

**HATFIELD BOROUGH COUNCIL
WORKSHOP MEETING
October 1, 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 Weiss

(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; Giuseppe Schiano Di Cola, and Assistant Manager; Kathryn Vlahos.

1. Motion to Approve the October 1, 2025 Workshop Meeting Agenda.

Motion: A motion was made by Councilmember Burns for Approval of Meeting Agenda, October 1, 2025, Workshop Meeting Agenda. The motion was seconded by Councilmember Weiss 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 October 15th Regular Meeting at 7:00PM in Council Chambers
- Conditional Use Hearing for 219 W. Broad Street to be held October 15, 2025, at 7:00PM
- Planning Commission is Scheduled to Meet on Monday, October 27, 2025, at 6:00PM in Council Chambers
- HEROC is Scheduled to Meet Wednesday, October 22, 2025, at 8:00AM in Council Chambers
- Touch a Truck Public Power Electric Event will be Thursday, October 2, 2025, from 10:00AM-12:00PM at the Borough Office
- Curbside Chipping in Scheduled for Monday, October 6, 2025

- The Hatfield Borough Offices will be closed on Monday, October 13, 2025, for the Columbus Day Holiday
- Leaf Bag Collection Starts Monday, October 27, 2025

4. Junior Council Person Program

A. Junior Council Pledge: Mayor Mary Anne Girard, Presiding

Mayor Mary Anne Girard swore in Giuseppe Schiano Di Cola as the new Hatfield Borough Junior Council Person for the 2025–2026 term. Mr. Schiano Di Cola accepted the position and recited the Junior Council Person Pledge.

5. REPORTS FROM STANDING COMMITTEES AND MAYOR:

Budget, Finance, and Labor Committee Report

Councilmember Ferguson stated that the committee met tonight and budget talks are ongoing.

Planning, Building, and Zoning Committee Report

Councilmember Burns stated that the committee did not meet and he had nothing to report at this time.

Public Safety Committee Report

Councilmember Weiss stated that the committee did not meet and she had nothing to report at this time.

Public Works & Property and Equipment Committee Report

Councilmember Fagan stated that the committee did not meet but they are meeting next week.

Utilities Committee Report

Councilmember Girard stated that the committee did not meet and he had nothing to report at this time.

Hatfield Economic Revitalization Outreach Committee Report

Councilmember Girard stated that the committee met and they discussed Fall Festival and how they may change the trophy presentation for next year and add Best of Show. They are also considering changes to HEROC meetings to quarterly instead of monthly.

Mayor Mary Anne Girard's Report

Mayor Girard reported that she attended the North Penn Water Authority Celebration, noting that it was a very nice event. She also attended a tour of the new Hatfield Police building and commented that it is turning out very well.

6. 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

7. Managers Report

1. Land Use & Development Updates:

- A. Edinburgh Square Subdivision
 - Maintenance Bond in Place
 - Asked for Escrow Release – Engineer Review
- B. Bennetts Court Land Development
 - Paving & Final Improvements
 - Settlements Occurring
 - Escrow Release No. 1 Sitework Approved
- C. 43 Roosevelt Land Development
 - Recorded Plans
 - Starting Construction – Early September
- 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 – Hatfield Walk
 - ZHB Approved with Conditions 4/24/24
 - LD Resolution Approved 2/19/25
 - SPM Approved – Sent to DEP
 - Pre-Construction Meeting Held 7/8/25
 - Demo Approved 7/10/25
 - Plans Recorded August 2025
 - Grading Permit Issued August 2025
 - Foundation Permit Issued

2. Utility Billing Update:

- Staff continues to monitor Electric & Sewer Past Due accounts. Shut-offs will resume continue through the Spring & Summer.
- 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.
- Electric 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
 - Detour Route in Place
 - Borrowing Secured
 - <https://www.hatfieldborough.com/information/utility-replacement-project/>
 - [Payment App. No. 15,16 Approved 7/16/25](#)
 - [Grant Extension Approved](#)
 - [Grant Reimbursements Occurring – October 2025 Final](#)
 - [Punch List Items & Final Payments August 2025](#)
 - [Project Complete 18-month Maintenance Bond in Place](#)
- B. MTF / CTP Crosswalk Grants (after Utility Replacement Project)
- HOP Application - realign crosswalk to the intersection
 - Grant Extension Approved
 - Advertise for Authorization – 2025/2026 projected works dates
 - Bid Opening Award 8/20/25
 - Waiting on Signed Contract Documents
 - Looking to Schedule Pre-Con Meeting
- C. Stormwater Feasibility Study Grant with HT (Local Share Funds)
- Next Meeting in October

4. 2025 Project Updates:

- A. 2025 Roadway Resurfacing Project – N. Main Street
- Bid Awarded – 5/21/2025
 - Completed
- B. Montco 2040 Grant – Bike Improvements
- Signed Grant Agreement
 - Checking on Funding through County / State Budget

5. PMEA Update:

6. Public Information Officer Update:

7. Items of Interest:

- AMP Working on Capacity “Tools” – media assistance
- Hatfield Vol. Fire Co. Open House

8. NEW BUSINESS / DISCUSSION ITEMS:

A. Resolution 2025-14 Recognizing Public Power Week

Manager Snyder stated that this is an annual resolution and is on for consideration tonight.

B. Resolution 2025-15 Recognizing Fire Prevention Week

Manager Snyder stated that this is an annual resolution and is on for consideration tonight.

9. OLD BUSINESS:

A. Ordinance No. 559 Amending Chapter 5 Code of Ordinances for Residential and Non-Residential Property Inspection Programs

Solicitor Harper explained that the proposed ordinance is an update to the ordinance passed in 2024. The update differentiates the Fire Safety Inspection Program from the Residential Rental Inspection Program. A public hearing on this ordinance is scheduled for the next council meeting on October 15, 2025.

B. Ordinance No. 560 Amending Chapter 10 Code of Ordinances, Weeds and Other Vegetation, to Regulate Bamboo

Solicitor Harper explained that she updated the ordinance from what was discussed at the last meeting. The revisions added language addressing removal of bamboo in accordance with state laws or restrictions, clarified the timing for removal, and established that if the ordinance is passed this year, property owners would have one full year to bring their properties into compliance. No new bamboo may be planted in the borough after the ordinance is passed. After discussion, Council decided to table the motion to advertise the ordinance for public hearing until further revisions are made to ensure the language reflects their intentions.

10. ACTION ITEMS:

A. Motion to Consider Advertising Ordinance No. 560 Amending Chapter 10 Code of Ordinances, Weeds and Other Vegetation, to Regulate Bamboo for a Public Hearing to be held on October 12, 2025, at 7:00 PM

This Motion was tabled for a later date.

B. Motion to Consider Resolution 2025-14 Recognizing Public Power Week

Motion: A motion was made by Councilmember Weiss to Approve Resolution 2025-14 Recognizing Public Power Week. 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.

C. Motion to Consider Resolution 2025-15 Recognizing Fire Prevention Week

Motion: A motion was made by Councilmember Burns to Approve Resolution 2025-15 Recognizing Fire Prevention Week. The motion was seconded by Councilmember Weiss.

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.

11. ADJOURNMENT:

Motion: A motion was made by Councilmember Weiss to adjourn the Workshop Meeting of October 1, 2025. The motion was seconded by Councilmember Girard and unanimously approved with a vote of 5-0. The meeting adjourned at 8:00 PM.

Executive Session Litigation, Property and Personnel

Respectfully Submitted,
Kathryn Vlahos
Assistant Manager