

HATFIELD BOROUGH COUNCIL
WORKSHOP MEETING
May 4, 2022

MINUTES

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

CALL TO ORDER AND ROLL CALL:

- () Jason Ferguson, President
- (X) Richard Girard, Vice President
- (X) James Fagan
- (X) Michelle Kroesser
- (X) Lawrence G. Stevens

- (X) Mayor Mary Anne Girard

The record shows that four members of the Council were present at roll call, as well as, Mayor; Mary Anne Girard, Solicitor; Catherine M. “Kate” Harper; Timoney Knox LLP, Borough Manager; Jaime E. 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 May 4, 2022. The motion was seconded by Councilmember Stevens. The motion was approved unanimously with a vote of 4-0.

2. PUBLIC INPUT: Vice President Girard asked if there was any Public Input. No Media Present.

Martha Toll, 126 N. Main Street- Ms. Toll wanted to thank the Public Works Department for filling in the pothole on North Main Street.

3. ANNOUNCEMENTS: Manager Snyder made the following announcements:

- Next Council Meeting May 18, 2022 Regular Meeting @ 7:30PM in Council Chambers
- Conditional Use Hearing for 390 W. Vine Street is Scheduled for May 18, 2022 @ 7:30 PM in Council Chambers
- HEROC is Scheduled to Meet Wednesday, May 25, 2022 @ 8:00AM in Council Chambers

- Next Planning Commission Meeting is Scheduled for June 6, 2022, @ 7:00PM in Council Chambers
- Spring Town Hall is Scheduled for May 11, 2022 @ 7:00PM with a Meet and Greet from 6:00PM-7:00PM at the Municipal Building
- HMHS is Scheduled to Meet on May 31, 2022 @ 7:00PM at the HVFC
- The Borough Offices will be closed Monday, May 30, 2022 in Observance of the Memorial Day Holiday

4. Presentation from Alliance Housing Development, LLC: Laudenslager School Apartments 200 N. Main Street

Erika Scharr from Kramer Marks Architects stated that tonight she will be showing a concept plan for the Alliance Housing Development LLC for 200 N Main Street. The current property has one existing building that they plan on keeping. The current building was a school and they plan on converting it into housing. There will be at most 38 units. They are also proposing two new construction buildings with 44 units in each, as well as a medical office building attached to one of the buildings which will be located in Hatfield Township. Part of the existing building is located in Hatfield Borough. They are planning on 1 to 1 parking and there is an area in the borough if needed to create more parking. Mary Beth Halteman, 1393 Fairgrounds Road, expressed concern about the project's traffic. With all of the development that is going on the roads are already backed up down Main Street. She would like to know if studies have been completed for the existing traffic and the new proposed development. The housing would be affordable housing for 55 and older, which means what people are able to pay. Katherine Vaillancourt, 125 W School Street, stated that her backyard backs up to baseball fields. If this were to go through, what would she be looking at, buildings? Ms. Scharr showed Ms. Vaillancourt where the buildings are located on the map in reference to her property. Ms. Vaillancourt also wanted to know if other uses have been discussed for this property besides residential. Ms. Scharr stated that in terms of need, there is not a lot of affordable housing for seniors. Tracy Frick, 20 East School St, shared concerns about other developments that are selling homes at half a million dollars. How would that affect the medium income for the affordable housing. Don Powenell, the applicants engineer stated that tonight was an introduction to this concept and there is a long way to go. They are not able to answer every question tonight since there is a lot of information that is not known since it is just an introduction. Kate Harper, Borough Solicitor stated that the Borough controls the zoning in the Borough, and the Township controls the zoning in the township. This project if they go forward with it will have to go through both municipalities. Tracey Mascaro, 2932 Denbeigh Drive wanted to know if this project will be completed in phases or all at one time. Mr.Powenell stated that it is a phased project, which will take about 6 to 7 years to complete. Solicitor Harper commented that this developer has the land under an agreement of sale, the Borough nor the Township own this ground. Glenn Snyder, 215 N Main Street has some concerns with the structure of the old school. In the late 60s he worked for an architectural firm and there were all new air conditioners put in that building. It is a timber frame building; he feels that the building is a hazard that could be overlooked if the building was torn down. He feels that it is going to cost too much to rehab the building and bring it up to code. Owen Wilcox, 32 E School Street, asked if what was granted in the past zoning hearing for this property would still be valid for the new developer. Solicitor Harper replied that the relief that they need is exactly what was given to the previous developer it run with the property. Variances that is given is given with the property, if the plans change so that the relief, they need is different then they would need to get new relief. A question was

raised to Council asking how much does the opinion of the residents have when it comes to decisions on approving a development. Solicitor Harper replied that has a right to develop their property in accordance with the zoning. If everything that they propose meets the zoning requirements or if they get zoning relief Borough Council has to approve the development even if everyone hates it. After a lengthy discussion, the introduction of the proposed plan ended.

5. Conditional Use Hearing for Hatricks Sports Bar and Grill, 64 E. Lincoln Avenue

Vice President Girard suspended the Regular Scheduled Public Meeting and opened for the Scheduled Public Hearing. A Court Reporter was present and the Public Hearing closed at 8:45PM.

Official Court Reporter Minutes for this Public Hearing can be requested at the Hatfield Borough Office.

6. REPORTS FROM STANDING COMMITTEES AND MAYOR:

- **Budget, Finance, and Labor Committee Report**
 Manager Snyder stated that BFL met at the end of April to complete a first-quarter review of revenue and expenses.
- **Planning, Building, and Zoning Committee Report**
 Councilmember Stevens stated that there were no updates for Council. Planning Commission did meet and had a presentation on the 200 N Main proposed plans. Bennetts Court also made a presentation on their plans for development.
- **Public Safety Committee Report**
 Councilmember Kroesser reported that they did not have a meeting and there was nothing to report.
- **Public Works & Property and Equipment Committee Report**
 Councilmember Fagan explained that the committee met and discussed the tent purchase for community events and they decided that at this time they are not going to purchase a tent. Currently looking into a policy for flags and banners that are flown at government properties. The Public Works Director Steve Fickert brought up the idea of painting the plow program with school-age children. A discussion of a water feature for Electric Plant Park to be purchased or not.
- **Utilities Committee Report**
 Councilmember Girard thanked everyone who help with the Borough Wide Power Out for a smooth operation which only took an hour and a half.
- **Hatfield Economic Revitalization Committee Report**
 Councilmember Girard read his report to Council and highlighted a few items. The first edition of the Borough Informer should be out mid to late May. Founders Day will take place on Monday, June 27, 2022.

- **Dual Action Committee Report**
Manager Snyder stated that the committee has not met.
- **Mayor Mary Anne Girard Report**
Mayor Girard reported on a meeting that she attended for the Northern Montgomery County Recycling. DEP submitted a grant report for the 2020 reporting period of \$281,851 which will be divided up with 11 other Municipalities.

7. REPORTS AND CORRESPONDENCE

Manager Snyder and Vice President Girard updated and answered questions regarding the Reports and Correspondence. Lieutenant Robertson answered questions regarding the Police Report.

- Monthly Investments Report
- Monthly EIT/LST Report
- Monthly YTD 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 Report

8. MANAGERS REPORT

1. Land Use & Development Updates

- A. 371 Edgewood (formerly 122 ½ Towamencin Ave.)
 - Driveway being reviewed
- B. Edinburgh Square Subdivision
 - Current construction on all four lots
- C. Bennett's Court L.D.
 - Working on revised plan
- D. 43 Roosevelt L.D
 - Developers Agreement
- E. SEPTA Property: Long Term Lease being developed
 - Appraisal
 - Long Term Lease Agreement
- F. 200 N Main Street (Biblical Seminary)
 - Sketch Plan Submitted

2. Utility Billing Update:

- Staff continues to monitor Electric & Sewer Past Due accounts. Electric Shut0-offs are being evaluated for May. Significant progress was made in April
- Utility Survey in Borough Informer. We want to hear from you!
- Email billing is available for Electric & Sewer Accounts. Please contact Utilities Department if you are interested in signing up.
- 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-pa0web.ampppartners.org/index/php>
- Please register exactly as it appears on your current billing. Example SMITH, JOHN E.

3. 2021 Outstanding Project Updates

A. The East Lincoln Avenue Bridge Replacement Project

- Completed minus final restoration (maintenance bond)
- Submitting reimbursement paperwork for the Grant

B. The Orchard Forest Way CDBG Sanitary Sewer Project

- Working on final restoration and final payment
- Final restoration taken out of contract

C. CMAQ Grant (Synchronization of Signals)

- Waiting on PennDOT to connect to the server

4. 2022 Project Updates

A. 2022 ADA Ramp & Curb & Ramp Project

- Pre-bid March 9th / Bid-opening March 23rd
- Pre-construction meeting held April 21, 2022

B. 2022 Roadway Resurfacing Project

- Pre-bid April 27th / Bid-opening May 11th

C. W. Broad Street, E. Broad Street N. Market H2O / PA Small Water Storm and Sanitary Sewer Grant Project

Working on the bid package

E. MTF / CTP Crosswalk Grants

- Agreements received
- Coordination with Storm and Sanitary H2O / PA Small Water Grant Project – working on with Engineer

5. PMEA Update

- April Newsletter-attached
- Training being offered in the East and West for Electric

6. AMP Pennsylvania R.I.C.E. BTM Peaking Project Update

- Installing CT's & PT's
- Site sign being produced

7. AMI Update

- The AMI system is 100% installed and integrated into our system.

8. Public Information Officer Update- attached

9. Items of Interest

- PMEA Gathering at PSAB- attached
- Appointed as Treasurer of PMEA
- East Broad Street Truck Accident Payment

9. NEW BUSINESS / DISCUSSION ITEMS

A. Resolution 2022-06 Transfer of Funds May Debt Service Payment

Manager Snyder explained that in May we have a debt service for \$127,734.86 which is for the money that was borrowed over the years. We have the money to pay the money out of the borrowed fund in Harleysville Fund.

B. Resolution 2022-07 Recognizing National Police Week

Manager Snyder stated that this is recognized every year for the police that sacrifices their lives in the line of duty.

C. Resolution 2022-08 Transfer of Funds Guide Rail Poplar Street

Manager Snyder explained that there were safety concerns once the trees were taken down on Poplar Street with the money from the borrowed funds.

D. Resolution 2022-09 Recognizing Public Works Week

Manager Snyder reviewed the resolution which is recognizing the Public Works Department for all of their hard work as well as all other departments in the county.

E. Resolution 2022-10 SURCO / Hatfield Rubbers 60 Years of Business in Hatfield Borough

Manager Snyder explained that this resolution is to honor SURCO / Hatfield Rubber for being in business for 60 years.

F. Virtual Public Meetings

Manager Snyder stated that Council needs to decide if they would want live stream meetings with interaction from the residents that are online or just live stream meeting with no interactions. After some discussion it was decided that staff will look into both options to see what the cost would be of both.

G. Resolution 2022-11 Tax Certification Fees

Solicitor Harper explained that the tax collector asked if there could be just a flat fee for the cost of tax certs.

H. Change Order Request No. 2 Orchard Lane and Forrest Way Sanitary Sewer Replacement Project

Manager Snyder stated that this change order request changes the cost to \$359,770.26 which is an increase of \$17,720.26. This has to be enacted before the borough can make final payment because it changes the contract amount. With this change order the project will come under budget.

10. OLD BUSINESS:

A. April 24, 2022 Borough-wide Power Outage Recap

Manager Snyder thanks Steve Fickert the Public Works Director as well as Carr and Duff for their hard work for the Borough-wide power outage that only lasted an hour and 6 minutes. This was necessary updates to the system for better reliability.

11. ACTION ITEMS:

A. Motion to Consider Resolution 2022-06 Transfer of Funds for the May Debt Service Payment in the Amount of \$128,000.00 (one hundred twenty-eight thousand dollars)

Motion: A motion was made by Councilmember Stevens to Approve Resolution 2022-06 Transfer of Funds for the May Debt Service Payment in the Amount of \$128,000.00 (one hundred twenty-eight thousand dollars). The motion was seconded by Councilmember Fagan.

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

The motion was approved unanimously with a vote of 4-0.

B. Motion to Consider Resolution 2022-07 Recognizing National Police Week

Motion: A motion was made by Councilmember Kroesser to Approve Resolution 2022-07 Recognizing National Police Week The motion was seconded by Councilmember Stevens.

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

The motion was approved unanimously with a vote of 4-0.

C. Motion to Resolution 2022-08 Transfer of Funds for the Guide Rail on Poplar Street in the amount of \$9,990.00

Motion: A motion was made by Councilmember Fagan to Approve Resolution 2022-08 Transfer of Funds for the Guide Rail on Poplar Street in the amount of \$9,990.00 The motion was seconded by Councilmember Kroesser.

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

The motion was approved unanimously with a vote of 4-0.

D. Motion to Consider Resolution 2022-09 Recognizing Public Works Week

Motion: A motion was made by Councilmember Kroesser to Approve Resolution 2022-09 Recognizing Public Works Week. The motion was seconded by Councilmember Fagan.

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

The motion was approved unanimously with a vote of 4-0.

E. Motion to Consider Change Order Request No. 2 for the Orchard Lane and Forest Way Sanitary Sewer Replacement Project in the amount of \$17,720.26) seventeen thousand seven hundred twenty dollars and twenty-six cents) to bring the total contracted amount to \$359,770.26 (three hundred fifty-nine thousand seven hundred seventy dollars and twenty-six cents)

Motion: A motion was made by Councilmember Stevens to Approve the Change Order Request No. 2 for the Orchard Lane and Forest Way Sanitary Sewer Replacement Project in the amount of \$17,720.26) seventeen thousand seven hundred twenty dollars and twenty-six cents) to bring the total contracted amount to \$359,770.26 (three hundred fifty-nine thousand seven hundred seventy dollars and twenty-six cents) The motion was seconded by Councilmember Fagan.

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

The motion was approved unanimously with a vote of 4-0.

12. MOTION TO ADJOURN:

Motion: A motion was made by Councilmember Kroesser to adjourn the Workshop Meeting of May 2, 2022. The motion was seconded by Councilmember Stevens and unanimously approved with a vote of 4-0. The meeting was adjourned at 9:31 PM.

Executive Session Personnel, Litigation and Real Estate

Respectfully Submitted,
Kathryn Vlahos
Assistant to the Manager