

HATFIELD BOROUGH COUNCIL  
WORKSHOP MEETING  
March 1, 2017

MINUTES

CALL TO ORDER AND ROLL CALL:

- (X) John H. Weierman, President
- (X) Kenneth V. Farrall
- (X) Stephen E. Keib
- ( ) John Kroesser - arrived at 7:35PM
- (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 Kroesser arrived at 7:35PM.

1. APPROVAL OF MEETING AGENDA:

Motion: A motion was made by Councilmember Keib to Approve the Workshop Meeting Agenda of March 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. Municipal Complex Bid Discussion:

Manager DeFinis stated that the bids for the complex were opened on February 22, 2017 and the bid results are located at your places.

Mark Buckelew from KCBA Architects addressed Council and stated that ten companies' picked up the bid packet and that nine were in the running for some time with one dropping out at the very end so the Borough ended up with eight submitted bids. Mr. Buckelew reviewed the bids with Council and addressed the three lowest bidders for the project. Mr. Buckelew stated that the bids came in higher than expected so the discussion at this point is to see what direction the Borough would like to go for the future of this project.

Manager DeFinis stated that everyone is reviewing the bids and sub information and since there is no action at this meeting, this is the information you have available at this time for the municipal complex project.

Solicitor Harper added that all the bids were about a half a million dollars over budget and that the Budget, Finance and Labor Committee will be reviewing all available options moving forward. Solicitor Harper added that we still need the NPWA Easement.

4. ANNOUNCEMENTS: Manager DeFinis made the following announcements:

- Next Council Meeting March 15, 2017 Regular Meeting @ 7:30PM at the HVFC
- HERC is scheduled to meet Wednesday, March 22, 2017 @ 8:00AM at the HVFC
- The next Planning Commission Meeting is April 3, 2017 @ 7:00PM at the HVFC
- HMHS Presentation Scheduled for March 28, 2017 @ 7:00PM at the HVFC.

5. REPORTS FROM STANDING COMMITTEES AND MAYOR:

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

6. 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
- H. PIRHL - Biblical Seminary Project / Zoning Hearing Pending

2. Utility Billing Update:

- A. Staff continues to monitor past due Electric & Sewer accounts. Electric and Sewer disconnects are not scheduled at this time but will get with the Utilities Department to schedule for the future.
- 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: out for bid.

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 March.

### 4. Municipal Complex Update

#### 5. Attachments:

##### A. Municipal Complex Bidders List

##### B. PowerPac Prior Approval - come to the Borough Office

#### Items of Interest:

A. HMHS March 28<sup>th</sup> 7:00PM HVFC

B. PSAB Conference May 7<sup>th</sup> -10<sup>th</sup> Hershey PA

C. Roll & Stroll May 15<sup>th</sup> and Police Week

D. Lions Club Egg Hunt

E. Full Report of the APPA Conference at April Workshop

### 7. NEW BUSINESS:

#### A. Review Acceptance of Declaration of Temporary Construction & Permanent Maintenance Easement Agreement for the Kroesser Property

Manager DeFinis stated this was located in your packet and this is the most recent version which was discussed last meeting and Mr. Kroesser has received this version and we are waiting back on comments, changes or additions at this time.

Solicitor Harper stated that this should be added to the Agenda for the March Regular Meeting for discussion.

#### B. CONDITIONAL USE APPLICATION:

Hatfield Volunteer Fire CO. Request to Install a Double Sided Institutional Illuminated Business Electronic LED Sign; Hearing scheduled for March 15, 2017 at 7:30 PM at the HVFC

President Weierman stated that in your packets is what was discussed from a previous business owners application.

Manager DeFinis stated that the Zoning Officer has the application on his desk at the moment and this will be a scheduled hearing at the March Regular Meeting.

A discussion ensued amongst Council about the Sign Application.

### C. HVFC Exercise Equipment Request

Manager DeFinis stated that DVIT doesn't technically cover the Fire Company as it falls under SWIF that they stated an application can be submitted but that they are looking for the grant to be used for Borough employees. Manager DeFinis added that the Township is providing a contribution.

President Weierman stated that we are looking to use the miscellaneous income gathered from the auction and a discussion ensued amongst Council about the amount of the contribution.

Mayor Kaler added that the Fire Company was participating with a local gym but the expense for membership became too much of a burden.

President Weierman stated that we want the Fire Co. to be informed that we are in support of funding this and are interested in seeing how this progresses for future contribution opportunities.

### D. Zoning Hearing Board Meeting

Manager DeFinis stated that this ZHB Meeting has been scheduled for April 12<sup>th</sup> at 7:00PM at the HVFC. Manager DeFinis stated that their Solicitor will handle all advertising.

Solicitor Harper asked if Council wanted to take a position or make any conditions to the ZHB. A discussion ensued amongst Council and the revised plan and application would like to be reviewed by Council prior to any position being taken.

## 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 Marshal / Fire Safety Inspection Report
- Zoning Officer / Property Maintenance Report
- Building Code Enforcement Officer

9. ACTION ITEMS:

10. ADJOURNMENT:

Motion: A motion was made by Councilmember Keib to adjourn the Workshop Meeting of March 1, 2017. The motion was seconded by Councilmember Farrall and unanimously approved with a vote of 5-0. The meeting adjourned at 8:07PM.

*Executive Session Personnel, Litigation and Real Estate*

Respectfully Submitted,  
Jaime E. Snyder  
Assistant Secretary