



Borough Council

Stephanie Costa, President
Daryl Littlefield, Vice President
Matthew Sholly
Donna Rogers
Stacy Dill
Andy Richter
Stephanie Cross
Daniel Bencsik

Mayor

Daniel L. Yocum

Borough Manager

Sara Jarrett-Eaton

Police Chief

Jeffrey OBrien

Souderton Borough Council Regular Meeting Minutes

Monday, August 3, 2026

An executive session took place prior to the meeting, at 6:15pm, to discuss personnel and litigation issues.

1. Opening of the Meeting

The Regular Meeting of Souderton Borough Council held on August 3, 2026, was called to order by Council Vice President Daryl Littlefield at 7:00pm. Council Vice President Daryl Littlefield 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 Stephanie Costa were absent with prior notice. The following Borough Councilors and staff were present: Mayor Daniel L. Yocum, Councilor Daryl Littlefield, Councilor Matthew Sholly, Councilor Donna M. Rogers, Councilor Stacy Dill, Councilor Daniel Bencsik, Councilor Stephanie Cross, Borough Manager Sara Jarrett-Eaton, Solicitor John Torrente, 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 Daniel Bencsik and seconded by Councilor Stephanie Cross, to approve the Consent Agenda to include July 6, 2026, Council Meeting Minutes and July 20, 2026, Work Session minutes and the bills for July 2026 & the recurring bills for August 2026. The motion was passed unanimously.

3. Presentations

A. Souderton Connects – Jessica Cimini – Mrs. Cimini stated the current updates:

- Planning for the 2nd Annual Fire and Frost event has commenced.
- Souderton Connects is looking into hosting a car show in the fall.

- Friday August 21st is the date of the next 3rd Friday with updated footprint. Due to the cancellation of the July 3rd Friday, many vendors from that date have signed on to, an already large, August date.
- Souderton Connects is hosting a Be Well Souderton Wellness Fair event on August 9th in Rotary Park. It will include yoga, health screenings, basketball games and vendors.
- Connects is in the final stages of ordering the Welcome Sign with QR codes for information and historical tours.

B. Indian Valley Public Library- Penny Price -

- Beerfest was cancelled due to the weather quality
- Summer reading is still available
- They are offering the new Press Reader program

4. Administrative Reports

- a. **Mayor Daniel Yocum** – Community Night will be held on August 28th from 5:00PM to 7:00pm and hosted by the Souderton Police and the Perseverance Fire Company. From 7:00pm to 9:00pm, the Tyler Hunsberger Band will be performing a fundraising concert for the Fire Company.
- b. **Chief of Police Jeffrey OBrien** – Chief OBrien provided a hiring update. 12 applicants took part in the physical agility test with 10 of the applicants passing.

The Main Street traffic data is still being received, and the results will assist borough police to make necessary modifications.

The speeding issue on School Lane is still under review by the Public Safety Committee. Councilor Littlefield asked Chief OBrien to explain the process in more detail.

- c. **Public Works Director Jason Kelly** – Mr. Kelly reviewed his report details and highlighted the following activities of the department:
 - Repair to the bathhouses
 - Clean up and set up blood drive
 - Brush collection
 - Work on the bridge walls on Summit Street
 - Storm Sewers
 - PA 1 calls
 - Pool repairs
- d. **John Torrente of Begley, Carlin & Mandio** – Mr. Torrente stated that the sale of the borough's Cherry Lane property went to settlement on July 8th, 2026, in the amount of \$ 565,000. Mayor Yocum explained to the residents about how the sale money returned to the sewer fund as it was originally purchased through that fund.

- e. **Borough Manager Sara Jarrett-Eaton** – Borough Manager Jarrett-Eaton reviewed the final month of the pool season, fall recreation programming and review of the 2024-2025 audit with our new accounting firm.

5. Committee Reports

Outreach and Economic Development – The Outreach and Economic Development Committee hosted their second “Conversations with Councilors” event at Branch Creek on July 30th and attended the final Contact Sundaes event.

Parks and Recreation – The Parks and Recreation Committee recently met and discussed post season and park rentals.

6. Public Comment

1. Devon Llewlyn of Diamond Street – Ms. Llewlyn commented on short term rentals such as an AirBNB and halfway house on her street and how it is affecting parking. She is requesting no variances for these types of rentals.
2. A new resident at 242 Madison Avenue came to introduce himself and speak of his interest in public service.

7. Business

- a. Acceptance of the Resignation of Council President Julie Munden

Motion to approve the acceptance of the Resignation of Council President Julie Munden was made by Councilor Rogers and seconded by Councilor Sholly. The motion passed unanimously.

- b. Reorganization of Council Officers -

- Borough Solicitor John Torrente explained the procedure of filling the vacancy of President
- Councilor Littlefield nominated Councilor Costa for council president. The nomination was seconded by Councilor Sholly.

Councilor Littlefield closed nominations for council president. The motion was seconded by Councilor Sholly.

Councilor Littlefield made a motion to elect Councilor Stephanie Costa as Borough Council President. The motion was seconded by Councilor Rogers. The motion passed unanimously.

- A vacancy was then created for President Pro-Tem. Councilor Littlefield nominated Councilor Sholly for council president pro-tem. The motion was seconded by Councilor Dill.

A motion to close the nomination for President Pro-Tem was made by Councilor Rogers and seconded by Councilor Littlefield.

Councilor Rogers made a motion to appoint Councilor Sholly for President Pro Tem. The motion was seconded by Councilor Dill. The motion passed unanimously.

c. Consideration of approving a Confidential Settlement Memorandum of Understanding of Terms with Release of Claims relative to “Z” negotiated by the Borough’s Insurance Council.

Councilor Dill made a motion to approve a Confidential Settlement Memorandum of Understanding of Terms including a Release of Claims prepared by the Borough’s Insurance Counsel relative to “Z” subject to the memorialization of all settlement terms and conditions in a final Confidential Settlement Agreement in a form acceptable to the Borough Manager, the Borough Solicitor, and Insurance Administration are authorized to execute any and all documents necessary to effectuate the terms of the Settlement Agreement on Behalf of Souderton Borough. The motion was seconded by Councilor Rogers and the motion passed unanimously.

d. Consideration of approving terms and conditions of a Collective Bargaining Agreement between Souderton Borough and the Police Department of the Borough of Souderton covering August 3, 2026, through December 31, 2028.

Councilor Sholly made a motion to approve the proposed Collective Bargaining Agreement between Souderton Borough and the Police Department of the Borough of Souderton covering August 3, 2026, through December 31, 2028, authorize the Borough Council President, Solicitor and Borough Manager to finalized the Collective Bargaining Agreement (“CBA”), as well as execution of said final CBA by the appropriate Council Members and Officers, and authorize any necessary actions to implement the terms of the CBA. The motion was seconded by Councilor Rogers and the motion passed unanimously.

e. Resolution 2026-19 Police Pension Plan Contribution

Councilor Bencsik made a motion to approve Resolution 2026-19 establishing the Police Pension Plan Contributions for the remainder of 2026. The motion was seconded by Councilor Sholly and passed unanimously.

f. Ordinance 2026-01- E Bikes

- Opening of hearing for proposed E-Bike Ordinance was made by Councilor Sholly and seconded by Councilor Cross.
- The proposed E-Bike Ordinance was reviewed and discussed.
- Closing of hearing for proposed E-Bike Ordinance was made by Councilor Cross and seconded by Councilor Sholly.

Councilor Sholly made a motion to approve Ordinance 2026-01, establishing regulations for the use of E-bikes within Souderton Borough. The motion was seconded by Councilor Rogers and passed unanimously.

Councilor Bencsik made a motion, seconded by Councilor Dill, to adjourn the meeting at 7:54pm to enter Executive Session to discuss Personnel and Litigation.

Respectfully Submitted,

Sara E. Jarrett-Eaton

Sara E. Jarrett-Eaton, Borough Secretary

Transcribed by: Christine Nicholas, Assistant to the Manager