

HATFIELD BOROUGH COUNCIL

REGULAR MEETING

MARCH 15, 2023



JASON FERGUSON, PRESIDENT

RICHARD GIRARD, VICE PRESIDENT

JAMES FAGAN, COUNCILMEMBER

MICHELLE KROESSER, COUNCILMEMBER

LAWRENCE G. STEVENS, COUNCILMEMBER

MARY ANNE GIRARD, MAYOR

JAIME E. SNYDER, BOROUGH MANAGER

CATHERINE M. HARPER, BOROUGH SOLICITOR

Borough of Hatfield

Montgomery County, Pennsylvania



BOROUGH COUNCIL REGULAR MEETING

March 15, 2023

7:00PM

AGENDA

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

INVOCATION

1. APPROVAL OF MEETING AGENDA:

Motion to Approve the Agenda of the March 15, 2023 Regular Meeting

2. APPROVAL OF THE MINUTES:

Motion to Approve the Minutes of the February 1, 2023 Workshop Meeting and the February 16, 2023 Regular Meeting

3. PUBLIC INPUT:

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

4. ANNOUNCEMENTS:

- Next Council Meetings April 5th Workshop and April 19th Regular Meeting 7:00PM in Council Chambers
- Planning Commission is Scheduled to Meet on Monday, April 3, 2023 at 7:00PM in Council Chambers
- HEROC is Scheduled to Meet March 22, 2023 at 8:00AM in Council Chambers
- ZHB is Scheduled to Meet Thursday, March 23, 2023 @ 7:00PM in Council Chambers
- HMHS is Scheduled to Meet Tuesday, March 28, 2023 at 7:00PM at the HVFC

5. REPORTS AND CORRESPONDENCE:

A. Monthly YTD Report

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

- B. Fire Company Report
- C. EMS Report

6. NEW BUSINESS / DISCUSSION ITEMS:

- A. Resolution 2023-01 Transfer of Funds
- B. Resolution 2023-02 Junior Council Program
- C. Hatfield American Legion Memorial Day Parade Request
- D. Resolution 2023-03 Memorial Day Parade

7. OLD BUSINESS:

8. ACTION ITEMS:

- A. Motion to Consider Resolution 2023-01 Authorizing Hatfield Borough to Transfer up to \$1,000,000.00 (one million dollars) from its Accounts at Key Bank in Order to Invest in US Treasury Notes for a Period of No More than Two Years and at an Interest Rate not Less Than 4%
- B. Motion to Consider Resolution 2023-02 Authorizing Hatfield Borough to Participate in Pennsylvania State Association of Boroughs Junior Council Program
- C. Motion to Consider Resolution 2023-03 Authorizing the Closure of Certain Borough Roads for the Hatfield American Legion Memorial Day Parade

9. Motion to Approve Payment of the Bills

10. MOTION to ADJOURN: EXECUTIVE SESSION

**2. APPROVAL OF THE MINUTES:
Motion to Approve the Minutes of the
February 1, 2023 Workshop Meeting
and the February 16, 2023 Regular
Meeting**

HATFIELD BOROUGH COUNCIL
WORKSHOP MEETING
February 1, 2023

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:

- () 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 four members of the Council were present at roll call, as well as, Mayor; Mary Anne Girard, Solicitor; Catherine M. “Kate” Harper; Timoney Knox LLP, Borough Manager; Jaime E. Snyder, Public Works Director; Stephen S. Fickert, Treasurer 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 February 1, 2023. The motion was seconded by Councilmember Stevens. The motion was approved unanimously with a vote of 4-0.

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

3. ANNOUNCEMENTS: Manager Snyder made the following announcements:

- Next Council Meeting February 16th (Thursday) Regular Meeting @ 7:00PM in Council Chambers
- HEROC is Scheduled to Meet Wednesday, February 22, 2023 @ 8:00AM in Council Chambers
- Next Planning Commission Meeting is Scheduled for February 27, 2023 @ 7:00PM in Council Chambers

4. REPORTS FROM STANDING COMMITTEES AND MAYOR:

- **Budget, Finance, and Labor Committee Report**
Councilmember Girard reported that the committee met and they discussed investments and changes to the employee manual.
- **Planning, Building, and Zoning Committee Report**
Councilmember Stevens reported that the committee met and they discussed possible ordinances for chickens, fireworks and rental programs.
- **Public Safety Committee Report**
Councilmember Kroesser reported that the committee met and discussed traffic and speeding issues in the borough.
- **Public Works & Property and Equipment Committee Report**
Councilmember Fagan reported that they met and reviewed the ADA and roadway schedule. Heather Meadows MS4 was discussed and hopefully completed this spring. They all discussed Summer Help for Public Works for this year and if anyone is looking to apply, please contact the borough.
- **Utilities Committee Report**
Councilmember Girard met recently and they reviewed the borough emergency policy for the behind the meter generation.
- **Hatfield Economic Revitalization Outreach Committee Report**
Councilmember Girard stated that Earth Day will be held on April 15, 2023. The 125th celebration is coming up and the store is open to purchase clothing to support the event.
- **Mayor Mary Anne Girard Report**
Mayor Girard reported that the meeting for the recycling commission did not meet since they did not have a quorum. Since President Ferguson was not present at the meeting tonight, she will save discussing Neighbor Helping Neighbor Program for discussion when he returns. Souderton currently does the Junior Council Person Program and the Mayor of Souderton has agreed to come to a Hatfield Borough Council Meeting and answer any questions the council may have on the program.

5. REPORTS AND CORRESPONDENCE:

Monthly Investment Report
 Monthly EIT / LST 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
 - Escrow Releases
 - Line Painting Contracted
- B. Bennetts Court Land Development
 - Preliminary / Final Granted by PC
 - Final Granted by Council
 - Working on Recording the Plan and Developers Agreement
- C. 43 Roosevelt Land Development
 - Developers Agreement
- D. SEPTA Property
 - Long Term Lease Agreement – under Solicitor review
- E. 200 N. Main Street (Biblical Seminary)
 - Sketch Plan submitted
 - Applying for Tax Credits for Project – 2023
 - Received Grant for the Development
- F. 28 N. Market Street Subdivision
 - Preliminary Final Granted by PC / Council
 - Working on Recording
- G. 23 N. Main Street
 - Working with Engineer on plans. Will re-submit.

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.
- 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. 2021 Outstanding Project Updates:

- A. The East Lincoln Avenue Bridge Replacement Project
- Waiting for Grant Reimbursement
- B. CMAQ Grant (Synchronization of Signals)
- Waiting on PennDOT to connect to the server
 - Computer System was installed at Borough Office

4. 2022 Project Updates:

- A. 2022 Roadway Resurfacing Project
- Payment Request No. 2 Approved
 - COR No. 1 – decrease contract amount
 - Punch List items – scheduled for Spring
- B. W. Broad Street, E. Broad Street, N. Market H2O / PA Small Water Storm and Sanitary Sewer Grant Project
- Working on the bid package
 - HOP – waiting on paving confirmation
 - Applied for additional grant funding
- C. CTP Firehouse Flasher Grant
- Working on Grant Reimbursement
 - Replacement Part Scheduled – second week in January
- D. MTF / CTP Crosswalk Grants
- Agreements received
 - Coordination with Strom and Sanitary H2O / PA Small Water Grant Project - working with Engineer

5. PMEA Update:

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

- Generator Commissioned
- Working on Policies and Procedures of Use

7. Public Information Officer Update: Attached

8. Items of Interest:

- Notice of EMS Merger – April 1, 2023, VMSC & Souderton

7. NEW BUSINESS / DISCUSSION ITEMS:

A. Hatfield Hello Program

Councilmember Girard explained that the mayor and himself will start this program up for when new single-family residents move into the borough, they will deliver a packet to them. In this packet it will have information regarding the borough and the businesses in the borough.

B. 125th Anniversary Clothing Store

Manager Snyder explained that there is a flyer in the packet, that has the information on the clothing store which closes on March 10, 2023.

8. OLD BUSINESS: NONE

9. ACTION ITEMS:

A. Motion to Consider Establishing the Hatfield Hello Program Administered through the Hatfield Economic Revitalization Outreach Committee (HEROC)

Motion: A motion was made by Councilmember Stevens to Establish the Hatfield Hello Program Administered through the Hatfield Economic Revitalization Outreach Committee (HEROC). The motion was seconded by Councilmember Kroesser and unanimously approved with a vote of 4-0.

Vice President Girard 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 February 1, 2023. The motion was seconded by Councilmember Fagan and unanimously approved with a vote of 4-0. The meeting was adjourned at 7:30 PM.

Executive Session Personnel, Litigation and Real Estate

Respectfully Submitted,
Kathryn Vlahos
Assistant to the Manager

HATFIELD BOROUGH COUNCIL
REGULAR MEETING
February 16, 2023

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; Catherine M. "Kate" Harper; Timoney Knox LLP, Borough Manager; Jaime E. Snyder, Assistant to the Manager; Kathryn Vlahos.

1. APPROVAL OF MEETING AGENDA:

Motion: A motion was made by Councilmember Kroesser to Approve the Regular Meeting Agenda of February 16, 2023. The motion was seconded by Councilmember Girard.

The motion was approved unanimously with a vote of 5-0.

2. APPROVAL OF THE MINUTES:

Motion to Approve the Minutes of the January 1, 2023 Workshop Meeting and the Minutes of the January 18, 2023 Regular Meeting.

Motion: A motion was made by Councilmember Kroesser to Approve the Minutes of the January 1, 2023 Workshop and the Minutes of the January 18, 2023 Regular Meeting. The motion was seconded by Councilmember Stevens and unanimously approved with a vote of 5-0.

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

Robert Boyer 462 Edgewood Drive- Mr. Boyer wanted to express his concerns to council about the new construction of a home that is going on Edgewood. He feels that the house is bigger than what the permit is for. Mr. Boyer was also concerned about whatever company that checked the utility poles for Verizon and the mess that they left behind for the homeowners to clean up.

4. ANNOUNCEMENTS:

- Next Council Meetings March 1st Workshop and March 15th Regular Meeting 7:00PM in Council Chambers
- Planning Commission is Scheduled to Meet on Monday, February 27, 2023 at 7:00PM in Council Chambers
- HEROC is Scheduled to Meet February 22, 2023 at 8:00AM in Council Chambers
- HMHS is Scheduled to Meet Tuesday, March 28, 2023 at 7:00PM at the HVFC

5. 2021 Audit Presentation: Chris Herr, Maillie, LLP

Chris Herr from Maillie, LLP addressed Borough Council this evening to present the results of the 2021 Financial Audit. There were no instances of noncompliance, there were a few findings of the audit. These findings are just items that he feels that the borough can do better on. Mr. Herr did a general overview of all of the accounts and addressed the pension liability with Borough Council. Council thanked Mr. Herr for his presentation tonight.

6. REPORTS AND CORRESPONDENCE:

Manager Snyder explained that the following reports were included in the packet tonight that were not included in the workshop meeting packet.

- A. Monthly YTD Report
- B. Fire Company Report
- C. EMS Report

7. NEW BUSINESS / DISCUSSION ITEMS:

A. UPDATED 2023 Draft ADA and Roadway Resurfacing Schedule

Manager Snyder explained that this was the updated draft schedule and on for consideration tonight is to advertise the bid project in the paper.

B. 2023 ADA Curb Ramp Project Bid Advertisement

Was combined with the Item A in New Business.

C. Neighbor Helping Neighbor (Hatfield Helpers) Program

Mayor Girard explained that she brought this program up to HERCO and they discussed problems that they had prior with this program. After some discussion it was decided that the borough was not going to continue with this program.

D. Zoning Hearing Board Meeting Announcement - 14 N. Market St.

Council reviewed the zoning hearing application that was turned in for 14 N Market and decided after some discussion that the solicitor does not need to attend the hearing to represent the boroughs opinion.

8. OLD BUSINESS:

A. 125th Anniversary Store

Manager Snyder reminded council that the store website was up and they added hats to the store.

9. ACTION ITEMS:

A. Motion to Consider Advertising the 2023 ADA Curb Ramp Project Bid Specifications

10. 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 Stevens to Approve the payment of the bills. 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.

11. MOTION to ADJOURN: EXECUTIVE SESSION

Motion: A motion was made by Councilmember Kroesser to adjourn the Regular Meeting of February 16, 2023. The

motion was seconded by Councilmember Fagan and unanimously approved with a vote of 5-0. The meeting was adjourned at 8:40 PM.

Executive Session Personnel, Litigation and Real Estate

Respectfully Submitted,
Kathryn Vlahos
Assistant to the Manager

3. PUBLIC INPUT:

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

4. ANNOUNCEMENTS:

- **Next Council Meetings April 5th Workshop and April 19th Regular Meeting 7:00PM in Council Chambers**
- **Planning Commission is Scheduled to Meet on Monday, April 3, 2023 at 7:00PM in Council Chambers**
- **HEROC is Scheduled to Meet March 22, 2023 at 8:00AM in Council Chambers**
- **ZHB is Scheduled to Meet Thursday, March 23, 2023 @ 7:00PM in Council Chambers**
- **HMHS is Scheduled to Meet Tuesday, March 28, 2023 at 7:00PM at the HVFC**

5. REPORTS AND CORRESPONDENCE:

A. Monthly YTD Report

Combination of Funds 2023
YTD as of February 28, 2023

	Revenues	Expenses	Budgeted			
			Revenues	% Revenues Received	Expenses	% Expenses Used
January	\$648,616.30	\$575,529.70	\$9,668,073.62	6.71%	\$9,426,367.13	6.11%
February	527,900.02	665,186.71	\$9,668,073.62	5.46%	\$9,426,367.13	7.06%
March			\$9,668,073.62	0.00%	\$9,426,367.13	0.00%
April			\$9,668,073.62	0.00%	\$9,426,367.13	0.00%
May			\$9,668,073.62	0.00%	\$9,426,367.13	0.00%
June			\$9,668,073.62	0.00%	\$9,426,367.13	0.00%
July			\$9,668,073.62	0.00%	\$9,426,367.13	0.00%
August			\$9,668,073.62	0.00%	\$9,426,367.13	0.00%
September			\$9,668,073.62	0.00%	\$9,426,367.13	0.00%
October			\$9,668,073.62	0.00%	\$9,426,367.13	0.00%
November			\$9,668,073.62	0.00%	\$9,426,367.13	0.00%
December			\$9,668,073.62	0.00%	\$9,426,367.13	0.00%
Total	\$1,176,516.32	\$1,240,716.41		12.17%		13.16%

5. REPORTS AND CORRESPONDENCE:

B. Fire Company Report

HATFIELD VOLUNTEER FIRE CO.

MONTHLY INCIDENT REPORT

	calls	1st truck enroute	in-service hours	total firefighters	firefighters hours	overall average firefighters	non-medical average firefighters#	scba [^] average firefighters	other hours*	training hours
February	27	4.12	14	249	127	9.2	9.6	9.0	31	268
plus	1	officer investigations				# non-medical calls, ^ scba = air pack qualified				
Total calls =	28					Total days of service = 53				
		* business meetings & officer investigations								
YTD	50	4.50	29	474	275	9.5	10.0	9.2	79	459
plus	5	officer investigations				Total days of service = 102				
Total calls =	55									

Major Incident and Activity Highlights (number of firefighters)

Wed 2/1 14:01 Brookside Manor Apartment fire. Third truck to arrive after Montgomery and Colmar. Hatfield firefighters conducted primary search. Engine 17-1 obtained second water source. Hatfield Assistant Chief assumed incident command from Township Fire Marshall 45 minutes into the incident. Hatfield responded with a ladder, engine and squad with 13 firefighters.

Conducted 68 hours of driver training including 41 hours with Township public works employees.

Spent 69 volunteer hours constructing the interior of our new training center.

Conducted First Aid training among 22 firefighters and CPR training among 15 firefighters.

Accepted two new probationary members.



RESPONSE MUNICIPALITY (rpt 1390)

Hatfield Borough	5
First Due Hatfield Twp	18
Colmar Hatfield Twp	0
Franconia	0
Hilltown	0
Lansdale	1
Lower Salford	1
Montgomery	2
Souderton	0
Towamencin	0
<u>others</u>	<u>0</u>
total	27

INCIDENT TYPES (rpt 358)

building fire	0
vehicle rescue	0
other minor fires	0
misc. - smoke, electrical, minor haz mat	8
medical assist	5
assist other fire companies	6
<u>fire alarms</u>	<u>8</u>
total	27

FIRST TRUCK ENROUTE TIME (rpt 1522)

<u>minutes</u>	
1 or less	0
>1 to 2	0
>2 to 3	6
>3 to 4	5
>4 to 5	8
>5 to 6	7
>6 to 7	1
<u>≥7</u>	<u>0</u>
total	27

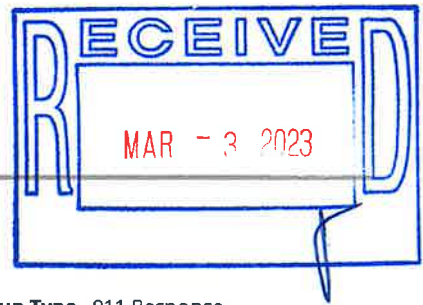
AID GIVEN OR RECEIVED (rpt 549)

automatic aid given	4
automatic aid received	1
mutual aid given	2
mutual aid received	0
<u>none</u>	<u>20</u>
total	27

Report #: calls & ff hrs 274, enroute 1645, times 745, 1514 As, Cadets, Tues, Spec, Bus Mtg, 28?, 1624?

5. REPORTS AND CORRESPONDENCE:

C. EMS Report



Filter statement

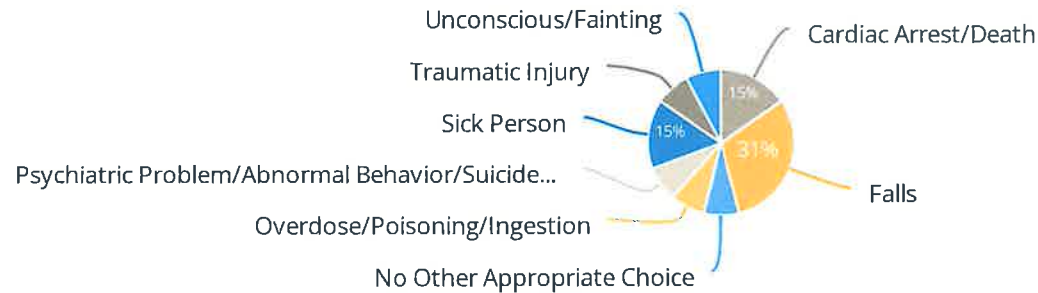
Filters **Months in ESO Record Created Date** 02/2023 | **Is Active** true | **Scene Zone** MONTGOMERY - HATFIELD BOROUGH (46929) | **Run Type** 911 Response

TOTAL ZONE CALLS: **13** | TOTAL VMSC CALLS: **909** | Average Chute Time: **1m:16s** | Average Response Time: **06m:00s**

Top 5 Call Types

Type of Incident	#
Falls	4
Sick Person	2
Cardiac Arrest/Death	2
Overdose/Poisoning/Ingestion	1
No Other Appropriate Choice	1

Dispatched Complaint Percentages



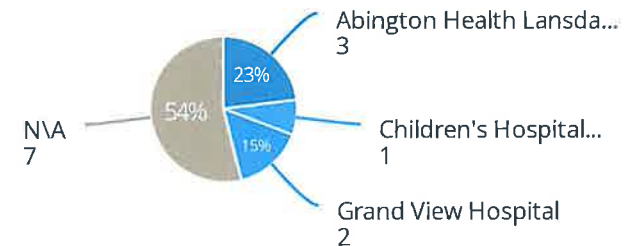
Call Disposition

Disposition	#
Transported No Lights/Siren	4
Patient Dead on Scene - No Resuscitation Attempted (Without Transport)	2
Transported Lights/Siren	2
Patient Refused Evaluation/Care (Without Transport)	2
Assist Unit	1

Response Level of Service

Unit Level of Care	# of Calls
ALS-Paramedic	9
BLS-AEMT	4

Hospital Transports



**6. NEW BUSINESS /
DISCUSSION ITEMS:**

**A. Resolution 2023-01 Transfer of
Funds**

**BOROUGH OF HATFIELD
MONTGOMERY COUNTY, PA**

RESOLUTION NO. 2023- 01

**A RESOLUTION OF THE BOROUGH COUNCIL OF THE
BOROUGH OF HATFIELD CONCERNING
THE TRANSFER OF FUNDS**

WHEREAS, the Borough of Hatfield maintains several accounts, including an account at Key Bank; and

WHEREAS, Borough Council now determines that it would be in the Borough's best interest to transfer up to \$1,000,000.00 from its accounts to the Hatfield Borough Investment Account at Key Bank or other local government approved account, including but not limited to Key Bank, so that it can be invested in US Treasury Notes, and

WHEREAS, Borough Council is willing to authorize the transfer of up to One Million Dollars to be invested into US Treasury Notes at an interest rate not less than 4% for a period no longer than two years,

NOW THEREFORE, the Borough Council does hereby approve the transfer of up to \$1,000,00.00 from its accounts in order to invest in US Treasury Notes at an interest rate of no less than 4% and for an investment period of no more than two years, and hereby authorizes either of the following to execute whatever documentation is required by the financial institution to accomplish this: Jaime E. Snyder, Borough Manager, or Jason Ferguson, President of Hatfield Borough Council.

APPROVED this _____ day of March, 2023 with Council Members

_____ voting "Aye"
and _____ voting "Nay."

ATTEST

BOROUGH OF HATFIELD

By: _____
Jaime E. Snyder, Secretary

By: _____
Jason Ferguson, Borough Council President

Approved by the Mayor this _____ day of March, 2023.

Mayor Mary Anne Girard

6. NEW BUSINESS /
DISCUSSION ITEMS:

**B. Resolution 2023-02 Junior
Council Program**

BOROUGH OF HATFIELD
MONTGOMERY COUNTY, PENNSYLVANIA

RESOLUTION NO. 2023-02

**A RESOLUTION OF HATFIELD BOROUGH COUNCIL
AUTHORIZING PARTICIPATION IN THE PENNSYLVANIA
STATE ASSOCIATION OF BOROUGH JUNIOR COUNCIL PERSON**

WHEREAS, Hatfield Borough Council seeks to educate and involve the Youth of the Borough in their local government, and to reach out to involve possible future members of Council, to benefit both the youth and all residents of the Borough; and

WHEREAS, the Junior Council Person (JCP) Program as established and fostered by the Pennsylvania State Association of Boroughs (PSAB), seeks to encourage Boroughs to have high school age Borough residents

WHEREAS, Borough Council intends to seek assistance from High School faculty members and guidance counselors to recommend prospective Junior Council candidates to Council, and Council plans to select a student

WHEREAS, the Council wishes to extend to the youth of Hatfield Borough a voice in the operation of this Borough and this Council; and

NOW, THEREFORE, BE IT RESOLVED that:

- 1 The Council of the Borough of Hatfield hereby creates the position of “Junior Council Person.”
- 2 The term of office shall be one year, during the school year, from September through May.
- 3 Candidates for the office shall submit a written application to Borough Council with a one-page cover letter highlighting the applicant’s interest in the position. After considering all submissions, Borough Council shall appoint a student at a regularly scheduled meeting.
- 4 The Junior Council Person shall be a resident of Hatfield Borough and a student in his/her junior or senior year of high school.
- 5 The Junior Council Person shall be sworn in upon appointment and take an “Junior Council Person Pledge.”
- 6 The Junior Council Person shall not receive compensation.
- 7 The Junior Council Person shall be permitted to attend all meetings of Council and all committee meetings and shall be permitted to participate fully in those proceedings, **EXCEPT** that he/she shall not be afforded the right to vote and shall not be permitted to attend executive sessions.

ADOPTED this 15th day of March, 2023.

ATTEST:

HATFIELD BOROUGH COUNCIL

Jaime E. Snyder
Manager/Secretary

Jason Ferguson
President

Mary Anne Girard, Mayor

Possible JCP Mentoring Topics

Prospective candidates must write an essay about why they are applying and what do they hope to gain by becoming a JCP. It would help with mentoring if we know their expectations

1. JCP Program Guide to Borough Government (from PSAB website) and Roberts Rule of Order
 - a) mandatory reading
 - b) examine HB code
2. Sunshine Law/Right to Know Law/Open Records Act
 - a) importance of transparency in local government
3. Committees in HB
 - a) purpose of each committee
 - b) attend at least 1 session of each committee
4. Zoning Board/Code Enforcement
 - a) purpose of each
5. Ethics in Government??
7. Taxes
 - a) Millage rate
8. Grant Procurement
9. Budget Prep
 - a) Revenue Sources
 - b) importance of good budgeting
 - c) number of funds in HB
 - d) copy of current budget
10. Strategic Planning
 - a) Maintaining a 5 Yr. Plan for future infrastructure development
11. Unique to Hatfield Borough
 - a) Electric-Public Power Community
 - b) Police protection is contracted service vs. in-house
 - c) Volunteer Fire Company?
 - d) own Sewer System but processed by Township
12. Project Assignment at end of Term

Note: also consult Boot Camp Materials and 12/31/2021 edition of Pennsylvania Borough News

**6. NEW BUSINESS /
DISCUSSION ITEMS:**

**C. Hatfield American Legion
Memorial Day Parade Request**



American Legion
HATFIELD POST 933

2100 KOFFEL ROAD, P.O. BOX 421
HATFIELD, PENNSYLVANIA 19440-0421
www.post933.org

PHONE: 215-368-7733 FAX: 215-368-0695

February 05, 2023

Hatfield Borough Council
401 South Main Street
P.O. Box 190
Hatfield, PA 19440



Dear Members of the Hatfield Borough Council,

With your approval the membership of Hatfield American Legion Post 933 along with the Auxiliary, Riders, and Sons of the American Legion would like to conduct the 76th Annual Memorial Day Parade once again on May 29th, 2023. At 9am sharp our Commander will make a short speech, after which we invite any Borough leadership you choose to make some comments, we will then have a young American Legion family member sing the National Anthem; followed by changing of the old American Flag with a new one and conduct a flag folding ceremony; finally we will have the firing squad fire blank rounds in a 5-rifle salute, and at the conclusion of this ceremony we will begin the parade.

We will advertise this event on our website and Facebook and ask that the borough advertise the parade on their website and social media outlets.

We ask that Hatfield Borough coordinate any required/recommended Police support and close the entrance to the Veterans Memorial to traffic. We propose the ceremony begin at 0900 hrs., it should last no longer than 30 minutes, followed by the parade down Broad Street to Koffel Road and back to the American Legion Post.

We eagerly await the Borough's approval so that we may continue planning this very important Memorial Day recognition event and ask that you provide a point of contact for coordination if approved. Our next Memorial Day Parade planning meeting will take place on February 21st at 6:30pm in-person at the post and via Google Meet. Thank you for your consideration.

Sincerely,

Laureen Sendel-Grant
Adjutant/Service Officer
Post 933, Hatfield, Pa.
laureen.sendelgrant@gmail.com
267-374-9313

6. NEW BUSINESS /
DISCUSSION ITEMS:

**D. Resolution 2023-03 Memorial
Day Parade**

BOROUGH OF HATFIELD
MONTGOMERY COUNTY, PENNSYLVANIA

RESOLUTION NO. 2023-03

**A RESOLUTION AUTHORIZING THE CLOSURE OF
CERTAIN ROADS IN THE BOROUGH FOR THE
MEMORIAL DAY PARADE**

WHEREAS, the Borough of Hatfield is aware of the Annual Memorial Day Parade which will occur on May 29, 2023 within Hatfield Borough and Hatfield Township; and

WHEREAS, the Borough of Hatfield recognizes that the Membership, Veterans, American Legion Auxiliary and Son's of the American Legion of Hatfield American Legion Post 933 will begin the ceremony at the Veteran's Memorial Park in the Borough of Hatfield at 9:00 a.m. and culminate at the Hatfield American Legion Post on Koffel Road, Hatfield Township; and

WHEREAS, the Borough of Hatfield is aware of the Memorial Day Parade route and authorizes the closure of certain roads in the Borough for the Memorial Day Parade.

NOW THEREFORE, BE IT HEREBY RESOLVED, that the Borough Council of the Borough of Hatfield, Montgomery County, Pennsylvania, does hereby call upon all citizens of Hatfield Borough to join us and the American Legion in supporting the Memorial Day Parade.

Adopted and Approved by the Borough Council of the Borough of Hatfield, at a duly advertised public meeting held this 15th Day of March, 2023 with ___ Council Members voting "Aye" and ___ Council Members voting "Nay."

RESOLVED AND ENACTED this 15th day of March, 2023

ATTEST

BOROUGH OF HATFIELD

Jaime E. Snyder
Borough Manager / Secretary

Jason Ferguson
Borough Council President

Mary Anne Girard, Mayor

7. OLD BUSINESS:

8. ACTION ITEMS:

**A. Motion to Consider Resolution
2023-01 Authorizing Hatfield
Borough to Transfer up to
\$1,000,000.00 (one million dollars)
from its Accounts at Key Bank in
Order to Invest in US Treasury
Notes for a Period of No More than
Two Years and at an Interest Rate not
Less Than 4%.**

8. ACTION ITEMS:

**B. Motion to Consider Resolution
2023-02 Authorizing Hatfield Borough
to Participate in Pennsylvania State
Association of Boroughs Junior
Council Program**

8. ACTION ITEMS:

**C. Motion to Consider Resolution
2023-03 Authorizing the Closure of
Certain Borough Roads for the
Hatfield American Legion
Memorial Day Parade**

9. Motion to Approve Payment of the Bills

Column1	Column2	Column3	Column4	Column5	Column6
MARCH 2023 ACCOUNTS PAYABLE BILL LIST					
VENDOR BILL LIST					
	ITEM DESCRIPTION	AMOUNT PAID	DATE PROCESSED	TOTAL PAID	CHECK NO.
TD BANK					
CANON FINANCIAL SERVICES	COPIER LEASE	\$549.88	3/8/2023	\$549.88	27397
COMCAST CABLE	401 S MAIN ST INTERNET SERVICE	\$116.85	3/8/2023	\$116.85	27398
HATFIELD BOROUGH ELECTRIC	615 DAIN AVE ELECTRIC SERVICE	\$287.03	3/8/2023	\$287.03	27399
NORTH PENN WATER AUTHORITY	401 S MAIN ST, 615 TRKWSH WATER	\$100.53	3/8/2023	\$100.53	27400
SWIF	WORKERS COMP	\$1,809.00	3/8/2023	\$1,809.00	27401
TD CARD SERVICES	VARIOUS	\$1,573.16	3/8/2023	\$1,573.16	27402
THE HARTFORD	AD&D LIFE STD & LTD INSURANCE	\$772.97	3/8/2023	\$772.97	27404
WELLS FARGO	SERIES 2003 B NOTE, 2020/2021 A/B NOTES	\$6,590.33	2/25/2023	\$6,590.33	ACH
21ST CENTURY MEDIA	LEGAL ADVERTISING	\$654.50			
ALLEGHENY ELECTRIC COOP	FEBRUARY MONTHLY ELECTRIC SALES	\$4,951.24			
AMP, INC.	FEB PMPM/VERIZON CHARGES	\$1,444.25			
AMP OHIO	FEBRUARY ELECTRIC PURCHASE	\$145,482.58			
ASPHALT CARE	60 LB JACK HAMMER REPAIR	\$473.16			
AT&T	PW & MGR CELL PHONES	\$540.63			
DL BEARDSLEY	2 STROKE OIL MIX	\$165.50			
BOROUGH OF HATFIELD ELECTRIC	REPAYMENT OF BORROWING	\$8,287.43			
BURSICH ASSOCIATES	ENGINEERING - GENERAL	\$5,560.00			
BURSICH ASSOCIATES	ENGINEERING - MS4 MONITORING	\$480.00			
BURSICH ASSOCIATES	ENGINEERING - ADA RAMPS 2023	\$6,853.00			
BURSICH ASSOCIATES	ENGINEERING - BROAD ST STORM SEWER	\$2,695.00			
BURSICH ASSOCIATES	ENGINEERING - BENNETTS' COURT	\$420.00			
BURSICH ASSOCIATES	ENGINEERING - 43 ROOSEVELT TWINS	\$70.00			
CAPASSO PEST SERVICES	PEST SERVICES	\$150.00			
CARGO TRAILER SALES	TRAILER PLUG	\$10.99			
CLEMENS MATS	MATS FOR HALLWAYS	\$75.20			
CODE INSPECTIONS	BLDG CODE FIRE & ZONING SERVICES	\$9,120.00			
COHEN LAW GROUP	COMCAST FRANCHISE RENEWAL	\$1,641.66			
COMCAST	16 CHERRY ST	\$113.05			
COMCAST	401 S MAIN ST INTERNET SERVICE	\$116.85			
COMMONWEALTH PRECAST	STORM SEWER RISERS	\$115.00			
COMMONWEALTH PRECAST	BLOCKS FOR STORM SEWER RISERS	\$25.00			
DELAWARE VALLEY HEALTH INS	HEALTH INSURANCE FOR EMPLOYEES	\$16,939.19			
DISCHELL BARTLE DOOLEY	LEGAL SERVICES - ZONING HEARING	\$435.00			
EAS WATER	SPRING WATER FOR PW	\$60.89			
EDDIES ELECTRIC	EMERGENCY ELECT REPAIRS	\$238.00			
EDDIES ELECTRIC	EMERGENCY ELECT REPAIRS	\$386.75			
EJ USA	MANHOLE FRAMES/LIDS & STORM SEWER	\$11,075.78			
ELDON ELECTRIC	ELECTRICAL EQUIP TESTING	\$1,063.00			
JACK ENGELHART	SHOE/BOOT ALLOWANCE	\$175.00			
FIRE PROTECTION SERVICES	FIRE EXTINGUISHER INSPECTIONS	\$186.00			
GTE	CUTTING EDGE FOR BACKHOE	\$302.78			
GTE	GAS CYLINDER FOR BACKHOE	\$108.14			
GILL QUARRIES	CLEAN FILL DISPOSAL	\$150.00			
GILL QUARRIES	CLEAN FILL DISPOSAL	\$75.00			
GUARDIAN	COUNCIL LIFE INSURANCE	\$33.95			
H&K MATERIALS	COLD PATCH & STONE	\$953.07			
H&K MATERIALS	STONE FOR ROOSEVELT PUMP HOUSE	\$122.64			
THE HARTFORD	AD&D LIFE STD & LTD INSURANCE	\$772.97			
MOHAMMED HAQUE	BOROUGH/COUNTY TAXES	\$772.00			
HATFIELD TOWNSHIP	MARCH POLICE SERVICES	\$78,750.00			
HOLLENBUCKS N DOES	PETTING ZOO FOR 125 CELEBRATION DEP	\$100.00			
LOWES	OUTLETS FOR GARAGE DOOR OPENERS	\$18.88			
LOWES	CLEANING SUPPLIES	\$71.24			
LOWES	SUPPLIES	\$47.49			
LOWES	CONCRETE FORMS	\$12.75			
MG TRUST	DEFINED CONTRIBUTION BALANCE	\$1,511.70			
MCATO	2023 MEMBERSHIP RENEWAL	\$75.00			
NAPA AUTO PARTS	OIL & FILTERS	\$67.17			
NETWORK CONCEPTS	MANAGED IT SERVICES	\$485.00			
PA STATE ASSOC OF BOROUGHES	ELECTED OFFICIALS PROGRAM RENEWAL	\$25.00			

**10. MOTION to ADJOURN:
EXECUTIVE SESSION**