

**HATFIELD BOROUGH COUNCIL
WORKSHOP MEETING
May 1, 2024**

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:

ROLL CALL

- () Jason Ferguson, President
- (X) Richard Girard, Vice President
- (X) Larry Burns
- (X) James Fagan
- (X) Michelle Kroesser

- (X) Mayor Mary Anne Girard

The record shows that four members of Council were present at roll call, as well as, Solicitor; Catherine Harper, Timoney Knox, LLP, Borough Manager; Jaime E. Snyder, Public Works Director; Stephen S. Fickert, Jr, Junior Council Person; Aiden Weider and Assistant to the Manager; Kathryn Vlahos.

1. Motion to Approve the May 1, 2024 Workshop Meeting Agenda.

Motion: A motion was made by Councilmember Kroesser for Approval of Meeting Agenda, May 1 2024 Workshop Meeting Agenda. The motion was seconded by Councilmember Burns and unanimously approved with a vote of 4-0.

2. PUBLIC INPUT: Vice President Girard asked if there was any Public Input. There was no media present. No Public Input.

3. ANNOUNCEMENTS: Manager Jaime E. Snyder made the following announcements.

- Next Council Meeting May 15th Regular Meeting at 7:00PM in Council Chambers
- Town Hall Meeting is Scheduled for May 8, 2024, at 7:00PM in Council Chambers
- Planning Commission is Scheduled to Meet on Monday, May 20, 2024, at 6:00PM in Council Chambers
- HEROC is Scheduled to Meet Wednesday, May 22, 2024, at 8:00AM in Council Chambers

- Curbside Chipping in Scheduled for Monday, May 6, 2024
- The Hatfield Borough Offices will be closed on Monday, May 27, 2024, in Observance of the Memorial Day Holiday
- The HMHS is Scheduled to Meet on Tuesday, May 28, 2024, at 7:00PM in Council Chambers
- Earth Day Event is Scheduled for Saturday, April 20, 2024, from 9AM-12PM at 615 Dain Avenue

4. REPORTS FROM STANDING COMMITTEES AND MAYOR:

Budget, Finance, and Labor Committee Report

Councilmember Girard stated that the committee has not met and there is nothing new to report to council.

Planning, Building, and Zoning Committee Report

Councilmember Burns stated that the committee has not met and there is nothing new to report to council.

Public Safety Committee Report

Councilmember Kroesser stated that the committee has not met and there is nothing new to report to council.

Public Works & Property and Equipment Committee Report

Councilmember Fagan stated that the committee has not met and there is nothing new to report to council.

Utilities Committee Report

Councilmember Girard stated that the committee has not met and there is nothing new to report to council.

Hatfield Economic Revitalization Outreach Committee Report

Councilmember Girard stated that the committee has not met and there is nothing new to report to council.

Mayor Mary Anne Girard's Report

Mayor Mary Anne stated that she attended the general district meeting for Scouts at Trinity Lutheran Church and wanted to say what a great organization Scouting is. The people that are involved and the guidance that they give makes it a great organization.

The second item Mayor Girard wanted to bring in her report is that she attended the Montgomery County Recycling Meeting and there will be a revised recycling ordinance that

will be sent to the Borough as well as an amended intermunicipal agreement.

5. REPORTS AND CORRESPONDENCE:

Monthly Investment Report
Monthly EIT / LST Report
Monthly Zoning Hearing Board Applications
Police Department Report
Fire Department Report
EMS Report
Public Works Department Report
Engineering Report
Zoning Officer, Building Code, Property Maintenance Report
Fire Marshal / Fire Safety Inspection Report
Pool Advisory Report

6. MANAGERS REPORT

1. Land Use & Development Updates:

- A. Edinburgh Square Subdivision
 - Maintenance Bond in place
- B. Bennetts Court Land Development
 - Grading Permit
 - E&S Controls Placed
 - Working on Storm Pipe
 - Working on Electric
 - Working on Sanitary
 - Working on Paving
 - Individual Lot Work / Building
- C. 43 Roosevelt Land Development
 - Developers Agreement
 - Stormwater Management Agreement
 - Submitted Items for Engineering Review
- D. SEPTA Property
 - Long-Term Lease Agreement – Approved 6/14/2023
 - Working with Consultant
- E. 200 N. Main Street (Biblical Seminary)
 - Sketch Plan submitted
 - Applying for Tax Credits for Project
 - Received Grant for the Development
 - Looking at Zoning Extension – received 8/10/23
 - Updated Letter of Support for Tax Credits
 - Updated “Will Serve” Letters Issued
- F. 23 N. Main Street
 - ZHB Approved with Conditions 4/24/24
- H. George Didden Greenhouses
 - Went to Planning Commission – preliminary approval given

2. Utility Billing Update:

- Staff continues to monitor Electric & Sewer Past Due accounts. Shut-offs resumed in April.
- Email billing is available for Electric & Sewer Accounts. Please contact the Utilities Department if you are interested in signing up. *Details

were in the Spring Borough Informer, on the Borough website, and on the back of all utility bills.

- 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 Outstanding Project Updates:

- A. The East Lincoln Avenue Bridge Replacement Project
- Partial funds received. Working on remainder with PennDOT

4. 2024 Project Updates:

- A. W. Broad Street, E. Broad Street, N. Market H2O / PA Small Water Storm and Sanitary Sewer Utility Replacement Project

- Working on the bid package
- HOP Application – submitting
- Received additional grant funding – PA Small Water & H2O
- Working with Congressman Fitzpatrick’s Office on additional funding
- Working with Engineer on ARPA Grant requirements

- B. 2024 Curb and ADA Project
- N. Main Street – held pre-con meeting

- C. 2024 Roadway Resurfacing Project
- W. School Street, Jean, Jade, June Drive – authorized to bid

5. 2024 and Beyond Project Updates:

- A. MTF / CTP Crosswalk Grants (after Utility Replacement Project)
- HOP Application – realign crosswalk to the intersection
 - Coordination with Storm and Sanitary H2O / PA Small Water Grant Project - working with Engineer
- B. Stormwater Feasibility Study Grant with HT (Local Share Funds)
- Meeting scheduled for May

6. PMEA Update:

- April newsletter attached

7. Public Information Officer Update:

8. Items of Interest:

7. NEW BUSINESS / DISCUSSION ITEMS:

A. Resolution 2024-07 Recognizing National Police Week

Manager Snyder stated that this is an annual resolution that will be on for consideration at the May Regular Council Meeting.

B. Resolution 2024-08 Recognizing National EMS Week

Manager Snyder stated that this is an annual resolution that will be on for consideration at the May Regular Council Meeting.

C. Resolution 2024-09 Recognizing Public Works Week

Manager Snyder stated that this is an annual resolution that will be on for consideration at the May Regular Council Meeting.

D. Resolution 2024-10 Recognizing George Diddens Greenhouses 110th Anniversary

Manager Snyder explained that Diddens Greenhouses is celebrating their 110th Anniversary and this resolution is congratulating them, this will be on for consideration at the May Regular Council Meeting.

E. Resolution 2024-11 Recognizing Trolley Stop Deli 60th Anniversary

Manager Snyder explained that the Trolley Stop Deli is celebrating their 60th Anniversary and this resolution is congratulating them, this will be on for consideration at the May Regular Council Meeting.

F. Resolution 2024-12 Closure of Certain Borough Roads

Manager Snyder stated that this is an annual resolution for the Founders Day event and will be on for consideration at the May Regular Council Meeting.

G. Town Hall Meeting Discussion

Manager Snyder stated that included in the meeting packet was a draft agenda for the townhall and a discussion ensued on the townhall meeting topics.

8. OLD BUSINESS: NONE

9. ACTION ITEMS: NONE

10. ADJOURNMENT:

Motion: A motion was made by Councilmember Kroesser to adjourn the Workshop Meeting of May 1, 2024. The motion was seconded by Councilmember Fagan and unanimously approved with a vote of 4-0. The meeting adjourned at 7:46PM.

Executive Session Litigation, Property and Personnel

Respectfully Submitted,
Kathryn Vlahos
Assistant to the Manager