

HATFIELD BOROUGH COUNCIL
WORKSHOP MEETING
December 5, 2018

MINUTES

President Weierman stated that prior to the Workshop Meeting an Executive Session of Council was held at the Hatfield Vol. Fire Co. starting at 7:00PM to discuss personal matters.

CALL TO ORDER AND ROLL CALL:

- (X) John H. Weierman, President
 - (X) Kenneth V. Farrall
 - (X) Jason Ferguson
 - (X) John Kroesser
 - (X) Lawrence G. Stevens
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- (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 Stevens to Approve the Workshop Meeting Agenda of December 5, 2018 with additions. The motion was seconded by Councilmember Kroesser and was unanimously approved with a vote of 5-0.

2. PUBLIC INPUT: President Weierman asked if there was any Public Input.
No Media.

Scout Troop 610 Assistant Leader Mark Stevens and members Ryan Ketner and Aiden Stevens were present this evening.

3. ANNOUNCEMENTS: Manager DeFinis made the following announcements:

- Next Borough Council Meeting December 19, 2018 Regular Meeting @ 7:30PM at the HVFC

- HERC is scheduled to meet Wednesday, December 19th @ 8:00AM at the HVFC
- Next Planning Commission Meeting is Scheduled for Monday, December 17th @ 7:00PM at the HVFC
- The Borough Offices will be closed on Monday & Tuesday December 24th and 25th in Observance of the Christmas Holiday
- The Borough Offices will be closed on Monday & Tuesday December 31, 2018 & January 1, 2019 in Observance of the New Year's Eve & New Year's Holiday

4. Public Hearing Regarding Ordinance No. 534 Amending the Code of Ordinances of the Borough of Hatfield Fixing the Real Estate Tax Rate for the Year 2019

Ordinance 534
PROCEEDINGS

PRESIDENT JOHN WEIERMAN: We now have a public hearing regarding Ordinance No. 534 Amending the Code of Ordinances of the Borough of Hatfield Fixing the Real Estate Tax Rate for the Year 2019.

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. 534 Amending the Code of Ordinances of the Borough of Hatfield Fixing the Real Estate Tax Rate for the Year 2019 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 2019 which is no increase from 2018. Exhibit B2 proof that the Ordinance and hearing were advertised in the North Penn Reporter. Solicitor Harper added that the Borough budget for 2019 was also advertised and a copy of the budget is available at the Borough Office for inspection.

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: This Ordinance is on for consideration this evening.

This public hearing is closed. (at 7:42 PM the hearing was closed)

5. 2019 BUDGET DISCUSSION (bring your own copy)

President Weierman stated there were a couple of minor changes made to the previous draft of the budget but this draft has not been changed since the last time Council met.

President Weierman mentioned that the new PMEA due schedule was included in the 2019 budget as we have had much discussion on the direction and the future of that organization. Manager DeFinis stated this could be found under line item 400.402 page seventeen.

President Weierman stated that the budget will be on the Agenda for consideration at the December Regular Meeting.

6. REPORTS FROM STANDING COMMITTEES AND MAYOR: NONE.

7. Edinburgh Square / Caracausa Building & Development Inc:

Manager DeFinis stated that in your packets was the review letter for the Edinburgh Square Property which is the final overall site review. Manager DeFinis outlined the project timeline and approval of the phased project. He added that it was approved as two phases which allows the developer to build one lot now and the other lot, which included three homes, at a later date in time when sewer connections would become available. Manager DeFinis stated that the developer came back with this plan which eliminates the phasing.

Councilmember Farrall asked if the developer was looking for final approval with this plan even though there are no sewer connections at this time and the project is dependent on HTMA timeframes? Manager DeFinis stated yes. Solicitor Harper added that the developer is looking to receive final approval contingent on him having sewer in the future.

Manager DeFinis outlined the time frame of when the plan was received and Borough Council discussed when action would need to be taken by.

Chad Camburn, the Borough Engineer, was present for the meeting and added that he had spoken to the developer at the planning module and DEP who is willing to review a draft but that is at this time and that the Borough should not adopt until a complete planning module is received and reviewed.

Solicitor Harper asked if this planning module would require a signature from the HTMA that states that the property does have enough sewer capacity for the development? Mr. Camburn stated Yes along with a letter outlining the timeframe and updates to the interceptor line.

A discussion ensued amongst Council about the development and the consideration of approval.

8. 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) / Construction Complete
- C. Gambone/Snyder Townhomes / Project Near Completion
- D. Hatfield Auto Museum / Nothing New
- E. Crystal Rose Catering / Nothing New
- F. 122 ½ Towamencin Ave. / Access to Property / Nothing New
- G. PIRHL-Biblical Seminary Project / Zoning-time extension approved
- H. Salter's / Woodburners Improvements
- I. Edinburgh Square Subdivision / Revised Plan Submitted
- J. Maple Avenue Proposed Development / Revised Sketch Plan
- K. Heckler / Pletscher Property Plan of Simple Conveyance

2. Utility Billing Update:

- A. Staff continues to monitor past due Electric & Sewer accounts. Sewer disconnects are scheduled for December 1st.
- 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 is working through minor glitches with the MuniciPAY system.
- D. The Utility Billing Coordinator has experienced several issues with the system. AMI vendor interviews have been completed. Staff and Utility Engineers and finalizing system preferences.

3. 2018 Project Updates:

Bid Items for 2018:

- A. The East School Street Sanitary Project began on October 10th. Gus Meyer from Bursich has been onsite to monitor the progress. A final punch list is expected early December.
- B. Towamencin Avenue Reconstruction Phase II appears to be complete. A final walk through of the punch list will be performed prior to payment.

4. Items of Interest:

- A. NextERA Energy Public Power Summit Save the Date
- B. APPA Legislative Rally
- C. Boy Scout Thank You
- D. PSAB Update

- E. PSAB Save the Date
- F. HTMA Audit Findings

9. MUNICIPAL COMPLEX UPDATE:

A. Clerk of the Works Report

Manager DeFinis updated Council about the progress of the building and highlighted that permanent electric will be available shortly.

B. Allowance Adjustment Report

Assistant Manager Jaime Snyder outlined the Allowance Adjustment Report detailing credits received from the project.

C. Payment Request No. 8 for the Municipal Complex

President Weierman stated that this is payment No. 8 for the Municipal Complex and will be on for consideration at the December Regular Meeting.

10. NEW BUSINESS / DISCUSSION ITEMS:

A. 2019 Estimated Assessed Tax Valuation

President Weierman reviewed the 2019 Estimated Assessed Tax Valuation. Councilmember Farrall highlighted we are one of the lowest Real Estate Taxes in Montgomery County.

11. OLD BUSINESS:

A. REPORTS AND CORRESPONDENCE:

Manager DeFinis and President Weierman updated and answered questions regarding the Reports and Correspondence. Lieutenant Robertson from the Hatfield Township Police Department reviewed the monthly police report and addressed any questions.

- 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 Marshal / Fire Safety Inspection Report
- Pool Advisory Board Report

B. Heckler / Pletscher Lot Line Adjustment Plan of Simple Conveyance

Manager DeFinis stated in the packets are support letters from the Zoning Officer, Engineer and the Planning Commission in favor of this as it improves the non-conforming issue. Manager DeFinis added that there is no ten-foot buffer between properties; this is what they are trying to achieve. Manager DeFinis added we are waiting to hear from the MCPC.

12. ACTION ITEMS:

A. Motion to Consider Adopting Ordinance No. 534 Amending the Code of Ordinance Fixing the 2019 Real Estate Tax Rate

Motion: A motion was made by Councilmember Farrall Adopting Ordinance No. 534 Amending the Code of Ordinance Fixing the 2019 Real Estate Tax Rate. The motion was seconded by Councilmember Kroesser.

President Weierman asked if there were any comments or questions. It was discussed with the Solicitor if we could pass the tax rate prior to adopting the budget and Solicitor Harper stated that since the tax rate is not increasing and included in the budget for funding it is ok.

The motion was approved unanimously with a vote of 5-0.

B. Motion to Consider Change Order No. 1 for the Towamencin Avenue Phase II Project for a decrease in project cost of \$39,385.60

Motion: A motion was made by Councilmember Farrall Approve Change Order No. 1 for the Towamencin Avenue Phase II Project for a decrease in project cost of \$39,385.60. 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.

13. ADJOURNMENT:

Motion: A motion was made by Councilmember Kroesser to adjourn the Workshop Meeting of December 5, 2018. The motion was seconded by Councilmember Farrall and unanimously approved with a vote of 5-0. The meeting adjourned at 8:34PM.

Executive Session Personnel, Litigation and Real Estate

Respectfully Submitted,
Jaime E. Snyder
Assistant Manager