

HATFIELD BOROUGH COUNCIL
WORKSHOP MEETING
August 31, 2022
September Workshop Meeting

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:

- (X) Jason Ferguson, President
- (X) Richard Girard, Vice President
- (X) James Fagan
- (X) Michelle Kroesser
- (X) Lawrence G. Stevens

- (X) Mayor Mary Anne Girard

The record shows that five members of the Council were present at roll call, as well as, Mayor; Mary Anne Girard, Solicitor; Andrew Knox; Timoney Knox LLP, Borough Manager; Jaime E. Snyder, and Assistant to the Manager; Kathryn Vlahos.

1. APPROVAL OF MEETING AGENDA:

Motion: A motion was made by Councilmember Kroesser to Approve the Workshop Meeting Agenda of August 31, 2022. The motion was seconded by Councilmember Girard. The motion was approved unanimously with a vote of 5-0.

2. PUBLIC INPUT: President Ferguson asked if there was any Public Input. No Media Present.

PAUL DOWLING 132 COLUMBIA- Mr. Dowling had a request that tonight when the Council reviews Ordinance 546 for the Codification of the Ordinances for the Borough of Hatfield if they could explain the total cost as well as if it was in the budget. Manager Snyder replied that it was not on the agenda tonight, it is placed under announcements to let everyone know that there is a public hearing at the September 21, 2022 meeting for the Codification process and she can give a budget review at that time and it was on the 2022 budget.

3. ANNOUNCEMENTS: Manager Snyder made the following announcements:

- Strategic Planning Meeting September 21, 2022 @ 5:30PM in Council Chambers
- Next Council Meeting September 21, Regular Meeting @ 7:30PM in Council Chambers

- Public Hearing for Borough Code Adoption September 21 @ 7:30PM
- HMHS is Scheduled to Meet Tuesday, September 27, 2022 @ 7:00PM at the HVFC
- HEROC is Scheduled to Meet Wednesday, September 28, 2022 @ 8:00AM in Council Chambers
- Next Planning Commission Meeting is Scheduled for October 3, 2022, @ 7:00PM in Council Chambers
- The Borough Offices will be closed Monday, September 5, 2022 in Observance of the Labor Day Holiday
- Hatfield Borough Fall Fest is Scheduled for Saturday, September 24th @ 3:00PM on E. Lincoln Avenue

4. REPORTS FROM STANDING COMMITTEES AND MAYOR:

- **Budget, Finance, and Labor Committee Report**
President Ferguson stated that they have not met, but the budget season is coming up.
- **Planning, Building, and Zoning Committee Report**
Councilmember Stevens reported that neither the committee nor the Planning Commission has met recently so he does not have anything to report.
- **Public Safety Committee Report**
Councilmember Kroesser stated that Public Safety had a meeting before the meeting and they are going to be targeting speeding, reviewing rentals in the borough and leash laws for the borough.
- **Public Works & Property and Equipment Committee Report**
Councilmember Fagan reported that they have not met but they have a meeting scheduled for September 14th at 6:00 PM.
- **Utilities Committee Report**
Councilmember Girard stated that they have not met but he can report that deliquesces for electricity+ are slowly going down.
- **Hatfield Economic Revitalization Committee Report**
Councilmember Girard reported that they met the other day and they are working on organizing the business of the month for September. They are also looking for volunteers for the Fall Fest / Car Show for September 24th.
- **Dual Action Committee Report**
President Ferguson stated that there was nothing to report.
- **Mayor Mary Anne Girard Report**
Mayor Girard stated that she will be resuming office hours at the borough building which will be the second and fourth Wednesday of the month from 11:30 AM to 1:30 PM.

5. REPORTS AND CORRESPONDENCE

Manager Snyder and President Ferguson updated and answered questions regarding the Reports and Correspondence. Lieutenant Robertson answered questions regarding the Police Report.

- Monthly Investments Report
- Monthly EIT/LST Report
- Monthly YTD 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 Report

6. MANAGERS REPORT

1. Land Use & Development Updates

A. Edinburgh Square Subdivision

- Current construction on all four lots

B. Bennets Court Land Development

- Preliminary / Final Granted by PC
- Preliminary Granted by Council

C. 43 Roosevelt Land Development

- Developers Agreement

D. Septa Property

- Appraisal
- Long-Term Lease Agreement

E. 200 N Main Street (Biblical Seminary)

- Sketch Plan submitted
- Applying for Tax Credit Programs

F. 28 N. Market Street Subdivision

- Preliminary Final Granted by PC / Council
- Working on Documents / Reviews needed for recording

G. 23 N. Main Street

- Sketch Plan Submitted

2. Utility Billing Update:

- Staff continues to monitor Electric & Sewer Past Due accounts. Electric Shut-offs are being scheduled for September
- Email billing is available for Electric & Sewer Accounts. Please contact Utilities Department if you are interested in signing up.

- 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-pa0web.amppartners.org/index/php>
- Please register exactly as it appears on your current billing. Example SMITH, JOHN E.

3. 2021 Outstanding Project Updates

- A. The East Lincoln Avenue Bridge Replacement Project
 - Submitting reimbursement paperwork for the Grant
- B. The Orchard Forest Way CDBG Sanitary Sewer Project
 - Waiting on County to release payment paperwork
- C. CMAQ Grant (Synchronization of Signals)
 - Waiting on PennDOT to connect to the server

4. 2022 Project Updates

- A. 2022 ADA Ramp & Curb & Ramp Project
 - Project has started
- B. 2022 Roadway Resurfacing Project
 - Project start date of September 6, 2022
- C. W. Broad Street, E. Broad Street N. Market H2O / PA Small Water Storm and Sanitary Sewer Grant Project
 - Working on the bid package
 - HOP submitted
- D. CTP Firehouse Flasher Grant
 - Working on punch-list items
 - Working to have a ribbon-cutting
- E. MTF / CTP Crosswalk Grants
 - Agreements received
 - Coordination with Storm and Sanitary H2O / PA Small Water Grant Project -Working with Engineer

5. PMEIA Update

- Conference scheduled Sept. 7-2, 2022 Penn Stater
- August Newsletter- attached

6. AMP Pennsylvania R.I.C.E. BTM Peaking Project Update

- Site sign being produced
- Working on Commission-PPL site visits scheduled

7. AMI Update

- The AMI system is 100% installed and integrated into our system.

8. Public Information Officer Update- attached

9. Items of Interest

- NPSD School Board Meetings
- Honey Bee Day 2022

7. NEW BUSINESS / DISCUSSION ITEMS:

A. Montgomery County Consortium of Communities (MCCC) 2022-2023 Rock Salt Bid Results

Manager Snyder explained that Hatfield Borough has been the representative for the Montgomery County Consortium Rock Salt Bid for the last few years. Bursich is the engineer for the Rock Salt Bid for the Consortium. The bid came back with Riverside Construction Materials with a bid of \$68.00 per delivered ton on for consideration tonight. This bid is no liability for Hatfield Borough, we are simply the host of the bid. If they were to award the bid, she will let the Consortium know and they can start ordering their salt.

B. Resolution 2022-27 Recognizing Public Power Week

Manager Snyder explained s an annual resolution since we are a public power provider, we always recognize Public Power Week which is October 2nd to October 8th.

C. Resolution 2022-28 Recognizing Fire Prevention Week

Manager Snyder stated that Fire Prevention Week is also in October and the Borough recognizes the week every year.

8. OLD BUSINESS:9. ACTION ITEMS:

A. Motion to Consider Awarding the Montgomery County Consortium of Communities (MCCC) 2022-2023 Rock Salt Bid to Riverside Construction Materials Inc. in the Amount of \$68 / Delivered Ton and in the Amount of \$68 / Non-Delivered Ton.

Motion: A motion was made by Councilmember Stevens to Award the Montgomery County Consortium of Communities (MCCC) 2022-2023 Rock Salt Bid to Riverside Construction Materials Inc. in the Amount of \$68 / Delivered Ton and in the Amount of \$68 / Non-Delivered Ton. 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. MOTION TO ADJOURN:

Motion: A motion was made by Councilmember Kroesser to adjourn the Workshop Meeting of August 31, 2022. The motion was seconded by Councilmember Fagan and unanimously approved with a vote of 5-0. The meeting was adjourned at 8:06 PM.

Executive Session Personnel, Litigation and Real Estate

Respectfully Submitted,
Kathryn Vlahos
Assistant to the Manager