

Sellersville Borough Council  
140 East Church Street  
Sellersville, PA 18960

February 13, 2023  
7:00 P.M.

The Regular February 13, 2023 Meeting of Sellersville Borough Council was called to order at 7:00 p.m. by President Lois Dodson.

All present joined in offering our National Pledge of Allegiance.

**I. ROLL CALL:**

Mayor: Thomas C. Hufnagle

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

Borough Manager: Eileen M. Bradley, Borough Manager

Solicitor: Randal S. White, Esq.  
Officer Ryan Richardson

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

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

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

Mr. Dennis Becker of E. Walnut Street stated that he was not happy with bollards placed within the newly reconstructed Lenape Park Bike Trail. The Bollards restricted access to his rear yard, as well as those of his neighbors.

Ms. Bradley stated that she had found copies of original access easements for ten of the residents along E. Walnut Street, granting limited access through the Borough trail. She had researched alternative bollards, but nothing was found that would not be cumbersome to manage. Therefore, she recommended to Council that the bollards at that location should be removed.

Mr. Charles Rittenhouse of E. Walnut inquired as to why the bollards were placed. Mr. Crouthamel stated that they were installed as a preventative to prohibited vehicular traffic through the Park.

Mr. Randolph Quinby of E. Walnut Street thanked Council and asked when the bollards might be removed. Ms. Bradley stated that they would be gone by the end of the week.

**IV. PRESENTATIONS AND HEARINGS:**

There were no presentations or hearings at this time.

**V. DEVELOPER ITEMS:**

There were no developer items at this time.

**VI. BOROUGH BUSINESS ITEMS:**

**A. CONSENT CALENDAR:**

1. Minutes of January 9, 2023 Council Meeting
2. January 2023 Treasurer's Reports: See Treasurer's Report on file.
3. January 2023 Tax Collector's Reports: See Tax Collector's Report on file.
4. January 2023 Mayor Hufnagle's Report: See PPD Report on file.
5. January 2023 Reports from Operating Departments:
6. January 2023 Solicitor's Report: See Solicitor's Report on file.
7. January 2023 Engineer's Report: No Report Received.
8. January 2023 Reports from Commissions and Boards:
  - a. Public Management Committee Minutes of January 25, 2023
  - b. Parks and Recreation Board Minutes of January 3, 2023
  - c. Planning Commission Minutes of January 16, 2023
  - d. Zoning Hearing Board
  - e. Emergency Management Agency

**A motion was made by Mr. Potoczny and seconded by Mr. Crouthamel, to approve the Consent Calendar items 1 through 8. The motion carried unanimously.**

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

**H. Manager**

1. Special Event Permit Application:  
Ms. Bradley was in receipt of a Special Event Permit for a 5K Race sponsored by the Perkiomen Watershed Conservancy. Ms. Bradley recommended authorization of the permit, and requested waiver of the fee, as the Borough was a member of the Conservancy.

**A motion was made by Mr. Hull, seconded by Mrs. Howells, to authorize issuance of a Special Event Permit to the Perkiomen Watershed Conservancy with waiver of the permit fee.**

2. SHARE Housing and Resource Exchange:  
Ms. Bradley had recently attended meeting where someone spoke about a new PA Department of Aging (PDA) and the Area Agency on Aging (AAA) supported program known as Shared Housing and Resources Exchange, or SHARE. The program matched people in need of housing with someone who has space in their home, through a Homeshare Agreement between the parties. It allows those in

need of housing at a reduced rate in exchange for assistance with household chores and related activities. The program is geared toward keeping those 60 years and older in their homes. Ms. Bradley updated Council on the program and suggested disseminating the information through the website and social media.

**A motion was made by Mrs. Hallman, seconded by Mr. Hull, and unanimously approved, to authorize posting of the program.**

3. Authorization to Advertise 2023 Street Paving Program:  
Ms. Bradley requested authorization to advertise for bids for the 2023 Street Resurfacing Program. The roads to be resurfaced were: E. and W. Grandview Avenue, and the Green Street Alley, which had been dug up by the Borough to install a new sanitary sewer main.

**A motion was made by Mrs. Howells, seconded by Ms. Saylor, and unanimously approved, to authorize advertisement for bids for the 2023 Street Resurfacing Program.**

4. Authorization to Advertise 2023 ADA Ramp Installation:  
In conjunction with the 2023 Street Resurfacing Program, Ms. Bradley requested authorization to advertise for bids for installation of ADA-compliant Ramps for roads affected by the Paving Program.

**A motion was made by Mr. Potoczny, seconded by Ms. Saylor, and unanimously approved, to authorize advertisement for bids for the 2023 ADA Ramp Installation.**

5. Authorization to Advertise 2023 Mowing Contract Bids:  
Ms. Bradley requested authorization to advertise for bids for the 2023 Mowing and Landscaping Contract. Specifications called for a possible extension of two additional one-year terms.

**A motion was made by Mr. Crouthamel, seconded by Mrs. Hallman, and unanimously approved, to authorize advertisement for bids for the 2023 Mowing and Landscaping Contract.**

6. Gateway Sign:  
Ms. Bradley presented a mockup of a Gateway sign indicating the boundaries of the Borough. She asked for any input on the design. No decisions were made on this subject.

## **IX. OTHER BUSINESS:**

### **A. Traffic Signal System Timing:**

Ms. Bradley stated that she had asked Cowan Associates to review the traffic signal system at the Five Points intersection to see if the timing was performing to the specifications within the PennDOT permit. Mr. Scott McMackin, P.E. noted that the

permit was dated to the mid-1990's. All timing was within allowable limits; however, much development had occurred since the mid-1990's, and a thorough analysis would need to be completed.

Mr. Crouthamel expressed concern about pedestrian crossing Park Avenue from Diamond Street and thought a delayed signal or pedestrian light at Diamond and Park might be safer. Ms. Bradley noted that PennDOT might require some changes after a study was completed.

B. Right To Know Request:

Ms. Bradley was in receipt of a Right To Know Request for records dating back to the 1980's and asked Council for any knowledge of sewer line installations during that period.

C. Recorder of Deeds Adopt a Book Program:

Ms. Bradley noted that the Bucks County Recorder of Deeds was requesting donations to convert old Deed Books from the past four hundred years to a digitized format. This item was tabled.

D. Chal-Brit Regional EMS:

Ms. Bradley stated that the Chal-Brit Regional EMS was interested in permission to use Borough Hall as a substation for their 9-1-1 services, as the building was close to Grandview Hospital. Ms. Dodson suggested reaching out to the Sellersville Fire Department first.

**IX. PUBLIC COMMENT:**

Mrs. Joan Keating of Lawn Avenue requested that weeds along N. Main Street at the Railroad Bridge be addressed. She also felt the wooden pallets on the Wisber property were an eyesore, along with the masonry wall enclosing the property. Mr. Hufnagle believed the wall was owned by PennDOT.

Mrs. Keating also inquired about the traffic light at N. Main Street and Noble Avenue, noting that drivers waiting to make left turns were waiting too long for traffic to clear the intersection. Could this be investigated? Officer Richardson stated that the Police Department would investigate the timing before proceeding.

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

The monthly invoices were presented for payment authorization, with General and Sewer Fund Check Numbers 30632 through 30709 totaling \$463,678.07.

**A motion was made by Mr. Hull and seconded by Ms. Saylor to authorize payment of Bills for the month of January 2023 totaling \$463,678.07. The motion carried unanimously.**

**XI. ADJOURNMENT:**

There being no additional matters to come before this meeting of Council, President Lois Dodson declared the meeting duly adjourned at 8:20 p.m.

The next Regular Meeting of Council was scheduled for Monday, March 13, 2023 at 7:00 p.m.

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