

Sellersville Borough Council
140 East Church Street
Sellersville, PA 18960

October 12, 2021
7:00 P.M.

The Rescheduled Regular October 12, 2021 Meeting of Sellersville Borough Council was called to order at 7:00 p.m. by President Lois Dodson in person. Due to a change in meeting dates, the October 11 meeting date was advertised to be rescheduled for October 12, 2021.

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

I. 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 Hallman Marie G. Howells Lynne Saylor
Borough Manager:	Eileen M. Bradley
Perkasie Police:	Detective Sergeant Russ Closs
Solicitor:	Randal S. White

II. PUBLIC COMMENT – NON-AGENDA ITEMS:

Ms. Lynn Bianchini of N. Main Street expressed concerns about a farm stand business at 490 N. Main Street. The parcel had no frontage on N. Main Street and was accessed only through a private alley maintained by the adjacent neighbors. The current owners did not live on the property, as an existing dwelling had been demolished years before. The owner was now reconstructing and extending an existing shed/garage to use as the farm stand, with signs along N. Main Street. They also maintained an Instagram page for advertising. The alley was shared by residents along N. Main Street and was not designed for commercial traffic or high volume.

Ms. Bianchini also requested signage indicating that the alley was a private drive.

Ms. Bradley stated that no zoning or building permits were applied for or had been issued for that property and that she was in discussions with the Borough Solicitor regarding the property.

Mrs. Hallman asked how many residents accessed the alley. Ms. Bianchini stated that there were about ten families that regularly used the alley.

Ms. Dodson stated that she understood the frustrations of the neighbors, and that the Borough would address the issue from multiple fronts.

III. CONSENT CALENDAR:

- A. Minutes: September 13, 2021 Council Meeting
- B. September 2021 Treasurer's Reports: See Treasurer's Report on file.
- C. September 2021 Tax Collector's Reports: See Tax Collector's Report on file.
- D. September 2021 Mayor Hufnagle's Report: See PPD Report on file.
- E. September 2021 Reports from Operating Departments:
 - 1. Public Works Department Report by John Barry Snyder, Foreman
 - 2. Administration Report by Eileen M. Bradley, Manager/Secretary
 - a. All administrative matters were of a routine nature.
 - b. Building Permits: See Building Permit Report on file.
 - c. Zoning Permits: None.
- F. September 2021 Solicitor's Report: See Solicitor's Report on file.
- G. September 2021 Engineer's Report: No Report Received.
- H. September 2021 Reports from Commissions and Boards:
 - 1. Public Management Committee
 - a. See Draft Minutes of September 21, 2021
 - 2. Parks and Recreation Board: Kathleen Hallman, Chairperson
 - a. See Minutes of September 7, 2021 Meeting
 - b. Next regular meeting scheduled for October 5, 2021
 - 3. Planning Commission
 - a. See Draft Minutes of September 20, 2021
 - 4. Zoning Hearing Board: No business.
 - 5. Emergency Management Agency: No business

IV. ACTION ON CONSENT CALENDAR:

A motion was made by Mr. Potoczny and seconded by Mr. Hull to approve the Consent Calendar Items A through H as presented. The motion carried unanimously.

V. UNFINISHED BUSINESS:

A. Winterfest 2021:

Ms. Bradley stated that after much debate, the Park and Recreation Board had recommended canceling the 2021 Winterfest event due to recent flooding at the Sellersville Fire House that had left that facility unusable for the event. Council discussed various options that could keep the event going in some capacity.

Ms. Bradley stated that the local churches could serve as venues, and the usual participant volunteers and vendors might be able to work things out in time. She suggested that Council allow administration to continue to work

toward solutions and delay a decision until the following week at the Public Management Committee meeting.

B. “Slow Children Signage”:

Ms. Bradley was in receipt of a request for “Slow Children” signage for Green Street. Council agreed but requested that any future signage requests again be brought to Council.

C. Other:

Mr. Crouthamel noted that at a recent conference, he found out that Ephrata Borough had a rental property ordinance that had a clause that would allow removal of a rental permit for property owners with tenants with three more police complains/calls for services within a specific timeframe. Mrs. Howells stated that she knew Norristown had a similar ordinance. Ms. Bradley would investigate.

Mr. Crouthamel asked if an administrative warrant had been issued to the resident on Nanlyn Drive that was holding up a sewer line inspection. Mr. White indicated that he was still working on issuing the letter.

Mr. Crouthamel also asked when the streetlights on the bridges would be completed. Ms. Bradley Stated that PPL was working on the system presently and would hopefully be done before the holidays.

VI. NEW BUSINESS:

A. Action on New Business:

6. Manager

a. 2022 Meeting Schedule:

Ms. Bradley presented proposed meeting dates for 2022 and asked Council and Staff to review before the end of the year.

b. Sale of EDUs:

Ms. Bradley presented a letter from the Pennridge Wastewater Treatment Authority asking if Sellersville Borough might be interested in selling EDUs to Hilltown Township.

A motion was made by Mr. Hull and seconded by Mr. Potoczny and approved unanimously to offer up to 25 EDUs for sale at a rate of \$4,500 per EDU.

c. 2020 Financial Statements and Audit:

Ms. Bradley noted that the 2020 audited Financial Statements had been issued by Styer and Associates. The delay was the result of delays at PMRS pension administrators.

B. Ordinances: There were no ordinances scheduled for this meeting.

C. Resolutions: Resolution #2021-06: Adoption of Bucks County 2021 Hazard Mitigation Plan Update:

Ms. Bradley noted that the Borough had participated in the update of the Bucks County 2021 Hazard Mitigation Plan. Borough adoption of the Plan would bring eligibility for PEMA and FEMA emergency relief funding for the Borough and its citizens. She recommended adoption of the Plan.

A motion was made by Mr. Potoczny and seconded by Mrs. Howells and approved unanimously to adopt Resolution #2021-06, adopting the 2021 Bucks County Hazard Mitigation Plan Update.

D. Authorizations: There were no authorizations scheduled for this meeting.

E. Agreements: Collection of Act 511 Taxes:

Ms. Bradley noted that the contract with H.A. Berkheimer for collection of Act 511 taxes (LST, Per Capita and Occupational Assessment) was due to expire on 12/31/2021. While costs for collection from Berkheimer and Keystone Collections Group, the current EIT collector, were similar, Berkheimer charged commission on delinquent taxes. Additionally, Ms. Bradley believed that Keystone's delinquent collection program and customer service were far superior. It was her recommendation to turn all Act 511 tax collection over to Keystone Collections Group.

Mr. Potoczny made a motion, seconded by Mrs. Howells, and unanimously carried by all present, to appoint Keystone Collections Group as the tax collector for Local Services Tax, Per Capita Tax and Occupational Assessment Tax beginning January 1, 2022.

VII. OTHER BUSINESS:

Mrs. Hallman asked if the Sellersville Museum would be hosting their annual Tree Forest Exhibit. Ms. Bradley stated that the Authority had voted to cancel this year's event.

Mrs. Hallman then noted that the Park and Recreation Board was sponsoring a Halloween House Decorating Contest, details of which were on the Borough website.

Mr. Crouthamel stated that the Borough should begin preparations for Sellersville's Sesquicentennial in 2024.

VIII. PUBLIC COMMENT: There was no public comment at this time.

IX. AUTHORIZATION FOR PAYMENT OF INVOICES:

The monthly invoices were presented for payment authorization with General and Sewer Fund Check Numbers 29569 through 29628, totaling \$271,940.99.

A motion was made by Mr. Hull and seconded by Ms. Saylor to authorize payment of Bills for the month of September totaling \$271,940.99. The motion carried unanimously.

X. EXECUTIVE SESSION:

Council convened into Executive Session at 8:05 p.m. to discuss acquisition of property and litigation issues. The Session ended and reconvened to the Regular Meeting at 8:25 p.m.

Acquisition of Property:

Ms. Bradley requested authorization to order an appraisal of real property as discussed during Executive Session.

Mr. Hull made a motion, seconded by Ms. Saylor, and unanimously approved by all present, to authorize an appraisal on a parcel of property within Sellersville Borough.

XI. ADJOURNMENT:

There being no additional matters to come before this meeting of Borough Council, President Lois Dodson declared this meeting duly adjourned at 8:30 p.m. The next regular Council meeting was scheduled for November 8, 2021 at 7:00 p.m.

Attest: _____
Eileen M. Bradley, Secretary
Sellersville Borough Council