

HATFIELD BOROUGH COUNCIL  
WORKSHOP MEETING  
April 6, 2022

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) 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, 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 April 6, 2022. The motion was seconded by Councilmember Stevens. The motion was approved unanimously with a vote of 5-0.

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

3. ANNOUNCEMENTS: Manager Snyder made the following announcements:

- Next Council Meeting April 20, 2022, Regular Meeting @ 7:30PM in Council Chambers
- HEROC is Scheduled to Meet Wednesday, April 27, 2022 @ 8:00AM in Council Chambers
- Next Planning Commission Meeting is Scheduled for May 2, 2022, @ 7:00PM in Council Chambers
- The Borough Offices will be closed Friday, April 15, 2022 in observance of the Good Friday Holiday
- Borough of Hatfield Earth Day Event Saturday, April 23, 2022 from 8:00AM - 12:00PM at Franconia Auto Repair

- The Borough Offices will be closed Thursday, April 28, 2022 from 12:00PM-1:00PM for Training
- Spring Town Hall is Scheduled for May 11, 2022 @ 7:00PM with a Meet and Greet from 6:00PM-7:00PM at the Municipal Building

#### 4. REPORTS FROM STANDING COMMITTEES AND MAYOR:

- **Budget, Finance, and Labor Committee Report**  
President Ferguson stated that there were no updates for Council.
- **Planning, Building, and Zoning Committee Report**  
Councilmember Stevens stated that there were no updates for Council.
- **Public Safety Committee Report**  
Councilmember Kroesser stated that they are looking to get a speed study completed on West Vine. Lieutenant Robertson reported the results from the speed study that was conducted on Blaine Ave, there was no concerns that were seen from that study.
- **Public Works & Property and Equipment Committee Report**  
Councilmember Fagan updated the Council that the guide rail on Poplar will be installed on the week of April 18, 2022.
- **Utilities Committee Report**  
Councilmember Girard informed Council that there will be a Borough Wide Power Outage on April 24, 2022 starting at 12:01 AM to 4:00 AM.
- **Hatfield Economic Revitalization Committee Report**  
Councilmember Girard reported that Earth Day Celebration will take place on April 23, 2022. Councilmember Girard also updated Council on Business of the month as well as the newsletter for the Borough.
- **Dual Action Committee Report**  
President Ferguson is working on scheduling a meeting with the Township to partner up on projects.
- **Mayor Mary Anne Girard Report**  
Mayor Girard stated that there were no updates for Council.

#### 5. REPORTS AND CORRESPONDENCE

Manager Snyder and President Ferguson updated and answered questions regarding the Reports and Correspondence. Lieutenant Robertson answered questions regarding the Police Report.

- Monthly Investments Report
- Monthly EIT/LST Report

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

## 6. MANAGERS REPORT

### 1. Land Use & Development Updates

#### A. 371 Edgewood (formerly 122 ½ Towamencin Ave.)

- Driveway being reviewed

#### B. Edinburgh Square Subdivision

- Current construction on all four lots

#### C. Bennett's Court L.D.

- Fire Marshal reviewing red-lined access plan

#### D. 43 Roosevelt L.D

- Developers Agreement

#### F. SEPTA Property: Long Term Lease being developed

- Appraisal
- Long Term Lease Agreement

### 2. Utility Billing Update:

Staff continues to monitor Electric & Sewer Past Due accounts. Electric Shut-offs will occur on April 20, 2022.

Utility Survey in Borough Informer. We want to hear from you!

Email billing is available for Electric & Sewer Accounts. Please contact 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-pa0web.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

- Completed minus final restoration (maintenance bond)
- Submitting reimbursement paperwork for the Grant

- B. The Orchard Forest Way CDBG Sanitary Sewer Project
  - Updating Substantial Completion paperwork
  - Working on final restoration and final payment
- C. CMAQ Grant (Synchronization of Signals)
  - Waiting on PennDOT to connect to the server

#### 4. 2022 Project Updates

- A. 2022 ADA Ramp & Curb & Ramp Project
  - Pre-bid March 9<sup>th</sup> / Bid-opening March 23<sup>rd</sup>
  - On for Consideration for Approval April 6<sup>th</sup>
- B. 2022 Roadway Resurfacing Project
  - Pre-bid April 27<sup>th</sup> / Bid-opening May 11<sup>th</sup>
- C. W. Broad Street, E. Broad Street N. Market H2O / PA Small Water Storm and Sanitary Sewer Grant Project
  - Finishing up survey, including televising
  - Working on the bid package
- E. MTF / CTP Crosswalk Grants
  - Agreements received
  - Coordination with Storm and Sanitary H2O / PA Small Water Grant Project

#### 5. PMEA Update

- March Newsletter-attached
- Training being offered in the East & West for Electric
- PMEA gathering at PSAB

#### 6. AMP Pennsylvania R.I.C.E. BTM Peaking Project Update

- Installing CT's & PT's discussion on April 6<sup>th</sup> Agenda

#### 7. AMI Update

- The AMI system is 100% installed and integrated into our system.

#### 8. Public Information Officer Update- attached

#### 9. Items of Interest

- A. PSAB Conference Registration
- B. Tax Collector Municipay Account
- C. 309 Connector Route Update
- D. Liberty Bell Trail Updates
- E. Dog Waste Stations
- F. Liquid Fuels Allocation

## G. Scantek Digital Documents

## 7. NEW BUSINESS / DISCUSSION ITEMS

A. Conditional Use Application Hattricks Sports Bar and Grill 64 E. Lincoln Avenue  
Manager Snyder stated that this is for the advertainment of the Condition Use Hearing which is on for consideration tonight.

## B. 2022 Curb Ramp and ADA Bid Results

Manager Snyder stated that the bid results are in the packet tonight which Drumheller was the lowest bidder in the amount of \$160,155.00. This is on for consideration tonight.

## C. Stormwater Feasibility Study Letter of Support

Manager Snyder stated that this is the letter of Support that Hatfield Township needs to support the storm water feasibility study that we are completing with the Township. This is on for consideration tonight.

## D. MS4 Draft Pollution Reduction Plan (PRP) Advertisement

Manager Snyder stated that this is a requirement for a public meeting to be held in May for the MS4 and allow for comments.

## E. Liberty Bell Trail Feasibility Study Resolution 2022-05

Manager Snyder explained that this is a letter of support for the Feasibility Study.

## F. Behind the Meter Generator Power Outage

Manager Snyder stated that on April 20, 2022 meeting there will be a discussion on the Borough Wide Power Outage.

## G. Deputy Tax Collector

Manager Snyder stated that the tax collector needs a deputy tax collector incase he is not able to perform his duties. This is on for consideration at the next Borough Council Meeting.

## H. PSAB Conference Voting Delegate and Alternate

Manager Snyder stated Council needs to decide on who will be the voting delegate for PSAB conference.

I. 250<sup>th</sup> Anniversary of America

Councilmember Stevens explained that our Nation will be celebrating its 250 Anniversary in 2026 and would like to join with the History Museum and Hatfield Township to plan a celebration of this event.

## J. Borough Event Tent Purchase

Council Member Girard started a discission of the Borough Council the purchase of a tent for events.

K. Name Plates for Park Benches

Mayor Girard discussed the idea of residents being able to purchase name plates for park benches in the Borough.

8. OLD BUSINESS: None

9. ACTION ITEMS:

A. Motion to Consider Advertising for a Conditional Use Hearing for Hattricks Sports Bar and Grill located at 64 E. Lincoln Avenue to be held Wednesday, May 4, 2022 at 7:30PM

Motion: A motion was made by Councilmember Stevens to Approve Advertising for a Conditional Use Hearing for Hattricks Sports Bar and Grill located at 64 E. Lincoln Avenue to be held Wednesday, May 4, 2022 at 7:30PM. 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 Awarding the 2022 Curb Ramp and ADA Project to Drumheller Construction Co., Inc. in the amount of \$160,155.00 (One hundred sixty thousand one hundred fifty-five dollars)

Motion: A motion was made by Councilmember Girard to Award the 2022 Curb Ramp and ADA Project to Drumheller Construction Co., Inc. in the amount of \$160,155.00 (One hundred sixty thousand one hundred fifty-five dollars). 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.

C. Motion to Consider Signing the Letter of Support for the Stormwater Feasibility Study for Hatfield Borough and Hatfield Township

Motion: A motion was made by Councilmember Stevens to Approve Signing the Letter of Support for the Stormwater Feasibility Study for Hatfield Borough and Hatfield Township. 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.

D. Motion to Consider Advertising the MS4 Draft Pollution Reduction Plan (PRP) for Discussion and Public Comment at the May 11, 2022, Town Hall Meeting

Motion: A motion was made by Councilmember Fagan to Approve Advertising the MS4 Draft Pollution Reduction Plan (PRP) for Discussion and Public Comment at the May 11, 2022, Town Hall Meeting. 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.

10. MOTION TO ADJOURN:

Motion: A motion was made by Councilmember Kroesser to adjourn the Workshop Meeting of April 6, 2022. The motion was seconded by Councilmember Fagan and unanimously approved with a vote of 5-0. The meeting was adjourned at 9:15 PM.

*Executive Session Personnel, Litigation and Real Estate*

Respectfully Submitted,  
Kathryn Vlahos  
Assistant to the Manager