

HATFIELD BOROUGH COUNCIL
WORKSHOP MEETING
December 6, 2017

MINUTES

CALL TO ORDER AND ROLL CALL:

- (X) John H. Weierman, President
- () Kenneth V. Farrall
- (X) Stephen E. Keib
- () John Kroesser – arrived at 8:26PM
- (X) Lawrence G. Stevens

- (X) Mayor, Robert L. Kaler III

The record shows that three 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 December 6, 2017 with additions. The motion was seconded by Councilmember Stevens and was unanimously approved with a vote of 3-0.

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 Borough Council Meeting December 20, 2017 Regular Meeting @ 7:30PM at the HVFC
- HERC is scheduled to meet Wednesday, December 20th @ 8:00AM at the HVFC
- Next Planning Commission Meeting is Scheduled for Monday, December 18th @ 7:00PM at the HVFC
- The Borough Offices will be closed on Monday & Tuesday, December 25th and 26th in Observance of the Christmas Holiday
- The Borough Offices will be closed on Monday & Tuesday, January 1st & 2nd 2018 in Observance of the New Year's Holiday

4. Open Public Hearing Regarding Ordinance No. 529
Amending the Code of Ordinances of the Borough of Hatfield
Fixing the Real Estate Tax Rate for the Year 2018

Ordinance 529
PROCEEDINGS

PRESIDENT JOHN WEIERMAN: We now have a public hearing regarding Ordinance No. 529 Amending the Code of Ordinances of the Borough of Hatfield Fixing the Real Estate Tax Rate for the Year 2018.

SOLICITOR HARPER: At this time I would like to call the public hearing to order.

SOLICITOR HARPER: There are a few exhibits to mark. Exhibit B1 is a copy of Ordinance No. 529 Amending the Code of Ordinances of the Borough of Hatfield Fixing the Real Estate Tax Rate for the Year 2018 stating the general mills at 1.75 and the fire tax at .25 for a total of 2.0 mills per \$1,000 evaluation for 2018. Exhibit B2 proof that the Ordinance and hearing were advertised in the North Penn Reporter

SOLICITOR HARPER: Noted for the record that there is no public in attendance at the hearing.

PRESIDENT JOHN WEIERMAN: Since there is no public in attendance are there any questions from Borough Council?

PRESIDENT JOHN WEIERMAN: If there are no questions on this Ordinance I would like to call the hearing to a close.

SOLICITOR HARPER: Action will be taken on this Ordinance later this evening.

This public hearing is closed. (at 7:38 PM the hearing was closed)

5. 2018 BUDGET DISCUSSION:

President Weierman went over the budget and outlined any minor changes that were made since November. President Weierman added that the distribution for the budget is now 50/40/10 over all funds with no tax, electric or sewer rate increase and the municipal building is broken out into a separate category. President Weierman stated that the budget is on for consideration this evening.

6. REPORTS FROM STANDING COMMITTEES AND MAYOR:

Hatfield Chamber of Commerce: Councilmember Sevens wanted to thank the Borough for all the support for the Tree Lighting event.

Recycling: Mayor Kaler stated that he attended a recycling meeting in which they spoke about and addressed the lack of funding for recycling in the future.

7. 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 / Sewer Escrow Under Review
- B. GLC (Grace Lutheran Church) / Under Construction
- C. Gambone/Snyder Townhomes / Utility Billing – Resolved Final 6
Construction Permit issued for Borough Portion of the Project
- 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 Application Approved
- I. Edinburgh Square Subdivision / Caracausa Development
- J. 138 Diamond Street Reconstruction – renovate house

2. Utility Billing Update:

- A. Staff continues to monitor past due Electric & Sewer accounts. No Electric disconnects are scheduled at this time.
- 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. MuniPAY has been selected by staff to handle the CC and online payments.

3. 2017 Project Updates:

Bid Items for 2017:

- A. Centennial Park Sanitary Sewer Project is under review
- B. The East School Street CDBG Grant Application has been awarded Staff is waiting on formal notification from Montgomery County Department of Housing & Development.
- C. Towamencin Avenue Reconstruction Bid Specs are being developed

4. Items of Interest:

- A. Indian Valley Chamber Annual Dinner Invitation
- B. NextERA 5th Annual Public Power Summit Save the Date
- C. APPA 2018 Legislative Rally
- D. PSAB 107th Annual Conference

E. Hatfield Vol. Fire Co. 2016 Financial Statement

8. PUBLIC INFORMATION OFFICER UPDATE:

Lindsay Hellmann, the Borough Public Information Officer gave Council and Mayor Kaler a year end update from the 2017 Borough events highlighting the Fall Festival and the Hatfield Chamber of Commerce Tree Lighting event.

9. NEW BUSINESS:

A. Act 172 Municipal Tax Credits for Volunteer Fire/EMS

President Weierman stated that we received an updated list from the Hatfield Vol. Fire Co. with active members that reside in the Borough. President Weierman stated that we have also received the Hatfield Township Ordinance that was adopted and Council has discussed modeling our Ordinance after theirs. A discussion ensued amongst Council addressing who would be eligible to receive these tax credits possibly including residents that are not members of the Hatfield Vol. Fire Co.

Solicitor Harper stated that she will prepare an Ordinance for review.

B. Robin & Dennis Clegg Zoning Relief Request Letter

Manager DeFinis outlined the request and addressed the issue that the property owners encroached two feet on the property line set back.

Solicitor Harper stated that the appropriate way to deal with this would be to send them to the Zoning Hearing Board and to site or inform them of the issue.

Manager DeFinis added that they understand that but they sent a letter asking for support of the request and added that they were waiting to see if anymore Zoning issues came up to schedule hearings but they can't get a clear certificate of occupancy with this lingering issue.

C. Discuss Municipal Option to Prohibit either or both a Truck Stop VGT's or a Mini-Casino

Solicitor Harper stated that if you would like to opt out of the possibility of having a Truck Stop VGT or Mini-Casino in the Borough, this needs to be done by the end of 2017. A discussion ensued amongst Council and their decision to opt out of having a Truck Stop VGT or Mini-Casino and have a Resolution on for consideration at the Regular Meeting.

D. Long Term Investment Options

President Weierman went over the Key Bank Investments and the rate that can be received from Harleysville Bank. President Weierman added that this will be three separate twenty four month Certificates of Deposit and it is proposed through the Resolution to move funds, still keeping them in investments, from Key Bank to Harleysville Bank.

E. 2018 Estimated Assessed Tax Valuation

Manager DeFinis informed Council that this decreased a little bit for 2018 as some properties in the Borough have been reassessed.

F. Resolutions 2017 - 39 through 2017 - 46 Recognizing Employee Years of Service

President Weierman stated that these Resolutions will recognize employee years of service as part of the Borough recognition program.

G. Update to Employee Handbook

Manager DeFinis informed Council that the Budget, Finance and Labor Committee met and updates have been proposed and are being implemented into the Employee Handbook for January 2018. Manager DeFinis added that the Borough has been working with the Solicitor and our insurance provider; Delaware Valley Trusts, on the language of the updates and review of the employee handbook. A discussion ensued about the suggested updates.

G. Centennial Park Sewer Project

Solicitor Harper informed Council that we have been holding funds owed to the contractor for the project as we are waiting final completed paperwork for the project. Solicitor Harper added that the contractor has been unresponsive and now the bond company is requesting the funds directly from the Borough and will go after the client, the contractor, for the repayment and the required paperwork. A discussion ensued amongst Council about the importance of the closing documents and if we should move forward with payment to the bond company.

10. OLD BUSINESS:

A. REPORTS AND CORRESPONDENCE:

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

Lieutenant Robertson updated and answer questions regarding the monthly Police Report.

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

11. ACTION ITEMS:

A. Motion to Consider Resolution 2017 - 20 Appropriating Specific Funds for 2018

Motion: A motion was made by Councilmember Stevens to Approve Resolution 2017-20 Appropriating Specific Funds for 2018. 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 4-0.

B. Motion to Consider Adopting Ordinance No. 529 Amending the Code of Ordinances Fixing the 2018 Real Estate Tax Rate

Motion: A motion was made by Councilmember Keib to Adopt Ordinance No. 529 Amending the Code of Ordinances Fixing the 2018 Real Estate Tax Rate. The motion was seconded by Councilmember Kroesser.

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 4-0.

C. Motion to Consider Resolution 2017 - 21 Authorizing 2018 Employee Compensation

Motion: A motion was made by Councilmember Keib to Approve Resolution 2017-21 Authorizing 2018 Employee Compensation. The motion was seconded by Councilmember Kroesser.

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 4-0.

D. Motion to Consider Resolution 2017 - 38 Funds Transfer from Key Bank to Harleystville Bank for Investments

Motion: A motion was made by Councilmember Keib to Approve Resolution 2017-38 Funds Transfer from Key Bank to Harleystville Bank for Investments. The motion was seconded by Councilmember Kroesser.

President Weierman asked if there were any comments or questions. There were no comments or questions.

The motion was approved with a vote of 3-0-1. President Weierman abstained from the vote.

E. Motion to Consider Resolutions 2017 - 39 through 2017 - 46 Recognizing Employee Years of Service

Motion: A motion was made by Councilmember Keib to Approve Resolutions 2017-39 through 2017-46

Recognizing Employee Years of Service. The motion was seconded by Councilmember Kroesser.

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 4-0.

12. ADJOURNMENT:

Motion: A motion was made by Councilmember Kroesser to adjourn the Workshop Meeting of December 6, 2018. The motion was seconded by Councilmember Keib and unanimously approved with a vote of 4-0. The meeting adjourned at 9:02PM.

Executive Session Personnel, Litigation and Real Estate

Respectfully Submitted,
Jaime E. Snyder
Assistant Secretary