

# HATFIELD BOROUGH COUNCIL

## WORKSHOP MEETING

August 30, 2023

<b>HATFIELD BOROUGH</b>	
<b>F A L L F E S T</b>	
<b>AND CAR SHOW!</b>	
<b>SATURDAY, SEPTEMBER 23, 2023</b>	
TIME: 3:00-7:00pm	
LOCATION: East Lincoln Avenue Hatfield	
GPS ADDRESS FOR VEHICLE REGISTRATION: 11 North Market Street	
*Vehicle registration will take place from 1:30-3:00pm.*	
<b>TO REGISTER:</b> Contact: Lindsay Hellmann E-mail: <a href="mailto:lhellmann@hatfieldborough.com">lhellmann@hatfieldborough.com</a> Phone: 215-855-0781 option 9 Send/Drop Forms to: 401 South Main Street PO Box 190 Hatfield, PA 19440	Free Activities! Giveaways! Raffles! Entertainment! Food For Purchase! DJ & Live Band! And Much More!

**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  
WORKSHOP MEETING  
August 30, 2023  
September Workshop Meeting  
7:00PM  
AGENDA

CALL TO ORDER / ROLL CALL

1. APPROVAL OF MEETING AGENDA:

Motion: To Approve the Agenda of the August 30, 2023 Workshop Meeting

2. PUBLIC INPUT:

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

3. Junior Council Person Introduction and Pledge

4. Volunteer Medical Services Core (VMSC) Emergency Medical Services Presentation

5. 23 N. Main Street Arbor Grove Development Sketch Plan Presentation

6. ANNOUNCEMENTS:

- Next Council Meeting September 20<sup>th</sup> Regular Meeting @ 7:00PM in Council Chambers
- HEROC is Scheduled to Meet Wednesday, September 27, 2023 @ 8:00AM in Council Chambers
- HMHS is Scheduled to Meet Tuesday, September 26, 2023 @ 7:00PM at the Hatfield Borough Building, Council Chambers
- Next Planning Commission Meeting is Scheduled for October 2, 2023 @ 7:00PM in Council Chambers
- The Borough Offices will be closed Monday, September 4<sup>th</sup> in Observance of the Labor Day Holiday

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

- Hatfield Borough Fall Festival September 23<sup>rd</sup> 3:00PM – 7:00PM on East Lincoln Avenue

7. REPORTS FROM STANDING COMMITTEES AND MAYOR:

- Budget, Finance, and Labor Committee Report
- Planning, Building, and Zoning Committee Report
- Public Safety Committee Report
- Public Works & Property and Equipment Committee Report
- Utilities Committee Report
- Hatfield Economic Revitalization Outreach Committee Report
- Mayor Mary Anne Girard Report

8. REPORTS AND CORRESPONDENCE:

Monthly Investment Report  
Monthly EIT / LST Report  
Monthly Zoning Hearing Board Applications  
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

9. MANAGERS REPORT:

10. NEW BUSINESS / DISCUSSION ITEMS:

- A. Montgomery County Consortium of Communities (MCCC) 2023-2024 Rock Salt Bid Results
- B. Defined Benefit Plan 2024 Minimum Municipal Obligation
- C. Defined Contribution Plan 2024 Minimum Municipal Obligation
- D. Resolution 2023-12 Recognizing Public Power Week
- E. Resolution 2023-13 Recognizing Fire Prevention Week
- F. Resolution 2023-14 Closure of Certain Borough Roads

11. OLD BUSINESS:

12. ACTION ITEMS:

- A. Motion to Consider Awarding the Montgomery County Consortium of Communities (MCCC) 2023-2024 Rock Salt Bid to Morton Salt, Inc. in the Amount of \$64.50 (sixty-four dollars and fifty cents) per non-delivered ton and \$64.84 (sixty-four dollars and eighty-four cents) per delivered ton
- B. Motion to Consider the Defined Benefit Pension Plan 2024 Minimum Municipal Obligation in the Amount of \$84,158.00 (eighty-four thousand one hundred and fifty-eight dollars)
- C. Motion to Consider the Defined Contribution Pension Plan 2024 Minimum Municipal Obligation in the Amount of \$30,100.00 (thirty thousand one hundred dollars)

13. MOTION to ADJOURN: Executive Session: Personnel, Litigation, Real Estate

## **2. PUBLIC INPUT:**

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

### **3. Junior Council Person Introduction and Pledge**

July 31, 2023

Mayor Mary Anne Girard

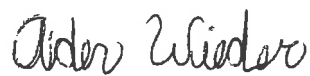
401 South Main Street

Hatfield, PA 19440

Mayor Girard,

My name is Aiden Wieder and I am extremely interested in becoming Hatfield Borough's first Junior Councilman. In the Fall, I will be a senior at North Penn High School, and I am a Hatfield Borough resident. I am involved in some clubs at school, and value government and religion in my life. In fact, I will be a co-leader of the Christian club next year. In 9th grade, I received the good citizen award from Senator Bob Mensch. I am extremely passionate about government and hope to explore the opportunities offered by you and the Hatfield Borough Council. My mom has been the public information coordinator at Hatfield Borough now for eight years, and I have grown to value our community. If you are interested in having a conversation with me about the junior councilman position, please feel free to reach out to me via email or phone. Have a wonderful weekend!

Kind regards,

A handwritten signature in black ink that reads "Aiden Wieder". The signature is written in a cursive, slightly slanted style.

Aiden Wieder

## JCP Mentoring Framework

Would like to have prospective candidates 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: taxes, grants
  - b) importance of good budgeting; Rich can discuss w/ JCP
  - c) number of funds in HB
  - d) copy of current budget
10. Strategic Planning
  - a) Importance of PW department
  - b) Maintaining a Roadmap(5 Yr. Plan) for future infrastructure development
11. Unique to Hatfield Borough
  - a) Electric-Public Power Community
  - b) Police protection?
  - c) Volunteer Fire Company?
  - d) own Sewer System; processed by Twnshp.
  - e) HEROC Committee ????
12. Project Assignment at end of Term

Note: also consult Boot Camp Materials



**PSAB  
JUNIOR COUNCIL PERSON PLEDGE**

**I, \_\_\_\_\_ (name of student) , do solemnly pledge that I accept the position of \_\_\_\_\_ (name of borough) Borough Junior Council Person (JCP).**

**I promise to attend monthly council meetings, observe borough council meeting rules, and actively participate in borough business.**

**I understand that I cannot vote on any issue and I cannot attend "Executive Sessions."**

**Acknowledged \_\_\_\_\_ this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.**

**Administered by \_\_\_\_\_ this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.**

## **4. Volunteer Medical Services Core (VMSC) Emergency Medical Services Presentation**

**5. 23 N. Main Street Arbor Grove  
Development Sketch  
Plan Presentation**



ZONING DATA TABLE	
Zoning District - CC - Core Commercial District	
ITEM	PROPOSED
Land Use:	Townhomes (10 Units) *
Max. Density:	6 DU/Acre
Min. Lot Area:	1,600 SF
Min. Lot Width:	20 FT
Min. Front Yard Setback:	20 FT
Min. Side Yard Setback (Lachy)*:	10 FT
Min. Rear Yard Setback:	20 FT
Max. Impervious Surface (Lot):	90%
Max. Building Coverage (lot):	65%
Min. Building Height:	35 FT / 3 ST

PARKING TABLE	
Min. Off-Street Parking (Residential):	2 Spaces Per Unit (20 Spaces)

\*Proposed Use and Dimensional criteria requires a zoning ordinance amendment

NOTES  
 1) BOUNDARY AND TOPOGRAPHIC INFORMATION IS TAKEN FROM A SURVEY PREPARED BY CAVANAUGH SURVEYING SERVICES IN JULY 2022.  
 2) THE PROPOSED DEVELOPMENT CONSISTS OF 10 TOWNHOMES WITH 27 PARKING SPACES



TOWNHOME UNITS

## **6. ANNOUNCEMENTS:**

- **Next Council Meeting September 20<sup>th</sup> Regular Meeting @ 7:00PM in Council Chambers**
  - **HEROC is Scheduled to Meet Wednesday, September 27, 2023 @ 8:00AM in Council Chambers**
    - **HMHS is Scheduled to Meet Tuesday, September 26, 2023 @ 7:00PM at the Hatfield Borough Building, Council Chambers**
    - **Next Planning Commission Meeting is Scheduled for October 2, 2023 @ 7:00PM in Council Chambers**
  - **The Borough Offices will be closed Monday, September 4<sup>th</sup> in Observance of the Labor Day Holiday**
- **Hatfield Borough Fall Festival September 23<sup>rd</sup> 3:00PM – 7:00PM on East Lincoln Avenue**

## **7. REPORTS FROM STANDING COMMITTEES AND MAYOR:**

- **Budget, Finance, and Labor Committee Report**

## **7. REPORTS FROM STANDING COMMITTEES AND MAYOR:**

- **Planning, Building, and Zoning Committee Report**

## **7. REPORTS FROM STANDING COMMITTEES AND MAYOR:**

- **Public Safety Committee Report**



## **7. REPORTS FROM STANDING COMMITTEES AND MAYOR:**

- **Public Works & Property and Equipment Committee Report**

## **7. REPORTS FROM STANDING COMMITTEES AND MAYOR:**

- **Utilities Committee Report**

## **7. REPORTS FROM STANDING COMMITTEES AND MAYOR:**

- **Hatfield Economic Revitalization  
Outreach Committee Report**

## **7. REPORTS FROM STANDING COMMITTEES AND MAYOR:**

- **Mayor Mary Anne Girard Report**

## **8. REPORTS AND CORRESPONDENCE:**

### **Monthly Investment Report**

## **8. REPORTS AND CORRESPONDENCE:**

### **Monthly EIT / LST Report**

HATFIELD BOROUGH  
Berkheimer Comparative  
2018-2023 Earned Income Tax

Month	2023	2022	2021	2020	2019	2018	Month	2023	2022	2021	2020	2019	2018
January	1,269.46	349.65	897.63	1,605.42	973.81	1,305.76	July	708.62	2,313.69	1,314.93	744.95	2,462.73	1,973.92
	1,246.16	874.13	1,174.92	868.35	815.69	592.07		1,023.96	1,298.39	3,976.44	1,223.01	2,481.10	644.89
	1,551.37	800.44	1,119.74	998.92	914.12	1,125.14		2,690.59	873.81	2,035.02	634.31	805.36	1,323.77
	1,912.97	1,248.17	516.76	2,805.81	722.35	1,090.52		1,244.54	1,769.36	1,205.94	2,200.77	1,689.60	604.96
	1,359.06	2,798.24	2,033.58	1,700.01	1,293.40	2,436.46		3,100.86	2,265.33		1,050.49	886.99	3,058.34
	2,748.75	1,308.02	637.60	1,175.67	1,251.89	1,968.25			2,145.23		1,067.68	678.38	1,488.77
	2,907.77	1,028.54		1,753.74	702.34						2,380.30	1,251.28	
		3,445.15			1164.51						2,707.21		
		2,941.43			3245.28						2,733.27		
		1,295.00									620.75		
											1,381.49		
<b>Month Total</b>	<b>12,995.54</b>	<b>16,088.77</b>	<b>6,380.23</b>	<b>10,907.92</b>	<b>11,083.39</b>	<b>8,518.20</b>	<b>Month Total</b>	<b>8,768.57</b>	<b>10,665.81</b>	<b>8,532.33</b>	<b>16,744.23</b>	<b>10,255.44</b>	<b>9,094.65</b>
<b>YTD Total</b>	<b>12,995.54</b>	<b>16,088.77</b>	<b>6,380.23</b>	<b>10,907.92</b>	<b>11,083.39</b>	<b>8,518.20</b>	<b>YTD Total</b>	<b>280,214.03</b>	<b>257,175.24</b>	<b>235,461.52</b>	<b>230,792.09</b>	<b>231,307.96</b>	<b>224,674.16</b>
February	4,002.84	1,896.88	1,015.31	2,618.99	5,353.21	761.04	August	2,612.45	287.65	558.35	4,689.38	5,185.15	800.24
	745.39	3,389.65	1,404.67	1,154.47	10,607.93	1,935.45		2,966.19	4,102.97	1,052.73	3,713.54	715.54	2,944.87
	1,068.20	2,253.01	3,413.92	6,737.26	4,967.27	951.90		3,341.65	598.85	2,072.03	943.13	1,004.48	1,593.23
	2,322.17	7,894.07	6,497.09	2,195.49	9,525.63	2,202.98		2,938.53	1,579.27	3,129.20	2,366.86	2,024.31	2,452.77
	2,136.35	3,450.18	2,685.50	1,739.30	7,476.14	4,089.83		12,092.09	796.15	3,391.96	3,342.63	3,236.05	2,983.92
	1,096.05	7,284.23	5,027.63	6,758.94	4,242.59	5,829.73		4,454.86	2,858.40	974.10	4,374.60	2,802.73	1,721.57
	6,451.52	6,401.96	12,077.62	5,019.71	5,744.09	5,627.93		3,949.49	2,999.52	3,656.99	4,402.94	9,448.79	3,287.03
	3,084.17	3,938.27	7,563.81	8,048.59	5,982.69	2,705.79		5,282.08	3,872.55	9,490.48	9,414.71	4,396.99	3,918.13
	2,957.36	9,162.41	12,150.83	5,962.24	4,466.18	5,767.75		4,640.61	2,002.72	4,257.91	6,009.96	2,023.85	7,931.75
	3,474.97	5,285.32	6,064.53	626.35	3,705.99	4,625.01		3,399.11	10,922.42	2,301.14	3,748.13	1,227.10	5,778.05
	6,582.47	2,990.39	4,692.13	3,399.64	3,383.48	3,007.26		3,342.39	3,133.12	3,039.24	4,924.28	4,730.84	4,209.91
	8,598.03	1,792.57	3,249.18	2,867.27	5,083.00	5,548.80		11,590.93	2,890.37	9,084.47	5,107.35	9,964.78	5,835.90
	3,307.50	6,598.77	3,987.61	6,582.96	2,401.37	2,356.02		3,208.11	3,089.07	6,918.54	6,633.39	12,334.88	3,485.34
	4,743.36	6,810.35	8,765.07	5,083.15	1,406.49	2,329.15		3,820.24	3,645.45	6,723.87	6,603.46	4,071.89	5,736.19
	2,607.12	2,690.03	2,068.74	12,700.19		2,302.49			7,891.69	5,651.24	8,446.28	4,674.67	5,294.07
		8,666.29	2,455.14	4,639.66		5,741.68			3,646.00	2,964.63	2,726.28	3,347.94	10,119.90
						2,938.40			12,713.22	10,120.00		5,911.40	6,949.50
						7,832.19			3,842.87			2,123.39	1,829.36
									3,930.48				
<b>Month Total</b>	<b>53,177.50</b>	<b>80,504.38</b>	<b>83,118.78</b>	<b>76,134.21</b>	<b>74,346.06</b>	<b>66,553.40</b>	<b>Month Total</b>	<b>67,638.73</b>	<b>74,802.77</b>	<b>75,386.88</b>	<b>77,446.92</b>	<b>79,224.78</b>	<b>76,871.73</b>
<b>YTD Total</b>	<b>66,173.04</b>	<b>96,593.15</b>	<b>89,499.01</b>	<b>87,042.13</b>	<b>85,429.45</b>	<b>75,071.60</b>	<b>YTD Total</b>	<b>347,852.76</b>	<b>331,978.01</b>	<b>310,848.40</b>	<b>308,239.01</b>	<b>310,532.74</b>	<b>301,545.89</b>
March	3,697.59	248.37	1,405.81	495.61	1,100.74	4,889.69	September		6,748.05	985.69	772.18	466.77	188.66
	14,873.64	657.58	2,778.22	712.45	338.84	470.52		5,660.63	5,439.47	5,186.01	2,067.30	870.99	
	10,297.61	1,626.56	6,670.97	4,732.80	949.19	2,662.29		1,046.01	4,890.58	4,827.34	3,894.70	5,016.64	
	7,124.89	641.62	2,530.21	4,074.50	9,631.68	3,309.44		3,657.63	2,727.80	2,168.47	2,679.82	5,218.07	
	514.00	3,875.06	786.63	2,324.82	5,753.80	3,267.60		3,472.75		712.23	4,281.46	4,416.91	
	2,603.71	2,934.35	1,241.80	1,067.87	1,558.27	7,571.44		2,238.47		2,332.14	2,529.21	853.66	
	6,202.80	3,259.45	3,221.94	2,413.31	603.40	1,082.75		1,715.33				887.17	
	2,451.97	2,226.26	1,440.49	1,989.90		573.60		2,027.57					
	5,990.71	1,842.27	684.16	788.00		595.31		2,956.02					
	2,962.04	1,958.44	969.07	2,306.85		1,347.03		1,953.55					
	3,277.81					768.52							
	1,399.37												
<b>Month Total</b>	<b>61,396.14</b>	<b>19,269.96</b>	<b>21,729.30</b>	<b>20,906.11</b>	<b>19,935.92</b>	<b>26,538.19</b>	<b>Month Total</b>	<b>-</b>	<b>31,476.01</b>	<b>14,043.54</b>	<b>15,998.37</b>	<b>15,919.26</b>	<b>17,452.10</b>





HATFIELD BOROUGH  
Berkheimer Comparative  
2018 - 2023 LST TAX

Month	2023	2022	2021	2020	2019	2018	Month	2023	2022	2021	2020	2019	2018
January	2,756.36	332.14	93.44	168.99	33.72	15.58	July		106.14	377.25	27.49	524.30	259.31
	1,333.13					508.63			537.61	632.68	593.29		727.57
										910.77			
<b>Month Total</b>	<b>4,089.49</b>	<b>332.14</b>	<b>93.44</b>	<b>168.99</b>	<b>33.72</b>	<b>524.21</b>	<b>Month Total</b>	<b>-</b>	<b>643.75</b>	<b>1,920.70</b>	<b>620.78</b>	<b>524.30</b>	<b>986.88</b>
<b>YTD Total</b>	<b>4,089.49</b>	<b>332.14</b>	<b>93.44</b>	<b>168.99</b>	<b>33.72</b>	<b>524.21</b>	<b>YTD Total</b>	<b>32,318.06</b>	<b>24,431.35</b>	<b>21,978.62</b>	<b>19,393.79</b>	<b>20,939.03</b>	<b>20,771.05</b>
February	1,527.79	1,403.93	436.37	350.79	576.73	672.03	August	738.18	820.39	615.85	15.72	988.39	1,021.80
	530.52	600.29	1,364.20	900.92	748.10			835.62	816.85	582.08	1,073.14	681.02	
	6,599.42	794.83	4,918.01	500.10	995.27	1,668.98		1,573.00	1,041.91	4,919.27	6,412.04	1,285.27	700.94
		5,118.23	1,371.18	611.10	653.32	2,770.93		5,418.49	1,610.06	1,707.15	774.35	6,305.29	2,969.69
		1,417.42	865.50	1,042.25	2,319.88	2,590.00		1,755.89	5,563.93			567.04	2,500.79
			528.58	4,235.56	2,607.58	254.47		575.80	2,346.73				2,480.47
<b>Month Total</b>	<b>8,657.73</b>	<b>9,334.70</b>	<b>9,483.84</b>	<b>7,640.72</b>	<b>7,900.88</b>	<b>7,956.41</b>	<b>Month Total</b>	<b>10,896.98</b>	<b>12,199.87</b>	<b>7,824.35</b>	<b>8,275.25</b>	<b>9,827.01</b>	<b>9,673.69</b>
<b>YTD Total</b>	<b>12,747.22</b>	<b>9,666.84</b>	<b>9,577.28</b>	<b>7,809.71</b>	<b>7,934.60</b>	<b>8,480.62</b>	<b>YTD Total</b>	<b>43,215.04</b>	<b>36,631.22</b>	<b>29,802.97</b>	<b>27,669.04</b>	<b>30,766.04</b>	<b>30,444.74</b>
March	2,548.99	1,676.71	714.70	1,676.03	2,341.35	763.13	September		12.79	792.30	463.51	315.28	376.14
	2,754.35	719.06			25.47	81.55				285.87			
	677.50												
<b>Month Total</b>	<b>5,980.84</b>	<b>2,395.77</b>	<b>714.70</b>	<b>1,676.03</b>	<b>2,366.82</b>	<b>844.68</b>	<b>Month Total</b>	<b>-</b>	<b>12.79</b>	<b>1,078.17</b>	<b>463.51</b>	<b>315.28</b>	<b>376.14</b>
<b>YTD Total</b>	<b>18,728.06</b>	<b>12,062.61</b>	<b>10,291.98</b>	<b>9,485.74</b>	<b>10,301.42</b>	<b>9,325.30</b>	<b>YTD Total</b>	<b>43,215.04</b>	<b>36,644.01</b>	<b>30,881.14</b>	<b>28,132.55</b>	<b>31,081.32</b>	<b>30,820.88</b>
April	12.78	34.39		60.43	196.71	352.66	October			311.77	146.06	63.69	330.79
	704.28				509.66	584.34				734.10	634.69		556.04
	102.20										53.07		
<b>Month Total</b>	<b>819.26</b>	<b>34.39</b>	<b>-</b>	<b>60.43</b>	<b>706.37</b>	<b>937.00</b>	<b>Month Total</b>	<b>-</b>	<b>-</b>	<b>1,045.87</b>	<b>833.82</b>	<b>63.69</b>	<b>886.83</b>
<b>YTD Total</b>	<b>19,547.32</b>	<b>12,097.00</b>	<b>10,291.98</b>	<b>9,546.17</b>	<b>11,007.79</b>	<b>10,262.30</b>	<b>YTD Total</b>	<b>43,215.04</b>	<b>36,644.01</b>	<b>31,927.01</b>	<b>28,966.37</b>	<b>31,145.01</b>	<b>31,707.71</b>
May	917.64	302.48	460.51	402.30	905.86	1,173.10	November		168.78	919.18	1,607.87	964.30	1,036.52
	898.99	630.75	1,692.90	1,275.28	375.32	1,797.10			1,869.63	818.70	1,716.84	955.64	1,201.68
	6,126.23	1,636.87	517.49	521.37	752.26	2,818.16			558.15	1,731.16	4,065.74	4,150.70	2,863.12
	1,529.61	4,688.75	5,320.14	3,739.00	2,351.25	1,540.23			634.79	4,311.42	827.46	962.79	1,440.98
	2,371.80	1,415.42	715.32	2,047.16	2,961.22	566.94			5,849.85			1,791.10	
		1,642.82	7.86	575.37	669.24				1,857.02			200.36	
				107.68	683.76				1,083.96				
									1,770.42				
<b>Month Total</b>	<b>11,844.27</b>	<b>10,317.09</b>	<b>8,714.22</b>	<b>8,668.16</b>	<b>8,698.91</b>	<b>7,895.53</b>	<b>Month Total</b>	<b>-</b>	<b>13,792.60</b>	<b>7,780.46</b>	<b>8,217.91</b>	<b>9,024.89</b>	<b>6,542.30</b>
<b>YTD Total</b>	<b>31,391.59</b>	<b>22,414.09</b>	<b>19,006.20</b>	<b>18,214.33</b>	<b>19,706.70</b>	<b>18,157.83</b>	<b>YTD Total</b>	<b>43,215.04</b>	<b>50,436.61</b>	<b>39,707.47</b>	<b>37,184.28</b>	<b>40,169.90</b>	<b>38,250.01</b>
June	590.01	141.38	536.24	558.68	77.62	1,626.34	December		71.87	1,677.02	13.76		474.53
	336.46	521.24	515.48		630.41				769.15	26.53			
		710.89							150.32	585.76			
<b>Month Total</b>	<b>926.47</b>	<b>1,373.51</b>	<b>1,051.72</b>	<b>558.68</b>	<b>708.03</b>	<b>1,626.34</b>	<b>Month Total</b>	<b>-</b>	<b>991.34</b>	<b>2,289.31</b>	<b>13.76</b>	<b>0.00</b>	<b>474.53</b>
<b>YTD Total</b>	<b>32,318.06</b>	<b>23,787.60</b>	<b>20,057.92</b>	<b>18,773.01</b>	<b>20,414.73</b>	<b>19,784.17</b>	<b>Grand Total</b>	<b>43,215.04</b>	<b>51,427.95</b>	<b>41,996.78</b>	<b>37,198.04</b>	<b>40,169.90</b>	<b>38,724.54</b>

## **8. REPORTS AND CORRESPONDENCE:**

### **Monthly Zoning Hearing Board Applications**

## **8. REPORTS AND CORRESPONDENCE:**

### **Police Department Report**

**The Hatfield Police Department's  
monthly report to the  
Council of the Borough of Hatfield**



**August 25, 2023**

**Submitted by Lt. Jane E. Robertson**

## Hatfield Police Report for Borough Council

7/12/2023 through 8/24/2023

### Activity in brief



- 721 agency cases originated in Hatfield Borough
- 134 traffic stops were conducted
- 135 incidents were handled in the Borough's core district
- 277 Borough patrols were conducted
- 96 selective enforcements were conducted
- 53 traffic citations were issued
- 78 traffic warnings were issued
- 10 crashes were investigated
- 26 building overnight checks ("NightEyes") were completed

**Fraud:** On August 3 at approximately 4:20 p.m., officers spoke with a Columbia Avenue resident who advised she sent a \$2,000 check to a trailer rental company out of state and was contacted by the company who advised that the envelope had arrived without the check. Upon speaking with the bank, she learned that the check has been cashed despite having no signature by or information about the person who cashed it. The resident was reimbursed for the loss by the bank.

**Domestic disturbance:** On August 22 at about 5 p.m., officers were dispatched to the area of East Lambert and South Main streets for a report of a Dodge Challenger driving erratically towards West Broad Street. A short time later the Challenger was reported to be crashed into a tree on East Broad Street. Officers determined the driver had been arguing with his girlfriend when he unintentionally lost control of the car. Neither involved party was injured.

**Disturbance:** On August 9 at about 4 a.m., officers responded to a Penn Street apartment for a report of a disturbance. Upon arrival, officers determined that friends who had been “hanging out” for the evening and drinking ended up fighting when one of the parties was unable to find his Boston Red Sox hat and the friend made a disparaging comment about the team. This caused the Red Sox fan to become upset, ultimately resulting in the two men fighting and another party trying to intervene and getting caught up in the melee. One party was taken to the hospital for treatment of a laceration and a harassment charge was filed.

**Criminal mischief:** On August 2 at about 11 a.m., officers met with a Wheatfield Circle resident regarding vandalism to their home. According to the resident, sometime between about 9:30 the night before and the time they called for police, someone had poured syrup all over their back porch.

**Suspicious Circumstance:** On August 9 at about 9 a.m., officers responded to the area of the Liberty Bell Trail between East Lincoln and Poplar streets for a report of a possible homeless encampment in the wood line. Officer found two encampments, one of which appeared abandoned and one of which was occupied by a female known to officers from prior contacts. She was advised to gather her belongings and vacate the property.

**Disturbance:** On August 16 at about 9 p.m., officers responded to the area of East Lincoln Avenue for a report of what the caller believed to be 14 gunshots; officers in the area also heard the disturbance and advised that the noise was fireworks. The source of the noise was not located and there were no further issues.



# HATFIELD BOROUGH

Agency Activity Report

By CFS Classification

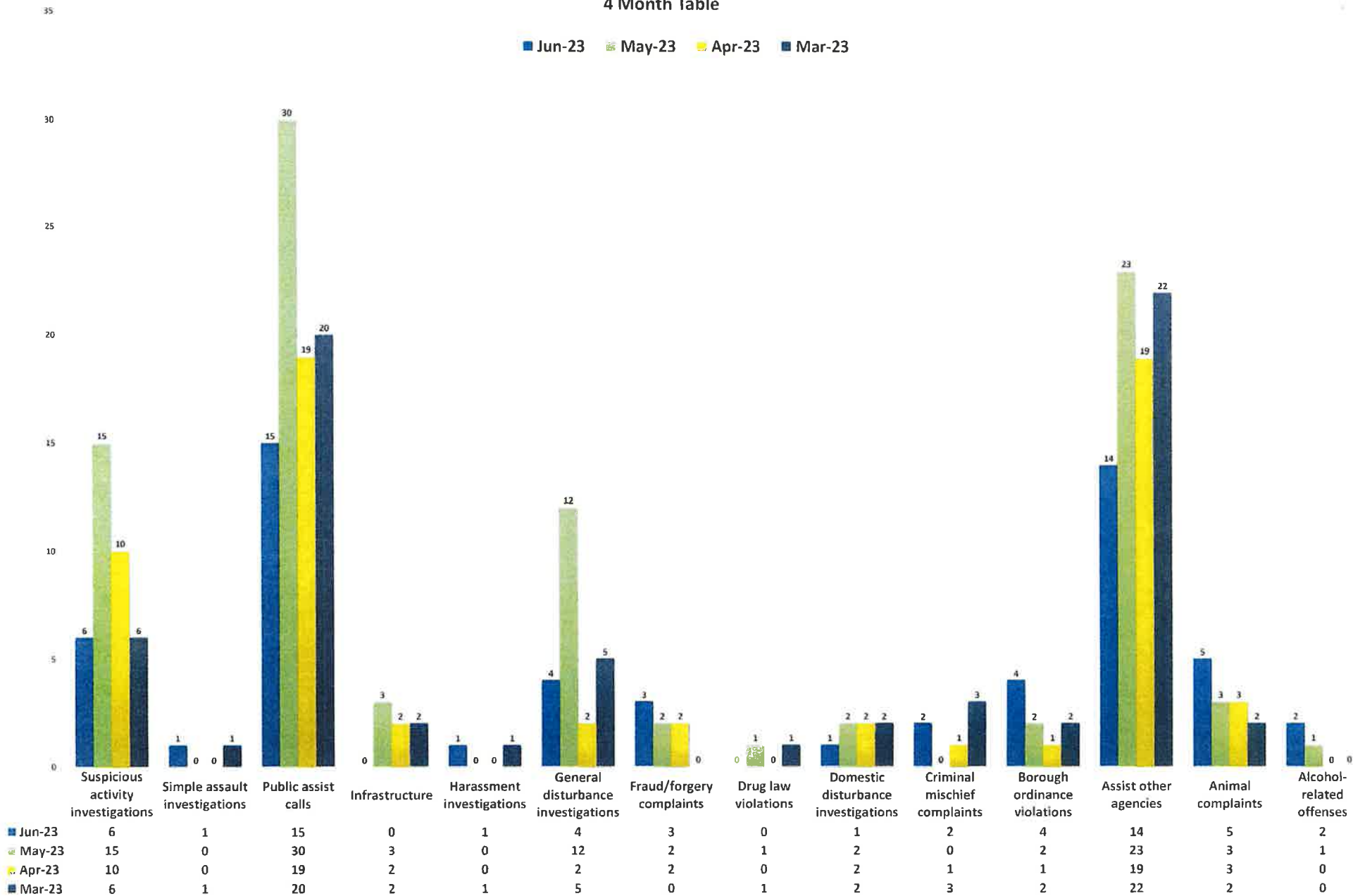
From Date: 7/12/2023 To Date: 8/24/2023

<b>Classification code</b>	<b>Description</b>	<b>Total Events</b>	<b>0000-0800</b>	<b>0801-1600</b>	<b>1601-2400</b>
1100	Fraud	1	0	0	1
1400	Malicious Mischief	1	0	1	0
2000	Family Offense	5	1	1	3
2400	Disorderly Conduct	4	1	0	3
2600	All Other Offenses	13	2	6	5
2900	Runaways	1	1	0	0
4000	Non Criminal Investigations	15	4	7	4
5000	Lost Found Missing Persons	2	0	1	1
5500	Animal Complaints	7	0	4	3
6000	Traffic Accidents	10	0	7	3
6300	Traffic Enforcement	237	22	139	76
6500	Parking Enforcement	21	6	5	10
6600	Traffic Services	4	1	0	3
7000	Public Services	76	33	21	22
7500	Assist other Agency	4	2	1	1
9000	Administrative	320	111	110	99
	<b>Total:</b>	721	184	303	234

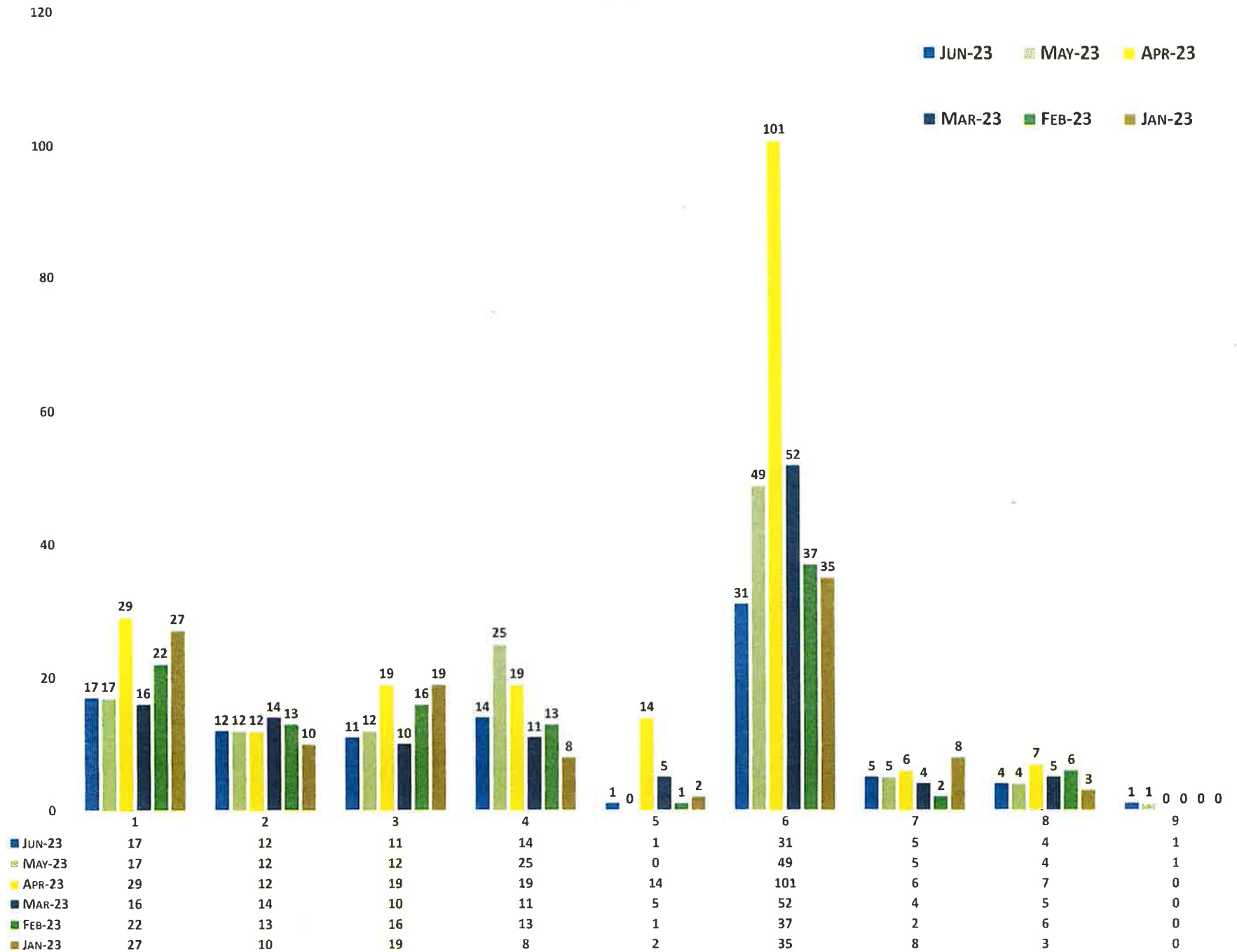


### Call for Service Activities & Trends 4 Month Table

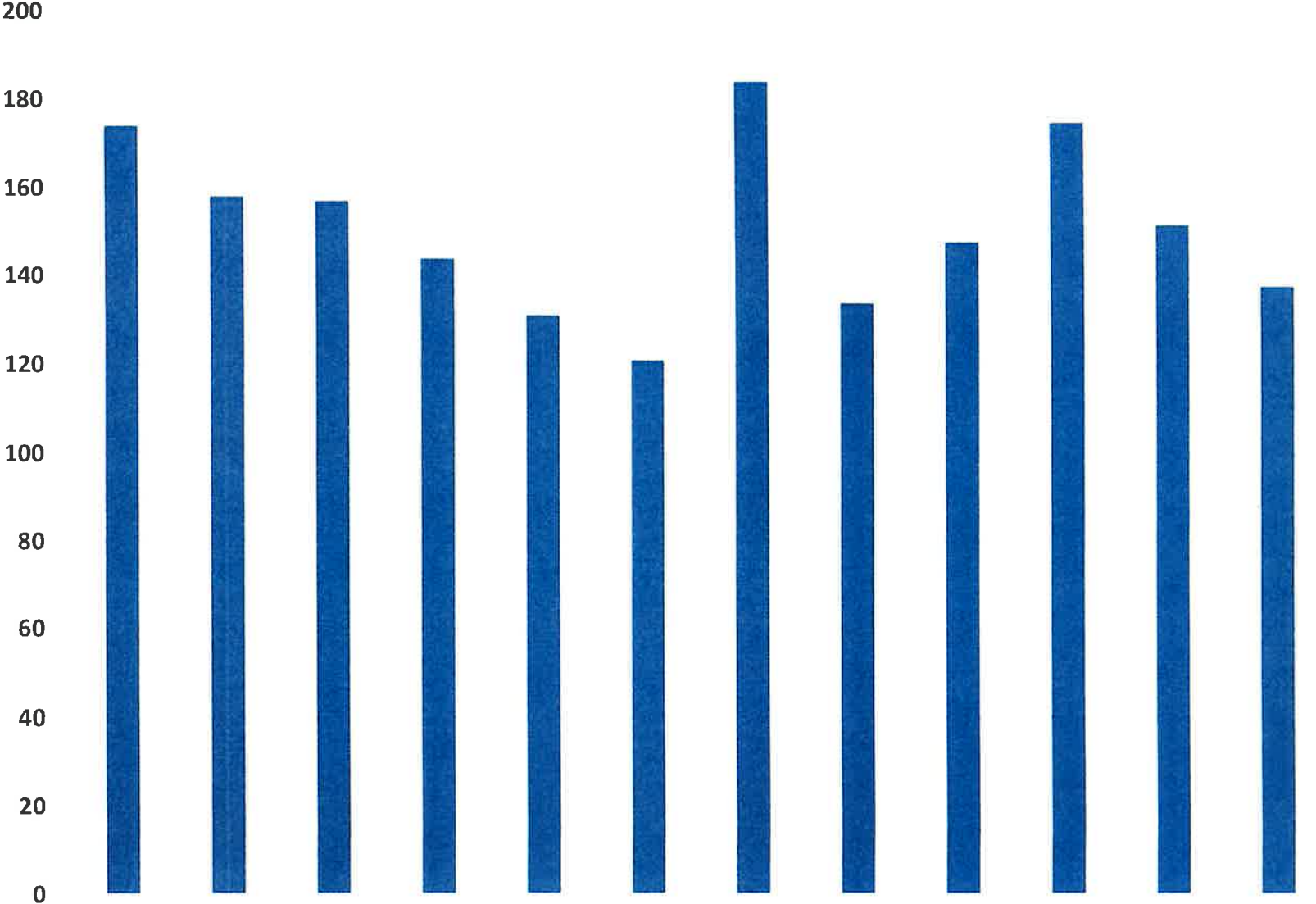
■ Jun-23 ■ May-23 ■ Apr-23 ■ Mar-23



## TRAFFIC ACTIVITY AND TRENDS 6 MONTH TABLE



### Borough Patrol activity

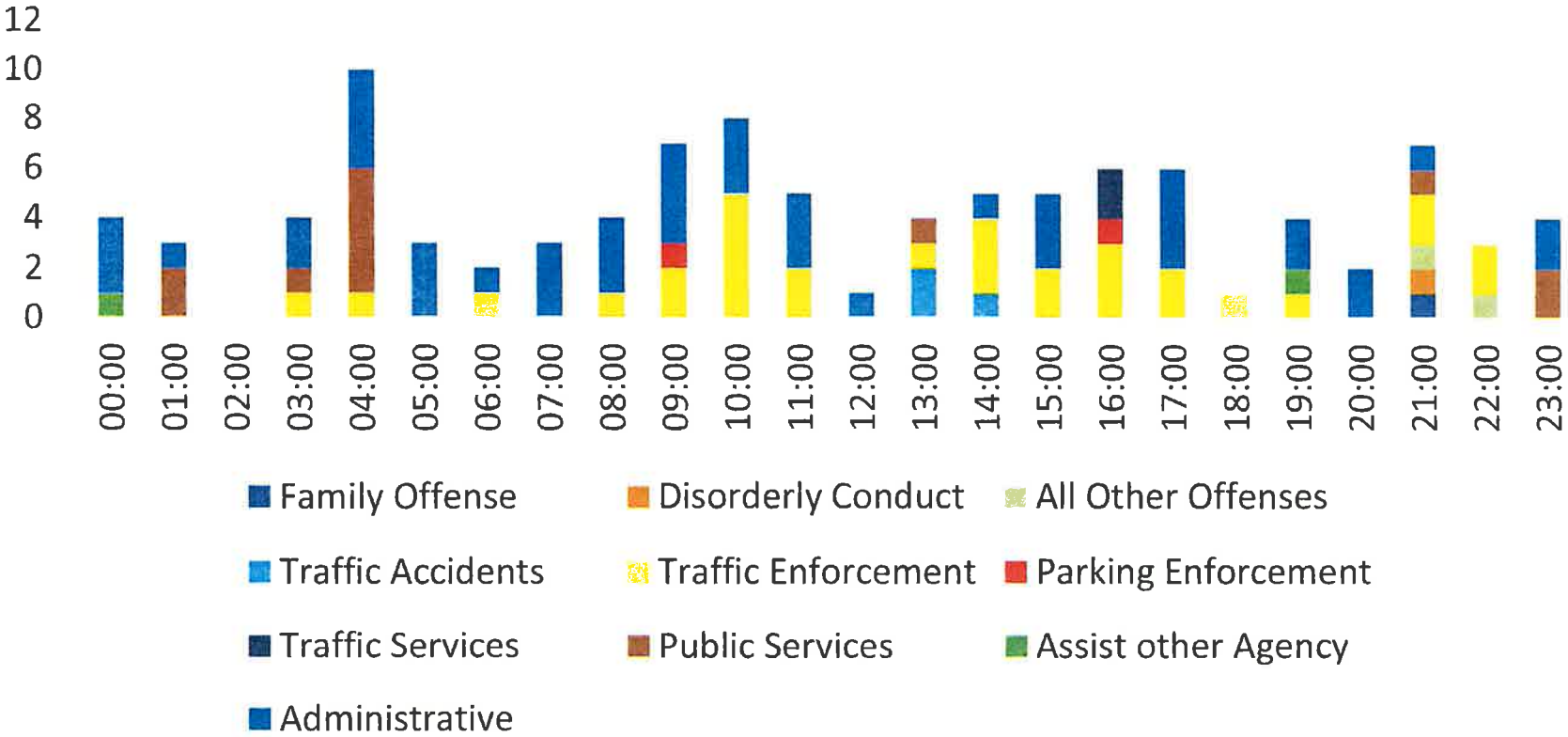


■ Borough Patrol activity

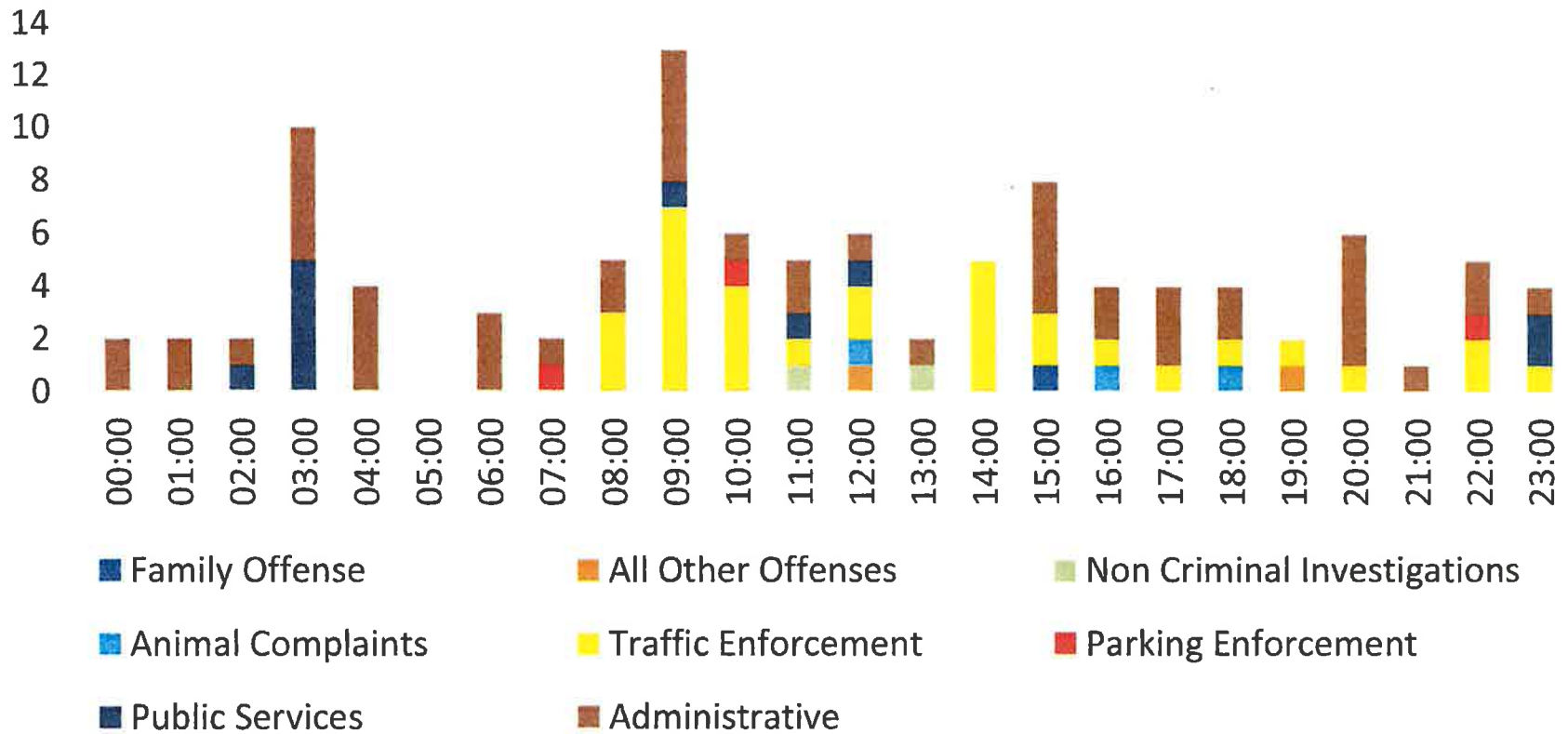
Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23
174	158	157	144	131	121	184	134	148	175	152	138



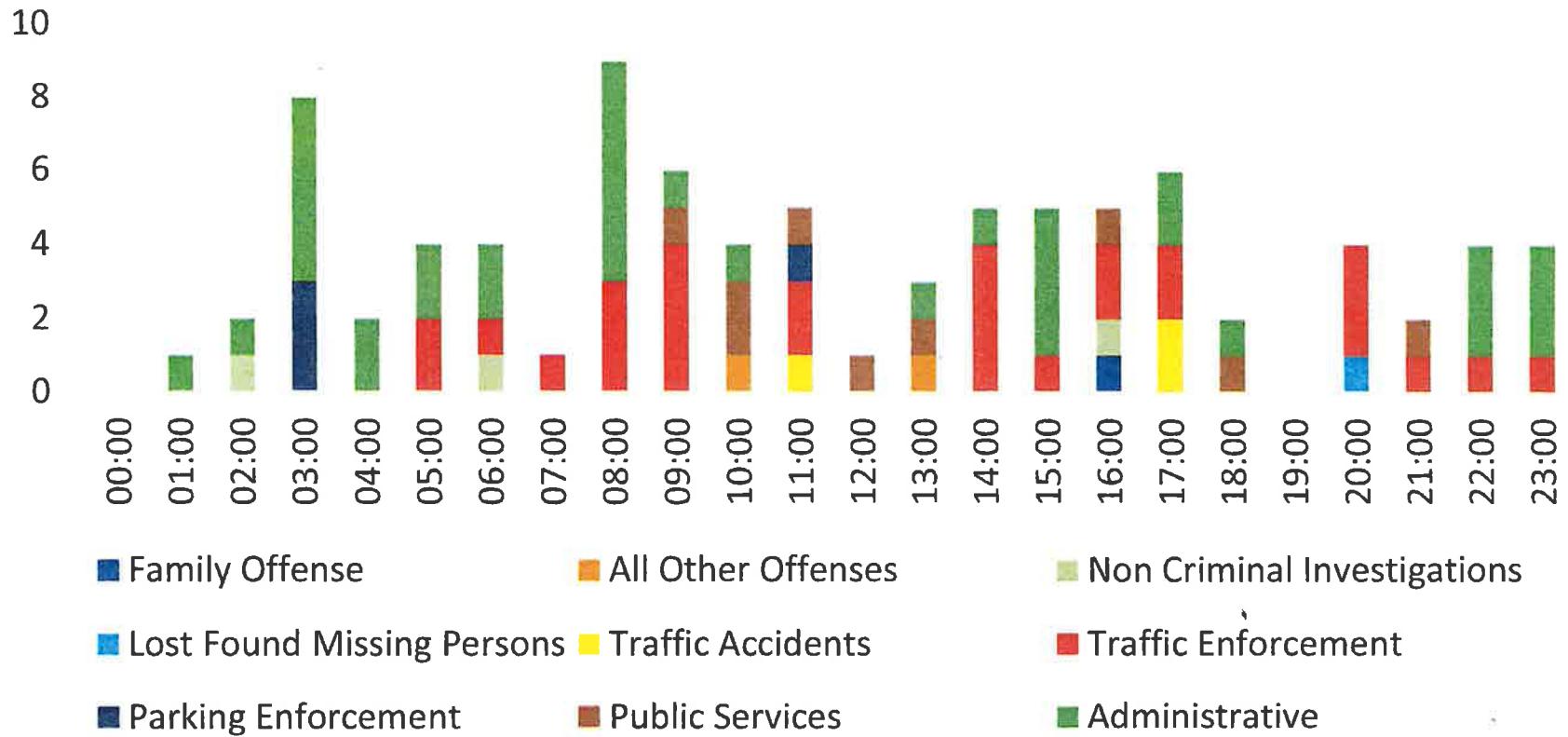
# Sundays - 101 incidents



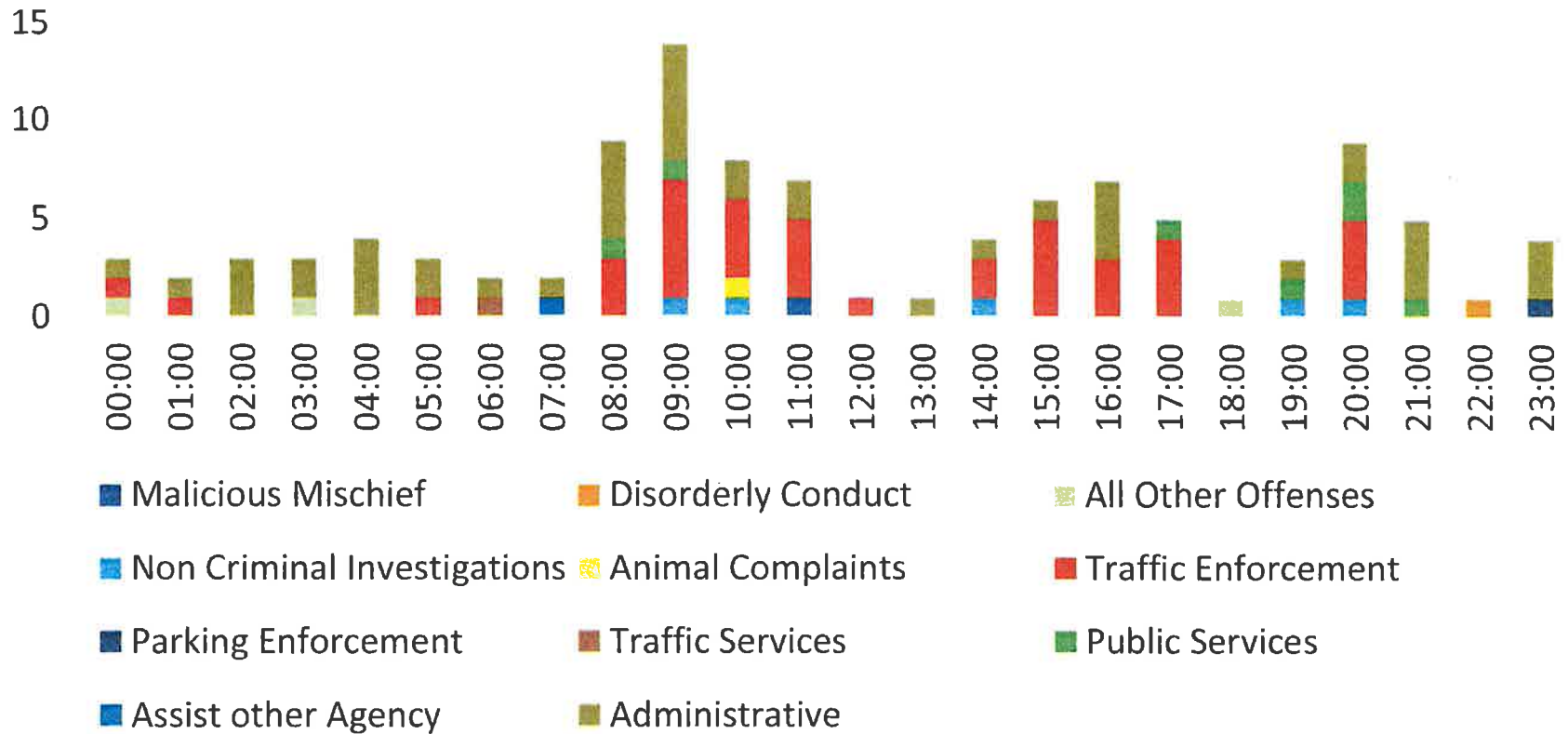
## Mondays - 105 incidents



## Tuesdays - 87 incidents

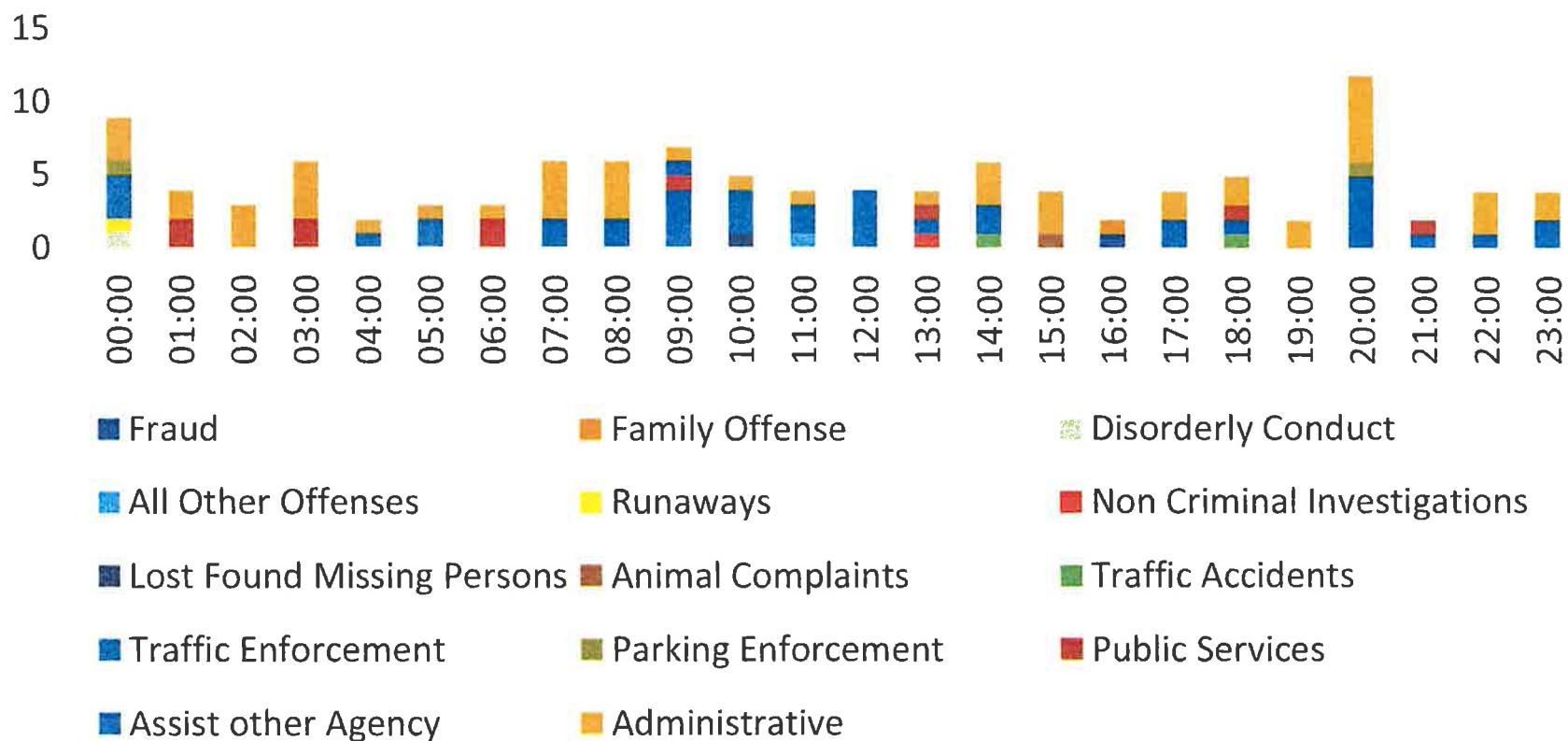


## Wednesdays - 107 incidents

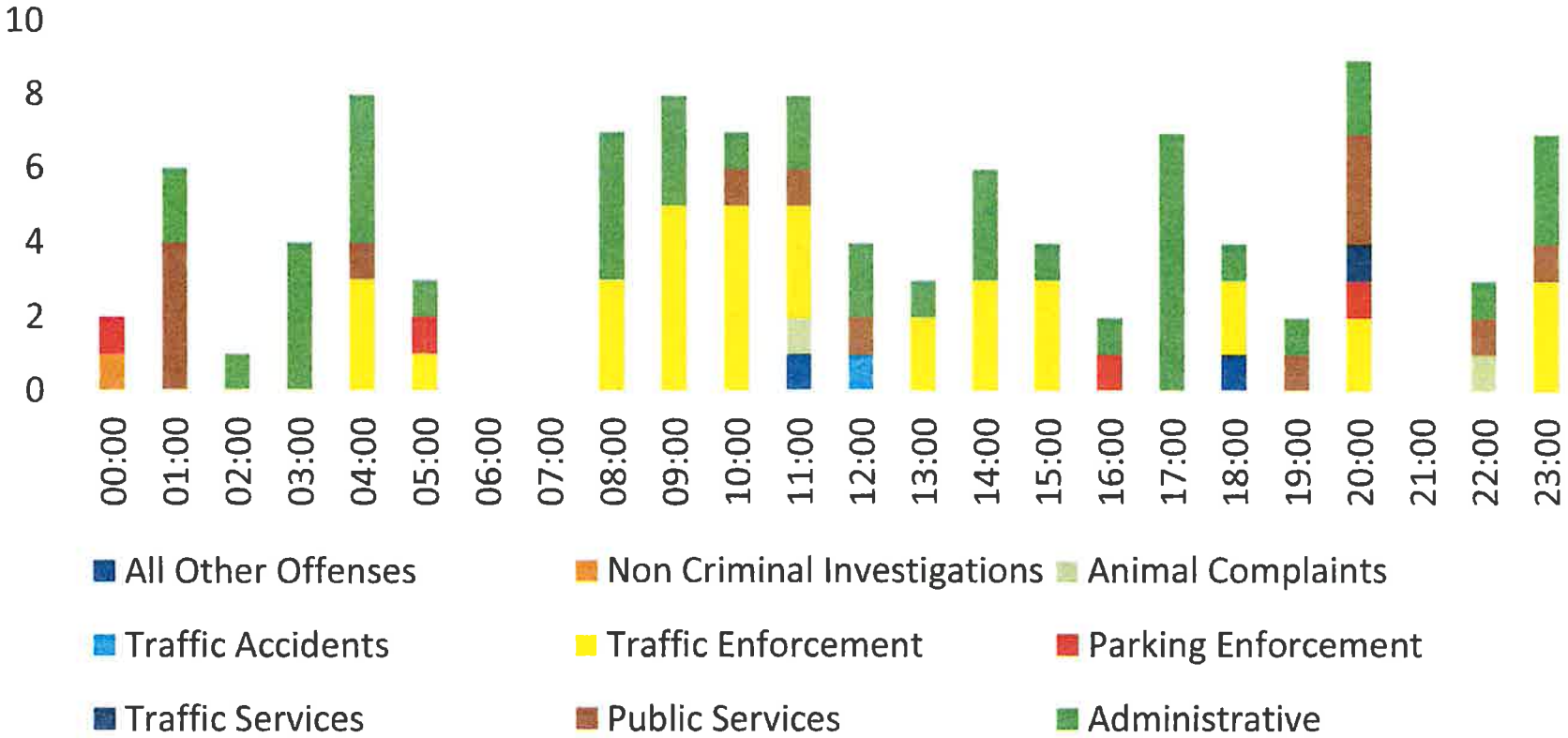




## Thursdays - 111 incidents



# Fridays - 105 incidents





## **8. REPORTS AND CORRESPONDENCE:**

### **Fire Department Report**

## **8. REPORTS AND CORRESPONDENCE:**

### **EMS Report**

## **8. REPORTS AND CORRESPONDENCE:**

### **Public Works Department Report**

Stephen S. Fickert Jr

Public Works Director/Report for August, 2023

Tuesday, August 1, 2023

- Sprayed weeds in Right of Ways
- Continued replacing manhole frames & lids
- Blooming Glenn Contractors completed the paving of E School St, Forest Way, and Orchard Ln.

Wednesday, August 2, 2023

- Sprayed weeds in Right of Ways
- Continued replacing manhole frames & lids
- Blooming Glenn Contractors sealed all the seams, curb lines, & utility castings on E School St, Forest Way, and Orchard Ln.

Thursday, August 3, 2023

- Blacktopped around manholes
- Attended training with the Montgomery County Public Works Association.

Friday, August 4, 2023

- Collected trash from parks & buildings
- Continued televising sewer laterals along N Main St
- Pulled weeds in tot lots
- Marked PA 1 calls

Saturday, August 5, 2023

Sunday, August 6, 2023

Monday, August 7, 2023

- Collected trash from parks & buildings
- Swept Streets
- Trimmed trees from chain link fences at various locations
- Attended training through AMP
- James off ½ day

Tuesday, August 8, 2023

- Swept Streets
- Cut grass at various locations
- Attended Borough Staff Training
- James off

Wednesday, August 9, 2023

- Cut grass at various locations
- Continued televising sewer laterals along N Main St

Thursday, August 10, 2023

- Marked PA 1 Calls
- Chipped branches at PW shop
- Removed shelters along the Liberty Bell Trail
- Derik off

Friday, August 11, 2023

- Collected trash from parks & buildings
- Cut grass at various locations
- Hauled sweeper pile to Barnside for recycling
- Trimmed bushes blocking the Liberty Bell Trail
- James off ½ day

Saturday, August 12, 2023

Sunday, August 13, 2023

Monday, August 14, 2023

- Collected trash from parks & buildings
- Filled holes in roadways
- Derik off
- James off



Tuesday, August 15, 2023

- Continued replacing manhole frames & lids
- Marked PA 1 calls
- Made minor repairs to playground equipment
- Derik off
- James off

Wednesday, August 16, 2023

- Continued replacing manhole frames & lids
- Derik off
- James off

Thursday, August 17, 2023

- Continued replacing manhole frames & lids
- Inspected Weir Wall construction at Heritage Park retention basin
- Prepped for blacktop patch at Heritage Park
- Derik off
- James off

Friday, August 18, 2023

- Blacktopped around manholes
- Blacktopped patch at Heritage Park
- Inspected Weir Wall construction at Heritage Park retention basin
  - See attached photo
- Collected trash from parks & buildings
- Responded to a power outage on N Market St
  - See attached outage report
- Derik off
- James off

Saturday, August 19, 2023

Sunday, August 20, 2023

Monday, August 21, 2023

- Collected trash from parks & buildings
- Hung additional Hometown Hero Banners
- Continued replacing storm sewer inlet frames in the Heather Meadows Community
- Sprayed weeds in parks

Tuesday, August 22, 2023

- Continued replacing storm sewer inlet frames in the Heather Meadows Community
- Swept Streets

Wednesday, August 23, 2023

- Dropped off 57-3 to Franconia Auto for repairs
- Blacktopped around storm sewer inlets
- Cut grass at various locations

Thursday, August 24, 2023

- Picked up items and staged for Movie in the Park
- Marked PA 1 Calls
- Cut grass at various locations
- Steve off

Friday, August 25, 2023

- Collected trash from parks & buildings
- Cleaned up from Movie in the Park
- James off
- Derik off
- Ed off
- Steve off

Saturday, August 26, 2023

Sunday, August 27, 2023

Monday, August 28, 2023

- Collected trash from parks & buildings
- Painted roads
- Ed off

Tuesday, August 29, 2023

- Serviced equipment
- Cleaned inlets
- Swept streets
- Ed off

Wednesday, August 30, 2023

- Ed off

Thursday, August 31, 2023

- Ed off

## **Hatfield Borough Council**

**From:** Stephen S. Fickert

**Subject:** Work accomplished during the month of August, 2023

---

**Parks Maintenance** -Trash was collected at parks & buildings as needed. Cut grass at various locations as needed. Set up for Movie in the Park. Made minor repairs to tot lot equipment at the parks. Pulled weeds in the tot lots.

**Electric Department-** Responded to electrical outage on Friday, August 18<sup>th</sup>. See attached outage report.

**Equipment Maintenance** - Dropped off 57-2 at Franconia Auto to replace a bad PTO switch. Serviced small engine equipment.

**Street Maintenance** - Inlets were cleaned as needed. Marked out PA-1 calls. Replaced/fixed street signs as needed. Sprayed weeds along right-of-way's. Blooming Glenn Contractors finished the mill & overlay project on E School St, Forest Way, & Orchard Lane.

### **Building Maintenance -**

**Storm/Sanitary Sewer Department** - Finished replacing manhole frames and lids on Jean Dr, Jade Dr, & W School St. Continued replacing storm sewer inlet frames in the Heather Meadows Community. Televised sewer laterals along N Main St for the upcoming replacement project. Inspected the construction of the Weir Wall at the Heritage Park Retention Basin, see attached photo.

DATE: 8/18/2023

POWER OFF: 6:45AM

POWER ON: 8:39AM

PROPERTIES AFFECTED: 34, 38, 44, 50, 60, & 66 N Market St

EMPLOYEES RESPONDING: Steve

CONTRACTOR CALLED: Carr & Duff

TIME: 6:47AM

ARRIVED: 8:04AM

CAUSE OF OUTAGE: The fuse link inside the cut-out went bad.

REPAIRS MADE: Replaced the 100amp cut-out & 6K fuse link

Additional Notes: The AMI meters sent outage notifications as soon as power was lost alerting of the location and number of customers out significantly cutting down on the response time.





## **8. REPORTS AND CORRESPONDENCE:**

### **Engineering Report**



## **8. REPORTS AND CORRESPONDENCE:**

**Zoning Officer, Building Code,  
Property Maintenance Report**

## Code, Zoning and Fire Safety Report – August 2023

### Jamie Snyder's Memorandum List

Items on the list continue to be monitored, most are inactive or resolved.

### Fire Inspections

2023 Fire Inspections are being received and scheduled. Many follow-up and re-inspections are being completed. Currently 52.49% of total inspections have been initiated.

### Resale Inspections (3 Total)

- (2) Use and Occupancy Certification issued
- (1) Conditional Use and Occupancy Certification issued
- (0) Failed Inspections (not issued)

### Permits (12 Total Processed)

- (1) Sewer lateral repair/replace
- (2) Re-roofing
- (1) HVAC
- (1) Residential interior alteration
- (1) Residential second floor addition
- (1) Residential sunroom addition
- (4) Electrical
- (1) Patio

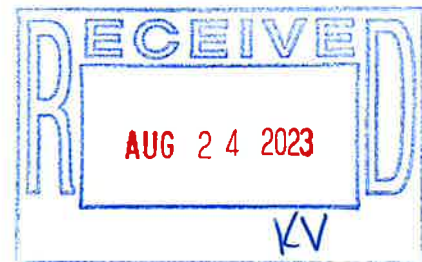
### Notice of Violations (7 Total new)

- W Vine St – Work without permit / Electric service cable. Door hanger left - RESOLVED
- N Main St – Work without permit / Replaced apron/sidewalk. Email communications
- S Main St – Work without permit / Electric service cable Door hanger left - RESOLVED
- S Main St – Work without permit / Interior demo and alterations, exterior debris and trash and storage of commercial vehicles and construction equipment. NOV sent.
- W Lincoln Ave– Motor vehicle nuisance. 2 vehicles in disrepair on property NOV sent
- W Lincoln Ave– Motor vehicle nuisance. Vehicle without license on property. NOV sent
- W Lincoln Ave– Motor vehicle nuisance. Vehicle in disrepair on property. NOV sent
- Towamencin Ave - High Grass. NOV sent

### Non-Traffic Citations (0 Total New)

### Notes:

Submitted by,  
Robert J. Heil  
Code & Zoning Enforcement



## **8. REPORTS AND CORRESPONDENCE:**

### **Fire Marshal / Fire Safety Inspection Report**

# 2023 Hatfield Borough Fire Inspections

Current Fire Inspection Standing as of 8/1/23

Property Type	Number of Properties	Inspection initiated	Percent initiated by Type
Commercial:	59	28	47.46%
Multi family Dwelling	104	54	51.92%
Institutional:	11	5	45.45%
Industrial:	7	5	71.43%
<b>Overall Totals:</b>	<b>181</b>	<b>92</b>	<b>50.83%</b>



## **8. REPORTS AND CORRESPONDENCE:**

### **Pool Advisory Report**

## 9. MANAGERS REPORT:



# Borough of Hatfield

Montgomery County, Pennsylvania

## MANAGER'S REPORT General Report and Projects Update

### 1. Land Use & Development Updates:

- A. Edinburgh Square Subdivision
  - Maintenance Bond in place
- 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 – 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
- F. 28 N. Market Street Subdivision
  - Preliminary Final Granted by PC / Council
  - Working on Recording
- G. 23 N. Main Street
  - Updated sketch Plan Submitted – Council 8/30/23
- H. George Didden Greenhouses
  - Updating plans. Looking to come to ZHB.

### 2. Utility Billing Update:

- Staff continues to monitor Electric & Sewer Past Due accounts. Shut-off's.
- 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

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](http://www.hatfieldborough.com)

B. CMAQ Grant (Synchronization of Signals)

- McMahon made adjustments to the intersection of E. & W. Vine and S. Main Street.

4. **2022 Outstanding Project Updates:**

A. 2022 Roadway Resurfacing Project

- Punch List items – Completed – waiting for payment paperwork

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 Application – submitting
- Applied for additional grant funding

C. CTP Firehouse Flasher Grant

- Working on Grant Reimbursement
- Quarterly Maintenance Scheduled

D. MTF / CTP Crosswalk Grants

- HOP Application – realign crosswalk to the intersection
- Coordination with Storm and Sanitary H2O / PA Small Water Grant Project - working with Engineer

5. **2023 Project Updates:**

A. 2023 Curb and ADA Project

- Completed

B. 2023 Roadway Resurfacing Project

- Completed – waiting for payment paperwork

6. **PMEA Update:**

- August newsletter attached

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

- Summer Peak Shaving

8. **Public Information Officer Update:**

9. **Items of Interest:**

Respectfully Submitted,  
Jaime E. Snyder, Borough Manager  
August 30, 2023





## Save these Dates!

**PMEA 2023 Annual Conference – September 6 – 8, 2023  
@ Omni Bedford Springs Resort, Bedford**

**PMEA Finance Workshop – September 6, 2023 @ Omni Bedford Springs**

2023 Trainings for Line Crews – \* **REGISTRATION OPENING SOON** \*

- **Rigging** - October 23 & 24 in Lansdale and October 26 & 27 in Grove City  
October 31 & November 1 in Chambersburg

Stay tuned for more details and please remember that class sizes are limited so be certain to register as early as possible to take advantage of this free training!

**THE LIVE WIRE is on conference pause this month and returns in full in September with highlights from the annual conference and more!**

## New Board to Enhance America's Energy Workforce

Washington, D.C. - The U.S. Department of Energy (DOE) announced the first members of the newly formed 21<sup>st</sup> Century Energy Workforce Advisory Board (EWAB). The Advisory Board, mandated by President Biden's Bipartisan Infrastructure Law will play an important role in shaping DOE's strategy for supporting current and future energy sector workforce needs. The 14-member group includes individuals with workforce development, labor, and energy sector expertise and will develop strategic recommendations for how DOE can support and develop a skilled energy workforce to meet the changing needs of the U.S. energy system. These recommendations will further efforts to:

- meet the current and future industry and labor needs of the energy sector;
- provide opportunities for students to become qualified for placement in traditional and emerging energy sector jobs;
- identify areas in which the Department can effectively utilize its technical expertise to support the workforce activities of other Federal agencies;
- strengthen and engage the workforce training programs of the Department and the National Laboratories in carrying out the Equity in Energy Initiative and other Department workforce priorities;
- develop plans to support and retrain displaced and unemployed energy sector workers; and
- prioritize education and job training for underrepresented groups.

Each board member will serve either a two- or three- year term to ensure the full membership body isn't up for reappointment at the same time. The collective expertise of the 14 EWAB members spans:

- organized labor
- economics and workforce development
- traditional energy industries and emerging energy industries
- secondary and postsecondary education
- energy workforce development and apprenticeship programs within state or local government
- efforts to recruit and retain underrepresented groups, including workers of color, women, veterans, and socioeconomically disadvantaged individuals, in the workforce

### Members with two-year terms (through September 2025):

1. **Dr. Deeana Ahmed**, Chief Strategy Officer, *Our Next Energy, Inc. (ONE)*
2. **Amanda Cage**, President and CEO, *National Fund for Workforce Solutions*
3. **Missy Henrikson**, Executive Director, *Center for Energy Workforce Development*

(continued on next page)

## New Board (continued)

4. **Chris Levesque**, *President and CEO, TerraPower*
5. **Dr. Daniel (Dan) Marschall**, *Research Professor, George Washington University Institute of Public Policy*
6. **Dr. Girard Melancon**, *Board Member and Past Board President, National Council for Workforce Education*

### Members with three-year terms (through September 2026):

1. **Maureen Conway**, *Vice President and Executive Director of the Economic Opportunities Program, the Aspen Institute*
2. **Becky Ervin**, *Assistant Director, International Skilled Trades Department, UAW*
3. **Sarita Gupta**, *Vice President of U.S. Programs, Ford Foundation*
4. **Dr. Tom Kriger**, *Director of Education and Research, North America's Building Trades Unions (NABTU)*
5. **Anne McMonigle**, *Executive Director, LA Apprenticeship Readiness Fund*
6. **Kay Seven**, *Co-Chair, National Indian Employment Training Conference and Director, Adult Education at Nez Perce Tribe*
7. **Dr. Jermaine Whirl**, *President, Augusta Technical College*
8. **Allison Ziogas**, *U.S. Labor Relations Manager, Orsted*

The first meeting of the EWAB will be scheduled for this fall, with a notification posted on the Federal Register at least 15 days ahead of the meeting, including information on how the public can join. For more information on the EWAB and DOE's efforts to support America's energy workforce, visit the [EWAB site](#).

---

## Still Time to Apply for APPA RP3 Designation

APPA is now accepting 2023 applications for [APPA's Reliable Public Power Provider \(RP3\)](#) designation! This program recognizes utilities that excel in reliability, safety, workforce development, and system improvement.

By achieving the RP3 designation, you demonstrate your commitment to operating a safe and reliable electric system. Currently, only 271 out of over 2,000 public power utilities nationwide hold this prestigious designation.

To learn more about the RP3 program and its application process, visit the APPA website and [watch the recordings](#) of the "Strengthening your RP3 application" webinar series.

[Register now](#) to apply for an RP3 designation and earn points for your outstanding practices and accomplishments in each of the four disciplines. **The application deadline is September 30.** If you have any questions or need assistance, contact [RP3@PublicPower.org](mailto:RP3@PublicPower.org).

---

## In the News: The Power Grid & An Electric Future

In case you missed the article in a recent issue of [Governing](#) magazine, check out *The Power Grid Needs Technology to Handle an All-Electric Future* at <https://www.governing.com/infrastructure/the-power-grid-needs-technology-to-handle-an-all-electric-future>.

---

## Charging Infrastructure Free Webinar

Join the Electrification Coalition for a free webinar as they take a closer look at the key advancements in funding, technology, and charging capabilities that are shaping the EV market. From tried-and-true to up-and-coming, they will dive deep into the technology that has shaped this year in the EV space and what is on the horizon for next year. Join them for this exciting discussion during our Charging Infrastructure Week!

[Looking Ahead: State of the EVSE Market & Projections](#): October 19, 2:00 p.m. ET/11:00 a.m. PT

---

## DOE Launches Rebate Programs for Transformers

The U.S. Department of Energy (DOE) announced \$20 million to support the installation of energy efficient distribution transformers and extended product systems that are used within equipment such as pumps, air compressors, and fans. This funding, made possible by the President's Bipartisan Infrastructure Law, will be distributed through two rebate programs, one focused on distribution transformers and another on extended product systems. The rebate programs aim to help domestic manufacturers, utilities, tribes, hospitals, schools, and other operators finance equipment upgrades, which will conserve energy and reduce costs while slashing greenhouse gas emissions across multiple sectors of the economy. Replacing aging grid infrastructure and accelerating the deployment of modern technologies is essential to deploying affordable, reliable, and clean electricity around the nation and critical to achieving the Administration's ambitious clean energy and climate goals.

The [application portal](#) for distribution transformer rebates is open from August 1, 2023, to December 31, 2023, or until funds are exhausted. [Click Here](#) for more information.

---

## We Want to Hear From You

Please share with us your exciting projects and photos for future newsletters. Your submissions should be sent to [bosak@papublicpower.org](mailto:bosak@papublicpower.org) at any time and we will use them in upcoming editions. We also welcome your suggestions for topics of interest for our newsletters.



### Pennsylvania Municipal Electric Association

1801 Market St., Suite 300  
Camp Hill, PA 17011  
Tel: 717-489-2088  
[info@papublicpower.org](mailto:info@papublicpower.org)

# Borough of Hatfield

Montgomery County, Pennsylvania



## MEMORANDUM

**Date: August 14, 2023**

**To: Borough Council**

**From: Public Information Coordinator Update**

**Subject: Monthly Update**

Public Information Update is as follows:

- Social Media- There is an event page for Movie in the Park & Fall Fest & Car Show. Please feel free to share.
- Newsletter- We are working diligently on the upcoming Borough Informer which will be going out in early September.
- Fall Fest & Car Show- The Fall Fest & Car Show planning is in full swing. We are working on final touches and a volunteer sheet will be sent out in the next few weeks.
- Upcoming meeting dates include- Movie in the Park- August 24<sup>th</sup>, 2023. The Fall Fest & Car Show is from 3:00-7:00 pm on September 23, 2023, Halloween Happy October 31, 2023 4:40-6:30 pm and Grace Lutheran Church will be hosting the Christmas Tree Lighting on December 2, 2023.
- HEROC- The July meeting was canceled due to lack of a quorum. The next meeting is scheduled for Wednesday August 30, 2023.

Thank you for your continued support and please let me know if you have any questions. Have a great week!

Respectfully submitted, Lindsay Hellmann- Public Information Coordinator

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](http://www.hatfieldborough.com)

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

**A. Montgomery County Consortium  
of Communities (MCCC) 2023-  
2024 Rock Salt Bid Results**

August 25, 2023

Hatfield Borough  
401 South Main Street  
Hatfield PA 19440

Attention: Jaime Snyder, Borough Manager

RE: **MCCC 2023-2024 Rock Salt Bid**  
**Contract Award Recommendation**  
Bursich Project No: MON-20/218190

Dear Jaime:

On August 23, 2023 three bids were received for the MCCC 2023-2024 Rock Salt Bid. The apparent low bidder was Morton Salt, Inc. with a bid of \$64.84 per delivered ton, and \$64.50 per non-delivered ton.

This is a decrease of \$3.16 per delivered-ton compared to last year's bid, which was awarded to Riverside Construction Materials, Inc. at a price of \$68.00 per ton delivered in 2022-2023.

Morton Salt, Inc. has an overall successful history of delivering salt to the MCCC's members. We have reviewed their submitted bid documents and found them to be satisfactory. Therefore, we recommend the contract be awarded to **Morton Salt, Inc. with a bid of \$64.84 per delivered ton, and \$64.50 per non-delivered ton.** Enclosed is a copy of the bid tabulation for your files.

Should you have any questions or need further information, please feel free to contact me at 484-941-0418 or [chad.camburn@bursich.com](mailto:chad.camburn@bursich.com).

Very truly yours,



Chad E. Camburn, P.E.  
Director of Municipal Engineering  
Bursich Associates, Inc.  
Pottstown, PA Office

Enclosures: Bid Tabulation dated August 23, 2023  
Morton Salt, Inc. bid documents

pc: Kate Harper, Borough Solicitor (w/ encl.; via email)



ENGINEERS, LAND SURVEYORS, LANDSCAPE ARCHITECTS



2129 E. High Street | Pottstown, PA 19464  
N 40° 14' 40.2" W 075° 36' 09.6"

610.323.4040  
[www.bursich.com](http://www.bursich.com)

### BID TABULATION

#### MCCC 2023-2024 Rock Salt Bid

Hatfield Borough

Date of Bid Opening : August 23, 2023

				Morton Salt, Inc.		Riverside Construction Materials Inc.		Eastern Salt Company, Inc.	
Item	Description	Units	Estimated Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1	NON-DELIVERED	TON	1	\$64.50	\$64.50	\$67.50	\$67.50	\$89.90	\$89.90
2	DELIVERED	TON	57,295	\$64.84	\$3,715,007.80	\$67.50	\$3,867,412.50	\$89.90	\$5,150,820.50

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

**B. Defined Benefit Plan 2024  
Minimum Municipal Obligation**



**FINANCIAL REQUIREMENT AND MINIMUM MUNICIPAL  
OBLIGATION BUDGET FOR 2024**

NAME OF MUNICIPALITY:  
COUNTY:

HATFIELD BOROUGH  
MONTGOMERY

NON-UNIFORMED (DEF. BEN.)  
PENSION PLAN

1	TOTAL ANNUAL PAYROLL Estimated Payroll	\$323,940
2	NORMAL COST AS A PERCENTAGE OF PAYROLL ( Derived from latest actuarial valuation )	5.27%
	1/1/23	
3	TOTAL NORMAL COST ( Item 1 x Item 2 )	\$17,072
4	AMORTIZATION REQUIREMENT ( Derived from latest actuarial valuation )	\$67,086
5	TOTAL ADMINISTRATIVE EXPENSES (Based on Estimate)	\$0
6	FINANCIAL REQUIREMENT ( + Item 3 + Item 4 + Item 5 )	\$84,158
7	TOTAL MEMBERS CONTRIBUTIONS	\$0
8	FUNDING ADJUSTMENT ( Derived from latest actuarial valuation )	\$0
9	MINIMUM MUNICIPAL OBLIGATION ( + Item 6 - Item 7 - Item 8 )	\$84,158

\_\_\_\_\_  
Signature of Chief Administrative Officer

\_\_\_\_\_  
Date Certified to Governing Body

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

**C. Defined Contribution Plan 2024  
Minimum Municipal Obligation**

**FINANCIAL REQUIREMENT AND MINIMUM MUNICIPAL  
OBLIGATION BUDGET FOR 2024**

*NAME OF MUNICIPALITY:*  
*COUNTY:*

**HATFIELD BOROUGH  
MONTGOMERY**

	NON-UNIFORMED DEF. CONT. <small>(Non-Management)</small>	NON-UNIFORMED DEF. CONT. <small>(Management)</small>
1. TOTAL ANNUAL PAYROLL <small>(Estimated Payroll )</small>	\$530,000	\$110,000
2. CONTRIBUTION AS A % OF PAYROLL <small>(Derived from latest actuarial valuation 1/1/23)</small>	4.00%	6.00%
3. TOTAL CONTRIBUTION COST <small>(Item 1 times Item 2 + 1300 per Agreement)</small>	22,500	6,600
4. TOTAL ADMINISTRATIVE EXPENSES	1,000	0
5. TOTAL FINANCIAL REQUIREMENT <small>(+Item 3 +Item 4 )</small>	23,500	6,600
6. MINIMUM MUNICIPAL OBLIGATION	23,500	6,600
 TOTAL MINIMUM MUNICIPAL OBLIGATION	 \$30,100	

\_\_\_\_\_  
Signature of Chief Administrative Officer

\_\_\_\_\_  
Date Certified to Governing Body

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

**D. Resolution 2023-12  
Recognizing Public Power Week**

**BOROUGH OF HATFIELD**  
**MONTGOMERY COUNTY, PENNSYLVANIA**  
**RESOLUTION No. 2023-12**

**RECOGNIZING PUBLIC POWER WEEK, OCTOBER 1 - 7, 2023**  
**THE BOROUGH COUNCIL OF HATFIELD BOROUGH TELLS**  
**COMMUNITY ABOUT THE VALUE OF PUBLIC POWER**

**WHEREAS**, we, the citizens of the Borough of Hatfield, place high value on local control over community services and therefore have chosen to operate a community-owned, locally controlled, not-for-profit electric utility and, as consumers and owners of our electric utility, have a direct say in utility operations and policies; and

**WHEREAS**, Hatfield Borough Electric provides our homes, businesses, social service, and local government agencies with reliable, efficient, and cost-effective electricity employing sound business practices designed to ensure the best possible service at not-for-profit rates; and

**WHEREAS**, Hatfield Borough Electric is a valuable community asset that contributes substantially to the well-being of local citizens through energy efficiency, customer service, environmental protection, economic development, and safety awareness; and

**WHEREAS**, Hatfield Borough Electric has also taken on additional stewardship for our community's information and communication system through a broadband network providing infrastructure for telephone, cable, and internet services expanding community and economic development opportunities; and

**WHEREAS**, Hatfield Borough Electric is a dependable and trustworthy institution whose local operation provides many consumer protections and continues to make our community a better place in which to live and work, as well as contributes to protecting the global environment; and

**NOW, THEREFORE BE IT RESOLVED**, that Hatfield Borough Electric will continue to work to bring lower-cost, safe, reliable electricity to community homes and businesses just as it has since 1908, the year when the utility was created to serve all the citizens of the Borough of Hatfield; and

**BE IT FURTHER RESOLVED**, that the week of October 1st - 7th be designated the 37th annual Public Power Week in order to honor Hatfield Borough Electric for its contributions to the community and to make its consumer-owners, policy makers, and employees more aware of its contributions to their well-being and how it makes their lives powerful; and

**BE IT FURTHER RESOLVED**, that our community joins hands with more than 2,000 other public power systems in the United States in this celebration of public power and recognition that Hatfield Borough Electric is good for consumers, business, the community, and the nation.

**THEREFORE, IT IS HEREBY RESOLVED**, that the Borough Council and Mayor of the Borough of Hatfield, Montgomery County, Pennsylvania, hereby recognize the 37th annual Public Power Week, October 1 - 7, 2023.

**NOW APPROVED** and adopted by the Borough Council at a duly advertised public meeting held this \_\_\_\_ day of September, 2023 with \_\_\_\_ Council Members Voting "Aye" and \_\_\_\_ Council Members Voting "Nay".

**TAKEN UNDER OUR HANDS** this \_\_\_\_ day of September, 2023.

**ATTEST**

\_\_\_\_\_  
Jaime E. Snyder  
Borough Manager / Secretary

\_\_\_\_\_  
Richard Girard  
Borough Council Vice President

\_\_\_\_\_  
Michelle Kroesser  
Council Member

**BOROUGH OF HATFIELD**

\_\_\_\_\_  
Jason Ferguson  
Borough Council President

\_\_\_\_\_  
James Fagan  
Council Member

\_\_\_\_\_  
Lawrence G. Stevens  
Council Member

**Approved by the Mayor** this \_\_\_\_ day of September, 2023

\_\_\_\_\_  
Mary Anne Girard, Mayor

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

**E. Resolution 2023-13  
Recognizing Fire Prevention Week**

**BOROUGH OF HATFIELD**  
**MONTGOMERY COUNTY, PENNSYLVANIA**

RESOLUTION No. 2023-13

**To recognize National Fire Prevention Week 2023 and to honor the service and sacrifice of those  
Firefighters in educating and protecting the communities of this Nation**

WHEREAS, the Borough of Hatfield supports the goals and ideals of Fire Prevention Week, October 8 - October 14, 2023 and the work of firefighters in educating and protecting the communities of this Nation; and

WHEREAS, the Hatfield Volunteer Fire Department Company has been serving the community of Hatfield since 1910 and has had a 100% volunteer membership during all of that time to protect the citizens and property of Hatfield Borough and Hatfield Township; and

WHEREAS, the Hatfield Volunteer Firefighters presently provide a multitude of services to our communities, including emergency medical services, special rescue response, hazardous material and terrorism response, and public safety education; and

WHEREAS, Fire Prevention Week is the longest running public health and safety observance on record, as firefighters have been honored for their role in educating the American public since the first Fire Prevention Week was declared by President Warren G. Harding in 1922.

NOW THEREFORE, IT IS HEREBY RESOLVED that the Borough Council and Mayor of the Borough of Hatfield, Montgomery County, Pennsylvania, hereby recognize and supports the work of firefighters in educating and protecting the communities of this Nation and supports the goals and ideals of Fire Prevention Week.

NOW APPROVED and adopted by Borough Council at a duly advertised public meeting held this \_\_\_ day of September, 2023 with \_\_\_ Council Members Voting "Aye" and \_\_\_ Council Members voting "Nay".

TAKEN UNDER OUR HANDS this \_\_\_ day of September, 2023.

ATTEST

BOROUGH OF HATFIELD

\_\_\_\_\_  
Jaime E. Snyder  
Borough Manager / Secretary

\_\_\_\_\_  
Jason Ferguson  
Borough Council President

\_\_\_\_\_  
Richard Girard  
Borough Council Vice President

\_\_\_\_\_  
James Fagan  
Council Member

\_\_\_\_\_  
Michelle Kroesser  
Council Member

\_\_\_\_\_  
Lawrence G. Stevens  
Council Member

Approved by the Mayor this \_\_\_ day of September, 2023

\_\_\_\_\_  
Mary Anne Girard, Mayor

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

**F. Resolution 2023-14 Closure of  
Certain Borough Roads**



**BOROUGH OF HATFIELD**

MONTGOMERY COUNTY, PENNSYLVANIA

**RESOLUTION NO. 2023-14**

**A RESOLUTION AUTHORIZING THE CLOSURE OF  
EAST LINCOLN AVENUE IN THE BOROUGH FOR THE  
FALL FESTIVAL and CAR SHOW**

**WHEREAS**, the Borough of Hatfield is aware of the Annual Fall Festival and Car Show Event which will occur on September 23, 2023 within Hatfield Borough; and

**WHEREAS**, the Borough of Hatfield recognizes that this is a community event that will take place from 3:00 p.m. till 7:00 p.m. on certain Borough roads and authorizes the closure of East Lincoln Avenue in the Borough for the Fall Festival and Car Show Event on September 23, 2023 from 12:00 p.m. till 8:00 p.m.

**NOW THEREFORE, BE IT HEREBY RESOLVED**, that the Borough Council and the Mayor of the Borough of Hatfield, Montgomery County, Pennsylvania, does hereby call upon all citizens of Hatfield Borough to join us in supporting the Annual Fall Festival and Car Show Event.

**NOW APPROVED** and adopted by Borough Council at a duly advertised public meeting held this \_\_\_\_ day of September, 2023 with \_\_\_\_ Council Members Voting "Aye" and \_\_\_\_ Council Members voting "Nay".

**ATTEST**

**BOROUGH OF HATFIELD**

\_\_\_\_\_  
Jaime E. Snyder  
Borough Manager / Secretary

\_\_\_\_\_  
Jason Ferguson  
Borough Council President

**TAKEN UNDER MY HANDS** this \_\_\_\_ day of September, 2023

\_\_\_\_\_  
Mary Anne Girard, Mayor

## 11. OLD BUSINESS:

## **12. ACTION ITEMS:**

**A. Motion to Consider Awarding the Montgomery County Consortium of Communities (MCCC) 2023-2024 Rock Salt Bid to Morton Salt, Inc. in the Amount of \$64.50 (sixty-four dollars and fifty cents) per non-delivered ton and \$64.84 (sixty-four dollars and eighty-four cents) per delivered ton**

## **12. ACTION ITEMS:**

**B. Motion to Consider the Defined Benefit Pension Plan 2024 Minimum Municipal Obligation in the Amount of \$84,158.00 (eighty-four thousand one hundred and fifty-eight dollars)**

## **12. ACTION ITEMS:**

**C. Motion to Consider the Defined  
Contribution Pension Plan 2024  
Minimum Municipal Obligation in the  
Amount of \$30,100.00 (thirty  
thousand one hundred dollars)**

**13. MOTION to ADJOURN:  
Executive Session: Personnel,  
Litigation, Real Estate**