

BOROUGH COUNCIL
REORGANIZATION / WORKSHOP MEETING

January 4, 2016

6:30PM

MINUTES

SWEARING IN
COUNCILMEMBER KENNETH V. FARRALL
COUNCILMEMBER STEPHEN E. KEIB

THE HONORABLE EDWARD J. LEVINE
PRESIDING

6:30PM Swearing in of Councilmember Kenneth V. Farrall
Swearing in of Councilmember Stephen E. Keib

The Honorable Edward J. Levine opened the Swearing In of Councilmember Kenneth V. Farrall and Councilmember Stephen E. Keib at 6:30PM on January 4, 2016. Councilmember Kenneth V. Farrall and Councilmember Stephen E. Keib took the Oath of Office.

Councilmember's, Mayor Kaler, III, and Manager DeFinis congratulated Councilmember's Farrall and Keib.

CALL TO ORDER: Mayor Robert L. Kaler, III called the Reorganization / Workshop Meeting to Order at 6:35 PM.

ROLL CALL

(X) John H. Weierman
(X) Kenneth V. Farrall
(X) Stephen E. Keib
() John Kroesser
(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 M. Hitchens, Timoney Knox, LLP, Manager Michael J. DeFinis and Assistant Secretary Jaime E. Snyder.

PLEDGE OF ALLEGIANCE

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

Motion: A motion was made by Councilmember Farrall to nominate John H. Weierman as Council President. The nomination was seconded by Councilmember Keib and unanimously approved with a vote of 4-0.

Motion to Close the Nominations for President.

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

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

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

Motion to Close the Nominations for Vice President.

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

APPOINTMENT OF VACANCY BOARD CHAIR: Mayor Kaler, III informed Council at this time Chair will recognize nominations for Vacancy Board Chair.

Motion: A motion was made by Councilmember Farrall to appoint Michelle Kroesser as Vacancy Board Chair. The motion was seconded by Councilmember Keib.

Mayor Kaler, III, asked if there were any other nominations. There were none.

Hearing none the motion was unanimously approved with a vote of 4-0.

Motion to Close the Nominations for Vacancy Board Chair.

Motion: A motion was made by Councilmember Farrall to close the nominations for Vacancy Board Chair. The motion was seconded by Councilmember Weierman and 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 congratulated Kenneth V. Farrall on his position as Council Vice President.

COMMENCEMENT AND APPROVAL OF MEETING AGENDA:

1. Motion to Approve the January 4, 2016 Workshop Meeting Agenda.

Motion: A motion was made by Councilmember Farrall for Commencement and Approval of Meeting Agenda, January 4, 2016 Workshop Meeting Agenda with additions. The motion was seconded by Councilmember Keib 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. ANNOUNCEMENTS: Manager DeFinis made the following announcements.

- The next Council Meeting is January 20, 2016 @ 7:30PM
- HERC will meet January 27, 2016 @ 8:00AM
- HMHS is scheduled to meet January 26th at the Fire Co. @ 7:30PM
- The Planning Commission is scheduled to meet February 1st @ 7:00PM

4. ACTION ITEMS:

Motion to, Appoint Timoney Knox, LLP as the Borough Solicitor for general legal service.

Motion: A motion was made by Councilmember Keib to Appoint Timoney Knox, LLP as the Borough Solicitor for general legal service. The motion was seconded by Councilmember Farrall and 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 Stevens to Appoint Dischell, Bartle & Dooley Attorneys at Law as the Borough Zoning Hearing Board Solicitor. The motion was seconded by Councilmember Farrall and unanimously approved with a vote of 4-0.

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

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

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

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

Motion to Appoint Daniel Jenkins from Keystone Municipal Services as the Fire Marshal for the Borough of Hatfield.

Motion: A motion was made by Councilmember Keib Appoint Daniel Jenkins from Keystone Municipal Services as the Fire Marshal for the Borough of Hatfield. The motion was seconded by Councilmember Farrall and unanimously approved with a vote of 4-0.

Motion to Appoint Paul Mullin as Zoning Hearing Board Member Alternate for a three year term to end December 31, 2018.

Motion: A motion was made by Councilmember Farrall Appoint Paul Mullin as Zoning Hearing Board Member Alternate for a three year term to end December 31, 2018. The motion was seconded by Councilmember Keib and unanimously approved with a vote of 4-0.

Motion to Appoint Michelle Kroesser and Larry Burns to the Planning Commission for a four year term to end December 31, 2019.

Motion: A motion was made by Councilmember Keib to Appoint Michelle Kroesser and Larry Burns to the Planning Commission for a four year term to end December 31, 2019. The motion was seconded by Councilmember Farrall and unanimously approved by a vote of 4-0.

Motion to Appoint Richard Campbell to the Pool Advisory Board for a three year term to end December 31, 2018.

Motion: A motion was made by Councilmember Stevens Appoint Richard Campbell to the Pool Advisory Board for a three year term to end December 31, 2018. The motion was seconded by Councilmember Farrall and unanimously approved by a vote of 4-0.

Motion to Appoint Michael J. DeFinis as Hatfield Borough Manager / Secretary and EMC (Emergency Management Coordinator) and Authorize the Attached Employment Agreement.

Motion: A motion was made by Councilmember Keib Appoint Michael J. DeFinis as Hatfield Borough Manager / Secretary and EMC (Emergency Management Coordinator) and Authorize the Attached Employment Agreement. The motion was seconded by Councilmember Farrall and unanimously approved by a vote of 4-0.

Motion to Appoint Jaime Snyder as Assistant Secretary and Authorize the Attached Employment Agreement.

Motion: A motion was made by Councilmember Stevens to Appoint Jaime Snyder as Assistant Secretary and Authorize the Attached Employment Agreement. The motion was seconded by Councilmember Farrall and unanimously approved by a vote of 4-0.

Motion to Appoint Fred Leister as Public Works Director / Electric Superintendent and Authorize the Attached Employment Agreement.

Motion: A motion was made by Councilmember Stevens to Appoint Fred Leister as Public Works Director / Electric Superintendent and Authorize the Attached Employment Agreement. The motion was seconded by Councilmember Farrall and unanimously approved by a vote of 4-0

Motion to Appoint Diane Farrall as Treasurer and Authorize the Attached Employment Agreement.

Motion: A motion was made by Councilmember Keib to Appoint Diane Farrall as Treasurer and Authorize the Attached Employment Agreement. The motion was seconded by Councilmember Stevens and approved by a vote of 3-0-1. Councilmember Farrall abstained from the vote.

Motion to Appoint David Weiss as Utility Billing Coordinator and Authorize the Attached Employment Agreement.

Motion: A motion was made by Councilmember Keib to Appoint David Weiss as Utility Billing Coordinator and Authorize the Attached Employment Agreement. The motion was seconded by Councilmember Stevens and unanimously approved by a vote of 4-0.

Motion to Appoint Lindsay Hellmann as Public Information / Right to Know Officer.

Motion: A motion was made by Councilmember Keib to Appoint Lindsay Hellmann as Public Information / Right to Know Officer. The motion was seconded by Councilmember Farrall and unanimously approved by a vote of 4-0.

Motion to Approve a Governmental Entity Certificate of Resolution between the Borough of Hatfield and TD Bank to open two new Operating Accounts for the Electric Fund and the Sewer Fund Effective January 1, 2016.

Motion: A motion was made by Councilmember Keib to Approve a Governmental Entity Certificate of Resolution between the Borough of Hatfield and TD Bank to open two new Accounts for the Electric Fund and the Sewer Fund Effective January 1, 2016. The motion was seconded by Councilmember Farrall and unanimously approved by a vote of 4-0.

President Weierman went over the check signing stipulations with Borough Council.

Motion to Approve Change Order #3 between the Borough of Hatfield and Sewer Specialty Services Co. Inc.

Motion: A motion was made by Councilmember Farrall to Approve Change Order #3 between the Borough of Hatfield and Sewer Specialty Services Co. Inc. The motion was seconded by Councilmember Stevens and unanimously approved by a vote of 4-0.

5. REPORTS FROM STANDING COMMITTEES & MAYOR:

6. MANAGER'S REPORT

General Report and Project Updates.

Land Use & Development Updates:

- A. St. Mary St. Kyrillos Coptic Church / Ongoing
- B. GLC (Grace Lutheran Church) / Under Construction
- C. Gambone/Snyder Townhomes / Second Building Coming Soon
- D. Hatfield Auto Museum / Nothing New
- E. Crystal Rose Catering / Nothing New
- F. Hattricks / Waiver of LD Request / Requested Ordinance Change
- G. 122 ½ Towamencin Ave. / Access to Property / Nothing New

Utility Billing Update:

- A. Staff continues to monitor Electric & Sewer Past Due accounts. All past due electric & sewer accounts will be notified by January 16th.
- B. Email Billing available for Electric & Sewer Accounts. I encourage all account holders to take advantage of the cost effective efficient billing delivery opportunity.
A discussion ensued about the email billing and notifying residents.

Project Updates:

- Edgewood / Towamencin Culvert Project update attached
A discussion ensued about the projection of project completion.

Attachments:

- A. 2016 Montgomery County Tax Millage
- B. Bursich Response to Land Tech Enterprises Payment Request # 1

Dates of Interest:

- A. Christmas Tree Pick Up Monday January 11th
- B. Historical Society Meeting January 26th HVFC
- C. NextEra Annual Conference February 8th - 10th

7. NEW BUSINESS:

- A. Council Committees

President Weierman went over the new Council Committee assignments.

- B. Information Booklet Distribution

President Weierman distributed / spoke about the Borough Information Booklet.

8. OLD BUSINESS:

- A. REPORTS AND CORRESPONDENCE:

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

- Monthly Investment Report
- Monthly EIT / LST 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

Chad Camburn, Borough Engineer was present at the meeting and expressed his thankfulness for allowing Bursich Associates to continue to serve as the Borough Engineer.

Manager DeFinis read letters from Emmanuel EC Church which thanked the Borough and Borough businesses for their support this holiday season.

Manager DeFinis mentioned the Indian Valley Chamber of Commerce 45th Annual Banquet Announcement.

9. ADJOURNMENT

Motion: A motion was made by Councilmember Stevens to adjourn the Reorganization / Workshop Meeting of January 4, 2016. The motion was seconded by Councilmember Farrall and unanimously approved with a vote of 4-0. The meeting adjourned at 8:52PM.

Executive Session Litigation and Personnel

Respectfully Submitted,
Jaime E. Snyder
Assistant Secretary