

HATFIELD BOROUGH COUNCIL
WORKSHOP MEETING
April 5, 2017

MINUTES

CALL TO ORDER AND ROLL CALL:

- (X) John H. Weierman, President
 - (X) Kenneth V. Farrall
 - (X) Stephen E. Keib
 - (X) John Kroesser
 - (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 Catherine M. Harper; Timoney Knox LLP, Borough Manager Michael J. DeFinis, and Assistant Secretary Jaime E. Snyder.

1. APPROVAL OF MEETING AGENDA:

Motion: A motion was made by Councilmember Keib to Approve the Workshop Meeting Agenda of April 5, 2017 with additions. The motion was seconded by Councilmember Farrall and was unanimously approved with a vote of 5-0.

2. PUBLIC INPUT: President Weierman asked if there was any Public Input.
No Public Input.
Media Not Present.

3. ANNOUNCEMENTS: Manager DeFinis made the following announcements:

- Next Council Meeting April 19, 2017 Regular Meeting @ 7:30PM at the HVFC
- The Borough Zoning Hearing Board is scheduled to meet Wednesday, April 12th @ 7:00PM at the HVFC
- HERC is scheduled to meet Wednesday, April 26, 2017 @ 8:00AM at the HVFC
- The next Planning Commission Meeting is May 1, 2017 @ 7:00PM at the HVFC

4. REPORTS FROM STANDING COMMITTEES AND MAYOR:

Public Safety Police Report: Lt. Robertson reviewed and answered questions regarding the monthly police report.

5. MANAGERS REPORT: General Report and Project Updates. Manager DeFinis reviewed the Reports and made the following announcements:

1. Land Use & Development Updates:
 - A. St. Mary St. Kyrillos Coptic Church / Use Under Review
 - B. GLC (Grace Lutheran Church) / Construction Complete
 - C. Gambone/Snyder Townhomes / Project Near Completion
 - D. Hatfield Auto Museum / Nothing New
 - E. Crystal Rose Catering / Nothing New
 - F. Hattricks / Waiver of LD Request Granted / Bar enclosure installed under a building permit / Flea Market Approval Pending
 - G. 122 ½ Towamencin Ave. / Access to Property / Nothing New
 - H. PIRHL - Biblical Seminary Project / Zoning Hearing Pending
 - I. Salter's / Woodburners Improvements
2. Utility Billing Update:
 - A. Staff continues to monitor past due Electric & Sewer accounts. Sewer Disconnects are scheduled for March 20th; were delayed due to excessive snow obstructing water connections. The Utility department is currently working with NPWA to reschedule the Sewer disconnects. Electric disconnects are scheduled for April 26th.
 - B. Email Billing available for Electric & Sewer Accounts. I encourage all account holders to take advantage of the cost effective billing delivery opportunity.
 - C. Borough staff has committed to securing a vendor for Credit card and online payments in 2017.
 - D. Bursich / 2016 HTMA Waste load Management Report
3. 2017 Project Updates:
 - A. Bid Items for 2017:

Towamencin Avenue Reconstruction: Bid results

The Public Works Director, Asst. Secretary and Engineer will work together on the North Main Street Sanitary Sewer Replacement Project. Did not get the PA Small Water and Sewer Grant.

The Public Works Generator purchased in 2016 will be installed in April.
4. Municipal Complex Update
 - A. KCBA Memorandum
5. Items of Interest:
 - A. PSAB Conference May 7th - 10th Hershey PA
 - B. PMEA Legislative Reception May 9th Harrisburg PA
 - C. Roll & Stroll May 15th / Police Week Recognition
 - D. Officer William J. Chapman Community Night
 - E. Liquid Fuels Payment

F. NPWA Customer Appreciation Day

6. NEW BUSINESS:

A. PIRHL Zoning Hearing Application

Manager DeFinis stated that the Chief Assessor for the County wanted the property to be split for tax purposes by building so PIRHL agreed to move one of the proposed buildings so it would be completely in the Borough and the property line would not be running through the building, this way one building is in the Borough and one is in the Township. Manger DeFinis added that the Zoning Hearing Board will meet on April 12th to discuss the application and the Township just had their Zoning Hearing Board which it was continued to April 27th.

Solicitor Harper stated that this movement of the building would give all the taxes for that specific building to the Borough but what about the electric and the sewer?

A discussion ensued amongst Council and Councilmember Farrall recommended support of this project contingent upon conditions such as assuring the Borough would receive all electric and sewer for the property, the Borough would receive all the taxes for the one building located in the Borough, Mr. Heckler driveway would remain the same and North Penn Little League would be notified about the field and parking use.

Councilmember Farrall also addressed the EIT for the property and the Borough Zoning Officers description of the proposed use.

Motion to Support the Applicants Zoning Hearing Board Relief provided that the Taxes for the building go to the Borough, the Electric and Sewer for the property go to the Borough, Mr. Heckler's driveway will remain the same with the right – of – way and they notify North Penn Little League as soon as possible about the fields and parking.

Motion: A motion was made by Councilmember Farrall to Support the Applicants request for the Zoning Hearing Board Relief with the referenced conditions. The motion was seconded by Councilmember Keib.

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. Ordinance No. 528 Discussion

Solicitor Harper went through the Pennsylvania State Law regarding medical marijuana and informed Council of the difference between a grower / processor and a dispensary. Solicitor Harper added that the other Ordinances that have recently passed have restricted more than just distance from schools but the grower / processor is believed to be a pretty reasonable neighbor as they need to track from seed to production meaning the Borough might not need as many restrictions on the grower / processor as the dispensary. Solicitor Harper stated that the PA State Law suggests that you place the grower / processor in the Industrial Zone and the dispensary in the Commercial Zone. Solicitor Harper added that since the Borough is so small, wherever you travel in the Borough there will be residential housing. Solicitor Harper also added that it was suggested by the Planning Commission to come up with a map so it was visible to see where these would both be permitted.

A discussion ensued amongst Council about the restrictions listed in the draft Ordinance and it was suggested to see where there restrictions would leave the grower / processor and the dispensary once the visual map was created.

C. 2017 PSAB Conference Voting Delegate

President Weierman stated that he would like to see Councilmember Larry Stevens as the PSAB Voting Delegate and Manager Michael DeFinis would be the alternate.

D. HERC Funding Request

Manager DeFinis stated that at the last HERC Meeting it was discussed to ask Council for the budgeted monies to reimburse their general account.

Councilmember Stevens explained the request to Borough Council and reviewed the HERC account balances.

E. Contribution of a \$ 1,500.00 to the HVFC for Exercise Equipment

President Weierman stated that this was the amount discussed as a contribution to the Hatfield Vol. Fire Company for their new exercise equipment.

F. Towamencin Avenue Reconstruction Bid Tabulation

Manager DeFinis stated the bid tabulation was included in your packets along with a recommendation from the Engineer to award the bid to GoreCon Inc. as all of their references check out.

G. Municipal Complex Discussion

Manager DeFinis stated that at your places this evening is two sketches referenced scheme one and scheme two. Scheme one is the where the building in long ways, closer to the park with the parking in the rear and scheme two is where the building is in the same foot print as the old building, back off the road, with the parking out front. Manager DeFinis stated at your places is an updated cost estimate for both scheme one and scheme two. Manager DeFinis went over both scheme one and scheme two layouts with Council and stated that he would get the Engineer to submit a sketch of the parking for scheme two this week.

A discussion ensued amongst Council about scheme one and scheme two layouts, cost estimates along with the cost saving measures suggested by the Clerk of the Works. It was decided that Council would look over both schemes and receive the layout of the parking from the Engineer and continue to discuss this project at the Regular Meeting.

H. Hatfield Chamber of Commerce 90th Anniversary

Manager DeFinis informed Council about the 90th Anniversary celebration for the Hatfield Chamber of Commerce and it was discussed by Council to prepare a Resolution honoring the Hatfield Chamber.

I. American Legion Memorial Day Parade May 29, 2017 Road Closing

President Weierman stated that we have received our annual request for the Hatfield American Legion Memorial Day Parade and a Resolution authorizing road closures will be at the Regular Meeting.

J. CFA / PA Small Water & Sewer Grant

Manager DeFinis informed Council that we did not receive the PA Small Water & Sewer Grant.

K. Check Scanner / TD Bank Cash Management Agreement

Manager DeFinis stated we have a process and agreement that must be gone through and we are looking into this with the bank.

President Weierman added that this will be another time saving service for the Borough.

L. NYPA (New York Power Authority) St. Lawrence Hydropower Project

Manager DeFinis informed Council that St. Lawrence is offering the Borough a piece of their hydropower for .0492 cents per kw/h for one year.

M. Key Private Bank Investment Policy Statement

President Weierman and Manager DeFinis reviewed the Policy Statement and informed Council that this will be our 2017 policy.

N. PSAB Suggested Resolutions

Manager DeFinis stated that these are suggested Resolutions submitted to the PSAB.

President Weierman stated that we have already taken a position on the radar Resolution and Council discussed the other suggested Resolutions.

O. Centennial Park Change Order

Manager DeFinis informed Council that the contractor is supposed to have considerable work done by Friday and they are not going to be done. Manager DeFinis stated that they are asking for an extension to avoid the penalty.

Councilmember Farrall stated that we can look into giving them an extension because if we do not we can start to collect liquidated damages but we have no intention in doing that since we just would like the project to be completed.

Motion to Grant the Contractor a time extension till April 28, 2017 to complete the work in Centennial Park.

Motion: A motion was made by Councilmember Farrall to Grant the Contractor a time extension till April 28, 2017 to complete the work in Centennial Park. The motion was seconded by Councilmember Keib.

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.

P. Borough Informer

Manager DeFinis stated that the Public Information Officer would like all comments on the informer back to her by Friday.

Q. MCBA RSVP

Manager DeFinis informed Council that the MCBA Dinner is scheduled for April 26th at the Woodside Lodge and all RSVP's are due by April 20th.

7. OLD BUSINESS:

A. REPORTS AND CORRESPONDENCE:

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

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

8. ACTION ITEMS:

9. ADJOURNMENT:

Motion: A motion was made by Councilmember Keib to adjourn the Workshop Meeting of April 5, 2017. The motion was seconded by Councilmember

Farrall and unanimously approved with a vote of 5-0. The meeting adjourned at 9:15PM.

Executive Session Personnel, Litigation and Real Estate

Respectfully Submitted,
Jaime E. Snyder
Assistant Secretary