

HATFIELD BOROUGH COUNCIL
WORKSHOP MEETING
November 6, 2019

MINUTES

CALL TO ORDER AND ROLL CALL:

- (X) John H. Weierman, President
- (X) Salvatore DiLisio Jr.
- (X) Jason Ferguson
- (X) John Kroesser
- (X) Lawrence G. Stevens

- () Mayor, Robert L. Kaler III

The record shows that five members of Council were present at roll call, as well as, Solicitor Catherine M. Harper; Timoney Knox LLP, Borough Manager Michael J. DeFinis, and Assistant Manager Jaime E. Snyder

1. APPROVAL OF MEETING AGENDA:

Motion: A motion was made by Councilmember Stevens to Approve the Workshop Meeting Agenda of November 6, 2019 with additions. The motion was seconded by Councilmember Kroesser and was unanimously approved with a vote of 5-0.

2. PUBLIC INPUT: President Weierman asked if there was any Public Input.
No Public Comment.
Media Not Present.

3. ANNOUNCEMENTS: Manager DeFinis made the following announcements:
- Borough Office Closed Monday November 11th for Veterans Day
 - Borough Office Closed from Noon until 1:00PM November 12th for Staff Training
 - HMHS Meeting November 19th @ 7:00PM HVFC
 - Next Council Meeting November 20th Regular Meeting @ 7:30PM
 - Borough Office Closed November 28th and 29th for Thanksgiving
 - Chamber Tree Lighting & Caroling December 7th @ 6:30PM
 - Borough Brunch December 8th @ PineCrest CC @12:00PM
 - MCBA Holiday Meeting December 12th Presidential @ 6:00PM

4. REPORTS FROM STANDING COMMITTEES AND MAYOR:

Property and Equipment Committee: Councilmember Stevens stated that P&E Committee met to review the Community Room Use Policy. The Committee have suggested minor changes to the document.

Manager DeFinis highlighted the suggested changes from the P&E Committee. Manager DeFinis informed Council to review the changes and revisions and the updated version will be in the Regular Meeting Packet.

5. Bennett's Court Land Development Preliminary Presentation: **Removed from Agenda.**

6. MANAGERS REPORT: General Report and Project Updates. Manager DeFinis reviewed the Reports and made the following announcements:

1. Land Use & Development Updates:

- A. St. Mary St. Kyrillos Coptic Church / Sewer Escrow Under Review
- B. GLC (Grace Lutheran Church) / Construction Complete
- C. Gambone/Snyder Townhomes / Project Near Completion
- D. Hatfield Auto Museum / Nothing New
- E. Crystal Rose Catering / Nothing New
- F. 122 ½ Towamencin Ave. / Access to Property / Nothing New
- G. PIRHL-Biblical Seminary Project / Zoning-time extension approved
- H. Salter's / Woodburners Improvements
- I. Edinburgh Square Subdivision / Extension Granted
- J. 369 Edgewood Drive Fence Permit / Under Review
- K. SEPTA Property / Lease Agreement Under Review
- L. Salters – Looking to Relocate

2. Utility Billing Update:

- A. Staff continues to monitor past due Electric & Sewer accounts. Residents are being sent reminders for PAST DUE ACCOUNTS. Disconnects are scheduled for November.
- B. Email Billing available for Electric & Sewer Accounts. I encourage all account holders to take advantage of the cost-effective billing delivery opportunity.

3. 2019 Project Updates:

- A. East School Street
- B. 2019 ADA Ramps
- C. Grants
- D. East Lincoln Avenue Bridge

- E. AMP AMI System
- F. R.I.C.E. Peaking Project
- G. Interceptor Project

4. Items of Interest:

- A. PMEA Update

5. Items of Interest:

- A. HTMA 2019 Financial Report
- B. HMHS Update
- C. Zoning Amendment Ordinance No. 536
- D. DVT Dividend

7. Preliminary Budget Review:

Manager DeFinis went over the schedule for the proposed budget and stated that it was on for consideration to advertise this evening.

President Weierman made a few comments about the headings of some of the budget items and how they are reflected in 2019 vs 2020. President Weierman stated that Council has seen this budget before and if anyone has any questions or would like further explanation on a certain line item to see Manager DeFinis.

President Weierman thanked staff for all of their hard work on the budget.

8. NEW BUSINESS / DISCUSSION ITEMS:

A. Municipal Complex Payment Request No. 17

Manager DeFinis stated that no updated request has been received though the Borough has requested on. Manager DeFinis asked Borough Council to consider tabling this under action items

B. Pool Advisory Board Vacancy

Manager DeFinis stated that there are still vacancies on the Pool Advisory Board and if anyone is aware of anyone who is interested; please have them contact the Borough Office.

C. Community Room Use Policy

This was discussed in the Managers Report.

D. Resolution 2019-25 Transfer of Funds

Manager DeFinis shared with Council that this Resolution allows the Borough to transfer funds from the ESSA Money Market Account to the Checking Account the Borough has with ESSA to pay for invoices associated with the Municipal Complex.

E. Resolution 2019-26 MC Hazard Mitigation Plan Update

Manager DeFinis stated that this Resolution is required by Montgomery County to adopt their 2017 Hazard and Mitigation Plan in preparation for any disasters. Manager DeFinis added that this Resolution would enable Borough to comply with the County and be eligible to apply for any grant opportunities associated with these types of disasters.

F. Resolution 2019-27 Employee Compensation

President Weierman stated that this Resolution would set the employee compensation for 2020. President Weierman added that this compensation is in the proposed budget and the Budget, Finance, and Labor Committee has seen the Resolution.

G. Resolution 2019-28 Citizen of the Year

Assistant Manager Jaime Snyder informed Council that contact has been made with the resident's family and information should be passed onto the Borough shortly.

H. Resolution 2019-29, 30, 31, 32, 33, 34, 35, 36, 37 Years of Service

President Weierman stated that these Resolutions are to recognize volunteers and employees for their years of service to the Borough. President Weierman added that they will be presented at that 2019 Holiday Brunch.

I. Resolution 2019-38 PA Small Water & Sewer Grant

Manager DeFinis and Assistant Manager Jaime Snyder explained the PA Small Water Grant to Council and that this resolution would authorize the Borough to apply for the grant.

J. 2020 Meeting Dates

President Weierman addressed the 2020 Meeting dates with Council. President Weierman stated to pay special attention to the February Workshop Meeting as it is moved up to the last week in January so there will be three meetings the month of January.

K. Roadway Resurfacing Project Change Order Request No. 2

Manager DeFinis informed Council that this change order is for the final work that needed to be completed for this project. Manager DeFinis reminded Council that Change Order Request No. 1 was for paving Chestnut Street.

L. Hatfield Chamber Tree Lighting

Manager DeFinis stated that the Borough received a letter of request for the Hatfield Chamber Tree Lighting event and the Borough will assist in the event.

9. OLD BUSINESS:

A. REPORTS AND CORRESPONDENCE:

Manager DeFinis and President Weierman updated and answered questions regarding the Reports and Correspondence. Lieutenant Robertson from the Hatfield Township Police Department reviewed the monthly police report.

- Monthly Investment Report
- Monthly EIT / LST Report
- Police Department Report
- Fire Department Report
- Public Works Department Report
- Engineering Report
- Zoning Officer, Building Code, Property Maintenance Report
- Fire Marshal / Fire Safety Inspection Report
- Pool Advisory Board Report

10. ACTION ITEMS:

A. Motion to Consider Advertising the Availability of the Borough of Hatfield Budget Appropriating Specific Funds for 2020

Motion: A motion was made by Councilmember Kroesser to Approve Advertising the Availability of the Borough of Hatfield Budget Appropriating Specific Funds for 2020. The motion was seconded by Councilmember Ferguson.

President Weierman 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 Kroesser to adjourn the Workshop Meeting of November 6, 2019. The motion was seconded by Councilmember Ferguson and unanimously approved with a vote of 5-0. The meeting adjourned at 8:46PM.

Executive Session Personnel, Litigation and Real Estate

Respectfully Submitted,
Jaime E. Snyder
Assistant Manager