

Sellersville Borough Council
140 East Church Street
Sellersville, PA 18960

August 10, 2026
7:00 P.M.

The Regular August 10, 2026, Meeting of Sellersville Borough Council was called to order at 7:00 p.m. by Council President Donald E. Crouthamel. All present joined in offering our National Pledge of Allegiance.

I. ROLL CALL:

Mayor:	Thomas C. Hufnagle
Councilpersons:	Donald E. Crouthamel, President James G. Hull, Vice President Lois A. Dodson, President Pro Tempore Kathleen Hallman Lynne A. Saylor
Manager:	Brenda L. Detweiler
Solicitor:	Vicki Kushto, Esq.
Engineer:	Scott P. McMackin, P.E.
Perkasie Police Dept.	Sergeant Alec Sprouse
Absent:	Marie Howells David A. O'Donnell

II. CHANGES, ADDITIONS, DELETIONS TO THE AGENDA:

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

III. PUBLIC COMMENT AGENDA ITEMS ONLY:

There was no public comment on agenda items.

IV. PRESENTATIONS AND HEARINGS:

There were no presentations and hearings.

V. DEVELOPER ITEMS:

There were no developer items.

VI. BOROUGH BUSINESS ITEMS:

A. CONSENT AGENDA:

1. Council Meeting Minutes of July 13, 2026.
2. July 2026 Treasurer's Reports: See Treasurer's Report on file.
3. July 2026 Tax Collector's Reports: See Tax Collector's Report on file.
4. July 2026 Mayor Hufnagle's Report: See PPD Report on file.
5. July 2026 Reports from Operating Departments:
6. July 2026 Solicitor's Report: See Solicitor's Report on file.

7. July 2026 Engineer's Report: See Engineer's Report on file.
8. July 2026 Building Permits
9. July 2026 Reports from Commissions and Boards:
 - a. Public Management Committee Minutes
 - b. Parks and Recreation Board Minutes
 - c. Planning Commission Minutes
 - d. Zoning Hearing Board
 - e. Emergency Management Agency

A motion was made by Ms. Dodson and seconded by Mr. Hull to approve the Consent Calendar items A.1 through A.9.e. The motion carried unanimously.

VII. MAYOR, COUNCIL AND STAFF BUSINESS AND COMMENTS:

B. Council

Mr. Hull wanted to remind staff that he would like them to utilize Cape Sealing for Borough roads. There is an article in the March 2026 PSAB magazine for reference.

Mrs. Hallman wanted to confirm that staff would like Christmas trees to be installed in front of the museum and Borough Hall for the holidays. Mrs. Detweiler confirmed the installation and stated that battery operated window candles were purchased for the museum and Borough Hall for the holiday season.

Mrs. Detweiler stated that she received a quote of \$500 to replace the one tree at Druckenmiller Playground that was in memory of the deceased Parks and Recreation Board Members. She also mentioned that Cowan Associates had graciously offered a large donation towards the Christmas tree for Winterfest and that staff were still working on getting other donations. Sergeant Sprouse suggested that staff reach out to PBA as they are always looking to sponsor community items.

H. Manager

1. Resolution #2026-14 – Fee Schedule Amendment:

Mrs. Detweiler stated Resolution #2026-14 amended the Fee Schedule by adding Parking Ticket Fees and the Short-Term Rental Licensing and Inspection Fees.

A motion was made by Ms. Dodson, seconded by Mrs. Hallman, and unanimously approved by all present, to adopt Resolution #2026-14, amending the Fee Schedule for Sellersville Borough, with the amendment of a typographical error on page 4 heading for Commercial Construction.

2. Resolution #2026-15 – Adopting Bucks County 2026 Hazard Mitigation Plan Update:

Mrs. Detweiler stated the Borough had participated in the update of the Bucks County 2026 Hazard Mitigation Plan. By adopting the plan, it would allow the Borough to be eligible for PEMA/FEMA emergency relief funding for the Borough and its citizens. She recommended adoption of the plan.

A motion was made by Ms. Saylor, seconded by Mrs. Hallman, and unanimously approved by all present, to approve Resolution #2026-15, adopting the 2026 Bucks County Hazard Mitigation Plan Update.

3. Lawn Avenue Sanitary Sewer – Request for Payment #8 for \$45,163.00 to Pact One, LLC:

Mrs. Detweiler stated Pact One, LLC was requesting payment #8 in the amount of \$45,163.00 for the Lawn Avenue Sanitary Sewer Replacement.

A motion was made by Mr. Hull and seconded by Ms. Dodson, and unanimously approved by all present, to approve Payment #8 in the amount of \$45,163.00 to Pact One, LLC for the Lawn Avenue Sanitary Sewer Replacement.

4. Lawn Avenue Sanitary Sewer – Change Order #4 for Disposal of Contaminated Soils:

Mrs. Detweiler stated Pact One, LLC was requesting payment for Change Order #4 in the amount of \$240,740.71. During the construction of the Lawn Avenue Sanitary Sewer, there were an unexpected 582 loads of contaminated soils that needed to be disposed of properly.

A motion was made by Ms. Dodson and seconded by Ms. Saylor, and unanimously approved by all present, approved Payment of Change Order #4 in the amount of \$240,740.71 to Pact One, LLC for disposal of contaminated soils in the Lawn Avenue Sanitary Sewer Replacement project.

5. Farmers Lane Development – Request for Escrow Release #2:

Farmers Lane Development was requesting Escrow Release #2 in the amount of \$133,221.16. Cowan Associates, Inc. has reviewed the request and approved the request of Escrow Release #2.

A motion was made by Ms. Dodson and seconded by Mr. Hull, and unanimously approved by all present, to approve Escrow Release Request #2 in the amount of \$133,221.16 for Farmers Lane Development.

6. North Main Street Sewer Replacement Award of Contract:

Four bids have been received for the North Main Street Sewer Replacement, with the lowest responsible bid being Wolverine Constructors of Quakertown, PA, at \$171,788.99.

A motion was made by Ms. Saylor and seconded by Ms. Dodson, and unanimously approved by all present, to table the North Main Street Sewer Replacement Award of Contract for a future meeting.

VIII. OTHER BUSINESS:

A. County Tax Collection Ordinance Draft Discussion:

At a previous meeting, Ms. Kushto had presented a sample ordinance that would allow the Bucks County Tax Claim Bureau to collect delinquent taxes on behalf of the Borough. Council had requested Mrs. Detweiler investigate how much the Borough currently pays in fees to Portnoff Law Associates. Mrs. Detweiler presented 3 years of records, which amounted to less than \$50 each year. Council opted not to move forward with switching collection of delinquent taxes to the Bucks County Tax Claim Bureau.

B. Trash Ordinance Amendment Discussion:

Ms. Kushto presented a draft ordinance amending Chapter 127, regarding solid waste for Council review. The current refuse fees are set in Chapter 127; the amended ordinance would allow adjustment of the refuse fees through the Borough Fee Schedule.

A motion was made by Ms. Dodson, seconded by Ms. Saylor, and unanimously approved by all present, to authorize the advertisement to Amend the Codified Ordinances by allowing the service fee to be established in the Borough Fee Schedule.

C. AI Policy Draft:

Council was presented with a draft AI (Artificial Intelligence) policy for review. Ms. Saylor requested that staff be made aware of the AI policy. Mrs. Detweiler assured Ms. Saylor that each staff member would be presented with a copy of the AI Policy.

A motion was made by Ms. Dodson, seconded by Mrs. Hallman, and unanimously approved by all present, to approve the AI (Artificial Intelligence) Policy as presented.

D. Fire Police Request – Perkasio Borough Under the Stars Car Show, August 15, 2026:

Mrs. Detweiler received a fire police request letter from Perkasio Borough Police Department for the Sellersville Fire Police to assist with the Perkasio Borough Under the Stars Car Show to be held on August 15, 2026, from 2:00 p.m. to 9:00 p.m.

A motion was made by Mr. Hull, seconded by Ms. Saylor, and unanimously approved by all present, to approve the request from Perkasio Borough Police Department for the Sellersville Fire Police to assist with the Perkasio Borough Under the Stars Car Show to be held on August 15, 2026, from 2:00 p.m. to 9:00 p.m.

E. Druckenmiller Pavilion Rental Request – St. Luke's Grand View Campus, August 29, 2026:

Mrs. Detweiler presented a Druckenmiller Pavilion Rental Request Application for the St. Luke's Grand View Campus on August 29, 2026, from 10:00 a.m. to 2:00 p.m. The event would draw approximately 100 people. No additional services were required from Sellersville Borough.

A motion was made by Mrs. Hallman, seconded by Ms. Saylor, and unanimously approved by all present, to approve the Druckenmiller Pavilion Rental Request for St. Luke's Grand View Campus on August 29, 2026, from 10:00 a.m. to 2:00 p.m.

F. Parks & Recreation Board Vacancy Candidate:

Mrs. Hallman stated the Parks and Recreation Board recommended appointment of Ms. Rae Rodrigo to fill the vacancy on the Board.

A motion was made by Mr. Hull, seconded by Ms. Dodson, and unanimously approved by all present, to appoint Rae Rodrigo of North Main Street to the Parks and Recreation Board to fill an unexpired term ending December 31, 2029.

G. Parks & Recreation Board Youth Delegate Discussion:

Mrs. Detweiler informed Council that a youth resident in the Borough was interested in serving in some capacity on the Parks & Recreation Board. After doing some research, it appeared that Perkasio Borough offers a position of Youth Delegate to the Parks & Recreation Board. Mrs. Detweiler presented a description and application to Council, which they approved. The position would only be recognized as a local honorary or advisory position and would not be recognized as an official municipal office or position by the Commonwealth of Pennsylvania

A motion was made by Ms. Dodson, seconded by Ms. Saylor, and unanimously approved by all present, to appoint Damian Boston of North Main Street as Youth Delegate to the Parks and Recreation Board upon completion of the Parks and Recreation Youth Delegate application.

Mrs. Detweiler stated that she forgot during her report to discuss the memo written to Borough Council from Public Works regarding the 2001 GMC Mini Dump Truck. They are recommending the sale due to the costs of repairs to the vehicle. Maintaining two mini dump trucks is unnecessary, and the remaining mini dump truck is capable of meeting their day-to-day operations.

A motion was made by Ms. Saylor, seconded by Ms. Dodson, to advertise the sale of the Sellersville Borough owned 2001 GMC Mini Dump Truck.

IX. PUBLIC COMMENT – NON-AGENDA ITEMS:

Mrs. Joan Keating of Lawn Avenue thanked everyone for getting the demolition hole next to her property filled back in. She also advised Mrs. Detweiler of a pothole that had become prevalent over the past few days at Lawn Avenue & Noble Street.

X. AUTHORIZATION FOR PAYMENT OF INVOICES:

The July 2026 invoices were presented for payment authorization, with General and Sewer Fund Check Numbers 41582 through 41621 totaling \$587,807.57.

A motion was made by Ms. Saylor, seconded by Mr. Hull, and unanimously approved by all present, to authorize payment of bills for the month of July 2026 totaling \$587,807.57, along with any additional invoices that may be received before the next meeting and incur additional fees due to payment date and any invoices with automatic payments and to authorize automatic payment of the Pennsylvania Infrastructure Investment Authority (PennVEST) loan for the Lawn Avenue Sewer Replacement project.

XI. EXECUTIVE SESSION:

At 7:54 p.m., Council convened into Executive Session to discuss legal and land disposition matters. No action was taken. Council reconvened the regular meeting at 8:31 p.m.

A motion was made by Ms. Saylor, seconded by Ms. Dodson, and unanimously approved by all present, to authorize the sale of Parcel #39-007-036 on the north side of West Fairview Avenue, Sellersville, PA.

XII. ADJOURNMENT:

There being no additional matters to come before this meeting of Council, Council President Crouthamel declared the meeting duly adjourned at 8:32 p.m.

The next Regular Business Meeting of Borough Council was scheduled for Monday, September 14, 2026, at 7:00 p.m.

Attest: _____
Brenda L. Detweiler, Secretary
Sellersville Borough Council