

BOROUGH COUNCIL
REORGANIZATION / WORKSHOP MEETING

January 2, 2018

6:30PM

MINUTES

SWEARING IN

MAYOR ROBERT L KALER III
COUNCILMEMBER JASON FERGUSON
COUNCILMEMBER JOHN KROESSER
COUNCILMEMBER JOHN H. WEIERMAN
TAX COLLECTOR NANCY C. DEFINIS
JUDGE OF ELECTIONS LINDA A. KALER

THE HONORABLE EDWARD J. LEVINE
PRESIDING

6:30PM Swearing in of Councilmember Jason Ferguson
Swearing in of Councilmember John Kroesser
Swearing in of Councilmember John H. Weierman
Swearing in of Tax Collector Nancy C. DeFinis

The Honorable Edward J. Levine opened the Swearing In of Councilmember Jason Ferguson, Councilmember John Kroesser, Councilmember John H. Weierman and Tax Collector Nancy DeFinis. All took the Oath of Office. Mayor, Robert L. Kaler III and Judge of Elections Linda A. Kaler were not present at the meeting.

CALL TO ORDER: John H. Weierman called the Reorganization / Workshop Meeting to Order at 6:35PM.

ROLL CALL

(X) Kenneth V. Farrall
(X) Jason Ferguson
(X) Stephen E. Keib
(X) John Kroesser
(X) John H. Weierman

() Mayor Robert L. Kaler, III

The record shows that five members of Council were present at roll call, as well as, Patrick M. Hitchens, Timoney Knox, LLP, Manager Michael J. DeFinis and Assistant Secretary Jaime E. Snyder.

PLEDGE OF ALLEGIANCE

NOMINATION AND ELECTION OF COUNCIL PRESIDENT: John Weierman, informed Council at this time Chair will recognize nominations for Council President.

Motion: A motion was made by Councilmember Farrall to nominate John H. Weierman as Council President. The nomination was seconded by Councilmember Kroesser and unanimously approved with a vote of 5-0.

NOMINATION AND ELECTION OF VICE PRESIDENT: John Weierman informed Council at this time Chair will recognize nominations for Vice President.

Motion: A motion was made by Councilmember Keib to nominate Kenneth V. Farrall as Vice President. The nomination was seconded by Councilmember Kroesser and unanimously approved with a vote of 5-0.

APPOINTMENT OF VACANCY BOARD CHAIR: John Weierman informed Council at this time Chair will recognize nominations for Vacancy Board Chair.

Motion: A motion was made by Councilmember Farrall to appoint Michelle Kroesser as Vacancy Board Chair. The motion was seconded by Councilmember Keib. The motion was unanimously approved with a vote of 5-0.

COMMENCEMENT AND APPROVAL OF MEETING AGENDA:

1. Motion to Approve the January 2, 2018 Workshop Meeting Agenda.

Motion: A motion was made by Councilmember Keib for Commencement and Approval of Meeting Agenda, January 2, 2018 Workshop Meeting Agenda. The motion was seconded by Councilmember Farrall and unanimously approved with a vote of 5-0.

2. **PUBLIC INPUT:** President Weierman asked if there was any Public Input. The media was not present.

Mr. Bowers from 510 West Vine Street addressed Council and asked for an update regarding the development at Koffel and West Vine and specifically about the traffic study that was approved on November 13, 2017 addressing any time frames for the study.

Manager DeFinis stated that McMahan Associates the Traffic Engineer have been engaged with the study but have not received any reports or time frames as of today. Manager DeFinis stated that McMahan was told that the study was to be completed as

soon as possible and Manager DeFinis added that he will contact McMahon and request an update.

3. ANNOUNCEMENTS: Manager DeFinis made the following announcements.

- The Next Council Meeting is the Regular Meeting scheduled for January 17, 2018 @ 7:30PM at the HVFC
- The Hatfield Chamber of Commerce Luncheon is scheduled for January 22nd at 12:00PM in the Hatfield Township Community Room
- HMHS is scheduled to meet January 23rd @ 7:00PM at the HVFC
- HERC scheduled to meet January 24th @ 8:00AM at the HVFC
- The Planning commission is scheduled to meet January 29th @ 7:00PM at the HVFC
- The February Workshop Meeting is scheduled for January 31, 2018 @ 7:30PM at the HVFC

4. REPORTS FROM STANDING COMMITTEES & MAYOR:

President Weierman went over the new Council Committee assignments.

PUBLIC SAFETY: The 2018 meeting dates are located in your Borough calendar packets.

PUBLIC WORKS: Discussed the Towamencin Avenue Project and on the Agenda this evening will be a motion to advertise the specs and bid documents for the project. This will be a two-phase project with ADA ramps and intersection redesign phase one and phase two being the mill and overlay.

5. MANAGER'S REPORT

General Report and Project Updates.

Land Use & Development Updates:

- A. St. Mary St. Kyrillos Coptic Church / Ongoing
- B. GLC (Grace Lutheran Church) / Under Construction
- C. Gambone/Snyder Townhomes / Second Building Coming Soon
- D. Hatfield Auto Museum / Nothing New
- E. Crystal Rose Catering / Nothing New
- F. Hattricks / Waiver of LD Request / Requested Ordinance Change
- G. 122 ½ Towamencin Ave. / Access to Property / Nothing New
- H. PIRHL- Biblical Seminary Project Zoning Application Approved
- I. Salter's / Woodburners Improvements
- J. Edinburgh Square Subdivision / Caracausa Development
- K. 138 Diamond Street Reconstruction

Utility Billing Update:

- A. Staff continues to monitor Electric & Sewer Past Due accounts. No Electric or Sewer disconnects at this time.
- B. Email Billing available for Electric & Sewer Accounts. I encourage all account holders to take advantage of the cost effective efficient billing delivery opportunity.
- C. Borough staff has chosen MunicIPAY to handle the CC and online Electric, Sewer and Real Estate Payments.

2018 Project Updates:

- A. Centennial Park Sanitary Sewer project under review
- B. The East School Street CDBG Grant Application has been awarded. Staff is waiting on final formal notification from the Montgomery County Department of Housing & Development
- C. Towamencin Avenue Reconstruction Bid Specs ready for Advertisement
- D. Municipal Complex Update

Items of Interest:

- A. Indian Valley Chamber Annual Dinner Invitation
- B. PSAB 107th Annual Conference
- C. NextEra 5th Annual Public Power Summit Save the Date
- D. APPA 2018 Legislative Rally
- E. 2018 Certified Montgomery County Tax Duplicate
- F. Emmanuel Church Thank you
- G. DVT Property and Liability 2017 Annual Report
- H. Holiday Decorating Contest Winner
- I. Pot Hole on Main Street

6. NEW BUSINESS:

- A. Council Committees

President Weierman stated this was discussed during the Committee updates.

- B. Information Booklet Distribution

President Weierman distributed / spoke about the Borough Information Booklet.

- C. Resolution 2018-01 Jaime E. Snyder Assistant Manager

President Weierman stated that this Resolution would name the current Assistant Secretary Jaime E. Snyder as the Assistant Manager / Assistant Secretary for the Borough.

- D. Towamencin Avenue Bid Specifications Packet

Manager DeFinis stated that Solicitors Office has gone through the documents and there are still a few items that need to be addressed but the packet is ready to go

and be advertised. Manager DeFinis went over with Council and Mayor Kaler the design elements of Towamencin Avenue addressing Forty Foot Road, Columbia Avenue and the intersection of Towamencin, Wayne and Lambert.

7. OLD BUSINESS:

A. REPORTS AND CORRESPONDENCE:

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

- Fire Department Report
- Zoning Officer, Building Code and Property Maintenance Report
- Fire Marshal Fire Safety Inspection Report

8. ACTION ITEMS:

Motion to Appoint Timoney Knox, LLP as the Borough Solicitor for general legal service.

Motion: A motion was made by Councilmember Keib to Appoint Timoney Knox, LLP as the Borough Solicitor for general legal service. The motion was seconded by Councilmember Farrall and unanimously approved with a vote of 5-0.

Motion to Appoint Dischell, Bartle & Dooley Attorneys at Law as the Borough Zoning Hearing Board Solicitor.

Motion: A motion was made by Councilmember Farrall to Appoint Dischell, Bartle & Dooley Attorneys at Law as the Borough Zoning Hearing Board Solicitor. The motion was seconded by Councilmember Keib and unanimously approved with a vote of 5-0.

Motion to Appoint Bursich Engineers as the Borough Engineer for general engineering services.

Motion: A motion was made by Councilmember Keib to Appoint Bursich Engineering as the Borough Engineer for general engineering services. The motion was seconded by Councilmember Farrall and unanimously approved with a vote of 5-0.

Motion to Appoint Utility Engineers as the Borough Engineer for electric utility services.

Motion: A motion was made by Councilmember Farrall to Appoint Utility Engineers as the Borough Engineer for electric utility services. The motion was seconded by Councilmember Keib and unanimously approved with a vote of 5-0.

Motion to Appoint Code Inspections Inc. to administer Zoning, Code and Fire Safety enforcement & services.

Motion: A motion was made by Councilmember Farrall to Appoint Code Inspections Inc. to administer Zoning, Code and Fire Safety enforcement & services. The motion was seconded by Councilmember Keib and unanimously approved with a vote of 5-0.

Motion to Appoint Daniel Quimby from Code Inspections Inc. as the Fire Marshal for the Borough of Hatfield.

Motion: A motion was made by Councilmember Keib to Appoint Daniel Quimby from Code Inspections Inc. as the Fire Marshal for the Borough of Hatfield. The motion was seconded by Councilmember Farrall and unanimously approved with a vote of 5-0.

Motion to Appoint John Pedrazzani and Daniel Ruch as Zoning Hearing Board Members for a four-year term to end December 31, 2021.

Motion: A motion was made by Councilmember Farrall Appoint to John Pedrazzani and Daniel Ruch as Zoning Hearing Board Members for a four-year term to end December 31, 2021. The motion was seconded by Councilmember Keib and unanimously approved with a vote of 5-0.

Motion to Appoint John Kroesser to the Planning Commission for a four-year term to end December 31, 2021.

Motion: A motion was made by Councilmember Keib to Appoint John Kroesser to the Planning Commission for a four-year term to end December 31, 2021. The motion was seconded by Councilmember Farrall and unanimously approved by a vote of 5-0.

Motion to Appoint Robert L. Kaler III, Joe Amorosi, Donald Gehman and Jason Ferguson to the HERC Committee for a four-year term to end December 31, 2021.

Motion: A motion was made by Councilmember Keib to Appoint Robert L. Kaler III, Joe Amorosi, Donald Gehman and Jason Ferguson for the

HERC Committee for a four-year term to end December 21, 2021. The motion was seconded by Councilmember Farrall and unanimously approved by a vote of 5-0.

Motion to Appoint Kenneth V. Farrall as the Borough of Hatfield's Representative on the North Penn Water Authority Board for a five-year term to end on December 31, 2022.

Motion: A motion was made by Councilmember Keib to Appoint Kenneth V. Farrall as the Borough of Hatfield's Representative on the North Penn Water Authority Board for a five-year term to end on December 31, 2022. The motion was seconded by Councilmember Kroesser and unanimously approved by a vote of 5-0.

Motion to Appoint Michael J. DeFinis as Hatfield Borough Manager / Secretary and EMC (Emergency Management Coordinator) and Authorize the Attached Employment Agreement.

Motion: A motion was made by Councilmember Keib to Appoint Michael J. DeFinis as Hatfield Borough Manager / Secretary and EMC (Emergency Management Coordinator) and Authorize the Attached Employment Agreement. The motion was seconded by Councilmember Farrall and unanimously approved by a vote of 5-0.

Motion to Consider Resolution 2018-01 and Appoint Jaime E. Snyder as Assistant Manager / Assistant Secretary and Authorize the Attached Employment Agreement.

Motion: A motion was made by Councilmember Keib to Appoint Resolution 2018-01 and Appoint Jaime E. Snyder as Assistant Manager / Assistant Secretary and Authorize the Attached Employment Agreement. The motion was seconded by Councilmember Farrall and unanimously approved by a vote of 5-0.

Motion to Appoint Jaime E. Snyder as the Human Resource Manager

Motion: A motion was made by Councilmember Keib to Appoint Jaime E. Snyder as the Human Resource Manager. The motion was seconded by Councilmember Farrall and unanimously approved by a vote of 5-0.

Motion to Appoint Fred Leister as Public Works Director / Electric Superintendent and Authorize the Attached Employment Agreement.

Motion: A motion was made by Councilmember Kroesser to Appoint Fred Leister as Public Works Director / Electric Superintendent and Authorize the Attached Employment Agreement. The motion was seconded by Councilmember Keib and unanimously approved by a vote of 5-0

Motion to Appoint Diane Farrall as Treasurer and Authorize the Attached Employment Agreement.

Motion: A motion was made by Councilmember Keib to Appoint Diane Farrall as Treasurer and Authorize the Attached Employment Agreement. The motion was seconded by Councilmember Kroesser and approved by a vote of 4-0-1. Councilmember Farrall abstained from the vote.

Motion to Appoint David Weiss as Utility Billing Coordinator and Authorize the Attached Employment Agreement.

Motion: A motion was made by Councilmember Keib to Appoint David Weiss as Utility Billing Coordinator and Authorize the Attached Employment Agreement. The motion was seconded by Councilmember Kroesser and unanimously approved by a vote of 5-0.

Motion to Appoint Lindsay Hellmann as Public Information / Right to Know Officer.

Motion: A motion was made by Councilmember Keib to Appoint Lindsay Hellmann as Public Information / Right to Know Officer. The motion was seconded by Councilmember Farrall and unanimously approved by a vote of 5-0.

Motion to Appoint Christine A. Calhoun as the Deputy Tax Collector for a four-year term ending December 31, 2021.

Motion: A motion was made by Councilmember Keib to Appoint Christine A. Calhoun as the Deputy Tax Collector for a four-year term ending December 31, 2021. The motion was seconded by Councilmember Farrall and unanimously approved by a vote of 5-0.

Motion to Consider Advertising of the Towamencin Avenue Bid Specifications Packet.

Motion: A motion was made by Councilmember Farrall to Approve Advertising the Towamencin Avenue Bid Specifications Packet. The motion was seconded by Councilmember Keib and unanimously approved by a vote of 5-0.

9. ADJOURNMENT:

Motion: A motion was made by Councilmember Kroesser to adjourn the Reorganization / Workshop Meeting of January 2, 2018. The motion was seconded by Councilmember Farrall and unanimously approved with a vote of 5-0. The meeting adjourned at 9:12PM.

Executive Session Litigation and Personnel

Respectfully Submitted,
Jaime E. Snyder
Assistant Manager