

HATFIELD BOROUGH COUNCIL  
REGULAR MEETING  
December 20, 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 Farrall to Approve the Regular Meeting Agenda of December 20, 2017 with additions. The motion was seconded by Councilmember Kroesser and unanimously approved with a vote of 5-0.

2. APPROVAL OF THE MINUTES:

Motion to Approve the Minutes of the November 1, 2017 Workshop Meeting and the November 15, 2017 Regular Meeting.

Motion: A motion was made by Councilmember Keib to Approve the Minutes of the November 1, 2017 Workshop Meeting and the November 11, 2017 Regular Meeting. The motion was seconded by Councilmember Kroesser and unanimously approved with a vote of 5-0.

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

#### 4. ANNOUNCEMENTS: Manager DeFinis made the following announcements:

- Next month's Council Meetings are the January 2<sup>nd</sup> Reorganization / Workshop @ 6:30PM & January 17<sup>th</sup> Regular Meeting @ 7:30PM at the HVFC
- The February Workshop Meeting is scheduled for January 31<sup>st</sup> @ 7:30PM at the HVFC
- HERC is scheduled to meet January 24<sup>th</sup> @ 8:00AM at the HVFC
- The Planning Commission is scheduled to meet January 29<sup>th</sup> @ 7:00PM at the HVFC

#### 5. OLD BUSINESS:

##### A. Municipal Service Team Handbook Update

Manager DeFinis stated that we have been working on updating this for awhile and the updates that we focused on were at the request of our insurance company. Manager DeFinis added that the updated handbook is on for consideration this evening but it will be reviewed a final time by the Borough Solicitor and our insurance provider. A discussion ensued amongst Council about the updates including job descriptions and Council's right to wave any requirements.

##### B. Hatfield Chamber of Commerce Update

Councilmember Stevens updated Council and Mayor Kaler on the 2018 Hatfield Chamber of Commerce dates and stated that they will be posted on the Borough Calendar.

##### C. 2018 Meeting Dates

Manager DeFinis shared the 2018 meeting dates with Council and Mayor Kaler and informed them that they will be posted on the Borough Calendar when it is distributed in January.

#### 6. NEW BUSINESS:

##### A. Meter Reader Updated

Manager DeFinis shared that there was a problem with the meter reader this week that the staff worked with ITRON to fix; due to this error with the system the electric bills will be distributed late. A discussion ensued about the billing date, the reliability of the system and how the Borough needs to consider an AMI metering system in the near future.

## B. Harleysville Bank Transaction

Manager DeFinis informed Council and Mayor Kaler that himself and the Assistant Secretary went to Harleysville Bank and made the transfer of funds for investments from Key Bank that were approved at the last meeting.

## 7. ACTION ITEMS:

### A. Motion to Consider Resolution 2017-47 to Prohibit Category 4 “Mini Casino” Licensed Facilities.

Motion: A motion was made by Councilmember Farrall to Approve Resolution 2017-47 to Prohibit Category 4 “Mini Casino” Licensed Facilities. 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 2017-48 Updates to the Municipal Service Team Handbook upon Final Approval from the Borough Solicitor and the Delaware Valley Trusts.

Motion: A motion was made by Councilmember Keib to Approve Resolution 2017-48 Updates to the Municipal Service Team Handbook upon Final Approval from the Borough Solicitor and the Delaware Valley Trusts. 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 4-0-1. Councilmember Farrall abstained from the vote.

### C. Motion to Consider Resolution 2017-49 Honoring Lawrence G. Stevens Years of Service to the Borough of Hatfield

Motion: A motion was made by Councilmember Farrall to Approve Resolution 2017-49 Honoring Lawrence G. Stevens Years of Service to the Borough of Hatfield. 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 5-0.

#### 8. MOTION TO APPROVE PAYMENT OF THE BILLS:

President Weierman and Manager DeFinis reviewed and answered questions regarding the bill list.

Motion: A motion was made by Councilmember Kroesser to approve payment of the bills. The motion was seconded by Councilmember Stevens.

President Weierman asked if there were any comments or questions.

Council addressed an item on the bill list for a shoe reimbursement and it was stated by Manager DeFinis that he will look into this and report back to Council with an update.

The motion was approved with a vote of 4-0-1. Councilmember Farrall abstained from the vote.

#### 9. MOTION TO ADJOURN:

Motion: A motion was made by Councilmember Stevens to adjourn the Regular Meeting of December 20, 2017. The motion was seconded by Councilmember Farrall and unanimously approved with a vote of 5-0. The meeting was adjourned at 8:28PM.

*Executive Session Litigation and Personnel*

Respectfully Submitted,  
Jaime E. Snyder  
Assistant Secretary