

**HATFIELD BOROUGH COUNCIL
REGULAR MEETING
November 20, 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, Borough Engineer; Chad Camburn, Treasurer; Diane Farrall, Jr, Junior Council Person; Malachi Nisbett and Assistant Manager; Kathryn Vlahos.

1. Motion to Approve the November 20, 2024 Workshop Meeting Agenda.

Motion: A motion was made by Councilmember Burns for Approval of the Meeting Agenda, November 20, 2024 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 October 2, 2024 Workshop Meeting and the October 16, 2024 Regular Meeting

Motion: A motion was made by Councilmember Girard to Approve the Minutes of the October 2, 2024 Workshop Meeting and the October 16, 2024 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. No Public Comment.

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

- Next Council Meetings December 4th Workshop December 18th Regular Meeting at 7:00PM in Council Chambers
- Planning Commission is Scheduled to Meet on Monday, December 16, 2024, at 6:00PM in Council Chambers
- HEROC is Scheduled to Meet Wednesday, December 18, 2024, at 8:00AM in Council Chambers
- The Hatfield Borough Offices will be closed on Thursday and Friday November 28th and 29th in Observance of the Thanksgiving Day Holiday
- Leaf Bag Collection Starts Monday, October 28, 2024. Will Continue Every Monday Through December 2, 2024

5. 23 N Main Street, Hatfield Walk, Land Development Presentation

Ben Goldthorp from Pennington Property Group along with Rob Cunningham their Civil Engineer and Pete Spisszak their Traffic Engineer. This project is located at 23 North Main Street and they already went in front of the Zoning Hearing Board for relief and the Planning Commission. They are not looking for any approvals tonight, they are going back to the Planning Commission at the December 18th meeting. Tonight is just informational and to answer any questions they have. Solicitor Harper asked if council has to make a decision is the open space should be offered for dedication. Mr. Goldthorp replied that the Zoning Hearing Decision contemplated some open space to be deed restricted so we thought that it made sense for the homeowner's association to own and maintain that open space but in conversations with the Planning Commission it was determined that a deeded lot that the borough would take be in civil ownership would make sense. Solicitor Harper stated that she brought that up since council has not decided on what they would like for that open space yet. She was wondering if weather if the borough council did not accept dedication to that open space but instead a restriction from the open space would you be able to have an access easement for pedestrians to go down your driveway and actually use it? Mr. Goldthorp replied that he would do a blanket easement for future trail connections because we don't want to guess where that assessment would make sense today, we would rather say you have a blanket easement and you can come in and do something that you would like to in the future. Pete Spisszak from Traffic Planning and Design discussed his findings from the traffic study and how he came up with the numbers. He answered questions from council regarding the study.

Jan McCarthy from 13 East Broad expressed her concerns about the driveway to the development being right along her property. She is also concerned that the fence will not be high enough and the townhomes can see in her backyard.

Victor Lewis from 151 Orchard Lane stated that he presented to the Planning Commission the other night his concerns about the driveway that is going on Main Street. He feels that it is going to become a dangerous interaction with the addition of the townhomes. He sat at the location of the proposed driveway and counted the cars that drove past during AM rush hour and PM rush hour. He stated that the numbers that he found were very close to the numbers provided by Traffic Planning and Designs. How he recommends fixing these concerns is the

driveway coming out onto East Broad Street or limiting the times that left turns can be made out of the driveway.

Solicitor Harper wanted to remind everyone that Council cannot deny projects that comply with zoning, including expected issues like traffic. Instead, the focus is on mitigating impacts and making the development workable for the borough and residents.

Chad Camburn the Borough Engineer stated that the developer is requesting two waivers, the setbacks with the parking including the driveway, and requesting to use a 6-foot privacy fence instead of landscaping trees. The Zoning Hearing was presenting this plan when approved their zoning relief.

6. NEW BUSINESS / DISCUSSION ITEMS:

A. 2025 Preliminary Budget Update Discussion

Manager Snyder explained that in the packet was a memorandum for the advertising requirements outlined. The proposed 2025 budget was also included in the packet. In the proposed budget there is a one mil tax increase and a one cent electric rate increase as well.

B. Ordinance No. 557 Rental Inspection Program

Solicitor Harper explained the borough is looking to implement a rental inspection program which will make sure that the rental in the borough is being kept up to code.

C. Updating the Consolidated Fee Schedule

Manager Snyder explained that this resolution updated the current fee schedule which will take affect January 2025 and is on for consideration tonight. This is on for an action item tonight to advertise for the public hearing.

D. Payment Request No. 1 Utility Replacement Project

Manager Snyder stated that this is the first payment request for the Utility replacement Project for the amount of \$291,685.50 which is 100% reimbursable from North Penn Water Authority since we have partnered with them on the project.

E. SEPTA Sub-License Agreement Bard & Jester Brewery

Solicitor Harper explained that she used the old Septa Lease Agreement that Septa had approved when Salters was renting the building.

7. OLD BUSINESS:

A. Ordinance No. 556 Updating the International Property Maintenance Code from 2003 to 2021

Solicitor Harper explained that this ordinance will allow for the borough to update the International Property Maintenance Code from 2003 to 2021.

B. Sitework Escrow Release No. 1 Lennar (Bennetts Court)

Manager Snyder explained that Lennar is looking for site escrow release for Bennetts Court for \$814,128 .77 and a recommendation letter from the Engineer in the council packet.

C. 2025 Proposed Meeting Dates

Manager Snyder explained that this is the draft meeting date schedule for 2025.

8. ACTION ITEMS:

- A. Motion to Consider Sitework Escrow Release No. 1 Lennar (Bennetts Court) in the Amount of \$814,128.77 (eight hundred fourteen thousand one hundred twenty-eight dollars and seventy-seven cents)

Motion: A motion was made by Councilmember Girard Approve Sitework Escrow Release No. 1 Lennar (Bennetts Court) in the Amount of \$814,128.77 (eight hundred fourteen thousand one hundred twenty-eight dollars and seventy-seven cents). 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.

- B. Motion to Consider Advertising Ordinance No. 557 Enacting a Rental Inspection Program in Hatfield Borough for a Public Hearing to be held on December 4, 2024 at 7:00PM in Council Chambers

Motion: A motion was made by Councilmember Burns Approve Advertising Ordinance No. 557 Enacting a Rental Inspection Program in Hatfield Borough for a Public Hearing to be held on December 4, 2024 at 7:00PM in Council Chambers The motion was seconded by Councilmember Kroesser.

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

- C. Motion to Consider Payment Request No. 1 for the Utility Replacement Project to KBC Construction Inc. in the Amount of \$291,685.50 (two hundred ninety-one thousand six hundred eighty-five dollars and fifty cents)

Motion: A motion was made by Councilmember Girard to Approve Payment Request No. 1 for the Utility

Replacement Project to KBC Construction Inc. in the Amount of \$291,685.50 (two hundred ninety-one thousand six hundred eighty-five dollars and fifty cents). The motion was seconded by Councilmember Kroesser.

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

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 Girard to Approve the payment of the bills. 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.

10. ADJOURNMENT:

Motion: A motion was made by Councilmember Kroesser to adjourn the Regular Meeting of November 20, 2024. The motion was seconded by Councilmember Fagan and unanimously approved with a vote of 5-0. The meeting adjourned at 9:40 PM.

Executive Session Litigation, Property and Personnel

Respectfully Submitted,
Kathryn Vlahos
Assistant Manager