

HATFIELD BOROUGH COUNCIL  
WORKSHOP MEETING  
April 4, 2018

MINUTES

CALL TO ORDER AND ROLL CALL:

- (X) John H. Weierman, President
  - (X) Kenneth V. Farrall
  - (X) Jason Ferguson
  - (X) Stephen E. Keib
  - (X) John Kroesser
- (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 Manager Jaime E. Snyder.

1. APPROVAL OF MEETING AGENDA:

Motion: A motion was made by Councilmember Farrall to Approve the Workshop Meeting Agenda of April 4, 2018 with additions. The motion was seconded by Councilmember Keib 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 is the April 18<sup>th</sup> Regular Meeting @ 7:30PM at the HVFC
- The Planning Commission is scheduled to meet April 30<sup>th</sup> @ 7:00PM at the HVFC
- The Hatfield Chamber of Commerce Luncheon is scheduled for April 23<sup>rd</sup> @ 12:00PM in the Hatfield Township Community Room
- HERC is scheduled to meet April 25<sup>th</sup> @ 8:00AM at the HVFC
- MCBA Dinner is scheduled for April 26<sup>th</sup> hosted by Ambler, Bridgeport & Narberth location TDB
- Ground Breaking Ceremony for the Municipal Complex is scheduled for Wednesday, April 18<sup>th</sup> @ 5:00PM at 401 S. Main Street

#### 4. Edinburgh Square Subdivision Preliminary / Plan Submission

Manager DeFinis stated that in your packets was the plan submission which was also presented to the Planning Commission. The developer, Mr. Caracausa was present at the PC Meeting and gave a presentation in which the PC made recommendations upon the requests from Mr. Caracausa.

Councilmember Farrall informed Council that prior to the Workshop Meeting the Planning, Building and Zoning Committee met to discuss this development.

The Developer, David Caracausa and his Engineer Jeremy Hoagland addressed Council and asked for the PBZ Committees' opinion. Councilmember Farrall stated that the PBZ Committee believes there are loose ends that need to be tied up such as a review of the plans by the Borough Engineer, a phasing plan, the stormwater easements, the escrow, the fence and drive way issues with the neighbors. All of those issues need to be fixed before the committee will recommend approval to the board. Councilmember Farrall added how important it is to see the phasing plan, which the Planning Commission is in favor of, to understand how it is going to be completed and what part of the development is going to take place in phase I and which part is going to take place in phase II.

Mr. Caracausa addressed Council and updated them on the development and why the project needs phasing due to the lack of sewer capacity flows at the interceptor from the HTMA. Mr. Caracausa informed Council that a phasing plan is needed and only caused because the development cannot receive three of the four needed connections for the property due to the lack of sewer capacity.

Mr. Caracausa continued to update Council on the phasing plan and stated that he does not want this to become a two-lot subdivision and he would like it to remain a four-lot subdivision as the only issue is the sewer. Mr. Caracausa added that the plan is to be built in phases and recorded in phases. Mr. Caracausa asked Council for preliminary / final approval on a four-lot subdivision with the sewer capacity issue as a condition.

Solicitor Harper stated that after communication with the Borough Engineer, it cannot be considered a building lot if it does not have public sewer and she believes it must be stated that it is not a building lot on the recorded plan.

A discussion ensued amongst Council about the recording of a building lot, addressing the phasing plan in detail for the two phase, four-lot subdivision, improvements to lot one and improvements to lot two, three and four.

Mr. Hoagland, the Developer's Engineer reviewed the requested waivers with Borough Council and a discussion ensued amongst Council regarding the requested waivers in comparison with the Resolution prepared by Solicitor Harper including the stormwater easements and maintenance.

Steve Bowers, 510 W. Vine Street addressed Council regarding the requested fence between his property and the development. Mr. Bowers shared the conversation that he had with Mr. Caracausa and both are looking to meet in the middle with agreement on the fence.

Mr. Caracausa suggested that he was willing to spend a specific amount of money toward the fence and if Mr. Bowers wanted an upgrade he could contribute the difference.

Solicitor Harper reviewed the condition per the Resolution with both Mr. Bowers and Mr. Caracausa. A discussion ensued amongst Council regarding the fence and that a decision must be met and submitted by the next meeting.

Mr. Caracausa reviewed the issue of encroachment on the adjacent Endrick property and stated that he suggested a permanent easement along with the removal of the boats along the property line and planting of trees for a buffer. Mr. Caracausa also gave the option to Mr. Endrick of saw cutting the driveway to remove the encroachment.

Tim Endrick, 538 Koffel Road addressed Council about the issues and stated that this was a conversation that was had with Mr. Caracausa but no decision has been made at this time.

Solicitor Harper reviewed the condition per the Resolution with both Mr. Endrick and Mr. Caracausa. A discussion ensued amongst Council regarding the encroachment from the Endrick Property.

Mr. Caracausa thanked Borough Council for their time and understands what he needs to submit to move the project forward.

## 5. Public Hearing Regarding Ordinance No. 530 Peddling & Solicitation

### Ordinance 530

#### PROCEEDINGS

**PRESIDENT JOHN WEIERMAN:** We now have a public hearing regarding Ordinance No. 530 Peddling & Solicitation

**PRESIDENT JOHN WEIERMAN:** 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 the notice to the North Penn Reporter of tonight's hearing. B2 is the red lined version of the Ordinance which shows changes that allow our Ordinance to match the Township's Ordinance. Exhibit B3 is a copy of Hatfield Townships Application for Peddling and Solicitation which will used for both the Borough and the Township if the Ordinance passes this evening. Exhibit B4 is the proof of Publication of the Special Meeting which was held due to snow on March 23, 2018, as the meeting in which this Ordinance was to be discussed was canceled. Solicitor Harper added that at the meeting on March, 23, 2018 Borough Council President made an announcement that the Peddling and Solicitation Ordinance would be considered tonight allowing the Borough not to have to advertise as this announcement was made at a Public Meeting. Solicitor Harper stated that the Borough Manager would act as if he was under oath and affirm that the announcement regarding this hearing was stated at the Special Meeting on March 23, 2018. Manager DeFinis stated that the announcement was made.

SOLICITOR HARPER: We discussed this Ordinance several times does anyone have any questions regarding this Ordinance?

PRESIDENT JOHN WEIERMAN: No questions were raised.

PRESIDENT JOHN WEIERMAN: Are there any questions from the Public in attendance at this time?

PRESIDENT JOHN WEIERMAN: No questions were raised.

SOLICITOR HARPER: This Ordinance is on for consideration this evening as an Action Item.

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

This public hearing is closed. (at 8:58 PM the hearing was closed)

## 6. REPORTS FROM STANDING COMMITTEES AND MAYOR:

### A. Budget Finance & Labor: Scholarship Fund

President Weierman stated that he was just looking to have a general discussion about offering scholarship funds for residents looking to attend college for Public Administration and or Electrical Engineering as the funds would come from the Electric Department.

President Weierman added that in an email from the Solicitor there is nothing in the Borough Code that says you can and there is nothing in the Borough Code that says you can't establish a scholarship fund. President Weierman added that this could be a way to get the resident aware of Public Power. President Weierman

asked Council's opinions and a discussion ensued amongst Council about the idea and the use of funds.

#### B. Public Safety: Truck Traffic Restrictions

Manager DeFinis gave an update about the truck traffic restriction issue around the area including in Hatfield Borough. Manager DeFinis addressed the signs placed by PennDOT due to a traffic study. Manager DeFinis stated that he spoke with Both Representative Godshall and the Franconia Township Manager about this issue.

### 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

#### 2. Utility Billing Update:

- A. Staff continues to monitor past due Electric & Sewer accounts. No Sewer 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 completed MunicIPAY training to receive credit card and online payments for Electric, Sewer and Real Estate Taxes. Payments can now be paid by credit card at the Borough Office or online.

#### 3. 2018 Project Updates:

##### Bid Items for 2018:

- A. Centennial Park Sanitary Sewer Project / SWERP payment has been mailed.
- 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 Pre-Bid Awarded at the Special Meeting on Friday, March 23, 2018

D. Second Municipal Complex Construction Meeting scheduled

4. Items of Interest:

- A. Lions Club East Egg Hunt
- B. MCBA Positions Available
- C. PSAB 107<sup>th</sup> Annual Conference / Resolution Process
- D. PSAB Voting Delegate
- E. PMEA Legislative Rally TBD
- F. Notice of Liquid Fuels Payment
- G. Montgomery County Dept. of Public Safety
- H. 2017 Annual Estuary Report
- I. Larry Stevens Historical Award

8. NEW BUSINESS / DISCUSSION ITEMS:

A. PA Small Water & Sewer Grant Update

Assistant Manager Jaime Snyder reviewed with Council the N. Main Street Sanitary Sewer Project and stated that the grant has been submitted.

B. MONTCO 2040 Implementation Grant Update

Assistant Manager Jaime Snyder reviewed with Council the N. Market, E. Broad, E. Lincoln Avenue Intersection Project and stated that the grant has been submitted.

C. CDBG Application & Resolution

Assistant Manager Jaime Snyder reviewed with Council the Orchard Lane Sanitary Sewer Project and explained that this was a phase II to the awarded E. School Street CDBG Project. Assistant Manager Jaime Snyder stated that this grant needs a Resolution and will be submitted by mid-April.

D. 2018-2019 Lawn Mowing Contract Recommendation

Assistant Manager Jaime Snyder stated to Council that the Borough put an RFP out for grass mowing for two single year contracts for 2018 and 2019. The lowest single year grass cutting contracts for 2018 & 2019 came in from Biase Landscaping of Telford in the amount of \$16,744.00 per year for a total of \$33,488.00 for two years. Assistant Manager Jaime Snyder stated that this is on for consideration this evening.

E. Local Government Week Resolution

Assistant Manager Jaime Snyder explained to Council about Local Government Week and honoring Local Government Week with a Resolution

F. Updating the Borough of Hatfield Fee Schedule

Assistant Manager Jaime Snyder addressed Council regarding the fee schedule and explained that due to the Solicitation Ordinance that is going to be voted on this evening as well as other fees that have not been updated such as Tax Collector certifications and Public Works call outs that we are looking to update this fee schedule in the near future.

#### G. American Legion Memorial Day Parade Road Closing

Assistant Manager Jaime Snyder informed Council that this Resolution is for the Memorial Day Parade and is needed to obtain the PennDOT permit.

#### H. Zoning Hearing Board Notice

Manager DeFinis informed Council that this Zoning Hearing Board Meeting is for the Clegg property encroachment for a built deck as well as PIRHL requesting an extension for one year.

A discussion ensued amongst Council about the ZHB Meeting Applications and Borough Council has taken the stance of neutral for the Clegg property.

#### I. Hatfield FTR Recommendations

Manager DeFinis informed Council that these Financial Transmission Right auctions are a hedge on congestion costs. Manager DeFinis stated that the Utility Engineer's opinion is that we take advantage of this if the auction range is feasible for the Borough to participate in.

#### J. Towamencin Avenue Phase II

Manager DeFinis informed Council that the Towamencin Avenue Phase II time frame is available for your review and the bid packet will be on for consideration for advertising next meeting.

#### K. East School Street CDBG

Manager DeFinis informed Council that the East School Street CDBG time frame is available for your review and the bid packet will be on for consideration for advertising next meeting.

Councilmember Farrall spoke about the alternate in the bid documents allowing residents to replace their lateral to the house by the contractor awarded the bid. A short discussion ensued amongst Council.

### 9. OLD BUSINESS:

#### A. REPORTS AND CORRESPONDENCE:

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

Lieutenant Robertson updated and answered 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

10. ACTION ITEMS:

A. Motion to Consider Ordinance No. 530 an Ordinance Regulating Peddling & Solicitation in Hatfield Borough.

Motion: A motion was made by Councilmember Farrall to Approve Ordinance No. 530 an Ordinance Regulating Peddling & Solicitation in Hatfield Borough. 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. Motion to Consider Resolution 2018-07 Regarding the CDBG (Community Development Block Grant) Application for Orchard Lane.

Motion: A motion was made by Councilmember Farrall to Approve Resolution 2018-07 Regarding the CDBG (Community Development Block Grant) Application for Orchard Lane. 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.

C. Motion to Consider Awarding two single year Grass Cutting Contracts for 2018 & 2019 to Biase Landscaping of Telford in the amount of \$16,744.00 per year for a total of \$33,488.00 for two years.

Motion: A motion was made by Councilmember Farrall to Award two single year Grass Cutting Contracts for 2018 & 2019 to Biase Landscaping of Telford in the amount of \$16,744.00 per year for a total of \$33,488.00 for two years. 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.

D. Motion to Consider Resolution 2018-08 Recognizing Local Government Week April 9<sup>th</sup> through the 13<sup>th</sup>.

Motion: A motion was made by Councilmember Farrall to Approve Resolution 2018-08 Recognizing Local Government Week April 9<sup>th</sup> through the 13<sup>th</sup>. 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.

## 11. ADJOURNMENT:

Motion: A motion was made by Councilmember Farrall to adjourn the Workshop Meeting of April 4, 2018.

The motion was seconded by Councilmember Keib and unanimously approved with a vote of 5-0. The meeting adjourned at 10:03PM.

*Executive Session Personnel, Litigation and Real Estate*

Respectfully Submitted,  
Jaime E. Snyder  
Assistant Manager