

Sellersville Borough Council Chambers  
140 East Church Street  
Sellersville, PA 18960

April 12, 2021  
7:00 O'clock P.M.

The regular April 12, 2021 meeting of Sellersville Borough Council was called to order by President Lois Dodson via ZOOM teleconference.

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

**ROLL CALL:**

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

Borough Solicitor : Randal White, Esquire

Manager/Secretary : Eileen M. Bradley

Perkasie Police Chief : Robert Schurr

Absent : Thomas C. Hufnagle, Mayor  
Marie G. Howells

**CONSENT CALENDAR:**

A. Minutes:

1. March 8, 2021 Council Meeting

B. April 2021 Treasurer's Report by Cheryl Zischang

1. See Treasurer's Report on file.

C. April 2021 Tax Collector's Report by Sue A. Snyder

1. See Tax Collector's Report on file.

D. April 2021 Mayor Thomas C. Hufnagle's Report

1. See Perkasie Police Department Report on file.

E. April 2021 Reports from Operating Departments

1. Public Works Department Report by John Barry Snyder, Foreman

a. General Maintenance: Cleaned storm inlets, storm pipes and ditches; repaired and maintained vehicles; various shop repairs and improvements; cleaned areas of shop inside and outside; pothole patching; installed new street signs/posts and repaired street signs; swept streets; repaired storm inlets.

b. Sewer System: Opened sewer laterals; opened sewer main.

c. Park and Playground: Removed trash; picked up branches; cut dead trees; removed weeds.

2. Administration Report by Eileen M. Bradley, Manager/Secretary Staff Report:
  - a. All administrative matters are of a routine nature.
  - b. Building Permits
    1. # 2228 Sellersville Senior Apts., Diamond & Clymer Bldg/Plumb/Elec/Mech/Zoning
    2. #2229 Grigg, Elizabeth, 530 Portsmouth, Bldg./Shed
    3. #2230 Roch, Robert, 164 Lawn Avenue, Electrical Svc.
    4. #2231 Aldridge, Brian, 511 Portsmouth, Roof
    5. #2232 Mustafa, Mohammad, 67 N. Main Street, Roof
    6. #2233 Splain, Jason, 326 Lawn Avenue, Shed
    7. #2234 Wilson, Brian, 545 Newbury Court, Solar Panels
    8. #2235 Poiron, John, 151 Eyre Avenue, Deck
    9. #2236 Garages, LLC, 230 W. Park Avenue, 5-Bay Garage
  - c. Zoning Permits:
    1. White, Samantha, 475 Washington Ave., Use Permit/Home Occupation
    2. Poiron, John, 151 Eyre Avenue, Deck
- F. April 2021 Solicitor's Report by R. White Legal
  1. See Solicitor's Report on file.
- G. April 2021 Engineer's Report
  1. No written Report from Borough Engineers.
- H. April 2021 Reports from Commissions and Boards.
  1. Park and Recreation Board: Kathleen Hallman, Chairperson
    - a. See Minutes of April 6, 2021 meeting.
    - b. Next regular meeting scheduled for May 4, 2021
  2. Planning Commission: Rachel Swierzewski, Chairperson
    - a. See minutes of February 22, 2021 meeting.
    - b. Next regular meeting scheduled for April 19, 2021.
  3. Zoning Hearing Board: Matthew A. Swierzewski, Chairperson.  
No Business
  4. Emergency Management Agency: Craig A. Wilhelm, Coordinator  
Coordinated COVID-19 activities with Bucks County Emergency Management Services.
- I. April 2021 Report from Committee of Council
  - a. See March 16, 2021 meeting minutes.
  - b. Next meeting scheduled for April 20, 2021.

**A motion was made by Mr. Potoczny that the Consent Calendar, Items (A) through (I), be approved as presented. Mr. Crouthamel seconded, and the motion carried unanimously.**

#### **CITIZEN PARTICIPATION:**

Ms. Adrienne Gallagher of W. Park Avenue asked when the stormwater system on W. Park Avenue would be addressed, as a sinkhole on her property was getting bigger.

Ms. Gallagher said she had experienced a backup of water into her house in 1991, at which time she installed a backflow preventer. Subsequently, she had the backflow preventer removed when a washing machine was installed. She then experienced backups in August and December of 2020, due to flooding.

Mr. White indicated that the Borough is responsible for the sewer main to the curb line. The homeowner is responsible for anything from the curb line into the house. The Borough is not responsible for issues inside a private house. Ms. Bradley noted that Ms. Gallagher had filed a claim with the Borough's insurance carrier late last month.

Ms. Regina Diana of W. Park Avenue asked when the W. Park Avenue sewer line would be televised and if Council would consider investigating the stormwater system as well. Ms. Bradley noted that she was working on finding a company to televise the line.

Ms. Alyssa Shropshire of W. Park Avenue stated that she had also experienced a recent backup and stated that she was having a backflow preventer installed. The insurance company would not settle her claim until any Borough issues were resolved.

#### **UNFINISHED BUSINESS:**

Chief Robert Schurr stated that the Perkasio Police Department had recently sworn in Officer Lewis Palmer, recently of the Philadelphia Police Department.

#### **NEW BUSINESS:**

Ms. Bradley noted that she was in receipt of several inquiries as to vacant positions on various Boards and Commissions. She would request a resume and/or letter of qualifications from interested residents.

Ms. Bradley inquired of Council their opinion on upcoming public events, in light of the continuing pandemic. Council was in agreement to cancel the 2021 Memorial Day Parade and other activities up to July 1. The subject of future events would be addressed on a case-by-case basis.

- A. Ordinances
- B. Resolutions

There were no Ordinances or Resolutions for discussion at this time.

- C. Motions

- 1. Ms. Bradley requested Council approve hiring Ms. Brenda Detweiler as Assistant to the Manager at a salary of \$48,000 per year. Mrs. Detweiler was presently employed at Lower Saucon Township.

- A motion was made by Mr. Potoczny, seconded by Mrs. Hallman and unanimously carried, to appoint Mrs. Brenda Detweiler as Assistant to the Manager at \$48,000 per year.**

- 2. Ms. Bradley noted that the Sellersville Belles requested Council approval on copy for a sign for Koehler Field, ahead of their June 12 season opener.

- A motion was made by Mr. Crouthamel, seconded by Mr. Potoczny and unanimously carried, to approve signage design for Koehler Field.**

- D. Authorizations

- 1. R. White noted that final touches to the proposed Ordinance #738 had been completed and the ordinance was ready to be advertised and forwarded to the Planning Commissions.

- A motion was made by Mr. Crouthamel, seconded by Ms. Saylor and unanimously approved by all present, to authorize for advertisement the proposed Ordinance #738, amending Chapter 160 (Zoning) to restrict approved uses and limit the location of dwelling units in the Borough Core District.**

2. Ms. Bradley stated that there was \$40,000 in the current budget for the purchase of an all-season Ventrac Tractor and attachments. Mr. Crouthamel expressed concern over the price and whether a trailer was needed to transport the machine from place to place. Mr. Hull asked if the snow blower attachment was similar to one owned by Perkasié Borough. Ms. Dodson suggested the issue be tabled for the May meeting so answers could be gathered.

3. Ms. Bradley had received a request through Chief Schurr for a handicapped parking space at 106 N. Branch Street. Both Chief Schurr and Ms. Bradley concurred that the spot was warranted and posed no traffic issues.

**A motion was made by Mr. Crouthamel, seconded by Mrs. Hallman and unanimously carried, to approve installation of a handicapped parking space at 106 N. Branch Street.**

E. Agreements

1. Ms. Bradley stated that PPL required additional right-of-way to relocate a utility pole to allow installation of the new firehouse bridge lighting.

**A motion was made by Ms. Saylor, seconded by Mr. Potoczny and unanimously approved by all present, to approve execution of a Right-of-Way Agreement with PPL and to authorize the Borough Manager to execute same.**

2. Ms. Bradley noted that the contract with Bucks County Planning Commission (BCPC) for planning services through David Zipf was expiring, and a new contract would need to be executed. There were no changes to the rate structure.

**A motion was made by Mr. Potoczny, seconded by Mr. Crouthamel, and unanimously approved by all present, to execute a new contract with BCPC.**

3. Ms. Bradley stated that bids were accepted on March 25, 2021 for installation of ADA Ramps and Sidewalks in various locations. One bid was received from J.A. Kramer Contracting, LLC of Sellersville for \$37,133.58.

**A motion was made by Mr. Potoczny, seconded by Ms. Saylor and unanimously approved by all present, to award the bid to J.A. Kramer Contracting, LLC of Sellersville for \$37,133.58.**

4. Ms. Bradley stated that bids were accepted on April 8, 2021 for the 2021 Street Resurfacing and Reconstruction Program. Streets to be paved included portions of Hughes Avenue, E. Pine Street, Grenoble Drive, Calais Drive, W. Church Street, E. Fairview Street, Noble Street and Cherry Street. Eight bids had been received, with the apparent low bidder as James D. Morrissey of Philadelphia for \$243,056.75.

**A motion was made by Mr. Hull, seconded by Mr. Potoczny and unanimously approved by all present, to award the bid to James D. Morrissey of Philadelphia for \$243,056.75.**

**OTHER BUSINESS**

A. PPP – Points of Personal Privilege

1. Mr. Crouthamel stated that he would like to see a roadside Spring Cleanup Day throughout Sellersville. He and Mrs. Hallman would organize the event. Ms. Saylor said that she would contact Scouts and local schools to see if there was interest in student community service.

2. Mrs. Hallman stated that the Easter Hat Parade on Saturday April 3 was a success. The hats worn by entrants were beautiful and the Board would be adding the event to future spring planning.

B. Legislative Matters

1. Mr. Potoczny had been in contact with Rep. Craig Staats' office about Act 77 Election Reform. He noted that an amendment bill to the Act was in the works before the November election.

C. Other

1. Ms. Bradley noted that in light of the current construction on the former Ametek sight, perhaps Council could consider opening up parking on Clymer and Fairview Avenues. Ms. Dodson requested that Council drive by and take a look for discussion at the next Public Management Committee Meeting.

2. Mr. Crouthamel asked that a letter be sent to Ametek for the sidewalk on Clymer Avenue across from the construction site, which was in severe disrepair. Ms. Bradley would follow up on the request.

**AUTHORIZATION FOR PAYMENT OF INVOICES:**

The monthly invoices were presented for payment authorization.

**Mr. Potoczny made a motion "that the invoices as presented be authorized for payment". Ms. Saylor seconded, and the motion carried with all in favor. Checks drawn in payment of the invoices are as follows: General-Sewer Check Nos. 29301 through 29361, totaling \$394,810.62.**

**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 May 10, 2021 at 7:00 p.m. via Zoom teleconferencing.

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