

HATFIELD BOROUGH COUNCIL  
WORKSHOP MEETING  
September 5, 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 Farrall to Approve the Workshop Meeting Agenda of September 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 Public Input.  
Media Not Present.

3. ANNOUNCEMENTS: Manager DeFinis made the following announcements:

- Borough Council will hold a Strategic Planning Session September 19<sup>th</sup> @ 6:00PM at the HVFC
- Next Council Meeting September 19, Regular Meeting @ 7:30PM at the HVFC
- FALL FESTIVAL Saturday, September 22<sup>nd</sup> @ 3:00PM
- Hatfield Chamber of Commerce Luncheon September 24<sup>th</sup> @ Noon at the “new” North Penn Commons
- HMHS Meeting September 25<sup>th</sup> @ 7:00PM at the HVFC
- HERC is scheduled to meet Wednesday, September 26<sup>th</sup> @ 8:00AM at the HVFC

- MCBA Dinner Meeting will be held September 27<sup>th</sup> @ 6:00PM hosted by Hatfield, Souderton & Telford
- Egyptian Festival September 8<sup>th</sup>, 9<sup>th</sup>, 15<sup>th</sup> and 16<sup>th</sup>

#### 4. Edinburgh Square Subdivision Revised Plan

Manager DeFinis informed Council that he received the email that was placed in the packets on August 17<sup>th</sup> stating that Edinburgh Square would like to turn the project back over to completing all four homes at the same time because they feel they can get a sewer plan module passed by DEP. Manager DeFinis added that he spoke to HTMA and they stated that DEP could agree to review and HTMA can review the sewer plan module but nothing will be accepted until the work is completed on the interceptor.

Councilmember Farrall stated that the developer can get their module but this is a capacity issue and there is no capacity.

A discussion ensued amongst Council about this issue and it was stated that this was not an official plan submittal and Manager DeFinis was directed to have the Code Enforcement / Zoning Officer write a letter addressing this and return the submitted documents.

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

**Utilities Committee:** Discussed updates concerning the budget season, sewer capacity, AMP programs that are offered, LED lighting, update on the power outage from a couple weeks ago, generator, AMI system.

Manager DeFinis had a conversation with Council and Mayor Kaler about a single hauler trash service for the Borough.

#### 6. MUNICIPAL COMPLEX UPDATE:

##### A. Clerk of the Works Report

President Weierman reviewed the Clerk of the Works Report with Borough Council and Mayor Kaler.

Manager DeFinis updated Council of the schedule and project progression.

#### 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) / Construction Complete
- C. Gambone/Snyder Townhomes / Project Near Completion
- 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 Under Review
- G. 122 ½ Towamencin Ave. / Access to Property / Nothing New
- H. PIRHL-Biblical Seminary Project / Zoning time extension approved
- I. Salter's / Woodburners Improvements
- J. Edinburgh Square Subdivision / Caracausa Development
- K. Maple Avenue Proposed Development

2. Utility Billing Update:

- A. Staff continues to monitor past due Electric & Sewer accounts. Electric disconnects are scheduled for October 17<sup>th</sup>. No sewer disconnects 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 MuniPAY system.
- D. The Utility Billing Coordinator has experienced several issues with the system and an AMI vendor meeting is scheduled for September 10<sup>th</sup>

3. 2018 Project Updates:

Bid Items for 2018:

- A. The East School Street CDBG Grant Application has been awarded. Notice to proceed was August 15<sup>th</sup> and project start date is September 17<sup>th</sup>
- C. Towamencin Avenue Reconstruction Phase II Bid has been awarded. Onsite meeting with contractor and PW Director has been scheduled.

4. Items of Interest:

- A. Hatfield Vol. Fire Co. Financial Statement
- B. NEXTEra Energy Public Power Summit Save the Date
- C. September PSAB Update
- D. Hatfield Chamber of Commerce Newsletter
- E. County Radio System
- F. Crime Watch Data Base
- G. Board of Assessment Appeal

8. NEW BUSINESS / DISCUSSION ITEMS:

- A. Draft Ordinance No. 533 Regarding Beekeeping; Scheduled for a Public Hearing September 19, 2018 at 7:30PM

Manager DeFinis stated that in the front pocket of the packets was beekeeping and bee information for Council reference.

Solicitor Harper stated that all that was changed in this proposed Ordinance from the first time Council saw it was the number that is allowed per square feet which is now listed at two hives per 2,000 square feet. Solicitor Harper stated that if Council was good with how this Ordinance is currently written the advertisement is prepared and ready to run.

Manager DeFinis stated that the advertisement was approved at the last meeting.

#### B. Resolution # 2018 – 27 Public Power Week

President Weierman stated that this Resolution is in honor of Public Power Week.

#### C. Resolution # 2018 – 28 Fire Prevention Week

President Weierman Stated that this Resolution was in honor of Fire Prevention Week.

#### D. Fall Festival / Car Show Sign Up

President Weierman stated that volunteers are needed for this event and if you are available please sign up.

#### E. Municipal Complex Payment Request No. 5

Manager DeFinis stated that the Pencil copy is being circulated for review at this time.

#### F. Pool Advisory Board Candidate

Manager DeFinis stated that Debbie Stevens has shown interest in serving on this board.

### 9. OLD BUSINESS:

#### A. REPORTS AND CORRESPONDENCE:

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

Lieutenant Robertson explained the new Police reporting data base and that it may take a few months for everything to be updated in the system to print out an official report for Council.

- 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

10. ACTION ITEMS:

11. ADJOURNMENT:

Motion: A motion was made by Councilmember Kroesser to adjourn the Workshop Meeting of September 5, 2018. The motion was seconded by Councilmember Farrall and unanimously approved with a vote of 5-0. The meeting adjourned at 8:50PM.

*Executive Session Personnel, Litigation and Real Estate*

Respectfully Submitted,  
Jaime E. Snyder  
Assistant Manager