

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

November 9, 2020  
7:00 O'clock P.M.

The regular November, 2020 meeting of Sellersville Borough Council was called to order by President 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 Lynne Saylor
Borough Solicitor	:	Randal White, Esquire
Police Service Provider	:	Perkasie Police Chief Robert Schurr
Manager/Secretary	:	David J. Rivet
Absent	:	Marie G. Howells

**CONSENT CALENDAR:**

A. Minutes:

1. October 12, 2020 Council Meeting

B. November, 2020 Treasurer's Report by Cheryl Zischang

1. See Treasurer's Report on file.

C. November, 2020 Tax Collector's report by Sue A. Snyder

1. See Tax Collector's Report on file.

D. November, 2020 Mayor Thomas C. Hufnagle's Report

1. See Perkasie Police Department Report on file.

E. November, 2020 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.

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:

11-09-2020

a. All administrative matters are of the routine nature.

b. Building Permits:

1. Joseph O’Riordan	44 E. Grandview Avenue	#2203 roof
2. Russ Urffer	15-16 Hillcrest Place	#2204 roof
3. Bryon Wlodarczyk	104 S. Main Street	#2205 electrical upgrade
4. Y2 Properties	10 Winard Circle	#2206 roof
5. Janet Dunlap	150 E. Walnut Street	#2207 roof
6. Daniel Parkinson	133 Green Street	#2208 addition, plumbing, electrical, mechanical
7. W & W Real Estate	301 S. Main Street	#2209 electrical work
8. Walter Buck	533 Washington Avenue	#2210 roof
9. Walter Buck	533 Washington Avenue	#2211 solar panels

c. Zoning Permits:

None

F. November, 2020 Solicitor’s Report by R. White Legal

1. See Solicitor’s Report on file.

G. November, 2020 Engineer’s Report

1. No written report from any Borough Engineers.

H. November, 2020 Reports from Commissions and Boards.

1. Park and Recreation Board: Kathleen Hallman, Chairperson
  - a. See Park & Recreation meeting minutes of October 6, 2020
  - b. Next regular meeting scheduled for November 10, 2020
2. Planning Commission: John Larsen, Chairperson
  - a. September meeting cancelled.
  - c. Next regular meeting scheduled for November 16, 2020.
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. November, 2020 Report from Committee of Council

- a. See October 20, 2020 meeting minutes.
- b. Next meeting scheduled for November 17, 2020

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

**CITIZEN PARTICIPATION:**

Sellersville Fire Department President Greg Castelli and Vice President Matthew Swierzewski were in attendance to discuss concerns with provisions in the draft agreement between the fire department and Sellersville Borough to distribute the 3 mill real estate fire tax. They expressed concerns with the requirements in paragraph 5 wherein it states: *Use of Fire Tax Funds. The Fire Department shall maintain all Fire Tax Funds received from the Borough in a separate deposit account and shall use the Fire Tax Funds only for purposes related to providing the Services. No part of the Fire Tax Funds shall be used to pay salaries, benefits, or other compensation to any employee of the Fire Department.*

Fire Department representatives expressed concerns about the requirement that the funds be in a separate account as they receive fire tax funds from other municipalities and if that requirement is imposed they would have to pay bills from multiple checking accounts. Solicitor White stated that the authorizing legislation has specific restrictions on the tax money’s use and the only way the borough can be assured that the funds go to those purposes is for them to be in

a separate account. Another option would be for the borough to directly pay the bills from the fire tax proceeds. President Castelli stated that so far no other municipality has imposed this separate account restriction for fire tax revenues. The fire department representatives also expressed concerns with the prohibition that the proceeds not be used for salary, benefits or other compensation to firefighters. President Castelli stated that there may come a time when they may have to have a paid member(s) especially during weekdays when there is a lack of volunteer members available to answer calls. They do not want to have to come back to the borough and revisit the agreement to provide for that service. Another concern was that the fire department's fiscal year runs from October to September and not a calendar year. Several of the agreement sections refer to "calendar year" and the fire department's annual reports would not match the borough's financial statement calendar year reports.

Councilman Hull inquired as to how many people sign checks so that there are different people watching how money is spent in order to avoid misappropriation of funds as has happened in other fire companies. President Castelli stated that the fire department's books are audited. He further said that the borough receives those financial statements from the fire department. Solicitor White reiterated that the borough needs to be able to show state auditors how the fire real estate tax funds were used.

#### UNFINISHED BUSINESS:

None

#### NEW BUSINESS:

A. Ordinances  
None

B. Resolutions  
None

C. Motions  
None

D. Authorizations

1. Mr. Potoczny moved to close the PLGIT and Huntington Bank accounts used for Fund 23 as the borough's bonds were paid off this year. Motion was seconded by Mr. Crouthamel and passed with all in favor.

2. Mr. Crouthamel moved to appropriate \$145,000 to forward to Bucks County Redevelopment Authority to acquire 216 Washington Avenue. Motion was seconded by Mr. Potoczny and passed with all in favor.

E. Agreements  
None

F. Appointments  
None

#### **OTHER BUSINESS**

Manager Rivet asked for clarification regarding the Council's thoughts on having a four way stop intersection at Lawn Avenue and Noble Street. Following the re-opening of the North Main Street Bridge over the SEPTA tracks, the four way stop signs were removed. The manager has contacted PADOT to have them re-installed under the assumption that it was the desire of council and residents. He wanted to confirm that this assumption is correct before proceeding further. President Dodson polled the Council, Mayor and Police Chief and the majority was in favor of having the intersection be a four way stop.

Councilman Hull inquired as to why the proposed Lawn Avenue sidewalks had to be 5' wide where he has observed that sidewalks in other new developments such as in Lower Saucon Township are 4' wide. He also thanked the Perkasio Police for being visible during Halloween and handing out coupons for ice cream at McDonald's.

Mrs. Hallman inquired as to whether the lights on the tennis courts could be put back into service with pay to play like they use to have. She also inquired what can be done at E. Temple as there is a white van that frequently has the door open making it hard for vehicles to pass through.

Mr. Crouthamel acknowledged the street marking work that started. He inquired as to the status of the clock repairs. Manager Rivet stated that he had made the borough's dissatisfaction to the Verdin Company with their failure to properly fix the clock and that the borough was not going to pay the last bill. The company informed him a couple of weeks back that they were going to send another technician to fix it, but he has not yet been contacted for the appointment. Manager said he would follow up the next day. Mr. Crouthamel also stated that he would like to see lights on both newly completed bridges.

**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". Ms. Saylor seconded and the motion carried with all in favor. Checks drawn in payment of the invoices are as follows: General-Sewer Check Nos. \_\_\_\_ through \_\_\_\_, totaling \$ \_\_\_\_.

**EXECUTIVE SESSION:**

President Dodson asked for an executive session to discuss personnel matters at 8:15. Regular Council session resumed at 8:22 pm.

Mr. Crouthamel moved to direct the manager to adjust the 2021 budget to increase the current manager's salary to \$120,000 per year. Motion was seconded by Mr. Potoczny and passed with all in favor.

**ADJOURNMENT:**

There being no additional matters to come before this meeting of Borough Council, President Lois Dodson declared this meeting duly adjourned at 8:25 p.m. The next regular Council meeting is scheduled to be held on December 7, 2020 at 7:00 p.m.

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