

HATFIELD BOROUGH COUNCIL
WORKSHOP MEETING
November 3, 2021

MINUTES

THIS MEETING WAS HELD IN-PERSON
BOROUGH HALL 401 S. MAIN STREET, HATFIELD
THIS MEETING WAS RECORDED

CALL TO ORDER AND ROLL CALL:

- (X) John H. Weierman, President
 - (X) John Kroesser, Vice President
 - (X) Salvatore DiLisio Jr.
 - (X) Jason Ferguson
 - (X) Lawrence G. Stevens
- (X) Mayor, Robert L. Kaler III

The record shows that five members of Council were present at roll call, as well as, Mayor, Robert L. Kaler III, Solicitor Andrew Knox; Borough Manager Michael J. DeFinis, Assistant Manager Jaime Snyder, Public Works Director Stephen S. Fickert, Jr. and Assistant to the Manger; Kathryn Vlahos.

1. APPROVAL OF MEETING AGENDA:

Motion: A motion was made by Councilmember Kroesser to Approve the Workshop Meeting Agenda of November 3, 2021. The motion was seconded by Councilmember DiLisio and unanimously approved with a vote of 5-0.

2. PUBLIC INPUT: President Weierman asked if there were any Public Input. No public comment. No Media Present.

3. ANNOUNCEMENTS: Manager DeFinis made the following announcements:

- Borough Offices will be closed Thursday, November 11th in Observance of Veterans Day
- Next Council Meeting November 17th the Regular Meetings @ 7:30 in Council Chambers
- HERC is scheduled to meet Wednesday, November 17th @ 8:00AM via ZOOM
- Borough Offices will be closed Thursday & Friday November 25th & 26th in Observance of the Thanksgiving Holiday
- The Planning Commission is scheduled to Meet November 29th at 7:00PM in Council Chambers

- The ZHB Meeting for 64 E. Lincoln Avenue from October 27th is Continued till November 17th, 2021 @ 7:30PM in Council Chambers to Announce an Official Meeting Date

4. REPORTS FROM STANDING COMMITTEES AND MAYOR:

5. MANAGERS REPORT:

1. Land Use & Development Updates:

- A. Hatfield Auto Museum/ nothing new
- B. 371 Edgewood Drive formerly 122 ½ Towamencin Ave. Demolition Completed / Driveway Permit Under Review
- C. Edinburgh Square Subdivision Lots 3 & 4 Notice to Proceed Issues/ Building Permits Issued for Lots 1 & 2
- D. Bennett's Court L.D. Revised Preliminary Plan to be Re-Submitted
- E. 43 Roosevelt L.D. Final Plan Approved/ Developers Agreement being Developed
- F. 127 Penn Avenue Sketch Plan Submitted Project on Hold/ Property up for Sale
- G. SEPTA Property / Long Term Lease being Developed
- H. North Penn Industrial Center Sketch Plan Submitted for Discussion Application or Land Development has not been Submitted No Action required or Pending

2. Utility Billing Update:

- A. Staff continues to monitor Electric & Sewer Past Due accounts. Electric & Sewer delinquent notices are being sent as a reminder.
- B. Email billing is available for Electric & Sewer Accounts. I encourage all account holders to take advantage of the cost-effective billing delivery opportunity.
- C. 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 Project Updates:

- A. The East Lincoln Avenue Bridge Replacement Project is scheduled for completion by December 10, 2021. Payment Application #4 is on the November 3rd Agenda for discussion.
- B. The 2021 ADA Curb & Ramp Project has been completed. Payment has been issued.
- C. The 2021 Roadway Resurfacing Project has been completed punch list of outstanding items has been issued. The engineer anticipates one payment request for this project.

- D. The 2021 Portion of Stormwater replacement on Jade Drive has been completed.
4. PMEA Update: October Newsletter attached
5. AMP Pennsylvania R.I.C.E. BTM Peaking Project Update:
Supply chain delays and contractor availability caused by the Pandemic continue to interrupt final installation of the generator. Public Works Director Steve Fickert continues to work with AMP and Power Secure Representative to secure local contractors to complete the project.
6. AMI Update:
The AMI system is functioning as intended, which enables Utility Billing Coordinator David Weiss to monitor the electric metering system daily. Daily monitoring of the system ensures billing accuracy and enables diagnostics of service connections.
7. HERC Update
8. Items of Interest:
- A. PennDOT Winter Maintenance Agreement
 - B. HTMA Financial Statement Year End March 31, 2021 is now available for Review a copy is in the Borough Office.
 - C. NPWA Annual Report is available for Review, a copy is in the Borough Office.
6. ASSISTANT MANAGERS REPORT:
- 1. Public Assistance Request DR-4618 (Ida)
 - 2. County Transportation Program (CTP) Award
 - a. Liberty Bell Trail Crossing \$84,560.00
 - 3. Liberty Bell Trail Feasibility Study
 - a. Virtual Meeting Room: <https://libertybelltrail.z13.web.core.windowss.net/>
7. NEW BUSINESS/ DISCUSSION ITEMS:
- A. HVFC Hatfield Volunteer Fire Company Flasher Installation Award
Consideration Recommendation from McMahan & Associates
Anton Kuhner from McMahan reviewed the bids that were received for the Hatfield Volunteer Fire Company Flasher installation and answered any questions that Council had on the project.
 - B. B. Orchard Lane Forest Way Sanitary Sewer Replacements Project Change Order Request No.1
President Weierman stated that the change order is for an extension of the date of competition for the project.
 - C. Resolution 2021-27 PEMA Designation of Agent for DR-4618

Assistant Manager Snyder explained that this Resolution is part of applying for the funding for Ida which is appointing Ms. Snyder to sign all of the documents for the disaster relief.

D. Electric Capacity Plan

Manager DeFinis explained that there is not a lot of information on the Electric Capacity Plan right now but there are 19 other municipalities that are looking for ways to reduce the cost of capacity from the supplier as well. One of the Suppliers is looking into a way to hedge the cost of the Borough's capacity charges.

E. Ordinance No. ___ Keeping of Animals

Solicitor Knox explained to Council that the ordinance that is before them is a draft of what was discussed at the prior meeting. He asked Council to review the document and if there were any changes or additions, they wanted to let him know.

F. 2022 Meeting Dates

Assistant Manager Snyder reviewed the 2022 Meeting dates and stated that there are some meeting dates that were changed made due to holidays and conferences.

G. 2022 Preliminary Budget Discussion

President Weierman stated that the Budget Committee has met a number of times to review and discuss the budget for 2022. The plan is for the budget to be reviewed at the November 17, 2021 Borough Council Meeting.

H. Lincoln Avenue Bridge Project Payment Application No. 4

President Weierman discussed the Lincoln Avenue Bridge Project and the payment that is requested.

8. OLD BUSINESS/ 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 Safety Inspection Report
- Pool Advisory Report

9. ACTION ITEMS:

A. Motion to Consider Awarding the Hatfield Volunteer Fire Company Flasher Installation to Charles A. Higgins & Sons of Aston PA in the Amount of \$61,051.40 (sixty-one thousand fifty-one dollars and forty cents)

Motion: A motion was made by Councilmember Stevens to Award the Hatfield Volunteer Fire Company Flasher Installment to Charles A. Higgins & Sons of Aston PA in the Amount of \$61,051.40 (sixty-one thousand fifty-one dollars and forty cents) The motion was seconded by Councilmember DiLisio.

President Weierman 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 to Consider the Orchard Lane Forest Way Sanitary Sewer Replacement Project Change Order Request No. 1

Motion: A motion was made by Councilmember Kroesser to Approve the Orchard Lane Forest Way Sanitary Sewer Replacement Project Change Order Request No. 1. The motion was seconded by Councilmember Stevens.

President Weierman 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 2021-27 PEMA Designation of Agent for DR-4618.

Motion: A motion was made by Councilmember Kroesser to Approve Resolution 2021-27 PEMA Designation of Agent for DR-4618. The motion was seconded by Councilmember Ferguson.

President Weierman 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:

Motion: A motion was made by Councilmember Kroesser to adjourn the Regular Meeting of November 3, 2021. The motion was seconded by Councilmember Ferguson and unanimously approved with a vote of 5-0. The meeting was adjourned at 8:48 PM.

Executive Session Personnel, Litigation and Real Estate

Respectfully Submitted,
Kathryn Vlahos
Assistant to the Manager