparing audits for 2024 and 2025.
- The Battle of Badges Blood Drive will be held on Tuesday, July 7, 2026, in Council Chambers from 1:00pm to 6:00pm. Appointments are still available.
- The Holiday weekend was busy at the pool; Revenues were over \$10,000 for the 3 day weekend

5. Committee Reports

Outreach and Economic Development – Councilor Cross noted that Concert Sundaes was a great experience and the committee is looking forward to another in July and August. The Cocktails with Councilors event will be on Thursday, July 30, 2026, at Branch Creek at 6:00pm.

DPW/WWTP Committee - Councilor Cross announced that the committee met last week.

Public Safety Committee – The committee has been working on an E-Bike Ordinance and traffic calming measures at Chestnut and School Lane.

Finance Committee – Councilor Rogers announced that the Borough’s financial position is healthy and all revenue is being collected. The committee will continue to review capital spending, grant opportunities, and expenditures.

6. Public Comment No comment

7. Business

- a. Discussion & Consideration for Advertising the proposed E-Bike Ordinance
A Motion to approve the advertising of the proposed E-Bike Ordinance subject to the revision in Section 2 to delete the second sentence was made by Councilor Cross and seconded by Councilor Littlefield. The motion passed unanimously.
- b. Consideration of Resolution Granting a Handicap Parking Space Near 511 E. Broad Street
A Motion to approve Resolution 2026-17 granting a handicapped parking space near 511 E. Broad Street was made by Councilor Littlefield and seconded by Councilor Rogers. The motion passed unanimously.

- c. Consideration of Proposed Memorandum of Understanding between Souderton Police Department and the Souderton Area School District and the Consideration of Proposed Memorandum of Understanding between Souderton Police Department and the Souderton Charter School Collaborative.

A Motion to approve Resolution 2026-18 authorizing MOUs between Souderton Borough Police Department and the Souderton Area School District and Souderton Charter School Collaborative and authorizing Chief OBrien to sign the memorandums on behalf of Souderton Borough was made by Councilor Bencsik and seconded by Councilor Rogers. The motion passed unanimously.

- d. Approval of Montgomery Theater's Use of their Line of Credit to repair the HVAC Unit up to \$12,000.

A motion to approve the Montgomery Theater's utilization of the lease granted line of credit for repairs to the HVAC unit up to \$12,000 was made by Councilor Dill and seconded by Councilor Littlefield. The motion passed unanimously.

A motion was made by Councilor Littlefield and seconded by Councilor Cross to adjourn the meeting at 7:37pm.

Respectfully Submitted,

Sara E. Jarrett-Eaton

Sara E. Jarrett-Eaton, Borough Secretary

Transcribed by: Christine Nicholas, Executive Assistant