

BOROUGH COUNCIL
REORGANIZATION / WORKSHOP MEETING

January 6, 2020

6:30PM

MINUTES

SWEARING IN
THE HONORABLE EDWARD J. LEVINE
PRESIDING

6:30PM Swearing in of Councilmember Salvatore DiLisio Jr.
Swearing in of Councilmember Lawrence G. Stevens

CALL TO ORDER: John H. Weierman called the Reorganization / Workshop Meeting to Order at 6:37PM.

ROLL CALL

(X) Salvatore DiLisio Jr.
(X) Jason Ferguson
(X) John Kroesser
(X) Lawrence G. Stevens
(X) John H. Weierman

() Mayor Robert L. Kaler, III

The record shows that five members of Council were present at roll call, as well as, Solicitor Andrew Knox, Timoney Knox, LLP, Manager Michael J. DeFinis and Assistant Manager Jaime E. Snyder.

PLEDGE OF ALLEGIANCE

NOMINATION AND ELECTION OF COUNCIL PRESIDENT: John Weierman informed Council at this time Chair will recognize nominations for Council President.

Motion: A motion was made by Councilmember Stevens to nominate John H. Weierman as Council President. The nomination was seconded by Councilmember Kroesser and unanimously approved with a vote of 5-0.

NOMINATION AND ELECTION OF VICE PRESIDENT: John Weierman informed Council at this time Chair will recognize nominations for Vice President.

Motion: A motion was made by President Weierman to nominate John Kroesser as Vice President. A motion was made by Salvatore DiLisio to nominate Lawrence G. Stevens as Vice President. Lawrence G. Stevens declined the nomination. The nomination was seconded by Councilmember Stevens for the nomination of John Kroesser as Vice President and unanimously approved with a vote of 5-0.

APPOINTMENT OF VACANCY BOARD CHAIR: John Weierman informed Council at this time Chair will recognize nominations for Vacancy Board Chair.

Motion: A motion was made by Councilmember Stevens to appoint Michelle Kroesser as Vacancy Board Chair. The motion was seconded by Councilmember DiLisio. The motion was unanimously approved with a vote of 5-0.

COMMENCEMENT AND APPROVAL OF MEETING AGENDA:

1. Motion to Approve the January 6, 2020 Workshop Meeting Agenda.

Motion: A motion was made by Councilmember DiLisio for Commencement and Approval of Meeting Agenda, January 6, 2020 Workshop Meeting Agenda. The motion was seconded by Councilmember Ferguson and unanimously approved with a vote of 5-0.

2. **PUBLIC INPUT:** President Weierman asked if there was any Public Input. There was no Public Input. The media was not present.

3. **ANNOUNCEMENTS:** Manager DeFinis made the following announcements.

- Next Council Meeting the Regular Meeting January 15, 2020 @ 7:30PM
- HERC scheduled to meet January 22nd @ 8:00AM in Council Chambers
- Hatfield Chamber of Commerce Luncheon January 27th @ Noon at Township Building
- The Planning commission is scheduled to meet January 27th @ 7:00PM
- HMHS is scheduled to meet January 28th at the Fire Co. @ 7:00PM

4. **ACTION ITEMS:**

Motion to Appoint Timoney Knox, LLP as the Borough Solicitor for general legal service.

Motion: A motion was made by Councilmember Ferguson to Appoint Timoney Knox, LLP as the Borough Solicitor for general legal service. The motion was seconded by Councilmember DiLisio and unanimously approved with a vote of 5-0.

Motion to Appoint Dischell, Bartle & Dooley Attorneys at Law as the Borough Zoning Hearing Board Solicitor.

Motion: A motion was made by Councilmember Stevens to Appoint Dischell, Bartle & Dooley Attorneys at Law as the Borough Zoning Hearing Board Solicitor. The motion was seconded by Councilmember Kroesser and unanimously approved with a vote of 5-0.

Motion to Appoint Bursich Engineers as the Borough Engineer for general engineering services.

Motion: A motion was made by Councilmember Ferguson to Appoint Bursich Engineering as the Borough Engineer for general engineering services. The motion was seconded by Councilmember Kroesser and unanimously approved with a vote of 5-0.

Motion to Appoint Utility Engineers as the Borough Engineer for electric utility services.

Motion: A motion was made by Councilmember Stevens to Appoint Utility Engineers as the Engineer for electric utility services. The motion was seconded by Councilmember Kroesser and unanimously approved with a vote of 5-0.

Motion to Appoint Code Inspections Inc. to administer Zoning, Code and Fire Safety enforcement & services.

Motion: A motion was made by Councilmember Ferguson to Appoint Code Inspections Inc. to administer Zoning, Code and Fire Safety enforcement & services. The motion was seconded by Councilmember Kroesser and unanimously approved with a vote of 5-0.

Motion to Appoint Daniel Quimby from Code Inspections Inc. as the Fire Marshal for the Borough of Hatfield.

Motion: A motion was made by Councilmember Stevens to Appoint Daniel Quimby from Code Inspections Inc. as the Fire Marshal for the Borough of Hatfield. The motion was seconded by Councilmember Ferguson and unanimously approved with a vote of 5-0.

Motion to Appoint Michelle Kroesser and Larry Burns to the Planning Commission for a four-year term to end December 31, 2023

Motion: A motion was made by Councilmember Ferguson Appoint Michelle Kroesser and Larry Burns to the Planning Commission for a four-year term to end December 31, 2023. The motion was by Councilmember DiLisio and unanimously approved with a vote of 5-0.

Motion to Appoint Michael J. DeFinis as Hatfield Borough Manager / Secretary and EMC (Emergency Management Coordinator) and Authorize the Attached Employment Agreement.

Motion: A motion was made by Councilmember Kroesser to Appoint Michael J. DeFinis as Hatfield Borough Manager / Secretary and EMC (Emergency Management Coordinator) and Authorize the Attached Employment Agreement. The motion was seconded by Councilmember Ferguson and unanimously approved by a vote of 5-0.

Motion to Appoint Jaime E. Snyder as Assistant Manager / Assistant Secretary / Human Resource Manager and Authorize the Attached Employment Agreement.

Motion: A motion was made by Councilmember Stevens to Appoint Jaime E. Snyder as Assistant Manager / Assistant Secretary / Human Resource Manager and Authorize the Attached Employment Agreement. The motion was seconded by Councilmember DiLisio and unanimously approved by a vote of 5-0.

Motion to Appoint Fred Leister as Public Works Director / Electric Superintendent and Authorize the Attached Employment Agreement.

Motion: A motion was made by Councilmember Kroesser to Appoint Fred Leister as Public Works Director /

Electric Superintendent and Authorize the Attached Employment Agreement. The motion was seconded by Councilmember Ferguson and unanimously approved by a vote of 5-0

Motion to Appoint Diane Farrall as Treasurer and Authorize the Attached Employment Agreement.

Motion: A motion was made by Councilmember Ferguson to Appoint Diane Farrall as Treasurer and Authorize the Attached Employment Agreement. The motion was seconded by Councilmember Kroesser and unanimously approved by a of 5-0.

Motion to Appoint David Weiss as Utility Billing Coordinator and Authorize the Attached Employment Agreement.

Motion: A motion was made by Councilmember Stevens to Appoint David Weiss as Utility Billing Coordinator and Authorize the Attached Employment Agreement. The motion was seconded by Councilmember Kroesser and unanimously approved by a vote of 5-0.

Motion to Appoint Lindsay Hellmann as Public Information / Right to Know Officer.

Motion: A motion was made by Councilmember Ferguson to Appoint Lindsay Hellmann as Public Information / Right to Know Officer. The motion was seconded by Councilmember Kroesser and unanimously approved by a vote of 5-0.

5. REPORTS FROM STANDING COMMITTEES AND MAYOR:

Council Committee Assignments Discussed and Assigned:

Budget, Finance & Labor (BFL)

Chair John H. Weierman
Member Jason Ferguson

Public Safety (PUBS)

Chair John Kroesser
Member Salvatore DiLisio

Property and Equipment (P&E)

Chair Lawrence G. Stevens
Member John Kroesser

Public Works (PWRK)

Chair Jason Ferguson
Member Lawrence G. Stevens

Planning, Building & Zoning (P/B/Z)

Utilities (UTIL)

Chair	John Kroesser	Chair	Jason Ferguson
Member	Salvatore DiLisio	Member	John H. Weierman

6. 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 / Sold
- F. 122 ½ Towamencin Ave. / Access to Property / Nothing New
- G. PIRHL-Biblical Seminary Project / -Withdrawn
- H. Salter's – Bought Old Firehouse – Plans to renovate
- I. Edinburgh Square Subdivision / Extension Granted
- J. 369 Edgewood Drive Fence Permit / Under Review
- K. SEPTA Property / Lease Agreement Extended - third
- L. Bennett's Court L.D. – Preliminary Plans Withdrawn

2. Utility Billing Update:

- A. Staff continues to monitor past due Electric & Sewer accounts. Residents are being sent reminders for PAST DUE ACCOUNTS. Liens are going to issue for past due accounts.
- B. Email Billing available for Electric & Sewer Accounts. I encourage all account holders to take advantage of the cost-effective billing delivery opportunity.

3. 2020 Project Updates:

- A. East Lincoln Avenue Bridge – borings to start 1/30/20
- B. AMI System Meeting 1/30/20 with AMP to kick off the program. Meter have shipped.

4. Items of Interest:

- A. Montgomery County Tax Duplicate
- B. PennDOT West Broad Sink Hole Response Letter
- C. DCED Grant Distribution (Market & Broad & Lincoln Ave Project)

7. NEW BUSINESS:

A. Council Committees – Spoke about under Item 5.

B. Resolution 2020-01

Manager DeFinis informed Council that this Resolution is in support of HB 1775 and SB 101 addressing stormwater facility on state highways. Manager DeFinis stated that if

adopted this Resolution will be sent to PSAB in efforts to get PennDOT to address stormwater infrastructure under state highways in Borough's as they currently do in Townships.

C. Resolution 2020-02

Manager DeFinis stated that this Resolution is regarding the Sewer Module for the Edinburgh Square / Caracausa Property at the Corner of Vine and Koffel. This Resolution will also include the letter that was sent to the Engineer for the Developer. This letter states that the Borough will not issue any permits until the Interceptor is complete.

D. 2020 Tentative Bidding Schedule

Manager DeFinis stated that this is the tentative bidding schedule for the 2020 Curb and ADA Ramp Project as well as the 2020 Roadway Resurfacing Project.

E. HMHS Update

Councilmember Stevens highlighted the Hatfield Museum Historical Society Update with Council that was sent to Manager DeFinis and Manager Bibro of Hatfield Township.

Councilmember Stevens addressed questions from Council about the HMHS Building progress specifically the PECO gas service line.

F. Gwendolyn Snyder Request & Comments

Manager DeFinis shared with Council comments he received from Gwendolyn Snyder, a resident of E. School Street. Manager DeFinis stated that Mrs. Snyder was interested in having a single trash hauler in Hatfield Borough. Manager DeFinis stated that in the past the Borough has recognized and looked into this type of request when it was brought to Councils attention by previous residents.

A discussion ensued amongst Council about the request. Councilmember Ferguson expressed interest in the idea of getting feedback from trash haulers that if residents in specific areas would go together with the same service if any discounts would be available. Manager DeFinis stated he will start this process and contact the trash haulers that service the Borough area.

8. OLD BUSINESS:

A. REPORTS AND CORRESPONDENCE:

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

- 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

9. ADJOURNMENT:

Motion: A motion was made by Councilmember Kroesser to adjourn the Reorganization / Workshop Meeting of January 6, 2020. The motion was seconded by Councilmember Stevens and unanimously approved with a vote of 5-0. The meeting adjourned at 9:12PM.

Executive Session Litigation and Personnel

Respectfully Submitted,
Jaime E. Snyder
Assistant Manager