

d HATFIELD BOROUGH COUNCIL
WORKSHOP MEETING
December 1, 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

- () Mayor, Robert L. Kaler III

The record shows that five members of Council were present at roll call, as well as, Solicitor Catherine M. “Kate: Harper; Borough Manager Michael J. DeFinis, Assistant Manager Jaime Snyder, Public Works Director Stephen S. Fickert, Jr. and Assistant to the Manager; Kathryn Vlahos.

1. APPROVAL OF MEETING AGENDA:

Motion: A motion was made by Councilmember Kroesser to Approve the Workshop Meeting Agenda of December 1, 2021. The motion was seconded by Councilmember Stevens and unanimously approved with a vote of 5-0.

2. PUBLIC INPUT: President Weierman asked if there were any Public Input. No Media Present.

Richard Girard 202 Jade Drive, addressed The Council with concerns he has in regards to AMP Website. He feels that it is useless and stated that it is not being updated. He stated that he sent an email though the portal yesterday and has not received a reply yet. He would like to know why the Borough is paying for the service if there is nothing being done with it.

Russel Snyder 24 South Wayne Avenue, addressed The Council asking about a grant that was received for Crossings on West Broad Street.

Assistant Manager Jaime Snyder replied that the grant is for a cross walk that will be located closer to Vinny’s Pizzeria, almost to the corner of Towamencin and West Broad.

This will be a safe route for school for children we attend Pennfield Middle School. The second cross walk will be on South Main Street for the Liberty Bell Trail.

Owen Wilcox 32 East School Lane, addressed The Council asking about the proposed budget when it comes to the contract with the Hatfield Police Department and wondered if the Borough did any research on the contract.

3. ANNOUNCEMENTS: Manager DeFinis made the following announcements:
- 2021 Grace Lutheran Church Tree Lighting & Caroling Scheduled for December 4th @ 6:30 PM
 - Next Council Meeting December 15th Regular Meeting at 7:30 PM
 - Borough Council & Tax Collector Recognition December 17th 10AM- 12 PM at the Borough Office
 - Borough Office Closed from Noon until 1:30 PM December 21st for Staff Holiday Luncheon
 - Borough Office Closed December 23rd & 24th in Observance of the Christmas Holiday
 - Borough Office Closed December 30th and 31st in Observance of the New Year Holiday

EXECUTIVE SESSION:

- A. Personnel and Legal Issues Discussion. Meeting was adjourned at 7:15 PM and reconvened after executive session at 8:33 PM.

4. REPORTS FROM STANDING COMMITTEES AND MAYOR:

5. MANAGERS REPORT:

1. Land Use & Development Updates:

- A. Hatfield Auto Museum/ Nothing New
- B. 371 Edgewood Drive formerly 122 ½ Towamencin Ave. Demolition Completed / Driveway Permit Approved with Conditions
- C. Edinburgh Square Subdivision Lots 3 & 4 Notice to Proceed Issues/ Building Permits Issued for Lots 1 & 2
- D. Bennett's Court L.D. Revised Preliminary Plan to be Re-Submitted
- E. 43 Roosevelt L.D. Final Plan Approved/ Developers Agreement being Developed
- F. 127 Penn Avenue Sketch Plan Submitted Project on Hold/ Property up for Sale
- G. SEPTA Property / Long Term Lease being Developed
- H. North Penn Industrial Center Sketch Plan Submitted for Discussion Application or Land Development has not been Submitted No Action required or Pending

2. Utility Billing Update:

- A. Staff continues to monitor Electric & Sewer Past Due accounts. Electric & Sewer delinquent notices are being sent as a reminder.
 - B. Email billing is available for Electric & Sewer Accounts. I encourage all account holders to take advantage of the cost-effective billing delivery opportunity.
 - C. The Electric Customer Portal has been updated. The Portal was restructured with customer input to make it more user friendly. An updated user guide is available when opening the portal to assist with re-registration. The portal can be accessed from the Borough Website. <https://hatf-pa-web.amppartners.org/index.php>
Please register exactly as it appears on your current billing. Example SMITH, JOHN E
3. 2021 Project Updates:
- A. The East Lincoln Avenue Bridge Replacement Project is scheduled for completion by December 10, 2021.
 - B. The 2021 ADA Curb & Ramp Project has been completed. Payment has been issued.
 - C. The 2021 Roadway Resurfacing Project has been completed. A punch list of outstanding items has been completed. One change order has been presented and final payment request is under review.
 - D. The 2021 Portion of Stormwater replacement on Jade Drive has been completed.
4. PMEA Update: November Newsletter attached
5. AMP Pennsylvania R.I.C.E. BTM Peaking Project Update:
Supply chain delays and contractor availability caused by the Pandemic continue to interrupt final installation of the generator. Public Works Director Steve Fickert continues to work with AMP and Power Secure Representative to secure local contractors to complete the project.
6. AMI Update:
The AMI system is functioning as intended, which enables Utility Billing Coordinator David Weiss to monitor the electric metering system daily. Daily monitoring of the system ensures billing accuracy and enables diagnostics of service connections.
7. HERC Update
8. Items of Interest:
- A. HVFC Year End Financial Statement
 - B. 2022 ADA Curbs & Roadway Resurfacing Tentative Schedule
 - C. AMP Recognition / Thank You

6. ASSISTANT MANAGERS REPORT:

1. CFA Multimodal Transportation Fund Grant (MTF) Award
 - West Broad/ Towamencin & Liberty Bell Trail Crossing \$228,321.00
Borough Match \$17,000.00
2. Pennsylvania Municipal Electric Association (PEMA)
 - Voted in as Secretary of the Executive Board
3. Indian Valley Chamber of Commerce
 - Board Seat Renewed
 - Municipal Mangers Update January 6, 2022

7. 2022 Preliminary Budget Presentation:

President Weierman updated and answered any questions regarding the 2022 budget that was presented.

8. NEW BUSINESS/ DISCUSSION ITEMS:

A. Ordinance No. 542 Fixing the 2022 Real Estate Tax Rate

President Weierman explained that there is a millage increase for Real Estate Tax and there will be a public hearing at the December 15, 2021 Borough Council Meeting.

B. Police Protection Agreement

President Weierman explained that the current police protection agreement expires at the end of the year. The new contract was just discussed during the executive session that was held tonight. The agreement will be on for approval at the December 15, 2021 meeting.

C. Advertising the 2022 Budget

President Weierman stated that the budget is on tonight for Council to approve the advertisement of the 2022 budget and the budget to be approved at the December 15, 2021.

D. Resolution 2021-29 George Didden Greenhouses 100th Anniversary in the Borough.

President Weierman reviewed Resolution 2021-29 recognizing Didden Greenhouses on their 100th Anniversary in the Borough.

E. Resolution 2021-30 Edward Polaneczky Years of Service

President Weierman reviewed the Resolution and stated that it was on consideration evening.

F. Resolution 2021-31 Derik Stover Years of Service

President Weierman reviewed the Resolution and stated that it was on consideration evening.

G. Resolution 2021-32 Adopting the Act 50 Design Manual

President Weierman explained that this Resolution is for the Small Wireless Ordinance that was passed. Solicitor Harper stated that this is the design manual for the equipment. Planning Commission recommended a change to number 11 in the design manual.

H. Citizen of the Year

Assistant Manger Snyder explained to the Council it was on the agenda tonight to let them know that there have not been any suggestions made for this year. She asked Council if they have any suggestions to let her know.

I. NMCRC Compost Renewal Agreement

Solicitor Harper explained that the North Montgomery County Recycling Commission is a group of municipalities that work together on recycling opportunities and grants. This agreement allows the residents a place to compost stuff. President Weierman stated that it was on for consideration tonight.

J. Resolution 2021-33 Tax Collector Laptop Purchase

President Weierman explained that even though the tax collectors' term is over, she still has obligations that she will need to fulfil, which is why this Resolution is on for consideration tonight. There is a computer provided by the Borough for the new elected tax collector to use once he takes office.

K. 2021 Roadway Resurfacing Change Order Request No. 1

President Weierman explained that this change order is for a reduction of payment due to less material that was used.

L. Payment Request No. 1 / Final Payment 2021 Roadway Resurfacing Project

President Weierman this is the approval for the payment of the change request.

M. Resolution 2021-34 Transfer of Funds for the Lincoln Avenue Bridge Construction Inspection Fees

President Weierman stated that this transfer is on for consideration for tonight.

M. Personnel Issues Discussion

President Weierman stated that as part of executive session he discussed with Council a letter that he received from Councilmember DiLisio submitting his resignation effective December 1, 2021 at the end of the workshop meeting. If the letter is accepted Borough Council has 30 days to appoint someone to finish out the term. President Weierman asked Assistant Manager Jaime Snyder to post for any candidates that would like to apply for the open position to submit a letter.

9. OLD BUSINESS

A. Ordinance No. _____ Keeping of Animals

President Weierman reviewed the draft ordinance with council and they discussed changes they would like made. It was suggested that there is a limit of the number of stray cats can be fed.

B. Borough Council and Planning Commission 2022 Meeting Dates

President Weierman explained that the dates proposed are on for consideration tonight.

10. 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 Safety Inspection Report
- Pool Advisory Report

11. ACTION ITEMS:

A. Motion to Consider Advertising the 2022 Borough Council and Planning Commission Meeting Dates

Motion: A motion was made by Councilmember Stevens to Advertise the 2022 Borough Council and Planning Commission Meeting dates. 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 approved unanimously with a vote of 5-0.

B. Motion to Consider to Consider Advertising a Public Hearing for December 15, 2021 Fixing the 2022 Real Estate Tax Rate.

Motion: A motion was made by Councilmember Stevens to Advertise a Public Hearing for December 15th, 2021 Fixing the 2022 Real Estate Tax Rate. 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 approved unanimously with a vote of 5-0.

C. Motion to Consider Advertising the Availability of the Borough of Hatfield Budget Appropriating Specific for 2022.

Motion: A motion was made by Councilmember Ferguson to Advertise the Availability of the Borough of Hatfield Budget Appropriating Specific Fund for 2022. 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 approved unanimously with a vote of 5-0.

D. Motion to Consider Resolution 2021-29 George Didden Greenhouses 100th Anniversary in the Borough.

Motion: A motion was made by Councilmember DiLisio to approve Resolution 2021-29 George Didden Greenhouses 100th Anniversary in the Borough. 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 approved unanimously with a vote of 5-0.

E. Motion to Consider Resolution 2021-30 Recognizing Thirty Years of Service for Public Works Team Member Edward Polaneczky.

Motion: A motion was made by Councilmember Kroesser to Approve Resolution 2021-30 Recognizing Thirty Years of Service for Public Works Team Member Edward Polaneczky. 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 approved unanimously with a vote of 5-0.

F. Motion to Consider Resolution 2021-31 Recognizing Ten Years of Service for Public Works Team Member Derik Stover.

Motion: A motion was made by Councilmember Kroesser to Approve Resolution 2021-31 Recognizing Ten Years of Service for Public Works Team Member Derik Stover. 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 approved unanimously with a vote of 5-0.

G. Motion to Consider Resolution 2021-32 Adopting the Act 50 Design Manual.

Motion: A motion was made by Councilmember Kroesser to Approve Resolution 2021-32 Adopting the Act 50 Design Manual. 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 approved unanimously with a vote of 5-0.

H. Motion to Consider Renewal of the Compost Agreement between Barnside Farm Compost Facility and the Northern Montgomery County Recycling Commission for a Three-Year Period.

Motion: A motion was made by Councilmember Kroesser to Approve Renewal of the Compost Agreement between Barnside Farm Compost Facility and the Northern Montgomery County Recycling Commission for a Three-Year Period. 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 approved unanimously with a vote of 5-0.

I. Motion to Consider Resolution 2021-33 Approving Nancy DeFinis, Tax Collector, to Purchase the Tax Collector Laptop in the Amount of \$126.20 (one hundred twenty-six dollars and twenty cents)

Motion: A motion was made by Councilmember Kroesser to Approve Resolution 2021-33 Approving Nancy DeFinis, Tax Collector, to Purchase the Tax Collector Laptop in the Amount of \$126.20 (one hundred twenty-six dollars and twenty 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 approved unanimously with a vote of 5-0.

J. Motion to Consider Change Order Request No. 1 for Final Reconciliation of Installed Quantities for the 2021 Roadway Resurfacing Project in the Decreased Amount of \$4,886.50 (four thousand eight hundred eighty-six dollars and fifty cents) to Make the Final

Project Cost \$147,964.50 (one hundred forty-seven thousand nine hundred sixty-four dollars and fifty cents)

Motion: A motion was made by Councilmember Kroesser to Approve Order Request No. 1 for Final Reconciliation of Installed Quantities for the 2021 Roadway Resurfacing Project in the Decreased Amount of \$4,886.50 (four thousand eight hundred eighty-six dollars and fifty cents) to Make the Final Project Cost \$147,964.50 (one hundred forty-seven thousand nine hundred sixty-four dollars and fifty cents). 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 approved unanimously with a vote of 5-0.

K. Motion to Consider Payment Request No. 1 / Final Payment for the 2021 Roadway Resurfacing Project in the Amount of \$147,964.50 (one hundred forty-seven thousand nine hundred sixty-four dollars and fifty cents)

Motion: A motion was made by Councilmember Kroesser to Approve Payment Request No. 1 / Final Payment for the 2021 Roadway Resurfacing Project in the Amount of \$147,964.50 (one hundred forty-seven thousand nine hundred sixty-four dollars and fifty cents). 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 approved unanimously with a vote of 5-0.

L. Motion to Consider Resolution 2021-34 Transfer of Funds in the Amount of \$65,400.06 (sixty-five thousand four hundred dollars and six cents) for the Lincoln Avenue Bridge Construction Inspection Fees.

Motion: A motion was made by Councilmember Kroesser to Approve Resolution 2021-34 Transfer of Funds in

the Amount of \$65,400.06 (sixty-five thousand four hundred dollars and six cents) for the Lincoln Avenue Bridge Construction Inspection Fees. 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 approved unanimously with a vote of 5-0.

M. Motion to accept the resignation of Salvatore DiLisio Jr effective after the December 1, 2021 Borough Council Meeting

Motion: A motion was made by Councilmember Stevens to accept the resignation of Salvatore DiLisio Jr effective after the December 1, 2021 Borough Council Meeting 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 approved unanimously with a vote of 5-0.

N.

12. MOTION TO ADJOURN:

Motion: A motion was made by Councilmember Kroesser to adjourn the Workshop Meeting of December 1, 2021. The motion was seconded by Councilmember Ferguson and unanimously approved with a vote of 5-0. The meeting was adjourned at 10:33 PM.

Executive Session Personnel, Litigation and Real Estate

Respectfully Submitted,
Kathryn Vlahos
Assistant to the Manager