

Sellersville Borough Council Chambers  
140 East Church Street  
Sellersville, PA 18960

February 8, 2021  
7:00 O'clock P.M.

The regular February, 2021 meeting of Sellersville Borough Council was called to order by President Lois Dodson via on-line ZOOM teleconference.

All present joined in offering our "National Pledge of Allegiance".

**ROLL CALL:**

Mayor : Thomas C. Hufnagle, Mayor

Councilpersons : Lois A. Dodson, President  
Alexander M. Potoczny, Jr., Vice-President  
James G. Hull, President Pro Tem  
Donald Crouthamel  
Kathleen J. Hallman  
Marie G. Howells  
Lynne Saylor

Borough Solicitor : Randal White, Esquire

Police Service Provider : Sargent Seth Mumbauer

Manager/Secretary : David J. Rivet

Absent :

**CONSENT CALENDAR:**

A. Minutes:

1. January, 2021 Council Meeting
- B. February, 2021 Treasurer's Report by Cheryl Zischang
  1. See Treasurer's Report on file.
- C. February, 2021 Tax Collector's report by Sue A. Snyder
  1. See Tax Collector's Report on file.
- D. February, 2021 Mayor Thomas C. Hufnagle's Report
  1. See Perkasio Police Department Report on file.
- E. February, 2021 Reports from Operating Departments
  1. Public Works Department Report by John Barry Snyder, Foreman
    - a. General Maintenance: Cleaned storm inlets, storm pipes and ditches; repaired and maintained vehicles; various shop repairs and improvements; cleaned areas of shop inside and outside; pothole patching; installed new street signs/posts and repaired street signs; swept streets; repaired storm inlets; snow and ice control on borough streets.
    - b. Sewer System: Opened sewer laterals; opened sewer main.
    - c. Park and Playground: Removed trash; picked up branches; cut dead trees; removed weeds.
  2. Administration Report by David J. Rivet, Manager/Secretary  
Staff Report:

- a. All administrative matters are of the routine nature.
  - b. Building Permits:
    - 1. Karen Pickett 122 Hughes Avenue #2218 Roof
    - 2. Michael Heywood 312 Jefferson Drive #2219 Roof
    - 3. Jerry & Shirley Barr 160 Green Street #2220 Roof
  - c. Zoning Permits:
    - 1. Sean & Nicole McCoy 10 Winard Circle Fence
- F. February, 2021 Solicitor's Report by R. White Legal
- 1. See Solicitor's Report on file.
- G. February, 2021 Engineer's Report
- 1. No written report from any Borough Engineers.
- H. February, 2021 Reports from Commissions and Boards.
- 1. Park and Recreation Board: Kathleen Hallman, Chairperson
    - a. See minutes of February 2, 2021 meeting
    - b. Next regular meeting scheduled for March 2, 2021
  - 2. Planning Commission:
    - a. January meeting canceled.
    - c. Next regular meeting scheduled for February 22, 2021.
  - 3. Zoning Hearing Board: Matthew A. Swierzewski, Chairperson.  
No Business
  - 4. Emergency Management Agency: Craig A. Wilhelm, Coordinator  
Coordinated COVID-19 activities with Bucks County Emergency Management Services.
- I. February, 2021 Report from Committee of Council
- a. See January 19, 2020 meeting minutes.
  - b. Next meeting scheduled for February 16, 2021

A motion was made by Mr. Hull that the Consent Calendar, Items (A) through (I), be approved as presented. Mr. Potoczny seconded and the motion carried unanimously.

**CITIZEN PARTICIPATION:**

Mr. Scott Hagen requested that Druckenmiller Playground softball field #1 be named after long-time resident and Sellersville Belles women's softball team coach, Paul Koehler. The request was presented at the Park and Recreation Commission meeting on February 2 and was approved by the Commission to send to Council for consideration. The individuals requesting the dedication would provide the sign, which would be approved by Council prior to purchase and installation.

**UNFINISHED BUSINESS:**

None

**NEW BUSINESS:**

- A. Ordinances  
None

B. Resolutions

Resolution #21-02 – a resolution naming Eileen Bradley as the Open Records Officer effective March 1, 2021 was moved for approval by Mr. Crouthamel. Motion was seconded by Mr. Hull and passed with all in favor.

C. Motions

Mrs. Howells moved to approve naming softball field #1 in Paul Koehler's honor. Motion was seconded by Mrs. Hallman and passed with all in favor.

D. Authorizations

Advertise Ordinance #737 Regulating parking on east side of Diamond Street  
Mr. Potoczny moved to advertise Ordinance #737. Motion was seconded by Mr. Hull and passed with all in favor.

E. Agreements

None

F. Appointments

Ms. Saylor moved that Eileen Bradley be appointed Sellersville Borough Zoning Officer effective March 1, 2021. Motion was seconded by Mrs. Hallman and passed with all in favor.

Mr. Hull moved to appoint Cowan Associates as the Sellersville Borough Building Code Official beginning March 1, 2021. Motion was seconded by Mr. Crouthamel and passed with all in favor.

**OTHER BUSINESS**

Mrs. Howells inquired of Perkasio Sargent Mumbauer if there were programs like ride-alongs or P.A.L. so young people get to be positively exposed to police officers. Sargent Mumbauer said they cannot do ride-alongs due to liability concerns but they do have a cadet program.

Ms. Dodson inquired of the manager as to what is done with vehicles that do not adhere to the no parking on emergency evacuation routes during storm events. Manager stated that he requested that the Perkasio Police Chief have the officers at least ticket violators. Sargent Mumbauer stated that approximately eleven tickets were written and one vehicle was towed during the snow storm of January 31-February 2. She further inquired about prioritizing the Lawn Avenue alleys during snow storms.

Mrs. Hallman requested an executive session to discuss personnel matters.

**AUTHORIZATION FOR PAYMENT OF INVOICES:**

The monthly invoices were presented for payment authorization. Mr. Potoczny made a motion "that the invoices as presented be authorized for payment". Mr. Crouthamel seconded and the motion carried with all in favor. Checks drawn in payment of the invoices are as follows: General-Sewer Check Nos. 29160 through 29217, totaling \$239,196.82.

**EXECUTIVE SESSION**

President Dodson declared an executive session to discuss personnel matters at 7:55 p.m. Regular Council session resumed at 8:05 p.m.

**ADJOURNMENT:**

There being no additional matters to come before this meeting of Borough Council, President Lois Dodson declared this meeting duly adjourned at 8:06 p.m. The next regular Council meeting is scheduled to be held on March 8, 2021 at 7:00 p.m.

Attest: \_\_\_\_\_  
David J. Rivet, Secretary  
Sellersville Borough Council