

HATFIELD BOROUGH COUNCIL
WORKSHOP MEETING
January 6, 2021

MINUTES

THIS MEETING WAS HELD ON ZOOM WITH THE PUBLIC
AVAILABLE BY ZOOM AUDIO AND VIDEO

CALL TO ORDER AND ROLL CALL:

- (X) John H. Weierman, President
- (X) John Kroesser, Vice President
- (X) Salvatore DiLisio Jr.
- () Jason Ferguson - arrived at 7:35PM
- (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 Manager Jaime E. Snyder. Councilmember Ferguson joined at 7:35PM.

1. APPROVAL OF MEETING AGENDA:

Motion: A motion was made by Councilmember DiLisio to Approve the Workshop Meeting Agenda of January 6, 2021. The motion was seconded by Councilmember Kroesser and was unanimously approved with a vote of 4-0.

Council Member DiLisio commented that he would like to see the Zoom Policy be added to a future Agenda for formal consideration. All of Council agreed and it was stated that it will be placed on the January Regular Meeting Agenda for formal approval.

2. PUBLIC INPUT: President Weierman asked if there was any Public Input. The Public was allowed to comment from Zoom audio during this time. No Media Present.

Owen Wilcox, 32 E. School Street addressed Council and thanked them for making the meetings accessible through Zoom video and audio. Mr. Wilcox added that he also appreciates that they will be posted to the Borough website and thinks this will go a long way for accessibility for more residents to attend meetings.

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3. ANNOUNCEMENTS:

- Next Council Meeting January 20, 2021 Regular Meeting @ 7:30PM VIA ZOOM Registration Required
- Tree Pickup is scheduled for Monday, January 4th & 11th
- HMHS is Scheduled to Meet Tuesday, January 26th @ 7:00PM via Facebook Live
- HERC is scheduled to Meet Wednesday, January 27th @ 8:00AM VIA ZOOM Registration Required
- Next Planning Commission Meeting is Scheduled for February 1, 2021 @ 7:00PM VIA ZOOM Registration Required
- Jurabe ZHB Hearing is coming up on January 21st 7:00PM. ZOOM

4. REPORTS FROM STANDING COMMITTEES AND MAYOR:

Assistant Manager Jaime Snyder highlighted the 2020 Christmas Decoration Contest winners.

It was highlighted that the synchronization of traffic lights due to the fiber upgrade is currently taking place.

5. 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. Hatfield Auto Museum - Nothing New
- C. 122 ½ Towamencin Ave - Demo Permit Pending Recording
- D. Salter's – Bought Old Firehouse – Plans to Renovate
- E. Edinburgh Square Subdivision – Grading Permit Issued Utility Trench Work
- F. SEPTA Property / Two Interested Parties
- G. 43 Roosevelt Avenue – Plan Under Review
- H. Bennett's Court – Still Planning to Submit Plans
- I. 127 Penn Avenue - Plan Under Development

2. Utility Billing Update:

- A. Staff continues to monitor past due Electric & Sewer accounts. Residents are being sent reminders for PAST DUE ACCOUNTS.
- B. I encourage all account holders to take advantage of the cost-effective billing delivery opportunity.
- C. Electric Customer Portal now available.

3. 2021 Projects:

- A. East Lincoln Avenue Bridge - advertisement, moving forward
- B. ADA Curb Ramp packet advertised

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- C. Roadway Resurfacing scheduled for February advertisement
- D. Stormwater Projects

- 4. AMP R.I.C.E. BTM Peaking Project - Electric work completed / Site Visit
- 5. PMEA Update - Website
- 6. AMI UPDATE – 1156 Meters installed / in-house prep for billing
- 7. HERC Update:

- 8. Items of Interest
 - A. Conference Updates
 - B. PSAB Social Media Award
 - C. PSAB Website Award
 - D. PSAB Newsletter Award
 - B. COSTARS Proposal for PW Vehicle

Assistant Manager Jaime Snyder stated moving forward there would be a monthly update included in the packets for an Assistant Managers Report. Assistant Manager Jaime Snyder highlighted:

- 1. Her role as the President of the Montgomery County Consortium of Communities for the year 2021
 - 2. Borough Website Development
 - 3. PSAB Councilmember Years of Service Awards
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- 6. NEW BUSINESS / DISCUSSION ITEMS:
 - A. Budget / Calendar Binder Distribution

President Weierman went over the Binder that was distributed to all in the Packets.

B. Mallie Proposals

Manager DeFinis stated that if you look at the report from Chris Herr from Mallie, he quoted \$10,000.00 for the yearly work to help assist with the bank reconciliations. Manager DeFinis added that the second proposal is for long term engagement with Mallie for the yearly audit.

Solicitor Harper spoke about having Mallie help with the books over the year as well as being the auditor and to make sure there would be no conflict.

C. Public Works Director Position Update

Manager DeFinis stated that the Borough has had the job posted and has received several calls from people inquiring about the position. Manager DeFinis added this far the

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Borough received two applications and resumes. Manager DeFinis stated that interviews are being scheduled for next week.

D. 2021 Tax Duplicate Certification Letter

Manager DeFinis stated this is a letter from County for the evaluation of the 2021 Tax Assessment.

E. E. Lincoln Avenue Bridge Advertisement

Manager DeFinis stated that this is the bid advertisement for the E. Lincoln Avenue Bridge which is under one general contract.

8. REPORTS AND CORRESPONDENCE:

Manager DeFinis and President Weierman updated and answered questions regarding the Reports and Correspondence. Lieutenant Robertson answered questions regarding the Police Report.

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

A brief discussion took place about any outstanding bills from 2020.

9. ACTION ITEMS: (public was taken off mute for any comments) NONE.

10. ADJOURNMENT:

Motion: A motion was made by Councilmember Kroesser to adjourn the Workshop Meeting of January 6, 2021. The motion was seconded by Councilmember DiLisio and unanimously approved with a vote of 5-0. The meeting adjourned at 8:48PM

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Executive Session Personnel, Litigation and Real Estate

Respectfully Submitted,
Jaime E. Snyder
Assistant Manager