

HATFIELD BOROUGH COUNCIL  
WORKSHOP MEETING  
November 4, 2020

MINUTES

THIS MEETING WAS HELD ON ZOOM WITH THE PUBLIC  
AVAILABLE BY ZOOM AUDIO

CALL TO ORDER AND ROLL CALL:

- (X) John H. Weierman, President
  - (X) John Kroesser, Vice President
  - (X) Salvatore DiLisio Jr.
  - (X) Jason Ferguson
  - (X) Lawrence G. Stevens
- ( ) Mayor, Robert L. Kaler III - 7:38PM

The record shows that five members of Council were present at roll call, as well as, Solicitor Catherine M. Harper; Timoney Knox LLP, Borough Manager Michael J. DeFinis, Assistant Manager Jaime E. Snyder, and Treasurer Diane A. Farrall. Mayor Kaler joined the meeting at 7:38PM.

1. APPROVAL OF MEETING AGENDA:

Motion: A motion was made by Councilmember DiLisio to Approve the Workshop Meeting Agenda of November 4, 2020. 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. The Public was allowed to comment from Zoom audio during this time. No Media Present.

Kenneth Wood, 452 S. Main Street addressed Council regarding a bed bug issue at the above property. Mr. Wood stated that he has contacted the owner of the property and the Borough Code Department regarding the issue. Assistant Manager Jaime Snyder read a memo from Matthew Traynor in the Code Department which stated that the landlord of the property was contacted regarding the issue and was asked to fumigate for bed bugs. The memo also referenced Matthew Traynor's call to the Montgomery County Health Department that stated that bed bugs are not a health hazard and that the landlord is responsible for common area's not the individual rented space.

November 4, 2020

Solicitor Harper added that this is a landlord tenet dispute but stated that the tenet has rights and suggested seeking legal services through the County. Solicitor Harper added that the Borough will have Mr. Traynor, in the Code Department, follow up with the landlord to make sure he addressed spraying the common areas of the building properly.

Owen Wilcox, 32 E. School Street, addressed Council and asked them to consider allowing the public to join these meetings through Zoom video. Mr. Wilcox also made comments regarding the updated budget on for discussion this evening and noted a key difference from previous versions that listed a total of over a million dollars in shortfall and stated it is now down to \$750,000.00. He also questioned the need for an Administrative Assistant.

### 3. ANNOUNCEMENTS:

- Borough Office Closed Wednesday, November 11<sup>th</sup> for Veterans Day
- Borough Council Regular Meeting is scheduled for November 18<sup>th</sup> via ZOOM
- ZHB is scheduled to meet Thursday, November 19<sup>th</sup> via ZOOM
- HMHS is scheduled to meet Tuesday, November 24<sup>th</sup> via ZOOM
- The Borough Office will be Closed Thursday & Friday November 26<sup>th</sup> & 27<sup>th</sup> for the Thanksgiving Holiday
- The Planning Commission is scheduled to Meet November 30<sup>th</sup> at 7:00PM In Person

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

Councilmember DiLisio asked Assistant Manager Jaime Snyder about the Election Polls. Assistant Manager Jaime Snyder stated that everything went as planned and there were no issues.

### 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. Hatfield Auto Museum / Nothing New
- C. 122 ½ Towamencin Ave. / Access to Property / Under Review
- D. Salter's – Bought Old Firehouse – Plans to Renovate
- E. Edinburgh Square Subdivision – Final Plan Under Review
- F. 369 Edgewood Drive - Fence Permit Issued
- G. SEPTA Property / Two Interested Parties
- H. Howard Heckler Subdivision – Approved
- I. Bennett's Court – Still Planning to Submit Plans

#### 2. Utility Billing Update:

November 4, 2020

- A. Staff continues to monitor past due Electric & Sewer accounts. Residents are being sent reminders for PAST DUE ACCOUNTS.
- B. I encourage all account holders to take advantage of the cost-effective billing delivery opportunity.
- C. Electric Customer Portal now available.

3. 2020 Project Updates:

- A. East Lincoln Avenue Bridge
- B. Curb Ramp Bids – COVID-19 Early 2021
- C. Paving - COVID-19 Early 2021

- 4. AMP R.I.C.E. BTM Peaking Project - Electric work in progress
- 5. PMEA Update - Website - Board Meeting November 5<sup>th</sup>
- 6. AMI UPDATE – 1156 Meters installed / in-house prep for billing
- 7. HERC Update:

8. Items of Interest

- A. Power Secure Brochure
- B. DVWCT Cert. Rec.
- C. Permit Rejection (noted below)
- D. NPSD Tax Info
- E. Reimbursement Utility Pole Edgewood
- F. NEXtera Save the Date
- G. Assessment Appeal

Manager DeFinis highlighted a letter from Matthew Traynor in the Code Department regarding the sign permit rejection letter for S. Main Street. Matthew has been in constant contact with the owner and is working with him and the installer on a solution.

6. 43 Roosevelt Avenue Subdivision:

Manager DeFinis stated that this was placed on the Agenda to inform Council that Borough Staff and Consultants are meeting with the owner and his engineer to review the proposal before a formal plan will be sent to the Planning Commission and Council.

President Weierman stated that if the project moves forward, we need to make sure all escrows are established and Manager DeFinis stated that the owner has already submitted documentation for the escrows.

Solicitor Harper stated that with just a quick look there are some Zoning and SALDO issues that need to be addressed.

November 4, 2020

## 7. 2021 Preliminary Budget Review:

President Weierman went over the proposed Budget in detail and highlighted all the major categories of the budget. President Weierman stated that the BF&L Committee along with staff has spent a lot of time on this budget and really focusing in on the revenue vs. expenses in all categories.

President Weierman highlighted the General Fund revenue sources and the impact that COVID-19 has shown on the EIT / LST. President Weierman mentioned the transfer from electric to sewer of the \$925,000.00 which is the exact cost of police services for 2021. President Weierman stated that the Fire Protection Fund is and in and out fund which accounts for ¼ mil of the tax in the Borough.

President Weierman overviewed the Electric and Sewer Funds and highlighted that the Sewer Fund at the moment is reflecting the collection of new EDU's for development in 2021.

President Weierman stated that Capital Projects is a large part of the 2021 budget as this is where all of the grants and major projects are listed. President Weierman highlighted the awarded grants and the funds the Borough would be responsible for upfront and what would be reimbursable to the Borough. President Weierman added that a decrease can be seen in this fund for total revenues and expenses as two major projects were eliminated as they will not be started till 2022. President Weierman mentioned the possibility of borrowing the funds for these projects.

President Weierman addressed the Liquid Fuels Account and stated that this account can be used to fund 20% of equipment purchases and our ADA and Road Projects for 2021.

President Weierman also highlighted the Sinking Fund Account, Sewer Cap Account, Capital Reserve Account and the ESSA Municipal Construction Project Account.

After highlighting all accounts in the budget President Weierman opened the conversation up to Council for any additions or comments.

Councilmember Stevens and DiLisio stated the presentation was good and Thanked John for his overview.

President Weierman stated that there is still time to work on this budget and the BFL Committee will continue to work with staff on budget revisions for the November Regular Meeting. President Weierman added that we are still targeting the December Workshop Meeting for approval.

## 8. NEW BUSINESS / DISCUSSION ITEMS:

### A. 2021 Budget Advertising Requirements

November 4, 2020

President Weierman reviewed the Memo regarding 2020 advertising requirements prepared by Assistant Manager Jaime Snyder with Council.

#### B. 2021 Meeting Dates

President Weierman stated that if anyone has any conflicts with the lists of dates to please inform Manager DeFinis or Assistant Manager Jaime Snyder.

#### C. 40 W. Broad Street Demo Permit / Conditional Use Application

Solicitor Harper stated that the applicant wants to replace an old existing garage with new garage. The proposed new garage is larger than 700 square feet and would need a conditional use exception which calls for a public hearing before Council. Solicitor Harper added that this is on for consideration to hold a hearing at the December 2, 2020 Workshop Meeting.

### 9. OLD BUSINESS:

#### A. REPORTS AND CORRESPONDENCE:

Manager DeFinis and President Weierman updated and answered questions regarding the Reports and Correspondence. Lieutenant Robertson answered questions regarding the 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: (public was taken of mute for any comments)

A. Motion to Consider Setting a Conditional Use Hearing Date for 40 W. Broad Street on December 2, 2020

November 4, 2020

Motion: A motion was made by Councilmember Ferguson to Approve Setting a Conditional Use Hearing Date for 40 W. Broad Street on December 2, 2020. The motion was seconded by Councilmember Stevens.

President Weierman asked if there were any comments or questions.

Council discussed having a court reporter available for this hearing.

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

11. ADJOURNMENT:

Motion: A motion was made by Councilmember Kroesser to adjourn the Workshop Meeting of November 4, 2020. The motion was seconded by Councilmember Stevens and unanimously approved with a vote of 5-0. The meeting adjourned at 9:38PM

*Executive Session Personnel, Litigation and Real Estate*

Respectfully Submitted,  
Jaime E. Snyder  
Assistant Manager