

HATFIELD BOROUGH COUNCIL

REGULAR MEETING

JANUARY 18, 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

January 18, 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 January 18, 2023 Regular Meeting

2. APPROVAL OF THE MINUTES:

Motion to Approve the Minutes of the December 7, 2022 Workshop Meeting and the December 21, 2022 Regular Meeting

3. PUBLIC INPUT:

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

4. ANNOUNCEMENTS:

- Next Council Meetings February 1st Workshop and February 16th (Thursday) Regular Meeting 7:00PM in Council Chambers
- Planning Commission is Scheduled to Meet on Monday, January 30, 2023 at 7:00PM in Council Chambers
- HEROC is Scheduled to Meet January 25, 2023 at 8:00AM in Council Chambers
- HMHS is Scheduled to Meet Tuesday, January 24, 2023 at 7:00PM at the HVFC

5. REPORTS AND CORRESPONDENCE:

- A. Monthly YTD Report
- B. EMS Report
- C. Police Department Report

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P.O. Box 190
Hatfield, PA 19440

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215-855-0781

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215-855-2075

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6. NEW BUSINESS / DISCUSSION ITEMS:
 - A. Edinburgh Square Escrow Release No. 3
 - B. 2023 Draft ADA and Roadway Resurfacing Schedule
 - C. 2023 Tax Duplicate Certification
 - D. Hatfield Hello Program
 - E. Junior Council Person Program

7. OLD BUSINESS:

8. ACTION ITEMS:
 - A. Motion to Consider Approving Escrow Release No. 3, Development and Demolition Escrow, for the Edinburgh Square Development in the Amount of \$49,602.28 (forty-nine thousand six hundred two dollars and twenty-eight cents)

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
December 7, 2022 Workshop Meeting
and the December 21, 2022 Regular
Meeting**

HATFIELD BOROUGH COUNCIL
WORKSHOP MEETING
December 7, 2022

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
 - () 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; Diane Farrall and Assistant to the Manager; Kathryn Vlahos.

1. APPROVAL OF MEETING AGENDA:

Motion: A motion was made by Councilmember Girard to Approve the Workshop Meeting Agenda of December 7, 2022. The motion was seconded by Councilmember Kroesser. The motion was approved unanimously with a vote of 4-0.

2. 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 concern about the new construction that is taking place on Edgewood Drive in regards to not displaying the permit in the window, the construction vehicles and the temporary fence that was places on the right away by the park. Manager Snyder responded to Mr. Boyer’s concerns and stated that she is currently working with the resident and the police about the construction vehicles parked on the street. She also stated that she spoke with the code enforcement officer about the building permit being posted and to make sure that it is posted. Solicitor Harper also responded that the resident received a easement over borough property for access to the property and he is building the house in the same footprint that the house was built before on that property.

3. ANNOUNCEMENTS: Manager Snyder made the following announcements:

- Next Council Meeting December 21st Regular Meeting @ 7:30PM in Council Chambers
- HEROC is Scheduled to Meet Wednesday, December 21, 2022 @ 8:00AM in Council Chambers
- The Borough Offices will be closed from 12:00PM – 1:30PM for Employee Training on Tuesday, December 20, 2022
- The Borough Offices will be closed Friday, December 23, 2022, and Monday, December 26, 2022, in Observance of the Christmas Eve and Christmas Holidays
- The Borough Offices will be closed Friday, December 30, 2022, and Monday, January 2, 2023, in Observance of the New Year's Eve and New Year's Day Holidays
- Next Planning Commission Meeting is Scheduled for December 12, 2022 @ 7:00PM in Council Chambers

4. Public Hearing for Ordinance No. 547 Amending Chapter 7 of the Borough of Hatfield Code of Ordinances Entitled "Fire Prevention and Fire Protection" to Add Requirements for Residential Outdoor Fires

President Ferguson suspended the Regular Scheduled Public Meeting and opened for the Scheduled Public Hearing. A Court Reporter was present and the Public Hearing closed at 7:59 PM.

Official Court Reporter Minutes for this Public Hearing can be requested at the Hatfield Borough Office.

5. Public Hearing for Ordinance No. 548 Amending Chapter 2 of the Borough of Hatfield Code of Ordinances Entitled "Animals" to Add Requirements for the Responsible Handling and Leashing of Dogs and other Pets

President Ferguson suspended the Regular Scheduled Public Meeting and opened for the Scheduled Public Hearing. A Court Reporter was present and the Public Hearing closed at 8:02 PM.

Official Court Reporter Minutes for this Public Hearing can be requested at the Hatfield Borough Office.

6. Public Hearing for Ordinance No. 549 Amending Chapter 27 "Zoning" of the Borough of Hatfield Code of Ordinances to Add Requirements for the Placement of Collection Bins

President Ferguson suspended the Regular Scheduled Public Meeting and opened for the Scheduled Public Hearing. A Court Reporter was present and the Public Hearing closed at 8:08 PM.

Official Court Reporter Minutes for this Public Hearing can be requested at the Hatfield Borough Office.

7. 23 N. Main Street Arbor Grove Development Sketch Plan Presentation

Manager Snyder explained that the developer was not able to make it to the meeting and will give his presentation at a later date.

8. 2023 Preliminary Budget Presentation

Manager Snyder explained that at the last meeting there was a long discussion on the 2023 budget and tonight she is just going to go over some highlights of the budget. The pole replacement program line item was adjusted to \$50,000 and there is no increase in revenue for taxes. The pole rental fee on page two of the budget is what Hatfield Borough gets for anyone who would attach to our utility poles. Manager Snyder explained that they are currently working on a lease agreement with Septa and the amount that they are projecting for rent is what is reflected in the budget. The \$55,000 is what Septa is giving the Borough for upgrades that are needed to upgrade the property for renting out.

9. REPORTS FROM STANDING COMMITTEES AND MAYOR:

- Budget, Finance, and Labor Committee Report
President Ferguson explained that the committee has been working hard on the budget and is on for advertisement tonight.
- Planning, Building, and Zoning Committee Report
Manager Snyder stated that the committee will be meeting after the first of the year to discuss chickens as well as a renter inspection program.
- Public Safety Committee Report
Councilmember Kroesser stated that they have not met but are looking to meet after the new year.
- Public Works & Property and Equipment Committee Report
Councilmember Fagan stated that they have not met recently and are looking to meet in the beginning of next year.
- Utilities Committee Report
Councilmember Girard reported that they had a meeting tonight to discuss the issues with AMP and reports for residents.
- Hatfield Economic Revitalization Outreach Committee Report
Councilmember Girard stated that they have not meet recently but they continue to honor the business of the month.
- Dual Action Committee Report
- Mayor Mary Anne Girard Report
Mayor Girard states that she did not have anything to report for this month.

10. 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

11. MANAGERS REPORT:

1. Land Use & Development Updates:

- A. Edinburgh Square Subdivision
 - Final states of the Development
- 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
- 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
 - New Sketch Plan Submitted – December PC & Council for Discussion

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. The Orchard Forest Way CDBG Sanitary Sewer Project
- Reimbursement Received
- C. 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 ADA Ramp & Curb & Ramp Project
- Payment Request No. 1 Approved
 - Payment Request No. 2 December
 - Punch List items
- B. 2022 Roadway Resurfacing Project
- Payment Request No. 1 Approved
 - COR No. 1 – decrease contract amount
 - Punch List items
- C. W. Broad Street, E. Broad Street, N. Market H2O / PA Small Water Storm and Sanitary Sewer Grant Project
- Working on the bid package
 - HOP re-submitted
 - Looking into Possible Additional Grants for the Project
- D. CTP Firehouse Flasher Grant
- Payment Request No. 2 Approved
 - Working on Grant Reimbursement
 - Replacement Part Scheduled
- E. MTF / CTP Crosswalk Grants
- Agreements received
 - Coordination with Strom and Sanitary H2O / PA Small Water Grant Project - working with Engineer

5. **PMEA Update:**

- November Newsletter attached
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:**
- 2023 **Estimated** Tax Valuation
12. **NEW BUSINESS / DISCUSSION ITEMS:**
- A. Resolution 2022-32 Lawrence G. Stevens 30 Years of Service to Hatfield Borough Council
- Manager Snyder explained that this resolution is recognizing Lawrence G. Stevens for his years of service on Borough Council and is on for consideration tonight.
- B. Resolution 2022-33 Lawrence G. Stevens 30 Years of Service to Hatfield Borough Planning Commission
- Manager Snyder explained that this resolution is recognizing Lawrence G. Stevens for his years of service on Planning Commission and is on for consideration tonight.
- C. Resolution 2022-34 David Weiss 10 Years of Service to Hatfield Borough
- Manager Snyder explained that this resolution is recognizing David Weiss for his years of service at Hatfield Borough and is on for consideration tonight.
- D. Resolution 2022-35 Stephen S. Fickert 10 Years of Service to Hatfield Borough
- Manager Snyder explained that this resolution is recognizing Stephen S. Fickert for his years of service at Hatfield Borough and is on for consideration tonight.
- E. Resolution 2022-36 Jaime E. Snyder 10 Years of Service to Hatfield Borough

Manager Snyder explained that this resolution is recognizing Jaime E. Snyder for her years of service at Hatfield Borough and is on for consideration tonight.

F. Resolution 2022-37 Recognizing the 2022 Citizen of the Year

Manager Snyder announced that the 2022 Citizen of the Year is Joe Amorosi from Franconian Auto Repair who has had a positive impact on the community. This is on for consideration tonight.

G. Resolution 2022-38 America250PA Resolution

Manager Snyder stated that this committee is Hatfield Township and Hatfield Borough to celebrate America and this resolution allows Hatfield Borough to become an official partner of America250PA. This is on for consideration tonight.

H. Advertising the 2023 Borough Budget

Manager Snyder explained that the budget has to be advertised 10 days before adoption. This is on for consideration tonight.

I. Payment Request No. 2 / Final Payment for the 2022 ADA Curb Ramp Project

Manager Snyder this request is for the ADA Curb Ramp Project which is the final payment. This is on for consideration tonight.

J. COR No. 1 for the 2022 Roadway Resurfacing Project

Manager Snyder explained that this change order request before the contractor can be paid. This is on for consideration tonight.

K. Payment Request No. 2 for the 2022 Roadway Resurfacing Project

Manager Snyder explained that this payment is not final payment, this payment is for them to reconcile their books. This is on for consideration tonight.

L. 2023 Business Hours of Operation

Manager Snyder explained that the hours have been discussed for a number of years to have one night that the borough is open late. This will allow the

borough to be open until 6:00 PM for the working family and then close at 3:00 PM.

13. OLD BUSINESS:

A. 2023 Meeting Dates

Manager Snyder stated that the draft meeting dates at in the packet for 2023.

B. Planning Commission Term

Manager Snyder reminded council and Larry Stevens term for Planning Commission expires December 31, 2022 and he is interested in serving another term.

C. Zoning Hearing Board Alternate Term

Manager Snyder reminded council that Dan Ruch term for Zoning Hearing Board Alternate expires on December 31, 2022 and he is interested in serving another term.

14. ACTION ITEMS:

A. Motion to Consider Ordinance No. 547 Amending Chapter 7 of the Borough of Hatfield Code of Ordinances Entitled "Fire Prevention and Fire Protection" to Add Requirements for Residential Outdoor Fires

Motion: A motion was made by Councilmember Kroesser to approve Ordinance No. 547 Amending Chapter 7 of the Borough of Hatfield Code of Ordinances Entitled "Fire Prevention and Fire Protection" to Add Requirements for Residential Outdoor Fires 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 4-0.

B. Motion to Consider Ordinance No. 548 Amending Chapter 2 of the Borough of Hatfield Code of Ordinances Entitled "Animals" to Add Requirements for the Responsible Handling and Leashing of Dogs and other Pets

Motion: A motion was made by Councilmember Fagan to approve Ordinance No. 548 Amending Chapter 2 of the Borough of Hatfield Code of Ordinances Entitled "Animals" to Add Requirements for the Responsible Handling and Leashing of Dogs and other Pets The motion was seconded by Councilmember Kroesser.

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 4-0.

C. Motion to Consider Ordinance No. 549 Amending Chapter 27 “Zoning” of the Borough of Hatfield Code of Ordinances to Add Requirements for the Placement of Collection Bins

Motion: A motion was made by Councilmember Girard to approve Ordinance No. 549 Amending Chapter 27 “Zoning” of the Borough of Hatfield Code of Ordinances to Add Requirements for the Placement of Collection Bins The motion was seconded by Councilmember Fagan.

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 4-0.

D. Motion to Consider Resolution 2022-32 Lawrence G. Stevens 30 Years of Service to Hatfield Borough Council

Motion: A motion was made by Councilmember Fagan to approve Resolution 2022-32 Lawrence G. Stevens 30 Years of Service to Hatfield Borough Council 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 4-0.

E. Motion to Consider Resolution 2022-33 Lawrence G. Stevens 30 Years of Service to Hatfield Borough Planning Commission

Motion: A motion was made by Councilmember Kroesser to approve Resolution 2022-33 Lawrence G. Stevens 30 Years of Service to Hatfield Borough Planning Commission. The motion was seconded by Councilmember Fagan.

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 4-0.

F. Motion to Consider Resolution 2022-34 David Weiss 10 Years of Service to Hatfield Borough

Motion: A motion was made by Councilmember Kroesser to approve Resolution 2022-34 David Weiss 10 Years of Service to Hatfield Borough .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 4-0.

G. Motion to Consider Resolution 2022-35 Stephen S. Fickert 10 Years of Service to Hatfield Borough

Motion: A motion was made by Councilmember Fagan to approve Resolution 2022-35 Stephen S. Fickert 10 Years of Service to Hatfield Borough The motion was seconded by Councilmember Kroesser.

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 4-0.

H. Motion to Consider Resolution 2022-36 Jaime E. Snyder 10 Years of Service to Hatfield Borough

Motion: A motion was made by Councilmember Kroesser to approve Resolution 2022-36 Jaime E. Snyder 10 Years of Service to Hatfield Borough . 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 4-0.

I. Motion to Consider Resolution 2022-37 Recognizing Joe Amorosi and Franconia Auto Repair as the 2022 Citizen of the Year

Motion: A motion was made by Councilmember Kroesser to approve Resolution 2022-37 Recognizing Joe Amorosi and Franconia Auto Repair as the 2022 Citizen of the Year The motion was seconded by Councilmember Fagan.

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 4-0.

J. Motion to Consider Resolution 2022-38 Supporting the Pennsylvania Commission for the United States Semi-Quincentennial (America250PA)

Motion: A motion was made by Councilmember Kroesser to approve Resolution 2022-38 Supporting the Pennsylvania Commission for the United States Semi-Quincentennial (America250PA)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 4-0.

K. Motion to Consider Advertising the 2023 Borough Budget

Motion: A motion was made by Councilmember Fagan to approve Advertising the 2023 Borough Budget .The motion was seconded by Councilmember Kroesser.

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 4-0.

L. Motion to Consider Payment Request No. 2 / Final Payment for the 2022 ADA Curb Ramp Project to Drumheller Construction Company, Inc., in the Amount of \$16,015.50 (sixteen thousand fifteen dollars and fifty cents)

Motion: A motion was made by Councilmember Fagan to approve Payment Request No. 2 / Final Payment for the 2022 ADA Curb Ramp Project to Drumheller Construction Company, Inc., in the Amount of \$16,015.50 (sixteen thousand fifteen dollars and fifty cents) 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 4-0.

M. Motion to Consider COR No. 1 for the 2022 Roadway Resurfacing Project to Blooming Glen Contractors Inc. to Decrease the Contract in the Amount of \$33,516.38 (thirty-five thousand five hundred sixteen dollars and thirty-eight cents) from \$135,992.00 (one hundred thirty-five thousand nine hundred ninety-two dollars) to a Total Contract Amount of \$102,475.62 (one hundred two thousand four hundred seventy-five dollars and sixty-two cents)

Motion:

A motion was made by Councilmember Girard to approve COR No. 1 for the 2022 Roadway Resurfacing Project to Blooming Glen Contractors Inc. to Decrease the Contract in the Amount of \$33,516.38 (thirty-five thousand five hundred sixteen dollars and thirty-eight cents) from \$135,992.00 (one hundred thirty-five thousand nine hundred ninety-two dollars) to a Total Contract Amount of \$102,475.62 (one hundred two thousand four hundred seventy-five dollars and sixty-two cents) The motion was seconded by Councilmember Kroesser.

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 4-0.

N. Motion to Consider Payment Request No. 2 for the 2022 Roadway Resurfacing Project to Blooming Glen Contractors Inc. in the Amount of \$554.83 (five hundred fifty-four dollars and eighty-four cents)

Motion:

A motion was made by Councilmember Girard to approve Payment Request No. 2 for the 2022 Roadway Resurfacing Project to Blooming Glen Contractors Inc. in the Amount of \$554.83 (five hundred fifty-four dollars and eighty-four cents) The motion was seconded by Councilmember Fagan.

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 4-0.

15. MOTION TO ADJOURN:**Motion:**

A motion was made by Councilmember Kroesser to adjourn the Workshop Meeting of December 7, 2022. The motion was seconded by Councilmember Fagan and unanimously approved with a vote of 4-0. The meeting was adjourned at 9:14 PM.

Executive Session Personnel, Litigation and Real Estate

Respectfully Submitted,
Kathryn Vlahos
Assistant to the Manager

HATFIELD BOROUGH COUNCIL
REGULAR MEETING
December 21, 2022

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 Stevens to Approve the Regular Meeting Agenda of December 21, 2022. The motion was seconded by Councilmember Kroesser.

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

2. APPROVAL OF THE MINUTES:

Motion to Approve the Minutes of the November 2, 2022 Workshop Meeting and the Minutes of the November 18, 2022 Regular Meeting.

Motion: A motion was made by Councilmember Stevens to Approve the Minutes of the November 2, 2022 Workshop and the Minutes of the November 18, 2022 Regular Meeting. The motion was seconded by Councilmember Fagan and unanimously approved with a vote of 5-0.

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

4. ANNOUNCEMENTS: Manager Snyder made the following announcements:

- Next Council Meetings January 4th Workshop and January 18th Regular Meeting 7:00PM in Council Chambers
- Planning Commission is Scheduled to Meet on Tuesday, December 27, 2022 at 7:00PM in Council Chambers
- HEROC is Scheduled to Meet January 25, 2023 at 8:00AM in Council Chambers
- HMHS is Scheduled to Meet Tuesday, January 24, 2023 at 7:00PM at the HVFC
- The Borough Offices will be closed Friday, December 23, 2022, and Monday, December 26, 2022, in Observance of the Christmas Eve and Christmas Holidays
- The Borough Offices will be closed Friday, December 30, 2022, and Monday, January 2, 2023, in Observance of the New Year's Eve and New Year's Day Holidays
- The Borough Public Hours of Operation will Change starting January 3, 2023:
 - Monday: 8:30AM - 4:00PM
 - Tuesday: 8:30AM - 4:00PM
 - Wednesday: 8:30AM - 6:00PM
 - Thursday: 8:30AM - 4:00PM
 - Friday: 8:30AM - 3:00PM

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

Solicitor Harper stated that at the request of the developer this item was removed from the agenda.

6. 2023 Final Budget Presentation

Manager Snyder explained that the final budget in council packet tonight and is on for consideration tonight.

7. REPORTS AND CORRESPONDENCE:

A. Monthly YTD Report

8. NEW BUSINESS / DISCUSSION ITEMS:

A. Resolution 2022-39 Authorizing No Change to the Real Tax Rate for 2023

Manager Snyder stated that this resolution is used when there is not tax increase for the following year. This is on for consideration tonight.

B. Resolution 2022-40 Residential & GLP 1 Flat Rate Fee

Manager Snyder explained that this resolution would authorize to raise the customer charge for residential and GLP 1 users.

C. Resolution 2022-41 Sanitary Sewer Quarterly EDU Flat Fee

Manager Snyder stated that this resolution will allow Hatfield Borough to increase the quarterly EDU fee from \$45.00 to \$50.00. This is on for consideration tonight.

D. Resolution 2022-42 Appropriating Specific Funds for 2023

Manager Snyder explained that this resolution will approve the budget for 2023 and this is on for consideration tonight.

E. Edinburgh Square Escrow Release No. 2

Manager Snyder explained that Edinburgh Square has requested their escrow release for the completed electrical work.

I. Motion to Consider Resolution 2022-43 PA Small Water & Sewer Grant

Manager Snyder explained that this resolution is for a grant opportunity which will help with the Broad Street Storm Sewer Replacement Project.

J. Motion to Consider Resolution 2022-44 H2O PA Grant

Manager Snyder explained that this resolution is for a grant opportunity which will help with the North Main Street Sanitary Sewer Replacement Project.

9. OLD BUSINESS:

A. 2023 Meeting Dates

Manager Snyder stated that this in on for consideration tonight.

B. Planning Commission Term

Manager Snyder explained that the reappointment of Larry Stevens to Planning Commission is on for consideration tonight.

C. Zoning Hearing Board Alternate Term

Manager Snyder explained that the reappointment of Dan Ruch to the Zoning Hearing and is on for consideration tonight.

10. ACTION ITEMS:

A. Motion to Consider Resolution 2022-39 Authorizing No Change to the Real Tax Rate for 2023

Motion:

A motion was made by Councilmember Stevens to approve Motion to Consider Resolution 2022-39 Authorizing No Change to the Real Tax Rate for 2023. The motion was seconded by Councilmember Kroesser.

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.

B. Motion to Consider Resolution 2022-40 Authorizing an Increase to the Electric Customer Charge Portion of the Residential & GLP 1 Rate Classes

Motion: A motion was made by Councilmember Girard to approve Resolution 2022-40 Authorizing an Increase to the Electric Customer Charge Portion of the Residential & GLP 1 Rate Classes. The motion was seconded by Councilmember Fagan.

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.

C. Motion to Consider Resolution 2022-41 Authorizing an Increase to the Sanitary Sewer Quarterly EDU Flat Fee

Motion: A motion was made by Councilmember Stevens to approve Resolution 2022-41 Authorizing an Increase to the Sanitary Sewer Quarterly EDU Flat Fee. 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.

D. Motion to Consider Resolution 2022-42 Appropriating Specific Funds for 2023

Motion: A motion was made by Councilmember Stevens to approve Resolution 2022-42 Appropriating Specific Funds for 2023. The motion was seconded by Councilmember Fagan.

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.

E. Motion to Consider Advertising the 2023 Borough Council and Planning Commission Meeting Dates

Motion: A motion was made by Councilmember Kroesser to approve Advertising the 2023 Borough Council and Planning Commission Meeting Dates. 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.

F. Motion to Consider Approving Escrow Release No. 2, Electric Construction Escrow, for Edinburgh Square Development in the Amount of \$17,115.00 (seventeen thousand one hundred fifteen dollars)

Motion: A motion was made by Councilmember Fagan to Approve Escrow Release No. 2, Electric Construction Escrow, for Edinburgh Square Development in the Amount of \$17,115.00 (seventeen thousand one hundred fifteen dollars). 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.

G. Motion to Consider Appointing Lawrence G. Stevens to the Planning Commission to Serve a Four-Year Term Expiring on December 31, 2026

Motion: A motion was made by Councilmember Kroesser to Appoint Lawrence G. Stevens to the Planning Commission to Serve a Four-Year Term Expiring on December 31, 2026. The motion was seconded by Councilmember Fagan.

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.

H. Motion to Consider Appointing Daniel Ruch as Alternate on the Zoning Hearing Board to Serve a Four-Year Term Expiring on December 31, 2026

Motion: A motion was made by Councilmember Stevens to Appoint Daniel Ruch as Alternate on the Zoning Hearing Board to Serve a Four-Year Term Expiring on December 31, 2026. 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.

I. Motion to Consider Resolution 2022-43 PA Small Water & Sewer Grant

Motion: A motion was made by Councilmember Kroesser to Approve Resolution 2022-43 PA Small Water & Sewer Grant. The motion was seconded by Councilmember Stevens.

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.

J. Motion to Consider Resolution 2022-44 H2O PA Grant

Motion: A motion was made by Councilmember Kroesser to Approve Motion to Consider Resolution 2022-44 H2O PA Grant. 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 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 Fagan

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.

12. MOTION to ADJOURN: EXECUTIVE SESSION

Motion: A motion was made by Councilmember Kroesser to adjourn the Regular Meeting of December 21, 2022. The motion was seconded by Councilmember Girard and unanimously approved with a vote of 5-0. The meeting was adjourned at 8:10 PM.

Executive Session Personnel, Litigation and Real Estate

Respectfully Submitted,
Kathryn Vlahos
Assistant to the Manager

DRAFT

3. PUBLIC INPUT:

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

4. ANNOUNCEMENTS:

- **Next Council Meetings February 1st Workshop and February 16th (Thursday) Regular Meeting 7:00PM in Council Chambers**
- **Planning Commission is Scheduled to Meet on Monday, January 30, 2023 at 7:00PM in Council Chambers**
- **HEROC is Scheduled to Meet January 25, 2023 at 8:00AM in Council Chambers**
- **HMHS is Scheduled to Meet Tuesday, January 24, 2023 at 7:00PM at the HVFC**

5. REPORTS AND CORRESPONDENCE:

A. Monthly YTD Report

Combination of Funds 2022
YTD as of December 31, 2022

	Revenues	Expenses	Budgeted			
			Revenues	% Revenues Received	Expenses	% Expenses Used
January	\$393,834.39	\$545,824.64	\$8,385,900.00	4.70%	\$8,443,384.00	6.46%
February	555,741.81	529,583.77	\$8,385,900.00	6.63%	\$8,443,384.00	6.27%
March	535,251.11	329,696.63	\$8,385,900.00	6.38%	\$8,443,384.00	3.90%
April	497,053.24	511,829.57	\$8,385,900.00	5.93%	\$8,443,384.00	6.06%
May	510,356.13	436,417.87	\$8,385,900.00	6.09%	\$8,443,384.00	5.17%
June	792,204.86	530,111.59	\$8,385,900.00	9.45%	\$8,443,384.00	6.28%
July	571,420.06	589,768.58	\$8,385,900.00	6.81%	\$8,443,384.00	6.98%
August	542,784.67	537,980.04	\$8,385,900.00	6.47%	\$8,443,384.00	6.37%
September	1,338,007.60	1,138,334.80	\$8,385,900.00	15.96%	\$8,443,384.00	13.48%
October	805,322.99	892,577.53	\$8,385,900.00	9.60%	\$8,443,384.00	10.57%
November	487,914.08	496,602.91	\$8,385,900.00	5.82%	\$8,443,384.00	5.88%
December	380,991.20	551,272.92	\$8,385,900.00	4.54%	\$8,443,384.00	6.53%
Total	\$7,410,882.14	\$7,090,000.85		88.37%		83.97%

5. REPORTS AND CORRESPONDENCE:

B. EMS Report



Filter statement

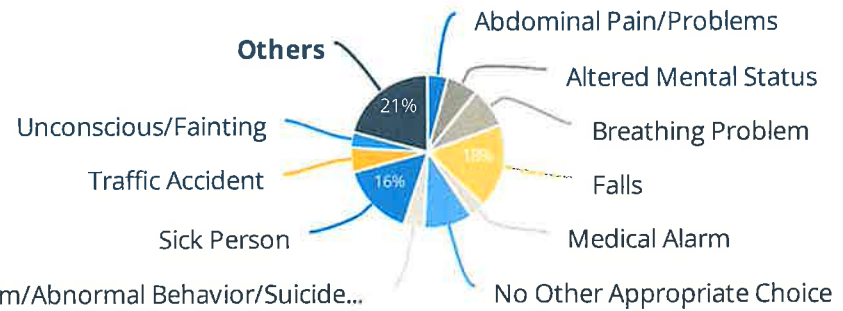
Filters **Years in ESO Record Created Date** 2022 | **Scene Zone** MONTGOMERY - HATFIELD BOROUGH (46929)

TOTAL ZONE CALLS: **212** | TOTAL VMSC CALLS: **10,999** | Average Chute Time: **1m:11s** | Average Response Time: **07m:42s**

Top 5 Call Types

Type of Incident	#
Falls	38
Sick Person	33
No Other Appropriate Choice	22
Breathing Problem	18
Altered Mental Status	14

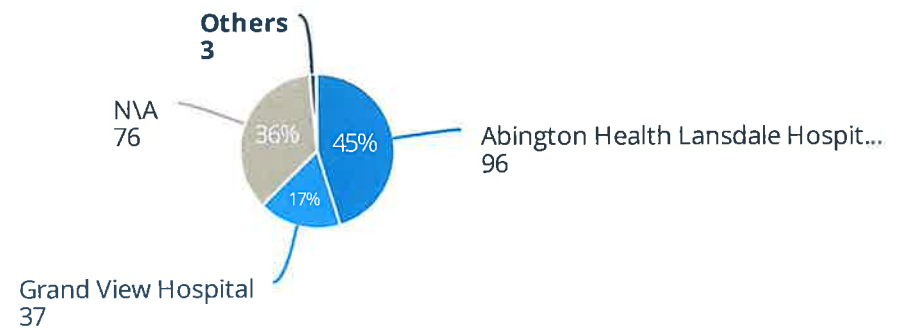
Dispatched Complaint Percentages



Call Disposition

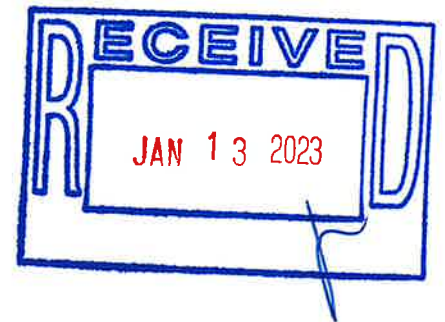
Disposition	#
Transported No Lights/Siren	103
Transported Lights/Siren	33
Patient Refused Evaluation/Care (Without Transport)	28
Cancelled (No Patient Contact)	14
Assist, Unit	11

Hospital Transports



C. Police Department Report

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



January 13, 2023

Submitted by Lt. Jane E. Robertson

Hatfield Police Report for Borough Council

11/30/2022 through 1/11/2023

Activity in brief



- 339 agency cases originated in Hatfield Borough
- 29 traffic stops were conducted
- 46 incidents were handled in the Borough's core district
- 191 Borough patrols were conducted
- 23 selective enforcements were conducted
- 16 traffic citations were issued
- 25 traffic warnings were issued
- 11 crashes were investigated
- 17 building overnight checks ("NightEyes") were completed

Hiring Update: Two applicants from the Fall hiring process have been hired and the department is hoping to hire another in early 2023 to bring the full complement up to 30 sworn officers. Riley Hefner is currently attending the police academy as a cadet in order to receive her required Act 120 certification. Officer Addison Woelkers has started training with his FTO after graduating from police academy in December. An updated roster of sworn personnel is attached to the end of this report.

Burglary: On December 12, 2022 at about 5 a.m., officers responded to the San Diego Mexican Grocery Store on East Lincoln Avenue after receiving notification of a burglary at the store. A prybar was utilized to gain access to the front door and about \$380 was stolen from the registers. The investigation is ongoing.

Theft: On December 27, 2022 at approximately 4 p.m., officers responded to a residence in the 300 block of West Vine Street to take a report of a stolen deer blind. A suspect has been developed and will be charged.

Theft: On January 2 at about 2 p.m., officers responded to the 700 block of Stephanie Court for a report of a theft of a catalytic converter from a vehicle. The vehicle had been parked along the cul-de-sac curbing and it is believed that the theft had occurred over the prior few days. It was determined the catalytic converter had been cut from the vehicle.

Fraud: On December 8 at approximately 2:30 p.m., officers took a report from a West Vine Street resident who advised the check he had written for rent at his apartment complex had been altered prior to being deposited. The check, which had been written for a utility bill, had been changed from \$56.01 to \$856.01. The victim was reimbursed the difference and the investigation is open.

Fraud: On January 3 at about 11 a.m., officers took a report from a West School Street resident regarding the unauthorized use of a bank card, which was utilized at ATMs and businesses. The total amount fraudulently charged was more than \$900. The investigation is ongoing.

Criminal mischief: On December 25 at about 1 p.m., officers responded to HatHouse apartments on North Market Street for a report of a vehicle that was vandalized. The vehicle owner advised the driver's side door as "keyed" overnight while in the complex lot.

DUI: On December 7 at about 10:45 p.m., officers took a driver into custody for driving under the influence of alcohol following a one-vehicle crash on Union Street. Due to the final blood test showing a BAC just below the legal limit of .08%, traffic citations for the incident were filed for the various traffic-related infractions.

DUI: On December 10 at about 5:30 p.m., officers took a female into custody for DUI after the vehicle she was operating struck another vehicle legally parked on the roadway along Towamencin Avenue.

Public intoxication: On December 7 at about 10:45 p.m., officers responding to a disabled vehicle on the railroad tracks on Union Street found that the passenger in the vehicle was intoxicated and was being disruptive and uncooperative while officers investigated the crash. Despite repeated requests that he provide contact information for someone to pick him up or contact someone himself, the male refused. He was arrested for public intoxication and lodged at Lansdale PD until he was sober enough to be released.

HATFIELD BOROUGH

Agency Activity Report

By CFS Classification

From Date: 11/30/2022 To Date: 1/11/2023

Report Date: 1/12/2023 3:37:21 PM

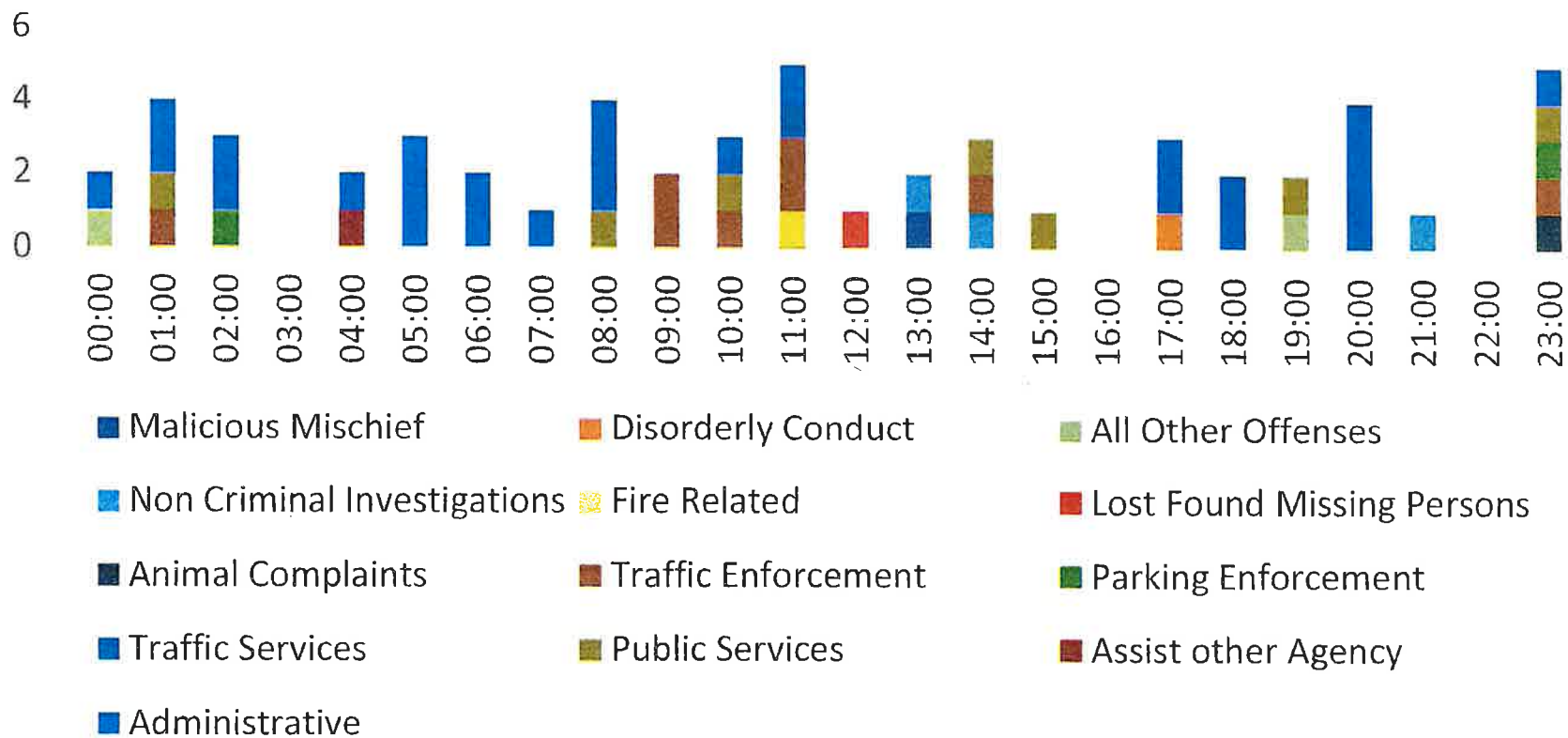
Classification code	Description	Total Events	0000-0800	0801-1600	1601-2400
0500	Burglary	1	1	0	0
0600	Theft	3	0	2	1
1000	Forgery Counterfeit	1	0	1	0
1100	Fraud	3	0	3	0
1400	Malicious Mischief	2	0	2	0
2000	Family Offense	2	0	2	0
2100	Liquor Laws Drunk Driving	2	0	0	2
2300	Public Intoxication	1	0	0	1
2400	Disorderly Conduct	1	0	0	1
2600	All Other Offenses	7	2	0	5
4000	Non Criminal Investigations	15	2	6	7
4100	Fire Related	2	0	2	0
4500	Deaths / Suicides	1	0	1	0
5000	Lost Found Missing Persons	3	1	2	0
5500	Animal Complaints	3	0	1	2
6000	Traffic Accidents	11	0	6	5
6300	Traffic Enforcement	57	10	26	21
6500	Parking Enforcement	5	1	2	2
6600	Traffic Services	1	0	1	0
7000	Public Services	48	21	17	10
7500	Assist other Agency	6	1	3	2
9000	Administrative	223	98	54	71
	Total:	398	137	131	130

Traffic Enforcement

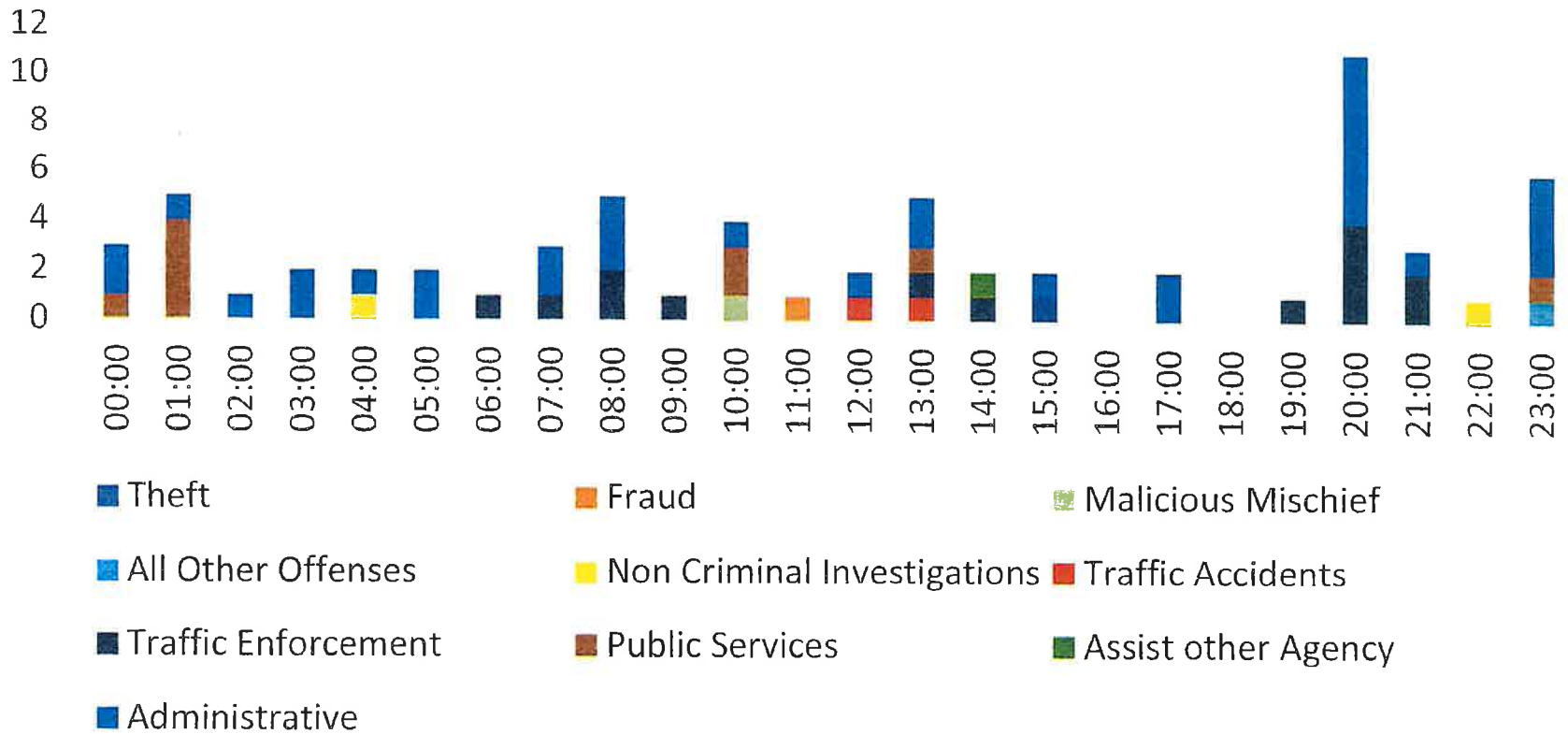
November 30, 2022 through January 11, 2023



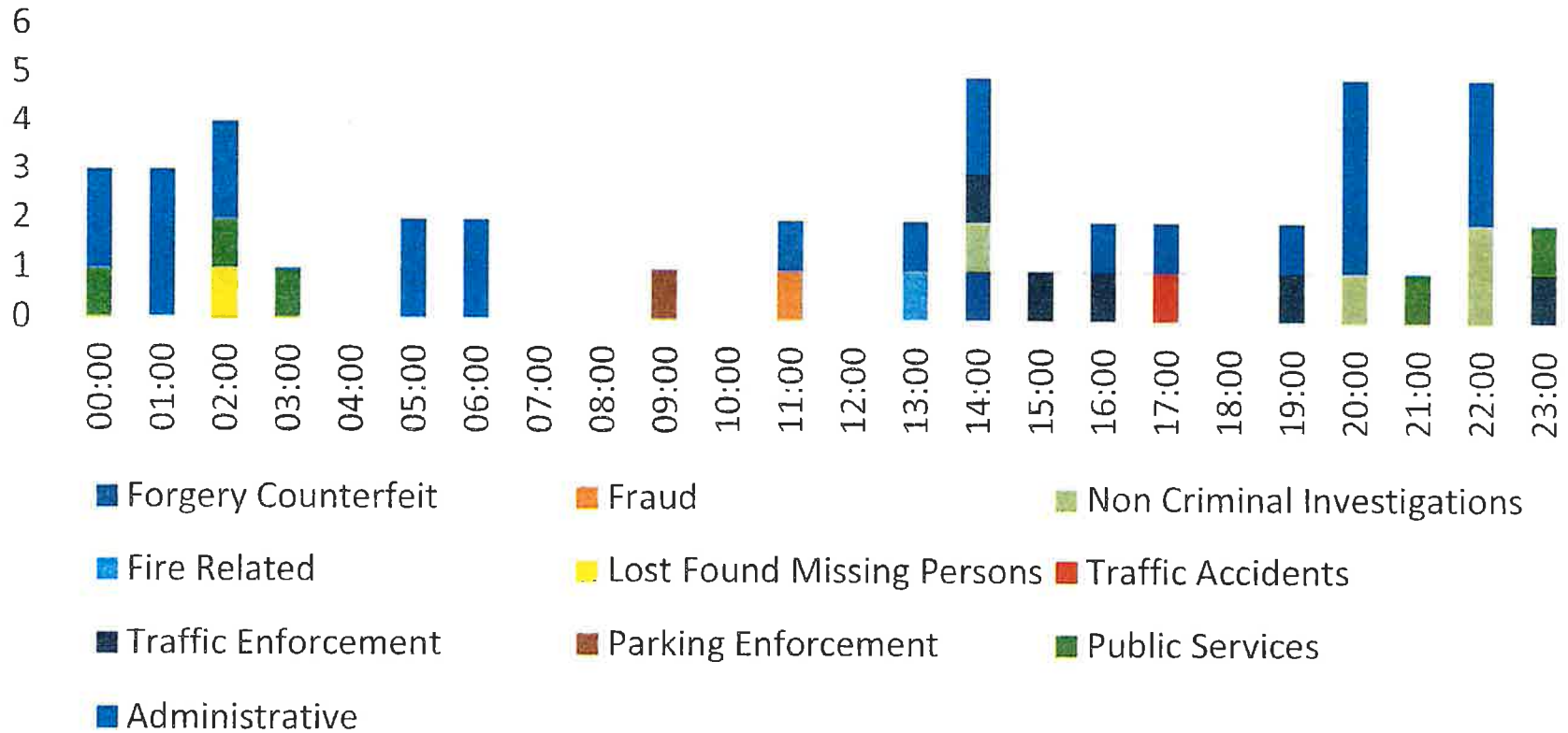
Sundays - 55 incidents



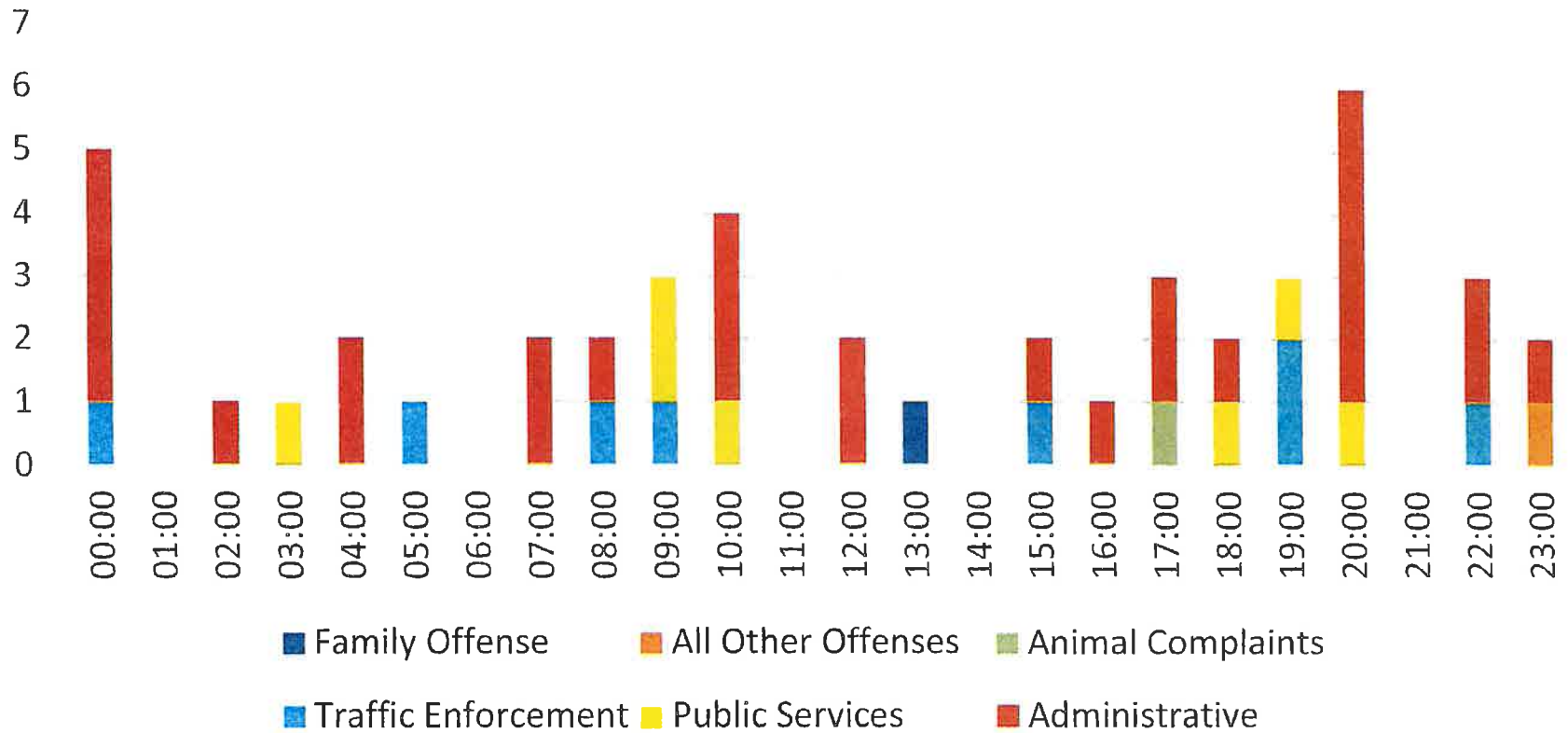
Tuesdays - 65 incidents



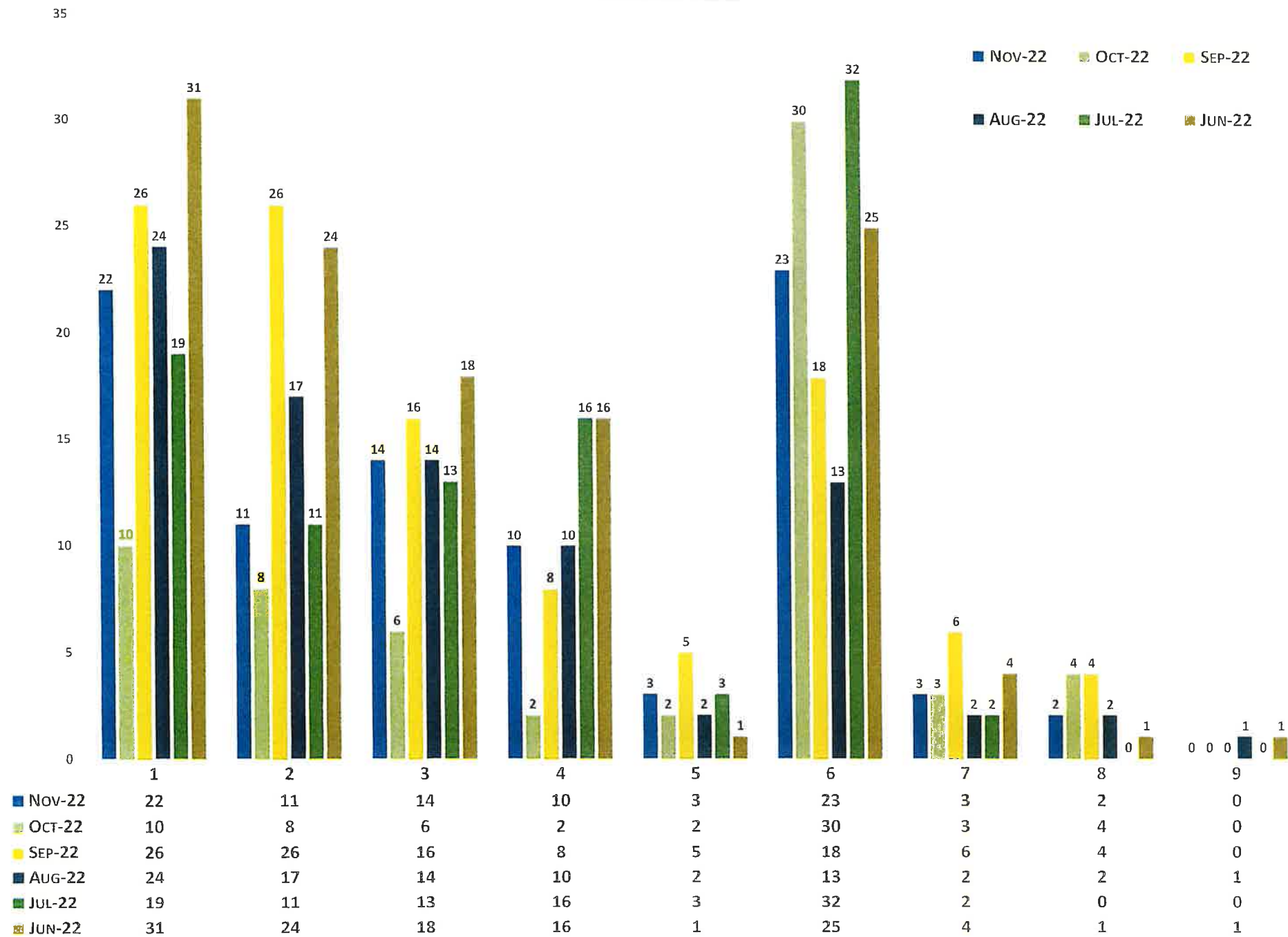
Thursdays - 45 incidents



Fridays - 46 incidents

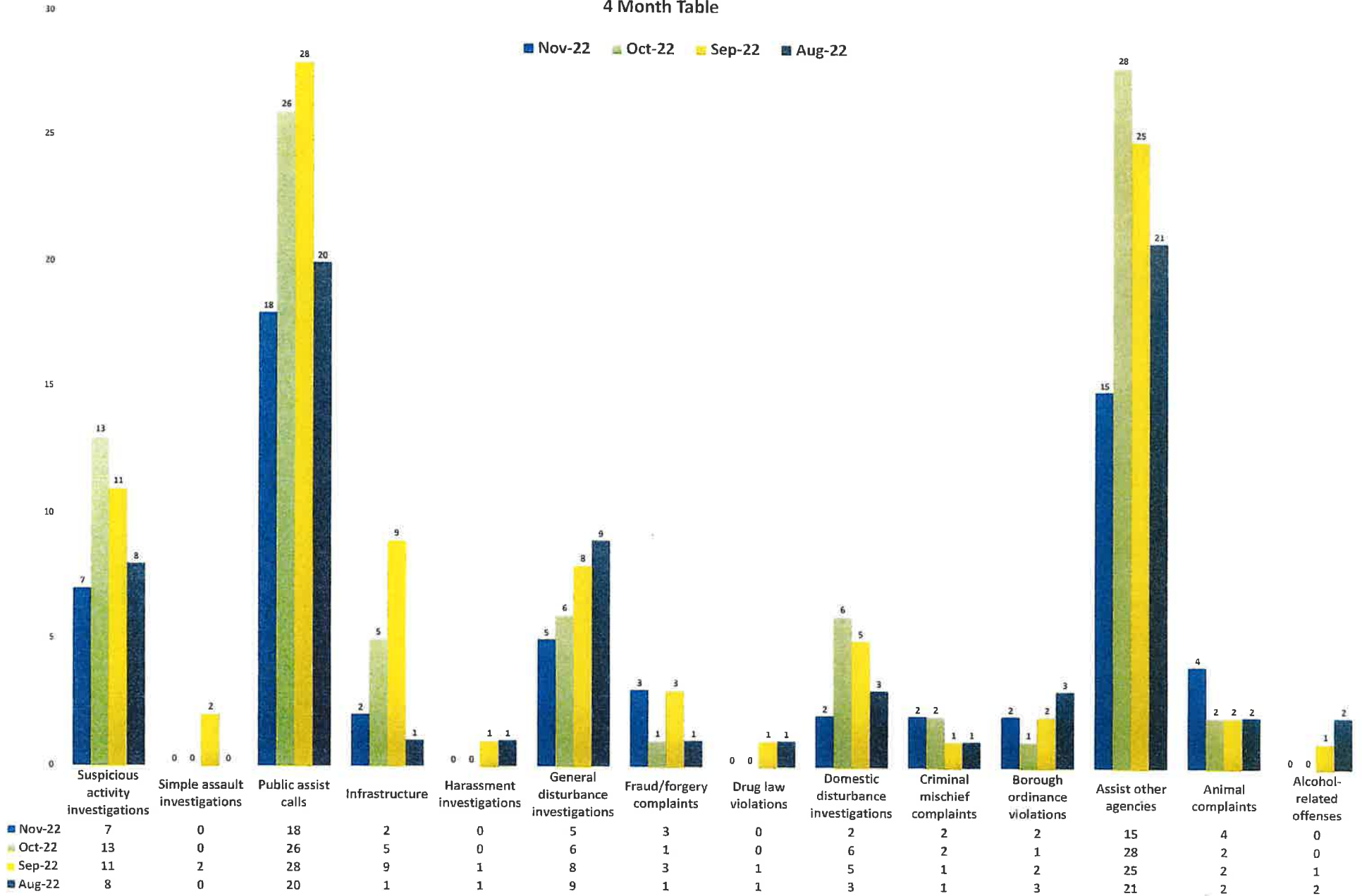


TRAFFIC ACTIVITY AND TRENDS 6 MONTH TABLE

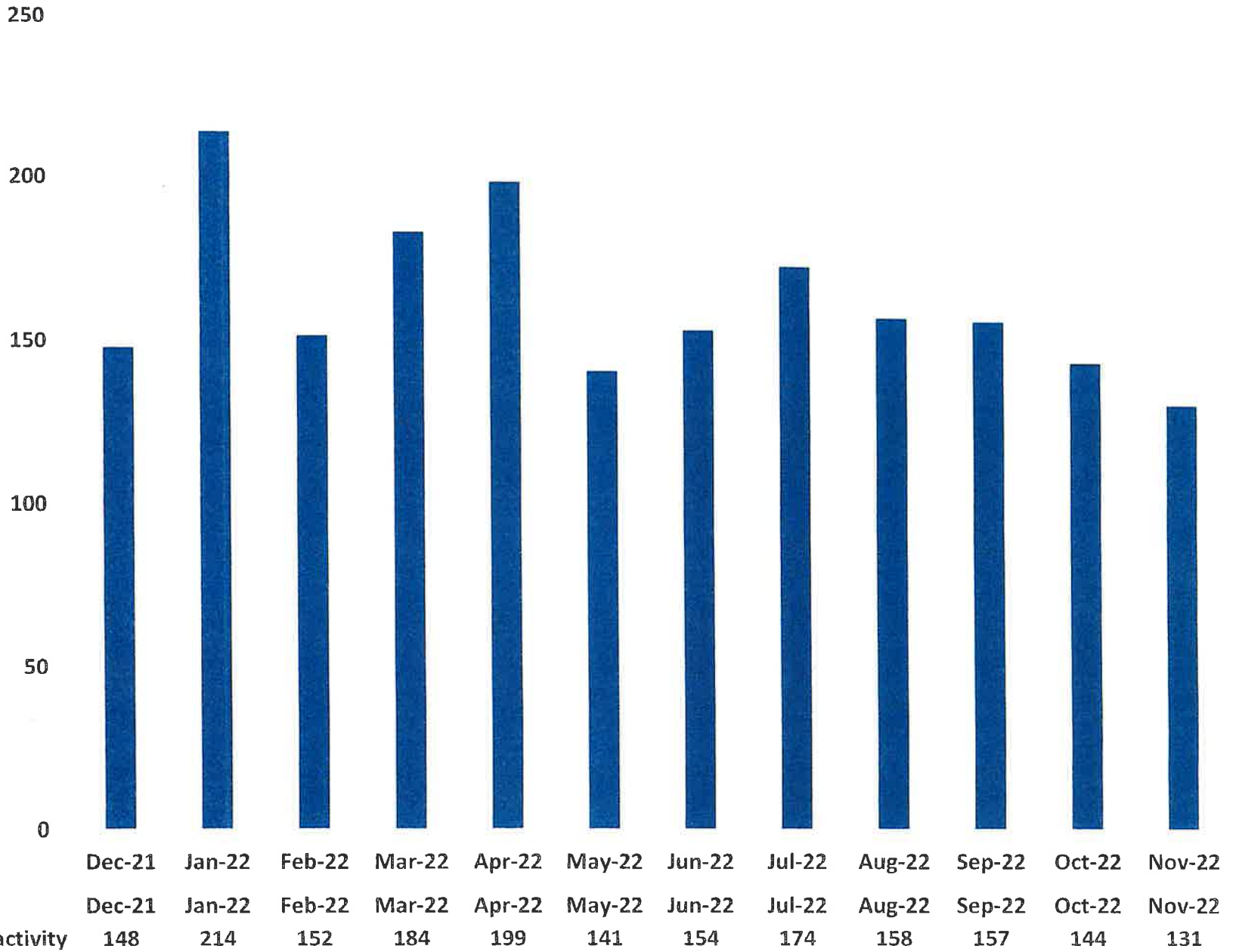


Call for Service Activities & Trends 4 Month Table

■ Nov-22 ■ Oct-22 ■ Sep-22 ■ Aug-22



Borough Patrol activity



2023 HTPD ROSTER

County Radio call numbers

Chief William Tierney #55-C

Lt. Jane Robertson #55-L32

Officer Kevin Fox #55-33

Lt. John Ciarllo #55-L34

Det. Sgt. Richard Hoffner #55-S35

Officer Michael Burdick #55-36

Officer Mark O'Donnell #55-37

Sgt. Jeffrey Boyd #55-S41

Cpl. Michael Sloan #55-R45

Detective Eric Geiger #55-D46

Officer William Summerfield #55-47

Sgt. Christopher Graham #55-S49

Officer Keith Blank #55-50

Cpl. Sean Scanlan #55-R51

Cpl. Scott Nowetner #55-R52

Officer Daniel Butler #55-53

Officer Kenneth Peck #55-54

Det. Corporal William Steinberg
#55-D58

Officer Matthew Baughman #55-59

Officer Anthony Baker #55-60

Detective Ryan Saunders #55-D61

Cpl. Brandi McCoy #55-R62

Officer Alex Marchak #55-63

Officer Brian McLaughlin #55-65

Officer Zachary Malkin #55-68

Officer Patrick Kivlin #55-71

Officer Nicole Sylvia #55-72

Cadet Riley Hefner (will be assigned
#55-73 when she graduates academy
this summer)

Officer Addison Woelkers #55-74

Hatfield Police station call #: 55

6. NEW BUSINESS / DISCUSSION ITEMS:

**A. Edinburgh Square Escrow Release
No. 3**



January 5, 2023

Hatfield Borough
401 S. Main Street
Hatfield, PA 19440

Attention: Ms. Jaime E. Snyder (*via email*)
Borough Manager

RE: Edinburgh Square Subdivision
Escrow Release No. 2 – Development
Escrow Release No. 2 – Demolition
Bursich Job No.: B177832.00



Dear Jaime:

We have reviewed the construction status for the Edinburgh Square development based on the applicant's request for escrow release. As part of our review we visited the site on December 9, 2022 to observe the site conditions, and coordinated with Borough staff and consultants.

Based on the construction status we recommend the following releases:

Development Escrow:	\$ 45,889.78
<u>Demolition Escrow:</u>	<u>\$ 3,712.50</u>
Total Release:	\$ 49,602.28

Detailed lists of the items and costs recommended for release are enclosed.

Upon release of the above funds there will be \$24,299.50 remaining in the Development Escrow, and \$1,787.50 remaining in the Demolition Escrow, for a total of \$26,087.00 held by the Borough.

The following items require additional work or information prior to final escrow release:

Development:

- A3 & E3 – Some seeding funds are held until the Borough is certain no additional site disturbance will be required
- D – Stormwater BMPs – these items are held until an As-built Plan is approved confirming the BMPs were installed satisfactorily
- G4 – Pins & Monuments - this item is held until a certification is provided by the developer's surveyor

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

Demolition:

- B - Fencing – the fence along Lot 1 is required to be installed to the rear property line of the adjoining Bowers property per the approved plan. The quantity established in the escrow is 10 feet short of the length required to reach the Bowers' rear property line. The cost for the outstanding section of fence, along with retainage and contingency, should be held until the remaining 10 LF of fence is installed.

Should you have any questions or need further information, please feel free to contact me at 484-941-0418 or via email at chad.camburn@Bursich.com.

Very truly yours,



Chad E. Camburn, P.E.
Director of Municipal Services
Bursich Associates, Inc., Pottstown Corporate Office

Enclosure: Cost Estimate – Edinburgh Square Four-Lot Subdivision (DEVELOPMENT) –
Release No. 2, dated 1/5/2023
Cost Estimate - 510 Koffel Road - DEMOLITION (EDINBURGH SQUARE) –
Release No. 2, dated 1/5/2023

pc: Kate Harper, Borough Solicitor (*via email*)
Bob Heil, Borough Code Enforcement/Zoning Officer (*via email*)
Caracausa Building and Development Inc., Applicant (*via email*)

DESCRIPTION	QTY	UNITS	UNIT COST	TOTAL	TOTAL PAST RELEASES		CURRENT ESTIMATE		TOTAL RELEASE TO DATE		REMAINING	
					QUANTITY	TOTAL	QUANTITY	TOTAL	QUANTITY	TOTAL	QUANTITY	TOTAL
A EROSION & SEDIMENT CONTROL												
1 12" COMPOST FILTER SOCK (INTERIOR SITE)	484	LF	\$3.40	\$1,645.60	484	\$1,645.60	0	\$0.00	484	\$1,645.60	0	\$0.00
2 ROCK FILTER	2	EA	\$60.00	\$120.00	2	\$120.00	0	\$0.00	2	\$120.00	0	\$0.00
3 TEMP. SEEDING & STRAW (ALL DISTURBED AREAS)	3,675	SY	\$0.50	\$1,837.50	1840	\$920.00	609	\$304.50	2449	\$1,224.50	1,226	\$613.00
4 INLET PROTECTION	3	EA	\$60.00	\$180.00	0	\$0.00	3	\$180.00	3	\$180.00	0	\$0.00
5 ROCK CONSTRUCTION ENTRANCE	3	EA	\$1,000.00	\$3,000.00	0	\$0.00	3	\$3,000.00	3	\$3,000.00	0	\$0.00
6 MAINTENANCE AND REMOVAL OF E&S CONTROLS	1	LS	\$1,200.00	\$1,200.00	0	\$0.00	1	\$1,200.00	1	\$1,200.00	0	\$0.00
SUBTOTAL ITEM A.				\$7,983.10		\$2,685.60		\$4,684.50		\$7,370.10		\$613.00
B EARTHWORK												
1 CLEAR AND GRUB	1	LS	\$4,332.00	\$4,332.00	1	\$4,332.00	0	\$0.00	1	\$4,332.00	0	\$0.00
2 STRIP AND STOCKPILE TOPSOIL (ALL DISTURBED AREAS)	1,226	CY	\$1.50	\$1,839.00	1226	\$1,839.00	0	\$0.00	1226	\$1,839.00	0	\$0.00
3 CUT/FILL	725	CY	\$2.15	\$1,558.75	725	\$1,558.75	0	\$0.00	725	\$1,558.75	0	\$0.00
4 FINE GRADE LOTS	5,798	SF	\$0.75	\$4,348.50	0	\$0.00	5,798	\$4,348.50	5,798	\$4,348.50	0	\$0.00
5 RESPREAD TOPSOIL	1226	CY	\$2.50	\$3,065.00	0	\$0.00	1226	\$3,065.00	1226	\$3,065.00	0	\$0.00
SUBTOTAL ITEM B.				\$15,143.25		\$7,729.75		\$7,413.50		\$15,143.25		\$0.00
C STREET IMPROVEMENTS												
1 6.5" 25MM BASE COURSE (RESTORATION OF UTILITY TRENCHES)	49	SY	\$8.25	\$404.25	0	\$0.00	49	\$404.25	49	\$404.25	0	\$0.00
2 1.5" MILLING (FULL-WIDTH CURB-TO-CURB ALONG W. VINE ST.)	498	SY	\$3.72	\$1,852.56	0	\$0.00	498	\$1,852.56	498	\$1,852.56	0	\$0.00
3 CLEAN AND TACK COAT	498	SY	\$0.45	\$224.10	0	\$0.00	498	\$224.10	498	\$224.10	0	\$0.00
4 1.5" 9.5MM SUPERPAVE (FULL-WIDTH CURB-TO-CURB ALONG W. VINE ST.)	498	SY	\$9.35	\$4,656.30	0	\$0.00	498	\$4,656.30	498	\$4,656.30	0	\$0.00
5 REPAIR KOFFEL ROAD AT NEW STORM INLET	1	LS	\$1,325.00	\$1,325.00	1	\$993.75	0.25	\$331.25	1	\$1,325.00	0.00	\$0.00
SUBTOTAL ITEM C.				\$8,462.21		\$993.75		\$7,468.48		\$8,462.21		\$0.00
D STORMWATER BMPs												
1 AASHTO #57 STONE TRENCH WITH FABRIC	25	CY	\$18.00	\$450.00	0	\$0.00	25	\$450.00	25	\$450.00	0	\$0.00
2 6" DIA. PERFORATED HDPE PIPE (STONE TRENCH)	218	LF	\$1.59	\$346.62	0	\$0.00	218	\$346.62	218	\$346.62	0	\$0.00
3 GRADE RAIN GARDEN	1	LS	\$1,600.00	\$1,600.00	0	\$0.00	0	\$0.00	0	\$0.00	1	\$1,600.00
4 TYPE-M OUTLET STRUCTURE	1	EA	\$1,850.00	\$1,850.00	1	\$1,850.00	0	\$0.00	1	\$1,850.00	0	\$0.00
5 TRASH RACK	2	EA	\$200.00	\$400.00	2	\$400.00	0	\$0.00	2	\$400.00	0	\$0.00
6 TYPE-C INLET & CONNECTION TO EXIST. STORM SEWER	1	LS	\$2,100.00	\$2,100.00	1	\$2,100.00	0	\$0.00	1	\$2,100.00	0	\$0.00
7 12" HDPE RAIN GARDEN OUTLET PIPE	21	LF	\$8.00	\$168.00	0	\$0.00	0	\$0.00	0	\$0.00	21	\$168.00
8 RIPRAP APRON	1	LS	\$250.00	\$250.00	0	\$0.00	0	\$0.00	0	\$0.00	1	\$250.00
9 BASIN SEEDING BOTTOM MIX	1	LS	\$167.00	\$167.00	0	\$0.00	0	\$0.00	0	\$0.00	1	\$167.00
10 JUTE NETTING (RAIN GARDEN)	345	SY	\$1.75	\$603.75	0	\$0.00	0	\$0.00	0	\$0.00	345	\$603.75
11 RAKE & SEED	1226	SY	\$0.85	\$1,042.10	0	\$0.00	0	\$0.00	0	\$0.00	1,226	\$1,042.10
12 TREES	3	EA	\$275.00	\$825.00	0	\$0.00	3	\$825.00	3	\$825.00	0	\$0.00
13 STAKEOUT / AS-BUILT PLAN	1	LS	\$5,000.00	\$5,000.00	0	\$0.00	0	\$0.00	0	\$0.00	1	\$5,000.00
SUBTOTAL ITEM D.				\$14,802.47		\$4,350.00		\$1,621.82		\$5,971.62		\$8,830.85
E LANDSCAPING												
1 6 FT HIGH PRIVACY FENCE (INCLUDED IN DEMOLITION FOOTCROW)	0	LF	\$0.00	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
2 STREET TREES	9	EA	\$275.00	\$2,475.00	0	\$0.00	9	\$2,475.00	9	\$2,475.00	0	\$0.00
3 PERMANENT SEEDING	1226	SY	\$0.50	\$613.00	0	\$0.00	0	\$0.00	0	\$0.00	1,226	\$613.00
4 MOWING	1	LS	\$1,520.00	\$1,520.00	0	\$0.00	1.00	\$1,520.00	1	\$1,520.00	0.00	\$0.00
SUBTOTAL ITEM E.				\$4,608.00		\$0.00		\$3,995.00		\$3,995.00		\$613.00
F UTILITY INSTALLATION IN RoW												
1 INSTALL 8" SDR-26 PVC LATERALS	328	LF	\$23.00	\$7,544.00	164	\$3,772.00	164	\$3,772.00	328	\$7,544.00	0	\$0.00
2 SEWER LATERAL CONNECTION TO MAIN	4	EA	\$150.00	\$600.00	2	\$300.00	2	\$300.00	4	\$600.00	0	\$0.00
3 SANITARY CLEANOUTS	4	EA	\$60.00	\$240.00	0	\$0.00	4	\$240.00	4	\$240.00	0	\$0.00
4 WATER TIGHT REMOVAL OF EX. SANITARY LATERAL	1	LS	\$1,100.00	\$1,100.00	0	\$0.00	1	\$1,100.00	1	\$1,100.00	0	\$0.00
5 2A AGGREGATE BEDDING & BACKFILL TO STREET BASE COURSE	384	CY	\$7.50	\$2,880.00	192	\$1,440.00	192	\$1,440.00	384	\$2,880.00	0	\$0.00
6 WATER SERVICE TAP AND INSTALLATION TO R.O.W.	4	EA	\$3,510.00	\$14,040.00	4	\$14,040.00	0	\$0.00	4	\$14,040.00	0	\$0.00
7 WATER METER INSTALLATION	4	EA	\$930.00	\$3,720.00	0	\$0.00	4	\$3,720.00	4	\$3,720.00	0	\$0.00
8 LAWN RESTORATION	24	SY	\$1.20	\$28.80	0	\$0.00	24	\$28.80	24	\$28.80	0	\$0.00
SUBTOTAL ITEM F.				\$30,152.80		\$19,552.00		\$10,600.80		\$30,152.80		\$0.00
G MISCELLANEOUS												
1 CURB REPLACEMENT	165	LF	\$13.56	\$2,237.40	0	\$0.00	165	\$2,237.40	165	\$2,237.40	0	\$0.00
2 SIDEWALK REPLACEMENT	750	SF	\$5.11	\$3,832.50	0	\$0.00	750	\$3,832.50	750	\$3,832.50	0	\$0.00
3 DRIVEWAY APRONS	3	EA	\$512.00	\$1,536.00	0	\$0.00	3	\$1,536.00	3	\$1,536.00	0	\$0.00
4 PINS & MONUMENTS	14	EA	\$150.00	\$2,100.00	0	\$0.00	0	\$0.00	0	\$0.00	14	\$2,100.00
SUBTOTAL ITEM G.				\$9,705.90		\$0.00		\$7,605.90		\$7,605.90		\$2,100.00

DESCRIPTION	QTY	UNITS	UNIT COST	TOTAL	TOTAL PAST RELEASES		CURRENT ESTIMATE		TOTAL RELEASE TO DATE		REMAINING	
					QUANTITY	TOTAL	QUANTITY	TOTAL	QUANTITY	TOTAL	QUANTITY	TOTAL
SUBTOTAL ITEMS A. THRU G.				\$90,857.73		\$35,311.10		\$43,389.78		\$78,700.88		\$12,156.85
LESS 10% RETAINAGE						\$3,531.10		\$4,338.98		\$7,870.08		
RETAINAGE RELEASE						\$0.00		\$0.00		\$0.00		\$7,870.08
NET CONSTRUCTION				\$90,857.73		\$31,780.00		\$39,050.80		\$70,830.80		\$20,026.93
10% CONTINGENCY				\$9,085.77								
CONTINGENCY RELEASE						\$3,530.00		\$4,338.98		\$7,868.98		\$1,216.80
TOTAL CONSTRUCTION ESCROW				\$99,943.50								
ENGINEERING and LEGAL FEES (10%)				\$9,085.77		\$3,530.00		\$2,500.00		\$6,030.00		\$3,055.77
TOTAL COST ESTIMATE				\$109,029.28		\$38,840.00		\$45,889.78		\$84,729.78		\$24,299.50
REMAINING COST ESTIMATE				\$24,299.50								

ESCROW SUMMARY

DATE RECOMMENDED:

July 9, 2022

NO. RELEASE AMOUNT

1 \$38,840.00
 2 \$45,889.78

DATE

June 17, 2021
 January 5, 2023

TOTAL \$84,729.78

ENGINEERING OBSERVATION REQUIRED FOR CONSTRUCTION OF ALL ESCROWED IMPROVEMENTS. A MINIMUM OF 48 HOURS NOTICE SHALL BE PROVIDED IN ORDER TO SCHEDULE FIELD STAFF. ENGINEERING AND OBSERVATION CHARGES SHALL BE BILLED ON AN HOURLY BASIS FOR ACTUAL TIME REQUIRED. HOURLY RATES WILL BE BILLED AT 150% OF STANDARD RATES FOR WORK PERFORMED BEFORE 7:30 AM OR AFTER 5:30 PM ON WEEKDAYS, AND ANY TIME DURING HOLIDAYS AND WEEKENDS. ENGINEERING SERVICES INCLUDE, BUT ARE NOT LIMITED TO, COMMUNICATIONS, OBSERVATIONS OF INSTALLED IMPROVEMENTS, SITE MEETINGS, PREPARATION OF FIELD REPORTS, PROCESSING OF REQUESTS FOR ECROW RELEASE, FINAL PUNCHLIST, AND CLOSEOUT OF THE PROJECT.

SUBMITTED: _____

DATE

RECOMMENDED FOR RELEASE: 
 BURSICH ASSOCIATES, INC.

1/5/2023
 DATE

APPROVED: _____
 BOROUGH OF HATFIELD

DATE

DESCRIPTION	QTY	UNITS	UNIT COST	TOTAL	TOTAL PAST RELEASES		CURRENT ESTIMATE		TOTAL RELEASE TO DATE		REMAINING	
					QUANTITY	TOTAL	QUANTITY	TOTAL	QUANTITY	TOTAL	QUANTITY	TOTAL
A EROSION & SEDIMENT CONTROL												
1 12" COMPOST FILTER SOCK (SITE PERIMETER)	500	LF	\$3.40	\$1,700.00	500	\$1,700.00	0	\$0.00	500	\$1,700.00	0	\$0.00
2 TEMP. SEEDING & STRAW (ALL DISTURBED AREAS)	3,675	SY	\$0.50	\$1,837.50	3675	\$1,837.50	0	\$0.00	3675	\$1,837.50	0	\$0.00
3 ROCK CONSTRUCTION ENTRANCE	1	EA	\$1,000.00	\$1,000.00	1	\$1,000.00	0	\$0.00	1	\$1,000.00	0	\$0.00
4 MAINTENANCE OF E&S CONTROLS	1	LS	\$1,200.00	\$1,200.00	1	\$1,200.00	0	\$0.00	1	\$1,200.00	0	\$0.00
5 MOWING	1	LS	\$1,520.00	\$1,520.00	1	\$1,520.00	0	\$0.00	1	\$1,520.00	0	\$0.00
SUBTOTAL ITEM A.				\$7,257.50		\$7,257.50		\$0.00		\$7,257.50		\$0.00
B FENCING												
1 6 FT HIGH PRIVACY FENCE (NEED CURRENT QUOTE)	160	LF	\$27.50	\$4,400.00	0	\$0.00	160	\$4,125.00	150	\$4,125.00	10	\$275.00
SUBTOTAL ITEM B.				\$4,400.00		\$0.00		\$4,125.00		\$4,125.00		\$275.00
SUBTOTAL ITEMS A. AND B.				\$11,657.50	\$7,257.50	\$4,125.00	\$11,382.50	\$275.00				
LESS 10% RETAINAGE					\$725.75	\$412.50	\$1,138.25					
RETAINAGE RELEASE					\$725.75	\$0.00	\$725.75	\$412.50				
NET CONSTRUCTION				\$11,657.50	\$7,257.50	\$3,712.50	\$10,970.00	\$687.50				
10% CONTINGENCY				\$1,165.75								
CONTINGENCY RELEASE					\$725.75	\$0.00	\$725.75	\$440.00				
TOTAL CONSTRUCTION ESCROW				\$12,823.25								
ENGINEERING and LEGAL FEES (15%)				\$1,748.63	\$1,088.63	\$0.00	\$1,088.63	\$660.00				
TOTAL COST ESTIMATE				\$14,571.88	\$9,071.88	\$3,712.50	\$12,784.38	\$1,787.50				
REMAINING COST ESTIMATE				\$1,787.50								

ESCROW SUMMARY

DATE RECOMMENDED:

July 9, 2022

NO. RELEASE AMOUNT

1 \$9,071.88
 2 \$3,960.00

DATE
 June 17, 2021
 January 5, 2023

TOTAL \$13,031.88

SUBMITTED: _____

DATE _____

RECOMMENDED FOR RELEASE: 
 BURSICH ASSOCIATES, INC.

1/5/2023
 DATE _____

APPROVED: _____
 BOROUGH OF HATFIELD

DATE _____

ENGINEERING OBSERVATION REQUIRED FOR CONSTRUCTION OF ALL ESCROWED IMPROVEMENTS. A MINIMUM OF 48 HOURS NOTICE SHALL BE PROVIDED IN ORDER TO SCHEDULE FIELD STAFF. ENGINEERING AND OBSERVATION CHARGES SHALL BE BILLED ON AN HOURLY BASIS FOR ACTUAL TIME REQUIRED. HOURLY RATES WILL BE BILLED AT 150% OF STANDARD RATES FOR WORK PERFORMED BEFORE 7:30 AM OR AFTER 5:30 PM ON WEEKDAYS, AND ANY TIME DURING HOLIDAYS AND WEEKENDS. ENGINEERING SERVICES INCLUDE, BUT ARE NOT LIMITED TO, COMMUNICATIONS, OBSERVATIONS OF INSTALLED IMPROVEMENTS, SITE MEETINGS, PREPARATION OF FIELD REPORTS, PROCESSING OF REQUESTS FOR ESCROW RELEASE, FINAL PUNCHLIST, AND CLOSEOUT OF THE PROJECT.

6. NEW BUSINESS / DISCUSSION ITEMS:

**B. 2023 Draft ADA and Roadway
Resurfacing Schedule**

2023 Hatfield Borough ADA Curb Ramps and Roadway Resurfacing Projects
Tentative Schedules
1/3/23

DRAFT

ADA Curb Ramps (Contract No. HAT 23-01)				Notes	Roadway Resurfacing (Contract No. HAT 23-02)				Notes
	<u>Milestone</u>	<u>Date</u>	<u>Days (from)</u>			<u>Milestone</u>	<u>Date</u>	<u>Days (from)</u>	
(1)	Authorization to Bid	3/15/23	Wed.	Council Mtg.					
(2)	Advertise for Bidding	3/29/23	Wed.						
	Pre-bid Meeting	4/12/23	Wed. 14 (2)						
(3)	Bid Open	4/26/23	Wed. 28 (2)		(A)	Authorization to Bid	4/19/23	Wed.	Council Mtg.
(4)	Contract Award Vote	5/3/23	Wed. 7 (3)	Council Mtg.	(B)	Advertise for Bidding	4/26/23	Wed.	
(5)	Issue Notice of Award	5/4/23	Thurs. 8 (3)						
						Pre-bid Meeting	5/10/23	Wed. 14 (B)	
(6)	Effective Date (NtP)	6/1/23	Thurs. 28 (5)		(C)	Bid Open	5/24/23	Wed. 28 (B)	
					(D)	Contract Award Vote	6/7/23	Wed. 14 (C)	Council Mtg.
(7)	Begin Construction	6/15/23	Thurs. 14 (6)		(E)	Issue Notice of Award	6/8/23	Thurs. 15 (C)	
(8)	Complete Select Sidewalks	6/29/23	Thurs. 14 (7)						
					(F)	Effective Date (NtP)	7/6/23	Thurs. 28 (F)	
						Begin Construction	7/20/23	Thurs. 14 (F)	
	Req'd Substantial Completion	8/15/23	Tue. 75 (6)						
						Req'd Substantial Completion	8/20/23	Sun. 45 (F)	
						Ready for Final Payment	9/10/23	Sun. 66 (F)	
	Ready for Final Payment	9/14/23	Sat. 105 (6)						

* Events in red have not yet occurred

* Events in red have not yet occurred

6. NEW BUSINESS / DISCUSSION ITEMS:

C. 2023 Tax Duplicate Certification

**MONTGOMERY COUNTY
BOARD OF COMMISSIONERS**

VAL A. ARKOOSH, MD, MPH, CHAIR
KENNETH E. LAWRENCE, JR., VICE CHAIR
JOSEPH C. GALE, COMMISSIONER



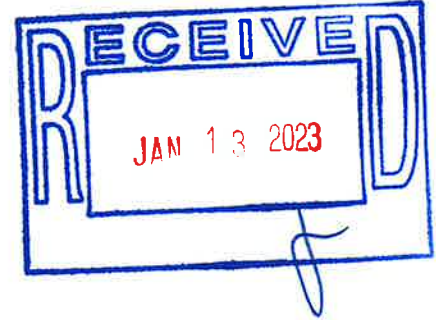
BOARD OF ASSESSMENT APPEALS

MONTGOMERY COUNTY COURTHOUSE • PO Box 311
NORRISTOWN, PA 19404-0311
610-278-3761

WWW.MONTCOPA.ORG

JOSEPH S. FOSTER, CHAIRMAN
PATRICK J. COSTELLO, BOARD MEMBER
ROBERT L. ADSHEAD, BOARD MEMBER

January 13, 2023



Dear Sir/Madam:

This letter certifies¹ that for the tax year of **2023** the tax duplicate for:

HATFIELD BOROUGH

The ASSESSED VALUE is:	\$137,793,750
The TAX AMOUNT is:	\$583,828
The MCCC TAX AMOUNT is:	\$53,723
The County General Millage rate for 2023 is:	4.237
MCCC Millage rate for 2023 is:	.39

Respectfully,

**Robert E Wright Jr., Chief Assessor
Montgomery County Board of Assessment Appeals**

Cc: TAX COLLECTOR
MUNICIPAL SECRETARY/MANAGER
SCHOOL DISTRICT SECRETARY/BUS MANAGER

¹ This letter supersedes and corrects the letter of January 5, 2023, in which an improper tax calculation method was used.

6. NEW BUSINESS / DISCUSSION ITEMS:

D. Hatfield Hello Program



Purpose

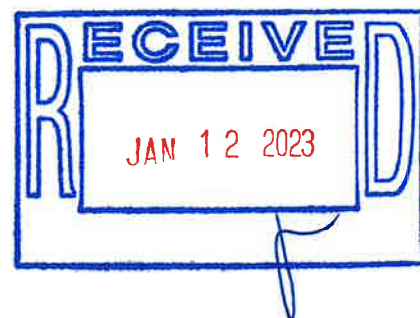
A program to introduce new residents of the Borough to various businesses and services available to them in conjunction with and through a partnership with the Borough government.

Scope

At the outset of this program new residents of single family residences within the Borough would be provided a packet of information about various Borough businesses, governmental services and contacts by representatives of the Borough government either in person or through the Borough office utilizing information from various new utility setups. This project may be expanded in the future to include new residents in rental units as permitted by rental property owners. This program would be administered by the Hatfield Economic Revitalization Outreach Committee.

Information Provided

- A welcoming introductory letter from the Borough explaining the purpose of the packet.
- A directory of Borough businesses in various categories such as restaurants, doctors, markets, etc. that could be patronized by new residents.
- A list of contact information and phone numbers for all Borough Council members and Borough offices
- A list of all county and state representatives contact information.
- A list of all county and state offices contact information and phone numbers that may be helpful to new residents.



6. NEW BUSINESS / DISCUSSION ITEMS:

E. Junior Council Person Program

JUNIOR COUNCIL PERSON PROGRAM OVERVIEW

PURPOSE:

The Junior Council Person (JCP) Program provides youth in the community with an opportunity to get engaged in borough government and develop leadership skills. It also allows borough officials to serve as mentors to students who will be future leaders in their communities.

SUGGESTED GUIDELINES:

1. Priority should be given to Borough Residents
2. May be a High School or College Student
3. Should take a "Junior Council Person Pledge"
4. Can serve a one or two-year term
5. Can have one or more Junior Council Persons at a time
6. Should be required to attend monthly borough council meetings, budget sessions and other "special" meetings as appropriate
7. Should be seated with the council and actively participate
8. Must observe all borough council meeting rules
9. JCP can NOT vote or attend "Executive" Sessions

GETTING STARTED:

1. Borough Council Needs to pass a resolution to participate in the JCP Program.
2. Approach local high school and make principals, teachers and students aware of program
3. Interested students should write a letter of interest to borough council.
4. Borough council/school selects most qualified students

THINGS TO THINK ABOUT WHEN STARTING A JCP PROGRAM:

1. Find students who are more "likely" to stay in the borough after high school or college
2. Are there similar programs in the community (fire department, school board, etc.)
3. Set realistic expectations for the JCP member. Many of the students are involved in other activities, but you want to maximize their experience and keep their interest peaked
4. Are there more than one "qualified" student, find opportunities for everyone to get involved.
5. Do you have time to mentor JCP members? Will you be able to help JCP members understand the issues that are going on in the community?
6. Is council open to listening to the feedback of the JCP member. Can you make their opinions and views count?

**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____.

SAMPLE

RESOLUTION NO. _____

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

WHEREAS, _____ 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 participate in the workings of their local government by appointing Junior Council Person(s); and

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 to serve as Junior Council Person during the school year; and

WHEREAS, the Council wishes to extend to the youth of _____ 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 _____ hereby creates the position of “Junior Council Person.”
- 2) The term of office shall be 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 _____ 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 “oath of office.”
- 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 _____ day of _____, 20_____.

_____ **BOROUGH COUNCIL**

President

ATTEST:

Manager/Secretary

Mayor

7. OLD BUSINESS:

8. ACTION ITEMS:

- A. Motion to Consider Approving Escrow Release No. 3, Development and Demolition Escrow, for the Edinburgh Square Development in the Amount of \$49,602.28 (forty-nine thousand six hundred two dollars and twenty-eight cents)**

**9. Motion to Approve Payment of the
Bills**

ADDITIONS TO THE JANUARY 2023 BILL LIST:

AMP OHIO - DECEMBER ELECTRIC PURCHASE.....\$188,405.30
BARN SIDE FARM COMPOSTE - SWEEPER SWEEPINGS..... \$1,618.88
CANON FINANCIAL - COPIER LEASE.....\$465.00
PORTER & CURTIS - WC BROKER FEE\$1,000.00
TD CARD SERVICES - OPEN SIGN FOR FRONT WINDOW\$63.32
TURTLE & HUGHES - LIGHTING ARRESTER.....\$72.25

TOTAL ADDED TO BILL LIST \$191,624.75

REVISED BILL LIST TOTAL \$399,771.48

Column1	Column2	Column3	Column4	Column5	Column6
JANUARY 2023 ACCOUNTS PAYABLE BILL LIST					
VENDOR BILL LIST					
	ITEM DESCRIPTION	AMOUNT PAID	DATE PROCESSED	TOTAL PAID	CHECK NO.
TD BANK					
R & R VOICE AND DATA, INC.	CAMERA FOR TROLLEY & E LINCOLN	\$5,350.00	12/30/2023	\$5,350.00	27290
CARR & DUFF	HERITAGE POWER OUTAGE	\$939.25	12/31/2023	\$939.25	27291
EDDIES ELECTRIC	ELECTRIC SERVICE REPAIR	\$238.00	12/31/2023	\$238.00	27292
KALER MOTOR CO.	BUCKET TRUCK INSPECTION/REPAIR	\$2,166.53	12/31/2023	\$2,166.53	27293
TURTLE & HUGHES	ELECTRIC SYSTEM MATERIALS	\$783.00	12/31/2022	\$783.00	27296
COMCAST	16 CHERRY ST & 401 S MAIN INTERNET	\$239.90	1/6/2023	\$239.90	27297
GUARDIAN	COUNCIL LIFE INSURANCE	\$35.83	1/10/2023	\$35.83	27299
THE HARTFORD	LIFE, AD&D, STD AND LTD INSURANCE	\$772.97	1/10/2023	\$772.97	27300
CARR & DUFF	SECTIONALIZING FUSES	\$18,500.00	12/31/2022	\$18,500.00	27301
WELLS FARGO	SERIES 2003 B NOTE, 2020/2021 A/B NOTES	\$6,420.29	12/27/2022	\$6,420.29	ACH
21ST CENTURY MEDIA	LEGAL ADVERTISING	\$589.97			
ALLEGHENY ELECTRIC COOP	DECEMBER MONTHLY ELECTRIC SALES	\$3,623.18			
ALL POINTS REPORTING	TRANSCRIPTION SERVICES	\$389.90			
AMP, INC.	DEC PMPM/VERIZON CHARGES	\$1,402.68			
AMP OHIO	DECEMBER ELECTRIC PURCHASE	\$188,405.30			
THOMAS J ANDERSON	DEFINED BENEFIT PLAN CONSULTING	\$5,400.00			
AT&T	PW & MGR CELL PHONES	\$510.03			
BARNSIDE FARM COMPOSTING	SWEEPER SWEEPINGS	\$1,618.88			
DL BEARDSLEY	GAS DRILL REPAIR	\$59.65			
BOROUGH OF HATFIELD ELECTRIC	REPAYMENT OF BORROWING	\$8,287.43			
BURSICH ASSOCIATES	ENGINEERING - GENERAL	\$475.00			
BURSICH ASSOCIATES	ENGINEERING - MS4 MONITORING	\$150.00			
BURSICH ASSOCIATES	BROAD ST STORM SEWER REPLACEMENT	\$4,925.00			
BURSICH ASSOCIATES	ENGINEERING - ADA RAMPS 2022	\$585.00			
BURSICH ASSOCIATES	ENGINEERING - ROADWAY RESURFACE 2022	\$1,370.00			
BURSICH ASSOCIATES	ENGINEERING - BENNETTS' COURT	\$70.00			
BURSICH ASSOCIATES	ENGINEERING - EDINBURGH SQ	\$1,580.00			
BURSICH ASSOCIATES	ENGINEERING - 23 N MAIN ST	\$105.00			
CANON COPIER	COPIER LEASE	\$465.00			
CHAMBER OF COMMERCE	MEMBERSHIP DUES	\$260.00			
CLEMENS UNIFORMS, MATS & MORE	MATS FOR HALL WAYS	\$75.20			
CODE INSPECTIONS	BLDG CODE FIRE & ZONING SERVICES	\$13,034.00			
COMCAST	16 CHERRY ST	\$113.05			
DELAWARE VALLEY HEALTH INS	HEALTH INSURANCE FOR EMPLOYEES	\$16,939.19			
DELAWARE VALLEY PROP & LIAB	PROPERTY & LIABILITY INSURANCE	\$10,453.25			
DELAWARE VALLEY WORKERS	WORKERS COMP	\$2,065.25			
EAS WATER	SPRING WATER FOR PW	\$89.70			
EDDIES ELECTRIC	REPLACE ELECTRIC METERS	\$238.00			
FRANCONIA AUTO	2017 GMC TRUCK STATE INSPECTION	\$51.25			
GENERAL CODE	ECODE360 ANNUAL MAINTENANCE	\$1,195.00			
KIM GOMEZ	CLEANING SERVICES FORJANUARY	\$500.00			
GUARDIAN	COUNCIL LIFE INSURANCE	\$37.20			
THE HARTFORD	AD&D LIFE STD & LTD INSURANCE	\$772.97			
HATFIELD ELECTRIC	615 DAIN ELECTRIC SERVICE	\$268.58			
HATFIELD TOWNSHIP	JANUARY POLICE SERVICES	\$78,750.00			
HEFFERNAN INSURANCE	WORKERS COMP BROKERS FEE	\$1,000.00			
HMHS	MEMBERSHIP DUES	\$20.00			
HOLIDAY OUTDOOR DÉCOR	LEB BULBS FOR SNOWFLAKE DECORATIONS	\$4,100.00			
INDIAN VALLEY CHAMBER	MEMBERSHIP DUES	\$355.00			
LOWES	LIGHTS FOR PW SHOP	\$30.08			
LOWES	BULBS & BALLASTS FOR PW SHOP	\$161.45			
LOWES	PAINT FOR PW SHOP	\$32.29			
LOWES	PAINT FOR PW SHOP	\$197.98			
LOWES	SHOP SUPPLIES	\$35.14			
LOWES	SHOP SUPPLIES	\$27.99			
MG TRUST	4TH QUARTER DEFINED CONT PENSION	\$5,062.45			
NETWORK CONCEPTS	MANAGED IT SERVICES	\$485.00			
NORTH PENN WATER AUTHORITY	WATER SEVICES SCOUT CABIN	\$20.35			
NORTH PENN WATER AUTHORITY	615 DAIN AVE WATER SEVICE	\$30.20			
PA ONE CALL	MONTHLY ACTIVITY	\$23.31			

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