



**TELFORD BOROUGH COUNCIL  
REORGANIZATION MEETING AGENDA  
January 2, 2024  
7:30 PM**

**I. CALL TO ORDER – BOROUGH SOLICITOR TO ASSUME CHAIR**

**II. INVOCATION (MAYOR JERRY GURETSE) & PLEDGE OF ALLEGIANCE**

**III. ROLL CALL**

- ☐ **MAYOR JERRY GURETSE**
- ☐ **COUNCIL MEMBER CAROLYN CROUTHAMEL**
- ☐ **COUNCIL MEMBER KATHERINE FARINA**
- ☐ **COUNCIL MEMBER ROBERT JACOBUS**
- ☐ **COUNCIL MEMBER ERIC KRATZ**
- ☐ **COUNCIL MEMBER JOHN TAYLOR**
- ☐ **COUNCIL MEMBER MEREDITH TORRES**
- ☐ **COUNCIL MEMBER EMILINE WEISS**

*Solicitor - Inquire if any attendee will be audio or video recording and/or live streaming the meeting.*

**IV. SWEARING IN OF COUNCIL MEMBERS – Mayor Jerry Guretse**

**NOMINATIONS FOR COUNCIL PRESIDENT:**

\_\_\_\_\_  
\_\_\_\_\_  
NOMINATED BY: \_\_\_\_\_  
NOMINATED BY: \_\_\_\_\_

**NOMINATIONS FOR VICE – PRESIDENT:**

\_\_\_\_\_  
\_\_\_\_\_  
NOMINATED BY: \_\_\_\_\_  
NOMINATED BY: \_\_\_\_\_

**NOMINATIONS FOR COUNCIL PRESIDENT PROTEMPORE:**

\_\_\_\_\_  
\_\_\_\_\_  
**NOMINATED BY:** \_\_\_\_\_  
**NOMINATED BY:** \_\_\_\_\_

**NEWLY ELECTED COUNCIL PRESIDENT ASSUMES CHAIR**

**V. COMMITTEE-OF-THE-WHOLE – Council President**

- *Motion – Depositories of Borough Funds & Investment Authorization*
- *Motion – Authorization for Advertisement of Bids*
- *Motion – Reappointments to Various Boards & Commissions*
- *Motion – Reappointment of Timoney Knox, LLP as Solicitor*
- *Motion – Reappointment of CKS Engineers, Inc. as Engineer*

**VI. CITIZENS' COMMENTS - AGENDA ITEMS ONLY**

***Attention: Borough Council Meetings may be audio or video recorded and/or live streamed.***

*Please state your name and address for the record. Public comment on agenda items shall not exceed three (3) minutes per Telford Borough resident per agenda item. Council President shall have the discretion to permit a resident to continue commenting for an additional period not to exceed two (2) minutes.*

**VII. MINUTES OF PREVIOUS MEETING(S)**

- *December 11, 2023- motion to enter into the record.*

**VIII. TREASURERS REPORT- Blaine Bergey**

**IX. MAYOR'S REPORT- Jerry Guretse**

**X. POLICE DEPARTMENT REPORT- Chief Randall Floyd**

**XI. FIRE DEPARTMENT REPORT**

**XII. EMS REPORT**

**XIII. LIBRARY REPORT**

#### **XIV. BOROUGH STAFF REPORTS**

**A. Public Works Department- Gary Yoder**

**B. Manager's Report- Kyle Detweiler**

#### **XV. PROFESSIONAL CONSULTANTS' REPORTS**

**A. Solicitor's Report- James Jacquette, Timoney Knox LLP**

**B. Engineer's Report- CKS Engineers**

#### **XVI. COUNCIL COMMITTEE REPORTS:**

**A. Finance and Administrative Committee**

- *Motion – Reappointment of Borough Secretary*
- *Motion – Reappointment of Borough Treasurer*
- *Motion to approve bills from December 2023 in the amount of \$618,109.86.*
- *Motion – Revised Public Meeting & Attendance Policy*
- *Motion – Revised 2024 Fee Schedule*

**B. Planning and Zoning Committee**

**C. Environmental Committee**

**D. Public Works/Buildings & Plant Committee**

**E. Public Safety Committee**

**F. Development & Culture Committee**

- *Telford Happenings, Inc. Updates*
- *Item For Discussion - Borough Council Dress Code*
- *Resolution No. 2024-01 – Junior Council Person Program*

#### **XVII. OTHER BUSINESS**

#### **XVIII. CITIZENS' COMMENTS**

***Attention: Borough Council Meetings may be audio or video recorded and/or live streamed.***

*Please state your name and address for the record. Public comment on non- agenda items shall not exceed three (3) minutes per Telford Borough resident. Council President shall have the discretion to permit a resident to continue commenting for an additional period not to exceed two (2) minutes.*

**XIX. EXECUTIVE SESSION – REAL ESTATE MATTERS**

**XX. ADJOURNMENT**

**TELFORD BOROUGH COUNCIL  
REGULAR MEETING MINUTES  
December 11, 2023  
7:30 PM**

**I. CALL TO ORDER**

President William Ashley called the Telford Borough Council meeting of December 11, 2023, to order at 7:30 p.m.

**II. INVOCATION AND PLEDGE OF ALLEGIANCE**

The invocation was given by Council Member Robert Jacobus, followed by the pledge of allegiance.

**III. ROLL CALL**

Present at the meeting were President William Ashley, Vice President Emiline Weiss, and council members, Carolyn Crouthamel, Spencer Kulhanjian, John Taylor, Eric Kratz and Robert Jacobus. Also in attendance were Mayor Jerry Guretse, Manager Kyle Detweiler, Public Works Director Gary Yoder, Borough Solicitor Jim Jacquette, Chief of Police Randall Floyd, and Recording Secretary Diane Windfelder. In the audience was Dale Nice, John Harrell and his wife, John Waldenberger, John Worthington, and Wendy Leshinskie.

Prior to citizens' comments, President Ashley inquired if anyone in attendance would be audio or video recording tonight's meeting, or live streaming. John Worthington and John Waldenberger stated they would be.

**IV. CITIZENS' COMMENTS- AGENDA ITEMS ONLY**

**V. MINUTES OF PREVIOUS MEETING**

Council member Crouthamel made a motion to enter into the record the minutes of the November 13, 2023, Meeting. Council Member Taylor seconded the motion. The motion passed with a 7-0 vote.

**VI. TREASURERS REPORT**

A written report was submitted for the record.

Council member Taylor made a motion to pass the 2024 Budget as presented. A second by Council member Kratz. The motion passed with a 7-0 vote.

**VII. MAYOR'S REPORT**

Mayor Guretse reported that he went to several meetings including the Souderton Parade and Telford's Tree Lightning.

## **VIII. POLICE DEPARTMENT REPORT**

Council member Weiss made a motion to pass Resolution #2023-05 for the disposal of police records. A second by Council member Kulhanjian. The motion passed with a 7-0 vote.

## **IX. FIRE REPORT**

A report was submitted.

## **X. EMS REPORT**

A written report was submitted for the record.

## **XI. LIBRARY REPORT**

Wendy Leshinskie submitted the library report for the record and the library will be passing their budget this Thursday.

## **XII. BOROUGH STAFF REPORTS**

### **A. Public Works Department- Gary Yoder**

Mr. Yoder submitted the Public Works report.

### **B. Manager's Report- Manager Kyle Detweiler**

Mr. Detweiler submitted a written report. Mr. Detweiler requested from Council members to authorize to proceed with the conference room upgrade proposal from Altek in the amount of \$5,310.00. After a brief discussion, it was the consensus of the Council Borough to proceed with the upgrade of the conference room.

## **XIII. PROFESSIONAL CONSULTANTS' REPORTS**

### **A. Solicitor's Report- James Jacquette, Timoney Knox LLP**

Mr. Jacquette stated he would address his items for the Council during the Executive Session.

### **B. Engineer's Report- CKS Engineers**

A written report was submitted for the record.

## **XIV. COUNCIL COMMITTEE REPORTS**

### **A. Finance and Administrative Committee- Emiline Weiss**

1. Council member Weiss made a motion to approve bills from November 2023 in the amount of \$358,080.58. Council Member Taylor seconded the motion and the motion passed with a 7-0 vote.
2. There was a brief discussion on the revised meeting and attendance policy and at this time it was tabled for further review.

### **B. Planning and Zoning Committee- Carolyn Crouthamel**

There was no report.

### **C. Environmental Committee- Spencer Kulhanjian**

There was no report.

### **D. Public Works/Buildings & Plant Committee- Robert Jacobus**

There was a lengthy discussion on the fowl and small animals zoning ordinance, and it was tabled for further review.

### **E. Public Safety Committee- William Ashley**

As presented in the Council packet there was a brief discussion on the Indian Valley Regional Planning Commission meeting.

### **F. Development & Culture Committee- John Taylor**

Council Member Taylor reported that the Telford Tree Lightning was not well attended, partly due to inadequate social media notifications.

Council member Taylor reported that he would like to pass Resolution #2023-06 for the Junior Council Program to start in January 2024, after a brief discussion it was tabled until the January 2024 meeting.

## **XV. OTHER BUSINESS**

Council President William Ashley thanked all members of council and the audience for their support during his time on Council.

## **XVI. CITIZENS' COMMENTS**

No comment from the audience.

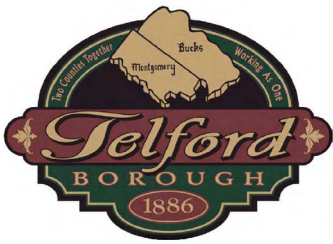
## **XVII. EXECUTIVE SESSION**

The council suspended the regular meeting and entered Executive Session at 9:24 PM to discuss matters of real estate and personnel. After the matter of real estate and personnel was discussed, the Council concluded Executive Session at 10:23 PM.

Council member Jacobus made a motion to enter into the record the agreement of sale of the 122 Penn Avenue Building. Council Member Weiss seconded the motion. The motion passed with a 7-0 vote.

## **XVIII. ADJOURNMENT**

Council member Taylor motioned for adjournment and Council Member Kulhanjian, seconded the motion. The motion passed with a 7-0 vote and the meeting was adjourned at 10:04 PM.



## **Borough of Telford**

50 Penn Avenue  
Telford, PA 18969

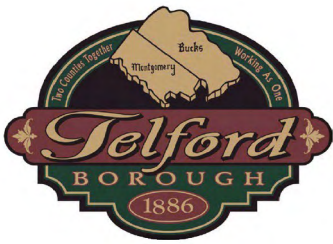
215-723-5000  
[www.telfordborough.org](http://www.telfordborough.org)

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### **MOTION**

#### **DEPOSITORIES OF BOROUGH FUNDS & INVESTMENT AUTHORIZATION**

I move that the Telford Borough Council ("Council"), by its elected officials, designate the depository relationship for Borough funds between the Borough and PLGIT, Univest Bank & Trust Co., and Quakertown National Bank, as well as authorizing the Borough Manager to invest funds as he sees fit in the best interest of the Borough.



## **Borough of Telford**

50 Penn Avenue  
Telford, PA 18969

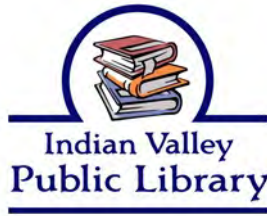
215-723-5000  
[www.telfordborough.org](http://www.telfordborough.org)

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### **MOTION**

#### **AUTHORIZATION FOR ADVERTISEMENT OF BIDS**

I move that the Telford Borough Council ("Council"), by its elected officials, authorize the Borough Manager to advertise for the bids of goods and services, as needed, during the calendar year 2024.



100 E. Church Avenue Telford, PA 18969 215-723-9109 [www.ivpl.org](http://www.ivpl.org)

December 22, 2023

Kyle Detweiler  
Telford Borough  
50 Penn Avenue  
Telford, PA 18969

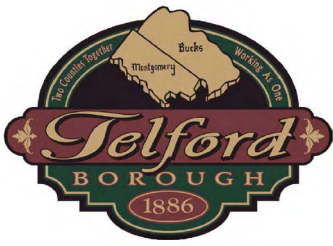
The Indian Valley Public Library Board of Trustees is proposing Michelle Kane as a potential replacement for the Library Representative from Telford Borough. Michelle has been a resident of Telford Borough for a long time and is an active member of the community.

Michelle has been a great supporter of the library and has helped us in developing a marketing plan to increase public awareness of the library's activities and programs.

She has expressed her interest in serving on the Board of Trustees and understands the time and commitment required for the role. We are confident that she will represent Telford Borough with dedication.

We hope that you will take our recommendation into consideration. If you have any questions, please feel free to ask.

Dr. Alexanfer Grande,  
Chair of the IVPL Board of Directors



## Borough of Telford

50 Penn Avenue  
Telford, PA 18969

215-723-5000  
[www.telfordborough.org](http://www.telfordborough.org)

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### MOTION

#### **BOROUGH BOARD & COMMISSION REAPPOINTMENTS**

I move that the Telford Borough Council ("Council"), by its elected officials, reappoint Robert Baker to the Vacancy Board, term to expire 1/1/25; Spencer Kulhanjian and Jeff Woertz to the Zoning Hearing Board, terms to expire 1/1/27; Robert Rahn to the Civil Service Commission, term to expire 1/1/27; Jay Stover to the Recreation Board, term to expire 1/1/28; Michelle Kane, Representative for the Indian Valley Public Library, term to expire 1/1/29.

# Telford Volunteer Fire Company

Telford, PA

This report was generated on 1/1/2024 9:45:38 AM



## Personnel Count per Incident for Date Range

Start Date: 12/01/2023 | End Date: 12/31/2023

INCIDENT				NUMBER OF PEOPLE		
NUMBER	DATE	INCIDENT TYPE	FDID	ON APPARATUS	NOT ON APPARATUS	TOTAL
2023-21608	12/12/2023 06:47:37	311 - Medical assist, assist EMS crew	46167	3	0	3
2023-21654	12/12/2023 16:16:03	611 - Dispatched & cancelled en route	46167	6	5	11
2023-21659	12/12/2023 17:45:43	671 - HazMat release investigation w/no HazMat	46167	11	3	14
2023-21670	12/13/2023 06:54:13	311 - Medical assist, assist EMS crew	46167	7	0	7
2023-21761	12/14/2023 08:57:34	424 - Carbon monoxide incident	46167	4	2	6
2023-21862	12/15/2023 19:22:29	700 - False alarm or false call, other	46167	2	9	11
2023-22187	12/20/2023 09:31:15	311 - Medical assist, assist EMS crew	46167	8	0	8
2023-22466	12/25/2023 15:22:35	311 - Medical assist, assist EMS crew	46167	7	5	12
2023-22468	12/25/2023 15:42:09	561 - Unauthorized burning	46167	14	0	14
2023-33530	12/1/2023 22:00:58	322 - Motor vehicle accident with injuries	46167	8	4	12
2023-33619	12/3/2023 09:18:01	111 - Building fire	46167	10	1	11
2023-33733	12/4/2023 10:10:20	138 - Off-road vehicle or heavy equipment fire	46167	5	1	6
2023-33765	12/4/2023 14:48:48	611 - Dispatched & cancelled en route	46167	0	7	7
2023-33860	12/5/2023 15:06:56	551 - Assist police or other governmental agency	46167	1	0	1
2023-33893	12/6/2023 05:38:56	311 - Medical assist, assist EMS crew	46167	2	1	3
2023-33941	12/6/2023 12:26:00	353 - Removal of victim(s) from stalled elevator	46167	6	0	6
2023-33957	12/6/2023 16:16:33	311 - Medical assist, assist EMS crew	46167	10	0	10
2023-34274	12/9/2023 21:44:26	322 - Motor vehicle accident with injuries	46167	6	10	16
2023-34349	12/10/2023 21:34:31	800 - Severe weather or natural disaster, other	46167	14	0	14
2023-34371	12/11/2023 05:04:12	735 - Alarm system sounded due to malfunction	46167	3	1	4
2023-34660	12/14/2023 05:54:02	322 - Motor vehicle accident with injuries	46167	9	0	9
2023-35045	12/18/2023 04:46:57	520 - Water problem, other	46167	4	0	4
2023-35122	12/18/2023 10:59:40	352 - Extrication of victim(s) from vehicle	46167	8	4	12
2023-35154	12/18/2023 14:13:48	520 - Water problem, other	46167	3	0	3
2023-35215	12/19/2023 00:23:25	111 - Building fire	46167	8	1	9
2023-35672	12/24/2023 08:44:41	622 - No incident found on arrival at dispatch address	46167	13	0	13
2023-35843	12/26/2023 15:11:24	461 - Building or structure weakened or collapsed	46167	7	1	8
2023-35855	12/26/2023 17:56:05	311 - Medical assist, assist EMS crew	46167	7	5	12
2023-35952	12/27/2023 20:03:04	631 - Authorized controlled burning	46167	6	0	6
2023-36058	12/28/2023 10:26:58	520 - Water problem, other	46167	4	0	4
2023-36105	12/28/2023 20:47:00	733 - Smoke detector activation due to malfunction	46167	10	0	10
2023-36227	12/30/2023 14:25:32	111 - Building fire	46167	6	1	7
2023-36301	12/31/2023 17:43:42	412 - Gas leak (natural gas or LPG)	46167	6	8	14

**TOTAL # OF INCIDENTS: 33**

**AVERAGES:**

**6.6**

**2.1**

**8.7**

Only REVIEWED incidents included



emergencyreporting.com

Doc Id: 358

Page # 1 of 1

# Telford Volunteer Fire Company

Telford, PA

This report was generated on 1/1/2024 9:43:06 AM



## Incident Response Detail EXPANDED for Date Range (Landscape)

Zone(s): All Zones | Start Date: 12/01/2023 | End Date: 12/31/2023

INCIDENT DATE	INCIDENT #	ADDRESS	INCIDENT TYPE	ALARM TIME	DISPATCH TIME	ARRIVAL TIME	BACK IN SERVICE
ZONE: Franconia Township							
12/01/2023	2023-33530	49 CHURCH RD	322 - Motor vehicle accident with injuries	12/1/2023 22:00:58	12/1/2023 22:01:12	12/1/2023 22:06:03	
12/03/2023	2023-33619	800 MAPLE AVE	111 - Building fire	12/3/2023 09:18:01	12/3/2023 09:18:33	12/3/2023 09:29:35	
12/04/2023	2023-33765	366 HARLEYSVILLE PIKE	611 - Dispatched & cancelled en route	12/4/2023 14:48:48	12/4/2023 14:49:22		
12/05/2023	2023-33860	GODSHALL RD	551 - Assist police or other governmental agency	12/5/2023 15:06:56	12/5/2023 15:07:16	12/5/2023 15:16:00	
12/06/2023	2023-33957	712 ALLENTOWN RD	311 - Medical assist, assist EMS crew	12/6/2023 16:16:33	12/6/2023 16:16:48	12/6/2023 16:20:54	
12/11/2023	2023-34371	815 MAPLEWOOD DR	735 - Alarm system sounded due to malfunction	12/11/2023 05:04:12	12/11/2023 05:04:25	12/11/2023 05:18:26	
12/14/2023	2023-34660	MEETINGHOUSE RD	322 - Motor vehicle accident with injuries	12/14/2023 05:54:02	12/14/2023 05:54:25	12/14/2023 05:55:22	
12/18/2023	2023-35154	248 COUNTRY CLUB DR	520 - Water problem, other	12/18/2023 14:13:48	12/18/2023 14:13:54	12/18/2023 14:23:48	
12/24/2023	2023-35672	317 PLEASANT VALLEY DR	622 - No incident found on arrival at dispatch address	12/24/2023 08:44:41	12/24/2023 08:44:51	12/24/2023 08:47:31	
12/27/2023	2023-35952	57 CHURCH RD	631 - Authorized controlled burning	12/27/2023 20:03:04	12/27/2023 20:03:35	12/27/2023 20:07:55	
12/31/2023	2023-36301	350 COWPATH RD	412 - Gas leak (natural gas or LPG)	12/31/2023 17:43:42	12/31/2023 17:44:17	12/31/2023 17:51:32	

## ZONE: Hilltown Township

12/12/2023	2023-21608	127 RELIANCE PL	311 - Medical assist, assist EMS crew	12/12/2023 06:47:37	12/12/2023 06:48:29	12/12/2023 07:00:20	
12/12/2023	2023-21659	400 E RELIANCE RD	671 - HazMat release investigation w/no HazMat	12/12/2023 17:45:43	12/12/2023 17:47:22	12/12/2023 17:51:34	
12/13/2023	2023-21670	127 RELIANCE PL	311 - Medical assist, assist EMS crew	12/13/2023 06:54:13	12/13/2023 06:55:24	12/13/2023 07:04:00	

Only REVIEWED incidents included. Alarm, Dispatch and Arrival Date/times are earliest recorded for an incident, across all responding apparatus. Back in Service is the Latest recorded for an incident across all responding apparatus

12/15/2023	2023-21862	4402 BETHLEHEM PIKE	700 - False alarm or false call, other	12/15/2023 19:22:29	12/15/2023 19:23:09	12/15/2023 19:30:00	
12/20/2023	2023-22187	127 RELIANCE PL	311 - Medical assist, assist EMS crew	12/20/2023 09:31:15	12/20/2023 09:32:30	12/20/2023 09:37:28	
12/25/2023	2023-22466	127 RELIANCE PL	311 - Medical assist, assist EMS crew	12/25/2023 15:22:35	12/25/2023 15:24:01	12/25/2023 15:29:13	
12/28/2023	2023-36105	601 E RELIANCE RD	733 - Smoke detector activation due to malfunction	12/28/2023 20:47:00	12/28/2023 20:47:28	12/28/2023 20:55:18	

#### ZONE: Lower Salford Township

12/30/2023	2023-36227	256 BRENTON CIR	111 - Building fire	12/30/2023 14:25:32	12/30/2023 14:32:20	12/30/2023 14:46:58	
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#### ZONE: Salford Township

12/18/2023	2023-35122	146 S ALLENTOWN RD	352 - Extrication of victim(s) from vehicle	12/18/2023 10:59:40	12/18/2023 11:00:17	12/18/2023 11:09:53	
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#### ZONE: Sellersville Borough

12/14/2023	2023-21761	109 CARILLON HILL LN	424 - Carbon monoxide incident	12/14/2023 08:57:34	12/14/2023 09:17:25	12/14/2023 09:29:27	
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#### ZONE: Souderton Borough

12/06/2023	2023-33941	110 E BROAD ST	353 - Removal of victim(s) from stalled elevator	12/6/2023 12:26:00	12/6/2023 12:26:17	12/6/2023 12:33:16	
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#### ZONE: Telford Borough

12/04/2023	2023-33733	12 LUTHERAN HOME DR	138 - Off-road vehicle or heavy equipment fire	12/4/2023 10:10:20	12/4/2023 10:10:38	12/4/2023 10:17:36	
12/06/2023	2023-33893	129 4TH ST	311 - Medical assist, assist EMS crew	12/6/2023 05:38:56	12/6/2023 05:39:06	12/6/2023 05:47:42	
12/09/2023	2023-34274	W BROAD ST	322 - Motor vehicle accident with injuries	12/9/2023 21:44:26	12/9/2023 21:44:43	12/9/2023 21:49:13	
12/10/2023	2023-34349	165 W BROAD ST	800 - Severe weather or natural disaster, other	12/10/2023 21:34:31	12/10/2023 21:34:51	12/10/2023 21:37:04	
12/18/2023	2023-35045	216 E BROAD ST	520 - Water problem, other	12/18/2023 04:46:57	12/18/2023 04:47:46	12/18/2023 04:54:06	
12/26/2023	2023-35843	270 N MAIN ST	461 - Building or structure weakened or collapsed	12/26/2023 15:11:24	12/26/2023 15:12:42	12/26/2023 15:17:04	
12/26/2023	2023-35855	42 INDIAN VALLEY LN	311 - Medical assist, assist EMS crew	12/26/2023 17:56:05	12/26/2023 17:56:37	12/26/2023 18:04:35	

Only REVIEWED incidents included. Alarm, Dispatch and Arrival Date/times are earliest recorded for an incident, across all responding apparatus. Back in Service is the Latest recorded for an incident across all responding apparatus

12/28/2023	2023-36058	24 ORCHARD CIR	520 - Water problem, other	12/28/2023 10:26:58	12/28/2023 10:27:58	12/28/2023 10:34:00	
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**ZONE: West Rockhill Township**

12/12/2023	2023-21654	5 LIFEMARK DR	611 - Dispatched & cancelled en route	12/12/2023 16:16:03	12/12/2023 16:16:53		
12/19/2023	2023-35215	2028 RIDGE RD	111 - Building fire	12/19/2023 00:23:25	12/19/2023 00:23:37	12/19/2023 00:38:12	
12/25/2023	2023-22468	MEETINGHOUSE RD	561 - Unauthorized burning	12/25/2023 15:42:09	12/25/2023 15:45:25	12/25/2023 15:48:50	

Only REVIEWED incidents included. Alarm, Dispatch and Arrival Date/times are earliest recorded for an incident, across all responding apparatus. Back in Service is the Latest recorded for an incident across all responding apparatus

# Telford Volunteer Fire Company

Telford, PA

This report was generated on 1/1/2024 9:41:28 AM



## Incidents for Zone for Date Range

Zone(s): All Zones | Start Date: 12/01/2023 | End Date: 12/31/2023

INCIDENT NUMBER	INCIDENT TYPE	DATE	LOCATION	APPARATUS
2023 - 33530	322 - Motor vehicle accident with injuries	12/01/2023	49 CHURCH RD	DO 75,POV,SD 75
2023 - 33619	111 - Building fire	12/03/2023	800 MAPLE AVE	E 75,L 75
2023 - 33733	138 - Off-road vehicle or heavy equipment fire	12/04/2023	12 LUTHERAN HOME DR	DO 75,SD 75
2023 - 33765	611 - Dispatched & cancelled en route	12/04/2023	366 HARLEYSVILLE PIKE	SD 75
2023 - 33860	551 - Assist police or other governmental agency	12/05/2023	GODSHALL RD	UT 75
2023 - 33893	311 - Medical assist, assist EMS crew	12/06/2023	129 4TH ST	UT 75
2023 - 33941	353 - Removal of victim(s) from stalled elevator	12/06/2023	110 E BROAD ST	DO 75,E 75
2023 - 33957	311 - Medical assist, assist EMS crew	12/06/2023	712 ALLENTOWN RD	CH 75,DO 75,SD 75,UT 75
2023 - 34274	322 - Motor vehicle accident with injuries	12/09/2023	W BROAD ST	CH 75,POV,SD 75
2023 - 34349	800 - Severe weather or natural disaster, other	12/10/2023	165 W BROAD ST	DO 75,L 75,POV,SD 75,UT 75
2023 - 34371	735 - Alarm system sounded due to malfunction	12/11/2023	815 MAPLEWOOD DR	L 75
2023 - 21608	311 - Medical assist, assist EMS crew	12/12/2023	127 RELIANCE PL	UT 75
2023 - 21654	611 - Dispatched & cancelled en route	12/12/2023	5 LIFEMARK DR	L 75
2023 - 21659	671 - HazMat release investigation w/no HazMat	12/12/2023	400 E RELIANCE RD	DO 75,E 75,L 75,POV
2023 - 21670	311 - Medical assist, assist EMS crew	12/13/2023	127 RELIANCE PL	DO 75,POV,UT 75
2023 - 34660	322 - Motor vehicle accident with injuries	12/14/2023	MEETINGHOUSE RD	CH 75,DO 75,POV,SD 75
2023 - 21761	424 - Carbon monoxide incident	12/14/2023	109 CARILLON HILL LN	L 75
2023 - 21862	700 - False alarm or false call, other	12/15/2023	4402 BETHLEHEM PIKE	CH 75,DO 75
2023 - 35045	520 - Water problem, other	12/18/2023	216 E BROAD ST	CH 75,DO 75,POV
2023 - 35122	352 - Extrication of victim(s) from vehicle	12/18/2023	146 S ALLENTOWN RD	DO 75,L 75,POV
2023 - 35154	520 - Water problem, other	12/18/2023	248 COUNTRY CLUB DR	DO 75,POV
2023 - 35215	111 - Building fire	12/19/2023	2028 RIDGE RD	E 75,L 75
2023 - 22187	311 - Medical assist, assist EMS crew	12/20/2023	127 RELIANCE PL	CH 75,DO 75,POV,UT 75
2023 - 35672	622 - No incident found on arrival at dispatch address	12/24/2023	317 PLEASANT VALLEY DR	CH 75,DO 75,E 75,L 75
2023 - 22466	311 - Medical assist, assist EMS crew	12/25/2023	127 RELIANCE PL	CH 75,DO 75,UT 75
2023 - 22468	561 - Unauthorized burning	12/25/2023	MEETINGHOUSE RD	AIR75,CH 75,DO 75,E 75,POV

Only REVIEWED incidents included.

INCIDENT NUMBER	INCIDENT TYPE	DATE	LOCATION	APPARATUS
2023 - 35843	461 - Building or structure weakened or collapsed	12/26/2023	270 N MAIN ST	AIR75,DO 75,POV,UT 75
2023 - 35855	311 - Medical assist, assist EMS crew	12/26/2023	42 INDIAN VALLEY LN	POV,UT 75
2023 - 35952	631 - Authorized controlled burning	12/27/2023	57 CHURCH RD	CH 75,DO 75,POV
2023 - 36058	520 - Water problem, other	12/28/2023	24 ORCHARD CIR	DO 75,UT 75
2023 - 36105	733 - Smoke detector activation due to malfunction	12/28/2023	601 E RELIANCE RD	DO 75,E 75,L 75,POV
2023 - 36227	111 - Building fire	12/30/2023	256 BRENTON CIR	E 75
2023 - 36301	412 - Gas leak (natural gas or LPG)	12/31/2023	350 COWPATH RD	E 75

**Total # Incidents: 33**

Only REVIEWED incidents included.





## **TELFORD VOLUNTEER FIRE COMPANY**

**400 West Broad Street  
Telford, PA 18969**

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December 30, 2023

Telford Borough Council  
50 Penn Ave  
Telford, PA 18969

The following is the fire company list of planned/expected activities for 2024 including those planned by our Auxiliary. Some of the dates are listed as TBA as exact dating will be selected as the year progresses. I will update you with adjustments as we go. We respectfully request that council approve the following:

February 12 – Hoagie Sale by Auxiliary  
March 11 – Hoagie Sale by Auxiliary  
Mar 30 – Easter Egg Hunt for Children of Fire Co & Aux  
April 27 – Paper Shredding Event at Firehouse  
April TBD – Dried Beef Gravy Sale by Auxiliary  
May 10-11 – Mother's Day Flower Sale at the Firehouse  
May 18 – Fill the Boot Fundraiser  
August TBD – National Night Out – Franconia and Souderton PD events  
September 9 – Hoagie Sale by Auxiliary  
September TBD – West Rockhill Septemberfest  
Week October 7 – 13<sup>th</sup> – National Fire Prevention Week – School Visits and Event at Franconia Park  
Week October 7-13<sup>th</sup> – National Fire Prevention Week – Open House at Telford Fire Co.  
October 7 – Hoagie Sale by Auxiliary  
October 26 – Paper Shredding Event at Firehouse  
November TBD – Bag Bingo at St Maria Goretti  
November 16 TBD – Lansdale Mardi Gras Parage  
November 16 TBD – Boy Scout Responder Badge Day at VFW pavilion  
November 25 – Thanksgiving Filling Sale by Auxiliary  
December 7 TBD – Souderton Holiday Parade  
December TBD – Telford Borough Tree Lighting  
December 21 – Santa Run throughout the coverage area on the Fire Trucks  
December TBD – Dried Beef Gravy Sale by Auxiliary

Best Regards,

Tom Pivnichny  
Secretary

# BOROUGH OF TELFORD

## MANAGERS REPORT



### ADMINISTRATION

**TO:** Telford Borough Council  
Mayor Jerry Guretske  
Telford Borough Authority Board

**FROM:** Kyle B. Detweiler, MBA  
Borough Manager

**RE:** Manager's Report

**DATE:** December 27, 2023

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**Real Estate Matters** – The Agreement of Sale for 122 Penn Avenue has been approved and all the necessary documents have been fully executed. We are coordinating efforts with the title agency at this time and a 'good faith deposit' has been submitted from the buyer. Settlement date is still to be determined. We did receive the approved 'Waiver of Retroactivity' from the DCNR's offices for Trinity UCC's land acquisition, which is a critical first step in obtaining grant funding. A date will be set for mid-January when representatives of the DCNR will visit the site and explore with us the next steps in this grant application process.

**Franklin Alley Swale Project** – On Tuesday, December 19<sup>th</sup> we received the eagerly anticipated news that the full amount of the grant we applied for, \$146,000, had been awarded to the Borough for this project. Senator Collette and Representative Malagari called our office to personally express their support and relay this extremely positive outcome. We will be scheduling a pre-construction meeting in the coming weeks with the contractor and will also be active in communicating updates with the impacted homeowners.

**Borough Hall Media Improvements** – Altek visited Borough Hall on December 12<sup>th</sup> to review the installation options, equipment selection, and discuss any additional items alongside their wiring partner. I am still not in receipt of a quote to perform the installation, but we will share this info once we have it. There were some alternative solutions presented by the wiring partner that were slightly different than what Altek originally proposed, so the physical installation may take some trial and error to get right.

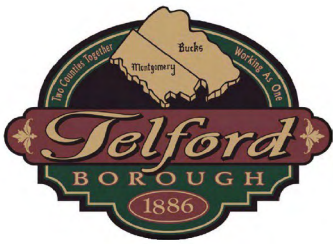
**Administrative Secretary Hiring** – The Finance & Administration Committee and I conducted interviews with eight prospective candidates between December 12<sup>th</sup> and December 18<sup>th</sup>. An offer was extended to a candidate we were prepared to move forward with, but that candidate withdrew their interest in the position. We had a strong pool of applicants, and an offer will be extended to an alternate which we are equally as excited about and hope to have the alternate selection process wrapped up very quickly.

**Operations Manager Hiring** – An offer has been extended to Dennis Schoenly, Special Projects Manager of Upper Hanover Authority, to take over for our retiring Plant Manager, Daniel Wurst, and that offer has been accepted. Dennis' first day with Telford Borough Authority will be January 3, 2024. With over 24 years of experience in the wastewater treatment and collections industry, we are excited to bring Dennis into our team.

**County Line Road Sanitary Sewer Project** – Telford Borough Authority was awarded nearly \$270,000 in state grant funding to put toward a sanitary sewer project that extends public sewer service along County Line Road to serve homeowners in West Rockhill (Hidden Valley Development) and Franconia Township (Hollow & Forrest Road). I presented the information related to this project and the Act 537 special study that is required to the West Rockhill Planning & Zoning Commission on December 12<sup>th</sup>. The Commission approved the special study and the Township Supervisors passed moving forward with the project at their December 20<sup>th</sup> meeting.

### Right-to-Know Requests –

1. Time Period Referenced: December 6, 2023 – December 27, 2023
2. Number of RTK Requests Received: 0



## **Borough of Telford**

50 Penn Avenue  
Telford, PA 18969

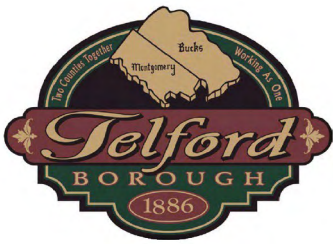
215-723-5000  
[www.telfordborough.org](http://www.telfordborough.org)

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### **MOTION**

#### **REAPPOINTMENT OF BOROUGH SOLICITOR**

I move that the Telford Borough Council ("Council"), by its elected officials, authorizes the reappointment of Timoney Knox, LLP, as Borough Solicitor for the calendar year 2024.



## **Borough of Telford**

50 Penn Avenue  
Telford, PA 18969

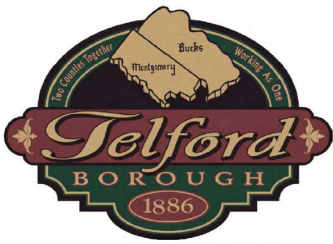
215-723-5000  
[www.telfordborough.org](http://www.telfordborough.org)

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### **MOTION**

#### **REAPPOINTMENT OF BOROUGH ENGINEER**

I move that the Telford Borough Council ("Council"), by its elected officials, authorizes the reappointment of CKS Engineer, Inc., as Borough Engineer for the calendar year 2024.



## **Borough of Telford**

50 Penn Avenue  
Telford, PA 18969

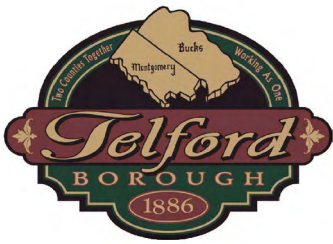
215-723-5000  
[www.telfordborough.org](http://www.telfordborough.org)

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### **MOTION**

#### **REAPPOINTMENT OF BOROUGH SECRETARY**

I move that the Telford Borough Council ("Council"), by its elected officials, authorizes the reappointment of Kyle Detweiler, as Borough Secretary for the calendar year 2024.



## **Borough of Telford**

50 Penn Avenue  
Telford, PA 18969

215-723-5000  
[www.telfordborough.org](http://www.telfordborough.org)

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### **MOTION**

#### **REAPPOINTMENT OF BOROUGH TREASURER**

I move that the Telford Borough Council ("Council"), by its elected officials, authorizes the reappointment of Blaine Bergey, as Borough Treasurer for the calendar year 2024.

**Telford Borough**  
**Expenditure Listing**  
**December 2023**

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**GENERAL FUND:**

21st CENTURY MEDIA-PHILLY CLUS	133.46
ADVANCE AUTO PART PROFESSIONAL	12.86
ALTEK BUSINESS SYSTEMS INC.	150.51
AMTRUST NORTH AMERICA	39,751.00
ARRO CONSULTING, INC.	3,672.37
AT&T MOBILITY	40.89
B & D COMMERCIAL CLEANING	897.50
BOSTON MUTUAL LIFE INS CO	71.25
CARQUEST AUTO PARTS	44.95
CLEMENS UNIFORM RENTAL	80.35
COMCAST CABLE	274.90
DANIEL L. BEARDSLEY, LTD	63.20
DANIEL S. FOX	53.30
DAVIDHEISERS INC	58.75
DOG WASTE DEPOT	287.98
DVHT	32,963.68
Elan Financial Services	616.75
ESTECH SYSTEMS INC	292.44
GOULDEY WELDING & FABRICATIONS	150.00
GRAND VIEW HOSPITAL	57.00
H. A. THOMSON CO	500.00
HOME DEPOT DEPT 322502699469	897.37
INDIAN VALLEY APPRAISAL CO	900.00
JERRY GURETSE	300.00
KEYSTONE MUNICIPAL SVCS, INC.	1,755.00
LOGAN KIRIPOSKI, INC	925.00
MICHALAK SERVICE STATION, INC	2,821.39
MISSIONSQUARE-301626	1,125.38

MOTOROLA	2,340.00
MOYER & SON INC	2,191.13
MUNICIPAL SAFETY SUPPLY	391.00
NAPA AUTO PARTS	14.99
NORTHERN LIGHTS DISPLAY	2,504.75
PA CHIEFS OF POLICE ASSOC	1,250.00
PA MERS	353,141.06
PENN GLOBE	1,031.68
PPL UTILITIES	5,915.87
QUILL CORPORATION	90.57
Rahn-Lawn & Landscape Inc.	65.00
RAIFSNIDER EXTERMINATING	190.00
REPUBLIC SERVICES #320	550.98
SAFE LIFE DEFENSE	1,358.00
SALFORD MILL NURSERY, LLC	1,900.00
TIMONEY KNOX, LLP	3,439.00
T-MOBILE	741.14
TRUMBAUERS LAWN & REC, INC	443.40
UNIVEST INSURANCE, LLC	295.00
VERIZON	490.60
VERIZON WIRELESS	120.03
WILLIAM ASHLEY	300.00
	<hr/> 467,661.48

**RECREATION FUND:**

DISPLAY AND SIGN CENTER INC	535.00
PAYROLL	138,426.88
PAYROLL TAX	10,280.87
<b>TOTAL EXPENDITURES</b>	<hr/> <b>618,109.86</b>

# **BOROUGH OF TELFORD**

## **PUBLIC MEETING ATTENDANCE AND PARTICIPATION POLICY**

### **I. INTENT**

It is the intent of this policy to 1) provide a reasonable opportunity for public attendance and participation at public meetings of the Borough Council, Borough Authority, and all other publicly held meetings of the Borough's Boards and other Committees; 2) promote orderly and efficient public meetings of Borough Council and all other Boards; and 3) otherwise comply with the provisions of the Sunshine Act, 65 P.S. §701 et seq. All references to Council President/Chairperson shall include another designated member of Council/Board, in the event of the President's absence.

### **II. ATTENDANCE AND NOTICE**

Residents, Tenants, Business Owners and Lessees are welcomed and encouraged to attend all public meetings of the Borough Council. The term 'Residents' is defined as all those who are domiciled within the limits of the Borough of Telford<sup>1</sup>. Notice of all public meetings will be provided in compliance with the provisions of the Sunshine Act.

### **III. PUBLIC PARTICIPATION:**

#### **A. Agenda items**

1. Council/Board will provide a reasonable opportunity for residents to comment specific to an agenda item after there has been a motion and a second on such agenda item, and prior to any vote being taken on such motion.
2. Public comment on agenda items shall not exceed three (3) minutes per person per item. Council President/Chair shall have the discretion to permit a resident to continue commenting for an additional period not to exceed two (2) minutes, after taking into consideration the number of agenda items, the number of residents wishing to comment, the complexity or simplicity of the item, the duplicative or original nature of the comments being provided, the reasonable length of the meeting, and any other factors relevant to the orderly and efficient conduct of the meeting.

#### **B. Non-Agenda items**

1. Council/Board will provide a reasonable opportunity for residents to comment on any non-agenda items after all agenda items have been addressed, but prior to the adjournment of the public meeting.
2. Public comment on non-agenda items shall not exceed three (3) minutes per person per agenda item. Council President/Chair shall have the discretion to permit a resident to continue commenting for an additional period not to exceed two (2) minutes, after taking into consideration the number of agenda items, the number of residents wishing to comment, the complexity of the item, the duplicative or original nature of the comments being provided, the

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<sup>1</sup> Telford Borough Authority has customers in its service area that extends outside the limits of the Borough. All Authority customers, meaning those who receive a water and/or sewer bill from Telford Borough Authority, are welcome and encouraged to attend public meetings of the Telford Borough Authority Board.

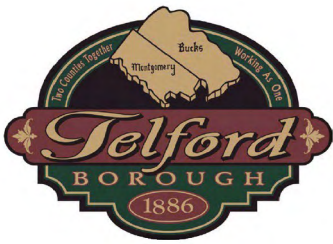
reasonable length of the meeting, and any other factors relevant to the orderly and efficient conduct of the meeting.

**C. Generally**

1. Residents who wish to comment should indicate that intent by raising their hand after the applicable public comment period has been announced.
2. Council President/Chair will then recognize by signal or name that a resident wishing to comment may begin to do so.
3. Each person wishing to comment may put their remark in writing and submit to the Council President prior to the start of the meeting. After the meeting has commenced, upon being recognized, the person commenting shall provide their name, address and group affiliation (if applicable) before addressing Council/Board.
4. Persons wishing to provide written comment or information should bring at least ten (10) copies, one for each Councilperson, one each for the Borough Manager and Borough Solicitor, and one for the record. Additionally, comments may be submitted in advance of the meeting for the Borough Manager's attention via the Borough's website, [telfordborough.org/contact-us](http://telfordborough.org/contact-us).

**CI. Video and Live-Streaming**

1. At the beginning of each meeting, the Council President/Chair shall inquire if any attendee will be audio or video recording and/or live streaming the meeting.
2. If the Borough will be audio or video recording the meeting, the Council President or Chair shall announce, at the beginning of the meeting, that the meeting will be recorded and/or live streamed.
3. Notice that the meeting may be recorded and/or live streamed shall also be published on the meeting agenda.
4. Under state law, the official record of a meeting is the adopted, written meeting minutes.



## **Borough of Telford**

50 Penn Avenue  
Telford, PA 18969

215-723-5000  
[www.telfordborough.org](http://www.telfordborough.org)

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### **MOTION**

#### **FEE SCHEDULE REVISIONS**

I move that the Telford Borough Council ("Council"), by its elected officials, approves the revisions to the Borough's Fee Schedule for the calendar year 2024.

**FEE RESOLUTION**

Building Permit	\$50.00 for the first \$1,000 of cost plus \$10.00 for each additional \$1,000
Zoning Permit (Patio, Fences, Driveway Expansion, and sheds under 144 sq ft)	\$50.00 Flat Fee
Signs	\$100.00 Flat Rate
Demolition Permit	\$100.00
Electrical Permit	\$50.00 for the first \$1,000 of cost plus \$10.00 for each additional \$1,000
Fire Alarm Permit	\$50.00 for the first \$1,000 of cost plus \$10.00 for each additional \$1,000)
Mechanical Permit	\$50.00 for the first \$1,000 of cost plus \$10.00 for each additional \$1,000
Plumbing Permit	\$50.00 for up to five (5) fixtures plus \$5.00 for each additional fixture
Labor & Industry Commonwealth of PA Uniform Construction Code Fee	\$4.50 (for each permit issued in accordance with UCC)
Swimming Pools Seasonal Above Ground Pool Permit \$25.00 per season	
Above Ground Pool Permit	\$200.00 Flat Fee
In-Ground Pool Permit	\$300.00 Flat Fee

## Use & Occupancy

Residential	\$100.00 per unit and reinspection \$50.00
Commercial/Industrial	\$150.00 per building and reinspection \$75.00

Amendment Application	\$1,500
Occupancy Permit	\$25.00
Certification	\$100.00
Special Exception Application	\$1,000
Zoning Hearing Board Appeals	\$1,000
Curative Amendment Application	\$3,000

## LICENSES, PERMITS AND GENERAL BUSINESS REGULATIONS

Circus / Carnival Permit	\$300.00 flat fee
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Transient Retail Merchants License	
one day or fraction thereof	\$20.00
one week or fraction thereof	\$30.00
one month or fraction thereof	\$50.00
one year or fraction thereof	\$75.00

## STREET AND SIDEWALKS

Street Opening Permit	\$40.00 less than 1/2 cartway \$80.00 more than 1/2 cartway
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Public Curb/Sidewalk Permit Fee	\$50.00 flat fee
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## SUBDIVISION AND LAND DEVELOPMENT

Major Plan Approval Fee	
Agricultural and Residential	\$1,000 for the first 3 lots plus \$50.00 for each additional lot
Non-Agricultural and Non-Residential	\$1,500 for the first 3 lots plus \$50.00 for each additional lot
Minor Plan Approval Fee	\$400.00

**BOROUGH ATHLETIC FIELD RENTALS**

Single Day	\$25.00
Double Header/Weekend	\$50.00
30-Day Seasonal	\$300.00
60-Day Seasonal	\$600.00
90-Day Seasonal	\$900.00
Tournament Escrow (Trash removal)	\$250.00

**BUILDING RENTAL**

Community Building	
Residential	\$50.00
Non-Residential	\$75.00

**INDIAN VALLEY REGIONAL BOARD OF APPEALS**

Appeal	\$450.00 Minimum
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**APPLICATIONS FOR ECONOMIC DEVELOPMENT LIQUOR LICENSES  
AND INTERMUNICIPAL TRANSFER OF LIQUOR LICENSES**

Payable upon Application:	Non-Refundable	Refundable*
	Filing Fee	Escrow Account
	\$1,000.00	\$2,000.00

\* NOTE: Refundable Escrow Amount - Economic Development Liquor License  
and Intermunicipal Transfers of Liquor Licenses

Escrow: Escrow Deposit is to cover the cost of publishing required notices and all other expenses incurred by the Borough incidental to the Application and hearing, including but not limited to the cost of any legal, engineering, or other professional services provided to the Borough. In the event these costs deplete the escrow fund in excess of 80% of its original amount and costs seem to indicate that additional deposits will be required, the Borough reserves the right to require additional escrow deposit up to the original escrow amount. This additional escrow amount shall be paid prior to mailing of final decision. If the expenses do not exceed the escrow deposit or any additional deposit, the balance will be remitted to the Applicant.



**RESOLUTION NO. 2024-01**  
**A RESOLUTION OF TELFORD BOROUGH COUNCIL**  
**AUTHORIZING PARTICIPATION IN THE**  
**PENNSYLVANIA STATE ASSOCIATION OF BOROUGH**  
**JUNIOR COUNCIL PERSON PROGRAM**

**WHEREAS**, Telford Borough Council seeks to educate and involve the Youth of the Borough in their local government, and to reach out to involve possible future members of Council, to benefit both the youth and all residents of the Borough; and

**WHEREAS**, the Junior Council Person (JCP) Program as established and fostered by the Pennsylvania State Association of Boroughs (PSAB), seeks to encourage Boroughs to have high school or college age Borough residents participate in the workings of their local government by appointing Junior Council Person(s); and

**WHEREAS**, Borough Council intends to seek assistance from High School or College faculty members and guidance counselors to recommend prospective Junior Council candidates to Council, and Council plans to select a student to serve as Junior Council Person during the school year; and

**WHEREAS**, the Council wishes to extend to the youth of Telford Borough a voice in the operation of this Borough and this Council; and

**NOW, THEREFORE, BE IT RESOLVED** that:

- 1) The Council of the Borough of Telford hereby creates the position of "Junior Council Person."
- 2) The term of office shall be during the student's school year.
- 3) Candidates for the office shall submit a written application to Borough Council highlighting the applicant's interest in the position. After considering all submissions, Borough Council shall appoint student(s) at a regularly scheduled meeting.
- 4) The Junior Council Person shall be a Borough resident and a high school or college student.
- 5) The Junior Council Person shall, upon appointment, take a "Junior Council Person Pledge."
- 6) The Junior Council Person shall not receive compensation.
- 7) The Junior Council Person shall be permitted to attend all public meetings of Council and, at the discretion of Council, shall be permitted to participate fully in committee proceedings, EXCEPT that he/she shall not be afforded the right to vote and shall not be permitted to attend executive sessions.

**ADOPTED** this Second day of January , 2024.

**TELFORD BOROUGH COUNCIL**

\_\_\_\_\_  
President

**ATTEST:** \_\_\_\_\_  
Manager/Secretary

\_\_\_\_\_  
Mayor