

HATFIELD BOROUGH COUNCIL
WORKSHOP MEETING
February 1, 2017

MINUTES

CALL TO ORDER AND ROLL CALL:

- (X) John H. Weierman, President
- () Kenneth V. Farrall - arrived at 8:10PM
- (X) Stephen E. Keib
- (X) 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, Solicitor Catherine M. Harper; Timoney Knox LLP, Borough Manager Michael J. DeFinis, and Assistant Secretary Jaime E. Snyder. Councilmember Farrall arrived at 8:10PM.

1. APPROVAL OF MEETING AGENDA:

Motion: A motion was made by Councilmember Keib to Approve the Workshop Meeting Agenda of February 1, 2017 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.

No Public Input.
Media Not Present.

3. ANNOUNCEMENTS: Manager DeFinis made the following announcements:

- Next Council Meeting February 15, 2017 Regular Meeting @ 7:30PM at the HVFC
- HERC is scheduled to meet Wednesday, February 22, 2017 @ 8:00AM at the HVFC
- The March Planning Commission Meeting is February 27, 2017 @ 7:00PM at the HVFC

4. REPORTS FROM STANDING COMMITTEES AND MAYOR:

- A. Multimodal Transportation Fund Program Letter

Manager DeFinis stated that the official letter was received that we did not receive the multimodal grant.

Property & Equipment: Will talk about the new piece of equipment later in the meeting as well as the Municibid results.

Budget, Finance & Labor: President Weierman stated that BF&L met this morning to discuss the defined benefit pension plan with the provider. In the meeting, they suggested that right now we are with Nationwide as the custodian of the fund for a 1.5% and we could move the defined benefit plan to Matrix Trust, which is what we have the defined contribution plan with for a lesser amount. We would be going from 150 basis points to 84 basis points.

Solicitor Harper asked about any contract we would have with Nationwide. Manager DeFinis stated there are none and that Univest would handle all the back office items and notifications. Furthermore, Manager DeFinis stated that there are funds that Matrix Trust offers for us to invest in that our current custodian does not.

President Weierman stated that the recommendation from the committee would be to switch over to the Matrix Trust Company.

Manager DeFinis added that we have already received a copy of the directed trust agreement but we are looking for a non-directed trust agreement which would be the difference of \$1,000.00. He added that he will look into a prepared Resolution.

Public Safety Police Report: Lt. Robertson reviewed and answered questions regarding the monthly police report.

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

1. Land Use & Development Updates:
 - A. St. Mary St. Kyrillos Coptic Church / Sewer Escrow Under Review
 - B. GLC (Grace Lutheran Church) / Under Construction
 - C. Gambone/Snyder Townhomes / Utility Billing – Resolved Final 6
Construction Permit issued for Borough Portion of the Project
 - D. Hatfield Auto Museum / Nothing New
 - E. Crystal Rose Catering / Nothing New
 - F. Hattricks / Waiver of LD Request Granted / Bar enclosure installed under a building permit / Flea Market Approval Pending
 - G. 122 ½ Towamencin Ave. / Access to Property / Nothing New
2. Utility Billing Update:
 - A. Staff continues to monitor past due Electric & Sewer accounts. Electric and Sewer disconnects are not scheduled at this time.

- B. Email Billing available for Electric & Sewer Accounts. I encourage all account holders to take advantage of the cost effective billing delivery opportunity.
- C. Borough staff has committed to securing a vendor for Credit card and online payments in 2017.

3. 2017 Project Updates:

A. Bid Items for 2017:

- Towamencin Avenue Reconstruction, bid ready for advertisement.
- The Public Works Director, Asst. Secretary and Engineer will work together on the North Main Street Sanitary Sewer Replacement Project.
- The Public Works Generator purchased in 2016 will be installed in 2017.

4. Municipal Complex Update

5. Attachments:

- A. Montgomery County 2017 Assessed Values
- B. 2016 Auditors tax Collection Report
- C. 2016 Year End Tax Delinquent Report

Items of Interest:

- A. MCBA February 23rd Conshohocken / West Conshohocken
- B. HMHS March 28th 7:30PM HVFC
- C. PSAB Conference May 7th -10th Hershey PA
- D. Roll & Stroll May 15th

6. NEW BUSINESS:

A. Municibid Results

Manager DeFinis informed Council that we sold the dump truck, pickup truck, a tar buggy and a pump for around \$22,000.00 dollars.

B. Declaration of Temporary & Permanent Easement Agreement

Manager DeFinis stated this is for the Kroesser property next to the new municipal complex location. He added that we will need to take down the existing fence while work is being completed thus there will be some disturbance that will need to be prepared once the work is complete and replace the fence. Manager DeFinis stated that with the work the is already being completed by NPWA at the site to due previously disturbance on Chestnut Street and at the Kroesser property; which is why NPWA agreed to replace the main by abandoning the line that was previously in Chestnut Street. Manager DeFinis stated that as part of the agreement between NPWA and the Borough, NPWA will not charge for any of the work to bring the utility to the new complex if the Borough paves Chestnut Street.

Manager DeFinis stated he will get the Solicitor the description that will be added to this easement agreement from the bid specs produced by the Engineer.

Manager DeFinis stated that when looking into the development of the site for the complex it was noted that the Kroesser property has back access to a building that was required by the Borough to obtain and when the removable bollard is placed near that entrance, they will need to obtain access.

A discussion ensued amongst Council about this proposed agreement.

C. 2017 GMC Specs & Lease Terms

Manager DeFinis stated this will be delivered tomorrow. Manager DeFinis added that in your packets was all the distributed information. Manager DeFinis mentioned that we took the money we received from the old truck it is replacing at put that towards the agreement which turned this into a three year lease.

D. PIRHL / Biblical Seminary

Manager DeFinis informed Council that the Biblical Seminary and a company called PIRHL has met with the Planning, Building and Zoning Committee and the Planning Commission. Manager DeFinis stated that PIRHL is proposing a 112 unit age restricted, moderate income housing at the Biblical Seminary, which would be located partially in the Township and the Borough. Manager DeFinis added that PIRHL manages what they own and they must own it for thirty years, it will be a for-profit, and they have proposed all electric and sewer through the Borough, though we will need to look more into this due to the location of the building. Manger DeFinis stated that they do have a date with the Zoning Hearing Board for a special exception use.

A discussion ensued about PIRHL and Biblical Seminary proposed plans.

7. 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

8. ACTION ITEMS:

A. Motion to Approve the Purchase of the 2017 GMC Specs & Lease Terms

Motion: A motion was made by Councilmember Keib to Approve the Purchase of the 2017 GMC Specs & Lease Terms. 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 approved unanimously with a vote of 5-0.

9. ADJOURNMENT:

Motion: A motion was made by Councilmember Keib to adjourn the Workshop Meeting of February 1, 2017. The motion was seconded by Councilmember Farrall and unanimously approved with a vote of 5-0. The meeting adjourned at 8:27PM.

Executive Session Personnel, Litigation and Real Estate

Respectfully Submitted,
Jaime E. Snyder
Assistant Secretary