

Sellersville Borough Council  
140 East Church Street  
Sellersville, PA 18960

September 9, 2024  
7:00 P.M.

The Regular September 9, 2024 Meeting of Sellersville Borough Council was called to order at 7:00 p.m. by President Lois A. Dodson. All present joined in offering our National Pledge of Allegiance.

**I. ROLL CALL:**

Mayor: Thomas C. Hufnagle

Councilpersons: Lois A. Dodson, President  
James G. Hull, Vice-President  
Donald Crouthamel, President Pro Tempore  
Kathleen J. Hallman  
Lynne A. Saylor  
David A. O'Donnell

Manager: Eileen M. Bradley, Borough Manager  
Solicitor: Vicki Kushto, Esq., Borough Solicitor  
Perkasie Police: Chief Robert Schurr

Absent: Marie G. Howells

**II. CHANGES, ADDITIONS, DELETIONS TO THE AGENDA:**

There were no changes, additions, or deletions to the agenda.

**III. PUBLIC COMMENT NON-AGENDA ITEMS:**

Mr. Tim Santo of W. Clymer Avenue thanked the Perkasie Police for their assistance with a neighbor on W. Clymer Avenue but asked Council and the Borough Solicitor if there was anything else that could be done with regard to limiting visitations or instituting a curfew at the neighbor's house and dog waste from a second story deck.

Ms. Kushto stated that there were limits to what can be done when dealing with private property issues, but she would look into possible solutions.

Mr. Rich Pole of W. Clymer Avenue inquired when the contracted paving would be performed on W. Clymer Avenue.

Ms. Bradley stated that she did not have an exact date, but the paving would be done sometime in late September or October.

**IV. PRESENTATIONS AND HEARINGS:**

**A. HEC-RAS Report Presentation:**

Mr. Douglas Rossino of Gilmore and Associates presented the HEC-RAS Study of Perkiomen Creek that had been commissioned by Borough Council. The Study

highlighted the impacts of removing the existing dam. At the highest area of the creek, there would be a seven-inch drop in elevation of the creek in the area of the ninety-degree bend in the creek. There would be a nominal increase in the downstream elevation of about a half inch. The ten-year storm would remain within the creek bed.

The study was completed using existing conditions and incorporated an area from Walnut Street in Perkasio to main Street in Sellersville and analyzed at the level of a 500-year storm. The collected sediment at the base of the railroad bridge by the Firehouse was still in place. Additional development was also not considered.

The biggest relief would be felt upstream, rather than in the vicinity of Five Points. If the dam were removed, additional sediment would collect at the railroad bridge. Mr. Rossino was unsure of how much sediment was actually at that location presently. He suggested sediment be removed annually.

While removing the dam would most likely only assist Perkasio, he suggested that the diversion channel installed above the dam should be cleaned and widened to allow more water to travel downstream. The channel was not working as designed. Stream bank stabilization would need to be managed after widening to prevent further erosion and sediment. Controlling the volume of water would be the only solution for flooding in the downtown area.

**V. DEVELOPER ITEMS:**

There were no Developer Items at this time.

**VI. BOROUGH BUSINESS ITEMS:**

**A. CONSENT AGENDA:**

1. Minutes of August 12, 2024 Council Meeting.
2. August 2024 Treasurer's Reports: See Treasurer's Report on file.
3. August 2024 Tax Collector's Reports: See Tax Collector's Report on file.
4. August 2024 Mayor Hufnagle's Report: See PPD Report on file.
5. August 2024 Reports from Operating Departments:
6. August 2024 Solicitor's Report: See Solicitor's Report on file.
7. August 2024 Engineer's Report: See Engineer's Report on file.
8. August 2024 Reports from Commissions and Boards:
  - a. Public Management Committee Minutes of August 28, 2024.
  - b. Parks and Recreation Board Minutes of August 6, 2024.
  - c. Planning Commission Minutes
  - d. Zoning Hearing Board
  - e. Emergency Management Agency

**A motion was made by Mr. Hull and seconded by Mr. O'Donnell, to approve the Consent Calendar items 1 through 8. The motion carried unanimously.**

## VII. MAYOR, COUNCIL AND STAFF BUSINESS AND COMMENTS:

### A. Mayor:

Mayor Hufnagle stated that the Moose Lodge had offered their gravel parking lot to the residents of W. Clymer Avenue for parking during the two days the roadway was being resurfaced.

### B. Council:

Mr. O'Donnell stated that he had received numerous complaints of drivers ignoring crosswalks on N. Main Street by the firehouse and at Lenape Park. Ms. Bradley asked Chief Schurr to review the current signage to see if there was more we could do.

### E. Police:

Chief Schurr announced that an arrest and conviction had been made in the murder of a Sellersville resident in 2021. The trial lasted one week, and jurors deliberated for twenty minutes to return a guilty verdict of life in prison.

Chief Schurr reminded Council and the public that he was still in search of three new crossing guards.

### H. Manager

#### 1. **2024-25 Consortium Salt Bid Results:**

Ms. Bradley stated that the Bucks County Consortium of Managers had recently put out a joint bid for Bulk Salt Delivery. Four bids were received, with Morton Salt the lowest responsible bid at \$60.95 per ton delivered, a reduction of \$5.05 per ton over last year's price.

**A motion was made by Mr. Hull, seconded by Ms. Saylor, and unanimously approved by all present, to award the 2024-25 Bulk Salt Contract to Morton Salt, Inc. of Chicago, Ill. at \$60.95 per ton delivered.**

#### 2. **ADA Ramp Replacement Bid Results:**

Ms. Bradley stated that twelve bids had been received for replacement of ADA Ramps on W. Clymer Avenue and E. Church Street, with the lowest responsible bid being Drumheller Construction of Pottstown, PA at \$91,800.00. She noted that the current price was over \$29,000 lower than the original bids received earlier this year.

**A motion was made by Ms. Saylor, seconded by Mr. Hull, and unanimously approved by all present, to award the ADA Ramp Replacement Contract to Drumheller Construction of Pottstown, PA for \$91,800.00.**

#### 3. **Proposed Ordinance #750 – No Parking East Side of Noble Street Extension:**

Ms. Bradley requested that the proposed ordinance be tabled for a future meeting.

#### 4. **Resolution #2024-17 – 2025 Minimum Municipal Obligation:**

Ms. Bradley informed Council that the Minimum Municipal Obligation for 2025 to ensure the health of the PMRS Employee Pension Plan would be \$62,876.00 and

would be added to the proposed 2025 budget and was presented this evening as Resolution #2024-17. Payment of this amount into the Pension Plan was required by December 31, 2025.

**A motion was made by Mr. Hull, seconded by Ms. Saylor, and unanimously approved by all present, to adopt Resolution #2024-17, acknowledging the required Minimum Municipal Obligation of \$62,876.00 toward the Employee Pension Plan for 2025.**

**5. Resolution #2024-18 – Records Dissolution:**

Ms. Bradley presented Resolution #2024-18, outlining disposal of Borough records under the regulations of the Pennsylvania Historical and Museum Commission's Municipal Records Retention Manual.

**A motion was made by Mr. Crouthamel, seconded by Ms. Saylor, and unanimously approved by all present, to approve Resolution #2024-18, authorizing dissolution of records as outlined under the Municipal Records Retention Manual.**

**6. N. Branch and W. Walnut Streets Stormwater Bid Results:**

Ms. Bradley noted that twelve bids had been received for stormwater management improvements in the vicinity of N. Branch and W. Walnut Streets, with the lowest responsible bid being Passerini & Sons, Inc. of Hilltown, PA at \$49,530.00, which included an alternate for concrete restoration.

**A motion was made by Mr. Crouthamel, seconded by Mr. Hull, and unanimously approved by all present, to award the N. Branch and W. Walnut Streets Stormwater Improvements Contract Passerini & Sons of Hilltown, PA for \$49,530.00.**

**VIII. OTHER BUSINESS:**

**A. Park and Recreation Board Vacancy:**

Ms. Bradley reminded Council that interviews for a vacancy on the Park and Recreation board had been conducted at the August 28 meeting, where no action could be taken due to a lack of quorum. Mr. Frank Seal was recommended by the Park and Recreation Board for appointment to an unexpired term ending December 31, 2025.

**A motion was made by M. Hull, seconded by Mrs. Hallman, and unanimously approved by all present, to appoint Mr. Frank Seal of Lawn Avenue to the Park and Recreation Board to fill an unexpired term ending December 31, 2025.**

**B. Planning Commission Vacancy:**

Ms. Bradley stated that three candidates for a Planning Commission vacancy had also been interviewed on August 28. Would Council wish to discuss those candidates in Executive Session? Council agreed to differ the discussion to Executive Session.

**C. Pennridge Crop Walk Special Event Application:**

Ms. Bradley was in receipt of a Special Event Application for the Pennridge Crop Walk Charity Event in Lenape Park on October 13 from 1:00 to 2:30 p.m.

**A motion was made by Ms. Saylor, seconded by Mr. Hull, and unanimously approved by all present, to approve the Special Event Application for the Pennridge Crop Walk Charity Event in Lenape Park on October 13 from 1:00 to 2:30 p.m.**

**D. Financial Software:**

Ms. Bradley stated that the Borough's current software vendor, Freedom Systems, had recently been sold to gWorks in March. The new vendor would be phasing out the Freedom program in early 2025, which required the purchase of new software from another company. Staff had reviewed several software programs in the subsequent months.

Currently, Sellersville uses four separate stand-alone platforms for finance, payroll, utilities, and credit card payments, costing the Borough approximately \$13,200 per year as well as countless hours in redundant work. These programs were not integrated, so they required duplication of tasks in at least two systems.

Ms. Bradley believed the best program would be the gWorks system, which offered finance, payroll, utilities, and credit card payments that were fully integrated with each other. The package would cost \$15,000 per year but would eliminate a lot of repetitive functions. As a Freedom customer, implementation of the new program and conversion of current records were being offered at no cost.

While the cost was slightly over what the Borough was currently paying, we would gain a lot in efficiency and accuracy. While the purchase was not a budgeted item, converting soon would enable us to go live on 01/01/2025.

**A motion was made by Ms. Saylor, seconded by Mr. Crouthamel, and unanimously approved by all present, to contract with gWorks for new software platforms at a cost of \$15,000.**

**IX. PUBLIC COMMENT:**

There was no public comment at this time.

**X. AUTHORIZATION FOR PAYMENT OF INVOICES:**

The August invoices were presented for payment authorization, with General and Sewer Fund Check Numbers 40614 through 40658 totaling \$188,849.51.

**A motion was made by Mr. Hull, seconded by Mr. O'Donnell, and unanimously approved by all present, to authorize payment of Bills for the month of August 2024 totaling \$188,849.51.**

**XI. EXECUTIVE SESSION:**

At 8:25 p.m., Council convened in Executive Session to discuss land disposition and personnel issues. Council reconvened the regular meeting at 8:50 p.m.

**Planning Commission Vacancy:**

**A motion was made by Mr. Crouthamel, seconded by Ms. Saylor, and unanimously approved by all present, to appoint Mr. Henry Hufnagle to the Planning Commission to fill an unexpired term ending December 31, 2027.**

**XII. ADJOURNMENT:**

There being no additional matters to come before this meeting of Council, President Dodson declared the meeting duly adjourned at 8:55 p.m.

The next Regular Business Meeting of Borough Council was scheduled for Monday, October 7, 2024 at 7:00 p.m.

Attest: \_\_\_\_\_  
Eileen M. Bradley, Secretary  
Sellersville Borough Council