

HATFIELD BOROUGH COUNCIL

REGULAR MEETING

April 16, 2025



EARTH DAY WEEK
ACTIVITIES
April 21-25

Events For The Week:

- Daily Facebook Trivia With Chances To Win Giftcards
- Recycling Information Available At The Borough Office
- Coloring Contest

April 23rd- 4:00-6:00 pm
Hatfield Borough Office-401 S. Main St.
Goodie Bag Giveaway For Kids
(while supplies last)

Franconia Auto Repair- 23 S. Main Street
9:00-5:00 pm
Collections items will include:

- Batteries
- Clean, Unmounted Tires
- Scrap Metal
- Waste Oil

219-362-8843
Questions? Contact lhellmann@hatfieldborough.com

JASON FERGUSON, PRESIDENT

RICHARD GIRARD, VICE PRESIDENT

LARRY BURNS, COUNCILMEMBER

JAMES FAGAN, COUNCILMEMBER

MICHELLE KROESSER, COUNCILMEMBER

MARY ANNE GIRARD, MAYOR

MALACHI NISBETT, JUNIOR COUNCIL PERSON

JAIME E. SNYDER, BOROUGH MANAGER

CATHERINE M. HARPER, BOROUGH SOLICITOR

Borough of Hatfield

Montgomery County, Pennsylvania



BOROUGH COUNCIL REGULAR MEETING

April 16, 2025

AGENDA

CALL TO ORDER
ROLL CALL
PLEDGE OF ALLEGIANCE
INVOCATION

1. APPROVAL OF MEETING AGENDA:

Motion: To Approve the Agenda of the April 16, 2025, Regular Meeting

2. APPROVAL OF THE MINUTES:

Motion to Approve the Minutes of the March 5, 2025 Workshop Meeting and the March 19, 2025 Regular Meeting

3. PUBLIC INPUT:

Please rise, state your name and address and the reason for addressing Council

4. ANNOUNCEMENTS:

- Next Borough Council Meetings May 7, 2025 Workshop Meeting and May 21, 2025 Regular Meeting at 7:00PM in Council Chambers
- Spring Town Hall is Scheduled for Wednesday, May 14, 2025 at 7:00PM in Council Chambers
- Planning Commission is Scheduled to Meet on Monday, April 28, 2025, at 6:00PM in the Community Room
- HEROC is Scheduled to Meet Wednesday, April 23, 2025, at 8:00AM in Council Chambers
- Earth Day Events are Scheduled for the Week of April 21, 2025
- MCPC Steering Committee Community Open House is Scheduled for Monday, April 28, 2025 at 6:00PM in Council Chambers
- Conditional Use Hearing for 462 Farview Avenue (also known as N. Farview Avenue) for an Oversized Garage is Scheduled for May 7, 2025 at 7:00PM in Council Chambers

401 S. Main Street
P.O. Box 190
Hatfield, PA 19440

Phone:
215-855-0781

Fax:
215-855-2075

Email:
admin@
hatfieldborough.com

Website:
www.hatfieldborough.com

- The Borough Offices will be Closed on Friday, April 18, 2025 in Observance of the Good Friday Holiday
- The Borough Offices will be Closed on Wednesday, April 30, 2025 from 12:00PM-1:00PM for Employee Training

5. NEW BUSINESS / DISCUSSION ITEMS:

- A. Payment Request No. 7 for the Utility Replacement Project to KBC Construction LLC
- B. April 2025 Hatfield Police Department Report

6. OLD BUSINESS:

- A. Resolution 2025-06 Recognizing Safe Digging Month
- B. 2025 PSAB Voting Delegate and Alternate

7. ACTION ITEMS:

- A. Motion to Consider Resolution 2025-06 Recognizing Safe Digging Month
- B. Motion to Consider Appointing Borough Manager, Jaime E. Snyder, as the 2025 PSAB Conference Voting Delegate
- C. Motion to Consider Payment Request No. 7 for the Utility Replacement Project to KBC Construction LLC in the Amount of \$372,051.63 (three hundred seventy-two thousand fifty-one dollars and sixty-three cents)

8. Motion to Approve the Payment of the Bills

9. MOTION to ADJOURN:

EXECUTIVE SESSION: Real Estate, Litigation, & Personnel

2. APPROVAL OF THE MINUTES:

**Motion to Approve the Minutes of
the March 5, 2025 Workshop
Meeting and the March 19, 2025
Regular Meeting**

**HATFIELD BOROUGH COUNCIL
WORKSHOP MEETING
March 5, 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
- (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, Mayor; Mary Anne Girard, Solicitor; Kate 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 March 5, 2025 Workshop Meeting Agenda.

Motion: A motion was made by Councilmember Burns for Approval of Meeting Agenda, March 5, 2025, Workshop Meeting Agenda. The motion was seconded by Councilmember Kroesser 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. None.

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

- Next Council Meeting March 19th Regular Meeting at 7:00PM in Council Chambers
- Planning Commission is Scheduled to Meet on Monday, March 24, 2025 at 6:00PM in Council Chambers
- HMHS is Scheduled to Meet Tuesday, March 25, 2025, at 7:00PM at the Hatfield Borough Office, Council Chambers
- HEROC is Scheduled to Meet Wednesday, March 26, 2025, at 8:00AM in Council Chambers

Council Meeting Minutes

- ZHB is Scheduled to Meet on Wednesday, March 12, 2025, at 7:00PM in Council Chambers for the Rescheduled Hearing on 32 Roosevelt Avenue, the Application of Anacari S, Carreon Vivanco

4. REPORTS FROM STANDING COMMITTEES AND MAYOR:

Budget, Finance, and Labor Committee Report

Councilmember Ferguson stated that the committee has not met and he has nothing new to report.

Planning, Building, and Zoning Committee Report

Councilmember Burns reported that they met and they discussed some questions with the rental inspection program,

Public Safety Committee Report

Councilmember Kroesser stated that the committee has not met and he has nothing new to report.

Public Works & Property and Equipment Committee Report

Councilmember Fagan stated that the committee has not met and he has nothing new to report.

Utilities Committee Report

Councilmember Girard reported that the Utilities Committee met and discussed outstanding utility delinquencies within the Borough, noting that approximately \$15,000 remains delinquent. The committee also reviewed updates on the microgrid project.

Hatfield Economic Revitalization Outreach Committee Report

Councilmember Girard stated that the committee met and discussed plans for Earth Day Week, which will take place April 21–25 at the Borough Office, featuring activities throughout the week. The committee also discussed Founders Day, which is approaching soon, and noted that volunteers are needed to help with the event.

Mayor Mary Anne Girard's Report

Mayor Girard stated that she had nothing new to report to council.

5. REPORTS AND CORRESPONDENCE:

- Monthly Investment Report
- Monthly EIT / LST Report
- Monthly YTD Report
- Monthly Zoning Hearing Board Applications
- MCPC Steering Committee Report
- Steve Barth, Barth Consulting Group Report
- 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
 - 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
 - LD Resolution Approved 2/19/25
- G. 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>

Council Meeting Minutes

- Please register exactly as it appears on your current billing.
Example SMITH, JOHN E.
- Eclectic Rate Increase Information / PJM Information Posted

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. 4 Approved 2/19/25](#)

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
- Grant Extension Letter Filed on 2/27/25

C. Stormwater Feasibility Study Grant with HT (Local Share Funds)

- Met on 2/18/25 to discuss potential projects

4. 2025 Project Updates:

A. 2025 Roadway Resurfacing Project – N. Main Street

5. PMEA Update:

6. Public Information Officer Update:

7. Items of Interest:

- PMEA Washington D.C.

7. NEW BUSINESS / DISCUSSION ITEMS:

A. Resolution 2025-03 Montco 2040 Implementation Grant

Manager Snyder explained that Hatfield Borough and Hatfield Township were approached by Partnership TMA, who expressed interest in submitting a grant application on behalf of the municipalities for community bike infrastructure upgrades. Potential improvements include bike racks, fix-it stations, bike lanes, and signage. The resolution on tonight's agenda would authorize the Borough to apply for this grant and is up for consideration this evening.

8. OLD BUSINESS: NONE

9. ACTION ITEMS:

A. Motion to Consider Resolution 2025-03 Authorizing Submission of a Grant Application for the 2025 Round of the Montco 2040 Implementation Grant Program

Motion: A motion was made by Councilmember Burns to Approve Resolution 2025-03 Authorizing Submission of a Grant Application for the 2025 Round of the Montco 2040 Implementation Grant Program. 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.

10. ADJOURNMENT:

Motion: A motion was made by Councilmember Kroesser to adjourn the Workshop Meeting of March 5, 2025. The motion was seconded by Councilmember Fagan and unanimously approved with a vote of 5-0. The meeting adjourned at 7:50 PM.

Executive Session Litigation, Property and Personnel

Respectfully Submitted,
Kathryn Vlahos
Assistant Manager

**HATFIELD BOROUGH COUNCIL
REGULAR MEETING
March 19, 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, Mayor; Mary Anne Girard, Solicitor; Catherine Harper, Timoney Knox, LLP, Borough Manager; Jaime E. Snyder, and Assistant Manager; Kathryn Vlahos.

1. Motion to Approve the March 19, 2025 Workshop Meeting Agenda.

Motion: A motion was made by Councilmember Girard for Approval of the Meeting Agenda, March 19, 2025 Regular Meeting Agenda. The motion was seconded by Councilmember Kroesser and unanimously approved with a vote of 4-0.

2. APPROVAL OF THE MINUTES: Motion to Approve the Minutes of the February 5, 2025 Workshop Meeting and the February 19, 2025 Regular Meeting

Motion: A motion was made by Councilmember Girard to Approve the Minutes of the February 5, 2025 Workshop Meeting and the February 19, 2025 Regular Meeting. The motion was seconded by Councilmember Kroesser 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.

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

- Next Borough Council Meetings are the April 2nd Workshop Meeting and the April 16th Regular Meeting @ 7:00PM in Council Chambers
- The next Planning Commission Meeting is scheduled for Monday, March 24, 2025 @ 6:00PM in Council Chambers

- HMHS is Scheduled to Meet Tuesday, March 25, 2025, at 7:00PM at the Hatfield Borough Office, Council Chambers
- HEROC is Scheduled to Meet Wednesday, March 26, 2025 at 8:00AM in Council Chambers

5. VMSC Emergency Medical Services 2024 Year End Report Presentation
Shane Wheeler Chief Executive Officer, VMSC Emergency Medical Services

Chief Wheeler from Volunteer Medical Service Corps (VMSC) provided a brief overview of 2024 call activity in Hatfield Borough, noting that VMSC responded to 143 calls within the Borough. The most common type of call was related to falls within the community. Chief Wheeler also shared that VMSC recently became authorized to administer blood transfusions in the field—a capability that only 1% of ambulance services in the county currently have.

6. NEW BUSINESS / DISCUSSION ITEMS:

A. March 2025 Hatfield Police Report

Lieutenant Graham was present at the meeting and presented his report to council.

B. Payment Request No. 5 Utility Replacement Project

Manager Snyder explained that this is Payment Request No. 5 for the Utility Replacement Project, specifically for stormwater replacement work completed on West Broad Street by KBC Construction through February 22, 2025. The Borough's engineer has reviewed and recommended approval of payment in the amount of \$198,737.10. This item is on the agenda for consideration as an action item this evening.

C. Payment Request No. 6 Utility Replacement Project

Manager Snyder stated that Payment Request No. 6 is also included in the Council packet. This request pertains to sanitary sewer work completed as part of the ongoing project on North Main Street by KBC Construction, with work completed through February 22, 2025. The Borough's engineer has recommended approval of payment in the amount of \$37,885.50. This item is on the agenda for consideration as an action item this evening.

D. Hatfield Legion Post 933 Memorial Day Parade Request

Manager Snyder explained that this is an annual request from Hatfield Legion Post 933 to hold the Memorial Day Parade. The request is on the agenda for consideration as an action item this evening.

E. Resolution 2025-04 Memorial Day Parade Road Closure Request

Manager Snyder explained that this is an annual resolution to authorize the temporary closure of certain roads for the Memorial Day Parade. The Borough has been in communication with PennDOT, as the utility replacement project is still ongoing. Due to the construction, PennDOT may not approve the usual parade route permit for this year. As a result, the Borough is actively working on identifying an alternate route. This resolution is on the agenda for consideration as an

F. 23 N. Main Street, Hatfield Walk, Grinder Pump Operation and Maintenance Agreement

Solicitor Harper explained that this grinder pump agreement is for Hatfield Walk at 23 North Main Street. This agreement will allow for it to be recorded against the property in case it is ever sold to individual property owners and they know that it is their responsibility.

G. Resolution 2025-05 23 N. Main Street, Hatfield Walk, Sewage Facilities Planning Module

Solicitor Harper stated that this planning module resolution is needed for the applicant that needs to be submitted to DEP for review and approval for the project.

7. OLD BUSINESS:

A. Zoning Hearing Board 32 Roosevelt Avenue, The Application of Anacari S. Carreon Vivanco

Solicitor Harper reported that she attended a recent zoning hearing in opposition to an application involving a garage that had been converted into a separate living unit with the potential for rental use. The applicant had previously assured the Borough that the space would not be used as a separate dwelling and would not be rented out.

The Zoning Hearing Board denied the variance, as the applicant refused to accept a proposed deed restriction that would have legally prohibited rental use of the building. The Board was prepared to grant the variance with that condition, but the applicant's refusal to sign the deed restriction led to the application's denial.

Solicitor Harper further advised the Code Enforcement Officer to ensure that when issuing the Use and Occupancy Permit, it is clearly noted that the garage may not be rented or used as an in-law suite.

8. ACTION ITEMS:

A. Motion to Consider Payment Request No. 5 for the Utility Replacement Project to KBC Construction Inc. in the Amount of \$198,737.10 (one hundred ninety-eight thousand seven hundred thirty-seven dollars and ten cents)

Motion: A motion was made by Councilmember Girard to Approve Payment Request No. 5 for the Utility Replacement Project to KBC Construction Inc. in the Amount of \$198,737.10 (one hundred ninety-eight thousand seven hundred thirty-seven dollars and ten cents) 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 4-0.

B. Motion to Consider Payment Request No. 6 for the Utility Replacement Project to KBC Construction Inc. in the Amount of \$37,885.50 (thirty-seven thousand eight hundred eighty-five dollars and fifty cents)

Motion: A motion was made by Councilmember Fagan to Approve Payment Request No. 6 for the Utility Replacement Project to KBC Construction Inc. in the Amount of \$37,885.50 (thirty-seven thousand eight hundred eighty-five dollars and fifty cents) 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 4-0.

C. Motion to Consider Hatfield American Legion Request to Hold the Annual Memorial Day Parade Ceremony at Memorial Park

Motion: A motion was made by Councilmember Kroesser to Approve Hatfield American Legion Request to Hold the Annual Memorial Day Parade Ceremony at Memorial Park 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.

D. Motion to Consider Resolution 2025-04 Authorizing the Closure of Certain Borough Roads for the Hatfield American Legion Memorial Day Parade

Motion: A motion was made by Councilmember Kroesser to Approve Resolution 2025-04 Authorizing the Closure of Certain Borough Roads for the Hatfield American Legion Memorial Day Parade 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 4-0.

E. Motion to Approve 23 N. Main Street, Hatfield Walk, Grinder Pump Operation and Maintenance Agreement

Motion: A motion was made by Councilmember Fagan to Approve Motion to Approve 23 N. Main Street, Hatfield Walk, Grinder Pump Operation and Maintenance 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 4-0.

F. Motion to Approve Resolution 2025-05 Authorizing the 23 N. Main Street, Hatfield Walk, Sewage Facilities Planning Module for Submission to DEP for its Approval

Motion: A motion was made by Councilmember Girard to Approve Motion to Approve Resolution 2025-05 Authorizing the 23 N. Main Street, Hatfield Walk, Sewage Facilities Planning Module for Submission to DEP for its Approval 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 4-0.

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 4-0.

10. ADJOURNMENT:

Motion: A motion was made by Councilmember Kroesser to adjourn the Regular Meeting of February 19, 2025. The motion was seconded by Councilmember Fagan and unanimously approved with a vote of 4-0. The meeting adjourned at 7:48 PM.

Executive Session Litigation, Property and Personnel

Respectfully Submitted,
Kathryn Vlahos
Assistant Manager

3. PUBLIC INPUT:

**Please rise, state your name and
address and the reason for
addressing Council**

4. ANNOUNCEMENTS:

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5. NEW BUSINESS /
DISCUSSION ITEMS:

**A. Payment Request No. 7 for the
Utility Replacement Project to KBC
Construction LLC**

April 14, 2025

Jaime E. Snyder
Borough Manager
Hatfield Borough
401 South Main Street
Hatfield PA 19440

RE: **Broad St. and N. Main St. Utility Replacement Project**
Contract No. HAT 24-01
Application for Payment 7
Bursich Project No: HAT-01/147492



Dear Jaime:

We have reviewed the Contractor's Application and Certificate for Payment No. 7, submitted by KBC Construction LLC dated April 14, 2025, for the above-mentioned contract. Application No. 7, in the amount of \$372,051.63, includes a request for payment for work associated with the sanitary sewer replacement on N. Main St., as listed on the enclosed application, less 10% retainage.

Based on the work completed, **we recommend payment of \$372,051.63**, to KBC Construction LLC for work completed through March 22, 2025. Upon payment, the Remaining Contract Cost will be \$1,452,195.22 with \$1,625,125.24 Remaining to be Paid including retainage held.

Should you have any questions or need further information, please feel free to contact me at [REDACTED] or [REDACTED]

Very Truly Yours,
Van Cleef Engineering Associates, LLC



Chad E. Camburn, P.E.
Professional Engineer

Enclosures: Application and Certificate for Payment No. 7, dated 4/14/25 (21 pages)
Payment Summary, dated April 14, 2025 (4 pages)
Certified Payrolls, 2/23/25 – 3/22/25 (8 pages)

Pc: Steve Fickert, Borough Public Works Director (w/ encl.; via email)
Kate Harper, Borough Solicitor (w/ encl.; via email)
Katie Vlahos, Assistant to the Manager (w/ encl.; via email)

F:\Projects\HAT-01\147492_Broad St Storm Sewer Replacement\03_ENG\01_Contract Admin\Payments\Pay 7\Recommendation\2025-04-14_Broad & Main Util Replace-Pay 7 Recommend Ltr to Hat.docx

OFFICE LOCATIONS

www.vancleefengineering.com

Hillsborough, NJ
908-359-8291
Hamilton, NJ
609-689-1100

Mt. Arlington, NJ
862-284-1100
Toms River, NJ
732-573-0490

Phillipsburg, NJ
908-454-3080
Freehold, NJ
732-303-8700

Doylestown, PA
215-345-1876
Bethlehem, PA
610-332-1772

Pottstown, PA
610-323-4040

APPLICATION AND CERTIFICATE FOR PAYMENT

TO (OWNER):

Hatfield Borough
401 S Main St. Hatfield, PA 19440

ATTENTION:
Chad Camburn
Vancleef Engineering

PROJECT:

Broad & Main Utility Replacement Project

AIA DOCUMENT G702

APPLICATION NO:

7

PAGE ONE OF 2

PAGES

DISTRIBUTION TO:

OWNER

ARCHITECT ENGINEER

CONTRACTOR

#

CONTRACTOR

KBC CONSTRUCTION LLC
1475 Hampton Lane
Warminster, PA 18974

ENGINEER'S ARCHITECT'S

PROJECT NO:

HAT 24-01

CONTRACT DATE:

7/18/24

CONTRACTOR'S APPLICATION FOR PAYMENT

CHANGE ORDER SUMMARY			
Change Orders approved in previous months by Owner		ADDITIONS	DEDUCTIONS
TOTAL			\$
Approved this Month			
Number	Date Approved		
CO 1		\$ 6,230.70	
TOTALS		\$ 6,230.70	\$
Net change by Change Orders		\$ 6,230.70	\$

Application is made for Payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

The present status of the account for this Contract is as follows:

ORIGINAL CONTRACT SUM	\$	3,175,264.75
Net change by Change Order	\$	6,230.70
CONTRACT SUM TO DATE	\$	3,181,495.45
TOTAL COMPLETED & STORED TO DATE	\$	1,729,300.23
(Column G on G703)		
RETAINAGE	\$	172,930.02
or total in Column I on G703		
TOTAL EARNED LESS RETAINAGE	\$	1,556,370.21
LESS PREVIOUS CERTIFICATES FOR PAYMENT	\$	1,184,318.58
CURRENT PAYMENT DUE	\$	372,051.63

State of: Pennsylvania County of: Bucks

Subscribed and sworn to before me this 14 day of April 2025

Notary Public: Florence R. Spurlin
My Commission expires: 6/29/2026

Commonwealth of Pennsylvania - Notary Seal
Florence R. Spurlin, Notary Public
Bucks County
My Commission Expires June 29, 2026
Commission Number: 12256-16

AMOUNT CERTIFIED

\$ 372,051.63

(Attach explanation if amount certified differs from the amount applied for.)

ARCHITECT: ENGINEER

By: [Signature]

Date: 4/14/25

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, Payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CONTRACTOR:

By: [Signature] 4/14/25

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-the-site observations and the data comprising the above application, the Architect certifies to the Owner that the Work has progressed to the point indicated; that to the best of his knowledge, information and belief, the quality of the work is in accordance with the Contract Documents; and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

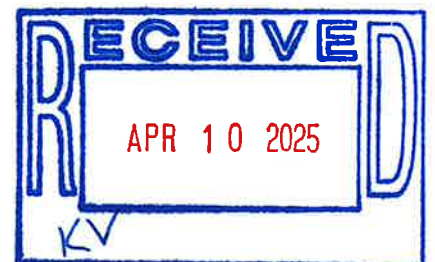
5. NEW BUSINESS /
DISCUSSION ITEMS:

B. April 2025 Hatfield Police Report



April 2025

Borough Council Police Monthly Report



Hatfield Police Report for Borough Council

3/1/2025 through 3/31/2025

Activity in brief



- 413 agency cases originated in Hatfield Borough
- 97 Traffic Enforcement Actions taken
- 5 crashes investigated
- 204 Borough patrols were conducted
- 34 selective enforcements were conducted
- 5 parking enforcements handled
- 16 building overnight checks (“NightEyes”) were completed

Juvenile Complaint: On March 4 and 11, officers responded to locations in the borough for juveniles riding in the roadway, yelling at motorists and obstructing the roadway. Police were unable to locate the juveniles upon arrival to the area.

Found Property: On March 24, a cell phone was located in the area of Centennial Park. If you believe it is your phone, please contact the police department.

Assist Ambulance: On March 9, around 8 PM, officers responded to the 400 block of South Main Street for a resident who fell down the steps after being bumped by a conga drum being carried by another resident. They were transported to Grand View Hospital for treatment.

Assist Public: On March 8, around 9 AM, a resident of the unit block of North Wayne Avenue called 911 for a toothache after reportedly hearing the answering machine of his dentist direct him to call 911 for emergencies. He did not require assistance and was advised only to use 911 for emergencies in the future.

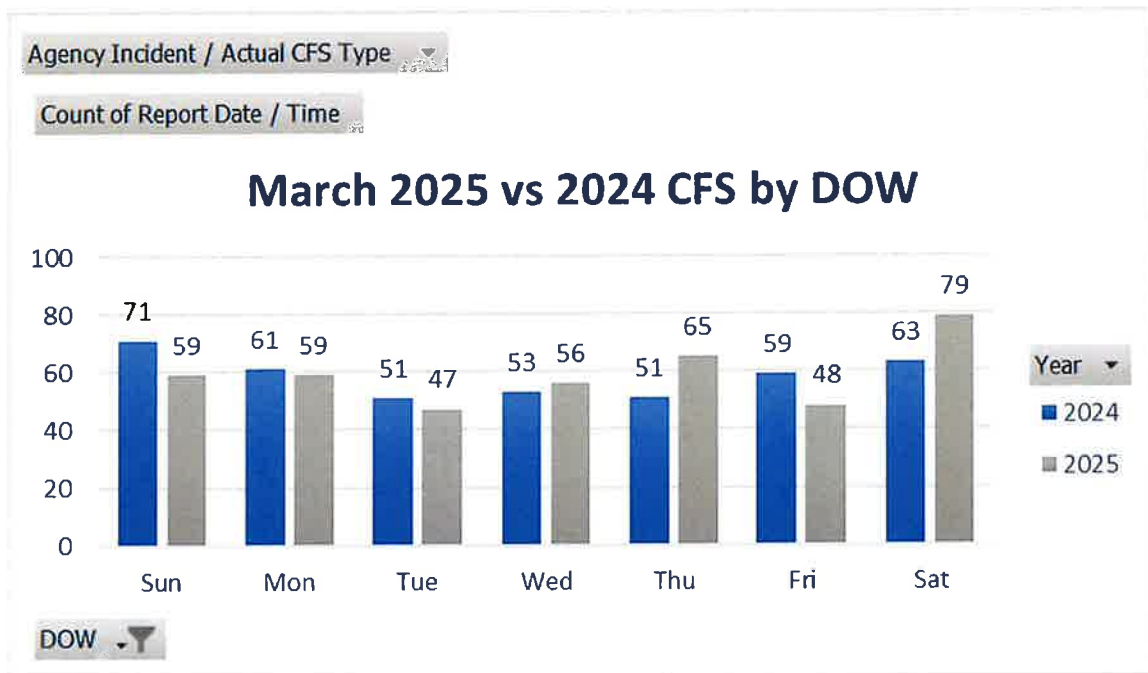
It should be noted the below totals do not account for all CFS data. Only specific calls for service

and specific data for comparative analysis portion of the report.

March 2025 vs 2024 Calls for Service

March CFS 2025 vs 2024			
Row Labels	2025	2024	% Chg
911 HANG UP / CHK WELFARE	1	1	0%
ABANDONED IMPOUND/TOWAWAY	3	1	200%
ADMINISTRATIVE DUTIES	1	0	N/A
ALARM - CARBON MONOXIDE ALARM	0	1	-100%
ALARM BURGLARY OR HOLD UP RESIDENCE	3	1	200%
ALARM BURGLARY OR HOLDUP NON RESIDENCE	2	2	0%
ALARMS (FIRE ALARMS)	2	0	N/A
ANIMAL COMPLAINTS ALL	2	1	100%
ASSIST CITIZEN	7	7	0%
ASSISTING-FIRE DEPT	2	1	100%
ASSISTING-OTHER AGENCIES	1	0	N/A
ASSISTING-OTHER POLICE DP	2	1	100%
BACKGROUND CHECK	2	0	N/A
CALL BY PHONE	1	6	-83%
CHILD LINE / CYS	1	1	0%
CIVIL MATTER	2	2	0%
CRIMINAL MISCHIEF ALL	1	0	N/A
DISABLED MV	0	1	-100%
DISTURBANCE	0	1	-100%
DRUG POSSESSION OFFENSE	0	1	-100%
FAMILY OFFENSES - DOMESTIC	1	2	-50%
FOIA/RIGHT TO KNOW REQUEST	1	0	N/A
FOLLOW UP	8	7	14%
FOUND ARTICLES	1	1	0%
FRAUD ALL OTHERS	0	1	-100%
HARASSMENT	0	2	-100%
JUVENILE MATTER (NON CRIMINAL ONLY)	2	0	N/A
LOCK OUT	0	1	-100%
LOST / FOUND / STRAY ANIMALS	2	0	N/A
LOST ARTICLES	2	2	0%
MEDICAL ASSISTANCE	20	12	67%
MISSING PERSON	0	2	-100%
MOTORIST ASSIST	0	1	-100%
OPEN DOORS/WINDOWS GENERAL POLICE	1	0	N/A
OTH PUB SERV/WELFARE CHK	6	3	100%
OVERDOSE	1	0	N/A
PARKING ENFORCEMENT	3	17	-82%
PARKING VIOLATION COMPLAINT	2	5	-60%
PFA INFORMATION	2	0	N/A
POLICE INFORMATION	6	7	-14%
REPOSSESSION	0	2	-100%
SHOTS FIRED - REPORTS	1	0	N/A
SIGNALS SIGNS OUT	3	1	200%
STREET LIGHTS-OUT/REPAIRS	1	3	-67%
SUSPICIOUS ACTIVITY	3	4	-25%
SUSPICIOUS AUTO	1	1	0%
THEFT	0	1	-100%
THEFT ALL OTHERS	1	0	N/A
TRAFFIC HAZARD	2	0	N/A
TRAFFIC MV COMPLAINT	3	1	200%
TRAFFIC OFFENSE ALL OTHER	2	1	100%
TRAINING	1	3	-67%
Grand Total	109	108	1%

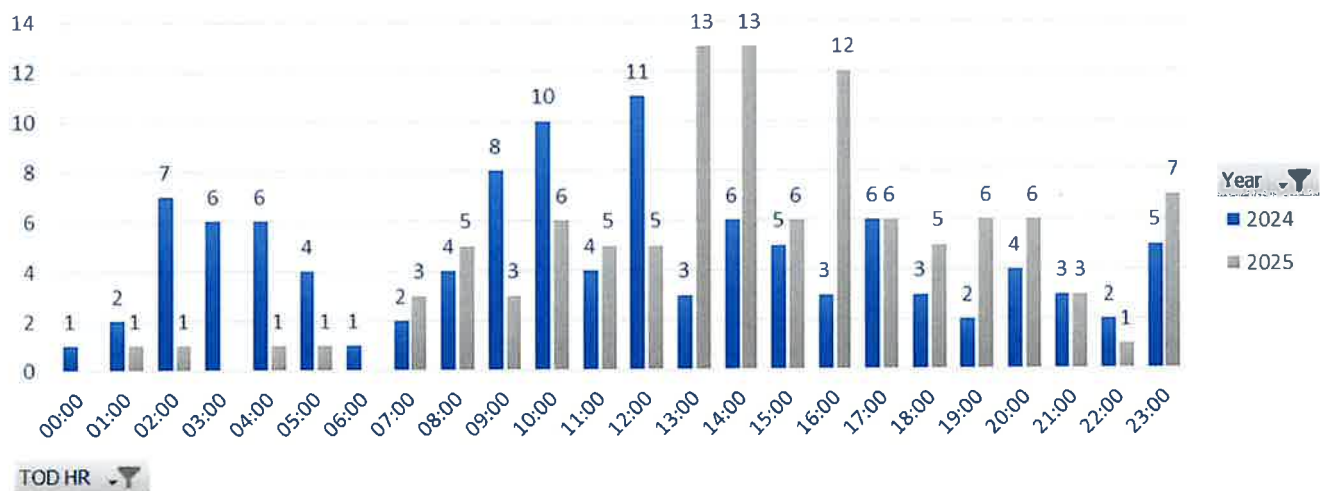
March 2025 CFS by Day of Week & Time of Day



Agency Incident / Actual CFS Type

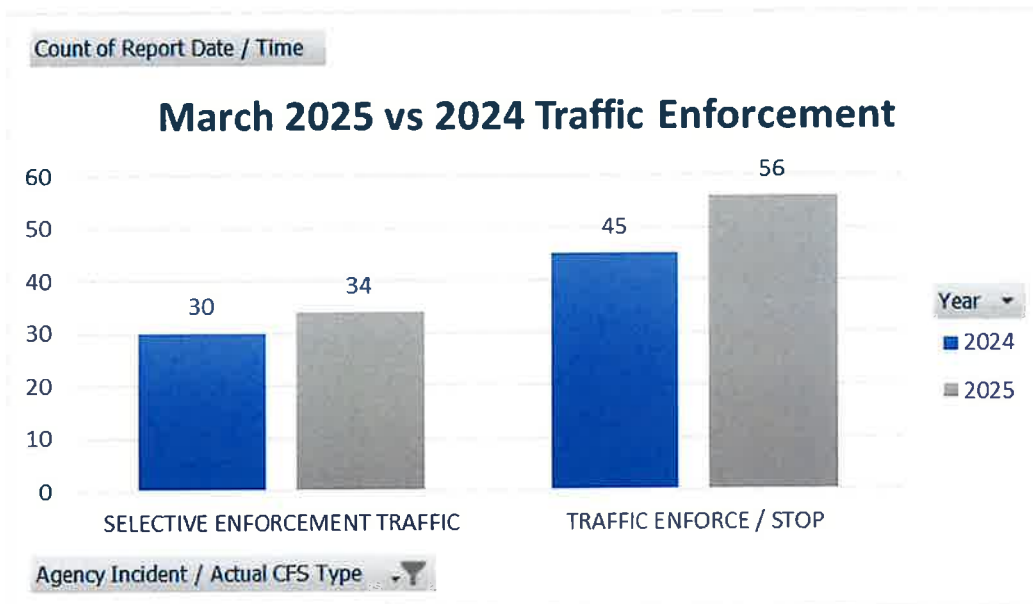
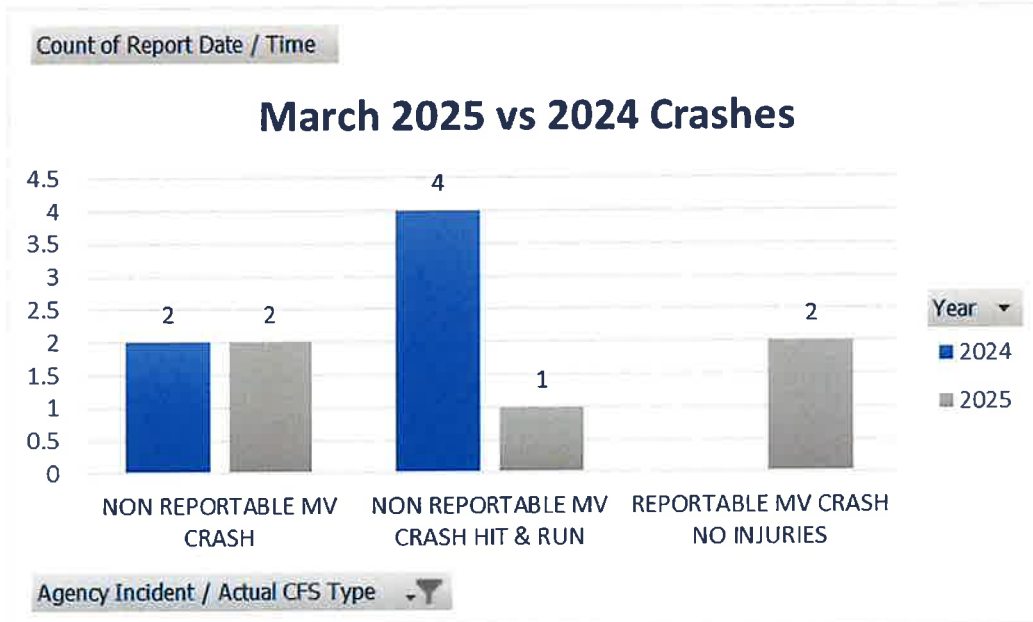
Count of Report Date / Time

March 2025 vs 2024 CFS by TOD

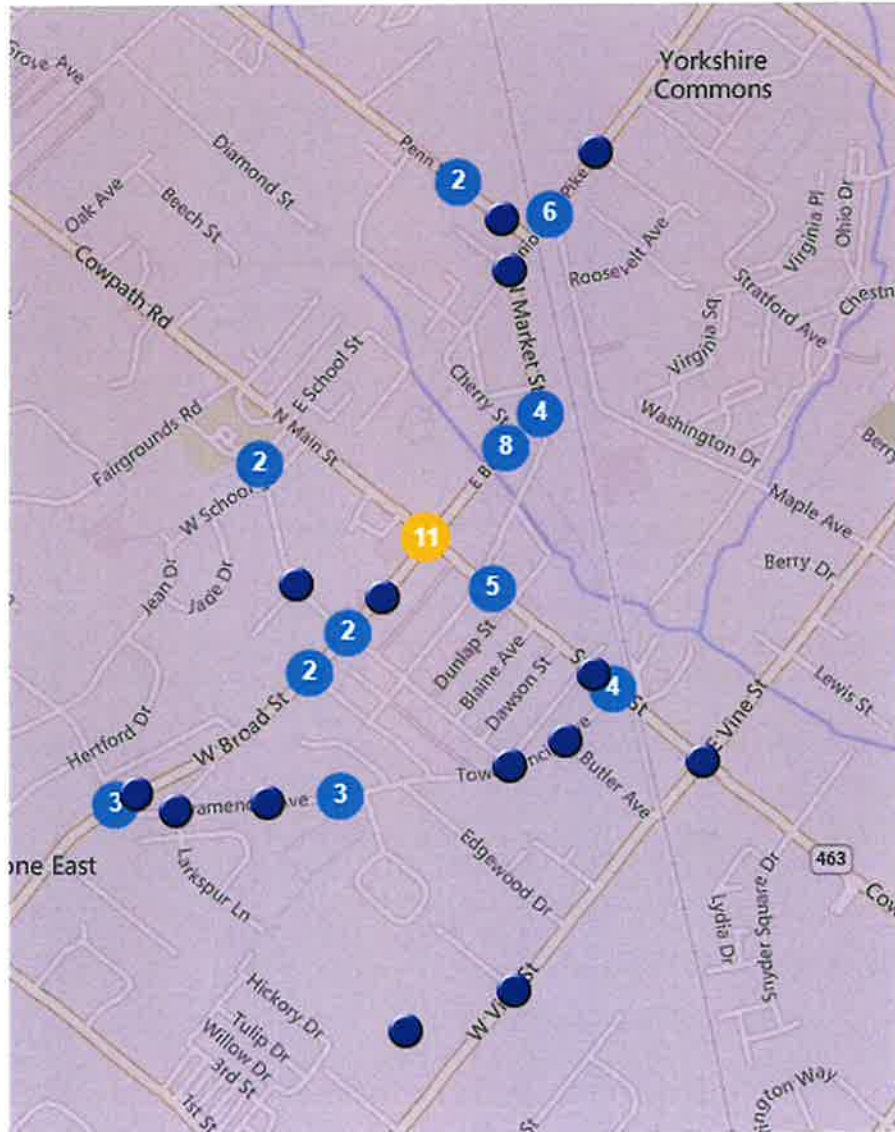


March 2025 vs 2024 Crashes & Traffic Enforcement

The Hatfield Police Department had an overall 17% decrease in vehicle crashes that occurred in the Borough for March 2025 (5) vs 2024 (6). A total of (34) selective enforcement details and (56) traffic stops were conducted in March 2025, resulting in a 20% increase in traffic enforcement compared to March 2024.



March 2025 Traffic Enforcement Pin Map



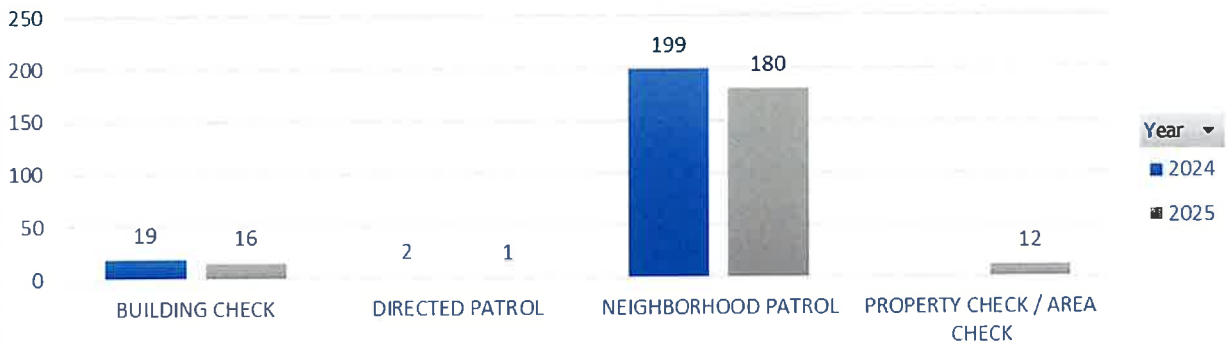
March 2025 vs 2024 Community Engagement

The Hatfield Police Department had a 5% decrease in community engagement activities for the month of March 2025 (209) compared to March 2024 (220).

March 2025 vs 2024 Community Engagement Activities			
Event Type	2025	2024	% Chg
BUILDING CHECK	16	19	-16%
DIRECTED PATROL	1	2	-50%
NEIGHBORHOOD PATROL	180	199	-10%
PROPERTY CHECK / AREA CHECK	12	0	N/A
Grand Total	209	220	-5%

Count of Report Date / Time

March 2025 vs 2024 Community Engagement Activities



Agency Incident / Actual CFS Type

6. OLD BUSINESS:

A. Resolution 2025-06 Recognizing Safe Digging Month

Resolution

2025-06

Hatfield Borough

RESOLVED, that the month of April 2025 recognized as “Pennsylvania Safe Digging Month”, and the initiative sponsored by Pennsylvania 811, a utility notification information center with over 50 years of continuous service to the Commonwealth of Pennsylvania, and

WHEREAS, Pennsylvania 811 received over 1 million excavation notifications in 2024, and transmitted approximately 6 million notifications to their member facility owners and operators allowing essential utility and construction crews to provide vital underground services and repair of critical infrastructure to communities throughout Pennsylvania, and

WHEREAS, their mission is to prevent damage to underground facilities, to promote safety, provide an efficient and effective communications network among project owners, designers, excavators, and facility owners, and

WHEREAS, when contacting 811, at least three business days before digging, a homeowner or a contractor is connected to a unique service that notifies the appropriate underground utility operators in the municipality in which the work will be performed, and

WHEREAS, by notifying 811 of their intent to dig, the homeowner or contractor is knowingly helping to protect the underground utilities, themselves, work crew, and their neighbors from any unsafe digging practices within their community, and

NOW, THEREFORE, BE IT RESOLVED that Hatfield Borough in support of the Pennsylvania Underground Utility Line Protection Law, PA Act 287 of 1974, as amended, we do hereby proclaim April 2025 as “Pennsylvania Safe Digging Month”, and encourage all Pennsylvanians to visit the Pennsylvania 811 website at www.pa1call.org for information about digging safely.

RESOLVED AND ENACTED this ____ day of April, 2025

ATTEST

BOROUGH OF HATFIELD

Jaime E. Snyder
Borough Manager / Secretary

Jason Ferguson
Borough Council President

Mary Anne Girard, Mayor

6. OLD BUSINESS:

B. 2025 PSAB Voting Delegate and Alternate

Voting Delegates

Deadline: May 14, 2025

Each member borough in good standing with the Association shall appoint a Voting Delegate for the purpose of electing the Officers of the Association and voting on proposed resolutions and policies.

Borough council **must approve** the individual appointed to serve as the Voting Delegate as well as an Alternate Delegate (in case the primary appointment cannot participate in the election and voting during the annual conference). Note - Voting Delegates/Alternates can be elected or appointed borough officials. Per the PSAB Constitution, these names must be provided to the PSAB Executive Director by May 14, 2025.

The election of Officers will be held Tuesday, June 3 between 9 a.m. and 2 p.m. Voting on proposed resolutions and policies will occur during the Closing Business Meeting on Wednesday, June 4. These two activities help to shape the leadership and policy platform of the Association. Participation in this process is an essential role that borough officials play in guiding the future of PSAB.

ALL VOTING DELEGATES MUST BE REGISTERED TO ATTEND THE ANNUAL CONFERENCE.

Borough of: Hatfield

Submitted by: Jason Ferguson, President of Council
(Signature of the Borough Secretary, Manager, or President of Council)

Date: _____

Borough Address: 401 South Main Street, Hatfield PA 19440

Borough Email: admin@hatfieldborough.com

OUR VOTING DELEGATE WILL BE: Jaime E. Snyder Borough Manager
(Name) (Title)

OUR ALTERNATE WILL BE: _____
(If Applicable) (Name) (Title)

The Voting Delegate form must be returned no later than Wednesday, May 14, 2025. You can return this form in any of the following 3 ways -

Mail: PSAB, 2941 North Front Street
Harrisburg, PA 17110

Fax: 717-236-8164

Email: mmiller@boroughs.org



7. ACTION ITEMS:

**A. Motion to Consider Resolution
2025-06 Recognizing Safe
Digging Month**

7. ACTION ITEMS:

**B. Motion to Consider Appointing
Borough Manager, Jaime E.
Snyder, as the 2025 PSAB
Conference Voting Delegate**

7. ACTION ITEMS:

C. Motion to Consider Payment Request No. 7 for the Utility Replacement Project to KBC Construction LLC in the Amount of \$372,051.63 (three hundred seventy-two thousand fifty-one dollars and sixty-three cents)

8. Motion to Approve the Payment of the Bills

ADDITIONS TO THE APRIL 2025 BILL LIST:

ALPHA GRAPHICS - POSTER FOR EVENTS	\$152.14
ALPHA GRAPHICS - OFFICE SUPPLIES	\$100.89
AMP OHIO - MARCH ELECTRIC PURCHASE	\$154,288.45
COMMONWEALTH PRECAST - INLET RISERS.....	\$50.00
HATFIELD TOWNSHIP - 1 ST QTR FUEL.....	\$3,164.02
ICMA - MEMBERSHIP RENEWAL	\$676.00
KJ DOORS - PW GATE REPAIR.....	\$274.65
KBC CONSTRUCTION LLC - BROAD & MAIN UTILITY #7.....	\$372,051.63
LOWES - CONCRETE	\$65.60
TD - SUPERINTENDENT CONFERENCE.....	\$223.69
TIMONEY KNOX - GENERAL LEGAL SERVICES	\$1,400.00
TIMONEY KNOX - ABP INVESTMENTS	\$140.00
TIMONEY KNOX - PUBLIC WORKS CONSTRUCTION.....	\$192.50
US POSTAL SERVICE - PO BOX RENTAL.....	\$420.00

TOTAL ADDED TO BILL LIST \$533,199.57

REVISED BILL LIST TOTAL \$760,389.25

Column1	Column2	Column3	Column4	Column5	Column6
APRIL 2025 ACCOUNTS PAYABLE BILL LIST					
VENDOR BILL LIST					
	ITEM DESCRIPTION	AMOUNT PAID	DATE PROCESSED	TOTAL PAID	CHECK NO.
TD BANK					
RICHTER SUPPLY	OFFICE SUPPLIES	\$299.08	3/25/2025	\$299.08	28813
TIMONEY KNOX	LEGAL SERVICES	\$4,445.00	3/25/2025	\$4,445.00	28814
HATFIELD BOROUGH ELECTRIC	615 DAIN AVE ELECTRIC SERVICES	\$230.27	4/3/2025	\$230.27	28819
WELLS FARGO	SERIES 2020, 2021 & 2024 A AND B NOTES	\$10,102.80	3/25/2025	\$10,102.80	ACH
ALLEGHENY ELECTRIC COOP	MARCH MONTHLY ELECTRIC SALES	\$755.22			
ALL POINTS REPORTING	ZONING HEARING BOARD TRANSCRIPTION	\$200.00			
ALPHA GRAPHICS	POSTERS FOR EVENT	\$152.14			
ALPHA GRAPHICS	OFFICE SUPPLIES	\$100.89			
ALWAYS INTEGRITY	JANITORIAL SERVICES	\$775.00			
AMP INC.	MARCH PMPM/VERIZON CHARGES	\$1,544.73			
AMP OHIO	MARCH ELECTRIC PURCHASE	\$154,288.45			
ARMOUR & SONS	MAIN & BROAD SIGNAL REPAIR	\$1,141.24			
ARMOUR & SONS	MAIN & VINE SIGNAL REPAIR	\$445.00			
AT&T	PW & MGR CELL PHONES	\$576.54			
BARNSIDE FARM COMPOST	INLET CLEANING RECYCLING	\$267.50			
DL BEARDSLEY	GENERATOR REPAIRS	\$478.10			
BOROUGH OF HATFIELD ELECTRIC	REPAYMENT OF BORROWING	\$8,287.43			
BOWMAN	N MAIN ST TRUCK RESTRICTION REVIEW	\$210.00			
CAPASSO PEST SERVICES	PEST SERVICES	\$160.00			
CARR & DUFF	VINE ST OUTAGE REPAIRS	\$3,743.00			
CLEMENS UNIFORMS	MATS FOR HALLWAYS	\$77.30			
CODE INSPECTIONS	BLDG CODE FIRE & ZONING SERVICES	\$4,294.00			
COMCAST	16 CHERRY ST INTERNET	\$121.23			
COMCAST	401 S MAIN ST	\$121.85			
COMMONWEALTH PRECAST	INLET RISERS	\$50.00			
DELAWARE VALLEY HEALTH INS	HEALTH INSURANCE FOR EMPLOYEES	\$19,304.39			
DELAWARE VALLEY PROP & LIABILITY	PROPERTY LIABILITY INSURANCE	\$15,482.50			
DELAWARE VALLEY WORKERS COMP	WORKER'S COMPENSATION	\$2,284.00			
EAS WATER	WATER FOR OFFICES	\$81.95			
ESTABLISHED TRAFFIC CONTROL	SIGNS FOR POND	\$108.00			
ESTABLISHED TRAFFIC CONTROL	E LAMBERT ST SIGNS	\$45.00			
GENERAL CODE	CODE ANALYSIS	\$3,222.00			
GILL QUARRIES	DUMP FEE	\$75.00			
GUARDIAN	COUNCIL LIFE INSURANCE	\$33.95			
THE HARTFORD	AD&D LIFE STD & LTD INSURANCE	\$799.11			
H&K MATERIALS	BLACKTOP	\$684.94			
HARBOR FREIGHT	SHOP SUPPLIES	\$16.40			
HATFIELD TOWNSHIP	APRIL POLICE SERVICES	\$87,083.33			
HATFIELD TOWNSHIP	1ST QTR POLICE STATION DEBT	\$12,500.00			
HATFIELD TOWNSHIP	1ST QTR FUEL	\$3,164.02			
ICMA	MEMBERSHIP RENEWAL	\$676.00			
KBC CONSTRUCTION	BROAD ST & N MAIN ST UTILITY REPLACE	\$372,051.63			
KJ DOORS	REPAIR PW GATE	\$274.65			
LOWE'S	SHOP SUPPLIES	\$84.92			
LOWE'S	SHOP SUPPLIES	\$27.50			
LOWE'S	AIR HOSE	\$48.03			
LOWE'S	SHOP SUPPLIES	\$10.56			
LOWE'S	CONCRETE	\$65.60			
MG TRUST	DEFINED CONTRIBUTION PENSION	\$8,941.26			
MONTGOMERY CO PLANNING COMM	PLANNING ASSISTANCE	\$5,625.00			
NAPA	TRUCK BATTERIES	\$312.32			
NAPA	FLUIDS FOR TRUCKS	\$84.19			
NETWORK CONCEPTS	MANAGED IT SERVICES	\$515.00			
NETWORK CONCEPTS	MANAGED IT SERVICES	\$23.75			
NORTH PENN WATER AUTHORITY	SCOUT CABIN	\$25.71			
NORTH PENN WATER AUTHORITY	615 DAIN AVE	\$53.32			
PRECISION FIRE PROTECTION	INSPECTION OF SPRINKLER SYSTEM	\$592.00			
PSAB	PSAB UC PLAN	\$2,850.00			
MARIE SNYDER	TAX COLLECTOR ITEMS	\$766.73			

9. MOTION to ADJOURN:

***EXECUTIVE SESSION: Real Estate,
Litigation, & Personnel***