

HATFIELD BOROUGH COUNCIL
WORKSHOP MEETING
May 3, 2017

MINUTES

CALL TO ORDER AND ROLL CALL:

- (X) John H. Weierman, President
- (X) Kenneth V. Farrall
- () Stephen E. Keib
- (X) John Kroesser
- (X) Lawrence G. Stevens

- (X) Mayor, Robert L. Kaler III

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

1. APPROVAL OF MEETING AGENDA:

Motion: A motion was made by Councilmember Farrall to Approve the Workshop Meeting Agenda of May 3, 2017 with additions. The motion was seconded by Councilmember Stevens and was unanimously approved with a vote of 4-0.

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

3. Annual Financial Report Year End December 31, 2016

Ed Furman from Mallie, LLP addressed Borough Council this evening and thanked them for the Borough's cooperation with the financial audit. Mr. Furman presented the 2016 financial audit and went over the government wide financial statements with Borough Council and did a comparison to previous years. Mr. Furman did a general overview of all the accounts including the general fund, electric fund and sewer fund and addressed the pension liability with Borough Council. Mr. Furman also addressed general revenue and expenses and highway aid. Mr. Furman concluded that the Borough of Hatfield has an extremely strong balance sheet in accounts and is in good standing.

President Weierman informed Mr. Furman that Borough Council is appreciative of all the time spent on preparing this audit and also thanked the Borough staff for their preparation and cooperation.

4. ANNOUNCEMENTS: Manager DeFinis made the following announcements:

- Next Council Meeting May 17, 2017 Regular Meeting @ 7:30PM at the HVFC
- The Borough Office will be closed Thursday, May 11th from 12:00PM until 1:00PM for Training
- HERC is scheduled to meet Wednesday, May 24, 2017 @ 8:00AM at the HVFC
- The June Planning Commission Meeting is June 5, 2017 @ 7:00PM at the HVFC

5. REPORTS FROM STANDING COMMITTEES AND MAYOR:

Public Safety Police Report: Lt. Robertson reviewed and answered questions regarding the monthly police report.

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

1. Land Use & Development Updates:

- A. St. Mary St. Kyrillos Coptic Church / Use Under Review
- B. GLC (Grace Lutheran Church) / Construction Complete
- C. Gambone/Snyder Townhomes / Project Near Completion
- D. Hatfield Auto Museum / Nothing New
- E. Crystal Rose Catering / Nothing New
- F. Hatricks / Waiver of LD Request Granted / Bar enclosure installed under a building permit / Flea Market Approval Pending
- G. 122 ½ Towamencin Ave. / Access to Property / Nothing New
- H. PIRHL - Biblical Seminary Project / Zoning Hearing Pending
- I. Salter's / Woodburners Improvements

2. Utility Billing Update:

- A. Staff continues to monitor past due Electric & Sewer accounts. Electric disconnects were performed on April 27th.
- B. Email Billing available for Electric & Sewer Accounts. I encourage all account holders to take advantage of the cost effective billing delivery opportunity.
- C. Borough staff has committed to securing a vendor for Credit card and online payments in 2017.

3. 2017 Project Updates:

A. Bid Items for 2017:

Towamencin Avenue Reconstruction Project Bid Awarded by Borough Council
(see attached)

NPWA working on Towamencin Avenue in June

Centennial Park Sanitary Sewer Project is inching its way to completion

4. Municipal Complex Update

5. Items of Interest:

A. PSAB Conference May 7th - 10th Hershey PA

B. PMEA Legislative Reception May 9th Harrisburg PA

C. Roll & Stroll May 15th / Police Week Recognition

D. Officer William J. Chapman Community Night

E. NPWA Customer Appreciation Day

F. Lions Club Thank you Letter

G. Township Thank you Letter for Sponsorship

H. Tax Collector payment to Borough for local and fire tax

I. US Army Core of Engineers

7. NEW BUSINESS:

A. Borough Municipal Complex Review

Councilmember Farrall informed Council that the direction from the last two weeks till now was to try and get some updated cost estimates for the building to be in the front vs. the back. Councilmember Farrall went on to describe to Borough Council Scheme-1 which is the building located in the front and Scheme-2 which is the building located in the back. Councilmember Farrall stated that KCBA came back with cost estimates for both and between the BF&L Committee, the Clerk of the Works and other staff we have decided it would be best to pursue the building located out front, closer to the park which is Scheme-1 and we have requested KCBA to look into scaling down the building to a smaller size to get the cost estimate down.

8. OLD BUSINESS DISCUSSION ITEMS:

A. PIRHL Zoning Hearing Application

Manager DeFinis stated that the Zoning Hearing Board will render their decision on May 10, 2017 at the ZHB Meeting at the Hatfield Vol. Fire Co. All testimony is done and the decision will be announced.

B. Ordinance No. 528 Discussion

Solicitor Harper stated that this is the most updated version of Ordinance No. 528 and distributed the maps that the Borough Engineer had created and discussion ensued amongst Council about the locations of the schools and where grower processors and or dispensaries could be located within the Borough.

Manager DeFinis stated that by going by the State guidelines with is 1,000 feet from any school and looking at the map it looks like a portion of the core commercial district can have it as well as Market Street and just past Columbia Avenue on West Board Street past the laundry mat as well as on South Main Street below Lambert Street.

Solicitor Harper stated that the map is only showing the State restrictions but the Borough draft Ordinance has other restrictions mentioned.

A discussion ensued amongst Council about the draft Ordinance and the other restrictions listed. It was determined that Borough Council believes with leaving the other restrictions suggested by Council that it would still leave enough locations available in the Borough.

C. American Legion Memorial Day Parade May 29, 2017

Manager DeFinis spoke about the Parade and asked for volunteers.

D. TD Bank Cash Management Master Agreement

Manager DeFinis stated that the questions that were asked by Council have been addressed and we are waiting on final paperwork at this time.

E. Resolution 2017-08 Recognizing Police Week

Manager DeFinis stated that Police Week is the week on May 14th and this Resolution will be on the Agenda for consideration at the Regular Meeting.

F. Resolution 2017-09 Recognizing the Retirement of Sgt. Dave McCreesh

Manager DeFinis stated that this Resolution is to honor the retirement of Sgt. David McCreesh and will be on for consideration at the Regular Meeting.

G. Hometown Heroes Banners

Manager DeFinis explained the Hometown Heroes Banners Program to Borough Council and Mayor Kaler. Manager DeFinis went to ask Council about the program and how many banners the Borough is going to accept for the program.

A discussion ensued amongst Council about the program and the locations of the banners.

Mayor Kaler explained that there are limited funds for WWII vets and the Hatfield American Legion Post 933 donated \$500.00 to help with cost expenses for these veterans to receive banners in the program. Mayor Kaler went on to explain about two families located in the Borough and asked Borough Council to consider donating the cost of these two banners that would be hung in Hatfield Borough.

Solicitor Harper suggested approving a Resolution with approval of the program and the use of the Borough's poles in the right-of-way as well as the donation amount.

H. Municipal Complex Demolition

President Weierman stated that this is the invitation to bid for the Borough building demolition.

REPORTS AND CORRESPONDENCE:

Manager DeFinis and President Weierman updated and answered questions regarding the Reports and Correspondence.

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

9. ACTION ITEMS:

10. ADJOURNMENT:

Motion: A motion was made by Councilmember Stevens to adjourn the Workshop Meeting of May 3, 2017. The motion was seconded by Councilmember Farrall and unanimously approved with a vote of 4-0. The meeting adjourned at 9:07PM.

Executive Session Personnel, Litigation and Real Estate

Respectfully Submitted,
Jaime E. Snyder
Assistant Secretary