

HATFIELD BOROUGH COUNCIL  
SPECIAL MEETING

July 10, 2014

7:00AM

MINUTES

CALL TO ORDER AND ROLL CALL:

- (X) John H. Weierman, President
  - (X) Kenneth V. Farrall
  - (X) John Kroesser
  - ( ) Bryan A. Moyer
  - ( ) Lawrence G. Stevens
- (X) Mayor, Robert L. Kaler III

The record shows that three members of Council were present at roll call, as well as, Mayor Robert L. Kaler III, Borough Manager, Michael J. DeFinis, Solicitor Catherine M. Harper; Timoney Knox, LLP and Assistant Secretary Jaime E. Snyder.

1. APPROVAL OF MEETING AGENDA:

Motion: A motion was made by Councilmember Farrall to approve the Agenda of July 10, 2014 Special Meeting. The motion was seconded by Councilmember Kroesser and unanimously approved with a vote of 3-0.

2. NEW BUSINESS:

A. Resolution 2014-10 and 2014-11 Discussion

Manager DeFinis stated that in the packets are the Resolutions for the Growing Greener Grant and at your places this morning are the calculations from the Engineer on what the cost estimates are for each individual project. Manager DeFinis added that the estimates came to him late yesterday afternoon as well as the entire application which some adjustments were made to and it was completed last night.

Manager DeFinis stated that Resolution 2014-10 for the Edgewood Drive / Towamencin Avenue culvert is for \$256,000 for a replacement of the culvert from just outside the sidewalk line, across the intersection of Edgewood. Anything that is under the sidewalk, in the open space area, will not be addressed at this time.

Vice President Kenneth Farrall asked if we knew the condition of that area?

Manager DeFinis stated that is was probed as far as could go on either side and as of now there is no deterioration showing. Manager DeFinis added, at this time, there are only 4 inches of cover between the culvert and the road.

Manager DeFinis went on to state that the Growing Greener Application has to be in Harrisburg tomorrow. He added that Chad Camburn from Bursich said there is a WRPP Grant and a PennVest Grant but the Growing Greener Grant also seems to be in line with what we are doing.

Solicitor Harper added that from reading about the grant, it does include stormwater.

Manager DeFinis added that the reason the culvert is so attractive to the grant is the amount of area it covers.

Solicitor Harper stated that she thought the grant application was done well in that respect, tying it into the bigger areas in the area that use it for drainage.

Manager DeFinis stated that the Edgewood Drive project is estimated at \$256,000. With a grant application of \$205,000, the match of 20% is \$51,000. Manager DeFinis added, when we look at East Broad Street with a total of \$490,000 and a grant application of \$392,000, the 20% match is \$98,000.

Solicitor Harper stated that she would recommend getting a letter of support from State Senator Greenleaf and Representative Godshall.

Manager DeFinis mentioned that there are four more grant applications coming up at the next council meeting and he was going to share all the information with Greenleaf and Godshall at that time so they could see everything at once.

Vice President Kenneth Farrall asked what if we would get more than one grant.

Manager DeFinis answered that some grants do allow partnering and some may only award a portion of the grant for the project, not the whole amount.

President Weierman stated that for Resolution 2014-10 the amount is \$205,000 match not exceed \$15,000 and on Resolution 2014-11 the amount is \$392,000 match not to exceed \$98,000.

Manager DeFinis stated correct, per the engineers calculations.

### 3. OLD BUSINESS:

President Weierman stated there is no old business.

### 4. ACTION ITEMS:

- A. Motion to Approve Resolution 2014-10 authorizing a Growing Greener Watershed Application for repairs to the Edgewood Drive & Towamencin Avenue Stormwater Culvert.

Motion: A motion was made by Councilmember Farrall to Approve Resolution 2014-10 authorizing a Growing Greener Watershed Application for repairs to the Edgewood Drive & Towamencin Avenue Stormwater Culvert. The motion was seconded by Councilmember Kroesser.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 3-0.

- B. Motion to Approve Resolution 2014-11 authorizing a Growing Greener Watershed Application for repairs to the East Broad Street & Market Street Stormwater System.

Motion: A motion was made by Councilmember Farrall to Approve Resolution 2014-11 authorizing a Growing Greener Watershed Application for repairs to the East Broad Street & Market Street Stormwater System. The motion was seconded by Councilmember Kroesser.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 3-0.

### 3. MOTION TO ADJOURN:

Motion: A motion was made by Councilmember Kroesser to adjourn the Emergency Meeting of July 10, 2014. The motion was seconded by Councilmember Farrall and unanimously approved with a vote of 3-0. The meeting adjourned at 7:26AM.

Respectfully Submitted,  
Jaime E. Snyder  
Assistant Secretary

HATFIELD BOROUGH COUNCIL  
WORKSHOP / REGULAR MEETING  
July 16, 2014

MINUTES

CALL TO ORDER AND ROLL CALL:

- (X) John H. Weierman, President
  - ( ) Kenneth V. Farrall –arrived at 8:05pm.
  - (X) John Kroesser
  - (X) Bryan A. Moyer
  - (X) Lawrence G. Stevens
- (X) Mayor, Robert L. Kaler III

The record shows that four members of Council were present at roll call, as well as, Mayor Robert L. Kaler III, Solicitor Catherine M. Harper; Timoney Knox LLP, Borough Manager Michael J. DeFinis and Assistant Secretary Jaime E. Snyder. Vice President, Kenneth V. Farrall arrived at 8:05pm.

1. APPROVAL OF MEETING AGENDA:

Motion: A motion was made by Councilmember Moyer to approve the Workshop / Regular Meeting Agenda of July 16, 2014. The motion was seconded by Councilmember Kroesser and unanimously approved with a vote of 4-0.

2. APPROVAL OF THE MINUTES:

Motion to Approve the Minutes of June 18, 2014 Workshop / Regular Meeting.

Motion: A motion was made by Councilmember Moyer to approve the Minutes of the June 18, 2014 Workshop / Regular Meeting. The motion was seconded by Councilmember Kroesser and unanimously approved with a vote of 4-0.

3. PUBLIC INPUT:

President Weierman asked the public who wished to speak to please rise, state your name and address and the reason for addressing Council.

Dylan Reid of 303 Wheatfield Circle, Ranak Lashkari and Roshan Lashkari of 311 Wheatfield Circle addressed council about circulating a petition around their neighborhood in favor of a basketball Court at Heritage Park.

President Weierman welcomed the young group to the council meeting.

Ranak Lashkari thanked council for allowing the group to address them this evening.

Dylan Reid, Roshan Lashkari and Ranak Lashari started off by sharing the group's agenda; starting with addressing the problem, actions they have taken, the specifics of the requests to council and ending with the benefits. They continued on to say the problem is that the older kids are growing out of the play equipment at Heritage Park and their parents have to drive them around to play basketball since there is no place in Hatfield Borough for older kids to get outdoor exercise. The members of the group stated they are requesting the Borough to build and maintain and regulation sized basketball court in Heritage Park. The group noted that all they would need would be 4,868 square feet of room and two ten foot removable nets. The group then added that they are not requesting lights because this would be for daytime use only and not a nightly hangout place. The group finally asked council what other information is needed to get this project approved, what the time line is for the approval and when the construction will begin. The group then submitted a signed petition to council in favor of the basketball court and added that Dylan Reid and his father had received an email from State Senator Greenleaf in support of this project.

President Weierman commended the presentation and the delivery of the material by the young boys and stated council would be happy to accept the signed petition.

President Weierman addressed the group and acknowledged that part of the original plan did include a basketball court along with a tot lot but with the decline in revenue the past few years we never got the opportunity to go back and address that as well as several other projects. President Weierman stated that Manager DeFinis met with the Property and Equipment Committee to discuss this issue and that the Borough holds an annual Workshop Retreat Meeting for strategic planning for the next year in mid-September and this can be something through the committee that council can address as they work on the 2015 budget. President Weierman added that from a construction standpoint this is not something that will happen overnight and that while it is difficult to identify a timeline at this point, we will make a pledge that this will be something the committee and the entire council will look at, as well and the possibility of grants for the project.

Solicitor Harper added that there are some grants available but there are more projects wanting the money than there is money available.

Howard Reid of 303 Wheatfield Circle addressed council stating that they are willing to do fundraising to help foot the cost.

Solicitor Harper asked if the Heather Meadows Homeowner Association was approached and if they are willing to help.

Mr. Howard Reid stated that he is actually the President of the HOA and he mentioned that YES, they were approached and unfortunately with the bad winter and more costs being spent on maintenance that there is no money to give. He also added that the HOA is apprehensive about giving money for outside costs.

Solicitor Harper stated that the Borough works on an annual schedule so when they meet in September they work on putting the budget together to pass in December and it has to balance. Solicitor Harper added they will need to discuss this and see where the money is for the Borough. Solicitor Harper then stated if you would stick around after this session you will see that the Borough is applying for grants for a storm water project which are the kinds of projects we have to balance against your request.

Solicitor Harper asked if the group had a cost estimate.

Dylan Reid stated they got an estimate of between \$10,000 to \$25,000 dollars.

President Weierman added that the group's suggestions of no lighting was a good suggestion and thanked the group for coming out this evening.

Frank Gentile of 224 South Main Street addressed council stating that the group would like to petition the Borough to dedicate Dawson Street / Alley as a Borough Street. Mr. Gentile went on to state that there was a significant amount of truck traffic going through the alley and it is in dire need of repairs. Mr. Gentile stated we are petitioning to get Dawson Street / Alley dedicated as a Borough Street so that the Borough is responsible for paving and maintaining the alleyway as a Borough Street. Mr. Gentile then showed the petition to council with all signatures of the homeowners who currently own the alley and added that he had pictures to share of the condition that alleyway is in at this time and that he took those pictures today before the meeting.

Solicitor Harper stated that she wanted to talk about some of the legal issues that were involved. She stated that the alley actually belongs to the residents and the adjoining property owners.

Jim Brusia of 216 South Main Street addressed council and stated we have five trash companies using the alley and it is a thoroughfare from Main Street to Wayne Avenue. Mr. Brusia added that we would like the pot holes filled in and the alleyways plowed. A discussion ensued among the group and council.

Solicitor Harper stated that we can research the alley, but generally all alleyways in the Borough are privately owned and have never been dedicated. She again added that we will research this and if the alley was already publicly dedicated you do not have to ask for it to be dedicated. Solicitor Harper added that as you can imagine the Borough would have to raise taxes if they would have to take ownership of all of the alleys in the

Borough. Solicitor Harper then mentioned that in the past the Borough, for public safety reasons, may have filled in pot holes or done some other things in the name of public health and safety.

Solicitor Harper informed the group if the alley was dedicated it would be on two different lists in the Borough. One is our liquid fuels list which we give to the state to get some state subsidy for paving projects and the other list it would be on would be in the Code of Ordinances because it would have had to be accepted at a public meeting. Solicitor Harper added if it was not dedicated everybody has rights to it and you will need to go to all residents to get them to sign off and secondly the Borough has to decide whether it wants to accept the dedication of the alley.

Bill Roth and Carol Roth of 20 Dawson Street addressed council to state that they have no other way of getting in or out of their home except through the alley and they are concerned about the condition of the alley and the snow removal in the winter time.

President Weierman informed the group that a resident expressed concern and did not want the alley plowed so the Borough stopped because that is our liability. President Weierman stated we stopped fully at that time, then stated if it is was more then 2 to 3 inches we would plow it.

Solicitor Harper stated that if the alley is a dedicated street it is the Borough's responsibility to plow and take care of it. If it is not dedicated, it is not the Borough's responsibility, though the Borough sometimes does it for health and safety reasons and will patch pot holes for the same reason. Solicitor Harper then added that it is not the Borough's responsibility unless it is a public way any more than it would be the Borough's responsibility to shovel your sidewalk or shovel the walk up to your house. That is private property and not the Borough's responsibility unless it is publicly owned and we are going to have to research that.

Angie Coulier of 39 Lambert Street addressed council and stated if the alley is private property, can we, the property owners, get someone to fix it?

Solicitor Harper stated YES but if they would need a permit, they would need to obtain one.

Manager DeFinis addressed the group and stated that a rule of thumb is, if you are excavating on your property, you will need a permit. If you are digging something up to make it better or to reconstruct a drive way you need a permit. Manager DeFinis stated he is not the Code Enforcement Officer or the Zoning Officer but he knows this by a rule of thumb. Manager DeFinis added that the Borough takes roads from developers after they are delivered in a condition that the Borough will accept.

Mr. Gentile stated so we need to fix the alley if we want to Borough to take it?

Manager DeFinis stated YES, that is what bringing it up to specs means.



Solicitor Harper stated from a legal point of view we will look into if we have already dedicated the alley. If it is not dedicated there is a process where each owner needs to be contacted and sign something more than just your petition and give us their right to ownership of the alley. Solicitor Harper stated that another option they could look into would be to vacate the alley.

Manager DeFinis stated that when he gets back into the office on Friday, Jaime, the Assistant Secretary and I will go through the minute books and ordinances to see if you can find any dedication of the alley. Manager DeFinis stated just give us a week to look through that material and we will contact you through a letter with the results of the search.

Mayor Kaler added that we are going to completely redo Maple Avenue this year and by redoing that we are going to be tearing up the entire roadway and that blacktop is going to be distributed down the alleys like it was two or three years ago. It is just a matter of timing. Mayor Kaler stated that it is not that we are not thinking about it but when situations come up, like on Edgewood Drive, our priorities can get adjusted.

Councilmember Moyer added that council is working with a limited budget and council is trying to work with all residents not just a select few and council has not forgotten about you but roads have not been milled in awhile so the millings are not there.

The group thanked council for listening to them.

President Weierman thanked everyone for coming out this evening.

4. ANNOUNCEMENTS: Manager DeFinis made the following announcements.

- Next Month's Council meeting August 20, 2014 Workshop / Regular Meeting @ 7:30 PM.
- HERC & Task Force are scheduled to meet @ 8:00 AM Wednesday, July 23, 2014.
- The Planning Commission is scheduled to meet Monday, August 4<sup>th</sup> @ 7:00 PM.

5. REPORTS FROM STANDING COMMITTEES AND MAYOR:

Recycling:

Mayor Kaler stated that he received a check in the mail for \$6,231.92 from the recycling commission. Mayor Kaler stated that was our share from a previous year. Mayor Kaler also stated that there is a recycling committee meeting coming up.

Public Safety: Lt. Jane Robertson handed out and answered questions regarding the Hatfield Police Department's monthly report to the council.

6. MANAGER'S REPORT: General Report and Project Updates. Manager DeFinis reviewed the Reports and made the following announcements:

- I have recently attended several events of interest to the Borough
  - The DVWCT Retreat Annapolis MD
  - DVHT Health Reform Workshop on June 24<sup>th</sup>
  - IVCC members Luncheon with the County Commissioners on June 25<sup>th</sup>.
- Borough Public Works Department is in the midst of several summer projects. The recent road resurfacing went very well due to the on site management of P.W. Director Fred Leister and traffic control by the P.W. Employees.
- The ZHB approved the Special Exception Zoning Application for 210 West Broad Street & Good Times Party Rental.
- The Code Enforcement, Fire Marshal / Fire Safety Inspector & Zoning Offices are working through a transition phase. With the recent change in personnel we have had to make several procedural changes. Staff and I will work with Keystone Municipal Services to provide the level of service expected by Borough Council, Mayor Kaler. Borough Residents and Businesses. Thank you for your patience and understanding during this changeover.

Councilmember Moyer asked about property maintenance issues.

Manager DeFinis said the Zoning Officer is now the Property Maintenance Officer and he has sent out several letters in the past weeks and will continue to do so.

Councilmember Moyer asked if there was any ordinance in place on where trash is placed because he has gotten complaints from residents about trash cans directly on sidewalks and in the roadways. Councilmember Moyer asked if a letter could be sent so the residents could be notified.

Manager DeFinis stated that several letters have been sent to properties regarding trash and debris and he believes Jim has personally gone to the sites as well.

Solicitor Harper stated that some municipalities have an ordinance that states you cannot put your trash out for a certain amount of time before pick up.

Manager DeFinis stated it is 24 hours.

Councilmember Stevens asked about the large branches at PNC Bank.

Manager DeFinis stated he will talk to the Property Maintenance Officer about that property.

- The Borough Retreat is scheduled for September 10<sup>th</sup> @ 6:00PM. Please communicate specific items for discussion by the September 3<sup>rd</sup> Workshop Meeting so the topic can be included in the Retreat packet.
- On July 9<sup>th</sup> I met with Joyce Salter. Joyce informed me she is spearheading the HC3 (Hatfield Community Christian Collation) COAT FOR EVERY CHILD project for the group. Joyce asked if the Borough would assist with communicating the project on all its media outlets. I assured Joyce the Borough would help in that program and all other programs for the good of the community.
- Volunteers are needed for the Fall Festival Saturday, September 27. Please contact Jaime Snyder to volunteer.
- There were a few good articles in the Borough Newsletter which we all receive on a monthly basis on how to communicate the finances of a Borough with residents.
- The Borough server is on its last legs and I have communicated with the Property and Equipment Committee today and we are going to look at replacing that. Manager DeFinis added that we have budgeted money for maintenance and upkeep for those items.

President Weierman asked if everyone got the AMP annual report. He then went on to state that Manager DeFinis had a nice write up in it.

## 7. NEW BUSINESS:

### A. Grant Application & Resolutions / WRPP – PENNVEST – Penn DOT Agility Program

Manager DeFinis shared with the group that there are a few grant applications at your places this evening and an updated WRPP grant application and the PENNVEST application is in the process but it may want to be tabled for this evening due to the fact that PENNVEST has a mandated on site review before they even let you fill out the application and they are coming next week. Manager DeFinis added that you can approve the Resolution contingent upon the onsite meeting.

Solicitor Harper stated she thought that PENNVEST also did loans. She stated she noticed we applied for the grant.

Manager DeFinis stated that's why we applied for the grant but we may want to reword the resolution to say grant and or loan.

Solicitor Harper stated that if they want to pass the Resolution tonight we can have council pass it and it will be reworded and signed; make sure you amend it.

## B. Woodburners Memorial Park Use Request

Manager DeFinis stated there was a request in your packets for the use of Memorial Park.

Councilmember Farrall stated that we usually do not have any problems with them.

Manager DeFinis said they will supply the Borough with a certificate of liability insurance naming the Borough as the co-insured and also rope off the area since it is for a private event.

## C. Police Protection Agreements Discussion

President Weierman stated that this time frame was slipping by and the letter in your binder was from over a year ago which states that the Township is terminating the police protection agreement. President Weierman stated that our time frame was to complete negotiations in March, have something signed in May if not then definitely by this time and we do not have anything at this time. President Weierman stated we decided to talk about this and later under actions items you will see, to give Mike the authority to develop a RFP for a consultant.

Solicitor Harper stated that we have less than six months to ensure police coverage for the Borough so the action items would be to hire a consultant to help us explore our options, whether that be partnering with another municipality or starting our own force. Solicitor Harper added that we are on a time line. This is why we thought we should put in for official council to help with this. These people will explore and then counsel you whether you can get these services from another Township or Borough or State Police to cover or what you would need if you wanted to start your own. Solicitor Harper added that this is an official action item because we are going to be spending money on something that is not specifically listed in the budget.

Councilmember Moyer stated the he couldn't agree more with this approach.

## 8. OLD BUSINESS:

### A. REPORTS AND CORRESPONDENCE:

President Weierman and Manager DeFinis reviewed, updated and answered questions regarding the Reports and Correspondence.

- Monthly Investment Report
- Monthly EIT Report
- Police Department Report
- Fire Department Report

- Public Works Department Report
- Engineering Report
- Fire Safety Inspection Report

#### 11. ACTION ITEMS:

- A. Motion to Approve Resolution 2014-12 Accepting the Amendments to the DVHT (Delaware Valley Health Trust) Agreement and By-Laws.

Motion: A motion was made by Councilmember Farrall to Approve Resolution 2014-12 accepting the Amendments to the DVHT (Delaware Valley Health Trust) Agreement and By-Laws. The motion was seconded by Councilmember Moyer.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 5-0.

- B. Motion to Approve Resolution 2014-13 authorizing a WRPP Grant Application for repairs to the Edgewood Drive & Towamencin Avenue Stormwater Culvert.

Motion: A motion was made by Councilmember Farrall to Approve Resolution 2014-13 authorizing a WRPP Grant Application for repairs to the Edgewood Drive & Towamencin Avenue Stormwater Culvert. The motion was seconded by Councilmember Moyer.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 5-0.

- C. Motion to Approve Resolution 2014-14 authorizing a WRPP Grant Application for repairs to the East Broad Street & Market Street Stormwater System.

Motion: A motion was made by Councilmember Farrall to Approve Resolution 2014-14 authorizing a WRPP Grant Application for repairs to the East Broad Street & Market Street Stormwater System. The motion was seconded by Councilmember Moyer.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 5-0.

- D. Motion to Approve Resolution 2014-15 authorizing a PENNVEST Grant and or Loan Application for repairs to the Edgewood Drive & Towamencin Avenue Stormwater Culvert contingent upon the site reviews.

Motion: A motion was made by Councilmember Farrall to Approve Resolution 2014-15 authorizing a PENNVEST Grant and or Loan Application for repairs to the Edgewood Drive & Towamencin Avenue Stormwater Culvert contingent upon the site reviews. The motion was seconded by Councilmember Moyer.

President Weierman asked if there were any comments or questions.

The motion was unanimously approved with a vote of 5-0.

- E. Motion to Approve Resolution 2014-16 authorizing a PENNVEST Grant and or Loan Application for repairs to the East Broad Street & Market Street Stormwater System contingent upon the site reviews.

Motion: A motion was made by Councilmember Farrall to Approve Resolution 2014-16 authorizing a PENNVEST Grant and or Loan Application for repairs to the East Broad Street & Market Street Stormwater System contingent upon the site reviews. The motion was seconded by Councilmember Moyer.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 5-0.

- F. Motion to Approve Woodburners Request to use Memorial Park for a cooking demonstration contingent upon the proof of their liability insurance, rope off the area and any conditions brought forth by staff.

Motion: A motion was made by Councilmember Farrall Motion to Approve Woodburners Request to use Memorial Park for a cooking demonstration contingent upon the proof of their liability insurance, rope off the area and any conditions brought forth by staff. The motion was seconded by Councilmember Moyer.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 5-0.

G. Motion to Authorize the Borough Manager to Develop a Request for Proposals for a Police Services Consultant.

Motion: A motion was made by Councilmember Farrall to Authorize the Borough Manager to Develop a Request for Proposals for a Police Services Consultant. The motion was seconded by Councilmember Moyer.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 5-0.

12. MOTION TO APPROVE PAYMENT OF THE BILLS:

President Weierman and Manager DeFinis reviewed and answered questions regarding the bill list.

Motion: A motion was made by Councilmember Moyer to approve payment of the bills. The motion was seconded by Councilmember Farrall.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 5-0.

13. MOTION TO ADJOURN:

Motion:

A motion was made by Councilmember Moyer to adjourn the meeting of July 16, 2014. The motion was seconded by Councilmember Kroesser and unanimously approved with a vote of 5-0. The meeting adjourned at 8:57 PM.

**Executive Session: Potential Litigation, Real Estate and Personnel**

Respectfully Submitted,  
Jaime E. Snyder  
Assistant Secretary



HATFIELD BOROUGH COUNCIL  
WORKSHOP / REGULAR MEETING  
June 18, 2014

MINUTES

CALL TO ORDER AND ROLL CALL:

- (X) John H. Weierman, President
- ( ) Kenneth V. Farrall –arrived at 8:04pm.
- (X) John Kroesser
- (X) Bryan A. Moyer
- (X) Lawrence G. Stevens
  
- (X) Mayor, Robert L. Kaler III

The record shows that four members of Council were present at roll call, as well as, Mayor Robert L. Kaler III, Solicitor Catherine M. Harper; Timoney Knox LLP, Borough Manager Michael J. DeFinis and Assistant Secretary Jaime E. Snyder. Vice President, Kenneth V. Farrall arrived at 8:04pm.

1. APPROVAL OF MEETING AGENDA:

Motion: A motion was made by Councilmember Moyer to approve the Workshop / Regular Meeting Agenda of June 18, 2014 with additions. The motion was seconded by Councilmember Stevens and unanimously approved with a vote of 4-0.

2. Hatfield Roll & Stroll Winners Presentation

President Weierman handed out the raffle prizes to the winners of the Roll & Stroll Raffle.

3. Jailhouse Historical Registration Briefing

Councilmember Stevens explained to council that he was thinking about the Historic Jailhouse and how unique the building was and decided to reach out to David Kimmerly to see if there were any other old jailhouse buildings in the area. Mr. Kimmerly stated that the Old Historic Jailhouse could potentially be eligible to be recognized on the Historic Registry.

David Kimmerly, from Mid-Atlantic Historic Preservation addressed council and stated he had done a little research to see any older building similar to the Jailhouse around the area and he found a few similar buildings but thought the

Old Jailhouse might qualify to historic registry. Mr. Kimmerly explained the process to council and stated that the registry sees a lot of old farm houses and he believe this Jailhouse is something different which will get them intrigued. Mr. Kimmerly, stated that all we can do is the paper work and see what the registry says. He stated he knows some changes have been done to the Jailhouse and the use of the new materials but he will note those changes were done so people could go into the Jailhouse to see it.

Mr. Kimmerly stated that they will determine if the building is eligible first, if it is not then the process is over but if they determine it eligible we move forward with the process.

Solicitor Harper asked Mr. Kimmerly if he was ok with the Resolution which Borough Council will look to approve later this evening.

Mr. Kimmerly stated that he would like the Resolution to state "National Registry of Historical Places" not "properties."

Councilmember Moyer asked, if the Jailhouse would be approved does this mean we would get funding for the building?

Mr. Kimmerly replied Yes, buildings that are on the National Historic Registry and owned by Municipal Governments and Non-Profit Organizations they are eligible for restoration grants. Mr. Kimmerly added that the National Historic Registry is an honor in itself and to be able to list that you have a building in your town on the registry is truly an honor.

Mr. Kimmerly added that sometime there are misconceptions about the registry but you can alter the building anyway you want and or demolish the building at any time.

#### 4. APPROVAL OF THE MINUTES:

Motion to Approve the Minutes of May 7, 2014 Workshop Meeting & May 21, 2014 Regular Meeting.

Motion: A motion was made by Councilmember Moyer to approve the Minutes of May 7, 2014 Workshop Meeting and the May 21, 2014 Regular Meeting. The motion was seconded by Councilmember Farrall and unanimously approved with a vote of 4-0.

#### 5. ANNOUNCEMENTS: Manager DeFinis made the following announcements.

- Next Month's Council meeting July 16, 2014 Workshop / Regular Meeting @ 7:30 PM.
- HERC is scheduled to meet @ 8:00 AM Wednesday, June 25, 2014.
- The Planning Commission is scheduled to meet Monday, July 7<sup>th</sup> @ 7:00 PM.
- The Borough Office will be closed July 4<sup>th</sup> in observance of Independence Day.

## 6. PUBLIC HEARINGS:

- A. Ordinance # 510 Amending Chapter 18 Sewers & Sewer Disposal of the Borough of Hatfield Code of Ordinances
- B. Ordinance # 511 Amending Chapter 15 Motor Vehicles & Traffic of the Borough of Hatfield Code of Ordinances

SEE THE ATTACHED PUBLIC HEARING MEETING MINUTES

## 7. REPORTS FROM STANDING COMMITTEES AND MAYOR

Recycling: Mayor Kaler stated that the Recycling committee has not met since last meeting but he would like to comment the Borough Staff and Public Works Dept. on a successful Founder's Day event.

Utilities: President Weierman stated there was a Utilities Committee meeting on June 5 and that a lot of those items are up for discussion this evening. Sewer and electric disconnects were also discussed at that meeting.

Solicitor Harper mentioned that we have a special exception application coming up for Good Times Rental. Solicitor Harper stated that if you want to be supportive or not supportive please make that known as this will be our last meeting before the Zoning Hearing Board. Solicitor Harper motioned that the Zoning Officer was not clear whether or not this would be a retail sale, so it is going to ZHB.

Councilmember Moyer stated he would like us to send a letter that we are in favor of this.

Solicitor Harper described the special exception process and a discussion ensued about the property and the Zoning Hearing Board application.

Manager DeFinis added that his property has been used for several different uses and the Zoning Officer wanted to approach this with caution knowing last time some concern was addressed with the use of the property.

President Weierman asked about the direction of the driveway entrance and exit being one way.

Manager DeFinis stated that was requested at the last ZHB for that property that East Broad Street be one way in and use the back alley to exit.

President Weierman stated that are all in agreement to send a letter to the ZHB to reflect positively on the application.

8. MANAGER'S REPORT: General Report and Project Updates. Manager DeFinis reviewed the Reports and made the following announcements:

- I have recently attended several events of interest to the Borough
  - The PMEA Legislative event in Harrisburg on June 2<sup>nd</sup>. The event was very well attended.
  - The AMP Regional Power Supply Conference in Ephrata on June 9<sup>th</sup>. The Meeting was very informative.
  - The Montgomery County Consortium of Communities meeting held at the Hatfield Township Aquatic Center on June 13<sup>th</sup>. All three county commissioners attended the meeting as well.
- I will be attending several events of interests to the Borough in the near future.
  - Tonight I will be leaving for Annapolis MD for the DVWCT retreat.
  - DVHT will conduct a Health Reform Workshop on June 24<sup>th</sup>.
  - IVCC members Luncheon with the County Commissioners on June 25<sup>th</sup>.
- Borough Public Works Dept. worked to prevent or reduce the potential for flooding during the past weeks rain storms. No Borough roads were closed during the storm.
- The Borough Utility Dept. has been working on collecting delinquent electric accounts and sewer accounts. Several agreements have been offered to delinquent accounts.
- The Borough received a Special Exception Zoning Application for 210 West Broad Street. The applicant would like to operate a party rental business from the location. A Zoning Hearing is being scheduled.
- PPL Corp of Allentown announced a deal to spin off its competitive energy generation businesses to Riverstone Holdings LLC to create a new stand-alone publicly listed independent power producer to be called Talen Energy Corp.
- North Penn Water Authority has released the 2013 Annual Drinking Water Quality Report.
- The year 11 MS4 Annual Report has been submitted to DEP. A copy of the report is on file at the Borough Office for review.
- Recently received a call asking about out outdoor dining ordinance and would like council to review it.

Councilmember Farrall added that we should review the Ordinance for dish placement on top of roofs; some properties around the Borough are acquiring many.

- Email was received by a resident concerned about the construction at Hatfield Elementary and the run off of water from the property.
- Received a letter from PSAB opposing House Bill 1708

A discussion ensued about this bill and what it means for the Borough.

- The Utility Dept. is working on a system where they can send out utility bills through email rather than receiving it through the mail if the resident or business owner would like to choose that option.
- Thanks to LT. Robertson for sending over the caller ID spoofing information which we can share with residents in the newsletter and our website.
- There was a regional emergency group formed and Hatfield Borough is a part of that.
- Bursich Associates did an audit for used EDU's which will have an updated EDU calculation to share with property owners accompanied by an approved letter with the updated fees.
- Founder's Day was a success due to Assistant Secretary Jaime Snyder and the Public Works Department with the support of Council and Staff.
- Power outage on Sunday, June 15 due to a pole fire.

## 9. NEW BUSINESS:

Public Safety: Lt. Jane Robertson handed out and answered questions regarding the Hatfield Police Department's monthly report to the council.

Manager DeFinis added that he would talk to the Public Works Director to get the pedestrian crossing signs back out.

### A. Edgewood & Towamencin Avenue Culvert

Manager DeFinis showed council some pictures of the culvert on Edgewood and Towamencin Avenue. He explained that the Public Works was doing base repair and a little pothole popped up on top of a culvert. It was examined to see if an emergency repair could be done but once the road was pulled back a little bit it was evident that this was not an emergency repair but it was going to be a project. The whole lid of the culvert looks to be in bad shape. Manager DeFinis added that Fred, the Public Works Director noticed that loose gravel on top of the culvert which was placed, this could have something to do with the deterioration so he suggests to place blacktop right on the replaced culvert. Manager DeFinis stated

that starting tomorrow Edgewood Drive at Towamencin will be closed so we can get contractors out there.

A discussion ensued about the condition of the culvert and replacement.

Solicitor Harper mentioned about an emergency repair vs. a project.

#### B. Sanitary Sewer Contract for the I & I

Manager DeFinis informed council that there was a contract that the Utilities Committee discussed about having a professional services contract for doing the I & I this year. What you have in front of you is the cover letter from Bursich stating that all the information they were looking for to complete this work and would like Borough Council to award the I & I contract; the amount of the contract is \$59,460 for the I & I work we are committed to for televising our system but also highlight some areas where flood prone.

Solicitor Harper added that we have been doing an I & I contract for some time now. She was wondering if we have done this whole system once should we look into the storm sewer system since within the last few years problems have been coming up.

Manager DeFinis added that the last line of televising identified the West Vine Street area. The second area was identified in Towamencin. Manager DeFinis added that he and the Engineer reviewed the contract and this is the pricing they came up with.

President John Weierman stated that we should keep with the program.

Manager DeFinis asked if we can add this as an action item.

Solicitor Harper stated YES.

### 10. OLD BUSINESS:

#### A. REPORTS AND CORRESPONDENCE:

President Weierman and Manager DeFinis reviewed, updated and answered questions regarding the Reports and Correspondence.

- Monthly Investment Report
- Monthly EIT Report
- Police Department Report
- Fire Department Report

- Public Works Department Report
- Engineering Report
- Fire Safety Inspection Report

President Weierman asked if there was any word from the church

Manager DeFinis said No, not since the last meeting.

#### 11. ACTION ITEMS:

- A. Motion to Consider Enacting Ordinance # 510 Amending Chapter 18 Sewers & Sewer Disposal of the Borough of Hatfield Code of Ordinances.

Motion: A motion was made by Councilmember Moyer to Consider Enacting Ordinance # 510 Amending Chapter 18 Sewers & Sewer Disposal of the Borough of Hatfield Code of Ordinances. The motion was seconded by Councilmember Farrall.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 5-0.

- B. Motion to Consider Enacting Ordinance # 511 Amending Chapter 15 Motor Vehicles & Traffic of the Borough of Hatfield Code of Ordinances.

Motion: A motion was made by Councilmember Moyer to Consider Enacting Ordinance # 511 Amending Chapter 15 Motor Vehicles & Traffic of the Borough of Hatfield Code of Ordinances. The motion was seconded by Councilmember Farrall.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 5-0.

- C. Motion to Approve the Woodburners request to use Memorial Park for the annual Eggfest September 6, 2014 from 9-3

Motion: A motion was made by Councilmember Moyer to Approve the Woodburners request to use Memorial

Park for the annual Eggfest September 6, 2014. The motion was seconded by Councilmember Farrall.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 5-0.

- D. Motion to Approve Resolution 2014-09 Authorizing Mr. David Kimmerly to pursue placing the Old Hatfield Borough Jailhouse on the National Historic Registry.

Motion: A motion was made by Councilmember Moyer to Approve Resolution 2014-09 Authorizing Mr. David Kimmerly to pursue placing the Old Hatfield Borough Jailhouse on the National Historic Registry. The motion was seconded by Councilmember Farrall.

President Weierman asked if there were any comments or questions.

President Weierman stated we are making the suggested change from properties to places.

The motion was unanimously approved with a vote of 5-0.

- E. Motion to Approve the Sanitary Sewer Internal Televising Inspection contract with Sewer Specialties Inc. in the amount no to exceed \$59,460 without the approval of the Borough Manager.

Motion: A motion was made by Councilmember Moyer to Approve the Sanitary Sewer Internal Televising Inspection contract with Sewer Specialties Inc. in the amount not to exceed \$59,460 without the approval of the Borough Manager. The motion was seconded by Councilmember Farrall.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 5-0.



12. MOTION TO APPROVE PAYMENT OF THE BILLS:

President Weierman and Manager DeFinis reviewed and answered questions regarding the bill list.

Motion: A motion was made by Councilmember Moyer to approve payment of the bills. The motion was seconded by Councilmember Stevens.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was approved with a vote of 4-0-1. Council member Farrall accused himself.

13. MOTION TO ADJOURN:

Motion: A motion was made by Councilmember Moyer to adjourn the meeting of June 18, 2014. The motion was seconded by Councilmember Farrall and unanimously approved with a vote of 5-0. The meeting adjourned at 8:57 PM.

**Executive Session: Potential Litigation, Real Estate and Personnel**

Respectfully Submitted,  
Jaime E. Snyder  
Assistant Secretary

HATFIELD BOROUGH COUNCIL  
WORKSHOP MEETING  
March 5, 2014

MINUTES

CALL TO ORDER AND ROLL CALL:

- (X) John H. Weierman
  - ( ) Kenneth V. Farrall
  - (X) John Kroesser
  - (X) Bryan A. Moyer
  - (X) Lawrence G. Stevens
- (X) Mayor, Robert L. Kaler III

The record shows that four members of Council were present at roll call, as well as, Mayor, Robert L. Kaler III, Solicitor Catherine M. Harper, Timoney Knox, Borough Manager, Michael J. DeFinis and Acting Assistant Secretary, Jaime E. Snyder.

1. APPROVAL OF MEETING AGENDA:

Motion: A motion was made by Councilmember Moyer to Approve the Workshop Meeting Agenda of March 5, 2014 with additions. The motion was seconded by Councilmember Stevens and was unanimously approved with a vote of 4-0.

2. PUBLIC INPUT: President Weierman asked if there was any Public Input. There was no Public Input. The media was not present.

3. ANNOUNCEMENTS: Manager DeFinis made the following announcements:

- Next Council meeting is the Regular Meeting on Wednesday, January 19<sup>th</sup> @ 7:30PM.
- HERC is scheduled to meet Wednesday, March 26<sup>th</sup> @ 8:00AM.
- The Planning Commission is scheduled to meet Monday, March 31<sup>st</sup> @ 7:00PM.
- MCBA Dinner Meeting March 27<sup>th</sup> RSVP March 20<sup>th</sup>

4. Grace Lutheran Additional Sketch Plan Submission Information:

President Weierman welcomed back Jim Major from Compliance Management International (CMI) representing Grace Evangelical Lutheran Church.

Mr. Major, Thanked Council for allowing himself and Grace Lutheran Church to come back and talk to them again. Mr. Major mentioned that after the previous meeting on November 6, 2013 he and Grace Lutheran went back and took another look at the submitted letter and the plans and has made some changes.

Mr. Major shared the letter with council that he wrote to council dated February 24, 2014 in regards to additional sketch plan information for Grace Lutheran Church:

Mr. Major stated that Grace Lutheran Church had a meeting with DEP concerning the existing swale located along the northeast side of the premise. Mr. Major stated that none of the stormwater run off is created by Grace Lutheran Church but they do contribute to the 3.2 acres of watershed area in the swale. Mr. Major stated the swale connects to a 27 inch diameter storm pipe system that is located in the driveway entrance of the parking lot. Grace Lutheran has questioned DEP about either removing the existing pipe or installing another pipe adjacent to the existing one to help aid the existing flood problems. DEP told Grace Lutheran Church that they should not disturb the existing swale and if they decide to place another pipe adjacent to the existing one, DEP would consider this to be generating an obstruction and would require a Joint Permit Application that would require both DEP and USACE approval. Mr. Major then added that if Grace Lutheran decides to remove the existing pipe and configure the area to a swale system on Main Street then Grace Lutheran Church could be granted a waiver from DEP.

Mr. Major went on to state that in past discussions it was indicated that Grace Lutheran Church would be responsible for paying for this culvert extension but Mr. Major added that he was not sure if any other monies would be available from other funding sources that the Borough could come up with to help aid Grace Lutheran in this process.

Mr. Major went on to state that he has asked Borough Manager Michael DeFinis if they could sit down with the Borough Engineer to discuss all other possible alternatives so we can take care of this water before it gets into the system.

Mr. Major stated that he has another request for the Borough Engineer; it is whether or not Grace Lutheran Church can get some of the data they have for the improvements done along Main Street.

Mr. Major the stated he had some questions about the zoning district changes, to what direction Grace Lutheran should go with the zoning issue since last time they had a meeting it was indicated that to change the zoning all to one district, there could be significant hurdles and could take up a lot of time.

Solicitor Harper responded, that she doesn't think it would save any time. Solicitor Harper went on to state you have two choices either go to the Zoning

Hearing Board or Change the zoning which would incorporate going to the Planning Commission, the Montgomery County Planning Commission and advertisement.

Mr. Major added that the existing swale would be a part of the RCC district which not only effects Grace Lutherans Property but also the adjoining neighboring properties. If Grace Lutheran would decide to reconstruct the swale in that area the existing RCC would need to be extended. Mr. Major added that Grace Lutheran would not like to impact the property north of the swale, the Stout property. Grace Lutheran would like to migrate some of the RCC to other areas of their site.

Solicitor Harper mentioned that with this, it needs to be brought up with the Borough Engineer who normally does not come to Council meetings. Solicitor Harper also mentioned that according to Mr. Major's letter some of the issues are the water coming onto their site, which is no different than any other property owner.

Mr. Major commented saying that what the state is saying is that all the water coming onto the site isn't really the churches fault.

Solicitor Harper stated that it is not the Churches fault but look at any other land owner that has streams near their property; if it is coming onto their property, you have to control the flow of it leaving your property but if you can figure out a way to contain it and infiltrate it you would have less of a problem of it leaving your property.

Mr. Major mentioned that Grace Lutheran would then be maintaining this water in the basin in which they do not have jurisdiction over, Grace Lutheran only has jurisdiction over the swale. Mr. Major mentioned that at a meeting it was spoken about taking the water and rerouting it to the swale.

Solicitor Harper mentioned that the letter received stated the use of a culvert.

Mr. Major said yes, the culvert as well, but this rerouting system is just another idea to try and save money since the church does not have the excess money to spend.

Mr. Major mentioned that Church Congregation uses an area along and northwest of the existing swale that incorporates approximately 0.56 acres for a Memorial Garden. The church will continue to maintain this area as they have done for numerous years. This garden is utilized for meditation, church services and programs with Stepping Stones Nursery School. The Church is asking for an existing non-conforming for this location.

Solicitor Harper stated she thinks that is a Zoning Officer interpretation question.

Mr. Major stated that he wanted to talk about parking space design for residential and non-residential uses. Mr. Major mentioned that it is stated in zoning to use 10 X 20 dimensions but we wanted to use the dimensions of 9 X 18.

Solicitor Harper mentioned that Borough Council cannot by law give zoning code relief; this has to be through the Zoning Hearing Board. Solicitor Harper added that once the application was done, they could ask that Borough Council to support it, not oppose it or do nothing.

Mr. Major mentioned the continued use of the existing 8 foot side yard setback for the proposed new Educational/Day Care Center. Mr. Major added that the old building had a 4 foot setback.

Solicitor Harper stated unfortunately this is a zoning question.

Mr. Major mentioned again that what Grace Lutheran is asking from the Borough Engineer is that when it comes to stormwater management for the Nashaminy issues that they are both on the same page.

Solicitor Harper mentioned that we are required to create an updated stormwater ordinance as of May 2014. Solicitor Harper suggested going to the Montgomery County Planning Commission website and reading into the stormwater ordinance for the Nashaminy; in general DEP will require all these ordinances to get tougher.

Mr. Major moved on to the potential waiver requests and stated Grace would like to request a waiver for any road widening, concrete curb and sidewalk improvements for North Main Street and West Broad Street.

Solicitor Harper mentioned to council, we are not voting on these but if you have a problem with any let them know now so they can be addressed.

Mr. Mayor stated a waiver request for preliminary design of any proposed culverts crossing North Main Street.

Solicitor Harper stated that this was a big one; if you cannot control the water on site you will potentially make the culvert situation worse.

Solicitor Harper mentioned speaking with the Borough Engineer.

Mr. Major stated a waiver request for the design and installation of all planting materials for this project. He added he was unsure which ordinance this would fall under for storm management. Mr. Major added that looking at the ordinance on the website he was confused by the percentages either 20% or 10% for Nashaminy.

Solicitor Harper mentioned that he should ask the Borough Engineer which ordinance he is going by.

Mr. Major stated a waiver request for the design and installation of all interior curbs and sidewalks that till not impact the design and direction of stormwater flow.

Mr. Major stated a waiver request for the continued allowance of parking area to be within 20 feet of the side boundary line. This is in reference to the parking area that is currently in the Dublin Alley. Grace Lutheran Church is going to request the vacation of the alley and if granted the existing and the proposed expansion of the parking rows within the parking area. Mr. Major mentioned this would be a request for the church to take over the alley.

A discussion ensued about the alleyways and adjacent properties.

Mr. Major stated a waiver of request landscape planting around the perimeter of the parking area.

Councilmember Moyer asked Solicitor Harper, if they are not planning on changing the parking lot why do they need to ask for a waiver?

Solicitor Harper answered they are making adjustments to the original space.

Mr. Major also stated a waiver of request for the design and installation of the landscape within the RCC district.

Mr. Major then moved on to potential variance requests, he stated we have three districts within this site; R-1, R-3 and RCC.

Mr. Major stated within R-1 district they are requesting a variance to allow for modification for the existing church off-street parking area and an adjustment may have to be made to the U.S. Postal Service lot.

Solicitor Harper read Zoning Ordinance 27-1902 & 27-1904.

Mr. Major stated a request for variance for the allowance to reduce the parking spaces from 10 X 20 to 9 X 18.

Mr. Major stated a request for variance for the allowance for an entrance drive to a parking area.

Mr. Major stated a request for variance to reduce the handicap parking space from 12 X 20 to 12 X 18.

Mr. Major informed council that the variances requested in the R-3 district they are requesting the allowance of an Institutional Use within this district for both a Sanctuary and Educational Day Care Center.

Mr. Major stated a request for variance for the allowance more than one Principal Building on a single lot.

Mr. Major stated a request for variance for the allowance of the maximum building coverage to be greater than 30% and the commercial use request for allowance of the maximum impervious coverage to be greater than 60%.

A discussion ensued among Council about this variance request.

Mr. Major stated a request for variance for allowance of using the same side yard setback for the proposed Educational/Day Care Center as the existing Sanctuary Building.

Mr. Major stated a request for variance to construct within thirty foot setback if Hatfield Borough does not allow Grace Lutheran to reduce the front yard setback line to the line of the existing residences and church facilities located to the left and right of the property along West Broad Street.

Solicitor Harper suggested having a plan in which it has listed every single question you need answers to, that way you know what we are talking about.

Mr. Major stated within RCC district they are requesting a variance to allow the existing Memorial Garden area located to the northwest of the existing swale to remain a garden area and be maintained by Grace Lutheran Church.

Solicitor Harper stated that she was looking at the RCC district which stated that privet parks are permitted but I would ask for interpretation on this.

Mr. Major stated a request for variance for the relocated driveway to be permitted to run parallel to the swale from the North Main Street to the connection to the existing parking area.

Solicitor Harper stated to Mr. Major to go back and look into the stormwater ordinance and have preliminary plans submitted.

Manager DeFinis mentioned that North Main Street was on the plan for repaving in 2015 but once your final plans are submitted we can go back and look at your driveway location which will have an effect on that.

Solicitor Harper added because once it is paved, there is a rule about waiting so many years before breaking it up.

Mr. Major asked Borough Council is there were any questions:

President Weierman asked if any other changes were going to be made to any other buildings.

Mr. Major stated that at this time there are no other changes being made though they may consider removing a garage in the future.

President Weierman said, in reference to the curbs, what about the alley from the church out to Main Street?

Mr. Major said at this time there is not plans for a curb except for what currently exists.

Solicitor Harper asked President Weierman, where did you want to see curbs placed?

President Weierman stated where the driveway ends and the sidewalk starts.

Councilmember Moyer stated in his opinion that the alley way should have an apron and curb

A discussion ensued about the curb replacement.

Mr. Major noted the request.

Solicitor Harper added that Borough Council could always grant a waiver for some curb but not all curb. Solicitor Harper added that a letter needs to be created and a plan needs to be submitted to the Zoning Officer with enough detail that he can respond.

Mr. Major Thanked Borough Council for their time this evening.

President Weierman thanked Mr. James Major for his time and presentation to Borough Council.

## 5. REPORTS FROM STANDING COMMITTEES AND MAYOR:

Recycling: Mayor Kaler stated that the recycling committee met last night in which questions were answered by our solicitor and local representative.

Public Safety: Councilmember Moyer stated that there was a public safety meeting at the Township, which he was unable to attend but he will get a report back to council when he is updated.



6. MANAGER'S REPORT: General Report and Project Updates. Manager DeFinis reviewed the Reports and made the following announcements:

- The 2014 PSAB Conference is scheduled for April 6-9 at the Penn Stater, Penn State University. If you plan to attend please consider being the Borough's Voter Delegate. Let me know if you have any interest.
- Received the final invoice for the installation of the Nova Reclosure POC (Point of Contact) Protective Device. The invoice is \$2,000 over the original quote. Installing the device live so there would be a prolonged power outage in the cause of the additional expense.
- The Power outage on Wednesday, January 15, 2014 @ 3:53AM was caused by a brief loss of power to the Borough from PPL. As a result of the event two transformers blew fuses. Four properties in the Borough without power for several hours. I have asked PPL to explain the reason for this power loss. I have asked PPL to identify alternatives for protecting Borough equipment from PPL created incidents.
- During recent discussions I have been informed, the Mutual Aid Agreement between the Borough and PPL is working its way through the PPL legal department. A response is anticipated in March.
- There are two Public Power training webinars offered by AMP & APPA. These programs are offered to assist in the governing of the public powers systems. After a review of the programs I have decided to participate in the AMP Public Power Certificate Course.
- AMP is encouraging its partners to support the 2013 APPA Legislative Rally. If a municipality cannot be in Washington in March please reach out to your State and Federal legislators for their continued support of Public Power.
- The 2014 tax year assessed valuation for the Borough is \$134,718,210.00.
- The 2014 Montgomery County tax rate is 3.152 mils.
- Solicitor Harper is working on the Developers Agreement for the Gambone Development Project.
- The ARLE grant the Borough applied for last year has been denied. (see attached)
- The winter storm that hit the eastern part of the United States on February 4<sup>th</sup> – 6<sup>th</sup> had a severe impact on the Borough of Hatfield. Mayor Kaler and Council Members were briefed of the severity of the storms impact as events developed. Around 10:00AM, as EMC I discussed declaring a Declaration of Disaster Emergency with Mayor Kaler and Council President Weierman. They both agreed and I notified the County EOC. Later that day the Governor declared a state wide Declaration of Disaster Emergency and President Obama sign off on the declaration. This is significant as the Borough of Hatfield may be eligible for PEMA & FEMA reimbursement for cost directly related to the storm. This may include the cost of repairs to the electric system. Due to the power outage the workshop meeting scheduled for February 5 was canceled.

- The snow storms starting February 13<sup>th</sup> through February 16<sup>th</sup> also caused severe hardship and cost to the Borough. Plowing and salting has overburdened these line items of the budget. Equipment repairs and replacement has also been at all time highs. These storms were added to the Emergency Declaration.

Manager DeFinis addressed and answered all questions pertaining to the winter storms.

- During all recent declared emergency events Borough employees performed above and beyond the call of duty. Staff has documented what worked and what needs to be addressed and improved. I will schedule future committee meetings to discuss these items.
- Public Works Director Fred Leister is working with local contractors to scheduling branch chipping. When the date is confirmed the event will be posted on all the Hatfield Borough media outlets.
- Potholes continue to be of great concern of many residents. I have contacted PENNDOT and Rep. Godshall's office on this matter. Residents are being directed to call the PENNDOT maintenance division to report potholes. AS for Borough roads the PW department responds as quickly as possible.

Manager DeFinis addressed and answered all questions pertaining to road conditions.

Councilmember Stevens informed Council about a survey he received for small businesses through the Hatfield Chamber pertaining the winter storms and reimbursements.

A discussion ensued about informing Borough Businesses of this opportunity.

7. NEW BUSINESS:

A. Habitat for Humanity Escrow Release Request

Manager DeFinis stated that we are working on this and will have it for you at the next meeting as Diane is going through it now.

B. Garfield Avenue Escrow Release Request

Manager DeFinis stated that we are also working on this and will have it for you at the next meeting.

C. AMP January Notice

President Weierman stated this was presented at the February Regular Meeting, what AMP is offering in the letter will place the borrowed amount chosen on a line of credit with interest. President Weierman explained if we chose to take the \$75,000 over a few months we are looking at a couple hundred dollars in interest. President Weierman stated we can decide to pay this in full or take the amount over the three month period.

Manager DeFinis stated that Budget Finance Labor and Utility discussed the payment options and the transmission cost increase.

Councilmember Moyer stated his concern with another large amount due with next month's billing and discussion ensued about future bills and taking advantage of the AMP bill opportunity.

An action item was discussed to vote on this agreement.

#### D. Current Delinquent Electric \$ 46, 749.24

The current delinquent amount was discussed.

Councilmember Moyer asked if there was anything that could be done before April.

Solicitor Harper stated that we cannot shut anyone off at this time.

Manager DeFinis informed council that we did send a letter out in January about the delinquencies. Manager DeFinis added that he had spoken to the utility billing clerk today and after April 16 there will be a disconnect and people will be notified up front.

#### E. Snow Clearing Borough Sidewalks

Manager DeFinis stated he had spoken to the Public Works Director and we are looking to have someone else contracted to do this. Manager DeFinis added that it was spoken about incorporating this into our grass cutting but snow is a different animal and we need to treat it separately.

#### F. Public Works Building Damage

Manager DeFinis informed council that the Acting Assistant Secretary has filed a claim with our insurance provider for damage done to the Public Works Building due to the ice.

#### G. Stormwater Ordinance

Manager DeFinis stated that he and the solicitor are in discussion about the stormwater ordinance which will be in compliance with DEP for the Nashaminy.

#### H. PAG-13 General Permit Approval

Manager DeFinis informed council that we have received the PAG-13 General Permit Approval.

#### I. Grass Cutting Contract

Manager DeFinis stated that we are running into a problem with proposals well over the \$19,000 threshold and the prevailing wage threshold. Manager DeFinis stated we will be asking Council to advertise the bid package for grass cutting for 2014 / 2015.

### 8. OLD BUSINESS:

#### A. REPORTS AND CORRESPONDENCE:

President Weierman and Manager DeFinis reviewed, updated and answered questions regarding the Reports and Correspondence.

- Monthly Investment Report
- Monthly EIT Report
- Police Department Report
- Fire Department Report
- Public Works Department Report
- Engineering Report
- Fire Safety Inspection Report

President Weierman asked about the Gambone Development and what a target date was.

Solicitor Harper said she checked the title and it is still in the name of Howard Heckler's old company but that can happen depending on the property.

A discussion ensued about the Gambone Development.

President Weierman asked about the Habitat Critical Repair Program.

Manager DeFinis stated a project was being looked at on South Main Street and Habitat will be going door to door with flyers.

### 9. ACTION ITEMS:

- A. Motion to Authorize deferment of the AMP January Invoice in the amount of \$74,760.68 to be paid over a three month period for February, March, April power invoices plus interest.

Motion: A motion was made by Councilmember Moyer to Authorize deferment of the AMP January Invoice in the amount of \$74,760.68 to be paid over a three month period for February, March, April power invoices plus interest. The motion was seconded by Councilmember Kroesser.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 4-0.

- B. Motion to Advertise the Grass Cutting Bid Packet.

Motion: A motion was made by Councilmember Moyer to Advertise the Grass Cutting Bid Packet. The motion was seconded by Councilmember Kroesser.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 4-0.

10. ADJOURNMENT:

Motion: A motion was made by Councilmember Moyer to adjourn the Workshop meeting of March 5, 2014. The motion was seconded by Councilmember Stevens and unanimously approved with a vote of 4-0. The meeting adjourned at 9:40PM.

Executive Session: Potential Litigation and Personnel

Respectfully Submitted,  
Jaime E. Snyder  
Acting Assistant Secretary

HATFIELD BOROUGH COUNCIL  
REGULAR MEETING  
March 19, 2014

MINUTES

CALL TO ORDER AND ROLL CALL:

- (X) John H. Weierman, President
  - (X) Kenneth V. Farrall
  - (X) John Kroesser
  - ( ) Bryan A. Moyer
  - (X) Lawrence G. Stevens
- (X) Mayor, Robert L. Kaler III

The record shows that four members of Council were present at roll call, as well as, Mayor Robert L. Kaler III, Solicitor Catherine M. Harper; Timoney Knox, LLP and Acting Assistant Secretary Jaime E. Snyder.

1. APPROVAL OF MEETING AGENDA:

Motion: A motion was made by Councilmember Farrall to approve the Regular Meeting Agenda of March 19, 2014 with additions. The motion was seconded by Councilmember Kroesser and unanimously approved with a vote of 4-0.

2. PUBLIC INPUT: President Weierman asked if there was any Public Input. There was no Public Input. The media was not present.

3. APPROVAL OF THE MINUTES:

Motion to Approve the Minutes of February 12, 2014 Emergency Meeting & February 19, 2014 Regular Meeting.

Motion: A motion was made by Councilmember Stevens to approve the Minutes of February 12, 2014 Emergency Meeting and the February 19, 2014 Regular Meeting. The motion was seconded by Councilmember Farrall and unanimously approved with a vote of 4-0.

4. ANNOUNCEMENTS: Manager DeFinis made the following announcements.

- Next Month's Council meetings April 2<sup>nd</sup> Workshop Meeting & April 16<sup>th</sup> Regular Meeting both @ 7:30PM.
- HERC is scheduled to meet March 26<sup>th</sup> @ 8:00AM.
- The Planning Commission is scheduled to meet March 31<sup>st</sup> @ 7:00PM.

Manager DeFinis mentioned again that there will be an executive session after the meeting.

Public Safety: Lt. Jane Robertson handed out and answered questions regarding the Hatfield Police Department's monthly report to the council.

## 5. OLD BUSINESS:

### A. MCBA Invitation

President Weierman informed Council of the Montgomery County Borough's Association Dinner on March 27, 2014.

### B. Electric Cost Discussion

Manager DeFinis stated at your places is a sample of Resolution 2014-04 to amend the electric rates schedule for a power purchased power cost adjustment temporary charge. This was pulled together so you could review it now through April 2 before it is acted upon.

Solicitor Harper mentioned that this extra cost in which we were charged is for transmission charges, getting the power to us not the cost of power. She mentioned the Borough did a good thing by locking in the rate for purchased power but these additional charges are for transmission.

A discussion ensued about the reasoning for the higher charges from PJM.

Solicitor Harper stated that she wants to make sure all of Council reads the resolution understands it and is comfortable with the language before it is voted on.

Solicitor Harper mentioned that the ordinance that is in place does say that a power purchase adjustment can be added within the ordinance and once everything is settled, council can vote to repeal the emplaced resolution.

President Weierman noted that anyone who receives the AMP newsletter can see how they explained relief on the congestion side in the February bill and suggestions which show the numbers dropping closer to normal levels.

### C. PSAB Conference Voting Delegate:

President Weierman stated that the voting is scheduled for Wednesday Morning, April 8.

Manager DeFinis added that the Voting Delegate can be an elected or appointed official.

Motion: A motion was made by Councilmember Farrall to Appoint Michael J. DeFinis as Voting Delegate for the PSAB Convention in April 2014. The motion was seconded by Councilmember Stevens. The motion was unanimously approved with a vote of 4-0.

### 6. NEW BUSINESS:

#### A. President Weierman asked what happened to Tag / Notary Place on West Broad Street

Manager DeFinis informed council that the Tag / Notary Business is no longer occupying that property.

A discussion ensued about ideas to attract and help businesses ease their way into the Borough and what the Borough can do to make this process easier on new businesses.

#### B. Stormwater Ordinance

Manager DeFinis said Solicitor Harper was working on this and it will be on the Agenda for next meeting.

#### C. Property and Equipment Committee

Manager DeFinis stated North Penn Water Authority has some chairs that are available to purchase and we are going to make an offer on some or all of the chairs to replace our conference room chairs.

### 7. ACTION ITEMS:

#### A. Motion to Approve Resolution 2014-02 Appointing Jaime E. Snyder as Assistant Secretary for the Borough of Hatfield.

Motion: A motion was made by Councilmember Farrall to Approve Resolution 2014-02 Appointing Jaime E.



Snyder as the Assistant Secretary for the Borough of Hatfield. The motion was seconded by Councilmember Kroesser.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 4-0.

B. Motion to Approve Resolution 2014-03 Jaime E. Snyder as Human Resource Manager for the Borough of Hatfield.

Motion: A motion was made by Councilmember Farrall to Approve Resolution 2014-03 Appointing Jaime E. Snyder as the Human Resource Manager for the Borough of Hatfield. The motion was seconded by Councilmember Kroesser.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 4-0.

C. Motion to Approve the Release of the 18 Month Maintenance Bond for the Moser Group / Garfield Avenue Two Sewer Lateral Connections in the amount of \$2,285.00

Motion: A motion was made by Councilmember Farrall to Approve the Release of the 18 Month Maintenance Bond for the Moser Group / Garfield Avenue Two Sewer Lateral Connections in the amount of \$2,285.00. The motion was seconded by Councilmember Kroesser.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 4-0.

D. Motion to Approve Release of \$1, 779.50 from the Habitat for Humanity Escrow Accounts and hold, in escrow, \$ 2,556.00 18 Month Maintenance Security from November 25, 2013 until May 25, 2015 with the condition one must supply the

Borough of Hatfield with the Recorded Plans and Recorded Easement receipt that the plans and the easement were recorded at the Montgomery County Courthouse.

Motion: A motion was made by Councilmember Farrall to Approve Release of \$1, 779.50 from the Habitat for Humanity Escrow Accounts and hold, in escrow, \$2,556.00 18 Month Maintenance Security from November 25, 2013 until May 25, 2015 with the condition one must supply the Borough of Hatfield with the Recorded Plans and Recorded Easement receipt that the plans and the easement were recorded at the Montgomery County Courthouse.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 4-0.

#### 10. MOTION TO APPROVE PAYMENT OF THE BILLS:

President Weierman and Manager DeFinis reviewed and answered questions regarding the bill list.

Motion: A motion was made by Councilmember Farrall to approve payment of the bills. The motion was seconded by Councilmember Kroesser.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was approved with a vote of 4-0.

#### 11. MOTION TO ADJOURN:

Motion: A motion was made by Councilmember Kroesser to adjourn the meeting of March 19, 2014. The motion was seconded by Councilmember Farrall and unanimously approved with a vote of 4-0. The meeting adjourned at 8:20 PM.

Executive Session: Potential Litigation and Personnel

Respectfully Submitted,  
Jaime E. Snyder  
Assistant Secretary

HATFIELD BOROUGH COUNCIL  
WORKSHOP MEETING  
May 7, 2014

MINUTES

CALL TO ORDER AND ROLL CALL:

- (X) John H. Weierman
  - ( ) Kenneth V. Farrall – arrived at 7:40pm
  - ( ) John Kroesser – arrived at 7:36pm
  - (X) Bryan A. Moyer
  - (X) Lawrence G. Stevens
- (X) Mayor, Robert L. Kaler III

The record shows that three members of Council were present at roll call, as well as, Mayor, Robert L. Kaler III, Patrick Hitchens; Timoney Knox LLP, Borough Manager, Michael J. DeFinis and Assistant Secretary, Jaime E. Snyder. Council Member John Kroesser arrived at 7:36pm and Council Vice President Kenneth V. Farrall arrived at 7:40pm.

1. APPROVAL OF MEETING AGENDA:

Motion: A motion was made by Councilmember Moyer to Approve the Workshop Meeting Agenda of May 7, 2014 with additions. The motion was seconded by Councilmember Stevens and was unanimously approved with a vote of 3-0.

2. PUBLIC INPUT: President Weierman asked if there was any Public Input. There was no Public Input. The media was not present.

3. ANNOUNCEMENTS: Manager DeFinis made the following announcements:

- Next Council meeting is the Regular Meeting on Wednesday, May 21<sup>st</sup> @ 7:30PM.
- HERC is scheduled to meet Wednesday, May 28<sup>th</sup> @ 8:00AM.
- The Planning Commission is scheduled to meet Monday, June 2<sup>nd</sup> @ 7:00PM.
- MCBA Monthly Dinner Meeting May 22<sup>nd</sup> hosted by East Greenville, Green Lane, Pennsburg, Red Hill.
- Council will be considering Ordinance 509 at a Public Hearing May 21<sup>st</sup> which has been advertised.

4. George S. Didden Greenhouses Waiver of Land Development Request

Manager DeFinis told council that in their packets they had received a letter from Ken Ruch, who is in attendance this evening to talk to you about a request for Waiver of Land Development for their property. Manager DeFinis added that the review letters from the Engineer and the Zoning Officer were also included in your packets. Manager DeFinis informed council that Monday evening at the planning commission meeting, the committee reviewed that information and agreed that they will support the Waiver of Land Development knowing that the comment letters from the Engineer and the Zoning Officer indicated that some adjustments needed to be made and once those adjustments were made, if council wishes to do so they can adopt an ordinance for the Waiver of Land Development.

Ken Ruch, President of George S. Didden Greenhouses addressed council to answer any questions:

Manager DeFinis asked if the property was surveyed meaning were the lines on the drawing were survey lines.

Mr. Ruch answered that it was not done specifically for this but it was done fairly recently.

Patrick Hitches from Timoney Knox, LLP asked how the water will be retrieved, which was mentioned in the letter from Chad Camburn, Bursich Engineering dated April 30, 2014.

Mr. Ruch replied that there is an existing system that will be taking the water to a culvert with underground tanks.

Patrick Hitchens mentioned since it is your intention to put some type of retention basin in for the water in this area, will you need to treat the water before you use it for irrigation purposes.

Mr. Ruch stated that they would be treating the water with a filtration system.

Patrick Hitchens then stated that will this be altering the PH levels of the water?

Mr. Ruch informed council that no PH levels will be altered but it is a three level filtration system that will have sand filtration.

Manager DeFinis informed Mr. Ruch that the Borough will have the solicitor's office prepare a resolution which will be acted upon on May 21, 2014.

##### 5. GLC Preliminary Plan Presentation

Manager DeFinis informed council that in their packets that can see the information from Bursich, the Engineer and Keystone Municipal Services, Zoning Officer. The

engineers letter had a mis-print which was gathered from information taken from the plan “the site has frontage on the western side of West Broad Street and the southern side of North Main Street stating state road, 363 which should be listed at 463 and was corrected by the engineer.

Jim Major and representatives from Grace Lutheran Church addressed council with preliminary plans for the property.

Mr. Major stated he would like to go over a few new things that have been added to the plans which you have seen before:

Mr. Major mentioned that where the canopy is located on the plans we’re also putting in a one-way drop off area. (Mr. Major showed council on the existing plans how that would work) Mr. Major also mentioned an added driveway which they believe will help out the circulation of the driving area. Mr. Major stated because of that they will have to push out the existing 60ft x 115ft stone area by the post office by about 15ft which would allow the driveway to fit better and be better access.

Mr. Major also mentioned that overall there was an increase of about 3,900 almost 4,000 sq feet which increased the overall building coverage by 1.79%. Mr. Major also mentioned that with the total increase in impervious area is now about 15,000 square ft. or 6.81%.

Mr. Major stated that those items were new items we wanted to bring to your attention and that most of the items that were addressed in the letter they will abide by and agree to work with.

Mr. Major then went on to address to council a few items that we mentioned specifically in the letter we wanted to bring to your attention:

Mr. Major mentioned that no lighting was mentioned but he wanted council to know that lighting is planned for the parking area. Mr. Major mentioned that on page 3 of 5 of the Bursich letter item number 8 talks about driveway widths. Mr. Major pointed to the plans and explained that he thought the top driveway would be an existing nonconforming because nothing was being done to it and we would be asking for an additional waiver for that item.

Mr. Major then added they would be seeking an additional waiver request for an basin that was going in and the slope being 1% and depending on pecculation and permit we might request that to be flat instead of the 1%. Mr. Major then added that it was requested they put in a ramp to enter the basin, which he personally has never had to put in so they would be requesting a waiver on that item as well.

Mr. Major added that he will be working with Chad from Bursich on complying with the stromwater management except for item 5 on page 4 or 5 of the Bursich letter which talks about taking a percentage of the existing impervious area and making it a

pervious area. Mr. Major added that they have already been told that they will not have to do that.

Manager DeFinis added that item was specifically discussed at the staff meeting which was held at the Borough Office where the Solicitor and Engineer were present.

Vice President Farrall asked if Mr. Major could go over the driveway layout and issue again and where that was located in the Bursich letter.

Mr. Major informed council that was on page 3 of 5 and it was item number 8. Mr. Major went on to describe the item and the requested information of the driveways and the one-way drop off which councilmember Farrall asked him to explain.

Mr. Major showed council on the plays the driveway and drop off. A discussion ensued about these items and it was suggested to take another look at the set up.

Mr. Major added that they are in the process of working with residents to secure Dublin Alley and take ownership.

Vice President Farrall asked if he thought this was going to be a problem.

Mr. Major replied no, not with the previous conversations in which he has had with residents.

Vice President Farrall asked what if you do not get it.

Mr. Major replied then we will split it down the middle and take our portion and redo the deed and give them their portion. Mr. Major added that if we do not get it then we will just have to do some minor adjustments to the plan.

Solicitor Harper added that this needs to be resolved before moving forward and Vice President Farrall added that we would like to see something prior to final approval because this could change the final layout.

Solicitor Harper stated that we would need letters from the property owners that they are willing to give the land to the church or a letter saying they are not and a request to council to vacate which would revise your final plans. Solicitor Harper added that we need to know whether they will vacate or consolidate the alley way.

Councilmember Moyer added we are going to get an easement for the existing sewer and vacate the alleyway, is that correct?

A discussion ensued about the alleyway and the easement process and which direction we are going to proceed in.

Mr. Major requested from council that at the end of the meeting they let the Architect working on the project show a quick presentation which will address the elevation levels from the Keystone letter.

Mr. Major also added that they are willing to work with the Fire Marshal to address any fire safety concerns he would have.

Mr. Major also addressed some concerns with the handicapped locations on the plans.

Vice President Farrall asked about the slope of the driveway and the handicapped access.

Solicitor Harper asked Mr. Major to address the educational center which was spoken about in the Keystone letter.

Mr. Major replied that there is no place he can see in the zoning ordinance that explains and educational center but it is an accessory use.

Solicitor Harper asked what would be taking place in the educational center, that maybe it would be an accessory use.

Mr. Major stated that bible classes and Sunday school would be held but that we would be stating the uses in the plans.

Solicitor Harper added that it sounds like you will be using this as an adjunct to the worship center.

Manager DeFinis asked Mr. Major to run through items 4 & 5 from the Bursich letter for Solicitor Harper who was not here.

Manager DeFinis and Mr. Major addressed items 4 and 5 from the Bursich letter for Solicitor Harper.

Vice President Farrall added that he would like Mr. Major to please take another look at the Handicapped location on the plans.

Solicitor Harper asked about a time frame for this project, a discussion ensued.

President Weierman asked about the demolition of the garages / sheds on the property, a discussion ensued.

Mr. Major then introduced the Architect for the project who showed a short presentation of the addressing item G from the Keystone letter with a projected outlook on the final proposed building.



Councilmember Moyer wanted to quickly discuss the curbing and apron option which was previously discussed at a council meeting for this project because it is not listed on the plans; a discussion ensued.

Council thanked Mr. Major and the representative's from Grace Lutheran Church for the presentation and all the updates.

#### 6. REPORTS FROM STANDING COMMITTEES AND MAYOR:

Public Safety Committee: Councilmember Moyer stated that the Public Safety Committee had a meeting Monday, which we went over some concerns which were previously addressed and we had received response on, which was great. Councilmember Moyer added that at the meeting we had discussed that we would like to add to Ordinance Chapter 15 section 304, amending truck traffic on specific Borough roads; North Main Street, except for local deliveries and take Lincoln Ave to Columbia Ave, not stop at Wayne.

Vice President Farrall stated that we need to get the message out that we need the interconnect to happen for this area.

Solicitor Harper mentioned that we need to advertise this type of Ordinance; we can do a draft for next meeting and agree on a hearing date. Solicitor Harper added that she will do a draft for the next meeting to be discussed.

Manager DeFinis added that the police are in support of this amendment.

Recycling: Mayor Kaler stated that they had a recycling meeting yesterday which was relatively short. Mayor Kaler informed council of a great article that he received at the meeting entitled "Recycling Faces New Challenges" produced by Waste Management.

Mayor Kaler added that we had a very successful cardboard and shredding event here at the Borough in which the tonnage will be reported; a discussion ensued about this event.

Solicitor Harper mentioned that she would like to have a DEP guy come to the meeting at some point but he is only available when she can attend as well.

Budget, Finance, Labor: President Weierman spoke to council about the ten year Treasury bill and how we would like to proceed for the future with our funds.

7. MANAGER'S REPORT: General Report and Project Updates. Manager DeFinis reviewed the Reports and made the following announcements:

1. Volunteers are needed for the May 19<sup>th</sup> Roll & Stroll event. During that event a joint Chamber of Commerce mixer including the Hatfield & Indian Valley Chambers will be held beginning @ 5:00PM. Attendees are encouraged to stay for the Roll & Stroll.
2. The Borough held its first Document Shredding and Cardboard Recycling event Saturday April 26. The event was a huge success thanks to the planning and coordination of Asst. Sec. Jaime Snyder.
3. I have recently attended several events of interest to the Borough.
  - A. The PSAB Conference and PENN State attending several information sessions that should benefit the Borough.
  - B. The MCEDC Liquidation and restricting into MCDC Special Meeting.
  - C. The IVCC Legislative and restricting into MCDC Special Meeting
  - D. The Montgomery County Consortium of Communities managers meeting.
  - E. The Hatfield Chamber of Commerce Luncheon.
4. By now you have all had a chance to review the PPI Settlement Agreement. This agreement is in result of several years of efforts by Public Power Advocates.
5. I have completed the AMP Public Power Certification Course. Attached is an interesting graphic I thought you would all enjoy.
6. I have requested support from Rep. Godshall & Sen. Greenleaf with adding Borough owned bridges to the Capital Highway and Bridge Itemization Bill.
7. Mayor Kaler and Council President Weierman continue to encourage PennDOT to repair State Roads in the Borough.
8. Staff and I are working on the Parking Issue on Maple Ave. The resident's business owners and property owner have all been contacted on this problem.
9. Borough Public Works Dept. worked to prevent or reduce the potential for flooding during the past week rain storms. No Borough roads were closed during the storm.
10. The Borough Utility Billing Department has been working on collecting delinquent electric accounts. Several agreements have been offered to delinquent account holders. The department will start the process to collect delinquent sewer accounts. I will keep you posted.
11. The Borough received two payments for the sale of Landfill RECs. See attached.

President Weierman asked if there was any comment's or concerns addressing the electric rate increase as this would have been seen for the first time this billing cycle.

It was stated that a few questions were brought up and addressed.

## 7. NEW BUSINESS:

### A. Chapter 18 Ordinance Amendment

Solicitor Harper stated that after discussion with the engineer there can be a situation within the Borough where a particular property will be used more intensely than it was used before. We are now going back and seeing if they are paying the correct EDU rate for the individual properties.

Solicitor Harper mentioned that we would like to add language to the existing ordinance about taking the reading from the highest quarter in the period studied.

Manager DeFinis added that we are going to look at adjusting the base rate, which will not affect residential properties.

A discussion ensued about the proposed ordinance amendment.

Solicitor Harper stated that this amendment would need to be advertised before a public hearing could occur.

### B. Small Water Sewer Grant

Vice President Farrall explained to council that he and Manager DeFinis discussed that \$50-\$150,000 dollars grant could be available to help and we will be applying for this grant.

Motion to Approve Resolution 2014-08 Request for Approval of Grant Application for Sanitary Sewer Inspection and Rehabilitation.

Motion: A motion was made by Councilmember Moyer to Approve Resolution 2014-08 Request for Approval of Grant Application for Sanitary Sewer Inspection and Rehabilitation. The motion was second by Councilmember Farrall.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 5-0.

Solicitor Harper went over Ordinance #509 Stormwater Management which will be on the Agenda for advertisement at the May 21<sup>st</sup> meeting.

## 8. OLD BUSINESS:

## A. REPORTS AND CORRESPONDENCE:

President Weierman and Manager DeFinis reviewed, updated and answered questions regarding the Reports and Correspondence.

- Monthly Investment Report
- Monthly EIT Report
- Police Department Report
- Fire Department Report
- Public Works Department Report
- Engineering Report
- Fire Safety Inspection Report

## 9. ACTION ITEMS:

## 10. ADJOURNMENT:

Motion: A motion was made by Councilmember Moyer to adjourn the Workshop meeting of May 7, 2014. The motion was seconded by Councilmember Farrall and unanimously approved with a vote of 5-0. The meeting adjourned at 8:40PM.

Executive Session: Potential Litigation, Real Estate and Personnel

Respectfully Submitted,  
Jaime E. Snyder  
Assistant Secretary

HATFIELD BOROUGH COUNCIL  
REGULAR MEETING  
May 21, 2014

MINUTES

CALL TO ORDER AND ROLL CALL:

- ( ) John H. Weierman, President
- (X) Kenneth V. Farrall
- ( ) John Kroesser –arrived at 7:42pm
- ( ) Bryan A. Moyer
- (X) Lawrence G. Stevens
  
- (X) Mayor, Robert L. Kaler III

The record shows that two members of Council were present at roll call, as well as, Mayor Robert L. Kaler III, Patrick Hitchens; Timoney Knox LLP, Borough Manager Michael J. DeFinis and Assistant Secretary Jaime E. Snyder. Councilmember John Kroesser arrived at 7:42pm.

1. APPROVAL OF MEETING AGENDA (upon arrival of Councilmember Kroesser):

Motion: A motion was made by Councilmember Stevens to approve the Regular Meeting Agenda of May 21, 2014 with additions. The motion was seconded by Councilmember Kroesser and unanimously approved with a vote of 3-0.

2. PUBLIC INPUT: Vice President Farrall asked if there was any Public Input. There was no public input. The media was not present.

3. APPROVAL OF THE MINUTES: (upon arrival of Councilmember Kroesser)

Motion to Approve the Minutes of April 2, 2014 Workshop Meeting & April 16, 2014 Regular Meeting.

Motion: A motion was made by Councilmember Stevens to approve the Minutes of April 2, 2014 Workshop Meeting and the April 16, 2014 Regular Meeting. The motion was seconded by Councilmember Kroesser and unanimously approved with a vote of 3-0.

4. ANNOUNCEMENTS: Manager DeFinis made the following announcements.

- Next Month's Council meeting June 18<sup>th</sup> Workshop & Regular Meeting @ 7:30PM.
- HERC is scheduled to meet May 28<sup>th</sup> @ 8:00AM.
- The Planning Commission is scheduled to meet June 2<sup>nd</sup> @ 7:00PM.

5. PUBLIC HEARING: ORDINANCE # 509 STORMWATER MANAGEMENT

SEE ATTACHED DOCUMENTED MINUTES PREPARED BY MONTCO REPORTING SERVICE, COURT REPORTING SERVICES; THOMAS P. CORCORAN.

6. OLD BUSINESS:

A. PennDOT Response Letter

Manager DeFinis informed Council that this letter is a response to the letter sent from Council Present Weierman and Mayor Kaler to the Secretary of Transportation on the conditions of the State Roads in the Borough. The response came from Lester Toaso, the District 6 Executive. He states in the letter that they are going to do some base repairs on Market Street soon but they would like to work with the Borough on the major repairs to Broad and Market and they are requesting that the Borough take care of the stormwater repairs that are highlighted in the letter that was sent. Manager DeFinis proceeded to tell council that Public Works Director Fred Leister and Chad Camburn from Bursich met last week and have started to map out the process on East Broad and Market to get our stormwater system up to conditions. Manager DeFinis also stated that we are looking for grants to help pay for this and within the next few weeks we will have a plan mapped out and can contact PennDOT with a timeline to repair the roads.

Councilmember Larry Stevens ask an estimated time frame on this and Manager DeFinis stated that once we get the funding for this we can divide, execute the plan process and then PennDOT will do the work.

Mayor Kaler added that he believes that if we are going to do this project, we need to do it right and we are known for that, so whatever it takes to complete the project the right way; let's do it.

6. NEW BUSINESS:

A. Paving Contract Discussion

Manager DeFinis informed council that this project was bid out jointly with the Township for a paving contract. One item that was omitted in the Borough in the

paving contract was the base repair; the Township does their own so they do not bid it out. Manger DeFinis stated that was omitted from our contract and he is in discussion with the Public Works Committee and to go back and rebid this would prolong the process so we are negotiating the base repair that needs to be done on Maple Ave. The repair must be outside the paving contract so we can be under the bid threshold. Manager DeFinis stated that this is estimated to be about \$5,000 - \$8,000 dollars and they need somewhere to get rid of their millings so we are working on negotiating that in this process. You will vote on this action item later in the meeting.

Patrick Hitchens stated that in the action items please note that the company name is Allen A. Meyers even though the president is Allen B. Meyers.

#### B. DVIT Agreement Amendment

Manager DeFinis informed council that the Delaware Valley Insurance Trust because of the significant amount of growth to the health trust and because of new implications from the Affordable Care Act Delaware Valley Insurance Trust must change the name to Delaware Valley Health Trust to negate away from the conditions on the Affordable Care Act. Manager DeFinis stated that we are voting on this at the June 3, 2014 annual meeting.

C. Public Safety: Lt. Jane Robertson handed out and answered questions regarding the Hatfield Police Department's monthly report to the council.

### 7. ACTION ITEMS:

#### A. Motion to Approve Ordinance # 509 Stormwater Management.

Motion: A motion was made by Councilmember Stevens to Approve Ordinance # 509 Stormwater Management. The motion was seconded by Councilmember Kroesser.

Vice President Farrall asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 3-0.

#### B. Motion to Advertise Ordinance # 510 Amending Chapter 18 Sewers & Sewer Disposal of the Borough of Hatfield Code of Ordinances as a Public Hearing to be held June 18<sup>th</sup> 2014 to discuss the proposed Amendment.

Motion: A motion was made by Councilmember Stevens to Advertise Ordinance # 510 Amending Chapter 18 Sewers & Sewer Disposal of the Borough of Hatfield Code of Ordinances as a Public Hearing to be held June 18<sup>th</sup> 2014 to discuss the proposed Amendment. The motion was seconded by Councilmember Kroesser.

Vice President Farrall asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 3-0.

- C. Motion to Advertise Ordinance # 511 Amending Chapter 15 Motor Vehicles & Traffic of the Borough of Hatfield Code of Ordinances as a Public Hearing to be held June 18<sup>th</sup> 2014 to discuss the proposed Amendment.

Motion: A motion was made by Councilmember Stevens to Advertise Ordinance # 511 Amending Chapter 15 Motor Vehicles & Traffic of the Borough of Hatfield Code of Ordinances as a Public Hearing to be held June 18<sup>th</sup> 2014 to discuss the proposed Amendment. The motion was seconded by Councilmember Kroesser.

Vice President Farrall asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 3-0.

- D. Motion to Approve Resolution # 2014-08 approving the Waiver of Land Development for George S. Didden Greenhouses contingent upon the Bursich letter dated April 30, 2014 and Keystone Letter dated May 1, 2014.

Motion: A motion was made by Councilmember Stevens to Approve Resolution # 2014-08 approving the Waiver of Land Development for George S. Didden Greenhouses contingent upon the Bursich letter dated April 30, 2014 and the Keystone Letter dated May 1, 2014. The motion was seconded by Councilmember Kroesser.



Vice President Farrall asked if there were any comments or questions. There were no comments or questions.

The motion was approved with a vote of 2-0-1. Vice President Farrall recused himself from the vote.

- E. Motion to Award the 2014 Paving Contract to Allan A. Meyers of 1805 Berks Road Worcester, PA in the amount of \$30,822.00.

Motion: A motion was made by Councilmember Stevens to Award the 2013 Paving Contract to Allan A. Meyers of 1805 Berks Road Worcester, PA in the amount of \$30,822.00. Motion was seconded by Councilmember Kroesser.

Vice President Farrall asked if there were any comments or questions. There were no comments or questions.

The motion was approved with a vote of 3-0.

#### 9. MOTION TO APPROVE PAYMENT OF THE BILLS:

Manager DeFinis reviewed and answered questions regarding the bill list.

Motion: A motion was made by Councilmember Stevens to approve payment of the bills. The motion was seconded by Councilmember Kroesser.

Vice President Farrall asked if there were any comments or questions. There were no comments or questions.

The motion was approved with a vote of 3-0.

#### 11. MOTION TO ADJOURN:

Motion: A motion was made by Councilmember Stevens to adjourn the meeting of May 21, 2014. The motion was seconded by Councilmember Kroesser and unanimously approved with a vote of 3-0. The meeting adjourned at 7:58PM.

Executive Session: Potential Litigation, Real Estate and Personnel

Respectfully Submitted,  
Jaime E. Snyder  
Assistant Secretary

HATFIELD BOROUGH COUNCIL  
WORKSHOP MEETING  
November 5, 2014

MINUTES

CALL TO ORDER AND ROLL CALL:

- (X) John H. Weierman, President
  - (X) Kenneth V. Farrall
  - (X) John Kroesser
  - (X) Bryan A. Moyer
  - (X) Lawrence G. Stevens
- (X) Mayor, Robert L. Kaler III

The record shows that five members of Council were present at roll call, as well as, Mayor, Robert L. Kaler III, Solicitor Catherine M. Harper; Timoney Knox LLP, Borough Manager, Michael J. DeFinis and Assistant Secretary, Jaime E. Snyder.

1. APPROVAL OF MEETING AGENDA:

Motion: A motion was made by Councilmember Moyer to approve the Workshop Meeting Agenda of November 5, 2014. The motion was seconded by Councilmember Farrall and was unanimously approved with a vote of 5-0.

2. PUBLIC INPUT: President Weierman asked if there was any Public Input. There was no public input. The media was not present.

3. ANNOUNCEMENTS: Manager DeFinis made the following announcements:

- Next Council meeting November 19, 2014 Regular Meeting @ 7:30PM
- HERC is scheduled to meet November 19, 2014 @ 8:00AM
- The Planning Commission is scheduled for Monday, December 1, 2014 @ 7:00PM
- The Borough Offices will be closed Tuesday, November 11<sup>th</sup> in observance of Veterans Day and November 27<sup>th</sup> & 28<sup>th</sup> in observance of Thanksgiving.

4. REPORTS FROM STANDING COMMITTEES AND MAYOR:

Public Safety: Councilmember Moyer stated that the committee met with Manager DeFinis to speak about the lack of answers from the Police Department and another meeting will be scheduled for the future. Councilmember Moyer added that he was unaware of any Township Public Safety Committee meetings at this time.

Recycling: Mayor Kaler stated that the recycling meeting is not till next Tuesday due to Election Day.

5. MANAGER'S REPORT: General Report and Project Updates. Manager DeFinis reviewed the Reports and made the following announcements:

- The mill and overlay project scheduled on Maple Avenue is complete.
- PennDOT has performed temporary repairs to East Broad & Market Streets. These repairs are to assist the Borough with winter maintenance.
- There are vacancies on HERC and the Pool Advisory Board.
- A very BIG THANK YOU to Diane Farrall for all her hard work on the 2015 budget preparation.
- Land Development Updates:
  - I recently responded to the GLC (Grace Lutheran Church) engineer on several questions regarding stormwater management concerns.
  - The Solicitor and I have received communications regarding the Gambone Development. It appears the developer is looking to start the project in 2015.

A discussion ensued amongst Council about the development process and the number of homes located in Hatfield Borough.

- Attachments:
  - Consortium / PennDOT Winter Maintenance Letter
  - MCATO Township / Borough Facts
  - Natural Lands Trust Thank You & Request
  - Watershed Restoration & Protection Program Letters
  - Senator Pat Toomey / EPA Letter
  - Notice of Assessment Reduction
- Important events & dates:
  - MCBA Holiday Dinner Meeting is Thursday December 4<sup>th</sup> at Presidential Caterers.
  - Hatfield Chamber of Commerce Tree Lighting, Saturday December 6<sup>th</sup>. (canned food drive) Pet Pictures with Santa.
  - Borough Brunch Sunday, December 7<sup>th</sup>.
  - Holiday Decoration Judging December 13<sup>th</sup>. Judges Needed!
- Thank you all for time & efforts on the 2015 Budget.
- Electric Customer Deposit Return.
- George Didden Greenhouses Deer Problem

A discussion ensued amongst Council about the deer problem and recommended procedures.

- 2014 Citizen of the Year.
- R& L Carriers on Borough Streets.

A discussion ensued amongst Council about no truck traffic on designated Borough Streets.

- NPWA meter replacements.
- February 5, 2014 power outage & property owner billing.

6. 2015 Preliminary Budget Discussion:

President Weierman thanked Manager DeFinis and staff for all of their hard work on the 2015 Budget preparation. President Weierman stated that looking at the Real Estate Tax we will have 1.1 mills for general purposes and .25 mills for fire totaling a total millage of 1.35 mills for 2015 and this will still leave us fairly low in the county ranking around 6 or 7 lowest.

President Weierman then addressed the Local Services Tax and the sewer rate increase and continued to work through the budget with Council.

A discussion ensued amongst Council about the 2015 budget and a press release statement.

Mayor Kaler brought to the attention of Council the garbage disposal charge on the sewer bill and addressed how we can collect these fees.

7. NEW BUSINESS: DISCUSSION ITEMS:

A. Chamber of Commerce Tree Lighting Ceremony Request

Manager DeFinis stated that the Chamber has submitted a request to use Railroad Plaza for the annual Caroling and Tree Lighting Ceremony on Saturday, December 6 at 7:00pm.

B. Review of the 2015 Borough Council & Planning Commission Meeting Dates

President Weierman addressed the 2015 Council & Planning Commission Meeting Dates.

C. Ordinance # 512 Fixing the 2015 Real Estate Tax Rate

President Weierman stated this Ordinance addresses the tax rate which shows the 1.1 mills for general purposes increase and the .25 fire for a total of 1.35 mills.

D. Ordinance # 513 Enacting the LST (Local Services Tax)

President Weierman stated this Ordinance addresses the Local Services Tax which will be no more than \$52.00 each person for each calendar year.

E. Resolution 2014-23 Authorizing 2015 Employee Compensation

President Weierman stated this is the annual Resolution which spells out employee compensation.

F. Resolution 2014-24 Authorizing a contract with Clifton Larson Allen

President Weierman stated this is the Resolution authorizing the contract amount for Clifton Larson Allen for the 2014 year audit.

G. Resolution 2014-25 Appropriating Specific Funds for 2015

President Weierman stated this Resolution is allotting specific funds for 2015.

H. Ordinance # 514 Amending Ordinance 470

President Weierman stated this Ordinance addresses Tax Collector fees.

Manager DeFinis added that this would allow the Tax Collector to charge fees for duplicate bills.

Solicitor Harper added that collection of NSF checks is also addressed.

I. Resolution 2014-26 Setting Quarterly Sewer Usage Rates for 2015

President Weierman stated this Resolution addresses the sewer rate increase.

J. HTMA Revised Local Pretreatment Limits / Ordinance # 515

President Weierman stated that this Ordinance addresses what you can put into the water and states regulation limits.

K. HERC Vacancy Candidate

President Weierman stated there is a vacancy on the HERC Committee and we have a letter of application for consideration for the open position.

## 8. OLD BUSINESS:

## A. REPORTS AND CORRESPONDENCE:

Manager DeFinis reviewed, updated and answered questions regarding the Reports and Correspondence.

- Monthly Investment Report
- Monthly EIT Report
- Police Department Report
- Fire Department Report
- Public Works Department Report
- Engineering Report
- Fire Safety Inspection Report
- Zoning Officer / Property Maintenance Report
- Building Code Enforcement Officer Report

## 9. ACTION ITEMS:

## A. Motion to Advertise Ordinance # 512 Fixing the 2015 Real Estate Tax

Motion: A motion was made by Councilmember Moyer to Advertise Ordinance # 512 Fixing the 2015 Real Estate Tax. The motion was seconded by Councilmember Farrall.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 5-0.

## B. Motion to Advertise Ordinance # 513 Enacting the LST (Local Services Tax)

Motion: A motion was made by Councilmember Moyer to Advertise Ordinance # 513 enacting the LST (Local Services Tax). The motion was seconded by Councilmember Farrall.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 5-0.

C. Motion to Advertise the 2015 present draft Budget for review and discussion

Motion: A motion was made by Councilmember Moyer to Advertise the 2015 present draft Budget for review and discussion. The motion was seconded by Councilmember Farrall.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 5-0.

D. Motion to Advertise Ordinance # 514 amending Ordinance # 470

Motion: A motion was made by Councilmember Moyer to Advertise Ordinance # 514 amending Ordinance # 470. The motion was seconded by Councilmember Farrall.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 5-0.

E. Motion to Advertise Ordinance # 515 amending the Discharge of Processed Wastewater Limits

Motion: A motion was made by Councilmember Moyer to Advertise Ordinance # 515 amending the Discharge of Processed Wastewater Limits. The motion was seconded by Councilmember Farrall.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 5-0.



10. ADJOURNMENT:

Motion: A motion was made by Councilmember Moyer to adjourn the Workshop meeting of November 5, 2014. The motion was seconded by Councilmember Farrall and unanimously approved with a vote of 5-0. The meeting adjourned at 8:45PM.

Executive Session: Potential Litigation, Real Estate and Personnel

Respectfully Submitted,  
Jaime E. Snyder  
Assistant Secretary

HATFIELD BOROUGH COUNCIL  
REGULAR MEETING  
November 19, 2014

MINUTES

CALL TO ORDER AND ROLL CALL:

- (X) John H. Weierman, President
- ( ) Kenneth V. Farrall
- (X) John Kroesser
- (X) Bryan A. Moyer
- (X) Lawrence G. Stevens
  
- (X) Mayor, Robert L. Kaler III

The record shows that four members of Council were present at roll call, as well as, Mayor Robert L. Kaler III, Patrick Hitchens; Timoney Knox LLP, Borough Manager Michael J. DeFinis and Assistant Secretary Jaime E. Snyder.

1. APPROVAL OF MEETING AGENDA:

Motion: A motion was made by Councilmember Moyer to approve the Regular Meeting Agenda of November 19, 2014. The motion was seconded by Councilmember Stevens and unanimously approved with a vote of 4-0.

2. PUBLIC INPUT: President Weierman asked if there was any Public Input. There was no public input. The media was not present.

3. APPROVAL OF THE MINUTES:

Motion to Approve the Minutes of October 1, 2014 Workshop Meeting and the October 15, 2014 Regular Meeting.

Motion: A motion was made by Councilmember Moyer to Approve the Minutes of October 1, 2014 Workshop Meeting and the October 15, 2014 Regular Meeting. The motion was seconded by Councilmember Kroesser and unanimously approved with a vote of 4-0.

4. ANNOUNCEMENTS: Manager DeFinis made the following announcements.

- Next month's Council meetings December 3<sup>rd</sup> Workshop & December 17<sup>th</sup> Regular Meeting at 7:30PM.
- HERC is scheduled to meet December 17<sup>th</sup> @ 8:00AM.
- The Planning Commission is scheduled to meet December 1<sup>st</sup> @ 7:00PM.
- The Borough Offices will be closed November 27<sup>th</sup> & 28<sup>th</sup> in observance of the Thanksgiving Holiday.

5. ORDINANCE HEARINGS:

Please see the attached Public Hearing Minutes and Certification for items A, B, C and D.

- A. Hearing of Ordinance # 512, Fixing the 2015 Real Estate Tax
- B. Hearing of Ordinance # 513, Enacting the LST (Local Services Tax)
- C. Hearing of Ordinance # 514, Amending Chapter 1 Section 212 of the Code of Ordinances Setting Tax Collector Fees
- D. Hearing of Ordinance # 515, Amending Chapter 18 Part 3 Section 314 of the Code of Ordinances Setting new discharge limits for pretreated sewage

6. OLD BUSINESS:

- A. Mid-Atlantic Historic Preservation Services Letter

Manager DeFinis stated he wanted to make Council and the Mayor aware that the building on Cherry Street, known as the Old Jailhouse is making its way through the National Historic Registry determination and at this point so far things look favorable.

- B. MCBA Holiday Dinner Invitation

President Weierman stated the invitation was included in your packets and to the let Manager DeFinis know by Wednesday if you will be attending.

- C. District Court Assignment

Manager DeFinis stated that in the future we will be reporting to District Court 38-1-28 overseen by District Justice Harold Borek.

- D. Gambone Development Update

Manager DeFinis stated that in the past week there has been communication between the legal teams of the Borough, Township and the developer and there is still some unsettling information about how many homes will be designated to the Borough and how many sewer connections

as well. Manager DeFinis stated he reached out to our Solicitor to take over communication on this matter and address that all information the Borough has on file communicates that twelve homes are designated in the Borough, twelve electric connections and twelve sewer connections which goes back to 2006 and further more dating back to 2005 this was stated. Manager DeFinis added that they need to provide us with an executed developer's agreement, which we gave an extension on till February 17, 2015. Furthermore, Manager DeFinis stated he wanted to make Council and the Mayor aware of their escrow account status.

Public Safety: Lieutenant Jane Robertson handed out and answered questions regarding the Hatfield Police Department's monthly report to the Council.

#### 7. NEW BUSINESS:

A. Resolution 2014-27 Appointing Berkheimer to collect the Local Services Tax

Manager DeFinis stated this was discussed at the last meeting and this Resolution will be the actual document which will allow Berkheimer to collect the Local Services Tax, if it is adopted later this evening.

B. No Parking on Stephanie Ct. during a Snow Emergency

Manager DeFinis stated that we have discussed this at previous meetings and this was one way we came up with to help aid in the parking problem on Stephanie Court during a snow emergency and we will look into how to continue to work with this solution in the Code of Ordinances.

C. Storing Crew Assessment Appeal

Patrick Hitchens, Esquire explained that he wanted to inform Council and Mayor about the assessment appeal with the Storing Crew / Hatfield Depot located at 549 South Main Street and their appeal status and attorney updates.

A discussion ensued amongst Council about the assessment appeal.

#### 8. ACTION ITEMS:

- A. Motion to Authorize the Hatfield Chamber of Commerce to hold the 2014 Hatfield Community Caroling and Tree Lighting Ceremony December 6<sup>th</sup> @ 7:00PM at Railroad Plaza.

Motion: A motion was made by Councilmember Moyer to Authorize the Hatfield Chamber of Commerce to hold the 2014 Hatfield Community Caroling and Tree Lighting Ceremony December 6<sup>th</sup> @ 7:00pm. The motion was seconded by Councilmember Kroesser.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 4-0.

B. Motion to Adopt Ordinance # 512 Fixing the 2015 Real Estate Tax

Motion: A motion was made by Councilmember Moyer to Adopt Ordinance # 512 Fixing the 2015 Real Estate Tax. The motion was seconded by Councilmember Stevens.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 4-0.

C. Motion to Adopt Ordinance # 513 Enacting the LST (Local Services Tax)

Motion: A motion was made by Councilmember Moyer to Adopt Ordinance # 513 Enacting the LST (Local Services Tax). The motion was seconded by Councilmember Kroesser.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 4-0.

D. Motion to Adopt Ordinance # 514 Amending Chapter 1 Section 212 of the Code of Ordinances Setting Tax Collector Fees

Motion: A motion was made by Councilmember Moyer to Adopt Ordinance # 514 Amending Chapter 1 Section 212 of the Code of Ordinances Setting Tax Collector Fees. The motion was seconded by Councilmember Kroesser.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 4-0.

E. Motion to Adopt Ordinance # 515 Amending Chapter 18 Part 3 Section 314 of the Code of Ordinances Setting new discharge limits for pretreated sewage

Motion: A motion was made by Councilmember Moyer to Adopt Ordinance # 515 Amending Chapter 18 Part 3 Section 314 of the Code of Ordinances Setting new discharge limits for pretreated sewage. The motion was seconded by Councilmember Kroesser.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 4-0.

F. Motion to Advertise 2015 Borough Council & Planning Commission Meeting Dates

Motion: A motion was made by Councilmember Moyer to Advertise 2015 Borough Council & Planning Commission Meeting Dates. The motion was seconded by Councilmember Kroesser.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 4-0.

G. Motion to Approve Resolution 2014-23 Authorizing 2015 Employee Compensation

Motion: A motion was made by Councilmember Moyer to Approve Resolution 2014-23 Authorizing 2015 Employee Compensation. The motion was seconded by Councilmember Kroesser.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 4-0.

H. Motion to Approve Resolution 2014-24 Authorizing a contract with Clifton Larson Allen

Motion: A motion was made by Councilmember Moyer to Approve Resolution 2014-24 Authorizing a contract with Clifton Larson Allen. The motion was seconded by Councilmember Kroesser.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 4-0.

I. Motion to Approve Resolution 2014-25 Appropriating Specific Funds for 2015

Motion: A motion was made by Councilmember Moyer to Approve Resolution 2014-25 Appropriating Specific Funds for 2015. The motion was seconded by Councilmember Kroesser.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 4-0.

J. Motion to Approve Resolution 2014-26 Setting Quarterly Sewer Usage Rates for 2015

Motion: A motion was made by Councilmember Moyer to Approve Resolution 2014-26 Setting Quarterly Sewer Usage rates for 2015. The motion was seconded by Councilmember Kroesser.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 4-0.

K. Motion to Approve Resolution 2014-27 Appointing Berkheimer to collect the LST (Local Services Tax)

Motion: A motion was made by Councilmember Moyer to Approve Resolution 2014-27 Appointing Berkheimer to collect the LST (Local Services Tax). The motion was seconded by Councilmember Kroesser.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 4-0.

L. Motion to Approve Ariel Monzon as a HERC Board Member to a term to expire December 31, 2016

Motion: A motion was made by Councilmember Moyer to Approve Ariel Monzon as a HERC Board Member to a term to expire December 31, 2016. The motion was seconded by Councilmember Kroesser.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 4-0.

9. MOTION TO APPROVE PAYMENT OF THE BILLS:

President Weierman and Manager DeFinis reviewed and answered questions regarding the bill list.

Motion: A motion was made by Councilmember Moyer to approve payment of the bills. The motion was seconded by Councilmember Kroesser.



President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 4-0.

10. MOTION TO ADJOURN:

Motion:

A motion was made by Councilmember Moyer to adjourn the Regular Meeting of November 19, 2014. The motion was seconded by Councilmember Kroesser and unanimously approved with a vote of 4-0. The meeting was adjourned at 8:20PM.

Respectfully Submitted,  
Jaime E. Snyder  
Assistant Secretary

HATFIELD BOROUGH COUNCIL  
WORKSHOP MEETING  
October 1, 2014

MINUTES

CALL TO ORDER AND ROLL CALL:

- (X) John H. Weierman, President
  - (X) Kenneth V. Farrall
  - (X) John Kroesser
  - (X) Bryan A. Moyer
  - ( ) Lawrence G. Stevens
- (X) Mayor, Robert L. Kaler III

The record shows that four members of Council were present at roll call, as well as, Mayor, Robert L. Kaler III, Solicitor Catherine M. Harper; Timoney Knox LLP, Borough Manager, Michael J. DeFinis and Assistant Secretary, Jaime E. Snyder.

1. APPROVAL OF MEETING AGENDA:

Motion: A motion was made by Councilmember Moyer to approve the Workshop Meeting Agenda of October 1, 2014. The motion was seconded by Councilmember Farrall and was unanimously approved with a vote of 4-0.

2. PUBLIC INPUT: President Weierman asked if there was any Public Input. There was no Public Input. The Media was not present.

3. ANNOUNCEMENTS: Manager DeFinis made the following announcements:

- Next Council meeting October 15, 2014 Regular Meeting @ 7:30PM
- HERC is scheduled to meet October 22, 2014 @ 8:00AM
- The Planning Commission is scheduled for Monday, November 3, 2014 @ 7:00PM

4. Stephanie Ct. / Towamencin Ave. Parking Petition & Police Response

Manager DeFinis stated in the packets is a review of what the Borough Public Works Director and Police have gathered about the concerns on Stephanie Court.

Lieutenant Robertson addressed Council and Mr. Griffith who was present to represent the residents of Stephanie Court. Lt. Robertson stated that Sergeant

McCreesh did a traffic study for the area of Stephanie Court and Towamencin Avenue from September 19<sup>th</sup> through September 24<sup>th</sup> and found that 9,439 vehicles traveled the area and the speed limit is posted at 25 mph and 36 mph will be enforceable due to lack of the use of radar. He found that only 4.5% of the vehicles were above the enforcement tolerance. Lt. Robertson stated that the average speed in that area was 31 mph. Lt. Robertson stated this should address the speeding issue.

Manager DeFinis stated that the Public Works Director and he wanted to address the concerns of parking on both sides of Stephanie Court during snow storms. Manager DeFinis stated they discussed no parking on one side of the street during snow alerts to help aid with the snow piling up and allowing one side to be cleared. Manager DeFinis added that another concern was addressing Stephanie Court during street sweeping and the Public Works Director proposed using the temporary no parking signs which can be posted on the street the day prior and they would restrict parking during the periods of street sweeping on Stephanie Court.

Solicitor Harper asked about the cars parking along Stephanie Court and the use of a car pool service.

Mr. Griffith described the situation and a discussion ensued amongst Council.

Manager DeFinis addressed Mr. Griffith and asked how he felt about the proposals of limited parking during snow emergencies and during street sweeping.

Mr. Griffith stated the proposals Council is putting out there for the snow plowing and street sweeping are fine and acceptable.

Mr. Griffith asked about the Parking at Heather Meadows and why there are some restrictions of one side of the street parking.

Manager DeFinis described the procedures during the building of the Heather Meadows Development homes and the emergency vehicle access; a discussion ensued amongst council.

Mr. Griffith thanked Council for listening and working with the residents of Stephanie Court.

## 5. REPORTS FROM STANDING COMMITTEES AND MAYOR:

Public Safety: Councilmember Moyer stated that the Public Safety Committee had a meeting tonight and discussed the Stephanie Court issue and spoke with the Lieutenant about some selective enforcement issues and some general concerns in the Borough. Councilmember Moyer added that it was also discussed to meet on a more regular basis.

Utilities Committee: Councilmember Farrall stated that October 5<sup>th</sup> through October 11<sup>th</sup> is Public Power Week and last meeting we approved Resolution 2014-21 and Mayoral Proclamation recognizing the value of Public Power Week which Hatfield Borough has been a part of since 1908.

Budget, Finance and Labor: President Weierman stated that Budget, Finance and Labor have had four meetings and last week we met with the pension investment advisor of Univest. President Weierman stated that as the market improved until the last few days we were looking pretty good. President Weierman added it was suggested we do minor reallocation of some funds and overall the meeting was very informative. President Weierman stated we will get the budget to a point where it will be on the Workshop Agenda for discussion in November.

Recycling: Mayor Kaler stated that at the last Recycling meeting Representative Harper and two members from DEP spoke at the meeting and about recycling grants and we received a good airing of information which will help the committee for the future.

Mayor Kaler added that he has had some residents visit him during office hours and he has positive interactions with them.

6. MANAGER'S REPORT: General Report and Project Updates. Manager DeFinis reviewed the Reports and made the following announcements:

- The mill & overlay project scheduled for Maple Avenue was to begin the evening of September 24<sup>th</sup>. Due to the forecast of heavy rain the project has been moved to the week of September 29<sup>th</sup>.
- Over the next several weeks staff and I will be working on the 2015 Budget. With the help and guidance of the Budget, Finance and Labor Committee we plan on having a preliminary budget for advertisement at the November 5<sup>th</sup> workshop. Thank you all for participating in the Strategic Planning Meeting on September 10<sup>th</sup>.
- Grant updates: The Borough has applied for several grants pertaining to storm water and sanitary sewer repairs. The PA small Water and Sewer Program application was denied. I have contacted Senator Greenleaf & Representative Godshall's offices to request support for pending grant applications.
- Curbside chipping is scheduled to start Monday, October 6<sup>th</sup>. Residents are encouraged to place tree limbs and branches at the curb for chipping. This is a service for residents that have fallen limbs and branches. It is not a service to remove entire trees that have been taken down. Residents that have taken down trees are encouraged to contract with a reputable company to have the tree removed.
- No major flooding problems were identified during the heavy rain event last Wednesday & Thursday. Prior to the anticipated rain storm the Public

Works Department spent several days clearing inlets of debris. The street sweeper was in full operations mode prior to a during the rain event.

- Attachments:
  - Thank you from the Food Cupboard Coordinator, Janet Hague
  - Correspondence to State Rep Godshall House Bills.
  - Council response to Kathleen Kligge regarding the property @ 446 S. Main Street
  - Ryan Homes Communication indicating the company will be constructing the townhomes in Snyder Square.
  - Email confirming the six month extension Resolution 2013-20 regarding the Gambone Development.
  - A Thank you from Hatfield Township Parks & Recreation Director Devan Stewart for the Borough's support of Music Feast.
- The MCBA Dinner Meeting is October 23<sup>rd</sup> in Royersford
- There are vacancies on the HERC and the Pool Advisory Board
- A very BIG THANK YOU to Jaime Snyder for all her hard work planning, organizing and day of operation of the Fall Festival / Car Show this past Saturday.
- Five year road plan.
- House Bill 10-23, hiring additional code officials.

President Weierman asked what the new mandates were from ADA accepted curb ramps.

Manager DeFinis listed the specifications and a discussion ensued amongst Council.

7. NEW BUSINESS:

8. OLD BUSINESS:

A. REPORTS AND CORRESPONDENCE:

Manager DeFinis reviewed, updated and answered questions regarding the Reports and Correspondence.

- Monthly Investment Report
- Monthly EIT Report
- Police Department Report
- Fire Department Report
- Public Works Department Report
- Engineering Report
- Fire Safety Inspection Report

9. ACTION ITEMS:

10. ADJOURNMENT:

Motion: A motion was made by Councilmember Moyer to adjourn the Workshop meeting of October 1, 2014. The motion was seconded by Councilmember Farrall and unanimously approved with a vote of 4-0. The meeting adjourned at 8:30PM.

Executive Session: Potential Litigation, Real Estate and Personnel

Respectfully Submitted,  
Jaime E. Snyder  
Assistant Secretary

HATFIELD BOROUGH COUNCIL  
REGULAR MEETING  
October 15, 2014

MINUTES

CALL TO ORDER AND ROLL CALL:

- (X) John H. Weierman, President
  - (X) Kenneth V. Farrall
  - (X) John Kroesser
  - (X) Bryan A. Moyer
  - ( ) Lawrence G. Stevens
- (X) Mayor, Robert L. Kaler III

The record shows that four members of Council were present at roll call, as well as, Mayor Robert L. Kaler III, Patrick Hitchens; Timoney Knox LLP, Borough Manager Michael J. DeFinis and Assistant Secretary Jaime E. Snyder.

1. APPROVAL OF MEETING AGENDA:

Motion: A motion was made by Councilmember Moyer to approve the Regular Meeting Agenda of October 15, 2014 with additions. The motion was seconded by Councilmember Farrall and unanimously approved with a vote of 4-0.

2. PUBLIC INPUT: President Weierman asked if there was any Public Input. There was no Public Input. The Media was not present.

3. APPROVAL OF THE MINUTES:

Motion to Approve the Minutes of September 3, 2014 Workshop Meeting and the September 17, 2014 Regular Meeting.

Motion: A motion was made by Councilmember Moyer to Approve the Minutes of September 3, 2014 Workshop Meeting and the September 17, 2014 Regular Meeting. The motion was seconded by Councilmember Farrall and unanimously approved with a vote of 4-0.

4. ANNOUNCEMENTS: Manager DeFinis made the following announcements.

- Next Month's Council meetings November 5<sup>th</sup> Workshop & November 19<sup>th</sup> Regular Meeting at 7:30PM.
- HERC is scheduled to meet October 22<sup>nd</sup> @ 8:00AM.
- The Planning Commission is scheduled to meet November 3<sup>rd</sup> @ 7:00PM.
- Indian Valley Chamber Tastings Event is scheduled for Tuesday, October 28<sup>th</sup>.
- Memo about Committee Meetings.
- MCBA dinner needs a response by Thursday, October 16<sup>th</sup>.

5. OLD BUSINESS:

A. 2015 Budget Update

President Weierman informed Council that the Budget, Finance and Labor Committee has been meeting every week and met previously this evening to go over the draft of the 2015 budget. President Weierman stated we remain on target to have the preliminary budget on the Agenda at the November 5<sup>th</sup> Workshop Meeting. He added that we do have the goal of getting together with all the committee's next week to go over the budget for any additions. President Weierman stated that at this point all numbers are coming together fairly well. President Weierman shortly went over some suggested alterations to the capital projects budget.

6. NEW BUSINESS:

Public Safety: Lieutenant Jane Robertson handed out and answered questions regarding the Hatfield Police Department's monthly report to the Council.

7. ACTION ITEMS:

A. Motion to Approve Resolution 2014-22 Recognizing National Fire Prevention Week 2014.

Motion: A motion was made by Councilmember Moyer to Approve Resolution 2014-22 Recognizing National Fire Prevention Week 2014. The motion was seconded by Councilmember Farrall.

President Weierman asked if there were any comments or questions. There were no comments or questions.



The motion was unanimously approved with a vote of 4-0.

B. Motion to Accept a Mayoral Proclamation Recognizing National Fire Prevention Week 2014.

Motion: A motion was made by Councilmember Moyer to Accept a Mayoral Proclamation Recognizing National Fire Prevention Week 2014. The motion was seconded by Councilmember Farrall.

President Weierman asked if there were any comments or questions.

Mayor Kaler mentioned that he participated in the Lansdale Historical Society's event which was a fire side chat with former local Fire Chiefs. One of the topics discussed was how this area has high participation in fire prevention.

The motion was unanimously approved with a vote of 4-0.

8. MOTION TO APPROVE PAYMENT OF THE BILLS:

President Weierman and Manager DeFinis reviewed and answered questions regarding the bill list.

Motion: A motion was made by Councilmember Moyer to approve payment of the bills. The motion was seconded by Councilmember Kroesser.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was approved with a vote of 3-0-1. Councilmember Farrall recused himself from the vote.

9. MOTION TO ADJOURN:

Motion: A motion was made by Councilmember Moyer to adjourn the Regular Meeting of October 15, 2014.

The motion was seconded by Councilmember Farrall and unanimously approved with a vote of 4-0. The meeting was adjourned at 7:55PM.

Respectfully Submitted,  
Jaime E. Snyder  
Assistant Secretary

# Borough of Hatfield

Montgomery County, Pennsylvania



BOROUGH COUNCIL  
REGULAR MEETING  
February 19, 2014  
AGENDA

**Borough Council**  
*President*  
John H. Weierman

*Vice-President*  
Kenneth V. Farrall

John Kroesser  
Bryan A. Moyer  
Lawrence G. Stevens

**Mayor**  
Robert L. Kaler, III

**Borough Manager**  
Michael J. DeFinis

CALL TO ORDER  
ROLL CALL  
PLEDGE OF ALLEGIANCE  
INVOCATION

1. APPROVAL OF MEETING AGENDA:  
Motion to approve the February 19, 2014 Regular Meeting Agenda
2. PUBLIC INPUT: Please state name and address
3. APPROVAL OF THE MINUTES:  
Motion to approve the Minutes of the January 6, 2014 Reorganization / Workshop & the January 15, 2014 Regular Meetings
4. ANNOUNCEMENTS:
  - Next month's Council meetings March 5<sup>th</sup> Workshop & the March 19<sup>th</sup> Regular Meeting @ 7:30 PM
  - HERC is scheduled to meet February 26<sup>th</sup> @ 8:00AM
  - The Planning Commission is scheduled to meet March 3<sup>rd</sup> @ 7:00PM
5. OLD BUSINESS:
6. NEW BUSINESS:
7. ACTION ITEMS:
  - A. Motion to Ratify Resolution 2014-01 Appointing Keystone Municipal Services as the Fire Marshal & Deputy Emergency Management Coordinator for the Borough of Hatfield
8. Motion to approve Payment of the Bills
9. MOTION to ADJOURN:

401 S. Main Street  
P.O. Box 190  
Hatfield, PA 19440

**Phone:**  
215-855-0781

**Fax:**  
215-855-2075

**Email:**  
admin@  
hatfieldborough.com

**Website:**  
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HATFIELD BOROUGH COUNCIL  
REGULAR MEETING  
January 15, 2014

MINUTES

CALL TO ORDER AND ROLL CALL:

- (X) John H. Weierman, President
  - (X) Kenneth V. Farrall
  - (X) John Kroesser
  - (X) Bryan A. Moyer
  - (X) Lawrence G. Stevens
- (X) Mayor, Robert L. Kaler III

The record shows that five members of Council were present at roll call, as well as, Mayor Robert L. Kaler III, Borough Manager, Michael J. DeFinis, Solicitor Catherine M. Harper and Acting Assistant Secretary Jaime E. Snyder.

1. APPROVAL OF MEETING AGENDA:

Motion: A motion was made by Councilmember Moyer to approve the Agenda of January 15, 2014 with additions. The motion was seconded by Councilmember Farrall and unanimously approved with a vote of 5-0.

2. PUBLIC INPUT: President Weierman asked if there was any Public Input. There was no public input. The media was not present.

3. APPROVAL OF THE MINUTES

Motion to Approve the Minutes of December 4, 2013 Workshop Meeting & December 18, 2013 Regular Meeting.

Motion: A motion was made by Councilmember Moyer to approve the Minutes of December 4, 2013 Workshop and December 18, 2013 Regular Meeting. The motion was seconded by Councilmember Farrall and unanimously approved with a vote of 5-0.

4. ANNOUNCEMENTS: Manager DeFinis made the following announcements.

- Next Month's Council meetings February 5<sup>th</sup> Workshop Meeting & February 19<sup>th</sup> Regular Meeting both @ 7:30PM.

- HERC & Revitalization Task Force are scheduled to meet January 22<sup>nd</sup> @ 8:00AM.
- The Planning Commission is scheduled to meet February 3<sup>rd</sup> @ 7:00PM.

#### 5. OLD BUSINESS:

#### 6. NEW BUSINESS:

- A. Bursich Letter regarding the Habitat for Humanity Final Built Survey Plan
- B. Chamber of Commerce Membership Renewal
- C. Montgomery County Borough Association Dinner; must respond by Friday.
- D. Doctor Donald Gehman, Hatfield Economic Revitalization Committee Appointee Letter

Motion to Appoint Doctor Donald Gehman to the vacant spot on the Hatfield Economic Revitalization Committee:

Motion: A motion was made by Councilmember Moyer to Appoint Doctor Donald Gehman to the Hatfield Economic Revitalization Committee. The motion was seconded by Councilmember Farrall and unanimously approved with a vote of 5-0.

Public Safety: Lt. Jane Robinson handed out and answered questions regarding the Hatfield Borough Police Statistic Breakdown Report and Statistics Comparison Year vs. Year Report.

#### 7. ACTION ITEMS:

- A. Motion to Approve Agreement between the Borough of Hatfield and Manager / Secretary Michael J. DeFinis Effective January 1, 2014.

Motion: A motion was made by Councilmember Moyer to Approve Agreement between the Borough of Hatfield Manager / Secretary Michael J. DeFinis Effective January 1, 2014. The motion was seconded by Councilmember Farrall.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 5-0.

B. Motion to Approve changes to the Addendum affecting items listed pertaining to the Municipal Service Team Handbook between the Borough of Hatfield & Manager / Secretary Michael J. DeFinis Effective January 1, 2014.

Motion: A motion was made by Councilmember Moyer to Approve changes to the Addendum affecting items Listed pertaining to the Municipal Service Team Handbook between the Borough of Hatfield & Manager / Secretary Michael J. DeFinis Effective January 1, 2014. The motion was seconded by Councilmember Farrall.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 5-0.

10. MOTION TO APPROVE PAYMENT OF THE BILLS:

Manager DeFinis and President Weierman reviewed and answered questions regarding the bill list.

Motion: A motion was made by Councilmember Moyer to approve payment of the bills. The motion was seconded by Councilmember Farrall.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 5-0.

President Weierman requested Manager DeFinis to explain what peak hour charges referred to. Manager DeFinis explained and answered any questions regarding peak hour chargers and AMP.

11. MOTION TO ADJOURN:

Motion: A motion was made by Councilmember Moyer to adjourn the Regular Meeting of January 15, 2014. The motion was seconded by Councilmember Farrall and

unanimously approved with a vote of 5-0.  
The meeting adjourned at 8:00PM.

Respectfully Submitted,  
Jaime E. Snyder  
Acting Assistant Secretary

HATFIELD BOROUGH COUNCIL  
REORGANIZATION / WORKSHOP MEETING  
January 6, 2014 at 7:00 PM

MINUTES

SWEARING IN OF MAYOR, TAX COLLECTOR, JUDGE OF ELECTIONS,  
COUNCILMEMBER WEIERMAN, COUNCILMEMBER KROESSER AND  
COUNCILMEMBER STEVENS:

**THE HONORABLE KENNETH DEATELHAUSER**

7:10 P.M. The Honorable Kenneth Deatelhauser opened the Swearing In of Robert L. Kaler III, Mayor, Nancy DeFinis, Tax Collector, Linda A. Kaler, Judge of Elections, John H. Weierman, Councilmember, John Kroesser, Councilmember and Lawrence G. Stevens, Councilmember on January 6, 2014.

Manager DeFinis thanked The Honorable Kenneth Deatelhauser for the Swearing In of the Mayor, Tax Collector, Judge of Elections and Councilmember's.

CALL TO ORDER: Mayor Robert L. Kaler III

Mayor Kaler III called the Reorganization Meeting of January 5, 2014 to order at 7:15 P.M.

ROLL CALL:

- (X) John H. Weierman
- (X) Kenneth V. Farrall
- (X) John Kroesser
- ( ) Bryan A. Moyer
- (X) Lawrence G. Stevens

(X) Mayor, Robert L. Kaler III

The record shows that four members of Council were present at roll call, as well as, Mayor, Robert L. Kaler III, Patrick Hitchens from Timoney Knox, Borough Manager, Michael J. DeFinis and Public Information Officer, Jaime E. Snyder. There was no media present.

NOMINATION AND ELECTION OF COUNCIL PRESIDENT: Mayor Robert L. Kaler, III, informed Council at this time Chair will recognize nominations for Council President.

Motion: A nomination was made by Councilmember Farrall to nominate John H. Weierman as Council President. The



nomination was seconded by Councilmember Stevens and unanimously approved with a vote of 4-0

Motion: A motion was made by Councilmember Stevens to close the nominations. Councilmember Farrall seconded the motion and was unanimously approved with a vote of 4-0.

NOMINATION AND ELECTION OF VICE PRESIDENT: Mayor Robert L. Kaler III, informed Council at this time Chair will recognize nominations for Council Vice-President.

Motion: A motion was made by Councilmember Stevens to nominate Kenneth V. Farrall as Vice-President. The motion was seconded by Councilmember Kroesser and unanimously approved with a vote of 4-0.

Motion: A motion was made by Councilmember Stevens to close the nominations. Councilmember Weierman seconded the motion and was unanimously approved with a vote of 4-0.

Mayor Kaler III congratulated John H. Weierman on his position as Borough Council President and turned the gavel back to Council President Weierman.

President Weierman thanked the Councilmember for their nominations and congratulated Kenneth V. Farrall on his position as Council Vice-President.

APPOINTMENT OF VACANCY BOARD CHAIR:

Motion: A motion was made by Councilmember Farrall for appointment of Stephen Keib as Vacancy Board Chair. The motion was seconded by Councilmember Stevens and was unanimously approved with a vote of 4-0.

Motion: A motion was made by Councilmember Farrall to close the nominations. Councilmember Stevens seconded the motion and was unanimously approved with a vote of 4-0.

President Weierman Closed the Reorganization Meeting portion of the meeting at 7:22 PM. The Regular Workshop Meeting started at 7:23 P.M.

COMMENCEMENT AND APPROVAL OF MEETING AGENDA:

1. APPROVAL OF JANUARY 6, 2014 REORGANIZATION MEETING / WORKSHOP MEETING.

Motion: A motion was made by Councilmember Farrall for approval of the Revised Meeting Agenda with additions as amended. The motion was seconded by Councilmember Kroesser and was unanimously approved with a vote of 4-0.

Manager DeFinis informed Council that under the Fire Marshal position, it is recommended that Montgomery County Fire Marshal be the designated Fire Marshal at this time. Manager DeFinis also stated that the Borough Manager Michael J. DeFinis be the Acting Emergency Management Coordinator at this time.

Manager DeFinis also stated that the Public Works Department Report as well as the Cash Accounts Report did not make the packets but are at your places.

2. PUBLIC INPUT: President Weierman asked if there were any comments or questions. There were none.

3. ANNOUNCEMENTS: Manager DeFinis made the following announcements:

- Next Council meeting is the Regular Meeting on Wednesday, January 15<sup>th</sup> @ 7:30 PM.
- HERC & the Revitalization Task Force are scheduled to meet January 22<sup>nd</sup> @ 8:00AM in Council Chambers.
- HMHS is scheduled to meet January 28<sup>th</sup> at the Fire Co. @ 7:30PM.
- The Planning Commission is scheduled to meet February 3<sup>rd</sup> @ 7:00PM in Council Chambers.

4. ACTION ITEMS:

Motion to Appoint Timoney Knox, LLP Attorneys at Law as the Borough Solicitor for general legal services.

Motion: A motion was made by Councilmember Farrall to Appoint Timoney Knox, LLP Attorneys at Law as the Borough Solicitor for general legal services. The motion was seconded by Councilmember Kroesser and was unanimously approved with a vote of 4-0.

Motion to Appoint Dischell, Bartle & Dooley Attorneys at Law as the Borough Zoning Hearing Board Solicitor.

Motion: A motion was made by Councilmember Farrall to Appoint Dischell, Bartle & Dooley Attorneys at Law as the Borough Zoning Hearing Board Solicitor. The motion was seconded by Councilmember Kroesser and was unanimously approved with a vote of 4-0.

Motion to Appoint Bursich Associates Inc. as the Borough Engineer for general engineering services.

Motion: A motion was made by Councilmember Farrall to Appoint Bursich Associates Inc. as the Borough Engineer for general engineering services. The motion was seconded by Councilmember Kroesser and was unanimously approved with a vote of 4-0.

Motion to Appoint Utility Engineers as the Borough Engineer for electric and utility services.

Motion: A motion was made by Councilmember Farrall to Appoint Utility Engineers as the Borough Engineer for electric and utility services. The motion was seconded by Councilmember Kroesser and was unanimously approved with a vote of 4-0.

Motion to Appoint Keystone Municipal Services to administer Zoning, Code and Fire Safety enforcement & services.

Motion: A motion was made by Councilmember Farrall to Appoint Keystone Municipal Services to administer Zoning, Code and Fire Safety enforcement & services. The motion was seconded by Councilmember Kroesser and was unanimously approved with a vote of 4-0.

Motion to Appoint the Montgomery County Fire Marshal as the Fire Marshal for the Borough of Hatfield.

Motion: A motion was made by Councilmember Farrall to Appoint the Montgomery County Fire Marshal as the Fire Marshal for the Borough of Hatfield. The motion was seconded by Councilmember Kroesser and was unanimously approved with a vote of 4-0.

Manager DeFinis addressed all questions from Borough Council and Mayor Kaler the about the decision and a discussion ensued.

Motion to Appoint Larry Burns as Zoning Hearing Board Member Alternate to a four year term to end December 31, 2017.

Motion: A motion was made by Councilmember Farrall to Appoint Larry Burns as Zoning Hearing Board Member Alternate to a four year term to end December 31, 2017. The motion was seconded by Councilmember Kroesser and was unanimously approved with a vote of 4-0.

Motion to Appoint Robert L. Kaler III and Steven Godshall to HERC Committee for a four year term to end December 31, 2017.

Motion: A motion was made by Councilmember Farrall to Appoint Robert L. Kaler III and Steven Godshall to HERC Committee for a four year term to end December 31, 2017. The motion was seconded by Councilmember Kroesser and was unanimously approved with a vote of 4-0.

Motion to Appoint John Kroesser to the Planning Commission for a four year term to end December 31, 2017.

Motion: A motion was made by Councilmember Farrall to Appoint John Kroesser to the Planning Commission for a four year term to end December 31, 2017. The motion was seconded by Councilmember Stevens and was unanimously approved with a vote of 4-0.

Motion to Appoint Jaime Snyder as Acting Assistant Secretary.

Motion: A motion was made by Councilmember Farrall to Appoint Jaime Snyder as Acting Assistant Secretary. The motion was seconded by Councilmember Kroesser and was unanimously approved with a vote of 4-0.

Motion to Appoint Michael J. DeFinis as Acting EMC (Emergency Management Coordinator).

Motion: A motion was made by Councilmember Farrall to Appoint Michael J. DeFinis as Acting EMC (Emergency Management Coordinator). The motion was seconded by Councilmember Stevens and was unanimously approved with a vote of 4-0.

## 5. REPORTS FROM STANDING COMMITTEES AND MAYOR:

Public Safety: Mayor, Robert L. Kaler III introduced and welcomed LT. Jane Robertson who will now be the Borough representative from the Police Department.

6. MANAGER'S REPORT: General Report and Project Updates. Manager DeFinis reviewed the Reports and made the following announcements:

- The Habitat for Humanity & Hatfield Borough Critical Repair Project application deadline has been extended to January 17, 2014. Mayor Kaler, Council members John Weierman & Larry Stevens encourage all Borough residents to evaluate the program for critical home repair assistance.
- The N. Main Street and the 2013 Stream Clearing and Storm Water Project will carry over to 2014.
- Several handicap ramps have been replaced on N. Main Street & W. School Street in preparation of the future mill & overlay project.
- The 2014 calendar and information binder will be distributed at the January 15<sup>th</sup> meeting. Please review the calendars and let me know if you have any additions or corrections.

7. NEW BUSINESS:

A. 2014 Council Committees

President Weierman said that all committees seem to be working well and functioning properly as they are listed.

8. OLD BUSINESS:

A. REPORTS AND CORRESPONDENCE:

President Weierman and Manager DeFinis reviewed, updated and answered questions regarding the Reports and Correspondence.

- Monthly Investment Report
- Monthly EIT Report
- Police Department Report
- Fire Department Report
- Public Works Department Report
- Engineering Report & Conceptual Plan 8 N. Market
- Fire Safety Inspection Report

9. ADJOURNMENT:

Motion: A motion was made by Councilmember Stevens to adjourn the meeting of January 6, 2014. The motion was seconded by Councilmember Farrall and unanimously approved with a vote of 4-0. The meeting adjourned at 8:12 PM.

Executive Session: Potential Litigation and Personnel

Respectfully Submitted,  
Jaime E. Snyder  
Acting Assistant Secretary

HATFIELD BOROUGH COUNCIL  
WORKSHOP MEETING  
September 3, 2014

MINUTES

CALL TO ORDER AND ROLL CALL:

- ( ) John H. Weierman, President
- (X) Kenneth V. Farrall
- (X) John Kroesser
- (X) Bryan A. Moyer
- (X) Lawrence G. Stevens
  
- (X) Mayor, Robert L. Kaler III

The record shows that four members of Council were present at roll call, as well as, Mayor, Robert L. Kaler III, Solicitor Catherine M. Harper; Timoney Knox LLP, Borough Manager, Michael J. DeFinis and Assistant Secretary, Jaime E. Snyder.

1. APPROVAL OF MEETING AGENDA:

Motion: A motion was made by Councilmember Moyer to approve the Workshop Meeting Agenda of September 3, 2014. The motion was seconded by Councilmember Stevens and was unanimously approved with a vote of 4-0.

2. PUBLIC INPUT: Vice President Farrall asked if there was any Public Input. The Intelligencer was present.

Gary Griffith of 210 Stephanie Court addressed Council with parking concerns on Stephanie Court. Mr. Griffith stated there is an overflow of parking on Stephanie on a daily basis and this morning there was seventeen cars parked along the street from my house to the corner. Mr. Griffith presented Council with a sign petition from the residents on Stephanie Court requesting relief from this parking issue.

Victor Lelii of 320 Stephanie Court addressed Council and stated that the biggest concern with this parking issue would be safety. Mr. Lelii stated that since the street has a slight curve it is hard for anyone to see oncoming traffic. Mr. Lelii stated that all of these cars are overflow from Heather Meadows and he asked Council why they can not use the parking lot in front of their development for parking.

Vice President Farrall stated the concern would be not only with the lot at Heritage Park but with all lots in the Borough if we let some be overnight parking, all would have to be overnight parking because we cannot show favoritism to one

location over another. Vice President Farrall stated we have to have one standard parking regulation for all lots which addresses overnight parking and there is no overnight parking in Borough lots.

Mr. Lelii stated they are also concerned with the access that emergency vehicles will have due to this overflow of parking on both sides of the street on Stephanie Court.

Vice President Farrall stated that the first thing Council would like to do is talk with the Public Safety Committee, Fire Marshal and Police who can do a traffic study of the area and let the professionals look at this parking situation and let them give Council a recommendation. Vice President Farrall stated unfortunately I need to state that this is a public street and people do have the right to park there but we will have our consultants look at the situation and give a recommendation to Council.

Solicitor Harper asked about the parking times on Stephanie Court.

Mr. Griffith stated that some cars are for a car pool, some are overnight and others are stored on the street. Mr. Griffith also added that there are commercial vehicles parked on the street as well.

Solicitor Harper stated if the cars are not inspected action can be taken.

Manager DeFinis added there is an ordinance that addresses commercial vehicles and we will have the police look into that.

Mr. Griffith stated that what Council has proposed seems fair and he thanked Council for listening to their concerns this evening.

Vice President Farrall thanked everyone for coming out this evening.

3. ANNOUNCEMENTS: Manager DeFinis made the following announcements:

- The Borough Council Strategic Planning Retreat September 10, 2014 @ 6:00PM
- Next Council meeting September 17, 2014 Regular Meeting @ 7:30PM
- HERC is scheduled to meet September 24, 2014 @ 8:00AM
- The Planning Commission is scheduled for Monday, September 29, 2014 @ 7:00PM

Councilmember Stevens announced that the Hatfield Museum and History Society's next meeting is scheduled for September 23 entitled Wreck on the Rails at the Hatfield Vol. Fire Co. at 7:30PM.



#### 4. Heather Meadows Pond Maintenance Discussion:

Vice President Kenneth Farrall stated there is a memo in your packets from the Borough Engineer addressing the Heather Meadows Pond.

Manager DeFinis stated he will give a little back ground on this subject: Mr. Doran emailed me on August 11<sup>th</sup> and I informed the Public Works Committee and then on the 19<sup>th</sup> of August I received another email from Mr. Rosen on the same subject matter addressing the overgrowth and pond maintenance at Heritage Park. Manager DeFinis went on to state that prior to Mr. Rosen's email he had already met with the Public Works Committee of Hatfield Borough Council and the Committee came to Council suggesting we have this item on the Agenda for discussion this evening. Manager DeFinis added that the Chairman of the Public Works Committee, Councilmember John Kroesser and President of Borough Council John Weierman did go look at Heather Meadows Pond and park area and had some input during the committee meeting. Manager DeFinis then stated the Borough Engineer was contacted and the position Council and Management is taking goes along with the Engineer, DEP and in turn this memo was drafted.

Chris Doran from Larkspur Lane of the Heather Meadows Development addressed Council with concerns of the overgrowth of the pond behind his townhome. Mr. Doran stated to Council that when he purchased his home in this development we paid a lot premium because the esthetic value of the pond which was maintained for the first few years. Mr. Doran added that he understands the argument between the esthetics and keeping things in their natural state. Mr. Doran expressed his concern for residential safety and stated he would like to find a dividing line between esthetics and natural growth in the pond area. Mr. Doran then stated he circled a petition to residents whose property backs up to the pond and many of those residents did return a signed petition supporting the maintenance of the pond.

Barry Rosen from 135 Raintree Crossing addressed Council about the overgrowth of the pond which is located adjacent to his property. Mr. Rosen shared a few photos of the pond from previous years to this year's date with Council expressing concern about the amount of growth that has occurred around this pond. Mr. Rosen added that one of the attractions which drew my wife and I to purchase the property was the pond but the up keep of the pond has not been there since we purchased our home back in March of 2013.

Solicitor Harper stated we let the grass grow to help deter the geese because they were walking all over the lawn. Solicitor Harper added geese philosophically do not like tall grass because it can hide their predators.

Councilmember Moyer added we placed the mesh up to deter the geese problem and have not received any more complaints on that problem since.

Mr. Doran stated the problem has gotten better since the mesh was placed at the pond area.

Manager DeFinis stated in support of the Engineers letter and the position that management has taken in discussing this issue with the Public Works Committee and directing Council in the position of maintaining a natural perimeter around the pond he stated that the guidelines from DEP and maintenance for wet ponds is what was referred to for the information from the Engineer and the management decision. Manager DeFinis added that with the maintenance, clearing the vegetation around the pond may require reconstruction of the retaining wall once the vegetation is gone.

Councilmember Farrall asked what the Home Owners Association says about the pond or what they have done.

Mr. Doran stated that they will mow the lawn on the fence side of Heather Meadows Development.

Chris (last name not provided), a member of the Home Owners Association addressed Council and a discussion ensued about the pond, the maintenance issue and the DEP guidelines on going natural and how this affects the stormwater maintenance and the regulation of the waters of the commonwealth.

Solicitor Harper stated that we should not be using the term maintenance when discussing the pond we should be using the term philosophy because it is a philosophy on how to deal with the pond issue.

Mr. Doran stated to Council if they wanted to come twice a year and cut the top of the growth off and leave the roots while now allowing him to see the pond he paid for he would be greatly appreciative.

Solicitor Harper stated we should bring that point to the Engineer and look into how DEP would look at that situation. Solicitor Harper also mentioned that Borough Council is not responsible for what a wild animal does.

Manager DeFinis stated we should come up with a plan to balance the needs and the requirements. Manager DeFinis stated we need to come up with a plan, present it and fund it.

Mr. Rosen stated they appreciate what Council is looking to do with taking care of what needs to be done while also taking care of the residents needs.

Vice President Farrall thanked everyone who came out to address Council this evening.

#### 5. REPORTS FROM STANDING COMMITTEES AND MAYOR:

Recycling: Recycling Committee is meeting later this month and Representative Kate Harper is bringing DEP.

Councilmember Stevens stated the first steps to obtaining National Registry for the Jailhouse have been submitted and we are waiting a response.

#### 6. MANAGER'S REPORT: General Report and Project Updates. Manager DeFinis reviewed the Reports and made the following announcements:

- Due to the short duration between meetings several reports will be postponed until the October Workshop Meeting.
- The Borough Strategic Planning Retreat is scheduled for September 10<sup>th</sup> @ 6:00PM. Please communicate specific items for discussion by the September 3<sup>rd</sup> Workshop Meeting so the topics can be included in the Retreat Packet. Please remember to bring your calendars to the Retreat to schedule Committee meetings for the 2015 budget discussions.
- The mill and overlay road project scheduled for Maple Avenue should be completed by mid to late September.
- The Utility Billing Department began the E-Mail Billing Program with the August due September Electric Bills via-email. The August due September 15<sup>th</sup> bills were sent Friday August 22<sup>nd</sup>. The program performed as designed with two minor glitches. Both malfunctions were resolved by the Utility Billing Clerk.
- At the September 17<sup>th</sup> Regular Meeting there will be a Resolution & Proclamation on the Agenda recognizing John Strobel's service to the NP School District and the residents of the Borough of Hatfield. Please dress for the photo opportunities.
- I recently participated in the MONTCO 2040: A SHARED VISION the new Comprehensive Plan for Montgomery County webinar. I reviewed and discussed the content with Anne Leavitt-Gruberger. I will review the Comprehensive Plan with the PBZ at the Strategic Planning Retreat.
- FERC / PPL / EPPG Settlement Approval.
- There is a vacancy on HERC.
- MCPC FY2015-2018 TIP & FY2015-2026 Twelve-Year Program.
- The MCBA Dinner Meeting is September 25<sup>th</sup> in Pottstown.
- Flu Shots are scheduled Tuesday, September 30, 2014 @ 8:30AM @ the Borough Office. If you have not already, please let Jaime know if you will be receiving one this year.

- The September 17<sup>th</sup> Agenda will include a motion to close E. Lincoln Avenue for the Fall Festival. Volunteers are needed for the Fall Festival Saturday, September 27<sup>th</sup>. Please contact Jaime Snyder to volunteer.
- Montgomery County Library sent a Thank you for our annual contribution.
- AMP has circulated a Public Power Resolution which will be on the Agenda for the 17<sup>th</sup>.
- AMP Newsletter issue on climate treatment.
- Borough News Magazine several good articles on the budget process.
- Revitalization is encouraged but not funded; we will lose any opportunity for funding through the county.

7. NEW BUSINESS:

A. 2014-2017 Master Casting Agreement Resolution

Vice President Farrall stated this will be on the Agenda for the Regular Meeting as we sign these every few years.

Solicitor Harper added that they are not negotiable.

B. Financial Requirement & Minimum Municipal Obligation

Manager DeFinis stated that the 2015 contribution will go down and be on for approval at the Regular Meeting.

C. Police Services Agreement

Vice President Farrall stated there is an updated version at your places and this will be on the Agenda at the Regular Meeting on the 17<sup>th</sup>.

Solicitor Harper stated this is what the Committee has come up with, I drafted it and the Manager and I went over it and the Township has the same information in front of them which they are also considering.

D. Clean Water Act Resolution

Manager DeFinis stated there was an additional line suggested by PSAB.

Vice President Farrall stated this will be on the Agenda at the Regular Meeting on the 17<sup>th</sup>.

8. OLD BUSINESS:

A. REPORTS AND CORRESPONDENCE:

Manager DeFinis reviewed, updated and answered questions regarding the Reports and Correspondence.

- Monthly Investment Report
- Monthly EIT Report
- Police Department Report
- Fire Department Report
- Public Works Department Report
- Engineering Report
- Fire Safety Inspection Report

Gambone Development: Solicitor Harper stated in August of 2013 we passed Resolution 2013-20 that ratified with conditions a previous Resolution for subdivision and land development. This Resolution listed a future date of August 2014 for final plans to be submitted for completion with a Developer's Agreement. That date has now passed and they issued a letter from their lawyer asking for an extension. A discussion ensued amongst Council.

#### 9. ACTION ITEMS:

- A. Motion to Approve Resolution # 2014-17 Recognizing George Didden Greenhouses Inc. 100<sup>th</sup> Anniversary.

Motion: A motion was made by Councilmember Moyer Approve Resolution # 2014-17 Recognizing George Didden Greenhouses Inc. 100<sup>th</sup> Anniversary. The motion was seconded by Councilmember Stevens.

The motion was unanimously approved with a vote of 4-0.

- B. Motion to Accept a Mayoral Proclamation Honoring George Didden Greenhouses Inc. 100<sup>th</sup> Anniversary.

Motion: A motion was made by Councilmember Moyer to Accept a Mayoral Proclamation Honoring George Didden Greenhouses Inc. 100<sup>th</sup> Anniversary. The motion was seconded by Councilmember Kroesser.

The motion was unanimously approved with a vote of 4-0.

C. Motion to Approve the Revised July 16, 2014 Workshop / Regular Meeting Minutes.

Motion: A motion was made by Councilmember Moyer to Approve the Revised July 16, 2014 Workshop / Regular Meeting Minutes. The motion was seconded by Councilmember Kroesser.

The motion was unanimously approved with a vote of 4-0.

10. ADJOURNMENT:

Motion: A motion was made by Councilmember Moyer to adjourn the Workshop meeting of September 3, 2014. The motion was seconded by Councilmember Stevens and unanimously approved with a vote of 4-0. The meeting adjourned at 8:46PM.

Executive Session: Potential Litigation, Real Estate and Personnel

Respectfully Submitted,  
Jaime E. Snyder  
Assistant Secretary

HATFIELD BOROUGH COUNCIL  
REGULAR MEETING  
September 17, 2014

MINUTES

CALL TO ORDER AND ROLL CALL:

- (X) John H. Weierman, President
- ( ) Kenneth V. Farrall
- (X) John Kroesser
- (X) Bryan A. Moyer
- (X) Lawrence G. Stevens
  
- (X) Mayor, Robert L. Kaler III

The record shows that four members of Council were present at roll call, as well as, Mayor Robert L. Kaler III, Solicitor Catherine M. Harper; Timoney Knox LLP, Borough Manager Michael J. DeFinis and Assistant Secretary Jaime E. Snyder.

1. APPROVAL OF MEETING AGENDA:

Motion: A motion was made by Councilmember Moyer to approve the Regular Meeting Agenda of September 17, 2014 with additions. The motion was seconded by Councilmember Stevens and unanimously approved with a vote of 4-0.

2. PUBLIC INPUT: President Weierman asked if there was any Public Input. There was no public input. The media was not present.

3. APPROVAL OF THE MINUTES:

Motion to Approve the Minutes of August 20, 2014 Workshop / Regular Meeting.

Motion: A motion was made by Councilmember Stevens to approve the Minutes of the August 20, 2014 Workshop / Regular Meeting. The motion was seconded by Councilmember Moyer and unanimously approved with a vote of 4-0.

4. ANNOUNCEMENTS: Manager DeFinis made the following announcements.

- Next Month's Council meetings October 1<sup>st</sup> Workshop Meeting & October 15<sup>th</sup> Regular Meeting both @ 7:30PM.
- HERC is scheduled to meet September 24<sup>th</sup> @ 8:00AM.
- The Planning Commission is scheduled to meet September 29<sup>th</sup> @ 7:00PM.

#### 5. OLD BUSINESS:

- A. Fall Festival is scheduled for September 27<sup>th</sup> rain or shine, volunteers needed.

President Weierman announced that there is a volunteer signup sheet for the event, which is Saturday September 27<sup>th</sup> rain or shine.

#### 6. NEW BUSINESS:

- A. Kathleen Kligge Proposal

Manager DeFinis informed council that in your packets is an email received from Kathleen Kligge about her offer to sell the property on the corner of Main and West Vine Streets to the Borough.

Councilmember Moyer stated that he believes it would take too much money to bring the building up to code and make it ADA accessible.

Mayor Kaler added his opinion about the square footage of the building compared to the current building we are in.

A discussion ensued amongst council.

Solicitor Harper stated that the minutes should reflect that we discussed the proposal and there was no motion to pursue negotiations.

- B. Letter Representative Robert Godshall Senate Bill 1023

Manager DeFinis stated that this was something that came across his desk from numerous entities. The PSAB would like Councils to oppose this bill. This bill is in favor of hiring another inspector to do work for your municipality.

Solicitor Harper stated that this would require you to have three inspectors and the applicant would get to pick which of the three they would like to have do the inspection.

A short discussion ensued amongst Council.

Public Safety: Lt. Jane Robertson handed out and answered questions regarding the Hatfield Police Department's monthly report to the Council.



**7. ACTION ITEMS:**

- A. Motion to Approve Resolution 2014-18 Authorizing the 2014-2017 Master Casting Agreement with the Commonwealth of Pennsylvania.

Motion: A motion was made by Councilmember Moyer to Approve Resolution 2014-18 Authorizing the 2014-2017 Master Casting Agreement with the Commonwealth of Pennsylvania. The motion was seconded by Councilmember Stevens.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 4-0.

- B. Motion to Approve Resolution 2014-19 Expressing Concerns Regarding the Expansion of Federal Control under the Clean Water Act.

Motion: A motion was made by Councilmember Moyer to Approve Resolution 2014-19 Expressing Concerns Regarding the Expansion of Federal Control under the Clean Water Act. The motion was seconded by Councilmember Kroesser.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 4-0.

- C. Motion to Approve Resolution 2014-20 Honoring John Strobel for his years of service to the North Penn School District and the Residents of Hatfield Borough.

Motion: A motion was made by Councilmember Moyer to Approve Resolution 2014-20 Honoring John Strobel for his years of service to the North Penn School District and the Residents of Hatfield Borough. The motion was seconded by Councilmember Kroesser.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 4-0.

- D. Motion to Accept a Mayoral Proclamation Honoring John Strobel for his years of service to the North Penn School District and the Residents of Hatfield Borough.

Motion: A motion was made by Councilmember Moyer to Accept a Mayoral Proclamation Honoring John Strobel for his years of service to the North Penn School District and the Residents of Hatfield Borough. The motion was seconded by Councilmember Kroesser.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 4-0.

- E. Motion to Approve Resolution 2014-21 Recognizing Public Power Week October 5-11, 2014.

Motion: A motion was made by Councilmember Moyer to Approve Resolution 2014-21 Recognizing Public Power Week October 5-11, 2014. The motion was seconded by Councilmember Kroesser.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 4-0.

- F. Motion to extend the time of Hatfield Borough Resolution # 2013-20 Regarding the Gambone Development for a period of six months not to surpass February 17, 2015.

Motion: A motion was made by Councilmember Moyer to extend the time of Hatfield Borough Resolution # 2013-20 Regarding the Gambone Development for a period of six months not to surpass February 17, 2015. The motion was seconded by Councilmember Kroesser.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 4-0.

- G. Motion to Approve the 2015 Defined Benefit Pension Plan Minimum Municipal Obligation in the amount of \$103,007.00. (One Hundred Three Thousand & Seven Dollars)

Motion: A motion was made by Councilmember Moyer to Approve the 2015 Defined Benefit Pension Plan Minimum Municipal Obligation in the amount of \$103,007.00. (One Hundred Three Thousand & Seven Dollars). The motion was seconded by Councilmember Kroesser.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 4-0.

- H. Motion to Approve the 2014 Defined Contribution Pension Plan Minimum Municipal Obligation for employees receiving a 3 % contribution for their annual income in the amount of \$11,114.00 (Eleven Thousand One Hundred Fourteen Dollars).

Motion: A motion was made by Councilmember Moyer to Approve the 2014 Defined Contribution Pension Plan Minimum Municipal Obligation for employees receiving a 3 % contribution for their annual income in the amount of \$11,114.00 (Eleven Thousand One Hundred Fourteen Dollars). The motion was seconded by Councilmember Kroesser.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 4-0.

- I. Motion to Approve the 2015 Defined Contribution Pension Plan Minimum Municipal Obligation for employees receiving 5% contribution of their annual income in the amount of \$4,646.00 (Four Thousand Six Hundred Thirty Four Dollars).

Motion: A motion was made by Councilmember Moyer to Approve the 2015 Defined Contribution Pension Plan Minimum Municipal Obligation for employees receiving 5% contribution of their annual income in the amount of \$4,646.00 (Four Thousand Six Hundred Thirty Four Dollars). The motion was seconded by Councilmember Kroesser.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 4-0.

- J. Motion to Authorize the Closing of East Lincoln Avenue on September 27<sup>th</sup> from 8:00AM to 4:00PM for the Fall Festival & Car Show.

Motion: A motion was made by Councilmember Moyer to Authorize the Closing of East Lincoln Avenue on September 27<sup>th</sup> from 8:00AM to 4:00PM for the Fall Festival & Car Show. The motion was seconded by Councilmember Kroesser.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 4-0.

- K. Motion to Approve the Second Amendment of the Hatfield Township Hatfield Borough Police Protection Agreement for Calendar Year 2015-2016-2017.

Motion: A motion was made by Councilmember Moyer to Approve the Second Amendment of the Hatfield Township Hatfield Borough Police Protection Agreement for Calendar Year 2015-2016-2017. The motion was seconded by Councilmember Kroesser.

Solicitor Harper mentioned that the Manager and Council President should mark on their calendars and be aware of when negotiations may need to take place in the future. Solicitor Harper added that we must have a signed agreement stapled to the first and second amendment.

President Weierman asked if there were anymore comments or questions. There were no more comments or questions.

The motion was unanimously approved with a vote of 4-0.

#### 10. MOTION TO APPROVE PAYMENT OF THE BILLS:

President Weierman and Manager DeFinis reviewed and answered questions regarding the bill list.

Motion: A motion was made by Councilmember Moyer to approve payment of the bills. The motion was seconded by Councilmember Kroesser.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 4-0.

#### 11. MOTION TO ADJOURN:

Motion: A motion was made by Councilmember Kroesser to adjourn the meeting of September 17, 2014. The motion was seconded by Councilmember Moyer and unanimously approved with a vote of 4-0. The meeting adjourned at 8:04PM.

Executive Session: Potential Litigation, Real Estate and Personnel

Respectfully Submitted,  
Jaime E. Snyder  
Assistant Secretary

HATFIELD BOROUGH COUNCIL  
WORKSHOP MEETING  
April 2, 2014

MINUTES

CALL TO ORDER AND ROLL CALL:

- (X) John H. Weierman
  - ( ) Kenneth V. Farrall
  - (X) John Kroesser
  - (X) Bryan A. Moyer
  - (X) Lawrence G. Stevens
- (X) Mayor, Robert L. Kaler III

The record shows that four members of Council were present at roll call, as well as, Mayor, Robert L. Kaler III, Solicitor Catherine M. Harper; Timoney Knox LLP, Borough Manager, Michael J. DeFinis and Assistant Secretary, Jaime E. Snyder.

1. APPROVAL OF MEETING AGENDA:

Motion: A motion was made by Councilmember Moyer to Approve the Workshop Meeting Agenda of April 2, 2014 with additions. The motion was seconded by Councilmember Kroesser and was unanimously approved with a vote of 4-0.

2. PUBLIC INPUT: President Weierman asked if there was any Public Input. There was no Public Input. The media was not present.

3. ANNOUNCEMENTS: Manager DeFinis made the following announcements:

- Next Council meeting is the Regular Meeting on Wednesday, April 16<sup>th</sup> @ 7:30PM.
- HERC & Task Force are scheduled to meet Wednesday, April 23<sup>rd</sup> @ 8:00AM.
- The Planning Commission is scheduled to meet Monday, May 5<sup>th</sup> @ 7:00PM.
- MCBA Dinner Meeting April 24<sup>th</sup> @ Narberth.

President Weierman added that the NPWA banquet invitations were delivered and the banquet will be held Thursday, May 22.

4. REPORTS FROM STANDING COMMITTEES AND MAYOR:

Budget, Finance, Labor: President Weierman stated a meeting was held with the Borough's investment manager. He stated that we have an accumulation of cash because at this time there is not good place to invest it and we are looking for suggestions on what to do with the money. President Weierman then went on to add that at the meeting the Borough was given kudos on the Build America Bonds which are doing great. President Weierman added that we also had a CD which can be added to the mix. President Weierman went on to discuss different opportunities which were discussed at the investment meeting with Council and Manager DeFinis.

5. MANAGER'S REPORT: General Report and Project Updates. Manager DeFinis reviewed the Reports and made the following announcements:

- I want to have several committee meetings which can be done by conference call to discuss different issues that will be coming up in the future.
- I will be attending the 2014 PSAB Conference scheduled for April 6-9 at the Penn Stater, Penn State University.
- Treasurer Diane Farrall has completed the in office portion of the 2013 Audit with Clifton Larson Allen. I want to thank Diane for her commitment to this necessary time consuming function of government.
- I have had several meetings with the Solicitor, Engineer, Zoning & Code Enforcement Officers regarding GLC (Grace Lutheran Church) Project. We have made significant progress in assisting GLC and their consultants to develop a preliminary Plan. I thank all the Borough Consultants for their efforts on this project. GLC will be on the Planning Commission meeting for May 5<sup>th</sup> and the Workshop Council meeting for May 7<sup>th</sup>.
- The Gambone / Snyder Development developer's agreement recently ran into a hurdle. The Developer has asked to construct the Borough electric connection overhead in place of the approved underground plan.

Manager DeFinis addressed and answered all questions pertaining to the Gambone / Snyder developer's agreement.

Solicitor Harper added to the discussion that we have a Resolution that states we get the 12 homes and we get them done our way.

- Public Works Director Fred Leister has been working with the Engineer on several road projects and handicapped ramp installations. As part of our continuing effort to big projects with Hatfield Township this year the Township will place the Materials, and Road Projects bids. Both municipalities will take advantage of the Montgomery County Consortium of Communities crack & seal coat bid.
- The Borough office continues to receive calls and concerns regarding the condition of East Broad & Market Street. These PennDOT roads are in very poor condition. I have contacted Sen. Greenleaf's and Rep.

Godshall's offices on this matter. I have also asked Sen. John Rafferty the Chairman of the Senate Transportation Committee for assistance in repairing these roads. Signs were posted in the area stating that these are PennDot roads.

- Volunteers are needed for April 26<sup>th</sup> Earth Day event document Shredding and Cardboard Recycling will be offered to Borough residents.
- As president Weierman mentioned, the NPWA invitation is at your places and I just received the Hatfield Chamber of Commerce invitation for the next luncheon which will have the Hatfield Chief of Police and LT. Robertson speaking.
- Hatfield Borough is co-hosting the business card mixer with the Indian Valley Chamber of Commerce during the Roll & Stroll event at Electric Plant Park.

Councilmember Larry Stevens mentioned that he noticed the roads on Market and East Broad that the holes are sinking in when patched.

Manager DeFinis stated that more damage may be there then we are aware and we are going to work with Chad Camburn from Bursich about the sanitary sewer and storm sewer and look into grant opportunities.

Manager DeFinis added that a Land Development Request was submitted by Diddens Greenhouses and this will be in your packets for the May Workshop meeting.

6. NEW BUSINESS:

A. Resolution # 2104-04

President Weierman stated that Resolution 2014-04 Amending the Borough of Hatfield Electric Rate Schedule for a Purchased Power Cost Adjustment Temporary Change was included in your packets so you can get a final look at it before it is acted upon this evening.

Solicitor Harper mentioned that Council can eventually amend the Resolution.

B. Ordinance # 509 Stormwater Management

Solicitor Harper stated that there is a suggested model ordinance that DEP has already approved so too many changes cannot be made, it can be found on the Montgomery County website. She added that she is working with the Engineer on this ordinance. Solicitor Harper then added that with the new stormwater ordinance requirement that DEP states that any disturbance more than 1,000 sq. ft. is subject to stormwater ordinance change. Solicitor Harper went on to explain to council they would be receiving the clean copy of the ordinance and if we needed to go back and look at the model ordinance we could do so. She also went on to explain the advertising time frame for Ordinance # 509. Solicitor Harper added



that DEP intentions are to have land owners keep the water on their properties and not push in back into the streams which is currently the case. She then added that they are looking into doing more water recharge and less resident residuals. Solicitor Harper stated that this is part of our compliance of the MS4 permit to discharge stormwater.

#### C. Grass Mowing Bid Results

Manager DeFinis stated that we had a bid opening on March 27<sup>th</sup>. Manager DeFinis read off the bid results to the council members and mentioned that two of the bidders failed to submit the required bonds and paper work to qualify. Manger DeFinis stated that we are left with two bidders, Biase Landscaping and Reimel Landscaping. Manager DeFinis added Biase came in at \$12,740 a year and meets all the requirements and it does not require prevailing wage.

Solicitor Harper mentioned that this can come under maintenance which does not require prevailing wage.

Manager DeFinis stated that all references checked out and then a discussion ensued about Biase Landscaping and the bid proposal.

Councilmember Moyer stated that he is ok with this bid proposal but thinks for the future we should look into the possibly of hiring more summer help and have them take care of the grass.

#### D. Memorial Day Parade Invitation / Request

President Weierman stated that you can see the invitation for the Memorial Day Parade in your packets.

Mayor Kaler added that there is a new person in charge of this year and he is really trying to do this the correct way.

Manager DeFinis added that Assistant Secretary Jaime Snyder is working on filing all paperwork with PennDOT for the road closing permit.

### 8. OLD BUSINESS:

#### A. REPORTS AND CORRESPONDENCE:

President Weierman and Manager DeFinis reviewed, updated and answered questions regarding the Reports and Correspondence.

- Monthly Investment Report
- Monthly EIT Report
- Police Department Report
- Fire Department Report
- Public Works Department Report
- Engineering Report
- Fire Safety Inspection Report

A discussion ensued about the delinquent electric accounts and what steps are being taken to notify residents and or business owners to collect the delinquent amounts.

President Weierman asked how the curb side chipping went and Manager DeFinis answered that it went well and was advertised on all media outlets.

Councilmember Moyer added that he believes that there needs to be some type of enforcement on residents to trim back their tress from the power lines or the Borough will do it for them and a discussion ensued among council.

Councilmember Moyer spoke about the stream and flooding issues by North Main Street and Towamencin Ave.

Manager DeFinis added to the discussion and talked about stream and flodding issues by North Main Street and Towamencin Avenue.

#### 9. ACTION ITEMS:

- A. Motion to Approve Resolution # 2014-04 Amending the Borough of Hatfield Electric Rate Schedule for a Purchased Power Cost Adjustment Temporary Change.

Motion: A motion was made by Councilmember Moyer Approve Resolution # 2014-04 Amending the Borough of Hatfield Electric Rate Schedule for a Purchased Power Cost Adjustment Temporary Change. The motion was seconded by Councilmember Kroesser.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 4-0.

- B. Motion to Advertise Ordinance # 509 Adopting Changes to the Borough of Hatfield Stormwater Management Ordinance to ensure it is consistent with Neshaminy Creek Act 167 Model Ordinance.

Motion: A motion was made by Councilmember Moyer to Advertise Ordinance # 509 Adopting Changes to the Borough of Hatfield Stormwater Management Ordinance to ensure it is consistent with Neshaminy Creek Act 167 Model Ordinance. The motion was seconded by Councilmember Kroesser.

President Weierman asked if there were any comments or questions.

Solicitor Harper added that you are making a motion to advertise this for hearing at your Regular meeting in May on the 21<sup>st</sup>.

The motion was unanimously approved with a vote of 4-0.

- C. Motion to Approve Resolution # 2014-05 Acknowledging Council Vice President Kenneth V. Farrall was voted 2014 Outstanding Councilmember of the year by the PSAB.

Motion: A motion was made by Councilmember Moyer to Approve Resolution # 2014-05 Acknowledging Council Vice President Kenneth V. Farrall was voted 2014 Outstanding Councilmember of the year by the PSAB. The motion was seconded by Councilmember Kroesser. The motion was unanimously approved with a vote of 4-0.

A mayoral Proclamation will also be presented to Council Vice President Kenneth V. Farrall.

- D. Motion to Approve the closure of certain Borough Roads for the 2014 Memorial Day Parade.

Motion: A motion was made by Councilmember Moyer Approve the closure of certain Borough Roads for the 2014 Memorial Day Parade. The motion was seconded by Councilmember Kroesser. The motion was unanimously approved with a vote of 4-0.

10. ADJOURNMENT:

Motion: A motion was made by Councilmember Kroesser to adjourn the Workshop meeting of April 2, 2014. The motion was seconded by Councilmember Moyer and

unanimously approved with a vote of 4-0. The meeting adjourned at 8:46PM.

Executive Session: Potential Litigation, Real Estate and Personnel

Respectfully Submitted,  
Jaime E. Snyder  
Assistant Secretary

HATFIELD BOROUGH COUNCIL  
REGULAR MEETING  
April 16, 2014

MINUTES

CALL TO ORDER AND ROLL CALL:

- (X) John H. Weierman, President
- ( ) Kenneth V. Farrall –arrived at 7:45pm.
- (X) John Kroesser
- (X) Bryan A. Moyer
- (X) Lawrence G. Stevens
  
- (X) Mayor, Robert L. Kaler III

The record shows that four members of Council were present at roll call, as well as, Mayor Robert L. Kaler III, Solicitor Catherine M. Harper; Timoney Knox LLP, Borough Manager Michael J. DeFinis and Assistant Secretary Jaime E. Snyder. Vice President, Kenneth V. Farrall arrived at 7:45pm.

1. APPROVAL OF MEETING AGENDA:

Motion: A motion was made by Councilmember Moyer to approve the Regular Meeting Agenda of April 16, 2014 with additions. The motion was seconded by Councilmember Stevens and unanimously approved with a vote of 4-0.

2. PUBLIC INPUT: President Weierman asked if there was any Public Input. The media was not present.

Bryan McDonough addressed council he recently purchased the property at 458 South Main Street and stated he understands that it is currently a mixed zoning; commercial and residential and he wants to make the first floor into a business office and the second and third floor into rentals. Mr. McDonough added that he was not sure where to start this process that is why he is here.

President Weierman asked if he had been in contact with the Zoning Officer and Mr. McDonough replied that he had and was told to come to a council meeting by Mr. Ennis the Borough Zoning Officer.

Manager DeFinis stated this property was located in the commercial district and that the best way to start was to submit a zoning permit request to the Zoning Officer and the Zoning officer will respond with a letter explaining what the permitted uses are for the

property but for this to happen you need to first submit your request letter to Mr. Ennis with your intentions for the property.

Manager DeFinis quickly outlined some permitted uses and special exceptions for this property location for Mr. McDonough who expressed some interest in putting in a law or insurance office on the premises.

Resident Keith Bannon of Maple Avenue addressed council on the issue of the Auto Mechanic on the corner on Maple and Union parking his cars on the street and taking up parking for residents who reside on Maple Avenue. Mr. Bannon stated that he has called the police about this matter in the past and doesn't understand if the business has a parking lot why he cannot use that and he must continue to park the cars on the street and take up space. Mr. Bannon asked Council what can be done about this.

President Weierman asked if Mr. Bannon noticed any difference in the lot occupancy over the weekend.

Mr. Bannon stated that he does see cars disappear for a day or two but then they are always back.

President Weierman stated to Mr. Bannon about the cars being parked on the street over the weekend.

Mr. Bannon responded by saying, yes he has seen them there for as many as five weeks straight.

Mr. Bannon said if he would not have a problem if the gentleman parked the cars on the street during the day while he worked on other cars in the lot but at the end of the day moved all the cars back to the lot since he and his neighbors get home around four or six o'clock and need the street parking at that time.

Manager DeFinis stated the Solicitor, Code Enforcement Officer, Zoning Officer and himself had a meeting this past Tuesday after receiving your email. Manager DeFinis stated the Zoning Officer will be in to draft a letter to council and himself about how he feels the building should utilize its' parking and then send a notice once the language is worked out and the solicitor approves it to the property owner and the business owner to let them know what they have to do to keep their Use and Occupancy Permit. Manager DeFinis stated that all this needs to be researched and the Solicitor, Code Enforcement Officer and Zoning Officer have been working on this.

Solicitor Harper added that anyone can park on a public street but what he can't do is a private activity on a public street when that activity is commercial and supposed to be done on their property. Solicitor Harper added that we need to find out why he is not using the parking permitted on his lot for his use.

Mr. Bannon added that the owner has done commercial work on Maple Avenue. Solicitor Harper said we need to pull the documents for the property and see where they listed they would have applicable parking for the use on the property and then it may be seen as a violation and if not then he is parking on a public street which anyone is allowed to do. Solicitor Harper asked Mr. Bannon to give us a chance to look at the file and evaluate the property.

Manager DeFinis added that when Mr. Bannon calls the office that his problems are addressed and Mr. Bannon agreed to that. Manager DeFinis added that if you believe illegal activity is going on you need to report that to the Police and receive a report.

Mr. Bannon added that he wants to see this man have a successful business; he doesn't want him to go away he just wants him to comply with the rules.

Solicitor Harper stated that Mr. Bannon needs to give it time and let the Borough do its job to see if any violations have taken place. She added to be patient because according to the law he is entitled to notification and time to clean up his act.

Manager DeFinis added that the Borough will look into any past notices that have been sent.

Manager DeFinis asked Mr. Bannon if he knew the average number of cars per household and Mr. Bannon stated four is what his household has. A discussion then ensued about the parking on Maple Avenue with households, apartments and the current business on Maple and Union.

Solicitor Harper added that the Borough is working on this and will take a look at things and get back to Mr. Bannon.

### 3. APPROVAL OF THE MINUTES:

Motion to Approve the Minutes of March 5, 2014 Workshop Meeting & March 19, 2014 Regular Meeting.

Motion: A motion was made by Councilmember Moyer to approve the Minutes of March 5, 2014 Workshop Meeting and the March 19, 2014 Regular Meeting. The motion was seconded by Councilmember Farrall and unanimously approved with a vote of 5-0.

### 4. ANNOUNCEMENTS: Manager DeFinis made the following announcements.

- Next Month's Council meetings May 7<sup>th</sup> Workshop Meeting & May 21<sup>st</sup> Regular Meeting both @ 7:30PM.

- HERC & Task Force are scheduled to meet April 23<sup>rd</sup> @ 8:00AM.
- The Planning Commission is scheduled to meet May 5<sup>th</sup> @ 7:00PM.

Manager DeFinis mentioned a short executive session after the meeting.

#### 5. OLD BUSINESS:

##### A. Ordinance # 509 Engineers Review Letter

Manager DeFinis mentioned that this item was on your Agenda at the last meeting for motion to advertise but at that time the Engineers letter was not in your packet so it was included for this evening.

#### 6. NEW BUSINESS:

##### A. MCBA Invitation

President Weierman said the Montgomery County Borough's Association invitation is in your packets and a response is needed by April 17<sup>th</sup>.

##### B. Montgomery County Economic Development Corporation

Manager DeFinis stated that the Montgomery County Economic Development Corporation is dissolving and becoming the Montgomery County Development Corporation and becoming part of the Montgomery County Community College Foundation in the form of an endowment to support the Economic Development program at the college. Manager DeFinis added that there is a meeting on the 24<sup>th</sup> which he would like to attend to help the Borough and continue to support the Montgomery County Economic Development Corporation. He added this corporation has benefits in which it can help aid the Borough and also support us with internships to help us run some programs in the Borough.

Public Safety: Lt. Jane Robertson handed out and answered questions regarding the Hatfield Police Department's monthly report to the council.

President Weierman presented Vice President Farrall with Resolution 2014-05 and Mayoral Proclamation for his achievement as the 2014 Councilmember of the year from the PSAB.

#### 7. ACTION ITEMS:

- A. Motion to Award two single year Grass Cutting Contracts for 2014 & 2015 to Biase Landscaping of Telford in the amount of \$ 12,740 per year.



Motion: A motion was made by Councilmember Moyer to Award two single year Grass Cutting Contracts for 2014 & 2015 to Biase Landscaping of Telford in the amount of \$12,740 per year. The motion was seconded by Councilmember Farrall.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 5-0.

B. Motion to Approve Resolution # 2014-06 Closing Certain Borough Roads for the Annual American Legion Memorial Day Parade, May 26, 2014.

Motion: A motion was made by Councilmember Moyer to Approve Resolution # 2014-06 Closing Certain Borough Roads for the Annual American Legion Memorial Day Parade, May 26, 2014. The motion was seconded by Councilmember Farrall.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 5-0.

10. MOTION TO APPROVE PAYMENT OF THE BILLS:

President Weierman and Manager DeFinis reviewed and answered questions regarding the bill list.

Motion: A motion was made by Councilmember Moyer to approve payment of the bills. The motion was seconded by Councilmember Kroesser.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was approved with a vote of 4-0-1. Council member Farrall accused himself.

11. MOTION TO ADJOURN:

Motion:

A motion was made by Councilmember Moyer to adjourn the meeting of April 16, 2014. The motion was seconded by Councilmember Farrall and unanimously approved with a vote of 5-0. The meeting adjourned at 8:20PM.

Executive Session: Potential Litigation, Real Estate and Personnel

Respectfully Submitted,  
Jaime E. Snyder  
Assistant Secretary

HATFIELD BOROUGH COUNCIL  
WORKSHOP / REGULAR MEETING  
August 20, 2014

MINUTES

CALL TO ORDER AND ROLL CALL:

- (X) John H. Weierman, President
  - (X) Kenneth V. Farrall
  - (X) John Kroesser
  - ( ) Bryan A. Moyer
  - (X) Lawrence G. Stevens
- (X) Mayor, Robert L. Kaler III

The record shows that four members of Council were present at roll call, as well as, Mayor Robert L. Kaler III, Solicitor Catherine M. Harper; Timoney Knox LLP, Borough Manager Michael J. DeFinis and Assistant Secretary Jaime E. Snyder.

1. APPROVAL OF MEETING AGENDA:

Motion: A motion was made by Councilmember Stevens to approve the Workshop / Regular Meeting Agenda of August 20, 2014. The motion was seconded by Councilmember Farrall and unanimously approved with a vote of 4-0.

2. APPROVAL OF THE MINUTES:

Motion to Approve the Minutes of July 10, 2014 Special Meeting.

Motion: A motion was made by Councilmember Farrall to approve the Minutes of the July 10, 2014 Special Meeting. The motion was seconded by Councilmember Kroesser and unanimously approved with a vote of 4-0.

Motion to Table the Minutes of July 16, 2014 Workshop / Regular Meeting.

Motion: A motion was made by Councilmember Stevens to table the Minutes of the July 16, 2014 Workshop / Regular Meeting. The motion was seconded by Councilmember Farrall and unanimously approved with a vote of 4-0.

3. PUBLIC INPUT: President Weierman asked if there was any Public Input. There was no public in attendance. The media was not present.

4. ANNOUNCEMENTS: Manager DeFinis made the following announcements.

- Next Council meeting September 3, 2014 Workshop @ 7:30 PM
- The Borough Council Strategic Planning Retreat is scheduled for September 10, 2014 @ 6:00 PM
- HERC is scheduled to meet @ 8:00AM Wednesday, August 27, 2014
- The Borough Office will be closed Monday, September 1, 2014 in observance of Labor Day
- The next Planning Commission meeting is scheduled for Tuesday September 2, 2014 @ 7:00 PM in Council Chambers

5. Clifton Larson Allen Audit Presentation:

President Weierman introduced Nancy Gunza and Bill Loughery from Clifton Larson Allen to give the 2013 audit presentation.

Ms. Gunza addressed Council and stated she is here to report on the results of the 2013 audit and issue a report from the final draft. Ms. Gunza added they are also ready to issue a manager letter at this time.

Ms. Gunza informed Council that the Borough would receive an unmodified opinion, this was the best type of opinion they could receive and the all officials followed the accounting practices and standards and that all financial statements were presented in accordance with all accounting standards.

Mr. Loughery addressed some highlights from the 2013 financial statements with council and stated that as of December 31, 2013 the Borough ended the year with \$12.1 million, with a decrease of \$627,000 from the previous year in 2012. Mr. Loughery added that the general fund totaled \$411,000 which is a good representation of covering a little over three months of expenditures in reserves and in the governmental accounting world, they recommend three to five months in reserves; so the Borough is right about where they want to be. Mr. Loughery added that this was a significant increase from 2012 reason being there was transfer activity from other accounts.

Ms. Gunza addressed Council and highlighted some points in the manager letter comparing it to the guidelines of the generally accepted accounting principles and material adjustment. Ms. Gunza stated the primary concern would be the amount of audit adjustments that are needed to go from a budgetary basis to the governmental accounting standards used in our reports.

President Weierman asked questions about the accounts payable statements, a discussion ensued.

Solicitor Harper asked if any specific recommendations are made for the way the accounts are being handled in accordance with the generally accepted account principles.

Ms. Gunza stated the basic transactions are there and the Borough is accounting for things on more of a cash basis and adjustments are made to more to an accrual basis of accounting.

A discussion ensued.

Manager DeFinis thanked all staff for their efforts throughout the audit process and thanked Ms. Gunza and Mr. Loughery for coming out this evening and giving the 2013 audit presentation.

#### 6. REPORTS FROM STANDING COMMITTEES AND MAYOR:

Public Safety: Lt. Jane Robertson handed out and answered questions regarding the Hatfield Police Department's monthly report to the council.

Recycling: Manager DeFinis stated that metal or scrap recycling was brought to our attention and we are looking to expand our spring event to include more than just paper and cardboard. A discussion ensued amongst council about the spring recycling event.

Public Works: Solicitor Harper stated we received two letters about the Park at Heather Meadows and in both of these letters they want the growth around the pond addressed. Solicitor Harper added that the Public Works committee met and it was decided that we should write back to these letters and say this item will be on the Workshop Meeting in September for discussion. A discussion ensued amongst Council.

6. MANAGER'S REPORT: General Report and Project Updates. Manager DeFinis reviewed the Reports and made the following announcements:

- I have recently participated in the PSAB 2014 Annual Conference Committee meeting in Lancaster. The 2015 PSAB Conference will be held April 26 – 29 at the Marriott in downtown Lancaster. The Conference Committee and Spouse / Guest Committee have planned an exciting and informative event.
- Borough Public Works Department is in the midst of several summer projects. Please see the Public Works Report for details.
- The Borough Strategic Planning Retreat is scheduled for September 10<sup>th</sup> @ 6:00PM. Please communicate specific items for discussion by the September 3<sup>rd</sup> Workshop Meeting so the topics can be included in the Retreat Packet. Please remember to bring your calendars to the meeting to schedule committee meetings for the 2015 budget discussions.
- I recently met with Bursich, PENNVEST & DEP regarding several stormwater projects. After that meeting two new stormwater problem

areas were identified. The first at the corner of Blaine & Main Streets the Borough PW can handle in house. The second on W. Broad Street is currently under review. We found out with the past two days of televising that it is most of West Broad Street.

- On August 12 Eric Kauffman of Bursich and I spent the morning with PennDOT officials to discuss stormwater and road maintenance on State owned roads. There has been some turnover at PennDOT and we are working with the interim staff to make them aware of Borough Council's concerns.
- The mill & overlay road project scheduled for Maple Avenue should be completed by mid to late September.
- The Utility-Billing Department introduced E-Mail Billing statements. Residents and businesses can now receive Electric & Sewer bills via e-mail. The information has been posted on all media outlets.
- The Code Enforcement, Fire Safety / Fire Marshal, Zoning Officer / Property Maintenance departments have made significant progress during their recent transition. Staff and I will continue to work with these departments to maintain the quality level of service by Borough residents & businesses. Several Property Maintenance issues have been resolved in recent weeks. The Fire Safety Program is back on schedule. The Code Enforcement Office is working to close existing open permits.
- Volunteers are needed for the Fall Festival Saturday, September 27. Please contact Jaime Snyder to volunteer.
- I attended the Montco 2040 Shared Vision webinar.

## 7. NEW BUSINESS:

### A. Heather Meadows Basketball Court Petition:

Manager DeFinis informed council that there is a letter in the packets from State Representative Godshall stating that the DCED has grants available for these projects in the spring.

### B. Dawson Alley Residents Petition:

Manager DeFinis informed council that limited millings were spread in alleys and all residents were informed that no findings were recovered when looking for dedication of the alley.

Solicitor Harper stated that the minutes should reflect that we reviewed all records and Dawson Alley was not dedicated.

### C. Police Protection Agreement Discussion

President Weierman stated that we have had correspondence from Hatfield Township that their Finance Committee authorized their Manager, Aaron to accept the terms for the police agreement as proposed by Hatfield Borough.

D. Expansion of Federal Control Under the Clean Water Act

Manager DeFinis stated that PSAB is urging Pennsylvania Boroughs to oppose the rule change from the US Environmental Protection Agency and the Army Core of Engineers which verify what waters are and what waters are not protected under the Federal Clean Water Act, this is an expansion of what we have now.

A discussion ensued.

Solicitor Harper added that if the Borough would decide to pass a Resolution, it should be sent to the Federal Representatives.

E. George Didden Greenhouses 100<sup>th</sup> Anniversary September 6, 2014 10AM – 2PM

President Weierman spoke shortly on the event.

F. Gambone / Snyder Townhomes Development

Manager DeFinis stated at your places this evening is some information on the Ordinance that stipulates under item 9 of the electricity ordinance all service to new customers is at the expense to the customer.

Solicitor Harper stated they do not want to pay to run the line to the twelve houses.

Manager DeFinis added they do not want to incur the expenses of moving the poles off of Main Street, which have to be moved to widen the road; this is all part of it. PPL and PECO do not pass that on to the developer, they pass that on to everyone through the rates but we cannot do that, we do not have the customer base.

A discussion ensued.

8. OLD BUSINESS:

A. REPORTS AND CORRESPONDENCE:

President Weierman and Manager DeFinis reviewed, updated and answered questions regarding the Reports and Correspondence.

- Monthly Investment Report
- Monthly EIT Report

- Police Department Report
- Fire Department Report
- Public Works Department Report
- Engineering Report
- Fire Safety Inspection Report

#### 11. ACTION ITEMS:

- A. Motion to Approve Closing of Butler Avenue, September 6, 2014 from 8:00AM to 3:00PM for the George Didden Greenhouses 100<sup>th</sup> Anniversary Celebration.

Motion: A motion was made by Councilmember Farrall to Approve Closing of Butler Avenue, September 6, 2014 from 8:00AM to 3:00PM for the George Didden Greenhouses 100<sup>th</sup> Anniversary Celebration. The motion was seconded by Councilmember Stevens.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 3-0.

#### 12. MOTION TO APPROVE PAYMENT OF THE BILLS: (was made at 8:40pm- Councilmember Kroesser excused himself from the meeting)

President Weierman and Manager DeFinis reviewed and answered questions regarding the bill list.

Motion: A motion was made by Councilmember Kroesser to approve payment of the bills. The motion was seconded by Councilmember Stevens.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was approved with a vote of 3-0-1. Councilmember Farrall abstained from the vote.

#### 13. MOTION TO ADJOURN:



Motion:

A motion was made by Councilmember Stevens to adjourn the meeting of August 20, 2014. The motion was seconded by Councilmember Farrall and unanimously approved with a vote of 3-0. The meeting adjourned at 8:55 PM.

**Executive Session: Potential Litigation, Real Estate and Personnel**

Respectfully Submitted,  
Jaime E. Snyder  
Assistant Secretary

BOROUGH OF HATFIELD  
BOROUGH COUNCIL  
MONTGOMERY COUNTY, PA

Ordinance # 510 Amending Chapter 18 Sewers & Sewer Disposal of the  
Borough of Hatfield Code of Ordinances

Wednesday, June 18, 2014

Hatfield Borough Building  
401 South Main Street  
PO BOX 190  
Hatfield, PA 19440

PRESENT:

John H. Weierman, President

Bryan A. Moyer, Councilmember

Lawrence G. Stevens, Councilmember

John Kroesser, Councilmember

Robert L. Kaler III, Mayor

Michael J. DeFinis, Manager

COUNCIL APPEARED AS FOLLOWS:

Catherine M. Harper, Solicitor for the Borough of Hatfield

Ordinance 510

PROCEEDINGS

MR. WEIERMAN: We now have a public hearing regarding Ordinance number 510 Amending Chapter 18 Sewers & Sewer Disposal of the Borough of Hatfield Code of Ordinances.

SOLICITOR HARPER: At this time I would like to call the public hearing to order.

SOLICITOR HARPER: Please let the minutes reflect that this meeting was advertised in the North Penn Reporter Newspaper and the entire Ordinance was advertised.

SOLICITOR HARPER: The purpose of Ordinance 510 Ordinance is to clear up any ambiguity in the Ordinance which was recognized by the Borough Engineer. If you look at your copy of the Ordinance you can see that in calculating the EDU, it was not clear that the Engineer should use the highest quarter in the period studied divided by 175 gallons. That is the way they do it, that is the way we have been doing it and it is done in other Townships and Borough's. The Engineer asked us to add the words "for the highest quarter in the period studied". The purpose of this is to make sure that commercial properties are paying the correct amount of sewage disposal fees. Sometimes they purchase a certain number of EDU's and they do not use them on a regular basis, so they are not pulling the correct number. The Engineer recommended that you clear up the ambiguity in the Ordinance so that the bigger users in the Borough are paying their fair share. If the bigger users are not paying their fair share that means that everyone will have to pay a higher rate; that is the focus on the Ordinance.

SOLICITOR HARPER: Are there any questions or comments?

SOLICITOR HARPER: Let the minutes reflect that that no public has expressed any interest or has any questions or comments.

SOLICITOR HARPER: Let the minutes reflect that no one from council had any questions or comments.

SOLICITOR HARPER: If there is no further discussion on this Ordinance I would like to call the hearing to a close.

This public hearing is closed (at 7:47 PM the hearing was closed)

BOROUGH OF HATFIELD  
BOROUGH COUNCIL  
MONTGOMERY COUNTY, PA

Ordinance # 511 Amending Chapter 15 Motor Vehicles & Traffic of the  
Borough of Hatfield Code of Ordinances

Wednesday, June 18, 2014

Hatfield Borough Building  
401 South Main Street  
PO BOX 190  
Hatfield, PA 19440

PRESENT:

John H. Weierman, President

Bryan A. Moyer, Councilmember

Lawrence G. Stevens, Councilmember

John Kroesser, Councilmember

Robert L. Kaler III, Mayor

Michael J. DeFinis, Manager

COUNCIL APPEARED AS FOLLOWS:

Catherine M. Harper, Solicitor for the Borough of Hatfield

Ordinance 511

PROCEEDINGS

MR. WEIERMAN: We now have a public hearing regarding Ordinance number 511 Amending Chapter 15 Motor Vehicles & Traffic of the Borough of Hatfield Code of Ordinances.

SOLICITOR HARPER: At this time I would like to call the public hearing to order.

SOLICITOR HARPER: You have in front of you Ordinance number 511 which was also advertised in the North Penn Reporter.

SOLICITOR HARPER: This Ordinance is going to restrict truck traffic on North Main Street to the Borough line and on Lincoln Avenue both ways Main Street to Columbia Avenue. This is in addition to all the other streets in the Borough which do not allow truck traffic.

JOHN WEIERMAN: Any questions or comments from the public?

SOLICITOR HARPER: Let the minutes reflect that there were no public questions or comment.

JOHN WEIERMAN: Any questions or comments from Council?

BRYAN MOYER: Would like council to know that the Public Safety Committee is in favor and supports this amendment to Ordinance 511.

SOLICITOR HARPER: Let the minutes reflect that the Public Safety Committee reviewed this Ordinance and recommends it.

JOHN WEIERMAN: Is there any exception for local deliveries?

SOLICITOR HARPER: Right, YES.

MICHAEL DEFINIS: Local deliveries which are streets that abut Main Street.

MICHAEL DEFINIS: This also includes Emergency Vehicles.

JOHN WEIERMAN: Did we get permission to post signs outside the Borough line?

MICHAEL DEFINIS: The signs will be posted at the beginning of the Borough Line on North Main Street and at Main and Broad Streets.

JOHN WEIERMAN: If there is no further discussion on this Ordinance I would like to call the hearing to a close.

This public hearing is closed (at 7:55 PM the hearing was closed)



BOROUGH OF HATFIELD  
BOROUGH COUNCIL  
MONTGOMERY COUNTY, PA

Ordinance # 512 Fixing the Real Estate Tax Rate for the Fiscal Year 2015

Wednesday, November 19, 2014

Hatfield Borough Building  
401 South Main Street  
PO BOX 190  
Hatfield, PA 19440

PRESENT:

John H. Weierman, President

John Kroesser, Councilmember

Bryan A. Moyer, Councilmember

Lawrence G. Stevens, Councilmember

Robert L. Kaler III, Mayor

Michael J. DeFinis, Manager

COUNCIL APPEARED AS FOLLOWS:

Patrick Hitchens, Esquire for the Borough of Hatfield

Ordinance 512

PROCEEDINGS

MR. WEIERMAN: We now have a public hearing regarding Ordinance Number 512 Fixing the Real Estate Tax Rate for the Fiscal Year 2015.

PATRICK HITCHENS, ESQUIRE: Called to order the public hearing for the Borough of Hatfield, Montgomery County, Commonwealth of Pennsylvania Ordinance #512 Fixing the Real Estate Tax Rate for the fiscal year of 2015.

PATRICK HITCHENS, ESQUIRE: For purposes of the hearing I would like to mark as Borough Exhibit 1 a copy of Ordinance # 512 and for purposes of the hearing I would also like to mark as Borough Exhibit 2 a proof of publication which is in possession of the Assistant Secretary.

PATRICK HITCHES, ESQUIRE: Ordinance #512 for general purposes, the sum will be 1.1 mills on each one-thousand dollars of assessed valuation and 0.25 mills for fire engines, fire apparatus, fire hose and fire house on each one-thousand dollars of assessed valuation making a total tax rate for all Borough purposes of 1.35 mills.

PATRICK HITCHENS, ESQUIRE: Stated at this time he would like to open the hearing to members of the public for comments; any member of the public who wishes to make a comment please stand, state your name and address for purposes of the record.

PATRICK HITCHES, ESQUIRE: Let the minutes reflect that no public has expressed any interest or has any questions or comments.

PATRICK HITCHES, ESQUIRE: Asked if any Borough Council members wished to make a public comment.

PATRICK HITCHENS, ESQUIRE: Let the minutes reflect that no one from Council had any questions or comments.

PATRICK HITCHENS, ESQUIRE: At this time with no comments being made, I will close this public hearing and remind those present that this Ordinance will be voted on later this evening.

This public hearing is closed (at 7:40 PM the hearing was closed)



BOROUGH OF HATFIELD  
BOROUGH COUNCIL  
MONTGOMERY COUNTY, PA

Ordinance # 513 Amending Chapter 24 Taxation, to Enact a New Part 3,  
“Local Services Tax” in the Code of Ordinances.

Wednesday, November 19, 2014

Hatfield Borough Building  
401 South Main Street  
PO BOX 190  
Hatfield, PA 19440

PRESENT:

John H. Weierman, President

John Kroesser, Councilmember

Bryan A. Moyer, Councilmember

Lawrence G. Stevens, Councilmember

Robert L. Kaler III, Mayor

Michael J. DeFinis, Manager

COUNCIL APPEARED AS FOLLOWS:

Patrick Hitchens, Esquire for the Borough of Hatfield

Ordinance 513

PROCEEDINGS

MR. WEIERMAN: We now have a public hearing regarding Ordinance Number 513 Amending Chapter 24 Taxation, to Enact a New Part 3, "Local Services Tax" in the Code of Ordinances.

PATRICK HITCHENS, ESQUIRE: Called to order the public hearing for the Borough of Hatfield, Montgomery County, Commonwealth of Pennsylvania Ordinance #513 Amending Chapter 24 taxation, to enact a new Part 3, "Local Services Tax" in the Code of Ordinances.

PATRICK HITCHENS, ESQUIRE: For purposes of the hearing I would like to mark as Borough Exhibit 1 a copy of Ordinance # 513 and for purposes of the hearing I would also like to mark as Borough Exhibit 2 a proof of publication which is in possession of the Assistant Secretary.

PATRICK HITCHES, ESQUIRE: Ordinance #513 is to enact a new local services tax to begin January 1, 2015. This tax will be a minimum of \$52.00 per year on those whose net profits are more the \$12,000 per year. If your net profits are less than \$12,000 per year you will be exempt from this local services tax. The ordinance addresses the use of this tax and the addresses if you are self-employed or you engage in more than one occupation or are employed in more than one political subdivision. The ordinance also addresses non-residents and how collection and penalties will handled.

PATRICK HITCHENS, ESQUIRE: Stated at this time he would like to open the hearing to members of the public for comments; any member of the public who wishes to make a comment please stand, state your name and address for purposes of the record.

PATRICK HITCHES, ESQUIRE: Let the minutes reflect that no public has expressed any interest or has any questions or comments.

PATRICK HITCHES, ESQUIRE: Asked if any Borough Council members wished to make a public comment.

PATRICK HITCHENS, ESQUIRE: Let the minutes reflect that no one from Council had any questions or comments.

PATRICK HITCHENS, ESQUIRE: At this time with no comments being made I will close this public hearing and remind those present that this Ordinance will be voted on later this evening.

This public hearing is closed (at 7:44 PM the hearing was closed)

BOROUGH OF HATFIELD  
BOROUGH COUNCIL  
MONTGOMERY COUNTY, PA

Ordinance # 514 Amending Chapter 1, Section 212 Of the Code or Ordinances to Set Forth Fees Chargeable for Tax Searches, and Tax Certifications, and to add a new Section 213 to Set Forth Amounts Chargeable for Returned Checks and Delinquent Payments, and to Establish Payment Methods Required.

Wednesday, November 19, 2014

Hatfield Borough Building  
401 South Main Street  
PO BOX 190  
Hatfield, PA 19440

PRESENT:

John H. Weierman, President

John Kroesser, Councilmember

Bryan A. Moyer, Councilmember

Lawrence G. Stevens, Councilmember

Robert L. Kaler III, Mayor

Michael J. DeFinis, Manager

COUNCIL APPEARED AS FOLLOWS:

Patrick Hitchens, Esquire for the Borough of Hatfield

Ordinance 514

PROCEEDINGS

MR. WEIERMAN: We now have a public hearing regarding Ordinance Number 514 Amending Chapter 1, Section 212 of the Code or Ordinances to Set Forth Fees Chargeable for Tax Searches, and Tax Certifications, and to add a new Section 213 to Set Forth Amounts Chargeable for Returned Checks and Delinquent Payments, and to Establish Payment Methods Required.

PATRICK HITCHENS, ESQUIRE: Called to order the public hearing for the Borough of Hatfield, Montgomery County, Commonwealth of Pennsylvania Ordinance #514 amending Chapter 1, section 212 of the Code of Ordinances to set forth fees chargeable for tax searches, and tax certifications, and to add a new section 213 to set forth amounts chargeable for returned checks and delinquent payments, and to establish payment methods required.

PATRICK HITCHENS, ESQUIRE: For purposes of the hearing I would like to mark as Borough Exhibit 1 a copy of Ordinance # 514 and for purposes of the hearing I would also like to mark as Borough Exhibit 2 a proof of publication which is in possession of the Assistant Secretary.

PATRICK HITCHES, ESQUIRE: Ordinance #514 revises the current fees in which the tax collector may impose for certification of tax records and also allows charges in the future to be imposed by the tax collector for returned checks. The Ordinance also requires a certain type of payment after December 15 as well as allows additional fees of 5% to be added after December 31.

PATRICK HITCHENS, ESQUIRE: Stated at this time he would like to open the hearing to members of the public for comments; any member of the public who wishes to make a comment please stand, state your name and address for purposes of the record.

PATRICK HITCHES, ESQUIRE: Let the minutes reflect that no public has expressed any interest or has any questions or comments.

PATRICK HITCHES, ESQUIRE: Asked if any Borough Council members wished to make a public comment.

PATRICK HITCHENS, ESQUIRE: Let the minutes reflect that no one from Council had any questions or comments.

PATRICK HITCHENS, ESQUIRE: At this time with no comments being made I will close this public hearing and remind those present that this Ordinance will be voted on later this evening.

This public hearing is closed (at 7:48 PM the hearing was closed)

BOROUGH OF HATFIELD  
BOROUGH COUNCIL  
MONTGOMERY COUNTY, PA

Ordinance # 515 Amending the Provisions of Chapter 18, Sewers and Sewage Disposal, Part 3,  
Waste Discharge Regulations, Section 314 Discharge of Processed Wastewater of the  
Code of Ordinances

Wednesday, November 19, 2014

Hatfield Borough Building  
401 South Main Street  
PO BOX 190  
Hatfield, PA 19440

PRESENT:

John H. Weierman, President

Bryan A. Moyer, Councilmember

Lawrence G. Stevens, Councilmember

John Kroesser, Councilmember

Robert L. Kaler III, Mayor

Michael J. DeFinis, Manager

COUNCIL APPEARED AS FOLLOWS:

Patrick Hitchens, Esquire, Solicitor for the Borough of Hatfield

Ordinance 515

PROCEEDINGS

MR. WEIERMAN: We now have a public hearing regarding Ordinance Number 515 Amending the Provisions of Chapter 18, Sewers and Sewage Disposal, Part 3, Waste Discharge Regulations, Section 314 Discharge of Processed Wastewater of the Code of Ordinances.

PATRICK HITCHENS, ESQUIRE: Called to order the public hearing for the Borough of Hatfield, Montgomery County, Commonwealth of Pennsylvania Ordinance #515 amending the provisions of chapter 18, Sewers and Sewage Disposal, Part 3, Waste Discharge Regulations, Section 314 Discharge of Processed Wastewater of the Code of Ordinances.

PATRICK HITCHENS, ESQUIRE: For purposes of the hearing I would like to mark as Borough Exhibit 1 a copy of Ordinance # 515 and for purposes of the hearing I would also like to mark as Borough Exhibit 2 a proof of publication which is in possession of the Assistant Secretary.

PATRICK HITCHES, ESQUIRE: Ordinance #515 simply revises the sewage and sewage disposal code to revise the concentration level for certain pollutants that are permitted to be discharged into the wastewater system without a permit from the Hatfield Township Municipal Authority.

PATRICK HITCHENS, ESQUIRE: Stated at this time he would like to open the hearing to members of the public for comments; any member of the public who wishes to make a comment please stand, state your name and address for purposes of the record.

PATRICK HITCHES, ESQUIRE: Let the minutes reflect that no public has expressed any interest or has any questions or comments.

PATRICK HITCHES, ESQUIRE: Asked if any Borough Council members wished to make a public comment.

PATRICK HITCHENS, ESQUIRE: Let the minutes reflect that no one from Council had any questions or comments.

PATRICK HITCHENS, ESQUIRE: At this time with no comments being made I will close this public hearing and remind those present that this Ordinance will be voted on later this evening.

This public hearing is closed (at 7:53 PM the hearing was closed)



HATFIELD BOROUGH COUNCIL  
WORKSHOP MEETING  
December 3, 2014

MINUTES

CALL TO ORDER AND ROLL CALL:

- (X) John H. Weierman, President
- ( ) Kenneth V. Farrall (arrived at 7:40 pm)
- (X) John Kroesser
- ( ) Bryan A. Moyer (arrived at 7:45 pm)
- (X) Lawrence G. Stevens
  
- (X) Mayor, Robert L. Kaler III

The record shows that three members of Council were present at roll call, as well as, Mayor, Robert L. Kaler III, Solicitor Catherine M. Harper; Timoney Knox LLP, Borough Manager, Michael J. DeFinis and Assistant Secretary, Jaime E. Snyder.

1. APPROVAL OF MEETING AGENDA:

Motion: A motion was made by Councilmember Stevens to approve the Workshop Meeting Agenda of December 3, 2014. The motion was seconded by Councilmember Kroesser and was unanimously approved with a vote of 3-0.

2. PUBLIC INPUT: President Weierman asked if there was any Public Input. There was no public input. The media was not present.

3. ANNOUNCEMENTS: Manager DeFinis made the following announcements:

- Next Council meeting December 17, 2014 Regular Meeting @ 7:30PM
- HERC is scheduled to meet December 17, 2014 @ 8:00AM
- The Borough Offices will be closed December 24<sup>th</sup> and 25<sup>th</sup> in observance of the Celebration of Christmas and December 31<sup>st</sup> and January 1<sup>st</sup> in observance of the New Year Holiday.

4. REPORTS FROM STANDING COMMITTEES AND MAYOR:

Budget Finance and Labor: President Weierman stated that the Earned Income Tax results are right about running par with last year with one month to go.



Recycling: Mayor Kaler stated that they had a recycling meeting and there wasn't much news to report except for the Township representative will be resigning and there is a vacancy with North Wales and Ambler Borough. Mayor Kaler added that the consultant FX Browne is taking over the website updates for the Recycling Commission and interacting with all the municipalities so establish a connection to their personal websites.

5. MANAGER'S REPORT: General Report and Project Updates. Manager DeFinis reviewed the Reports and made the following announcements:

1. There are vacancies on the Pool Advisory Board
2. The Treasurer and I met with Clifton Larson Allen to discuss ways to reduce the negative comments in the annual report.
3. The PA State Dept. of the Auditor General conducted an audit of the Borough Pension Plans. Officially No Findings, Observations or Comments were discovered. The Mayor is issued a copy of the audit.
4. The Solicitor and I are working on finalizing Electric Mutual Aid Agreements.
5. Land Development Updates:
  - a. I recently responded to the architect and engineer of GLC (Grace Lutheran Church) on several issues regarding the land development application. Chad Chamburn of Bursich attended a meeting at the MCCD on November 19<sup>th</sup> with representatives of the Grace Lutheran Church. Grace Lutheran did submit what they are calling a final plan which will be on the Agenda for January 7, 2015.
  - b. Solicitor and I have received communications regarding the Gambone Development. The Developer has been instructed the initial escrow account is in need of funding as the account is now overdrawn.
6. Attachments:
  - a. No Parking During Snow Alert on Stephanie Court
  - b. Senator Bob Casey response
  - c. 2015 Estimated Assessed Valuation
  - d. DEP Letter to Rep. Godshall
7. Important events & dates:
  - a. MCBA Holiday Dinner Meeting is Thursday December 4<sup>th</sup> at Presidential Caterers.
  - b. Hatfield Chamber of Commerce Tree Lighting Saturday, December 6<sup>th</sup>. (canned food drive)
  - c. Borough Brunch Sunday, December 7<sup>th</sup>.
  - d. Holiday Decoration Judging December 13<sup>th</sup>. Judges Needed!
8. Policy & Procedure Items:
  - a. Initiating a fee to look up electric & sewer bills. Several residents never bring in their bills and staff spends time researching the information. A fee of \$5.00 is imposed in other municipalities.
  - b. Updates to the Municipal Service Team Handbook.
9. News articles in the Borough Magazine: "Managing your Capacity"

## 6. NEW BUSINESS: DISCUSSION ITEMS:

### A. Temporary Electric Rate Resolution

President Weierman informed Council that Resolution 2014-04 was passed back in April and this was put in place to amend the Borough's electric rate schedule for a temporary charge to recuperate some of the expense of almost \$75,000. President Weierman stated we will put this on the Agenda for the Regular meeting for the 17<sup>th</sup> for consideration on amending / repealing Resolution 2014-04.

A discussion ensued amongst Council about the electric rates.

### B. Resolution 2014-29 Reimbursement Borough Projects

President Weierman stated that Resolution 2014-29 is dealing with how we will pay for the Towamencin Avenue, Edgewood Drive Culvert.

Manager DeFinis elaborated on this discussion topic with Council and options of paying the Borough back and using the cash on hand.

A discussion ensued about the project and it was stated by Borough Council and by Solicitor Harper that the Towamencin Avenue, Edgewood Drive Culvert project must be completed whether the Borough receives a grant for the project or not.

### C. Resolution 2014-30 Check Signing Authorization

President Weierman stated Resolution 2014-30 would approve the Borough Secretary, The Borough Assistant Secretary, Borough Treasurer as approved check signers.

A discussion ensued amongst Council about President John Weierman and his ability to sign checks, specified in Resolution 2014-30.

## 7. OLD BUSINESS:

### A. REPORTS AND CORRESPONDENCE:

Manager DeFinis and President Weierman reviewed, updated and answered questions regarding the Reports and Correspondence.

- Monthly Investment Report
- Monthly EIT Report
- Police Department Report
- Fire Department Report

- Public Works Department Report
- Engineering Report
- Fire Safety Inspection Report
- Zoning Officer / Property Maintenance Report
- Building Code Enforcement Officer Report

## 8. ACTION ITEMS:

### A. Motion to Approve Resolution 2014-28 Recognizing the Volunteers of the Hatfield Food Cupboard as the Borough of Hatfield Citizen of the Year

Motion: A motion was made by Councilmember Moyer to Motion to Approve Resolution 2014-28 Recognizing the Volunteers of the Hatfield Food Cupboard as the Borough of Hatfield Citizen of the Year. The motion was seconded by Councilmember Farrall.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 5-0.

### B. Motion to Accept a Mayoral Proclamation Recognizing the Volunteers of the Hatfield Food Cupboard as the Borough of Hatfield Citizen of the Year

Motion: A motion was made by Councilmember Moyer to Accept a Mayoral Proclamation Recognizing the Volunteers of the Hatfield Food Cupboard as the Borough of Hatfield Citizen of the Year. The motion was seconded by Councilmember Farrall.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 5-0.

### C. Motion to Approve the 2015 Borough Council & Planning Commission Meeting Dates

Motion: A motion was made by Councilmember Moyer to Approve the 2015 Borough Council & Planning Commission Meeting Dates. The motion was seconded by Councilmember Farrall.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 5-0.

9. ADJOURNMENT:

Motion: A motion was made by Councilmember Moyer to adjourn the Workshop meeting of December 3, 2014. The motion was seconded by Councilmember Kroesser and unanimously approved with a vote of 5-0. The meeting adjourned at 8:40PM.

Executive Session: Potential Litigation, Real Estate and Personnel

Respectfully Submitted,  
Jaime E. Snyder  
Assistant Secretary

HATFIELD BOROUGH COUNCIL  
REGULAR MEETING  
December 17, 2014

MINUTES

CALL TO ORDER AND ROLL CALL:

- (X) John H. Weierman, President
  - (X) Kenneth V. Farrall
  - (X) John Kroesser
  - (X) Bryan A. Moyer
  - (X) Lawrence G. Stevens
- (X) Mayor, Robert L. Kaler III

The record shows that five members of Council were present at roll call, as well as, Mayor Robert L. Kaler III, Solicitor, Catherine M. Harper; Timoney Knox LLP, Borough Manager Michael J. DeFinis and Assistant Secretary Jaime E. Snyder.

1. APPROVAL OF MEETING AGENDA:

Motion: A motion was made by Councilmember Moyer to approve the Regular Meeting Agenda of December 17, 2014 with additions. The motion was seconded by Councilmember Farrall and unanimously approved with a vote of 5-0.

2. PUBLIC INPUT: President Weierman asked if there was any Public Input. The media was not present.

Six members of the St. Mary's Coptic Church on Unionville Pike, Hatfield PA came to address Council: Nagi EL Bardissi: 1925 Maple Avenue Hatfield, Father Antonious Slaib: 203 Avongale Drive North Wales, Basem S. Habib: 103 N. Cannon Avenue Lansdale, Mark Ghoubril 218 Avondale Drive North Wales, Milad Ghebrial: 29 Poplar Street Hatfield and Nader Kamel: 5802 Emily Drive Doylestown.

Nader Kamel addressed Council on behalf of the group from St. Mary's and thanked Council for hearing them this evening. Mr. Kamel informed Council that they were going to purchase the vacant property located at 30 East Lincoln Avenue, Hatfield on December 26<sup>th</sup> and would like to occupy it as a church in the core commercial district. Mr. Kamel stated they need to move out of their current lease location because the rates are increasing and the new church they are building on Unionville Pike will not be completed in time for the move. Mr. Kamel stated they are committed to buy the building and would like to use it for prayer until June or July of 2015. Mr. Kamel stated they previously met

with staff and are willing to do whatever it takes to occupy the building and all parking constraints.

Solicitor Harper stated she believes they are asking for a waiver of land development for temporary use of a building that was previously a church, then covered to something else and want to again use it as a church.

Mr. Kamel stated that is exactly correct.

Solicitor Harper stated if Council would grant a waiver of land development, you would still have to abide by the building code / permit issues for an assembly use.

Manager DeFinis added that he was present at the staff meetings and they need to address an ADA accessible handicapped ramp on the exterior of the building.

Mr. Kamel explained to Council about the plans for the ramp and addressed other minor changes they would be interested in completing.

A discussion ensued amongst Council.

Solicitor Harper informed Mr. Kamel about the difference between land development / zoning approval and building approval. She stated that Borough Council cannot waive any building code or permit issues as they are dealing with the health, safety issues. Solicitor Harper added if Borough Council was to waive the land or zoning request for temporary use, you would still need to comply with the building code.

Mr. Kamel addressed the parking issue and an agreement they have with Kurt Clauss, the engineer across the street at 21 East Lincoln Avenue to use his 24 parking spaces along with the spaces available on their lot, which he believes is 7.

Councilmember Moyer asked how they came up with the 7 available spots on their property.

A discussion ensued amongst Council about the number of people permitted in the building and parking for St. Mary's Church and the actual available spaces allotted for parking calculated by the square footage of the property.

Mr. Kamel discussed future plans for the building after their church on Unionville Pike was completed and it was conveyed to him by Borough Council that they would need to come back in for another U & O at that time.

Manager DeFinis went over a few items that the church needs to address to occupy the 30 East Lincoln Avenue building: cannot use the basement because of no fire suppression system; basement would need to be locked during occupancy. Secondly, the handicapped ramp and thirdly the water closet or restroom and what ADA codes need to be met. Manager DeFinis added lastly all parking regulations must be met.

A discussion ensued amongst Council and Mr. Kamel about the water closet requirements for gender and ADA requirements.

Solicitor Harper stated an overview of conditions for the waiver of land development for temporary permitted use of the property at 30 East Lincoln Avenue: no external changes except new entrance for the steps and handicapped access ramp, no waiver of the building code included but not limited to no use of the basement without fire suppression, this limited waiver of land development would expire September 1, 2015, it must include 24 parking spaces on the Schlosser Clauss Building property added to the four spaces available on the 30 East Lincoln Avenue property, which need to be proven to the Zoning Officer which limits them to 112 occupants and a new U & O permit is needed for the future use of the building after September 1, 2015.

Motion: A motion was made by Councilmember Moyer to Approve the waiver of land development with all the conditions listed in the letter from the Solicitor and an agreement with Schlosser Clauss for parking expiring September 1, 2015. This waiver is for temporary use and must meet the satisfaction of the Borough Zoning, Code and Fire Marshal. The motion was seconded Councilmember Farrall.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 5-0.

Mr. Kamel and the group from St. Mary's Coptic Church thanked Council for hearing them this evening.

The December 17, 2014 Regular Council Meeting adjourned for a brief executive session to discuss personnel issues at 8:20pm and reconvened at 8:26pm.

### 3. APPROVAL OF THE MINUTES:

Motion to Approve the Minutes of November 5, 2014 Workshop Meeting and the November 19, 2014 Regular Meeting, including the Minutes of the November 19, 2014 Public Hearings on Ordinances No. 512, No. 513, No. 514 and No. 515.

Motion: A motion was made by Councilmember Moyer to Approve the Minutes of November 5, 2014 Workshop Meeting and the November 19, 2014 Regular Meeting, including of the November 19, 2014 Public Hearings on Ordinances No. 512, No. 513, No. 514 and No. 515. The motion was seconded by Councilmember Farrall and unanimously approved with a vote of 5-0.

4. ANNOUNCEMENTS: Manager DeFinis made the following announcements:

- Next month's Council meetings January 7<sup>th</sup> Workshop & January 21<sup>st</sup> Regular Meeting at 7:30PM.
- HERC is scheduled to meet January 28, 2015 @ 8:00AM.
- The Planning Commission is scheduled to meet January 5, 2015 @ 7:00PM.
- The Borough Offices will be closed December 24<sup>th</sup> & 25<sup>th</sup> in observance of the Christmas Holiday and December 31<sup>st</sup> & January 1, 2015 inobservance of the New Year Holiday.

President Weierman read a letter addressed to Council from the volunteers at the Hatfield Food Cupboard thanking Council for their award of the 2014 Citizens of the Year and the donation that was given.

5. OLD BUSINESS:

6. NEW BUSINESS:

Public Safety: Lieutenant Jane Robertson handed out and answered questions regarding the Hatfield Police Department's monthly report to the Council.

7. ACTION ITEMS:

- A. Motion to Approve the new contract effective January 1, 2015 to December 31, 2020 with the Teamsters Local Union 830 for the Borough's Public Works employees as detailed in the attached memo from the Borough Manager, provided the Union and the Borough agree to a written contract acceptable to the Borough Manager and Borough Solicitor.

Motion: A motion was made by Councilmember Moyer to Approve the new contract effective January 1, 2015 to December 31, 2020 with the Teamsters Local Union 830 for the Borough's Public Works employees as detailed in the attached memo from



the Borough Manager, provided the Union and the Borough agree to a written contract acceptable to the Borough Manager and Borough Solicitor. The motion was seconded by Councilmember Farrall.

President Weierman asked if there were any comments or questions.

Manager DeFinis discussed with Council about a possible press release.

The motion was unanimously approved with a vote of 5-0.

**B. Motion to Approve Resolution # 2014-29 Borough Project Reimbursement**

Motion: A motion was made by Councilmember Moyer to Approve Resolution # 2014-29 Borough Project Reimbursement. The motion was seconded by Councilmember Farrall.

President Weierman asked if there were any comments or questions.

President Weierman stated that as discussed previously we have attached an item which shows where the money may be dispersed from if needed.

The motion was unanimously approved with a vote of 5-0.

**C. Motion to Approve Resolution # 2014-30 Check Signing Authorization**

Motion: A motion was made by Councilmember Moyer to Motion to Approve Resolution # 2014-30 Check Signing Authorization. The motion was seconded by Councilmember Stevens.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was approved with a vote of 4-0-1. Councilmember Farrall abstained from the vote.

**D. Motion to Approve Resolution # 2014-31 Amending / Repealing Resolution 2014-04**

Motion: A motion was made by Councilmember Moyer to Approve Resolution # 2014-31 Amending / Repealing Resolution 2014-04. The motion was seconded by Councilmember Farrall.

President Weierman asked if there were any comments or questions.

A short discussion ensued amongst Council about this amendment and changing the temporary rate increase which was instated back in April of 2014.

The motion was unanimously approved with a vote of 5-0.

E. Motion to Approve Resolution # 2014-32 Authorizing Changes to the Administrative Staff & Pension Allocation

Motion: A motion was made by Councilmember Moyer to Approve Resolution # 2014-32 Authorizing Changes to the Administrative Staff & Pension Allocation. The motion was seconded by Councilmember Kroesser.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 5-0.

8. MOTION TO APPROVE PAYMENT OF THE BILLS:

President Weierman and Manager DeFinis reviewed and answered questions regarding the bill list.

Motion: A motion was made by Councilmember Moyer to approve payment of the bills. The motion was seconded by Councilmember Farrall.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was unanimously approved with a vote of 5-0.

9. MOTION TO ADJOURN:

Motion:

A motion was made by Councilmember Moyer to adjourn the Regular Meeting of December 17, 2014. The motion was seconded by Councilmember Farrall and unanimously approved with a vote of 5-0. The meeting was adjourned at 8:55PM.

Respectfully Submitted,  
Jaime E. Snyder  
Assistant Secretary

HATFIELD BOROUGH COUNCIL  
EMERGENCY MEETING  
February 12, 2014  
8:00AM

MINUTES

CALL TO ORDER AND ROLL CALL:

- (X) John H. Weierman, President
  - (X) Kenneth V. Farrall
  - (X) John Kroesser
  - ( ) Bryan A. Moyer
  - (X) Lawrence G. Stevens
- (X) Mayor, Robert L. Kaler III

The record shows that four members of Council were present at roll call, as well as, Mayor Robert L. Kaler III, Borough Manager, Michael J. DeFinis, Solicitor Catherine M. Harper; Timoney Knox, LLP and Acting Assistant Secretary Jaime E. Snyder.

1. APPROVAL OF MEETING AGENDA:

Motion: A motion was made by Councilmember Farrall to approve the Agenda of February 12, 2014 Emergency Meeting. The motion was seconded by Councilmember Stevens and unanimously approved with a vote of 4-0.

2. ACTION ITEMS:

- A. Motion to Approve Resolution 2014-01 Appointing Keystone Municipal Services as the Fire Marshal & Deputy Emergency Management Coordinator for the Borough of Hatfield.

Motion: A motion was made by Councilmember Stevens to Approve Resolution 2014-01 Appointing Keystone Municipal Services as the Fire Marshal & Deputy Emergency Management Coordinator for the Borough of Hatfield. The motion was seconded by Councilmember Farrall.

President Weierman asked if there were any comments or questions.

Solicitor Harper stated that she changed the original wording from Assistant Emergency Management Coordinator to Deputy Emergency Management Coordinator since it is

more descriptive because his services will be used when the Emergency Management Coordinator is not here, not when he is here. The Resolution 2014-01 reflects this.

President Weierman asked if there were any comments or questions.

President Weierman suggested keeping Solicitor Harper's email attached to Resolution 2014-01.

Solicitor Harper mentioned that if any questions would arise about a Sunshine violation, this email could be used.

The motion was unanimously approved with a vote of 4-0.

### 3. MOTION TO ADJOURN:

Motion:

A motion was made by Councilmember Farrall to adjourn the Emergency Meeting of February 12, 2014. The motion was seconded by Councilmember Stevens and unanimously approved with a vote of 4-0. The meeting adjourned at 8:12AM.

Respectfully Submitted,  
Jaime E. Snyder  
Acting Assistant Secretary