

HATFIELD BOROUGH COUNCIL  
WORKSHOP / REGULAR MEETING  
August 15, 2018  
MINUTES

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
- (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 Kroesser to Approve the Workshop / Regular Meeting Agenda of August 15, 2018 with additions. The motion was seconded by Councilmember Farrall and unanimously approved with a vote of 5-0.

2. APPROVAL OF THE MINUTES:

Motion to Approve the Minutes of the July 18, 2018 Workshop / Regular Meeting.

Motion: A motion was made by Councilmember Kroesser to Approve the Minutes of July 18, 2018 Workshop / Regular Meeting. The motion was seconded by Councilmember Ferguson and approved with a vote of 4-0-1. Councilmember Farrall abstained from the vote.

3. PUBLIC INPUT: President Weierman asked if there was any Public Input. There was none. The media was not present.

4. ANNOUNCEMENTS: Manager DeFinis made the following announcements.

- The Borough Office Will be Closed Monday September 3<sup>rd</sup> in Observance of the Labor Day Holiday
- Next Council Meetings are September 5<sup>th</sup> Workshop & September 19<sup>th</sup> Regular Meeting @ 7:30PM at the HVFC
- The 2019 Strategic Planning Meeting is September 19<sup>th</sup> @ 6:00PM at the HVFC
- HERC is scheduled to meet @ 8:00AM on Wednesday, August 22, 2018 at the HVFC
- The next Planning Commission Meeting is scheduled for August 27, 2018 @ 7:00PM at the HVFC

#### 5. REPORTS FROM STANDING COMMITTEES AND MAYOR:

**Building, Planning and Zoning:** Councilmember Farrall stated that the BPZ Committee met to discuss the Maple Avenue / East Broad Street Plan but this will be discussed under items number six on the Agenda.

**Budget, Finance and Labor:** President Weierman stated that the BFL Committee met to discuss the budget process kicking off in September. President Weierman also mentioned that the BFL Committee took a look at the loan balance, available funds and construction project costs. President Weierman added that ESSA Bank has mentioned to the Borough their interest in the Borough opening a deposit account with ESSA and President Weierman suggested moving \$100,000.00 from the Harleysville Account to ESSA for this process. President Weierman also added that the Borough Treasurer was asked to perform an account analysis on the Borough's accounts with TD Bank to check the interest earnings.

Mayor Kaler thanked the Borough for allowing him to attend the PA Mayor's Association. Manager DeFinis informed Council that Mayor Kaler received the award for Pennsylvania Mayor of the Year which will be presented to him at a Borough meeting in September. Councilmember Farrall mentioned that currently on Council there are three Councilmembers that have won Councilmember of the Year and our Mayor has won Mayor of the Year; something to be very proud of.

#### 6. MAPLE AVENUE / EAST BROAD STREET SKETCH PLAN PRESENTATION:

Manager DeFinis informed Council that this is a sketch plan by Mr. Deangelo which was provided to the Engineer, Code / Zoning Department and the PB&Z Chairman and Committee. Manager DeFinis stated that there is a property off of Maple Avenue between Maple Avenue and South Girard Terrace which would back up to Hatfield Village Apartments. Manager DeFinis stated that this property is currently vacant and the Borough was approached by the developer who would have liked to place twenty-one homes on the lot. Manager DeFinis added that after some discussion and meeting with the PB&Z Committee the developer redesigned the plan and this is what sits in front of Council this evening. Manager DeFinis added that the Planning Commission saw this on

August 27<sup>th</sup> and comments were made about the added parking which was a recommendation from the PB&Z Committee and possibly changing the name of the Street.

Councilmember Farrall stated that PB&Z Committee met on site with the developer and discussed the need for more parking and lessening the number of proposed lots. Councilmember Farrall added that they would like to see even more parking added to the design to eliminate the amount of overflow parking concerns due to the Ordinances the Borough has in place regarding parking. Councilmember Farrall mentioned that this is only the first stage of many and the PB&Z was happy to see the recommendations considered and greenspace left in the draft sketch plan.

Solicitor Harper asked if this would conform with the Zoning and Councilmember Farrall stated that it does.

#### 7. EVENTS UPDATE / PUBLIC INFORMATION COORDINATOR:

Lindsay Hellmann, the Borough's Public Information Coordinator gave a summary to Borough Council and Mayor Kaler regarding the 2018 Borough events including Roll & Stroll and Founder's Day. Ms. Hellmann also gave a quick recap of Community Night Out and highlighted the joint efforts between the Borough and the Township. Ms. Hellmann went on to explain that Fall Festival was just around the corner on September 22, 2018 starting at 3:00PM and urged Council and family members to volunteer at this event.

#### 8. MUNICIPAL COMPLEX UPDATE:

##### A. Clerk of the Works Municipal Complex Update

President Weierman highlighted the Clerk of the Works Report.

#### 9. 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. Hatricks / Waiver of LD Request Granted / Bar enclosure installed under a building permit / Flea Market Approved

G. 122 ½ Towamencin Ave. / Access to Property / Nothing New

- H. PIRHL - Biblical Seminary Project / Zoning Application Time Extension
- I. Salter's Woodburners Improvements
- J. Edinburgh Square Subdivision / Caracausa Development Agreement in Progress
- K. Maple Avenue Development

2. Utility Billing Update:

- A. Staff continues to monitor past due Electric & Sewer accounts. Electric disconnects were performed on July 23, 2018. 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 is working through minor glitches with the online MunicIPAY, Electric, Sewer and Real Estate Tax payments system. The number of users to the system continues to grow with every billing cycle.
- D. The Utility Billing Coordinator has experienced several problems with the Meter Reading Handled device. AMI Vendor Survey scheduled for September 10<sup>th</sup>.

3. 2018 Project Updates:

- A. The East School Street CDBG Grant Application has been awarded. Preconstruction Meeting scheduled for September 15<sup>th</sup>.
- B. Towamencin Avenue Reconstruction Phase II Bid has been awarded. Preconstruction Meeting scheduled for September 15<sup>th</sup>.

4. PMEA Update:

- A. Bylaws
- B. Budget
- C. Executive Director
- D. Job Director

5. Items of Interest:

- A. PSAB Update & Training
- B. Patrick Hanrahan Retirement
- C. Diane Olpere Thank You Note
- D. Golf Outing Registrtation
- E. PA EggFest Registration
- F. Pool Advisory Board
- G. Electric H-Tap Clamps

10. NEW BUSINESS / DISCUSSION ITEMS:

- A. Resolution No. 2018-25 Recognizing Cpl. Patrick Hanrahan's Years of Service

President Weierman stated that this Resolution will be recognizing Corporal Patrick Hanrahan's retirement.

- B. Ordinance No. 533 Regulating Bee Hives in Hatfield Borough

Solicitor Harper stated that Andrew Knox in her office worked on a lot of this Ordinance and this example which the Ordinance is based off of came from the State Agricultural Department. This Ordinance would limit the number of Bees per 2,000 sq.ft. of space and Solicitor Harper stated that this Ordinance suggests one hive per every 2,000 sq.ft. Solicitor Harper also stated that this Ordinance limits other items as well which would make the owner responsible for keeping the bees towards the owners' own property. Solicitor Harper also added that this is a Police Power Ordinance and not a Zoning Ordinance which would eliminate the ability to claim a nonconforming prior use.

Councilmember Kroesser asked about the average size lot in the Borough and it was discussed among Council due to the lot sizes what the recommended number of hives should be per every 2,000 sq.ft. It was decided that the Ordinance would state the two hives would be permitted every 2,000 sq.ft. Borough Council discussed the other regulations of the Ordinance and that it would be advertised for a Public Hearing at the Regular Meeting in September and on for discussion again at the Workshop Meeting in September.

#### C. Closing East Lincoln Avenue for the Fall Festival on September 22<sup>nd</sup>

President Weierman stated that we are closing E. Lincoln Avenue for the Fall Festival on September 22, 2018.

#### D. Defined Benefit Pension Plan Minimum Municipal Obligation

President Weierman stated that we received the numbers from the actuaries for the pension obligation for the 2019 budget for the defined benefit option.

#### E. Defined Contribution Pension Plan Minimum Municipal Obligation

President Weierman stated that we received the numbers from the actuaries for the pension obligation for the 2019 budget for the defined contribution option.

#### F. Municipal Complex Payment Request No. 4

President Weierman informed Council that payment request No. 4 is for \$173,979.00 which has been approved by the Architect and the Clerk of the Works.

#### G. Towamencin Avenue Phase I Payment Request No. 4

President Weierman stated that the Borough Engineer provided a letter of recommendation for payment No. 4 in the amount of \$89,090.95.

A short discussion ensued amongst Council regarding the Towamencin Avenue project.

#### H. Grace Lutheran Church As-built Plans

President Weierman stated that the release is for \$5,134.60 due to additional items needed. Manager DeFinis stated that he talked to a Grace member today and they are trying to get what needs to be correct completed with the as-builts as they were measured inaccurately.

#### I. Hometown Heroes Banner Program

Councilmember Stevens informed Council that he was made aware of another Borough resident that was killed in action during WWI and would like the Borough to sponsor the banner as they had done previously for another resident that was killed in action.

### 11. OLD BUSINESS:

#### A. REPORTS AND CORRESPONDENCE:

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

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

### 12. ACTION ITEMS:

#### A. Motion to Consider Resolution 2018-25 Honoring Cpl. Patrick Hanrahan's Thirty-One Years of Service to the Hatfield Community

Motion:	A motion was made by Councilmember Farrall to Approve Resolution 2018-25 Honoring Cpl. Patrick Hanrahan's Thirty-One Years of Service to the Hatfield Community. The motion was seconded by Councilmember Kroesser.
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President Weierman asked if there were any comments or questions. There were no comments or questions.

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

B. Motion to Advertise Ordinance No. 533 Regulating Bee Hives in Hatfield Borough

Motion: A motion was made by Councilmember Farrall to Advertise Ordinance No. 533 Regulating Bee Hives in Hatfield Borough. 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 unanimously approved with a vote of 5-0.

C. Motion to Consider Resolution 2018-26 Closing East Lincoln Avenue Saturday, September 22<sup>nd</sup> from 1:30PM to 7:30PM for the Fall Festival / Car Show

Motion: A motion was made by Councilmember Farrall to Approve Resolution 2018-26 Closing East Lincoln Avenue Saturday, September 22<sup>nd</sup> from 1:30PM to 7:30PM for the Fall Festival / Car Show 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 unanimously approved with a vote of 5-0.

D. Motion to Consider the 2019 Defined Benefit Pension Plan Minimum Municipal Obligation in the amount of \$141,932.00 (One Hundred Forty-One Thousand Nine Hundred & Thirty-Two Dollars)

Motion: A motion was made by Councilmember Farrall to Approve the 2019 Defined Benefit Pension Plan Minimum Municipal Obligation in the amount of \$141,932.00 (One Hundred Forty-One Thousand Nine Hundred & Thirty-Two Dollars). 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 unanimously approved with a vote of 5-0.

E. Motion Consider the 2019 Defined Contribution Pension Plan Minimum Municipal Obligation for Employees Receiving a 3% or 6% Contribution of their Annual Income in the amount of \$22,775.00 (Twenty-Two Thousand Seven Hundred & Seventy-Five Dollars)

Motion: A motion was made by Councilmember Farrall to Approve the 2019 Defined Contribution Pension Plan Minimum Municipal Obligation for Employees Receiving a 3% or 6% Contribution of their Annual Income in the amount of \$22,775.00 (Twenty-Two Thousand Seven Hundred & Seventy-Five Dollars). 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 unanimously approved with a vote of 5-0.

F. Motion to Consider Payment Request No. 4 for the Municipal Complex to E.R. Stuebner, Inc. in the Amount of \$173,979.00 (One Hundred Seventy-Three Thousand Nine Hundred & Seventy-Nine Dollars)

Motion: A motion was made by Councilmember Farrall to Approve Payment Request No. 4 for the Municipal Complex to E.R. Stuebner, Inc. in the Amount of \$173,979.00 (One Hundred Seventy-Three Thousand Nine Hundred & Seventy-Nine Dollars) as approved by the Architect and the Clerk of the Works for the project. 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 unanimously approved with a vote of 5-0.

G. Motion to Consider Towamencin Avenue Phase I Application for Payment Request No. 4 to Olivieri and Associates Inc.

Motion: A motion was made by Councilmember Farrall to Approve Towamencin Avenue Phase I Application for Payment Request No. 4 to Olivieri and Associates Inc. 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 unanimously approved with a vote of 5-0.

H. Motion to Consider Grace Lutheran Church Escrow Release in the amount of \$5,134.60

Motion: A motion was made by Councilmember Farrall to Approve Grace Lutheran Church Escrow Release in the amount of \$5,134.60. 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 unanimously approved with a vote of 5-0.

I. Motion to Consider Opening a Bank Account at ESSA Bank with \$100,000.00 from the Harleysville Bank Account

Motion: A motion was made by Councilmember Farrall to Approve Opening a Bank Account at ESSA Bank with \$100,000.00 from the Harleysville Bank Account. 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 unanimously approved with a vote of 5-0.

13. 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. There were no comments or questions.

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

14. MOTION TO ADJOURN:

Motion: A motion was made by Councilmember Kroesser to adjourn the meeting of August 15, 2018. The motion was seconded by Councilmember Stevens and unanimously approved with a vote of 5-0. The meeting adjourned at 9:50PM.

*Executive Session: Potential Litigation, Real Estate and Personnel*

Respectfully Submitted,  
Jaime E. Snyder  
Assistant Manager