

Sellersville Borough Council's  
Public Management Committee  
Council Chambers  
140 East Church Street  
Sellersville, Pa 18960

January 16, 2018  
7:00 O'Clock P.M.

The January, 2018 Meeting of Sellersville Borough Council's Public Management Committee was called to order by Chairwoman Lois Dodson at the above designated time and location.

**ROLL CALL:**

Mayor : Thomas C. Hufnagle, Mayor

Councilpersons : Lois A. Dodson, Chairman  
Alexander Potoczny, Vice-Chairperson  
James G. Hull, First Alternate  
Donald Crouthamel  
Kathleen Hallman  
Marie Howells  
Lynne Saylor

Absent :

Manager/Secretary : David J. Rivet, Manager/Secretary

**AUTHORIZE CHECK SIGNERS**

Newly elected officer James Hull was authorized to sign checks on Borough checking accounts and former councilman and council president Robert Rudick was removed from the list of authorized check signers. Representatives from Key Bank presented their official signature forms and Manager Rivet, President Dodson, Vice President Potoczny and Chairman Pro Tem Hull all signed them in addition to Mr. Hull. Other signers include Bookkeeper Carol Penney and Treasurer Karen Weikel.

**DRAFT RENTAL PROPERTY ORDINANCE**

PMC discussed the draft Rental Property ordinance as prepared by the Revitalization Committee and the letter from the Suburban Realtors Alliance and an accompanying ordinance from Douglass Township relating to rental property inspection and permitting. Discussion revolved around landlord responsibility for tenant behavior, criminal versus non-criminal conduct of renters and landlord property maintenance responsibilities. PMC will individually review the proposed draft ordinances and send their remarks and concerns to the Manager who in turn will send to all members for their consideration at the February meeting where Mr. Jared Kimmel, Chairman of the Revitalization

Committee will be in attendance.

### **WIRELESS COMMUNICATION FACILITIES**

A draft ordinance prepared by Solicitor Randal White following months of deliberation from the Planning Commission, was briefly reviewed. Consensus was to have PMC members review the ordinance at their leisure and be prepared with any questions for the solicitor at the February Council meeting with the expectation of consideration to approve the advertisement at the March Council meeting.

### **RESOLUTION 18-03 SEWER GRANT APPLICATION**

Mr. Hull moved to approve Resolution 18-03 authorizing President Dodson and Manager Rivet as borough officials to execute all documents and agreements between the Borough and the Commonwealth Financing Authority in application for a sewer replacement grant on Green Street. Motion was seconded by Mrs. Howells and passed with all in favor.

### **CLOSE KEY BANK TREE FUND ACCOUNT**

Mr. Hull moved to close the checking account with Key Bank for the Tree Fund loan/grant with Pennvest. Motion was seconded by Mr. Potoczny and passed with all in favor.

### **ADVERTISE LAWN MAINTENANCE SERVICES**

Mrs. Hallman moved to authorize advertising for proposals for lawn maintenance services for four sections of Sellersville Borough. Motion was seconded by Mrs. Howells and passed with all in favor.

### **POLICE SERVICES CONTRACT 2018**

Manager Rivet informed the PMC that the contract with Perkasio Borough for police services will include purchasing body and vehicle cameras. The total cost for this program is \$55,000 with the borough's 30% share being \$15,000.

### **RESOLUTION 18-02 APPOINTING/ACCEPTING POLICE OFFICERS**

Mr. Hull moved to approve the Perkasio Police Department police officer roster for law enforcement in the Borough of Sellersville. Motion was seconded by Mrs. Howells and passed with all in favor.

### **PUBLIC WORKS LABORER POSITION**

Manager Rivet informed the PMC that Public Works Laborer John Hufnagle will be officially retiring on March 5, 2018, but will be using benefit time and leaving sooner than that. Mrs. Howells moved to advertise to hire a replacement with a CDL as a job requirement. Motion was seconded by Mr. Hull and passed with all in favor.

### **St. PATRICK'S DAY PARADE AND CELTIC FESTIVAL**

Mrs. Howells moved to approve a donation of \$250 to the Chamber of Commerce's St. Patrick's Day and Celtic Festival to be held March 17, 2018 in Sellersville. Motion was seconded by Mr. Hull and passed with all in favor. Council members and Mayor Hufnagle will plan on participating in the parade.

### **APPRECIATION DINNER**

PMC members discussed details of the Annual Appreciation Dinner to be held April 7, 2018. A sports theme was decided on with Lonnie's chicken as the entrée and ice cream as the desert. Mr. Paul Daniels was selected as Friend of the Borough in recognition of his volunteering to play organ for the July 4<sup>th</sup> ceremonies and his large donation to make Improvements at the Holiday House pool. PMC also approved holding a 50-50 drawing during the dinner to raise money to make necessary repairs to the former YMCA building at the Holiday House facility as a community youth center.

### **ADJOURNMENT**

There being no additional matters to come before this meeting of Sellersville Borough Council's Public Management Committee, Chairwoman Lois Dodson declared this meeting duly adjourned at 9:15 P.M. The next monthly meeting is scheduled to be on February 20, 2018 at 7:00 P.M.

Attest:

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David J. Rivet, Secretary  
Sellersville Borough Council