

COLLEGEVILLE BOROUGH  
COUNCIL MEETING MINUTES  
December 3, 2025

The meeting was called to order at 6:30 PM by Council President Cathy Kernen.

**ROLL CALL:**

President Cathy Kernen, VP Gary Hoffmann, PPT Craig Farr, Valarie Beckius, Damien Brewster, Kathy Costello, Marion McKinney and Mayor Wright-Riggins.

**IN ATTENDANCE:**

Engineer David Leh, Solicitor Rebecca Geiser, Manager Tamara Twardowski, Police Chief John Barnshaw and Junior Councilperson Jeaniris Diefenbach.

**MOTION** to approve the minutes from the November 5 meeting by McKinney. Seconded by Farr.

**Motion** carries 7-0.

**MOTION** to approve the minutes from the November 17 Budget meeting by McKinney. Seconded by Hoffman.

**Motion** carries 7-0.

PUBLIC COMMENT: none

**68 W 3<sup>rd</sup> Avenue Land Development**

Lisa DiAndrea, P.E. of Medveczky Associates presented the land development plan for this property. The Planning Commission recommended the approval of the plan at their meeting on November 20<sup>th</sup> meeting. This is a 2-lot subdivision on a lot where there was one existing house that was demolished. While the lots are narrow and deep, they do meet all dimension requirements for the zoning district. The applicant is requesting 2 waivers; one for the installation of the sidewalk along the frontage and one from the requirement of a specific number and type of trees/buffer plantings. The reason for the sidewalk waiver request is that there is no sidewalk on that side of the street and all the properties are already developed, so there likely will not be sidewalk extended on any of the other properties. The applicant is willing to pay a fee in lieu of the cost of the sidewalk calculated by the Borough Engineer at \$5,000. Regarding the tree and shrub waiver, the applicant is willing to work with the Borough Engineer of the types and number of plantings, but feel that the required number of evergreen trees would really overshadow the existing and neighboring property due to the narrowness of the lot.

There was discussion and questions from Council members regarding the tree waiver and the outcome was to request a fee in lieu of for plantings based upon the engineer's numbers of \$400/canopy tree, \$250/evergreen and \$75 per shrub.

**MOTION** by McKinney to approve the requested waivers from Section 600-34 and 600-4.18 of the Subdivision and Land Development Ordinance for 68 W. 3<sup>rd</sup> Avenue with the discussed changes to the waivers. Seconded by Beckius.

**Motion** carries 7-0.

**MOTION** by McKinney to approve Resolution 2025-11 granting Land Development approval for 68 W. 3<sup>rd</sup> Avenue with the discussed changes to the waivers. Seconded by Beckius.  
**Motion** carries 7-0.

## **COMMITTEE REPORTS**

### BUDGET & FINANCE:

**MOTION** by to approve the Treasurer's Report by McKinney. Seconded by Costello.  
**Motion** carries 7-0.

**MOTION** by McKinney to approve checks numbered 577-609, reflecting two payrolls, ACH transfers and payments in the amount of \$451,650.39. Seconded by Beckius.  
**Motion** carries 7-0

Ms. Twardowski and Mr. Hoffman reviewed the proposed budget and discussed increases in the cost of Public Safety and trash service, etc. A tax increase of 1 mill is proposed.  
**MOTION** by McKinney to approve the budget for 2026. Seconded by Costello.  
**Motion** carries 7-0.

**MOTION** by McKinney to adopt Ordinance 623 setting the 2026 tax rates. Seconded by Hoffman.  
**Motion** carries 7-0.

### BUSINESS DEVELOPMENT:

Ms. Kernan noted that they are looking for other opportunities and developers regarding the improvement and development of Main Street. Ursinus has a new Interim President. Ms. Kernan hopes the Borough will be able to meet with him soon.

### CPVRPC:

Ms. Beckius reported on current items. The 2026 meetings will be held at the Lower Frederick Township building. Meetings are generally held every other month on the third Monday at 7:00 p.m. The Montgomery County Comprehensive Plan continues to be worked on. A Flood Resistant Infrastructure Upgrade Plan has been compiled and is currently being reviewed by the Delaware Valley Regional Planning Commission and PennDOT. The plan addresses the need for emergency responders to be able to cross the bridge over the Perkiomen Creek. The 2025 Adaptive Use Award went to Lower Frederick Township for the Ziegler's Village Use Project.

### CTMA/PUBLIC WORKS:

No meetings were held in October and November as there was not a quorum.

### LVPRSA:

Ms. Stagliano reported on agenda items from the November 11 meeting. Three EDUs were issued. There were no capacity rights transfers. The lime bid was awarded to Green Lime Company in the amount of \$557,200 @ \$398 a ton. The 2026 Operating and Capital Budget was approved with no increase to its users.

#### PARKS:

Ms. Costello reviewed the Park Committee meetings and projects. They met in November to review the results of the Montgomery County Open House meeting. They are investigating how to handle a standing water issue behind the basketball court. A landscaping project has been completed. New picnic tables have been ordered and will be installed in the pavilion in 2026. An Eagle Scout has proposed to update the sign at the Community Park and will be making a presentation at a later date. A new park survey has been created. The Borough Manager has submitted a grant application that if granted would be used to replace the playground mulch with a rubber playground surface.

#### PERSONNEL:

Ms. Kernan suggested a bonus be paid to Ellen Goodman for the extra help she has provided in the last few months.

**MOTION** by McKinney to approve the bonus. Seconded by Beckius.

**Motion** carries 7-0.

Ms. Kernan noted that all Board and Commission members with expiring terms have agreed to serve another term. The exception is Andrea Baptiste of the Vacancy Board. In November, she was elected as a Jury Commissioner and will not be eligible to serve another term. Pat Ellis has agreed to serve.

#### STREETS & PUBLIC SAFETY:

The committee did not meet in November due to the Thanksgiving holiday. Mr. Farr thanked Council for allocating additional money for the road work in 2026 as he feels if we don't start increasing our road work, we will fall behind.

#### **ADMINISTRATIVE REPORTS:**

#### ENGINEER:

Engineer Dave Leh reported that the 2025 Paving Project is 100 % complete.

**MOTION** by McKinney to approve payment to G & B Construction, the contractor for the road project, in the amount of \$142,016.00. Seconded by Brewster.

**Motion** carries 7-0

#### MANAGER:

Ms. Twardowski presented the proposed 2026 meeting schedule. The meeting date for July will be the 8<sup>th</sup> instead of the 1<sup>st</sup>. She suggested a change in the Borough Holiday schedule. The change would be to remove Veterans Day as a Borough holiday and replace with Christmas Eve day.

**MOTION** by McKinney to approve the meeting and holiday schedules for 2026. Seconded by Costello.

**Motion** carries 7-0.

The Re-Organization meeting will be held on Monday, January 5<sup>th</sup> at 6:00 p.m.

Ms. Twardowski prepared an Internal Control Policy and also a policy regarding the Administration of Federal Awards.

**MOTION** by McKinney to approve both policies. Seconded by Brewster.  
**Motion** carries 7-0.

Proposals were solicited to replace the roof on the Borough building. The lowest proposal was Volpe Enterprises at \$22,269.

**MOTION** by McKinney to approve the roof replacement by Volpe Enterprises. Seconded by Costello.  
**Motion** carries 7-0.

Perkiomen Valley 250 organization made a presentation at a previous Council meeting regarding the 250<sup>th</sup> anniversary celebration of our nation's birth. Ms. Twardowski proposed to donate \$15,000 this year and then \$5,000 each for the next two years to this organization. A donation of \$7,000 is proposed for the library. Donations of \$2,00 each are proposed for Montgomery County Emergency Services, Daily Bread Food Pantry and Historic Trappe. (Is this supposed to be for \$2,000?)

**MOTION** by McKinney to approve the donations. Seconded by Costello.  
**Motion** carries 7-0.

POLICE:

The Santa Run is scheduled for December 20. Folks who drop off gifts to be delivered are being asked to donate a canned food item for the Daily Bread Food Pantry. The Police will continue their collection efforts for the pantry until the end of the year. Monetary donations for the Pantry can be made via their website.

Chief Barnshaw shared that "ACT 18" becomes effective as of 12/5/2025 and requires demographic information from traffic stops to be reported. The software system used by the Police department will enable this information to be easily produced.

MAYOR:

Mayor Wright-Riggins shared that he attended and spoke at the grand opening of Chase Bank. He recently installed a local area pastor. Next week he will be meeting with the newly elected Mayor of Trappe Borough.

FIRE:

The fire company had three training sessions in the month of November. They responded to 33 incidents, had 81-day book entries and a total of 494 hours.

AMBULANCE:

A report will be on file when received by the companies.

Junior Councilperson Jeaniris Diefenbach updated Borough Council on the latest happenings in the School District.

**MOTION** by McKinney to accept all the reports. Seconded by Farr.  
**Motion** carries 7-0

PUBLIC COMMENT:

J. Snovel brought up concerns about e scooters on the trail.

Ms. Kernan reminded folks that the Tree Lighting will be on December 14 at 4:30 at the Trail Head parking lot. Santa will arrive by firetruck. A “Warm Up” reception will be held at Troubles End Brewing afterwards.

OTHER BUSINESS:

None

MEETING ADJOURNED