

HATFIELD BOROUGH COUNCIL  
WORKSHOP / REGULAR MEETING  
August 18, 2021

MINUTES

THIS MEETING WAS HELD IN-PERSON  
BOROUGH HALL 401 S. MAIN STREET, HATFIELD  
THIS MEETING WAS RECORDED

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
- (X) Mayor, Robert L. Kaler III

The record shows that five members of Council were present at roll call, as well as, Solicitor Andrew Knox; Timoney Knox LLP, Borough Manager Michael J. DeFinis, Assistant Manager Jaime E. Snyder, and Public Works Director Stephen S. Fickert, Jr.

1. APPROVAL OF MEETING AGENDA:

Motion: A motion was made by Councilmember Ferguson to Approve the Workshop / Regular Meeting of August 18, 2021. The motion was seconded by Councilmember Kroesser and unanimously approved with a vote of 5-0.

2. APPROVAL OF THE MINUTES:

Motion to Approve the Minutes of the July 21, 2021 Workshop / Regular Meeting

Motion: A motion was made by Councilmember DiLisio to Approve the Minutes of the July 21, 2021 Workshop / Regular Meeting. The motion was seconded by Councilmember Kroesser and unanimously approved with a vote of 5-0.

3. PUBLIC INPUT: President Weierman asked if there was any Public Input. There was no public comment. The media was not present.

#### 4. ANNOUNCEMENTS: Manager DeFinis made the following announcements:

- The next Planning Commission Meeting is scheduled for August 30<sup>th</sup> @ 7:00PM In-Person this would be the September Meeting
- Next Borough Council Meetings are September 1st Workshop & September 15<sup>th</sup> Regular Meetings both at @ 7:30PM In-Person
- Borough Council will hold the 2022 Strategic Planning Meeting September 15<sup>th</sup> @ 5:30PM in Council Chambers
- The Borough Office will be closed Monday September 6<sup>th</sup> in Observance of the Labor Day Holiday
- Movie in the Park Series August 26<sup>th</sup> @ 7:00PM Centennial Park
- HERC will hold a Summer Send Off Concert September 18<sup>th</sup> from 2:00PM to 5:00PM in Centennial Park Refreshments provided by the Trolley Stop
- The Borough Office will be closed Thursday, August 19<sup>th</sup> from 12:00 - 1:00PM for Employee Training
- Salters grand opening on Friday September 10<sup>th</sup> and Saturday September 11<sup>th</sup>

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

Budget, Finance, & Labor: President Weierman stated that BF&L met and discussed expenses, maintenance issues, pension, and spoke briefly about the upcoming budget season and committee meetings.

#### 6. MANAGERS REPORT: 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 / Use Under Review
- B. Hatfield Auto Museum - Nothing New
- C. 122 ½ Towamencin Ave - Demo Permit / Address Edgewood / Up for Sale
- D. Salter's – Bought Old Firehouse - Open for Business
- E. Edinburgh Square Subdivision – Lots 3&4 NTP 1&2 Under Review
- F. SEPTA Property / License Agreement Executed
- G. 43 Roosevelt Avenue –Final Under Review - on for Action
- H. Bennett's Court – Revised Preliminary Plan Under Review
- I. 127 Penn Avenue - Sketch Plan Submitted
- J. North Penn Industrial Center - Sketch Plan Submitted

##### 2. Utility Billing Update:

- 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
- D. NPWA Meter Replacement Program

3. 2021 Projects:

- A. East Lincoln Avenue Bridge - Under Construction
- B. ADA Curb Ramp - Payment Request Received
- C. Roadway Resurfacing - Awarded in May / Construction Late August
- D. Stormwater Projects - Portion of Jade Completed

4. AMP R.I.C.E. BTM Peaking Project

5. PMEA Update - Website

6. AMI UPDATE – 1539 Meters installed / in-house prep for billing

7. HERC Update

8. Items of Interest

- A. PMEA Conference
- B. AMP Conference
- C. NextERA Save the Date
- D. Notice of Violations
- E. HVAC Repairs
- F. Council Chambers Glass Replacement
- G. Hatfield Township Golf Outing
- H. MCPC Hazard Mitigation

7. ASSISTANT MANAGERS REPORT:

1. Orchard Lane / Forest Way CDBG

- Private Lateral Update
- Pre-Construction Meeting Scheduled

2. Private Sidewalk Repairs

3. Liberty Bell Trail Feasibility Study

- September 29th 6:30PM - 8:30PM Public Meeting Hatfield Township Municipal Building 1950 School Road

4. LEAD Indian Valley Program (IVCC)

8. NEW BUSINESS / DISCUSSION ITEMS:

A. Lincoln Avenue Bridge Project Payment Application No. 1

B. Lincoln Avenue Bridge Project Payment Application No. 2

Manager DeFinis stated that these are applications for payment request submitted by the contractor and reviewed by the Borough Engineer. Manager DeFinis stated they all include retainage.

C. Resolution 2021-18 Transfer of Funds

Manager DeFinis stated that this Resolution is to transfer funds to pay for the bridge project. Manager DeFinis added that it is coming from the funds we borrowed and already budgeted.

#### D. Lincoln Avenue Bridge Project Change Order No. 1

Manager DeFinis stated that this change order request is for a portion of deteriorated stormwater pipe. Manager DeFinis described the cost of the COR and the materials needed to complete the project including pipe and an inlet.

#### E. Defined Benefit Plan 2022 Minimum Municipal Obligation

#### F. Defined Contribution Plan 2022 Minimum Municipal Obligation

Manager DeFinis stated that these are the two obligations we are looking at for 2022 and added that the Defined Benefit and Defined Contribution plan are in very good shape. Manager DeFinis added that the only reason the DC Plan went up is the increased costs of payroll.

### 9. OLD BUSINESS:

#### A. NMCRC Protocol for Act 101 Violations / Resolution 2021-17

President Weierman stated that at the last meeting we discussed placing this on the agenda this evening for consideration of approval. President Weierman stated that this is a state level mandate for trash and recycling and that all of the other municipalities in the NMCRC have adopted this. President Weierman stated that he is recommending moving forward with this Resolution and if it doesn't work, we can always amend it.

A short discussion ensued amongst Council and all were in agreement to move this Resolution forward for consideration.

10. REPORTS AND CORRESPONDENCE: President Weierman and Manager DeFinis updated Borough Council on Reports and Codependence. Lieutenant Robertson from the Hatfield Police Department addressed Council with a Police Report Update.

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 Safety Inspection Report  
Pool Advisory Report

11. ACTION ITEMS: (the public was taken off mute for any comments)

A. Motion to Consider Resolution 2021-17 Protocol for Act 101 Violations

Motion: A motion was made by Councilmember Ferguson to Approve Resolution 2021-17 Protocol for Act 101 Violations. The motion was seconded by Councilmember Kroesser.

President Weierman asked if there were any comments or questions. There were no comments or questions.

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

B. Motion to Consider the Lincoln Avenue Bridge Payment Application No. 1 to A.J. Jurich, Inc. in the amount of \$122,417.64 (one hundred twenty-two thousand four hundred seventeen dollars and sixty-four cents)

Motion: A motion was made by Councilmember Ferguson to Approve the Lincoln Avenue Bridge Payment Application No. 1 to A.J. Jurich, Inc. in the amount of \$122,417.64 (one hundred twenty-two thousand four hundred seventeen dollars and sixty-four cents). The motion was seconded by Councilmember Stevens

President Weierman asked if there were any comments or questions. There were no comments or questions.

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

C. Motion to Consider the Lincoln Avenue Bridge Payment Application No. 2 to A.J. Jurich, Inc. in the amount of \$65,407.05 (sixty-five thousand four hundred seven dollars and five cents)

Motion: A motion was made by Councilmember Ferguson to Approve the Lincoln Avenue Bridge Payment Application No. 2 to A.J. Jurich, Inc. in the amount of \$65,407.05 (sixty-five thousand four hundred seven dollars and five cents). The motion was seconded by Councilmember Stevens.

President Weierman asked if there were any comments or questions. There were no comments or questions.

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

D. Motion to Consider Resolution 2021-18 Transfer of Funds for the E. Lincoln Avenue Bridge Replacement Project in the amount of \$187,825.00 (one hundred eighty-seven thousand eight hundred twenty-five dollars)

Motion: A motion was made by Councilmember Stevens to Approve Resolution 2021-18 Transfer of Funds for the E. Lincoln Avenue Bridge Replacement Project in the amount of \$187,825.00 (one hundred eighty-seven thousand eight hundred twenty-five dollars). The motion was seconded by Councilmember Ferguson.

President Weierman asked if there were any comments or questions. There were no comments or questions.

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

E. Motion to Consider Change Order No. 1 for the Lincoln Avenue Bridge Project in the amount of \$31,100.00 (thirty-one thousand one hundred dollars)

Motion: A motion was made by Councilmember Ferguson to Approve Change Order No. 1 for the Lincoln Avenue Bridge Project in the amount of \$31,100.00 (thirty-one thousand one hundred dollars). The motion was seconded by Councilmember Stevens.

President Weierman asked if there were any comments or questions. There were no comments or questions.

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

F. Motion to Consider Resolution 2021- Consider the 2022 Defined Benefit Pension Plan Minimum Municipal Obligation in the amount of \$42,895.00 (forty-two thousand eight hundred ninety-five dollars)

Motion: A motion was made by Councilmember Ferguson to Approve Consider the 2022 Defined Benefit Pension Plan Minimum Municipal Obligation in the amount of \$42,895.00 (forty-two thousand eight hundred ninety-five dollars). The motion was seconded by Councilmember DiLisio.

President Weierman asked if there were any comments or questions. There were no comments or questions.

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

G. Motion to Consider the 2022 Defined Contribution Pension Plan Minimum Municipal Obligation for employees receiving a 3% or 6% contribution of their annual income in the amount of \$27,140.00

Motion: A motion was made by Councilmember Ferguson to Approve the 2022 Defined Contribution Pension Plan Minimum Municipal Obligation for employees receiving a 3% or 6% contribution of their annual income in the amount of \$27,140.00. The motion was seconded by Councilmember Stevens

President Weierman asked if there were any comments or questions. There were no comments or questions.

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

**12. MOTION TO APPROVE PAYMENT OF THE BILLS:**

Manager DeFinis reviewed and answered questions regarding the bill list.

Motion: A motion was made by Councilmember DiLisio to approve payment of the bills. The motion was Councilmember Stevens.

President Weierman asked if there were any comments or questions.

President Weierman asked where we are in the audit process. Manager DeFinis stated that they are just finishing up and we should be seeing something shortly.

The motion was approved unanimously with a vote of 4-0-1. President Weierman abstained from the vote.

13. MOTION TO ADJOURN:

Motion: A motion was made by Councilmember Kroesser to adjourn the Workshop / Regular Meeting of August 18, 2021. The motion was seconded by Councilmember Ferguson and unanimously approved with a vote of 5-0. The meeting was adjourned at 8:27PM.

*Executive Session Litigation and Personnel*

Respectfully Submitted,  
Jaime E. Snyder  
Assistant Manager