

**HATFIELD BOROUGH COUNCIL
WORKSHOP MEETING
October 2, 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; Malachi Nisbett and Assistant Manager; Kathryn Vlahos.

1. Motion to Approve the October 2, 2024 Workshop Meeting Agenda.

Motion: A motion was made by Councilmember Kroesser for Approval of Meeting Agenda, October 2, 2024 Workshop Meeting Agenda. The motion was seconded by Councilmember Burns and unanimously approved with a vote of 5-0.

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

Robert Boyer from 462 Edgewood Drive wanted came to Borough to discuss the children that are riding around on the bikes in the borough that jumping in front of cars while they are riding. His other concern is that people are not stopping at the stop signs Towamencin and Butler. Mayor Girard responded that she did receive a complaint about this area and she talked to the police and they were going to patrol that area more, she will talk about this concern at the next public safety committee meeting.

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

- Next Council Meeting October 16th Regular Meeting at 7:00PM in Council Chambers
- Planning Commission is Scheduled to Meet on Monday, October 28, 2024, at 6:00PM in Council Chambers

- HEROC is Scheduled to Meet Wednesday, October 23, 2024, at 8:00AM in Council Chambers
- Touch a Truck Public Power Electric Event will be Friday, October 4, 2024, from 10:00AM-12:00PM at the Borough Office
- Curbside Chipping in Scheduled for Monday, October 7, 2024
- The Hatfield Borough Offices will be closed on Monday, October 14, 2024, for the Columbus Day Holiday
- Leaf Bag Collection Starts Monday, October 28, 2024

4. Public Hearing for Ordinance No. 554 Non-Electoral General Obligation Debt: Jeffrey Calhoun, Calhoun Baker Inc.

Councilman Ferguson suspended the Workshop Scheduled Public Meeting and opened for the Scheduled Public Hearing. A Court Reporter was present and the Public Hearing closed at 7:36PM.

5. Public Hearing for Ordinance No. 555 Municipal Waste and Recycling

Councilman Ferguson suspended the Workshop Scheduled Public Meeting and opened for the Scheduled Public Hearing. A Court Reporter was present and the Public Hearing closed at 7:45PM.

6. REPORTS FROM STANDING COMMITTEES AND MAYOR:

Budget, Finance, and Labor Committee Report

Councilmember Ferguson stated that the committee met and they started to discuss the 2025 budget.

Planning, Building, and Zoning Committee Report

Councilmember Burns stated that the committee did not meet but they are waiting on comments from the solicitor for the potential Rental Inspection Ordinance and they should have a draft copy of the ordinance soon.

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 informed council that there was a nice turn out for fall festival.

Mayor Mary Anne Girard's Report

Mayor Mary Anne Girard reported that a girl scout built a free library outside of the borough office. Mayor Mary Anne Girard also reviewed the results of the Hatfield Township Garden Contest from this summer and the two borough residents placed first in two categories.

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
 - Paving & Final Improvements
 - Settlements Occurring
- C. 43 Roosevelt Land Development
 - Developers Agreement
 - Stormwater Management Agreement
- 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 10/28 PC and 11/6 or 11/20 Council
- H. George Didden Greenhouses
- Went to Planning Commission – preliminary approval given
 - Needs to go to ZHB - waiting for application

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.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
- 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
- Project Start Date: Mid-October
- Borrowing Advertisement 9/18 Ordinance 10/2

- B. 2024 Curb and ADA Project
- Project Complete

- C. 2024 Roadway Resurfacing Project
- Project Complete

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 October

6. PMEA Update:

7. Public Information Officer Update:

8. Items of Interest:

9. NEW BUSINESS / DISCUSSION ITEMS:

A. Resolution 2024-20 Recognizing Public Power Week

Manager Snyder stated that this is an annual resolution for Public Power Week that will be on for consideration tonight.

B. Resolution 2024-21 Recognizing Fire Prevention Week

Manager Snyder stated that this is an annual resolution for Fire Prevention Week that will be on for consideration tonight.

10. OLD BUSINESS:

A. Northern Montgomery County Recycling Commission International Agreement

Manager Snyder stated that this was on for review at the September 18, 2024 Workshop / Regular Meeting and is on for consideration tonight.

11. ACTION ITEMS:

A. Motion to Consider Ordinance No. 554 Incurrence of Non-Electoral General Obligation Debt in the Amount of \$2,900,000.00 (two million nine hundred thousand dollars)

Motion: A motion was made by Councilmember Girard to Approve Ordinance No. 554 Incurrence of Non-Electoral General Obligation Debt in the Amount of \$2,900,000.00 (two million nine hundred thousand dollars). 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.

B. Motion to Consider Ordinance No. 555 Municipal Waste and Recycling

Motion: A motion was made by Councilmember Kroesser to Approve Ordinance No. 555 Municipal Waste and Recycling. 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. Motion to Consider the Northern Montgomery County Recycling Commission Intermunicipal Agreement

Motion: A motion was made by Councilmember Fagan to Approve the Northern Montgomery County Recycling Commission Intermunicipal Agreement. 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.

D. Motion to Consider Resolution 2024-20 Recognizing Public Power Week

Motion: A motion was made by Councilmember Fagan to Approve Resolution 2024-20 Recognizing Public Power Week. The motion was seconded by Councilmember Girard.

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

E. Motion to Consider Resolution 2024-21 Recognizing Fire Prevention Week

Motion: A motion was made by Councilmember Burns to Approve Resolution 2024-21 Recognizing Fire Prevention. The motion was seconded by Councilmember Girard.

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

10. ADJOURNMENT:

Motion: A motion was made by Councilmember Kroesser to adjourn the Workshop Meeting of October 2, 2024. The motion was seconded by Councilmember Girard and unanimously approved with a vote of 5-0. The meeting adjourned at 8:18 PM.

Executive Session Litigation, Property and Personnel

Respectfully Submitted,
Kathryn Vlahos
Assistant Manager