

**HATFIELD BOROUGH COUNCIL
WORKSHOP/REGULAR MEETING
January 15, 2025**

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

1. Motion to Approve the January 15, 2025 Workshop Meeting Agenda.

Motion: A motion was made by Councilmember Kroesser for Approval of the Meeting Agenda, January 15, 2025 Workshop/Regular Meeting Agenda. The motion was seconded by Councilmember Girard and unanimously approved with a vote of 4-0.

2. APPROVAL OF THE MINUTES: Motion to Approve the Minutes of the December 4, 2024, Workshop Meeting and the December 2024, Regular Meeting

Motion: A motion was made by Councilmember Kroesser to Approve the Minutes of the December 4, 2024, Workshop Meeting and the December 2024, Regular Meeting. The motion was seconded by Councilmember Fagan and unanimously approved with a vote of 4-0.

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

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

- Next Borough Council Meetings are the February 5th Workshop Meeting and the February 19th Regular Meeting @ 7:00PM in Council Chambers
- The next Planning Commission Meeting is scheduled for Monday, January 27, 2025 @ 6:00PM in Council Chambers
- HEROC is Scheduled to Meet Wednesday, January 22, 2025 at 8:00AM in Council Chambers
- ZHB Meeting for 32 Roosevelt Avenue, Anacari S. Carreon Vivanco, is scheduled for Thursday, February 6, 2025, at 7:00PM in Council Chambers
- HMHS is Scheduled to Meet Tuesday, January 28, 2025, at 7:00PM at the Borough Office

5. REPORTS FROM STANDING COMMITTEES AND MAYOR:

Budget, Finance, and Labor Committee Report

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

Planning, Building, and Zoning Committee Report

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

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

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 that there was nothing to report.

Mayor Mary Anne Girard's Report

Mayor Mary Anne Girard reported that the total amount the Borough will receive for the 2023 Recycling grant is \$4,700.

6. **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

7. 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
 - Escrow Release No. 1 Sitework Approved
- C. 43 Roosevelt Land Development
 - Developers Agreement
 - Stormwater Management Agreement
- D. SEPTA Property
 - Long-Term Lease Agreement – Approved 6/14/2023
- 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 – 10/29/24
 - Updated “Will Serve” Letters Issued
- F. 23 N. Main Street
 - ZHB Approved with Conditions 4/24/24
 - Tentatively looking at Council in February 2025
- 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.amppartners.org/index.php>

- Please register exactly as it appears on your current billing. Example SMITH, JOHN E.

3. 2024 Project Updates:

- A. W. Broad Street, E. Broad Street, N. Market H2O / PA Small Water Storm and Sanitary Sewer Utility Replacement Project
- Project Started: NPWA Main Work
 - Detour Rote in Place
 - Borrowing Secured
 - <https://www.hatfieldborough.com/information/utility-replacement-project/>
 - Payment App. No. 2 Approved 12/18/24
- B. 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
- C. Stormwater Feasibility Study Grant with HT (Local Share Funds)

4. 2025 Project Updates:

- A. 2025 Roadway Resurfacing Project – N. Main Street

5. PMEA Update:

6. Public Information Officer Update:

7. Items of Interest:

- MCBA Dinner hosted by Hatfield, Souderton, Telford

8. NEW BUSINESS / DISCUSSION ITEMS:

A. Resolution 2025-01 Authorizing an Increase to the Electric Rates

Manager Snyder explained that this resolution was approved in December for an increase to the electric rates but there was a typo in section three it said \$12.46 and it should have been \$12.485.

B. Payment Request No. 3 Utility Replacement Project

Manager Snyder stated that this request is for payment to KBC in the amount of \$164,901.60 for work completed through December 20, 2024. This work pertains entirely to stormwater improvements, which are the responsibility of the Borough. For the last two payments, the Borough received reimbursement from North Penn Water Authority.

C. Resolution 2025-___ Preliminary / Final Subdivision and Land Development for 23 N. Main Street, Hatfield Walk

Mayor Girard asked whether the traffic study for this development accounted for the proposed development at 200 North Main. Mr. Goldthorp from Pennington Properties explained that before conducting the study, they consulted the Borough's traffic engineer to determine if any other planned developments would impact traffic counts. Solicitor Harper stated that the draft resolution was included in the council packet, incorporating revisions based on the Borough engineer's comments from the last meeting. This item is on the agenda for review tonight, and any requested changes should be directed to her.

D.2025 Borough Budget / Binder Distribution

Manager Snyder stated that at their places was the 2025 Borough Budget / Binder.

9. OLD BUSINESS:

10. ACTION ITEMS:

A. Motion to Consider Resolution 2025-01 Authorizing an Increase to Electric Rates

Motion: A motion was made by Councilmember Girard to Approve Resolution 2025-01 Authorizing an Increase to Electric Rates. 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 4-0.

B. Motion to Consider Payment Request No. 3 for the Utility Replacement Project to KBC Construction Inc. in the Amount of \$164,901.60 (one hundred sixty-four thousand nine hundred one dollars and sixty cents)

Motion: A motion was made by Councilmember Kroesser to Approve Payment Request No. 3 for the Utility Replacement Project to KBC Construction Inc. in the Amount of \$164,901.60 (one hundred sixty-four thousand nine hundred one dollars and sixty cents). 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 4-0.

11. 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 4-0.

12. ADJOURNMENT:

Motion: A motion was made by Councilmember Kroesser to adjourn the Workshop/Regular Meeting of January 15, 2025. The motion was seconded by Councilmember Girard and unanimously approved with a vote of 4-0. The meeting adjourned at 7:52 PM.

Executive Session Litigation, Property and Personnel

Respectfully Submitted,
Kathryn Vlahos
Assistant Manager