

**HATFIELD BOROUGH COUNCIL
WORKSHOP/REGULAR MEETING
August 21, 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

- (X) 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 five 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, Junior Council Person; Malachi Nisbett and Assistant to the Manager; Kathryn Vlahos.

1. Motion to Approve the August 21, 2024 Workshop Meeting Agenda.

Motion: A motion was made by Councilmember Burns for Approval of Meeting Agenda, August 21, 2024 Workshop/Regular Meeting Agenda. 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 17, 2024 Workshop/ Regular Meeting

Motion: A motion was made by Councilmember Girard for Approval of to Approve the Minutes of the July 17, 2024 Workshop/Regular Meeting. The motion was seconded by Councilmember Kroesser and unanimously approved with a vote of 5-0.

3. PUBLIC INPUT: President Ferguson asked if there was any Public Input. There was no media present.

Justin Harrison from 19 Roosevelt Ave wanted to get more information on 43 Roosevelt and what was going on at that property. Manager Snyder responded that it was approved a few years back for that property to be turned into two townhomes, four units. They are currently working on a

developer's agreement. She stated that he can email the approved plans and the resolution over to Mr. Harrison so he can see what was approved.

4. **ANNOUNCEMENTS: Manager Jaime E. Snyder made the following announcements.**

- Next Borough Council Meeting is the September 18th Workshop/Regular Meeting @ 7:00PM in Council Chambers
- The next Planning Commission Meeting is scheduled for Monday, August 26, 2024 @ 6:00PM in Council Chambers
- HEROC is Scheduled to Meet Wednesday, August 28, 2024 @ 8:00AM in Council Chambers
- Movie in the Park is scheduled for Thursday, August 22, 2024 @ 7:30PM Centennial Park, Cherry Street
- Strategic Planning Meeting is scheduled for Wednesday, September 11, 2024 @ 7:00PM in Council Chambers
- ZHB Meeting for 350 W. Broad Street, Schiano Properties LLC, is scheduled for Wednesday, September 26, 2024 @ 7:00PM in Council Chambers

5. JUNIOR COUNCIL PERSON PROGRAM

A. Recognition of Service

Junior Council Person Aiden Weider presented to council his Junior Council Person Project which he hosted a borough food drive. He showed pictures of the donations that he received. Mayor Girard presented Aiden with a clock for all of his hard work and dedication to the borough as junior council person for the last year.

B. Introduction of Nominee

Mayor Girard introduced the new Junior Council Malachi Nisbett to council.

C. Junior Council Person Pledge

Junior Council Person Malachi Nisbett took the Junior Council Person Pledge.

6. REPORTS FROM STANDING COMMITTEES AND MAYOR:

Budget, Finance, and Labor Committee Report

Councilmember Ferguson stated that they did not meet and there was nothing to report.

Planning, Building, and Zoning Committee Report

Councilmember Burns stated that they did not meet and there was nothing to report but they are working on scheduling a meeting date soon.

Public Safety Committee Report

Councilmember Kroesser stated that they did not meet and that there was nothing to report.

Public Works & Property and Equipment Committee Report

Councilmember Fagan reported that the ADA curbs have been completed and the road way resurfacing project still has an outstanding punch list that needs to be completed. Dash cameras have been installed on some of the public works vehicles and the rest will be completed soon, this was paid for with grant funds. He also reported that there is an open position in the public works department.

Utilities Committee Report

Councilmember Girard stated that they did not meet and there was nothing to report.

Hatfield Economic Revitalization Outreach Committee Report

Councilmember Girard stated that they did not meet and there was nothing to report.

Mayor Mary Anne Girard's Report

Mayor Mary Anne reported that the solicitor from the recycling committee submitted the ordinance to the borough's solicitor for review. The ordinance now allows for funds to be distributed by tonnage between the 11 municipalities.

7. 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

8. MANAGERS REPORT**1. Land Use & Development Updates:**

- A. Edinburgh Square Subdivision
 - Maintenance Bond in place
- B. Bennetts Court Land Development
 - Inspections – as-builts reviewed
- C. 43 Roosevelt Land Development
 - Developers Agreement
 - Stormwater Management Agreement
 - Approved Addresses
- D. SEPTA Property
 - Long-Term Lease Agreement – Approved 6/14/2023
 - Working with Consultant
 - Working on a Lease Agreement with Tenant

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
- Spoke with Builder
- Tentatively looking at 9/23 PC and 10/2 Council

H. George Didden Greenhouses

- Went to Planning Commission – preliminary approval given

2. Utility Billing Update:

- Staff continues to monitor Electric & Sewer Past Due accounts.
- 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
- All funds received; the project is closed out
 - Repayments made for debt borrowing

4. 2024 Project Updates:

- A. W. Broad Street, E. Broad Street, N. Market H2O / PA Small Water Storm and Sanitary Sewer Utility Replacement Project
- Placed on PennBid week of June 10th
 - Bid Opened 7/10/24
 - Pre-Con Meeting 8/16/24
 - Borrowing paperwork completed for project
- B. 2024 Curb and ADA Project
- N. Main Street – project complete
- C. 2024 Roadway Resurfacing Project
- Substantial Completion Issued 8/15/24

5. 2024 and Beyond Project Updates:

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

6. PMEA Update:

7. Public Information Officer Update:

8. Items of Interest:

- Bike More, Drive Less Grant Advisory Board
- Garden of Health Volunteer Day
- Future Items of Interest
 - Lease Agreement with Tenant
 - Municipal Waste and Collection Ordinance
 - Updating Intermunicipal Agreement with NMCRC
 - Borrowing Funds for Utility Replacement Project

9. NEW BUSINESS / DISCUSSION ITEMS:

A. Resolution 2024-17 Closure of Certain Borough Roads

Manager Snyder explained that this this is an annual resolution for the closure of the roads for the car show on September 21, 2024. This is on for consideration tonight.

B. Defined Benefit Plan 2024 Minimum Municipal Obligation

Manager Snyder explained that this resolution is for the 2025 Defined Benefit Plan for the Minimum Municipal Obligation. This is on for consideration tonight.

C. Defined Contribution Plan 2024 Minimum Municipal Obligation

Manager Snyder explained that this this resolution is for the 2025 the Defined Contribution Plan for the Minimum Municipal Obligation. This is on for consideration tonight.

D. Resolution 2024-18 TCC Voting Delegates

Manager Snyder explained that Montgomery Couty Tax Collection Committee needs to a delegate and an alternate to be able to vote at their meetings. This is just an updated delegate resolution. This is on for consideration tonight.

10. OLD BUSINESS:

11. ACTION ITEMS:

A. Resolution 2024-17 Closure of Certain Borough Roads

Motion: A motion was made by Councilmember Burns to Approve the Resolution 2024-17 Closure of Certain Borough Roads. 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 unanimously with a vote of 5-0.

B. Defined Benefit Plan 2024 Minimum Municipal Obligation

Motion: A motion was made by Councilmember Kroesser to Approve the Defined Benefit Plan 2024 Minimum Municipal Obligation. 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.

C. Defined Contribution Plan 2024 Minimum Municipal Obligation

Motion: A motion was made by Councilmember Kroesser to Approve the Defined Contribution Plan 2024 Minimum Municipal Obligation. The motion was seconded by Councilmember Fagan.

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.

D. Motion to Consider D. Resolution 2024-18 TCC Voting Delegates

Motion: A motion was made by Councilmember Burns to Approve Resolution 2024-18 TCC Voting Delegates. 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 unanimously with a vote of 5-0.

12. 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 Girard to Approve the payment of the bills. The motion was seconded by Councilmember Burns.

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.

13. ADJOURNMENT:

Motion: A motion was made by Councilmember Kroesser to adjourn the Workshop/Regular Meeting of August 21, 2024. The motion was seconded by Councilmember Girard and unanimously approved with a vote of 5-0. The meeting adjourned at 8:01PM.

Executive Session Litigation, Property and Personnel

Respectfully Submitted,
Kathryn Vlahos
Assistant to the Manager