

HATFIELD BOROUGH COUNCIL  
REGULAR MEETING  
November 16, 2022

MINUTES

THIS MEETING WAS HELD IN-PERSON & LIVE STREAMED  
BOROUGH HALL 401 S. MAIN STREET, HATFIELD  
THIS MEETING WAS RECORDED

CALL TO ORDER AND ROLL CALL:

- (X) Jason Ferguson, President
- (X) Richard Girard, Vice President
- (X) James Fagan
- (X) Michelle Kroesser
- (X) Lawrence G. Stevens
  
- (X) Mayor Mary Anne Girard

The record shows that five members of the Council were present at roll call, as well as, Mayor; Mary Anne Girard, Solicitor; Catherine M. “Kate” Harper; Timoney Knox LLP, Borough Manager; Jaime E. Snyder, Public Works Director; Stephen S. Fickert and Assistant to the Manager; Kathryn Vlahos.

1. APPROVAL OF MEETING AGENDA:

Motion: A motion was made by Councilmember Kroesser to Approve the Regular Meeting Agenda of November 16, 2022. The motion was seconded by Councilmember Girard.

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

2. APPROVAL OF THE MINUTES:

Motion to Approve the Minutes of the October 5, 2022 Workshop Meeting and the Minutes of the October 19, 2022 Regular Meeting.

Motion: A motion was made by Councilmember Stevens to Approve the Minutes of the October 5, 2022 Workshop and the Minutes of the October 19, 2022 Regular Meeting. The motion was seconded by Councilmember Fagan and unanimously approved with a vote of 5-0.

3. PUBLIC INPUT: President Ferguson asked if there was any Public Input. No Media Present.

Owen Wilcox 32 East School Street- Mr. Wilcox wanted to make a couple of comments regarding the draft budget. He asked why there are three different funds with the same expenders coming out of all three funds. He also had a question about the capital fund and the transfers in that account. Mr. Wilcox also wondered when the audit will be discussed at a public meeting. Manager Snyder responded that the services do come out of three funds which is controlled by the chart of accounts which is why things are listed the way that they are. The capital reserve fund it is currently listed as transfer from invested funds which is borrowing funds for the project. The draft audit has been received and the auditor is looking to present at the last meeting in December.

4. ANNOUNCEMENTS: Manager Snyder made the following announcements:

- Next Council Meetings December 7<sup>th</sup> Workshop and December 21<sup>st</sup> Regular Meeting 7:30PM in Council Chambers
- Planning Commission is Scheduled to Meet on Monday, December 5, 2022 @ 7:00PM in Council Chambers
- HEROC is Scheduled to Meet on Wednesday, December 21, 2022 @ 8:00AM in Council Chambers
- HMHS is Scheduled to Meeting Tuesday, November 22, 2022 @ 7:00PM at the HVFC
- The Borough Offices will be closed Thursday and Friday, November 24<sup>th</sup> and 25<sup>th</sup> in Observance of the Thanksgiving Holiday
- Public Hearings Scheduled for December 7, 2022:
  - Ordinance No. 547 Amending Chapter 7 of the Borough of Hatfield Code Entitled “Fire Prevention and Fire Protection” to Add Requirements for Residential Outdoor Fires
  - Ordinance No. 548 Amending Chapter 2 of the Borough of Hatfield Code Entitled “Animals” to Add Requirements for the Responsible Handling and Leashing of Dogs and other Pets
  - Ordinance No. 549 Amending Chapter 27 “Zoning” of the Borough Code of Ordinance to Add Requirements for the Placement of Collection Bins

#### 5. REPORTS AND CORRESPONDENCE:

- A. Monthly YTD Report
- B. Monthly Police Report
- C. Monthly Fire Department Report
- D. Monthly EMS Report

## 6. 2023 Preliminary Budget Presentation

Manager Snyder reviewed highlights from the budget and stated that she would like this to be an open dialog and to please ask any questions while she is going over the highlights. General Fund there is no proposed tax increase. In rental earnings there is rent for the Septa property and currently they are working on a long-term lease agreement with 11 North Market Street. Under expenses the \$55,000 is what was provided by Septa at what they believe it would cost to make the property rentable. For expenses most of the items have a 3 to 4% increase in most of the categories for 2023. The building repair maintenance is higher from last year which includes adding of garage door openers down at public works which the insurance carrier put as a high-level item that needs to be completed. There was a 6% increase workers compensation rates, a 26% increase for property and liability which is because of Ida and since the Borough is in a trust pool which increased property and liability across the board. Capital Construction was a Pole Replacement which was increased to \$50,000 where there are 4 poles that currently warrant for replacement in the Borough and trying to be proactive by replacing the poles before they fall down. Other items were discussed in regards to the draft budget presentation and the budget will be discussed again at the next meeting.

## 7. NEW BUSINESS / DISCUSSION ITEMS:

### A. Years of Service Recognition

Manager Snyder explained that there are some years of service for staff as well as Council and Planning Commission recognition that will be presented at the next Borough Council Meeting.

### B. Planning Commission Term

The Planning Commission Term of Larry G. Stevens will expire at the end of the year and he is interested in serving another term, Manager Snyder explained.

### C. Zoning Hearing Board Alternate Term

The Zoning Hearing Board Alternate Dan Ruch will expire at the end of the year and he is interested in serving another term, Manager Snyder explained.

## 8. OLD BUSINESS:

### A. 2023 Meeting Dates

### B. North Penn Water Authority Representative

## 9. ACTION ITEMS:

A. Motion to Consider Appointing Kenneth V. Farrall as the Borough of Hatfield North Penn Water Authority Representative to Serve a Five-Year Term Expiring December 31, 2027

Motion: A motion was made by Councilmember Stevens to approve Appointing Kenneth V. Farrall as the Borough of Hatfield North Penn Water Authority Representative to Serve a Five-Year Term Expiring December 31, 2027. The motion was seconded by Councilmember Kroesser.

President Ferguson 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.

#### 10. Motion to Approve Payment of the Bills

President Ferguson and Manager Snyder reviewed and answered questions regarding the bill list.

Motion: A motion was made by Councilmember Girard to Approve the payment of the bills. The motion was seconded by Councilmember Fagan

President Ferguson 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.

#### 11. MOTION TO ADJOURN:

Motion: A motion was made by Councilmember Kroesser to adjourn the Regular Meeting of November 16, 2022. The motion was seconded by Councilmember Girard and unanimously approved with a vote of 5-0. The meeting was adjourned at 8:35 PM.

*Executive Session Personnel, Litigation and Real Estate*

Respectfully Submitted,  
Kathryn Vlahos  
Assistant to the Manager