

HATFIELD BOROUGH COUNCIL
FEBRUARY WORKSHOP MEETING
January 30, 2019

MINUTES

CALL TO ORDER AND ROLL CALL:

- (X) John H. Weierman, President
 - (X) Kenneth V. Farrall
 - (X) Jason Ferguson
 - (X) John Kroesser
 - (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 Manager Jaime E. Snyder.

1. APPROVAL OF MEETING AGENDA:

Motion: A motion was made by Councilmember Farrall to Approve the Workshop Meeting Agenda of January 30, 2019. The motion was seconded by Councilmember Kroesser and was unanimously approved with a vote of 5-0.

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 Borough Council Meeting February 20, 2019 Regular Meeting @ 7:30PM at the HVFC
- HERC is scheduled to meet Wednesday, February 27th @ 8:00AM at the HVFC
- MCBA Dinner Meeting is scheduled for February 28th
- Next Planning Commission Meeting is Scheduled for Monday, March 4th @ 7:00PM at the HVFC

4. REPORTS FROM STANDING COMMITTEES AND MAYOR:

Utilities Committee: Talked about moving forward with the AMI metering system.

Mayor Kaler: Fielded normal questions from citizens.

5. Edinburgh Square / Caracausa Building & Development Inc:

Manager DeFinis stated that the Engineer's review letter lists many items that are missing from the sewer planning module. Manager DeFinis added that the Engineer stated in that memo that no action be taken by the Borough at this time. Manager DeFinis stated that preliminary review can take place but the Resolution will not be worked on at this time. Manager DeFinis added that the developer will also be receiving an Escrow letter.

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) / Construction Complete
- C. Gambone/Snyder Townhomes / Project Near Completion
- D. Hatfield Auto Museum / Nothing New
- E. Crystal Rose Catering / Nothing New
- F. 122 ½ Towamencin Ave. / Access to Property / Nothing New
- G. PIRHL-Biblical Seminary Project / Zoning-time extension approved
- H. Salter's / Woodburners Improvements
- I. Edinburgh Square Subdivision / Extension Granted
- J. Maple Avenue Proposed Development / Revised Plan to be Submitted
- K. Heckler / Pletscher Property Plan of Simple Conveyance / Completed

2. Utility Billing Update:

- A. Staff continues to monitor past due Electric & Sewer accounts. No electric and sewer disconnects are 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 is working with AMP in preparation for an AMI system.

3. 2018 / 2019 Project Updates:

Bid Items for 2018:

- A. The East School Street Sanitary Project final trench restoration will take place in Spring of 2019.
- B. Bid Specs for 2019 Road Resurfacing Projects and Stormwater Projects are being developed.
- C. Assistant Manager Jaime Snyder is working with Public Works Director Fred Leister & Steve Fickert on several grant opportunities.

- D. East Lincoln Avenue Bridge Replacement Coordination Meeting is scheduled for February 22, 2019.
- E. Back-up Generator Amp / Power Secure

4. Items of Interest:

- A. Bentwood Drive Dedication Update
- B. Tax Collector Report 2018
- C. PSAB Save the Date
- D. PSAB Education Opportunities
- E. HTMA Lot #52 Koffel Rd Letter
- F. Market Street / North Market Street Update
- G. Power Outage January 24th & 26th
- H. PMEA Board Memo

7. MUNICIPAL COMPLEX UPDATE:

- A. Clerk of the Works Report

President Weierman went over the Clerk of the Works Report and Manager DeFinis updated and answered questions regarding the Municipal Complex.

- B. Allowance Adjustment Report

President Weierman went over the allowance adjustment report with Council.

- C. E.R. Stuebner Payment Request No. 10

President Weierman stated this payment will be on for consideration at the Regular Meeting.

- D. Dedication Plaque

Council was shown an example of the proposed dedication plaque. Comments and suggestions were made by Council for approved changes.

8. NEW BUSINESS / DISCUSSION ITEMS:

- A. Amp Advanced Metering Program / AMI (Advanced Metering Infrastructure)

Manager DeFinis stated in the Council packets was the updated Resolution for this agreement with the contract numbers.

Solicitor Harper stated that AMP went through all the bidding requirements to offer the Advanced Metering Infrastructure so the Borough does not have to.

B. Fee Schedule Update

Assistant Manager Jaime Snyder informed Council that all updates are highlighted in yellow and to send any changes or corrections.

C. Sunesys / Crown Castle Pole Attachment Agreement

Manager DeFinis informed Council that the Borough has been working with the Solicitor to get Sunesys to approve the agreement that the Borough approved in 2012. Manager DeFinis stated they have found out the Sunesys is now Crown Castle and they need to work with their legal team to see what can be approved or not approved. Manager DeFinis stated that he will keep Council posted on this issue.

D. Reformatting of HERC

Manager DeFinis stated that we are looking to reformat HERC to five members from seven members and refocus on the economic development and events of the Borough. Manager DeFinis stated that a meeting has occurred and the members are on board with the transition of the reformatting.

9. OLD BUSINESS:

A. REPORTS AND CORRESPONDENCE:

Manager DeFinis and President Weierman updated and answered questions regarding the Reports and Correspondence. Lieutenant Robertson from the Hatfield Township Police Department reviewed the monthly police report.

- Monthly Investment Report
- Monthly EIT / LST Report
- Police Department Report
- Fire Department Report
- Public Works Department Report
- Engineering Report
- Zoning Officer, Building Code, Property Maintenance Report
- Fire Marshal / Fire Safety Inspection Report
- Pool Advisory Board Report

10. ACTION ITEMS: NONE.

11. ADJOURNMENT:

Motion: A motion was made by Councilmember Kroesser to adjourn the Workshop Meeting of January 30, 2019. The motion was seconded by Councilmember Farrall and unanimously approved with a vote of 5-0. The meeting adjourned at 8:47PM.

Executive Session Personnel, Litigation and Real Estate

Respectfully Submitted,
Jaime E. Snyder
Assistant Manager