

HATFIELD BOROUGH COUNCIL  
REGULAR MEETING  
November 15, 2023

MINUTES

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

CALL TO ORDER AND ROLL CALL:

- (X) 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 five 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, Treasurer; Diane Farrall and Assistant to the Manager; Kathryn Vlahos

1. APPROVAL OF MEETING AGENDA:

Motion: A motion was made by Councilmember Stevens to Approve the Regular Meeting Agenda of November 15, 2023. The motion was seconded by Councilmember Girard.

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

2. APPROVAL OF THE MINUTES:

Motion to Approve the Minutes of the October 4, 2023 Workshop Meeting Minutes and the October 18, 2023 Regular Meeting Minutes.

Motion: A motion was made by Councilmember Kroesser to Approve the Minutes of the October 4, 2023 Workshop Meeting and the October 15, 2023 Regular Meeting. The motion was seconded by Councilmember Stevens and unanimously approved with a vote of 5-0.

3. PUBLIC INPUT: President Ferguson asked if there was any Public Input. No Media Present. No Public Input.

4. ANNOUNCEMENTS:

- Next Council Meetings December 6<sup>th</sup> Workshop and December 20<sup>th</sup> Regular Meeting 7:00PM in Council Chambers
- HMHS is Scheduled to Meet on Tuesday, November 21, 2023 @ 7:00PM at the Hatfield Borough Office, Council Chambers
- The Borough Offices will be closed Thursday and Friday, November 23<sup>rd</sup> and 24<sup>th</sup> in Observance of the Thanksgiving Holiday
- The Borough Offices will be closed Tuesday, December 5<sup>th</sup> from 12:00PM-1:30PM for Employee Training
- Next Planning Commission Meeting is Rescheduled for December 11, 2023 @ 6:00PM in Council Chambers (December 4<sup>th</sup> Meeting)
- HEROC is Scheduled to Meet Wednesday, December 20, 2023 @ 8:00AM in Council Chambers
- Leaf Bag Pick-up Will Continue Every Monday Through December 4, 2023

5. 2024 Preliminary Budget Presentation

President Ferguson highlighted the following from the 2024 Budget:

- Budget has no new Revenue generators
- Increased Transfer Tax, EIT, LST
- Grouping of expenses
- Event Sponsorship has been combined into one line item
- Staff increase of 4%
- Steve Barth Consulting service
- SEPTA Property & Downtown Revitalization
- Boy Scout Cabin Support
- Police Service, Increase of \$50,000 over CY23
- Pool Contribution 3 years remaining
- Employer Contributions (Insurance, Health Care, Benefits, etc.)
- Liability Insurance Increased. Cost Savings for Health Care
- VMSC Service, New Expense of \$15,000
- Backhoe Upgraded Purchase, \$67,000 for 3 years
- Electrical Pole Replacement
- Infrastructure at \$3.5 Million
- Inlet / Manhole Repairs
- Curb Ramps / Mill and Overlays
- Utility Replacement Project N. Main and E. & W. Broad Streets
- Pedestrian Cross Walks scheduled for 2025

- Sewer EDU Audit
- Budget Road Map

Manager Snyder highlighted the following items from the 2024 Budget:

- General Fund Revenue
  - Sale of fixed assets, selling the backhoe
- General Fund Expenses
  - Document Retention
  - Building Maintenance
  - Benefits
- Electric Fund Expenses
  - Small Borrowing
  - EV Charging Station Grant Application with Hatfield Township
- Sewer Fund Expenses
  - Sewer repairs
  - MS4
- Capital Project Expenses
  - Curb Ramps
  - Debt Repayments
- ARPA Expenses
  - Inter Fund Trans Capital Projects

President Ferguson and Manager Snyder asked if there were any questions regarding the budget.

#### 6. NEW BUSINESS / DISCUSSION ITEMS:

##### A. Resolution 2023-17 and 2023-18 Recognizing the 2023 Citizen of the Year

Manager Snyder explained that there are two resolutions in the packet tonight, they recognize Lawrence G. Stevens and Lieutenant Jane Robertson as citizens of the year and it is on for consideration tonight.

##### B. Planning Commission Terms

Manager Snyder explained that Kenneth Farrall, Larry Burns and Michelle Kroesser Planning Commission term expires this year and they all are interested in reappointment for another four years.

##### C. Years of Service Recognitions

Manager Snyder stated that this year for years of service we are recognizing  
Jason Ferguson – 5 Years of Service  
James Rudolph- 15 Years of Service  
Dan Ruch- 15 Years of Service

## 7. OLD BUSINESS

### A. 2024 Meeting Dates

Manager Snyder explained that in the packet is the draft meeting dates list for 2024.

### B. Hatfield Christmas Tree Lighting Request

Manager Snyder stated that this request was in the November workshop meeting packet and is on for consideration tonight.

### C. NPWA Intergovernmental Cooperative Cost Share Agreement

Solicitor Harper reviewed the agreement with North Penn Water Authority which was presented to council at the November workshop meeting. This is on for consideration tonight.

## 8. ACTION ITEMS:

### A. Motion to Consider Grace Lutheran Church Request to Hold the Annual Christmas Tree Lighting at Railroad Plaza / Memorial Park

Motion: A motion was made by Councilmember Stevens to Approve Grace Lutheran Church Request to Hold the Annual Christmas Tree Lighting at Railroad Plaza / Memorial Park. The motion was seconded by Councilmember Kroesser.

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

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

### B. Motion to Consider the Intergovernmental Cooperative Cost Share Agreement between the Borough of Hatfield and the North Penn Water Authority for the Utility Replacement Project

Motion: A motion was made by Councilmember Girard to Approve Intergovernmental Cooperative Cost Share Agreement between the Borough of Hatfield and the North Penn Water Authority for the Utility Replacement Project. The motion was seconded by Councilmember Stevens.

President Ferguson 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 Resolution 2023-17 Recognizing Lawrence G. Stevens as the 2023 Citizen of the Year

Motion: A motion was made by Councilmember Kroesser to Approve Resolution 2023-17 Recognizing Lawrence G. Stevens as the 2023 Citizen of the Year. The motion was seconded by Councilmember Girard.

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

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

D. Motion to Consider Resolution 2023-18 Recognizing Lieutenant Jane Robertson as the 2023 Citizen of the Year

Motion: A motion was made by Councilmember Kroesser to Approve Resolution 2023-18 Recognizing Lieutenant Jane Robertson as the 2023 Citizen of the Year. The motion was seconded by Councilmember Stevens.

President Ferguson 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

9.. Motion to Approve Payment of the Bills

President Ferguson and Manager Snyder reviewed and answered questions regarding the bill list.

Motion: A motion was made by Councilmember Stevens to Approve the payment of the bills. The motion was seconded by Councilmember Girard.

President Ferguson 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.

10. MOTION to ADJOURN: EXECUTIVE SESSION

Motion: A motion was made by Councilmember Kroesser to adjourn the Regular Meeting of November 15, 2023. The motion was seconded by Councilmember Fagan and unanimously approved with a vote of 5-0. The meeting was adjourned at 7:44 PM.

*Executive Session Personnel, Litigation and Real Estate*

Respectfully Submitted,  
Kathryn Vlahos  
Assistant to the Manager