

HATFIELD BOROUGH COUNCIL

REGULAR MEETING

APRIL 19, 2023



JASON FERGUSON, PRESIDENT

RICHARD GIRARD, VICE PRESIDENT

JAMES FAGAN, COUNCILMEMBER

MICHELLE KROESSER, COUNCILMEMBER

LAWRENCE G. STEVENS, COUNCILMEMBER

MARY ANNE GIRARD, MAYOR

JAIME E. SNYDER, BOROUGH MANAGER

CATHERINE M. HARPER, BOROUGH SOLICITOR



Borough of Hatfield

Montgomery County, Pennsylvania

BOROUGH COUNCIL REGULAR MEETING

April 19, 2023

7:00PM

AGENDA

CALL TO ORDER
ROLL CALL
PLEDGE OF ALLEGIANCE
INVOCATION

1. APPROVAL OF MEETING AGENDA:

Motion: To Approve the Agenda of the April 19, 2023 Regular Meeting

2. APPROVAL OF THE MINUTES:

Motion to Approve the Minutes of the March 1, 2023 Workshop Meeting and the March 15, 2023 Regular Meeting

3. PUBLIC INPUT:

Please rise, state your name and address and reason for addressing Council

4. ANNOUNCEMENTS:

- Next Next Council Meetings May 3rd Workshop and May 17th Regular Meeting 7:00PM in Council Chambers
- HEROC is Scheduled to Meet Wednesday, April 26, 2023 @ 8:00AM in Council Chambers
- Next Planning Commission Meeting is Scheduled for May 1, 2023 @ 7:00PM in Council Chambers
- ZHB is Scheduled to Meet Thursday, April 27, 2023 @ 7:00PM in Council Chambers

5. REPORTS FROM STANDING COMMITTEES AND MAYOR:

- Budget, Finance, and Labor Committee Report
- Planning, Building, and Zoning Committee Report
- Public Safety Committee Report

401 S. Main Street
P.O. Box 190
Hatfield, PA 19440

Phone:
215-855-0781

Fax:
215-855-2075

Email:
admin@
hatfieldborough.com

Website:
www.hatfieldborough.com

- Public Works & Property and Equipment Committee Report
- Utilities Committee Report
- Hatfield Economic Revitalization Outreach Committee Report
- Mayor Mary Anne Girard Report

6. REPORTS AND CORRESPONDENCE:

- Monthly Investment Report
- Monthly YTD Report
- Monthly EIT / LST Report
- Monthly Zoning Hearing Board Applications
- Police Department Report
- Fire Department Report
- EMS Report
- Public Works Department Report
- Engineering Report
- Zoning Officer, Building Code, Property Maintenance Report
- Fire Marshal / Fire Safety Inspection Report
- Pool Advisory Report

7. MANAGERS REPORT:

8. NEW BUSINESS / DISCUSSION ITEMS:

- A. 2023 ADA Curb Ramp Bid Results
- B. Resolution 2023-04 Recognizing Safe Digging Month
- C. Salzman Hughes, P.C. Special Utility Counsel
- D. Edinburgh Square Escrow Release No. 4
- E. 2023 PSAB Voting Delegate and Alternate
- F. 2023 Roadway Resurfacing Project Advertisement
- G. Ordinance No.550 Chickens: Amending Chapter 2 & Chapter 27

9. OLD BUSINESS:

10. ACTION ITEMS:

- A. Motion to Consider Awarding the 2023 ADA Curb Ramp Project to Albert G. Cipolloni Jr. & Sons, Inc. in the amount of \$150,220.00 (one hundred fifty thousand two hundred twenty dollars)
- B. Motion to Consider Resolution 2023-04 Recognizing Safe Digging Month

- C. Motion to Consider Appointing Salzmann Hughes, P.C. as Special Legal Counsel for the Hatfield Borough Electric Utility
 - D. Motion to Consider Approving Escrow Release No. 4,
 - Final Demolition Escrow, for the Edinburgh Square Development in the Amount of \$1,787.50 (one thousand seven hundred eighty-seven dollars and fifty cents)
 - E. Motion to Consider Naming Lawrence G. Stevens as the 2023 PSAB Voting Delegate and naming Jaime E. Snyder as the Alternate
 - F. Motion to Consider Advertising the 2023 Roadway Resurfacing Project Bid Specifications
 - G. Motion to Consider Advertising Ordinance No. 550 Amending Chapter 2 (Animals) and Chapter 27 (Zoning) of the Code of Ordinances of the Borough of Hatfield Providing Conditions for the Keeping of Chickens for a Public Hearing to be Held on May 17th at 7:00PM
11. Motion to Approve Payment of the Bills
12. MOTION to ADJOURN: Executive Session: Personnel, Litigation, Real Estate

2. APPROVAL OF THE MINUTES:

**Motion to Approve the Minutes of the
March 1, 2023 Workshop Meeting and the
March 15, 2023 Regular Meeting**

HATFIELD BOROUGH COUNCIL
WORKSHOP MEETING
March 1, 2023

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 Workshop Meeting Agenda of March 1, 2023. The motion was seconded by Councilmember Girard. The motion was approved unanimously with a vote of 5-0.

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

3. ANNOUNCEMENTS: Manager Snyder made the following announcements:

- Next Council Meeting March 15th Regular Meeting @ 7:00PM in Council Chambers
- HEROC is Scheduled to Meet Wednesday, March 22, 2023 @ 8:00AM in Council Chambers
- ZHB is Scheduled to Meet Thursday, March 23, 2023 @ 7:00PM in Council Chambers
- HMHS is Scheduled to Meet Tuesday, March 28, 2023 @ 7:00PM at the HVFC
- Next Planning Commission Meeting is Scheduled for April 3, 2023 @ 7:00PM in Council Chambers

- The Borough Offices will be closed Thursday, March 9th from 11:00AM-1:00PM for Training

4. Junior Council Person Program: Honorable Dan Yocum, Souderton Borough Mayor Dan Yocum introduced himself to council and stated that he was a Junior Council Person in Souderton in high school which was influential in his life in the career path that he chose. The Junior Council Person in Souderton comes to the meetings and sits in on any committee meeting that they are interested in and provides feedback from a different perspective than council has. Souderton has found this program to very beneficial to the borough. Mr. Yocum answered any questions that council had in regards to the program and stated that he is a huge advocate for the program. Manager Snyder asked council if they would like to move forward with the program, if so, she will put the resolution on a future agenda. Council decided that they will put a resolution on the next agenda.

5. REPORTS FROM STANDING COMMITTEES AND MAYOR:

- Budget, Finance, and Labor Committee Report
President Ferguson reported that the met prior to the meeting as well two weeks ago. The discussed the audit that was presented at the last council meetings. Updates to the employee handbook was also discussed which will be presented to council once it has been reviewed by the solicitor. Investments were discussed and looking into what the borough should do in the future for investments.
- Planning, Building, and Zoning Committee Report
Councilmember Stevens stated that there was nothing to report at the time.
- Public Safety Committee Report
Councilmember Kroesser stated that there was nothing to report at this time.
- Public Works & Property and Equipment Committee Report
Councilmember Fagan stated that there was nothing to report at this time.
- Utilities Committee Report
Councilmember Girard stated that there was nothing to report at this time.
- Hatfield Economic Revitalization Outreach Committee Report
Councilmember Girard stated that there was nothing to report at this time.
- Mayor Mary Anne Girard Report

Mayor Girard reported that the recycling commission is reviewing the current recycling ordinances and looking to revise it and take in

consideration for hazardous waste and e waste. The 904-recycling grant was submitted and currently being reviewed. Mayor Girard also brought up an idea that came from a resident for a dog park at Heritage Park.

5. REPORTS AND CORRESPONDENCE:

Monthly Investment Report
 Monthly EIT / LST Report
 Police Department Report
 Fire Department Report
 EMS Report
 Public Works Department Report
 Engineering Report
 Zoning Officer, Building Code, Property Maintenance Report
 Fire Marshal / Fire Safety Inspection Report
 Pool Advisory Report

6. MANAGERS REPORT:

1. Land Use & Development Updates:

- A. Edinburgh Square Subdivision
 - Escrow Releases No. 3 – approved / submitted
- B. Bennetts Court Land Development
 - Preliminary / Final Granted by PC
 - Final Granted by Council
 - Working on Recording the Plan and Developers Agreement
- C. 43 Roosevelt Land Development
 - Developers Agreement
- D. SEPTA Property
 - Long Term Lease Agreement – under Solicitor review
- E. 200 N. Main Street (Biblical Seminary)
 - Sketch Plan submitted
 - Applying for Tax Credits for Project – 2023
 - Received Grant for the Development
- F. 28 N. Market Street Subdivision
 - Preliminary Final Granted by PC / Council
 - Working on Recording
- G. 23 N. Main Street
 - Working with Engineer on plans. Will re-submit
 - Asking for review from Fire Marshal
- H. George Didden Greenhouses
 - Hatfield Township Planning Commission on 2/21/23
 - Hatfield Borough Planning Commission 2/27/23

2. Utility Billing Update:

- Staff continues to monitor Electric & Sewer Past Due accounts.
 - Email billing is available for Electric & Sewer Accounts. Please contact the Utilities Department if you are interested in signing up.
 - The Electric Customer Portal has been updated. The Portal was restructured with customer input to make it more user-friendly. An updated user guide is available when opening the portal to assist with re-registration. The portal can be accessed from the Borough Website.
 - <https://hatf-pa-web.amppartners.org/index.php>
 - Please register exactly as it appears on your current billing. Example SMITH, JOHN E.
3. **2021 Outstanding Project Updates:**
- A. The East Lincoln Avenue Bridge Replacement Project
- Waiting for Grant Reimbursement
- B. CMAQ Grant (Synchronization of Signals)
- Requested update on 1/16/2023
4. **2022 Project Updates:**
- A. 2022 Roadway Resurfacing Project
- Payment Request No. 2 Approved
 - COR No. 1 – decrease contract amount
 - Punch List items – scheduled for Spring
- B. W. Broad Street, E. Broad Street, N. Market H2O / PA Small Water Storm and Sanitary Sewer Grant Project
- Working on the bid package
 - HOP Application – waiting on paving confirmation
 - Applied for additional grant funding
- C. CTP Firehouse Flasher Grant
- Working on Grant Reimbursement
 - Warranty Parts Installed
 - Quarterly Maintenance Scheduled
- D. MTF / CTP Crosswalk Grants
- HOP Application
 - Coordination with Strom and Sanitary H2O / PA Small Water Grant Project - working with Engineer
5. **PMEA Update:**

- February newsletter attached

6. **AMP Pennsylvania R.I.C.E. BTM Peaking Project Update:**

- Generator Commissioned
- Working on Policies and Procedures of Use

7. **Public Information Officer Update:** Attached

8. **Items of Interest:**

- PSAB Conference Registration
- Mobile Office Hours: Senator Collett and Congressman Fitzpatrick

8. **NEW BUSINESS / DISCUSSION ITEMS:**

A. 2023 Public Works Seasonal Help Advertisement

Manager Snyder explained that Hatfield Borough is looking for Public Works summer help for 2023.

B. 2023 Liquid Fuels Notice of Payment

Manager Snyder explained that the Borough received \$85,329.70 for this year's liquid fuels payment which is higher than last year's payment of \$83,475.55.

9. **OLD BUSINESS:** NONE

10. **ACTION ITEMS:** NONE

11. **MOTION TO ADJOURN:**

Motion: A motion was made by Councilmember Kroesser to adjourn the Workshop Meeting of March 1, 2023. The motion was seconded by Councilmember Fagan and unanimously approved with a vote of 5-0. The meeting was adjourned at 8:11 PM.

Executive Session Personnel, Litigation and Real Estate

Respectfully Submitted,
Kathryn Vlahos
Assistant to the Manager

HATFIELD BOROUGH COUNCIL
REGULAR MEETING
March 15, 2023

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, Assistant to the Manager; Kathryn Vlahos.

1. APPROVAL OF MEETING AGENDA:

Motion: A motion was made by Councilmember Stevens to Approve the Regular Meeting Agenda of March 15, 2023. The motion was seconded by Councilmember Kroesser.

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

2. APPROVAL OF THE MINUTES:

Motion to Approve the Minutes of the February 1, 2023 Workshop Meeting and the Minutes of the February 16, 2023 Regular Meeting.

Motion: A motion was made by Councilmember Girard to Approve the Minutes of the February 1, 2023 Workshop and the Minutes of the February 16, 2023 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. No Public Input.

4. ANNOUNCEMENTS:

- Next Council Meetings April 5th Workshop and April 19th Regular Meeting 7:00PM in Council Chambers
- Planning Commission is Scheduled to Meet on Monday, April 3, 2023 at 7:00PM in Council Chambers
- HEROC is Scheduled to Meet March 22, 2023 at 8:00AM in Council Chambers
- ZHB is Scheduled to Meet Thursday, March 23, 2023 @ 7:00PM in Council Chambers
- HMHS is Scheduled to Meet Tuesday, March 28, 2023 at 7:00PM at the HVFC

5. REPORTS AND CORRESPONDENCE:

Manager Snyder explained that the following reports were included in the packet tonight that were not included in the workshop meeting packet.

- A. Monthly YTD Report
- B. Fire Company Report
- C. EMS Report

6. NEW BUSINESS / DISCUSSION ITEMS:

A. Resolution 2023-01 Transfer of Funds

Manager Snyder explained that this is for the investments and this resolution allows for the Borough Manager and President to work with Key Bank to invest up to one million dollars in two-year treasury notes. This was discussed with Budget Finance and Labor. The borough is looking to take 750,000 out of investments which would be invested into a six-month treasury note at 4.95%, a one-year treasury notes at 4.6% and a two-year treasury note at 4.3%.

B. Resolution 2023-02 Junior Council Program

Manager Snyder explained that this resolution allowing the Borough to participate in the Pennsylvania State Associate of Boroughs Junior Council Person Program.

C. Hatfield American Legion Memorial Day Parade Request

Manager Snyder stated that the America Legion submitted this request for the 76th Annual Memorial Day Parade starting at 9:00AM in Memorial Park.

D. Resolution 2023-03 Memorial Day Parade

Manager Snyder stated that this goes along with the request from the American Legion for the Memorial Day Parade which will allow the borough to close certain roads in the borough in support of the Memorial Day Parade.

7. OLD BUSINESS: None.

8. Action Items

A. Motion to Consider Resolution 2023-01 Authorizing Hatfield Borough to Transfer up to \$1,000,000.00 (one million dollars) from its Accounts at Key Bank in Order to Invest in US Treasury Notes for a Period of No More than Two Years and at an Interest Rate not Less Than 4%

Motion: A motion was made by Councilmember Girard to Approve Resolution 2023-01 Authorizing Hatfield Borough to Transfer up to \$1,000,000.00 (one million dollars) from its Accounts at Key Bank in Order to Invest in US Treasury Notes for a Period of No More than Two Years and at an Interest Rate not Less Than 4%. The motion was seconded by Councilmember Stevens.

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.

B. Motion to Consider Resolution 2023-02 Authorizing Hatfield Borough to Participate in Pennsylvania State Association of Boroughs Junior Council Program

Motion: A motion was made by Councilmember Kroesser to Approve Resolution 2023-02 Authorizing Hatfield Borough to Participate in Pennsylvania State Association of Boroughs Junior Council Program 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.

C. Motion to Consider Resolution 2023-03 Authorizing the Closure of Certain Borough Roads for the Hatfield American Legion Memorial Day Parade

Motion: A motion was made by Councilmember Kroesser to Approve Resolution 2023-03 Authorizing the Closure of Certain Borough Roads for the Hatfield American Legion Memorial Day Parade. The motion was seconded by Councilmember Girard.

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.

9. 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 Stevens to Approve the payment of the bills. The motion was seconded by Councilmember Girard.

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 ADJOURN: EXECUTIVE SESSION

Motion: A motion was made by Councilmember Kroesser to adjourn the Regular Meeting of March 15, 2023. The motion was seconded by Councilmember Fagan and unanimously approved with a vote of 5-0. The meeting was adjourned at 7:32 PM.

Executive Session Personnel, Litigation and Real Estate

Respectfully Submitted,
Kathryn Vlahos
Assistant to the Manager

3. PUBLIC INPUT:

**Please rise, state your name and address
and reason for addressing Council**

4. ANNOUNCEMENTS:

- **Next Next Council Meetings May 3rd Workshop and May 17th Regular Meeting 7:00PM in Council Chambers**
- **HEROC is Scheduled to Meet Wednesday, April 26, 2023 @ 8:00AM in Council Chambers**
 - **Next Planning Commission Meeting is Scheduled for May 1, 2023 @ 7:00PM in Council Chambers**
- **ZHB is Scheduled to Meet Thursday, April 27, 2023 @ 7:00PM in Council Chambers**

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

- **Budget, Finance, and Labor
Committee Report**

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

- **Planning, Building, and Zoning
Committee Report**

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

- **Public Safety Committee Report**

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

- **Public Works & Property and Equipment
Committee Report**

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

- **Utilities Committee Report**

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

- **Hatfield Economic Revitalization
Outreach Committee Report**

HEROC Committee Report

1. Old Business

Board Vacancy

We are considering adding a new member to the HEROC committee due to a recent vacancy on the committee. The new member under consideration is currently the owner of Razor Sharp barber shop.

125th Anniversary Celebration

The celebration planning continues apace and is on scheduled for June 17th. Items that were ordered from the online store should be coming in shortly and purchasers will be notified in the next few weeks when received for pickup.

2. New Business

Earth Day April 15th

Final preparations are being made for cleanup of the 4 borough parks and the Liberty Bell Trail. Trash bags and gloves will be available beginning at 9:00AM that morning at the Borough office.

MAR 22 2023

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

- **Mayor Mary Anne Girard Report**

Councilman Fagan has reached out to Lansdale Catholic and I have contacted North Penn and Christopher Dock High Schools about the Borough's search for possible candidates for the JCP Program. Council will be kept informed as the search progresses.

A tour of Barnside Farms Mulching facility was arranged by the NMCRC. Commissioner Halbom, Borough Manager Snyder, Councilman Girard and I viewed the operation and learned how yard waste is turned into mulch. The tour was both interesting and informative. The next meeting of the Recycling Commission will be on April 20th.



6. REPORTS AND CORRESPONDENCE:

Monthly Investment Report

**HATFIELD BOROUGH
CASH ACCOUNTS
February 28, 2023**

| OPERATING ACCOUNT | <u>BANK BALANCE</u> | <u>AMOUNT</u> |
|---|---------------------|-----------------------|
| 01 - GENERAL | | |
| Bank Balance | \$294,327.52 | |
| O/S CHECKS | | (\$111,289.38) |
| DIT | | 0.00 |
| | | <u>(\$111,289.38)</u> |
| 07- ELECTRIC | | |
| Bank Balance | \$393,141.24 | |
| O/S CHECKS | | (\$16,872.96) |
| DIT | | 6,673.91 |
| | | <u>(\$10,199.05)</u> |
| 08 - SEWER | | |
| Bank Balance | \$87,404.46 | |
| O/S CHECKS | | \$0.00 |
| DIT | | \$1,936.68 |
| | | <u>\$1,936.68</u> |
| | \$774,873.22 | \$1,936.68 |
| Bank Balance | | \$774,873.22 |
| Book Balance | | \$655,321.47 |
| 18 - CAPITAL PROJECTS SINKING | | |
| | | \$37,130.17 |
| 35 - HIGHWAY AID | | |
| | | \$25,844.91 |
| HARLEYSVILLE SAVINGS BANK | | |
| Priority Business Savings | | \$86,104.71 |
| Priority Business Savings (Loans) | | \$323,091.91 |
| TOTAL OF ACCOUNTS | | |
| | | \$1,127,493.17 |
| ESSA | | |
| Checking account | | \$32,034.41 |
| KEY PRIVATE INVESTMENTS | | |
| 1131 CAPITAL RESERVE MANAGED | | \$424,775.13 |
| 1132 SEWER CAPITAL RESERVE MANAGED | | 790,700.73 |
| 1133 SEWER MANAGED | | 485,815.48 |
| 1134 ELECTRIC FUND MANAGED | | 874,972.03 |
| | | <u>\$2,576,263.37</u> |
| TOTAL OF TD BANK, HSB, ESSA & KEY PRIVATE BANK INVESTMENTS | | |
| | | \$3,735,790.95 |

HATFIELD BOROUGH CAPITAL RESERVE INVESTMENT ACCOUNT SUMMARY

YEAR 2023

| 2023 | Capital Reserve | +/- | % Change | Income | Disbursements | Fees | Total Disbursements | Difference Income/Disbursements |
|-------------------|-----------------|---------------|----------|------------|---------------|------------|------------------------|------------------------------------|
| Beginning Balance | \$427,968.87 | | | | | | | |
| January | \$436,605.31 | \$8,636.44 | 2.02% | \$3,412.02 | (\$6,824.04) | (\$247.11) | (\$7,071.15) | (\$3,659.13) |
| February | \$424,775.13 | (\$11,830.18) | -2.71% | \$1,177.00 | (\$1,177.00) | (\$251.08) | (\$1,428.08) | (\$251.08) |
| March | | | | | | | | \$0.00 |
| April | | | | | | | | \$0.00 |
| May | | | | | | | | \$0.00 |
| June | | | | | | | | \$0.00 |
| July | | | | | | | | \$0.00 |
| August | | | | | | | | \$0.00 |
| September | | | | | | | | \$0.00 |
| October | | | | | | | | \$0.00 |
| November | | | | | | | | \$0.00 |
| December | | | | | | | | \$0.00 |
| | | (\$3,193.74) | | \$4,589.02 | (\$8,001.04) | (\$498.19) | (\$8,499.23) | (\$3,910.21) |

HATFIELD BOROUGH SEWER CAPITAL RESERVE INVESTMENT ACCOUNT SUMMARY

YEAR 2023

| 2023 | Sewer Capital | +/- | % Change | Income | Disbursements | Fees | Total Disbursements | Difference Income/Disbursements |
|-------------------|---------------|---------------|----------|------------|---------------|------------|---------------------|---------------------------------|
| Beginning Balance | \$799,305.94 | | | | | | | |
| January | \$805,840.10 | \$6,534.16 | 0.82% | \$6,143.01 | (\$12,286.02) | (\$461.52) | (\$12,747.54) | (\$6,604.53) |
| February | \$790,700.73 | (\$15,139.37) | -1.88% | \$2,275.88 | (\$2,275.88) | (\$463.41) | (\$2,739.29) | (\$463.41) |
| March | | | | | | | \$0.00 | \$0.00 |
| April | | | | | | | \$0.00 | \$0.00 |
| May | | | | | | | \$0.00 | \$0.00 |
| June | | | | | | | \$0.00 | \$0.00 |
| July | | | | | | | \$0.00 | \$0.00 |
| August | | | | | | | \$0.00 | \$0.00 |
| September | | | | | | | \$0.00 | \$0.00 |
| October | | | | | | | \$0.00 | \$0.00 |
| November | | | | | | | \$0.00 | \$0.00 |
| December | | | | | | | \$0.00 | \$0.00 |
| | | (\$8,605.21) | -1.06% | \$8,418.89 | (\$14,561.90) | (\$924.93) | (\$15,486.83) | (\$7,067.94) |

HATFIELD BOROUGH SEWER INVESTMENT ACCOUNT SUMMARY

YEAR 2023

| 2023 | Sewer Managed | +/- | % Change | Income | Disbursements | Fees | Total Disbursements | Difference Income/Disbursements |
|-------------------|---------------|--------------|----------|------------|---------------|------------|------------------------|------------------------------------|
| Beginning Balance | \$490,596.99 | | | | | | | |
| January | \$495,353.80 | \$4,756.81 | 0.97% | \$3,826.48 | (\$7,652.96) | (\$283.27) | (\$7,936.23) | (\$4,109.75) |
| February | \$485,815.48 | (\$9,538.32) | -1.93% | \$1,413.16 | (1,416.16) | 284.86 | (\$1,131.30) | \$281.86 |
| March | | | | | | | \$0.00 | \$0.00 |
| April | | | | | | | \$0.00 | \$0.00 |
| May | | | | | | | 0.00 | \$0.00 |
| June | | | | | | | 0.00 | \$0.00 |
| July | | | | | | | 0.00 | \$0.00 |
| August | | | | | | | 0.00 | \$0.00 |
| September | | | | | | | 0.00 | \$0.00 |
| October | | | | | | | 0.00 | \$0.00 |
| November | | | | | | | 0.00 | \$0.00 |
| December | | | | | | | 0.00 | \$0.00 |
| TOTALS | | (\$4,781.51) | -0.96% | \$5,239.64 | (9,069.12) | 1.59 | (9,067.53) | (3,827.89) |

HATFIELD BOROUGH ELECTRIC INVESTMENT ACCOUNT SUMMARY

YEAR 2023

| 2023 | Electric | +/- | % Change | Income | Disbursements | Fees | Total Disbursements | Difference Income/Disbursements |
|-------------------|--------------|---------------|----------|-------------|---------------|--------------|------------------------|------------------------------------|
| Beginning Balance | \$874,404.80 | | | | | | | |
| January | \$892,742.46 | \$18,337.66 | 2.10% | \$15,193.38 | (\$13,812.38) | (\$504.88) | (\$14,317.26) | \$876.12 |
| February | \$874,972.03 | (\$17,770.43) | -1.99% | \$2,534.31 | (\$2,534.31) | (\$513.38) | (\$3,047.69) | (\$513.38) |
| March | | | | | | | \$0.00 | \$0.00 |
| April | | | | | | | \$0.00 | \$0.00 |
| May | | | | | | | \$0.00 | \$0.00 |
| June | | | | | | | \$0.00 | \$0.00 |
| July | | | | | | | \$0.00 | \$0.00 |
| August | | | | | | | \$0.00 | \$0.00 |
| September | | | | | | | \$0.00 | \$0.00 |
| October | | | | | | | \$0.00 | \$0.00 |
| November | | | | | | | \$0.00 | \$0.00 |
| December | | | | | | | \$0.00 | \$0.00 |
| TOTALS | | \$567.23 | | \$17,727.69 | (\$16,346.69) | (\$1,018.26) | (\$17,364.95) | \$362.74 |

**Hatfield Borough Total Income & Disbursements
YEAR 2023**

| | <u>Gain/(Loss)</u> | <u>Income</u> | <u>Disbursements</u> | <u>Fees</u> | <u>Total Disbursements</u> | <u>Difference Income/Disbursements</u> |
|-----------------------|----------------------|--------------------|----------------------|---------------------|--------------------------------|--|
| Capital Reserve | (\$3,193.74) | \$4,589.02 | (\$8,001.04) | (\$498.19) | (\$8,499.23) | (\$3,910.21) |
| Sewer Capital Reserve | (8,605.21) | 8,418.89 | (14,561.90) | (924.93) | (15,486.83) | (\$7,067.94) |
| Sewer Managed | (4,781.51) | 5,239.64 | (9,069.12) | 1.59 | (9,067.53) | (\$3,827.89) |
| Electric | 567.23 | 17,727.69 | (16,346.69) | (1,018.26) | (17,364.95) | \$362.74 |
| Total | (\$16,013.23) | \$35,975.24 | (\$47,978.75) | (\$2,439.79) | (\$50,418.54) | (\$14,443.30) |

6. REPORTS AND CORRESPONDENCE:

Monthly YTD Report

Combination of Funds 2023
YTD as of March 31, 2023

| | Revenues | Expenses | Budgeted | | | |
|--------------|-----------------------|-----------------------|----------------|---------------------|----------------|-----------------|
| | | | Revenues | % Revenues Received | Expenses | % Expenses Used |
| January | \$648,616.30 | \$575,529.70 | \$9,668,073.62 | 6.71% | \$9,426,367.13 | 6.11% |
| February | 527,900.02 | 665,186.71 | \$9,668,073.62 | 5.46% | \$9,426,367.13 | 7.06% |
| March | 665,672.40 | 593,164.10 | \$9,668,073.62 | 6.89% | \$9,426,367.13 | 6.29% |
| April | | | \$9,668,073.62 | 0.00% | \$9,426,367.13 | 0.00% |
| May | | | \$9,668,073.62 | 0.00% | \$9,426,367.13 | 0.00% |
| June | | | \$9,668,073.62 | 0.00% | \$9,426,367.13 | 0.00% |
| July | | | \$9,668,073.62 | 0.00% | \$9,426,367.13 | 0.00% |
| August | | | \$9,668,073.62 | 0.00% | \$9,426,367.13 | 0.00% |
| September | | | \$9,668,073.62 | 0.00% | \$9,426,367.13 | 0.00% |
| October | | | \$9,668,073.62 | 0.00% | \$9,426,367.13 | 0.00% |
| November | | | \$9,668,073.62 | 0.00% | \$9,426,367.13 | 0.00% |
| December | | | \$9,668,073.62 | 0.00% | \$9,426,367.13 | 0.00% |
| Total | \$1,842,188.72 | \$1,833,880.51 | | 19.05% | | 19.45% |

6. REPORTS AND CORRESPONDENCE:

Monthly EIT / LST Report

HATFIELD BOROUGH
Berkheimer Comparative
2017-2022 Earned Income Tax

| Month | 2023 | 2022 | 2021 | 2020 | 2019 | 2018 | Month | 2023 | 2022 | 2021 | 2020 | 2019 | 2018 |
|--------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|--------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| YTD Total | 127,569.18 | 115,863.11 | 111,228.31 | 107,948.24 | 105,365.37 | 101,609.79 | YTD Total | 127,569.18 | 363,454.02 | 324,891.94 | 324,237.38 | 326,452.00 | 318,997.99 |
| April | | 1,870.53 | 536.24 | 1,027.46 | 1,031.04 | 1,338.50 | October | | 1,019.45 | 2,377.93 | 609.87 | 2,348.14 | 904.13 |
| | | 313.47 | 806.74 | 723.41 | 1,847.21 | 912.30 | | | 624.14 | 538.51 | 1,738.74 | 261.22 | 1,298.78 |
| | | 568.00 | 1,055.19 | 740.23 | 722.22 | 512.40 | | | 1,451.03 | 713.11 | 759.95 | 523.41 | 507.60 |
| | | 1,210.64 | 1,634.74 | 2,858.30 | 2,373.57 | 537.87 | | | 1,269.68 | 1,485.07 | 2,555.52 | 1,716.83 | 2,112.50 |
| | | 1,382.41 | 2,774.38 | 1,355.13 | 933.47 | 2,859.64 | | | 1,238.73 | 1,613.33 | 1,133.62 | 2,523.08 | 501.20 |
| | | 2,075.59 | 2,051.28 | 4,655.27 | 594.25 | 3,930.29 | | | 1,850.91 | 1,191.30 | | | 1,083.69 |
| | | 2,151.54 | 868.91 | | 1,000.01 | | | | 1,111.31 | 2,265.95 | | | 2,521.28 |
| | | 2,851.71 | 1,148.07 | | 1,372.78 | | | | | 2,332.25 | | | |
| | | 2,427.63 | | | 4,087.56 | | | | | 3,735.80 | | | |
| | | 2,194.57 | | | | | | | | | | | |
| Month Total | - | 17,046.09 | 10,875.55 | 11,359.80 | 13,962.11 | 10,091.00 | Month Total | - | 8,565.25 | 16,253.25 | 6,797.70 | 7,372.68 | 8,929.18 |
| YTD Total | 127,569.18 | 132,909.20 | 122,103.86 | 119,308.04 | 119,327.48 | 111,700.79 | YTD Total | 127,569.18 | 372,019.27 | 341,145.19 | 331,035.08 | 333,824.68 | 327,927.17 |
| May | | 4,459.17 | 1,188.18 | 1,911.19 | 2,763.50 | 2,063.67 | November | | 2,783.30 | 1,336.32 | 2,777.41 | 1,569.44 | 4,903.59 |
| | | 1,765.84 | 3,580.10 | 2,579.52 | 7,579.38 | 2,437.85 | | | 2,389.34 | 2,617.40 | 1,732.81 | 2,268.14 | 1,625.24 |
| | | 1,748.54 | 2,678.53 | 2,859.13 | 1,763.69 | 4,620.35 | | | 2,560.64 | 2,526.80 | 874.72 | 818.68 | 3,145.82 |
| | | 2,575.59 | 4,367.02 | 2,845.53 | 2,027.48 | 1,778.76 | | | 2,071.58 | 2,168.99 | 4,203.85 | 2,397.84 | 3,656.73 |
| | | 5,949.59 | 2,494.40 | 5,645.72 | 4,147.01 | 3,357.84 | | | 2,420.45 | 3,060.98 | 6,702.32 | 4,520.15 | 4,768.69 |
| | | 6,157.15 | 6,748.51 | 18,479.47 | 7,949.59 | 1,226.35 | | | 6,962.82 | 2,349.77 | 7,316.81 | 3,334.51 | 7,437.73 |
| | | 2,148.79 | 6,484.23 | 7,738.65 | 8,653.93 | 3,876.62 | | | 2,738.99 | 4,210.67 | 4,442.98 | 3,381.56 | 10,469.84 |
| | | 7,045.81 | 5,750.03 | 3,788.42 | 4,299.39 | 1,262.14 | | | 4,376.47 | 5,545.46 | 10,961.95 | 2,643.88 | 9,624.91 |
| | | 3,065.62 | 4,046.08 | 2,642.49 | 3,555.35 | 5,090.04 | | | 3,997.12 | 3,304.73 | 4,260.51 | 7,852.77 | 5,206.41 |
| | | 5,923.99 | 5,506.50 | 8,941.10 | 6,754.05 | 5,949.56 | | | 6,450.32 | 15,209.01 | 9,768.05 | 4,072.46 | 3,705.72 |
| | | 18,540.07 | 3,706.88 | 7,561.21 | 12,334.81 | 7,191.94 | | | 3,281.06 | 8,007.43 | 4,132.62 | 10,653.14 | 3,977.15 |
| | | 6,503.78 | 3,567.78 | 2,400.69 | 5,969.28 | 8,073.18 | | | 4,063.54 | 2,132.28 | 2,736.33 | 2,409.28 | 3,144.20 |
| | | 6,660.43 | 2,235.76 | 5,726.76 | 4,123.29 | 8,706.53 | | | 6,912.04 | 7,163.09 | 2,172.42 | 6,616.07 | 5,863.74 |
| | | 1,471.61 | 7,804.52 | | 11,393.38 | 1,883.10 | | | 3,977.28 | 3,819.24 | 7,410.22 | 4,281.24 | 2,708.89 |
| | | 7,016.30 | 4,180.55 | | | 3,029.22 | | | 1,736.51 | 3,303.78 | 5,745.19 | 3,932.62 | 2,800.94 |
| | | 3,351.15 | 2,707.44 | | | 2,291.71 | | | 2,920.31 | 6,288.34 | | 10,793.56 | 1,395.09 |
| | | 3,067.50 | 1,524.99 | | | 4,593.12 | | | | | | 2,496.96 | |
| | | 5,787.70 | 13,490.65 | | | 4,876.07 | | | | | | | |
| | | | 2,709.41 | | | | | | | | | | |
| Month Total | - | 93,238.63 | 84,771.56 | 73,119.88 | 83,314.13 | 72,308.05 | Month Total | - | 59,641.77 | 73,044.29 | 75,238.19 | 74,042.30 | 74,434.69 |
| YTD Total | 127,569.18 | 226,147.83 | 206,875.42 | 192,427.92 | 202,641.61 | 184,008.84 | YTD Total | 127,569.18 | 431,661.04 | 414,189.48 | 406,273.27 | 407,866.98 | 402,361.86 |
| June | | 749.82 | 1,854.95 | 3,220.50 | 2,713.22 | 10,891.42 | December | | 4,535.30 | 1,050.17 | 410.13 | 2,714.23 | 3,352.11 |
| | | 1,451.89 | 719.21 | 577.58 | 1,216.36 | 2,456.00 | | | 3,659.25 | 1,162.50 | 1,005.12 | 4,944.30 | 1,486.54 |
| | | 821.85 | 938.37 | 590.96 | 3,154.10 | 943.66 | | | 6,066.51 | 623.74 | 2,575.16 | 3,451.39 | 3,390.81 |
| | | 779.03 | 6,367.26 | 3,746.29 | 3,972.34 | 1,977.77 | | | 3,291.29 | 549.87 | 6,791.38 | 3,114.23 | 4,611.90 |
| | | 922.16 | 4,549.27 | 4,143.04 | 3,190.49 | 5,675.44 | | | 10,873.28 | 6,957.47 | 4,079.92 | 658.42 | 1,867.02 |
| | | 3,719.00 | 3,905.34 | 3,179.13 | 726.06 | 1,490.64 | | | 3,202.02 | 4,385.64 | 3,129.30 | 1,843.41 | 2,310.93 |
| | | 2,593.17 | 1,122.69 | 2,157.65 | 3,438.34 | 2,388.63 | | | 7,231.21 | 1,974.99 | 1,123.08 | | |
| | | 3,000.31 | 596.68 | 3,345.94 | | 882.36 | | | 827.51 | 1,126.54 | | | |
| | | 3,194.42 | | 658.85 | | 4,864.75 | | | 3,312.80 | | | | |
| | | 3,129.95 | | | | | | | 2,178.68 | | | | |
| | | | | | | | | | 5,890.55 | | | | |
| | | | | | | | | | 5,138.18 | | | | |
| | | | | | | | | | 3,132.98 | | | | |
| | | | | | | | | | 510.41 | | | | |
| | | | | | | | | | 286.32 | | | | |
| Month Total | - | 20,361.60 | 20,053.77 | 21,619.94 | 18,410.91 | 31,570.67 | Month Total | - | 60,136.29 | 17,830.92 | 19,114.09 | 16,725.98 | 17,019.31 |
| YTD Total | 127,569.18 | 246,509.43 | 226,929.19 | 214,047.86 | 221,052.52 | 215,579.51 | Grand Total | | 491,797.33 | 432,020.40 | 425,387.36 | 424,592.96 | 419,381.17 |

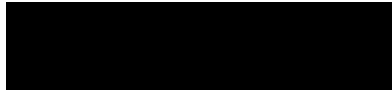
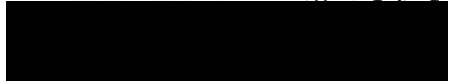
HATFIELD BOROUGH
Berkheimer Comparative
2018 - 2023 LST TAX

| Month | 2023 | 2022 | 2021 | 2020 | 2019 | 2018 | Month | 2023 | 2022 | 2021 | 2020 | 2019 | 2018 |
|--------------------|------------------|------------------|------------------|------------------|------------------|------------------|--------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| January | 2,756.36 | 332.14 | 93.44 | 168.99 | 33.72 | 15.58 | July | | 106.14 | 377.25 | 27.49 | 524.30 | 259.31 |
| | 1,333.13 | | | | | 508.63 | | | 537.61 | 632.68 | 593.29 | | 727.57 |
| | | | | | | | | | | 910.77 | | | |
| Month Total | 4,089.49 | 332.14 | 93.44 | 168.99 | 33.72 | 524.21 | Month Total | - | 643.75 | 1,920.70 | 620.78 | 524.30 | 986.88 |
| YTD Total | 4,089.49 | 332.14 | 93.44 | 168.99 | 33.72 | 524.21 | YTD Total | 18,728.06 | 24,431.35 | 21,978.62 | 19,393.79 | 20,939.03 | 20,771.05 |
| February | 1,527.79 | 1,403.93 | 436.37 | 350.79 | 576.73 | 672.03 | August | | 820.39 | 615.85 | 15.72 | 988.39 | 1,021.80 |
| | 530.52 | 600.29 | 1,364.20 | 900.92 | 748.10 | | | | 816.85 | 582.08 | 1,073.14 | 681.02 | |
| | 6,599.42 | 794.83 | 4,918.01 | 500.10 | 995.27 | 1,668.98 | | | 1,041.91 | 4,919.27 | 6,412.04 | 1,285.27 | 700.94 |
| | | 5,118.23 | 1,371.18 | 611.10 | 653.32 | 2,770.93 | | | 1,610.06 | 1,707.15 | 774.35 | 6,305.29 | 2,969.69 |
| | | 1,417.42 | 865.50 | 1,042.25 | 2,319.88 | 2,590.00 | | | 5,563.93 | | | 567.04 | 2,500.79 |
| | | | 528.58 | 4,235.56 | 2,607.58 | 254.47 | | | 2,346.73 | | | | 2,480.47 |
| Month Total | 8,657.73 | 9,334.70 | 9,483.84 | 7,640.72 | 7,900.88 | 7,956.41 | Month Total | - | 12,199.87 | 7,824.35 | 8,275.25 | 9,827.01 | 9,673.69 |
| YTD Total | 12,747.22 | 9,666.84 | 9,577.28 | 7,809.71 | 7,934.60 | 8,480.62 | YTD Total | 18,728.06 | 36,631.22 | 29,802.97 | 27,669.04 | 30,766.04 | 30,444.74 |
| March | 2,548.99 | 1,676.71 | 714.70 | 1,676.03 | 2,341.35 | 763.13 | September | | 12.79 | 792.30 | 463.51 | 315.28 | 376.14 |
| | 2,754.35 | 719.06 | | | 25.47 | 81.55 | | | | 285.87 | | | |
| | 677.50 | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| Month Total | 5,980.84 | 2,395.77 | 714.70 | 1,676.03 | 2,366.82 | 844.68 | Month Total | - | 12.79 | 1,078.17 | 463.51 | 315.28 | 376.14 |
| YTD Total | 18,728.06 | 12,062.61 | 10,291.98 | 9,485.74 | 10,301.42 | 9,325.30 | YTD Total | 18,728.06 | 36,644.01 | 30,881.14 | 28,132.55 | 31,081.32 | 30,820.88 |
| April | | 34.39 | | 60.43 | 196.71 | 352.66 | October | | | 311.77 | 146.06 | 63.69 | 330.79 |
| | | | | | 509.66 | 584.34 | | | | 734.10 | 634.69 | | 556.04 |
| | | | | | | | | | | | 53.07 | | |
| | | | | | | | | | | | | | |
| Month Total | - | 34.39 | - | 60.43 | 706.37 | 937.00 | Month Total | - | - | 1,045.87 | 833.82 | 63.69 | 886.83 |
| YTD Total | 18,728.06 | 12,097.00 | 10,291.98 | 9,546.17 | 11,007.79 | 10,262.30 | YTD Total | 18,728.06 | 36,644.01 | 31,927.01 | 28,966.37 | 31,145.01 | 31,707.71 |
| May | | 302.48 | 460.51 | 402.30 | 905.86 | 1,173.10 | November | | 168.78 | 919.18 | 1,607.87 | 964.30 | 1,036.52 |
| | | 630.75 | 1,692.90 | 1,275.28 | 375.32 | 1,797.10 | | | 1,869.63 | 818.70 | 1,716.84 | 955.64 | 1,201.68 |
| | | 1,636.87 | 517.49 | 521.37 | 752.26 | 2,818.16 | | | 558.15 | 1,731.16 | 4,065.74 | 4,150.70 | 2,863.12 |
| | | 4,688.75 | 5,320.14 | 3,739.00 | 2,351.25 | 1,540.23 | | | 634.79 | 4,311.42 | 827.46 | 962.79 | 1,440.98 |
| | | 1,415.42 | 715.32 | 2,047.16 | 2,961.22 | 566.94 | | | 5,849.85 | | | 1,791.10 | |
| | | 1,642.82 | 7.86 | 575.37 | 669.24 | | | | 1,857.02 | | | 200.36 | |
| | | | | 107.68 | 683.76 | | | | 1,083.96 | | | | |
| | | | | | | | | | 1,770.42 | | | | |
| Month Total | - | 10,317.09 | 8,714.22 | 8,668.16 | 8,698.91 | 7,895.53 | Month Total | - | 13,792.60 | 7,780.46 | 8,217.91 | 9,024.89 | 6,542.30 |
| YTD Total | 18,728.06 | 22,414.09 | 19,006.20 | 18,214.33 | 19,706.70 | 18,157.83 | YTD Total | 18,728.06 | 50,436.61 | 39,707.47 | 37,184.28 | 40,169.90 | 38,250.01 |
| June | | 141.38 | 536.24 | 558.68 | 77.62 | 1,626.34 | December | | 71.87 | 1,677.02 | 13.76 | | 474.53 |
| | | 521.24 | 515.48 | | 630.41 | | | | 769.15 | 26.53 | | | |
| | | 710.89 | | | | | | | 150.32 | 585.76 | | | |
| | | | | | | | | | | | | | |
| Month Total | - | 1,373.51 | 1,051.72 | 558.68 | 708.03 | 1,626.34 | Month Total | - | 991.34 | 2,289.31 | 13.76 | 0.00 | 474.53 |
| YTD Total | 18,728.06 | 23,787.60 | 20,057.92 | 18,773.01 | 20,414.73 | 19,784.17 | Grand Total | 18,728.06 | 51,427.95 | 41,996.78 | 37,198.04 | 40,169.90 | 38,724.54 |

6. REPORTS AND CORRESPONDENCE:

Monthly Zoning Hearing Board Applications

**-103 NORTH MAIN STREET ZHB APPLICATION
request for variance of section 27-1202.1 to
permit the conversion of a single-family
dwelling into a duplex which is not a
permitted use in an R-1 District**



Email: 

April 12, 2023

Eric C. Frey, Esquire
Dischell Bartle Dooley



Re: Hatfield Borough Zoning Hearing Board
Application of Mark DePietro
Property: 103 N. Main Street
File No. 23-13109-MU

Dear Attorney Frey:

I am writing this letter on behalf of my client, Mark DePietro requesting an extension for the Hearing scheduled before the Hatfield Borough Zoning Hearing Board on Thursday, April 27, 2023 at 7:00 p.m. This letter serves as a formal request to extend the period set forth in the Pennsylvania Municipal Codes and the Township Zoning Ordinance for having the first hearing.

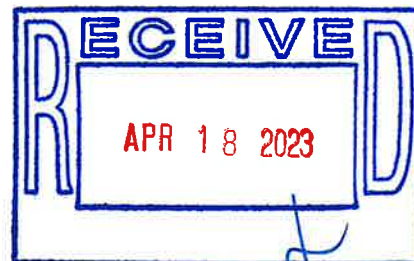
Should you have questions, please do not hesitate to contact me.

Thank you.

Very truly yours,


George Kotsopoulos

GK:kd
cc: Mark DePietro



**Legal Notice
Hatfield Borough
Zoning Hearing Board**

NOTICE IS HEREBY GIVEN that the Zoning Hearing Board of Hatfield Borough will hold a hearing on April 27, 2023 at 7:00 p.m. at the Hatfield Borough Building, 401 South Main Street, Hatfield, Pennsylvania, to hear the Application of Mark DePietro for a Variance pursuant to Section 27-1202.1 to permit the conversion of a single family dwelling into a duplex which is not a permitted use in an R-1 District.

The Property is currently owned by Harpen Capital, LLC and is located at 103 N. Main Street, being Parcel No. 09-00-01024-00-2 in an R-1 Residential Zoning District.

The Board will also consider any other business that comes before it in due course.

All interested parties may attend this hearing and will be given an opportunity to be heard.

Persons with disabilities who wish to attend the hearing and require auxiliary aid, service, or other accommodation to participate in the hearing should contact Hatfield Borough at 215-855-0781.

By: */s/ Eric C. Frey*
Eric C. Frey, Esquire

To be published two times in The Reporter: April 12, 2023 and April 19, 2023.

One Proof of Publication Required – send to Eric C. Frey, Esquire
Invoice to be sent to Jaime Snyder, Borough Manager



Date Received: 3/14/23
 Fee Paid: 1200-
 Date Application Made Complete: 3/14/23
 1st Ad _____ 2nd Ad _____
 Date of Hearing: 4/27/23

**HATFIELD BOROUGH
 ZONING HEARING BOARD
 APPLICATION# _____**

Application is hereby made to the Zoning Hearing Board for a determination in connection with the following facts:

Name of Applicant: Mark DePietro Name of Owner: Mark DePietro / Harpen Capital
 Address: _____ Address: _____
 City, State and Zip: _____ City, State and Zip: _____
 Phone Number: _____ Phone Number: _____
 Email: _____ Email: _____
 Name of Attorney: George Kotsopoulos Attorney Phone Number: _____
 Address: _____ City: _____ State: _____ ZIP: _____
 Email: _____

Applicant and Owner request that a determination be made by the Zoning Hearing Board on this Appeal from the Decision of the Code Enforcement Department in which we were:

- Refused a building Permit
- Given conditional approval of a subdivision plan
- Other (specify) _____
- Ordered to Cease a current use

This appeal seeks:

- An interpretation of the ordinance or map
- A special exception under Article _____, Section _____, Subsection _____, Paragraph _____
- A Variance relating to the Use, Area, Frontage, Yard, Height, Parking, Other (specify) _____

The applicable provisions of the Zoning Ordinance are as follows:

Chapter 27 Section 1202 Subsection 1 Paragraph N/A
 Chapter _____ Section _____ Subsection _____ Paragraph _____
 Chapter _____ Section _____ Subsection _____ Paragraph _____
 Chapter _____ Section _____ Subsection _____ Paragraph _____

The description of the property involved in this appeal is as follows:

Street Number: 103 Street Name: N Main Deed Book: 6229 Page 02717-02720
 Block Number: 002 Unit Number: 066 Parcel Number: 09-00-01024-00-2
 Zoning District: R-1 Served by Public Sewer (y/n) Y Served by Public Water (y/n) Y
 Lot Size: 23,375 sf Lot Dimensions: 125' x 187' Street Frontage: 125'

Describe the present use of the property and the existing improvements: _____
Property contains two adjacent homes last used for a family and inlaws

Describe the proposed use of the property and the proposed improvements: _____
Proposing to convert the property to a twin, making improvements as required for compliance with code.

Has any previous petition been filed with the Zoning Board in connection with these premises? Yes No

If yes, please describe _____ Is this property a part of a subdivision previously approved by the Borough? Yes No

If yes, give name of subdivision _____ Date of approval by Borough _____

I/We believe that the Zoning Board should approve this request because: _____

This property has been an eye sore in the borough for many years. The current owner is significantly improving the property, and making it suitable for enjoyment by two families. The work already done, and also contemplated will make the neighborhood more beautiful.

STATE OF PENNSYLVANIA:
COUNTY OF MONTGOMERY: SS

_____ BEING DULY SWORN ACCORDING TO LAW, DEPOSE(S)
AND SAY(S) THAT THE FACTS SET FORTH IN THE FOREGOING APPLICATION ARE TRUE AND CORRECT.

Sworn and subscribed to _____
Applicant

before me, this 3rd day
of March, 20 23

George Katsopoulos
Notary Public

Commonwealth Of Pennsylvania - Notary Seal
George Katsopoulos, Notary Public
Berks County
My Commission Expires July 17, 2026
Commission Number 1088517

Property owner(s) must join in the above application.

Sworn and subscribed to _____
Owner HARPEN CAPITAL, LLC

before me, this 3rd day
of March, 20 23

George Katsopoulos
Notary Public

Commonwealth Of Pennsylvania - Notary Seal
George Katsopoulos, Notary Public
Berks County
My Commission Expires July 17, 2026
Commission Number 1088517

Owner Mark DePietro, Managing Member

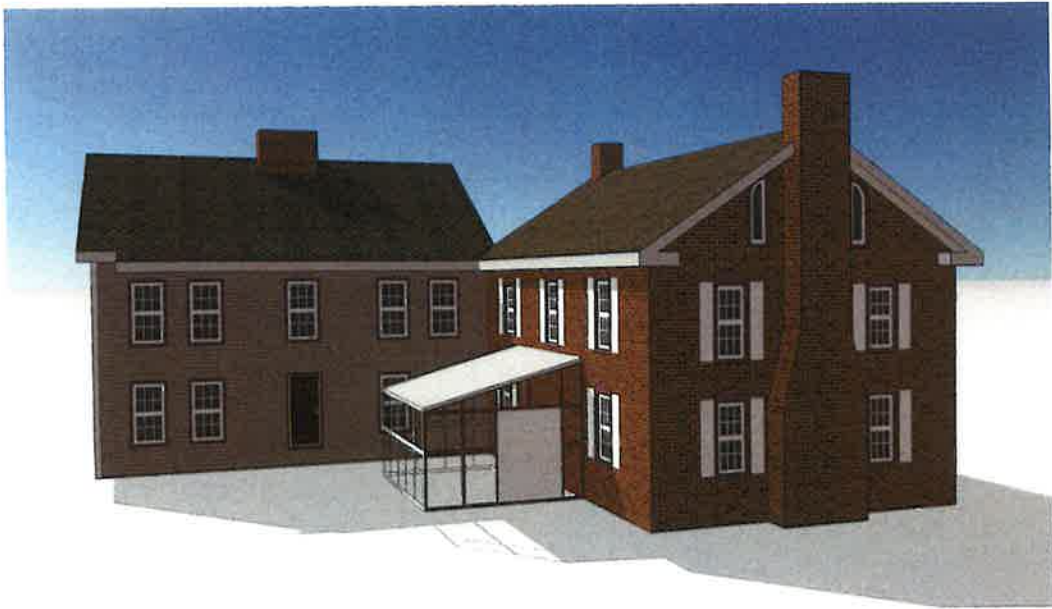
This application must be filled out and signed by the owner and the applicant and filed with the Zoning officer along with the appropriate fee. If more space is required, attach a separate sheet to this application and reference the question being answered. The application must be accompanied by:

1. Copy of the deed showing current ownership.
2. Copies of leases or agreements affecting the premises.
3. Notarized zoning application and corporate sealed for companies.
4. Eight copies of the plan of real estate affected showing the location and dimension of improvements now erected and proposed, parking spaces, all dimensional requirements of the zoning ordinance, the building envelope, rights of way and easements. The plan must be prepared and sealed by a Professional Engineer or Registered Land Surveyor unless waived by consensus of the Zoning Officer and Borough Engineer.

Aerial View of 103 N Main Street, Trees Block View of House



3D Model View as seen from Main Street and Overhead



View of 103 N Main From Across the Street



Two distinct units to be designated as shown here.



Each unit will be provided access to one bay of the existing 2-car garage. Additional pervious pavement will be added if needed to allow for each unit to have independent use of 2 distinct, non-interfering parking spots. Total parking will be 2 vehicles in the garage, and 2 more non-interfering spots in the driveway.



The window shown here will ultimately be replaced by an exterior door leading to a deck, which will allow the people in unit 2 to enjoy easy access to the shared back yard. Will issue permit request when work is ready to commence.



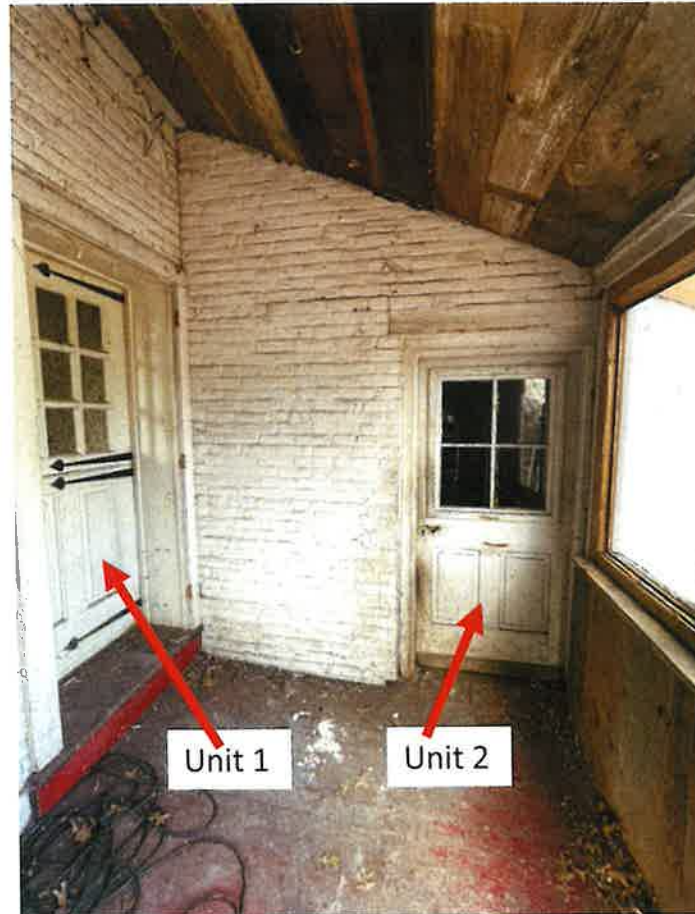
A nice walkway will be created between the exterior garage door, and the common rear entry access point, Along the general path shown in red.



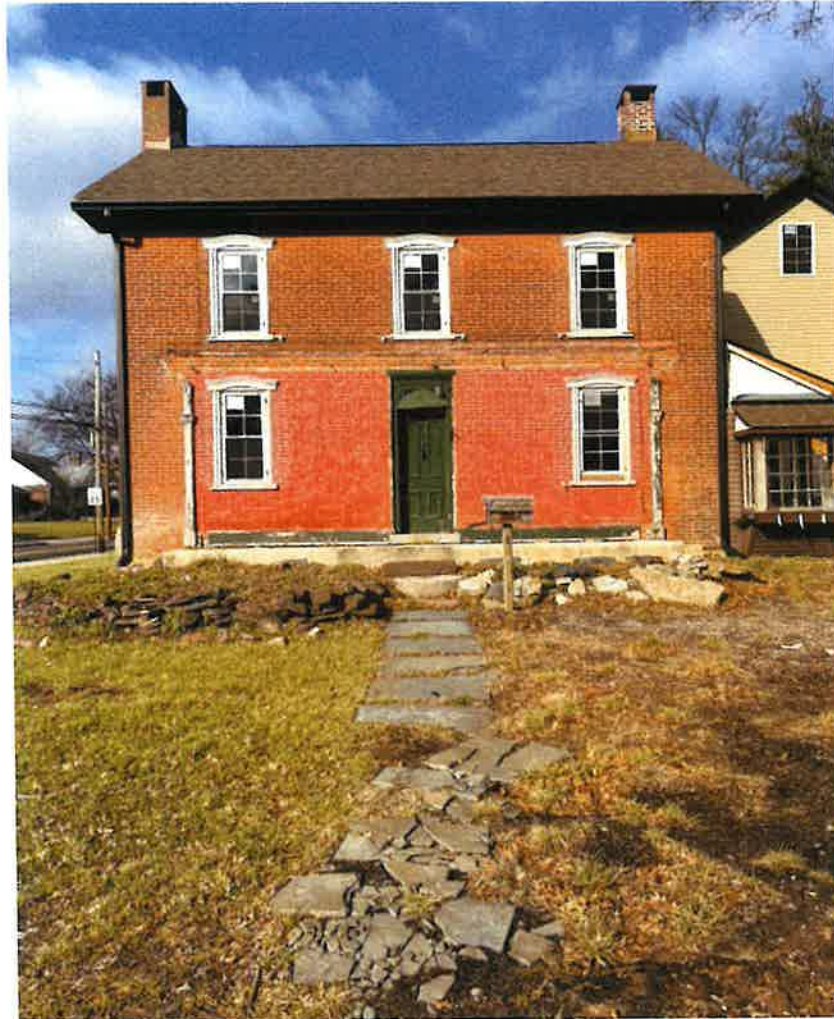
The door shown here leads to a common access point for rear access to each unit.



Once inside the common area, tenants access either unit 1 or unit 2, as shown here.



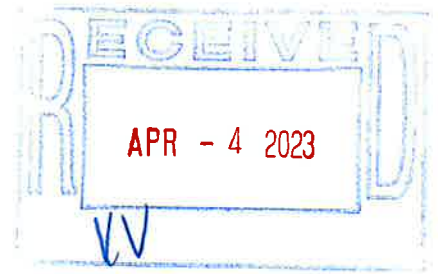
A nice walkway and stairs will be constructed leading to the front porch and main entrance to unit #1.



6. REPORTS AND CORRESPONDENCE:

Police Department Report

The Hatfield Police Department's
monthly report to the
Council of the Borough of Hatfield



April 3, 2023

Submitted by Lt. Jane E. Robertson

Hatfield Police Report for Borough Council

2/22/2023 through 3/31/2023

Activity in brief



- 437 agency cases originated in Hatfield Borough
- 21 traffic stops were conducted
- 53 incidents were handled in the Borough's core district
- 179 Borough patrols were conducted
- 63 selective enforcements were conducted
- 20 traffic citations were issued
- 12 traffic warnings were issued
- 4 crashes were investigated
- 19 building overnight checks ("NightEyes") were completed

Sex offense: On March 16 at about 3:30 p.m., officers arrested Doylestown resident Paul Williams for indecent exposure and open lewdness at the laundromat on West Broad Street. Mr. Williams, during his transport to the county correctional facility, became combative while in the police car, kicking out the window and damaging the door and ripping out the in-car video system in the prisoner compartment of the patrol car. He was subsequently charged with institutional vandalism. A preliminary hearing is scheduled for mid April.

Drug law offense: On 03/06/2023 at approximately 7:10 a.m., officers responded to S. Girard Ave. for the report of a male wearing a red jacket yelling for help. Upon arrival, officers made contact with the male who was yelling and talking to himself. He was unsteady on his feet, could not stand still, and they observed sweat dripping from his forehead despite it being cold outside.

Officers recognized these to be signs of opioid abuse and he was placed under arrest for being under the influence of a controlled substance in public. During the search following arrest, officers located suspected heroin, cocaine, marijuana, and methamphetamine on him. Antonio Rivera, a resident of Garfield Avenue, was criminally charged for this offense.

Theft: On March 4 at about 3 p.m., officers responded to Market Street residence for a report of theft. The resident reported items from his storage locker were taken after someone broke the lock off, including some camping items.

Property damage: On March 11 at about 4:40 p.m., a Blaine Avenue resident reported finding an exterior basement window broken by unknown persons.

Hiring update: The polygraphs and background checks have been completed for the top six candidates and the Chief expects the Civil Service and Board of Commissioners to take action on this process on April 12. The hope is to have the new officers hired by early May.

HATFIELD BOROUGH

Agency Activity Report

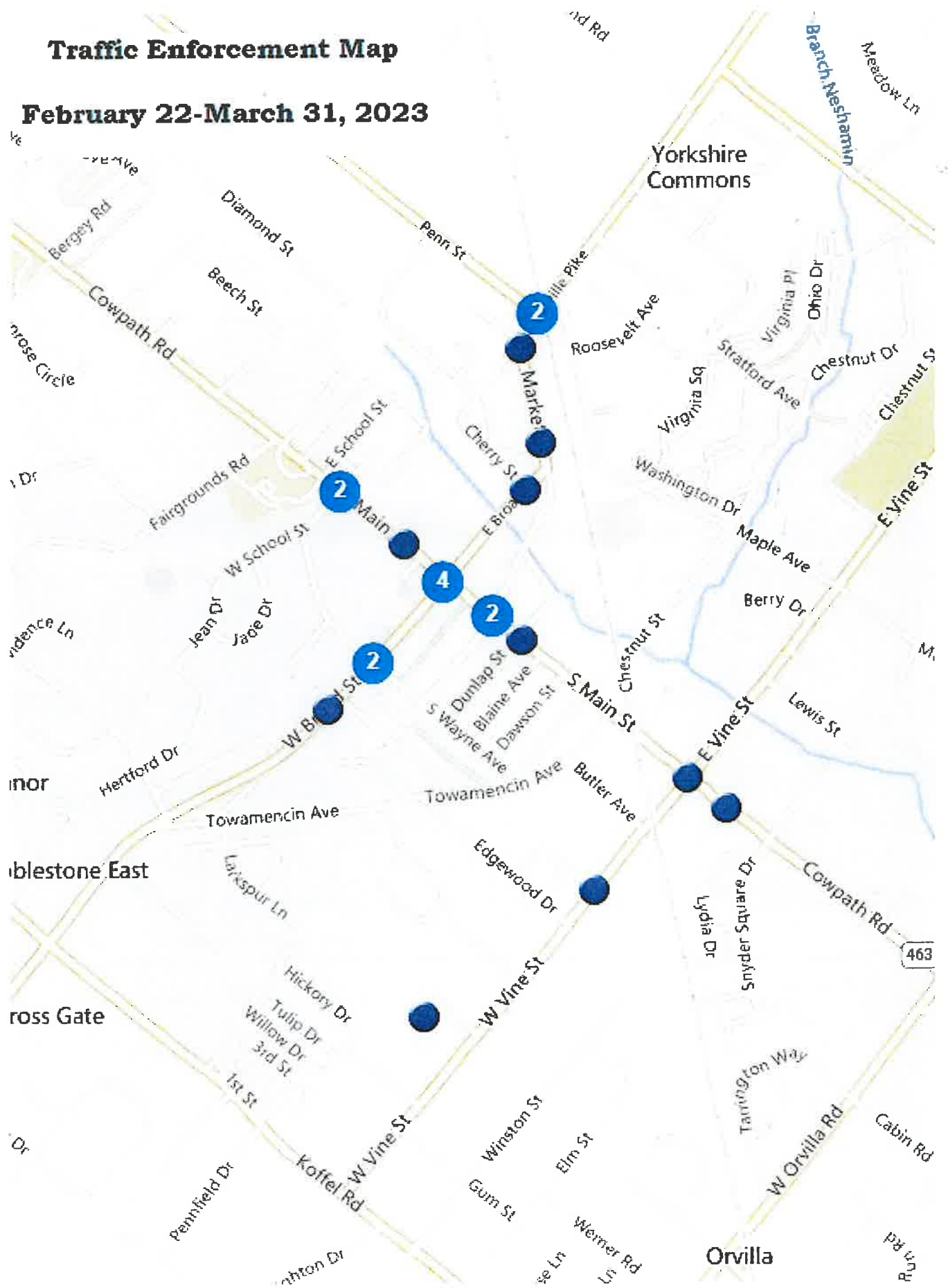
By CFS Classification

From Date: 2/22/2023 To Date: 3/31/2023

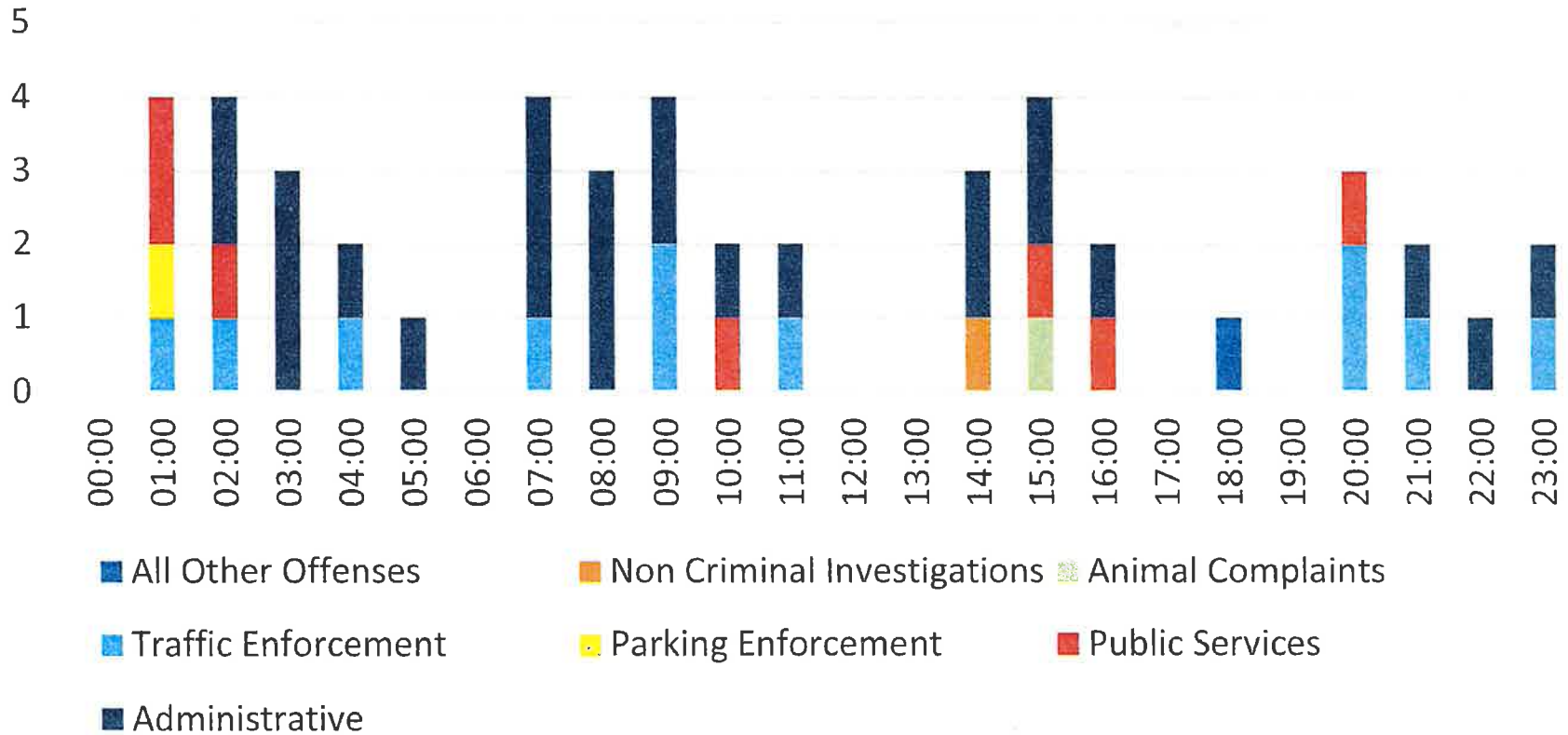
| Classification code | Description | Total Events | 0000-0800 | 0801-1600 | 1601-2400 |
|----------------------------|-----------------------------|---------------------|------------------|------------------|------------------|
| 0600 | Theft | 2 | 0 | 2 | 0 |
| 1400 | Malicious Mischief | 3 | 0 | 1 | 2 |
| 1700 | Sex Offense | 1 | 0 | 1 | 0 |
| 1800 | Narcotics Drug Laws | 1 | 1 | 0 | 0 |
| 2000 | Family Offense | 3 | 0 | 0 | 3 |
| 2400 | Disorderly Conduct | 3 | 2 | 0 | 1 |
| 2600 | All Other Offenses | 8 | 1 | 1 | 6 |
| 4000 | Non Criminal Investigations | 15 | 4 | 5 | 6 |
| 4100 | Fire Related | 1 | 0 | 0 | 1 |
| 5500 | Animal Complaints | 4 | 2 | 2 | 0 |
| 6000 | Traffic Accidents | 4 | 0 | 2 | 2 |
| 6300 | Traffic Enforcement | 94 | 25 | 26 | 43 |
| 6500 | Parking Enforcement | 16 | 5 | 6 | 5 |
| 6600 | Traffic Services | 4 | 0 | 3 | 1 |
| 7000 | Public Services | 57 | 22 | 18 | 17 |
| 7500 | Assist other Agency | 2 | 0 | 0 | 2 |
| 8000 | Warrants | 1 | 0 | 0 | 1 |
| 8100 | Warrants Other | 1 | 1 | 0 | 0 |
| 9000 | Administrative | 217 | 87 | 59 | 71 |
| | Total: | 437 | 150 | 126 | 161 |

Traffic Enforcement Map

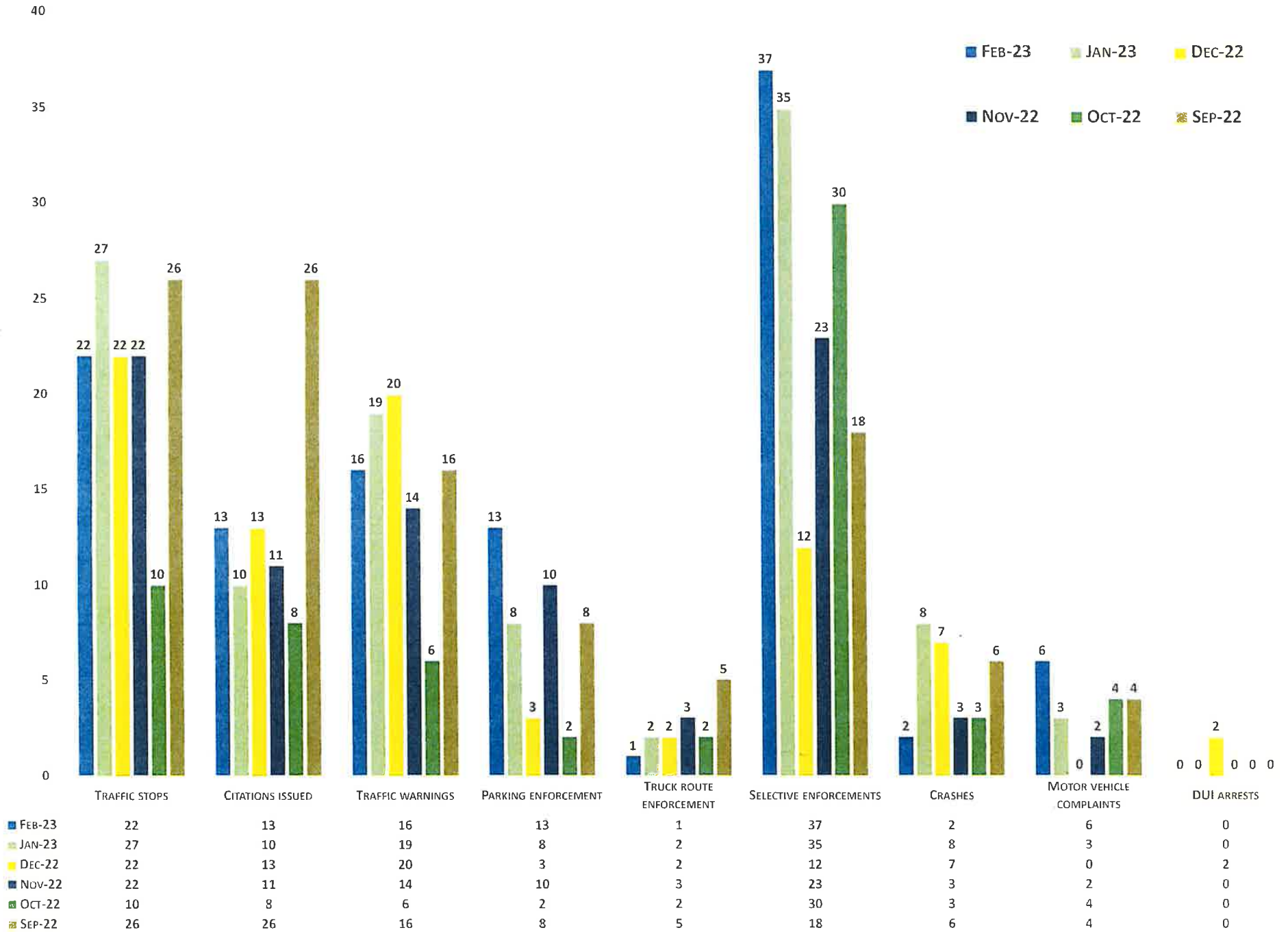
February 22-March 31, 2023



Tuesdays - 47 incidents total

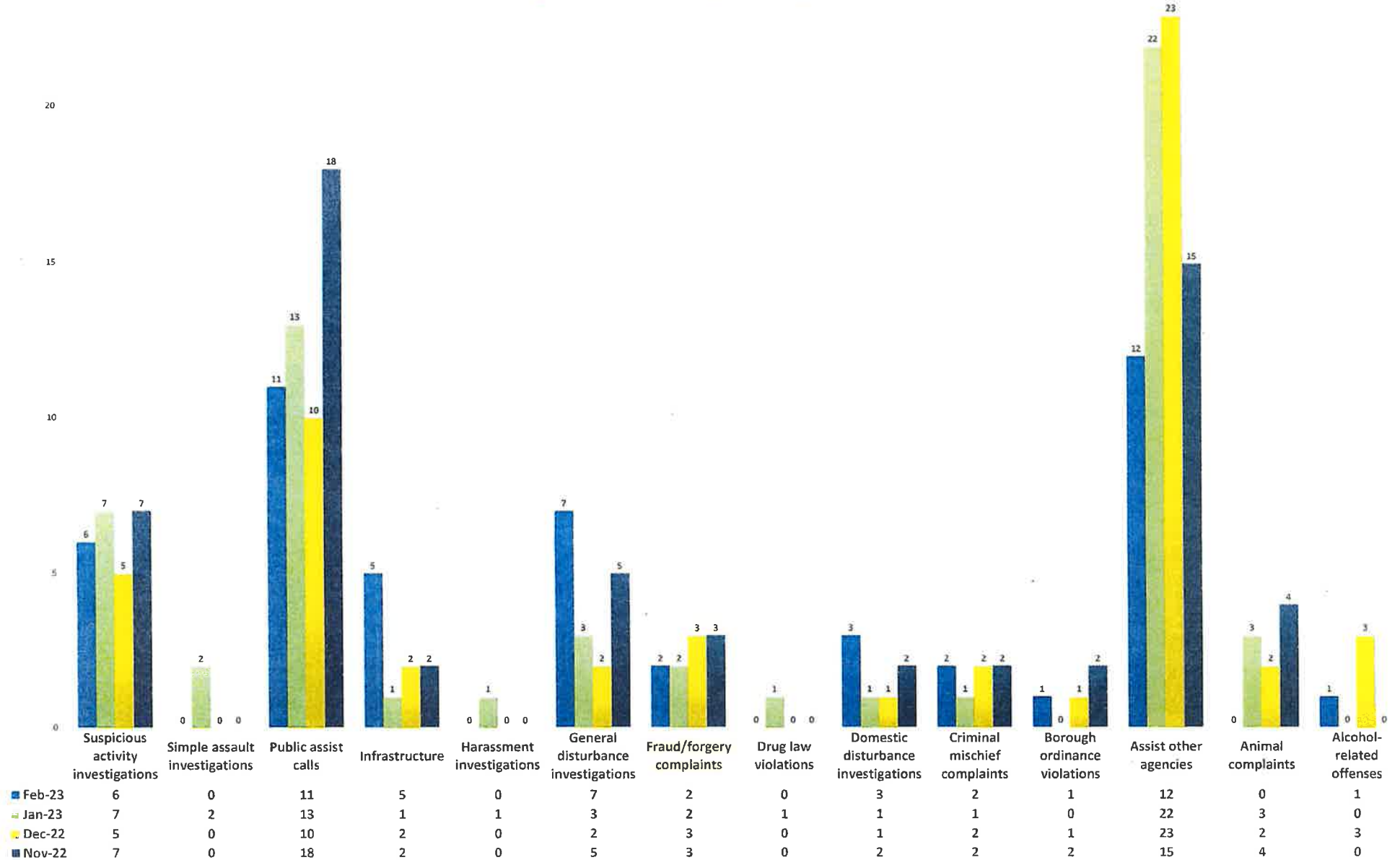


TRAFFIC ACTIVITY AND TRENDS 6 MONTH TABLE

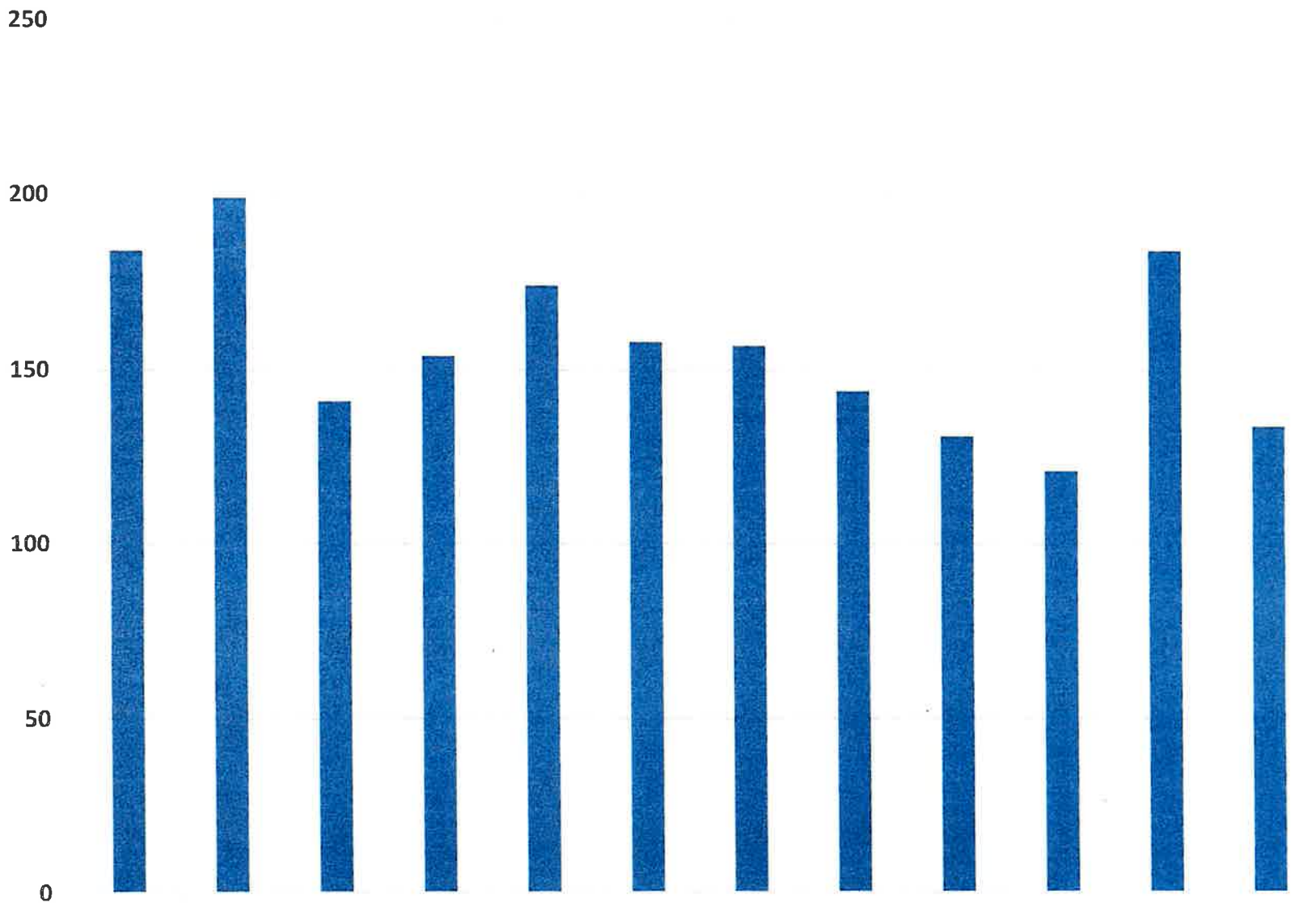


Call for Service Activities & Trends 4 Month Table

■ Feb-23 ■ Jan-23 ■ Dec-22 ■ Nov-22



Borough Patrol activity



| | Mar-22 | Apr-22 | May-22 | Jun-22 | Jul-22 | Aug-22 | Sep-22 | Oct-22 | Nov-22 | Dec-22 | Jan-23 | Feb-23 |
|---------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| ■ Borough Patrol activity | 184 | 199 | 141 | 154 | 174 | 158 | 157 | 144 | 131 | 121 | 184 | 134 |

6. REPORTS AND CORRESPONDENCE:

Fire Department Report

HATFIELD VOLUNTEER FIRE CO.

INCIDENT REPORT - Hatfield Vol. Fire Co.

| | calls | 1st truck enroute | in-service hours | firefighter hours | % responses <9 minutes* | overall average firefighters | non-medical average firefighters# | scba^ average firefighters | other hours** | training hours |
|----------------------|-----------|------------------------|------------------|-------------------|-------------------------|--|-----------------------------------|----------------------------|---------------|----------------|
| 1 Qtr 2023 | 89 | 4.38 | 45 | 432 | 92% | 9.6 | 9.9 | 9.2 | 198 | 840 |
| plus | 9 | officer investigations | | | | # non-medical calls, ^ scba = air pack qualified | | | | |
| Total calls = | 98 | | | | | Total days of service = 184 | | | | |
| | | | | | | ** business meetings & officer investigations | | | | |
| YTD 2023 | 89 | 4.38 | 45 | 432 | 92% | 9.6 | 9.9 | 9.2 | 198 | 840 |
| plus | 9 | officer investigations | | | | * first due non-medical calls | | | | |
| Total calls = | 98 | | | | | Total days of service = 184 | | | | |

Major Incident and Activity Highlights

Wed 1/4 14:15 Technical Rescue Wave Car Wash (13 firefighters). Third rescue vehicle to arrive after Montgomery and Hilltown. Hatfield Chief assumed incident command.

Tues 1/10 1:08 Fully involved house fire Montgomery Township near Line Street (13 firefighters). Second truck to arrive after Montgomery Township. Hatfield firefighters opened fire hydrant, pulled house lines and operated Montgomery pump immediately after arrival. Hatfield firefighters searched second floor. Squad 17 obtained second water source.

Wed 2/1 14:01 Brookside Manor Apartment fire. Third truck to arrive after Montgomery and Colmar. Hatfield firefighters conducted primary search. Engine 17-1 obtained second water source. Hatfield Assistant Chief assumed incident command from Township Fire Marshall 45 minutes into the incident. Hatfield responded with a ladder, engine and squad (13 firefighters).

Sun 3/26 14:20 Car fire in a garage (13 firefighters).

Five Township public works employees obtained EVOC and Pump 1 certification.

Conducted 151 hours of driver training including 111 hours with Township public works employees.

Spent 155 volunteer hours constructing the interior of our new training center.

Conducted First Aid training among 22 firefighters, CPR training among 15 firefighters, and hazmat refresher training among 22 firefighters.

Accepted three new probationary members (one a former Wilmington Fire Captain) and lost one active and one probationary member.



RESPONSE MUNICIPALITY (rpt 1390)

| | |
|------------------------|-----------|
| Hatfield Borough | 14 |
| First Due Hatfield Twp | 54 |
| Colmar Hatfield Twp | 4 |
| Franconia | 0 |
| Hilltown | 1 |
| Lansdale | 2 |
| Lower Salford | 3 |
| Montgomery | 4 |
| Souderton | 0 |
| Towamencin | 6 |
| others | 1 |
| total | 89 |

INCIDENT TYPES (rpt 358)

| | |
|---|-----------|
| building fire | 0 |
| vehicle rescue | 0 |
| other minor fires | 1 |
| misc. - smoke, electrical, minor haz mat | 22 |
| medical assist | 17 |
| assist other fire companies | 22 |
| <u>fire alarms</u> | <u>27</u> |
| total | 89 |

HATFIELD VOLUNTEER FIRE CO.

FIRST TRUCK ENROUTE TIME (rpt 1522)

| <u>minutes</u> | |
|----------------|----------|
| 1 or less | 0 |
| >1 to 2 | 1 |
| >2 to 3 | 11 |
| >3 to 4 | 19 |
| >4 to 5 | 26 |
| >5 to 6 | 24 |
| >6 to 7 | 5 |
| <u>>7</u> | <u>2</u> |
| total | 88 |

AID GIVEN OR RECEIVED (rpt 549)

| | |
|------------------------|-----------|
| automatic aid given | 18 |
| automatic aid received | 3 |
| mutual aid given | 4 |
| mutual aid received | 0 |
| <u>none</u> | <u>64</u> |
| total | 89 |

Report #: calls & ff hrs 274, enroute 1645, response times 745, 1514 As, Cadets, Tues, Spec, Bus Mtg, 28?, 1624?

Hatfield Vol. Fire Co. Enroute & Response Times 1st Quarter 2023

17=Hatfield 1st due area, FF=firefighters, SCBA=self-contained breathing apparatus, Enroute Time=Dispatch to Enroute, Response Time=Dispatch to Arrival

AAG=automatic aid given, AAR=automatic aid received, MAG=mutual aid given, MAR=mutual aid received, R=recalled before arrival, RS=reduced speed

| INCIDENT DATE | INCIDENT # | INCIDENT TYPE | APPARATUS | ADDRESS | DAY OF WEEK | DISPATCH TIME | ENROUTE TIME | RESPONSE TIME | AID TYPE | ZONE | FF 1ST UNIT | FF TOTAL | SCBA 1ST UNIT | SCBA TOTAL |
|---------------------------|------------|---------------|-----------|---------|-------------|---------------|--------------|---------------|----------|------|-------------|----------|---------------|------------|
| 1ST DUE FIRE CALLS | | | | | | | | | | | | | | |
| 03/26/2023 | 2023-84 | 131 | E17-1 | | Sun | 14:20:03 | 0:03:38 | 0:05:32 | AAR | 17 | 5 | 13 | 5 | 12 |
| 03/17/2023 | 2023-72 | 353 | NONE | | Fri | 15:08:44 | | 8:16 R | MAR | 17 | 0 | 11 | 0 | 9 |
| 02/22/2023 | 2023-47 | 412 | E17-1 | | Wed | 20:14:00 | 0:04:04 | 0:06:41 | None | 17 | 4 | 12 | 4 | 12 |
| 01/29/2023 | 2023-23 | 413 | SD17 | | Sun | 09:53:17 | 0:04:16 | 0:06:43 | None | 17 | 4 | 11 | 4 | 11 |
| 02/02/2023 | 2023-26 | 445 | E17-1 | | Thu | 14:26:25 | 0:05:17 | 0:09:29 | None | 17 | 3 | 7 | 3 | 7 |
| 03/20/2023 | 2023-78 | 445 | E17-1 | | Mon | 17:06:28 | 0:04:56 | 0:05:05 | None | 17 | 5 | 12 | 5 | 12 |
| 03/09/2023 | 2023-62 | 463 | SD17 | | Thu | 16:47:39 | 0:02:06 | 0:05:39 | None | 17 | 4 | 18 | 4 | 17 |
| 01/13/2023 | 2023-13 | 531 | E17-1 | | Fri | 17:56:08 | 0:05:56 | 0:06:54 | None | 17 | 3 | 9 | 3 | 9 |
| 01/28/2023 | 2023-20 | 531 | E17-1 | | Sat | 13:59:46 | 0:05:41 | 0:10:05 | None | 17 | 3 | 12 | 3 | 12 |
| 02/07/2023 | 2023-29 | 531 | E17-1 | | Tue | 12:24:52 | 0:05:07 | 0:06:07 | None | 17 | 4 | 6 | 4 | 6 |
| 02/11/2023 | 2023-34 | 531 | E17-1 | | Sat | 11:03:51 | 0:02:07 | 0:05:21 | AAR | 17 | 4 | 15 | 4 | 15 |
| 02/12/2023 | 2023-37 | 531 | E17-1 | | Sun | 02:05:15 | 0:05:25 | 0:08:16 | None | 17 | 3 | 6 | 3 | 6 |
| 02/12/2023 | 2023-38 | 531 | E17-1 | | Sun | 19:37:36 | 0:04:07 | 0:08:03 | None | 17 | 3 | 7 | 3 | 7 |
| 02/21/2023 | 2023-46 | 531 | E17-1 | | Tue | 09:47:03 | 0:04:49 | 0:09:21 | None | 17 | 4 | 5 | 4 | 5 |
| 03/22/2023 | 2023-79 | 531 | E17-1 | | Wed | 23:12:07 | 0:03:48 | 0:05:53 | AAR | 17 | 5 | 14 | 5 | 13 |
| 01/22/2023 | 2023-16 | 551 | E17-1 | | Sun | 00:06:24 | 0:07:44 | 0:10:48 | None | 17 | 4 | 9 | 4 | 9 |
| 01/04/2023 | 2023-3 | 651 | E17-1 | | Wed | 19:35:13 | 0:02:31 | 0:04:26 | None | 17 | 4 | 12 | 3 | 11 |
| 01/28/2023 | 2023-21 | 651 | E17-1 | | Sat | 20:27:42 | 0:04:24 | 0:05:56 | None | 17 | 3 | 7 | 3 | 7 |
| 02/02/2023 | 2023-27 | 651 | E17-1 | | Thu | 17:35:21 | 0:04:05 | 0:06:53 | None | 17 | 4 | 10 | 4 | 9 |
| 03/01/2023 | 2023-51 | 651 | E17-1 | | Wed | 13:24:57 | 0:03:25 | 0:06:41 | None | 17 | 4 | 11 | 4 | 11 |
| 03/04/2023 | 2023-55 | 651 | E17-1 | | Sat | 17:47:26 | 0:06:29 | 0:08:19 | None | 17 | 5 | 9 | 5 | 9 |
| 03/19/2023 | 2023-76 | 651 | E17-1 | | Sun | 20:04:25 | 0:04:01 | 0:04:32 | None | 17 | 4 | 15 | 4 | 15 |
| 03/28/2023 | 2023-88 | 651 | E17-1 | | Tue | 17:21:47 | 0:02:20 | 0:06:15 | None | 17 | 5 | 10 | 4 | 9 |
| 01/14/2023 | 2023-14 | 731 | E17-1 | | Sat | 04:27:36 | 0:06:05 | 0:07:05 | None | 17 | 5 | 6 | 5 | 6 |
| 02/04/2023 | 2023-28 | 731 | E17-1 | | Sat | 09:27:29 | 0:03:57 | 0:06:43 | None | 17 | 3 | 8 | 3 | 8 |
| 02/11/2023 | 2023-33 | 731 | E17-1 | | Sat | 10:32:47 | 0:02:18 | 0:05:28 | None | 17 | 4 | 14 | 4 | 14 |
| 03/13/2023 | 2023-68 | 731 | E17-1 | | Mon | 05:26:25 | 0:05:36 | 0:07:40 | None | 17 | 4 | 11 | 4 | 11 |
| 01/11/2023 | 2023-10 | 733 | E17-1 | | Wed | 16:12:30 | 0:04:01 | 0:04:51 | None | 17 | 4 | 12 | 4 | 11 |
| 03/10/2023 | 2023-65 | 733 | E17-1 | | Fri | 16:07:02 | 0:03:58 | 0:05:47 | None | 17 | 4 | 10 | 4 | 10 |
| 03/15/2023 | 2023-70 | 733 | E17-1 | | Wed | 19:57:08 | 0:04:17 | 0:05:48 | None | 17 | 5 | 10 | 4 | 9 |
| 01/08/2023 | 2023-8 | 736 | E17-1 | | Sun | 11:09:31 | 0:05:13 | 0:05:32 | None | 17 | 5 | 13 | 5 | 12 |
| 01/13/2023 | 2023-12 | 736 | E17-1 | | Fri | 13:09:48 | 0:04:30 | 0:08:03 | None | 17 | 6 | 9 | 6 | 9 |
| 03/27/2023 | 2023-86 | 736 | E17-1 | | Mon | 15:52:19 | 0:04:42 | 10:16 RS | None | 17 | 3 | 6 | 3 | 5 |
| 02/16/2023 | 2023-43 | 741 | E17-1 | | Thu | 21:20:47 | 0:03:07 | 0:05:41 | None | 17 | 4 | 13 | 4 | 13 |

Hatfield Vol. Fire Co. Enroute & Response Times 1st Quarter 2023

17=Hatfield 1st due area, FF=firefighters, SCBA=self-contained breathing apparatus, Enroute Time=Dispatch to Enroute, Response Time=Dispatch to Arrival
AAG=automatic aid given, AAR=automatic aid received, MAG=mual aid given, MAR=mual aid received, R=recalled before arrival, RS=reduced speed

| INCIDENT DATE | INCIDENT # | INCIDENT TYPE | APPARATUS | ADDRESS | DAY OF WEEK | DISPATCH TIME | ENROUTE TIME | RESPONSE TIME | AID TYPE | ZONE | FF 1ST UNIT | FF TOTAL | SCBA 1ST UNIT | SCBA TOTAL |
|---------------|------------|---------------|-----------|---------|-------------|---------------------|--------------|---------------|----------|---------|-------------|----------|---------------|------------|
| 03/02/2023 | 2023-52 | 741 | E17-1 | | Thu | 07:10:40 | 0:05:24 | 0:05:58 | None | 17 | 4 | 8 | 4 | 8 |
| 03/27/2023 | 2023-85 | 741 | E17-1 | | Mon | 12:37:01 | 0:04:00 | 0:06:44 | None | 17 | 6 | 7 | 5 | 6 |
| 03/31/2023 | 2023-89 | 741 | E17-1 | | Fri | 09:06:29 | 0:05:01 | 0:05:38 | None | 17 | 4 | 7 | 4 | 7 |
| 02/13/2023 | 2023-40 | 743 | E17-1 | | Mon | 18:07:03 | 0:02:22 | 0:04:24 | None | 17 | 5 | 14 | 5 | 14 |
| 02/14/2023 | 2023-41 | 743 | E17-1 | | Tue | 18:21:36 | 0:02:59 | 0:06:54 | None | 17 | 3 | 7 | 3 | 7 |
| 02/16/2023 | 2023-42 | 743 | E17-1 | | Thu | 04:50:29 | 0:05:24 | 0:08:57 | None | 17 | 3 | 9 | 3 | 9 |
| 02/16/2023 | 2023-44 | 743 | E17-1 | | Thu | 23:28:24 | 0:04:27 | 0:06:42 | None | 17 | 4 | 11 | 4 | 11 |
| 03/11/2023 | 2023-66 | 743 | E17-1 | | Sat | 18:17:35 | 0:03:55 | 0:08:31 | None | 17 | 3 | 10 | 3 | 10 |
| 03/25/2023 | 2023-82 | 743 | E17-1 | | Sat | 18:04:05 | 0:04:02 | 0:07:22 | None | 17 | 4 | 8 | 4 | 8 |
| 03/17/2023 | 2023-71 | 744 | E17-1 | | Fri | 08:20:57 | 0:04:41 | 0:07:01 | None | 17 | 6 | 8 | 5 | 7 |
| 03/07/2023 | 2023-59 | 745 | E17-1 | | Tue | 13:09:42 | 0:03:47 | 0:06:11 | None | 17 | 4 | 7 | 4 | 7 |
| 03/19/2023 | 2023-74 | 745 | E17-1 | | Sun | 09:45:42 | 0:04:52 | 0:07:39 | None | 17 | 4 | 9 | 4 | 9 |
| 03/20/2023 | 2023-77 | 745 | E17-1 | | Mon | 11:04:54 | 0:05:36 | 0:07:32 | None | 17 | 4 | 5 | 4 | 5 |
| 03/26/2023 | 2023-83 | 745 | E17 | | Sun | 10:38:49 | 0:04:19 | 0:05:44 | None | 17 | 2 | 10 | 2 | 8 |
| 01/05/2023 | 2023-5 | 746 | E17-1 | | Thu | 13:33:22 | 0:04:59 | 0:06:38 | None | 17 | 5 | 10 | 5 | 10 |
| 02/02/2023 | 2023-25 | 746 | E17-1 | | Thu | 11:22:27 | 0:03:10 | 0:05:21 | None | 17 | 4 | 6 | 4 | 6 |
| | | | | | | 9 minutes or less | | 44 | | average | 4.0 | 9.8 | 3.5 | 9.5 |
| | | | | | | total 1st due calls | | 48 | | | | | | |
| | | | | | | | | 92% | | | | | | |
| | | | | | | | | | | | | | | |
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Hatfield Vol. Fire Co. Enroute & Response Times 1st Quarter 2023

17=Hatfield 1st due area, FF=firefighters, SCBA=self-contained breathing apparatus, Enroute Time=Dispatch to Enroute, Response Time=Dispatch to Arrival
 AAG=automatic aid given, AAR=automatic aid received, MAG=mutual aid given, MAR=mutual aid received, R=recalled before arrival, RS=reduced speed

| INCIDENT DATE | INCIDENT # | INCIDENT TYPE | APPARATUS | ADDRESS | DAY OF WEEK | DISPATCH TIME | ENROUTE TIME | RESPONSE TIME | AID TYPE | ZONE | FF 1ST UNIT | FF TOTAL | SCBA 1ST UNIT | SCBA TOTAL |
|---|------------|---------------|-----------|---------|-------------|---------------|--------------|---------------|----------|---------------|-------------|----------|---------------|------------|
| AUTOMATIC & MUTUAL AID GIVEN | | | | | | | | | | | | | | |
| 01/03/2023 | 2023-2 | 571 | SD17 | | Tue | 14:15:00 | 0:05:03 | 0:10:03 | AAG | Colmar | 4 | 13 | 4 | 13 |
| 01/05/2023 | 2023-4 | 571 | L17 | | Thu | 11:37:53 | 0:03:07 | 11:42 R | AAG | Hilltown | 4 | 12 | 4 | 12 |
| 01/10/2023 | 2023-9 | 571 | E17-1 | | Tue | 00:58:43 | 0:04:23 | 0:09:18 | AAG | Montgomery | 5 | 13 | 5 | 12 |
| 01/12/2023 | 2023-11 | 571 | L17 | | Thu | 18:34:54 | 0:02:04 | 0:07:21 | AAG | Towamencin | 5 | 17 | 5 | 16 |
| 01/14/2023 | 2023-15 | 571 | L17 | | Sat | 22:05:06 | 0:05:30 | 0:11:05 | AAG | Towamencin | 4 | 10 | 3 | 9 |
| 01/25/2023 | 2023-18 | 571 | L17 | | Wed | 23:24:24 | 0:06:13 | 0:11:06 | AAG | Lower Salford | 5 | 7 | 5 | 7 |
| 01/26/2023 | 2023-19 | 571 | SD17 | | Thu | 06:30:07 | 0:09:47 | 6:46 R | AAG | Lower Salford | 3 | 4 | 3 | 4 |
| 02/01/2023 | 2023-24 | 571 | L17 | | Wed | 14:01:39 | 0:04:52 | 0:10:47 | AAG | Colmar | 4 | 13 | 4 | 12 |
| 02/12/2023 | 2023-36 | 571 | L17 | | Sun | 00:46:02 | 0:06:02 | 0:15:03 | AAG | Lower Salford | 3 | 6 | 3 | 6 |
| 02/13/2023 | 2023-39 | 571 | E17-1 | | Mon | 16:03:24 | 0:04:20 | 10:36 R | AAG | Montgomery | 5 | 10 | 4 | 9 |
| 02/24/2023 | 2023-48 | 571 | SD17 | | Fri | 06:19:33 | 0:02:55 | 0:06:41 | MAG | Colmar | 4 | 10 | 4 | 10 |
| 02/25/2023 | 2023-49 | 571 | L17 | | Sat | 08:51:19 | 0:05:03 | 0:12:05 | AAG | Lansdale | 4 | 11 | 4 | 9 |
| 02/26/2023 | 2023-50 | 571 | E17-1 | | Sun | 12:01:15 | 0:02:26 | 0:11:01 | MAG | Montgomery | 5 | 12 | 5 | 11 |
| 03/03/2023 | 2023-53 | 571 | L17 | | Fri | 17:23:45 | 0:03:33 | 0:08:50 | AAG | Towamencin | 5 | 11 | 5 | 10 |
| 03/06/2023 | 2023-56 | 571 | SD17 | | Mon | 13:54:54 | 0:03:36 | 0:07:17 | MAG | Lansdale/17 | 4 | 9 | 4 | 9 |
| 03/06/2023 | 2023-57 | 571 | L17 | | Mon | 14:19:51 | 0:02:39 | 0:09:56 | AAG | Towamencin | 3 | 9 | 3 | 9 |
| 03/07/2023 | 2023-60 | 571 | L17 | | Tue | 22:35:43 | 0:03:34 | 0:11:27 | AAG | Towamencin | 6 | 14 | 6 | 13 |
| 03/10/2023 | 2023-64 | 571 | L17 | | Fri | 06:19:21 | 0:05:06 | 11:49 R | AAG | Towamencin | 6 | 9 | 6 | 9 |
| 03/14/2023 | 2023-69 | 571 | L17 | | Tue | 06:20:35 | 0:05:03 | 7:15 R | AAG | Lansdale | 6 | 11 | 6 | 11 |
| 03/17/2023 | 2023-73 | 571 | L17 | | Fri | 15:12:39 | 0:01:05 | 0:10:06 | MAG | Telford | 6 | 11 | 5 | 9 |
| 03/25/2023 | 2023-81 | 571 | SD17 | | Sat | 13:57:25 | 0:04:00 | 0:08:14 | AAG | Colmar | 6 | 15 | 5 | 12 |
| 03/28/2023 | 2023-87 | 571 | E17-1 | | Tue | 10:42:33 | 0:04:46 | 8:17 R | AAG | Montgomery | 6 | 12 | 5 | 7 |
| | | | | | | | | | | average | 4.7 | 10.9 | 4.4 | 10.0 |
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Hatfield Vol. Fire Co. Enroute & Response Times 1st Quarter 2023

17=Hatfield 1st due area, FF=firefighters, SCBA=self-contained breathing apparatus, Enroute Time=Dispatch to Enroute, Response Time=Dispatch to Arrival
 AAG=automatic aid given, AAR=automatic aid received, MAG=mutual aid given, MAR=mutual aid received, R=recalled before arrival, RS=reduced speed

| INCIDENT DATE | INCIDENT # | INCIDENT TYPE | APPARATUS | ADDRESS | DAY OF WEEK | DISPATCH TIME | ENROUTE TIME | RESPONSE TIME | AID TYPE | ZONE | FF 1ST UNIT | FF TOTAL | SCBA 1ST UNIT | SCBA TOTAL |
|----------------------|------------|---------------|-----------|---------|-------------|---------------|--------------|---------------|----------|---------|-------------|----------|---------------|------------|
| MEDICAL CALLS | | | | | | | | | | | | | | |
| 01/05/2023 | 2023-6 | 311 | SD17 | | Thu | 22:02:17 | 0:05:02 | 0:06:48 | None | 17 | 4 | 10 | 3 | 9 |
| 01/28/2023 | 2023-22 | 311 | SD17 | | Sat | 21:55:51 | 0:05:22 | 0:08:21 | None | 17 | 4 | 9 | 4 | 9 |
| 02/09/2023 | 2023-31 | 311 | E17-1 | | Thu | 16:47:43 | 0:04:45 | 0:09:27 | None | 17 | 4 | 9 | 4 | 9 |
| 03/13/2023 | 2023-67 | 311 | SD17 | | Mon | 00:46:19 | 0:05:39 | 0:08:51 | None | 17 | 4 | 7 | 4 | 7 |
| 03/19/2023 | 2023-75 | 311 | E17-1 | | Sun | 13:08:35 | 0:03:25 | 0:09:08 | None | 17 | 5 | 11 | 5 | 11 |
| 03/23/2023 | 2023-80 | 311 | E17 | | Thu | 22:36:58 | 0:05:52 | 0:06:58 | None | 17 | 2 | 7 | 2 | 7 |
| 01/02/2023 | 2023-1 | 321 | SD17 | | Mon | 10:00:20 | 0:03:56 | 0:06:35 | None | 17 | 2 | 5 | 2 | 5 |
| 01/08/2023 | 2023-7 | 321 | SD17 | | Sun | 02:24:24 | 0:06:47 | 0:07:09 | None | 17 | 4 | 7 | 3 | 6 |
| 01/22/2023 | 2023-17 | 321 | SD17 | | Sun | 11:12:48 | 0:05:00 | 0:06:02 | None | 17 | 2 | 8 | 2 | 7 |
| 02/08/2023 | 2023-30 | 321 | SD17 | | Wed | 22:51:38 | 0:05:52 | 0:09:27 | None | 17 | 3 | 8 | 3 | 8 |
| 02/10/2023 | 2023-32 | 321 | SD17 | | Fri | 17:34:48 | 0:03:35 | 0:05:14 | None | 17 | 5 | 7 | 5 | 7 |
| 02/11/2023 | 2023-35 | 321 | SD17 | | Sat | 21:18:55 | 0:05:10 | 0:08:56 | None | 17 | 3 | 6 | 3 | 6 |
| 02/17/2023 | 2023-45 | 321 | SD17 | | Fri | 06:07:43 | 0:03:42 | 0:04:21 | None | 17 | 3 | 7 | 3 | 7 |
| 03/04/2023 | 2023-54 | 321 | SD17 | | Sat | 09:54:12 | 0:05:06 | 0:07:13 | None | 17 | 4 | 7 | 4 | 7 |
| 03/07/2023 | 2023-58 | 321 | SD17 | | Tue | 03:50:35 | 0:04:35 | 7:22 R | None | 17 | 3 | 7 | 3 | 7 |
| 03/08/2023 | 2023-61 | 321 | SD17 | | Wed | 17:53:19 | 0:04:13 | 0:05:37 | None | 17 | 5 | 8 | 5 | 8 |
| 03/10/2023 | 2023-63 | 321 | SD17 | | Fri | 03:11:48 | 0:05:53 | 0:08:57 | None | 17 | 3 | 5 | 3 | 5 |
| | | | | | | | | | | average | 3.5 | 7.5 | 3.0 | 7.4 |

6. REPORTS AND CORRESPONDENCE:

EMS Report



VMSC
Emergency Medical Services

2022 ANNUAL REPORT

2022 SUMMARY



VMSC Emergency Medical Services (EMS) has been serving the North Penn (PA) area since 1933. VMSC provides 911 EMS coverage to over 150,000 residents within the area and continues to remain as a high-quality prehospital care provider within the state.

Who We Are

501(c)(3) Non-Profit Organization
Governed by 11 Local Board Members
Managed by a Career CEO and Management Team
Staffed by 130+ Career and Volunteer Members

Visit our Website:

www.vmsclansdale.com

Follow Us on Facebook:

www.facebook.com/VMSC345

Network with Us on LinkedIn:

www.linkedin.com/company/vmsc-emergency-medical-services

Volunteer Medical Service Corps of Lansdale
(VMSC)

We made major changes to the organization in 2022, including **growing our team** through increased staffing and ambulances in the community, **improving our abilities** through an increase in training for our staff, and **strengthening our love** for serving our community each day by empowering our team through a new mission statement: **Redefining... Community-First.**

To continue our mission of **Redefining... Community-First**, we must focus on being the best we can be in the clinical areas of our organization so we are ready whenever you need us. Over the last year, we have purchased and implemented **new and updated medical equipment**, including power-loading stretchers, mechanical chest compression devices, enhanced cardiac monitor/defibrillators, and incorporated new medications to **enhance** our capabilities and **improve patient care** overall.

These enhancements support our team of EMTs, AEMTs, and Paramedics, who have **doubled in size** over the past year. They are able to boast a stronger success rate of medical interventions in every category over the state average - which is a big accomplishment, especially as our teams responded to **over 10,000 calls** for service, which is an increase of nearly 39% compared to last year.

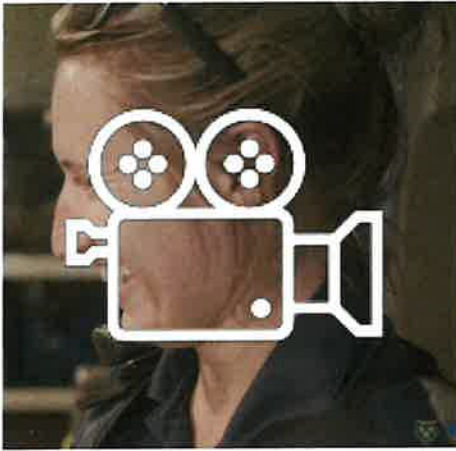
To ensure our teams can perform at their best, we must make sure our teams are taken care of, both physically and mentally. This year allowed us to focus on our people. Physically, our entire team was outfitted with ballistic vests that allow our staff to improve their safety if was ever threatened on a hostile scene.

Mentally, we instituted our spiritual care team with the support of Rev. Dr. Deborah Darlington, who ensures our teams have someone there to support them through any situation they may face, both at work and at home. On top of our spiritual care team, our VMSC family of career and volunteer members have celebrated a lot together in 2022, including our company picnic, our founder's event in Washington, D.C., Broad Street's renaming in honor of Dr. Frank E. Boston, individual staff birthdays, participating in almost 300 community events and school graduations, and so much more!

2022 was a proud year for VMSC

Chief Shane Wheeler





We launched a new video on our website geared toward telling the **VMSC Story** - what makes it a great organization to be a part of, and how we are **Redefining... Community-First**.

Behind the **VMSC Story** are our career and volunteer members, our community members, our local partners and stakeholders, and our organization's members of years' past ... all who play an integral role in making our organization the positive, thriving, and growing organization that it is. Our story is driven by the support of our communities ... and here it is ... ready to share with you. www.vmsclansdale.com

Redefining... Community-First Since 1933



MISSION & CORE VALUES

LOYALTY

VMSC is loyal - not only to the communities they serve, but to themselves as well. Its team ensures that everyone - regardless of their situation - receives 100 percent of their dedication.

HUMANITY

VMSC takes a community-first approach to everything it does. Its team recognizes that everyone deserves the care they were promised - and leverages the personal generosity and camaraderie of its team to deliver on that.

MERCY

VMSC understands the need to give back to the community and focuses on the importance of self-sacrifice. Through this approach, it fields a team that gives their all regardless of the personal cost to themselves.

PEOPLE



VMSC has strived to encourage, maintain, and progress the development of our employees and volunteers ... and 2022 has been no exception! **Over 2500 combined hours** of continued education and professional development opportunities have been offered throughout the year, including EMS instructor methodology and car seat safety technician courses.

Extending beyond our training opportunities, we continued to offer various options for employees and volunteers to become **engaged** in agency operations through our K9 and Search and Rescue (SAR) programs, special event unit standbys, Aviation (Drone) Team, and Tactical EMS unit supporting the Montgomery County SWAT team.

Staying competitive with the local employment market, we **increased our wages** for EMT, Advanced EMT, and Paramedic providers by upwards of 29%. Combined with an excellent benefits package for full-time employees, we are a leader at providing not only a living wage, but a **thriving wage** to our employees - including promotional opportunities to focus on retention and professional growth.

Looking **holistically at the whole person** - not just the employee - 2022 has brought about an added focus on both physical and mental well-being throughout the organization. Additional personal protective equipment (PPE) has been added to our ambulances for our responders and spiritual care teams have been integrated into our organization to provide individual and family emotional support when it is needed.

DEVELOPMENT

10 total EMTs, AEMTs, and Paramedics attended a 40-hour EMS Instructor Methodologies class which will allow them to become eligible as EMS Instructors within the organization and to the greater community. Gaining this credential adds to their professional repertoire and capabilities by being able to offer both initial EMS certification courses and continued education classes.

EDUCATION

A new partnership with JeffSTAT brought our EMS providers an opportunity to expand their knowledge base and refresh their minds through over 600 hours of provided content to the organization. This initial and continued education includes certification courses like: Advanced Cardiovascular Life Support (ACLS), Pediatric Advanced Life Support (PALS), Advanced Trauma Life Support (ATLS), Advanced Burn Life Support (ABLS), and Advanced Stroke Life Support (ASLS). Additional education and training opportunities through this new partnership also include prehospital airway management skills and advanced content.

SUPPORT

Appreciation - this a driving sentiment surrounding the support that we show to our EMS providers throughout the year. Surrounded by wellness events, awards ceremonies, and EMS Week celebrations, one of the best ways that we live out our own mission is through the **LOYALTY, HUMANITY, and MERCY** - the **SUPPORT** - that we provide to our own people.

RECRUITMENT & RETENTION

Increased employee pay has been instituted to not only improve new employee recruitment, but to also support existing employee retention. This has also been combined with internal reorganization and the development of career advancement opportunities.

COMMUNITY



VMSC is a community and partnership-focused EMS agency that provides 911 ambulance and emergency response services to multiple communities surrounding Lansdale, Pennsylvania. We provide primary coverage to the following communities: **Hatfield Borough, Lansdale Borough, North Wales Borough, Souderton Borough, Telford Borough, Franconia Township, Hatfield Township, Montgomery Township, Towamencin Township, and Upper Gwynedd Township.**

Combined within our community coverage approach is our growing network of **local community and EMS agency support** that we provide - like our recent coverage expansion into Souderton.

COVERAGE GROWTH

VMSC Expands Coverage Growth Into Souderton, Telford, and Franconia

We continue to work towards creating the best EMS service possible for the area, which is exemplified by our recent expansion to maintain sustainable services in the Souderton area. This VMSC and Souderton Community Ambulance Association (SCAA) partnership unified the two agencies together in order to promote local service operations and opportunity, and has allowed our organization to promote local EMS system continuity, collaboration, and communications through combining efforts. Growth like this is imperative in today's local EMS coverage environment and affords an element of operational expansion and fiscal responsibility that is otherwise difficult to maintain in smaller organizations and environments.



VOLUNTEER & COMMUNITY SUPPORT OPPORTUNITIES



Volunteers are a driving force within VMSC - both today and reflecting back on our organization's roots. Our career employees and full-time operations are supported by a very active volunteer **K9 search and rescue** team, **avlatlon (drone)** team, **peer support** team, and additional volunteer EMTs.

Acting as a leader for one of these teams is Rev. Dr. Deborah Darlington, who serves as VMSC's chaplain and plays a large role in our peer support team - offering emotional support to our team's members during their own times of need. She reminds us that in order to provide care to others, we must remember to **provide care for the caregivers, as well.**

The support of each of these programs is driven by our community volunteer participation - which doesn't require that one be an EMT or Paramedic in order to participate. **Community volunteers are the essence of who we are** and are the essential to our continued growth and success.

SAFER & HEALTHIER COMMUNITIES



Taking a **Redefining... Community-First** approach toward our work, we experienced a positive year that was full of community engagement, outreach, and holistic support. Starting with our **Mobile Health Initiatives** and merging right into our greater **Community Risk Reduction** efforts, our organization has diligently worked to pay-forward the same level of support to our communities, that we receive.

Promoting community safety and health, we've laid the framework to build upon six community-focused goals and initiatives as we enter into 2023.



GOALS & INITIATIVES

1 COMMUNITY HARM MITIGATION

We provided **opioid response and education** targeted toward **overdose reduction and care**, in addition to **firearm safety education**, and **environmental safety education** addressing heat & cold injury prevention.

2 HOSPITAL READMISSION REDUCTION

EMS crews conducted **follow-up visits** with discharged patients to assist with **at-home care instructions** and to serve as an **advocate** for the patient with the goal of **reducing the need for hospital readmission**.

3 BEHAVIORAL HEALTH

Trained staff provided **response** to individuals experiencing a **behavioral health crisis** and provided directed **resource facilitation and care navigation**.

4 TRAUMA/INJURY PREVENTION

Focusing on **elderly fall prevention** and **bleeding control**, our staff provided community education on **home safety** and **Stop the Bleed** injury care.

5 CHILD TRAUMA PREVENTION

Reducing the risk of injury for children, **certified and trained car seat technicians** provided **car seat installation** and offered **firearm safety & security education** to local families.

6 CITIZEN CPR & AED PROGRAMS

We continue to be a **local leader** in providing **free CPR training** and facilitating **AED registry** within the community's **PulsePoint** citizen responder app. The national average for all cardiac arrests outside of the hospital is 11% - the success rate in the North Penn area is 8%, as only 13% of all cardiac arrests receive bystander CPR before ambulance arrival. For this reason, VMSC has continued to promote its community-based CPR and AED use initiatives.

SERVING WITH PRIDE & COMMITMENT



Nearly **nine decades** of continued pride and commitment have surrounded our service to our local communities ... and there's no sign of that stopping!

EMS agencies throughout the country have faced hardships related to staffing, funding, and growth - and while we are not immune from those same challenges, we are continuing to thrive because of our continued **support from the communities that we serve.**

Our history has brought us to where we are today, and that's something that we are proud to share and committed to continue.

TELLING OUR STORY

Starting in 1933 with our founding by Dr. Frank E. Boston, VMSC has grown and transitioned from an all volunteer first aid response agency into a state-of-the-art advanced life support organization incorporating a staff of both volunteer and career EMTs and Paramedics.

Reflecting on our humble and noble roots, we've experienced significant strides within our organization in too many ways to remember. Keeping some of our traditions and our history in mind, 2022 brought about a renewed inspiration to both reflect upon and appreciate where we came from, and how we are focusing our future on **Redefining... Community-First.**

To outwardly display our appreciation - our pride and commitment - our headquarter office windows have been draped with a timeline of our past ... reminding us each and every day of what it is to be a part of our great organization and what pride it brings us to be serving since 1933.

Redefining... Community-First



POSSIBILITY & OPPORTUNITY



Within the first few months of Chief Shane Wheeler's transition into office as VMSC's first career chief in early 2022, the organization shifted into overdrive implementing a line-up of **enhancements** geared toward **future sustainability, modernization, and excellence**. These improvements included technology upgrades, the development of new partnerships, increases to staff wages, and agency rebranding to provide it with an updated look for the future - all while **respecting the organization's rich past**.

Maintaining a focus on the VMSC Mission and its Core Values, our focus will remain geared toward **kindness and generosity** that is nourished by our commitment **to our community** ... and seeing great possibility and opportunity in our future.

VIBRANT IMAGE

In seeking visual modernization, a branding strategy was developed to incorporate the rich history of the organization into a vibrant appeal through updated social media platform engagement and a new look to the incoming 2022 ambulance fleet.

TECHNOLOGY UPGRADES

Investments have been made to improve the organization's mobile data and intranet capabilities, improve provider workflows with the integration of tablet-based patient care reporting technology, and improved communications through the implementation of new platforms and processes - including our app-based task management and vehicle checklist options.

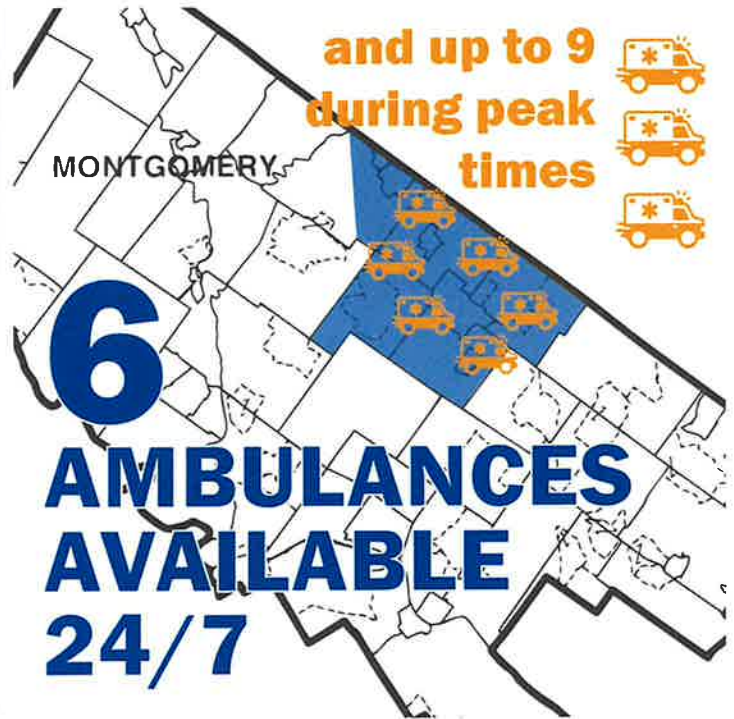
CLINICAL ENHANCEMENTS

New stretchers offer ergonomic lifting and safer patient movement, while new cardiac monitors afford enhanced heart rhythm monitoring and electrical therapy options, in addition to improved exhaled carbon dioxide gas monitoring through waveform presentations. Mechanical chest compression devices also improve the efficacy of long-term cardiac arrest resuscitation (CPR) efforts.

FOCUSED PARTNERSHIPS

Training partnerships with local health care partners like Jefferson Health have brought about increased opportunities for employee engagement and focused education. Expanded collaboration with partners like the Children's Hospital of Philadelphia increase our transport capabilities and services offered to local healthcare stakeholders. Continued partnerships with local law enforcement and fire department resources help to maintain the collaborate public safety relationships that exist within the communities we serve.

COVERAGE & RESPONSE

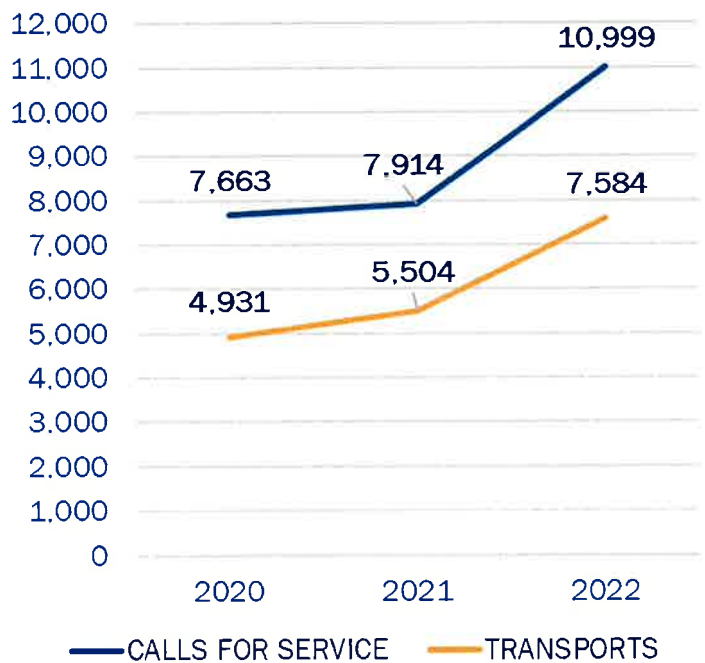


VMSC had **10,999 calls for service** in 2022. This resulted in an **increase of nearly 39%** since 2021, which only experienced 7914 calls for service. Of this total volume, nearly 69% of all calls resulted in a patient transport and the remaining 31% consisting of patient refusals for ambulance transport, calls only for assistance, or other forms of call cancellations.

Systemwide coverage consisting of **6 ambulances operating 24/7**, while our daily operations increase to upwards of **9 ambulances operating during our “peak” times** of the day, all supported by a newly incorporated communications and dispatch center within our headquarter facility.

Our responses remain fast - while that doesn't always mean that lights & siren are utilized. Our average chute time (time from dispatch to a response initiated) is **1 minute and 22 seconds**. This is an improvement of 8 seconds since 2021. Overall response times (time from response initiated to on-scene arrival) averages around **8 minutes and 15 seconds**. This time has slightly increased since 2021, but is complicated by our increased call volumes and need to maintain coverage during these periods of higher demand.

CALLS FOR SERVICE & TRANSPORT VOLUME



10,999
CALLS FOR SERVICE in 2022



| TOTAL CALLS FOR SERVICE | 10,999 |
|-------------------------|---------------|
| Sick Person | 2,036 (18.5%) |
| Falls | 1,826 (16.6%) |
| Breathing Problem | 1,073 (9.8%) |
| Traffic Accident | 680 (6.2%) |



| COMMUNITY | CALL VOLUME % |
|------------------------|---------------|
| Lansdale Borough | 23% |
| Hatfield Township | 18% |
| Montgomery Township | 18% |
| Towamencin Township | 15% |
| Upper Gwynedd Township | 11% |
| North Wales Borough | 6% |
| Souderton Borough | 4% |
| Telford Borough | 3% |
| Hatfield Borough | 1% |
| Franconia Township | 1% |

AVG. CHUTE TIME: 01:22

AVG. RESPONSE TIME: 08:15

Calls are prioritized based on the medical/trauma complaint - some responses may include the use of lights & siren as a result of the potential severity of the call, while others may not necessitate a lights & siren response



24/7 Communications Center Operations

Supporting VMSC’s inter-facility transport division and 911 ambulance response operations is a newly-incorporated, in-house communications center. This 24/7 operation includes computer-aided dispatch (CAD) software, GPS unit-based tracking technology, and other interface technology tools designed to promote systemwide ambulance deployment efficiencies to ensure a timely response. When some of our ambulances are actively assigned to calls, our communications center is able to utilize system status management (SSM) practices to rotate available units to geographic areas where coverage is needed - allowing the entire system to expand and contract, as needed, throughout the day, based on the system’s ambulance resource condition (ARCON).

CLINICAL PERFORMANCE



CARDIAC ARREST

VMSC responded to 104 incidents involving patients experiencing cardiac arrest in 2022. Overall, approximately 40% of witnessed cardiac arrest patients with shockable heart rhythms regained circulation after resuscitation attempts by EMS.



HEART ATTACK

"Time is muscle" when it comes to heart attacks! VMSC identified 13 patients to actively be having a heart attack in 2022. These events were recognized, on average, less than 6 minutes after EMS crew arrival utilizing 12-lead ECG rhythm interpretation.



STROKE

110 patients were identified as having stroke symptoms - these symptoms can include facial drooping, arm numbness, speech deficits, balance issues, and/or vision difficulties. Rapid recognition leads to transport to a recognized stroke center.



TRAUMA

Falls were the leading cause of trauma (injuries) in 2022, consisting of over 65% of such events. Motor vehicle collisions were the second largest cause of trauma, consisting of approximately 18% of traumatic events.

One of the particular differences of EMS agencies throughout each county, state, or even throughout the nation is their definition of **clinical performance**. At VMSC, we approach clinical performance from the perspective of being an **advocate** for our patients' care wherever possible, and assuring that our **actions** and **care** meet the expectations of our customers (patients). Whether the patient is experiencing a true, life-threatening emergency or a perceived situation of urgency or emergency, we aim to treat all patients with the same level of respect and dignity - **HUMANITY** - regardless of their situation or environment.

Response modes - the use of lights & siren - and the level of care provided may differ from patient-to-patient based on their illness/injury and care needs, but the **performance** of that care will always remain constant - as we expect highly of our crews regardless of the situation. Following-up to each call is a quality **assurance** or **quality improvement** process in place designed to evaluate performance, receive patient feedback, and identify future agency training needs to continuously improve our clinical performance, overall.



CLINICAL ENHANCEMENTS: UPDATED EQUIPMENT

We invested significantly in updating equipment geared toward improving patient and provider safety, enhancing diagnostic capabilities, and improving on-scene care efforts during labor-intensive situations. This includes new battery-powered cots, new cardiac monitors, and new mechanical chest compression devices.



CLINICAL ENHANCEMENTS: ALTERNATIVE & EFFECTIVE MEDICATIONS

Surrounding the prehospital care industry is the use - appropriateness and effectiveness - of various pain management medications. Exploration of alternative options to traditional injected narcotic/opioid medications includes an emerging popularity of inhaled, non-narcotic medications like nitrous oxide - which VMSC is early utilizer of within the state.



CLINICAL ENHANCEMENTS: SEDATION-ASSISTED INTUBATION

Managing - controlling - the airway of unstable patients can become a true matter of life and death. For some patients, this can only be accomplished through the administration of sedative medications like ketamine to facilitate the patient's physiologic "relaxation," thus, allowing for advanced airway tubes/devices to be properly placed. VMSC is now engaged in a pilot program to administer these medications and to perform these interventions.



CLINICAL ENHANCEMENTS: TRAINING & OVERSIGHT PARTNERSHIP

We partnered with Jefferson Health to receive added clinical education and training, in addition to EMS physician medical direction (oversight) services to improve EMT and Paramedic provider education, training, and quality assurance.



97.37%

97.37% say "The ambulance crew was polite and respectful"

4.93 of 5

4.93 out of 5 rating for overall quality of care received

100%

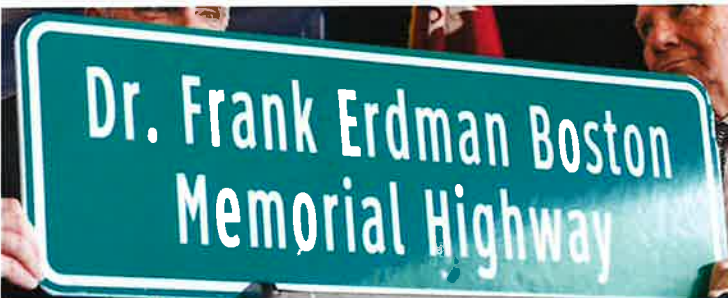
100% of those surveyed stated they would recommend our services to another person

We survey EMS customers (patients) whenever possible after each interaction. This practice helps us to improve our system to meet and exceed the expectations of our communities. This is not a mandated practice by the state or any other regulatory agency - it is purely voluntary and considered as a customer- and community-focused necessity that we offer toward building and remaining a successful organization. As a **HUMANITY**-focused organization, we take a **Community-First** approach toward everything we do by recognizing that everyone deserves the care they were promised.

NOTABLE EVENTS



2022's VMSC **visual rebrand** brings about a new ambulance design that is vibrant, visible, and attributing to our founder and supportive history.



Paying homage to our founder, the late Dr. Frank E. Boston, we hosted local elected officials and state representatives as Pennsylvania State Route 2004 and Lansdale's North Broad Street were officially designated as **Dr. Frank Erdman Boston Memorial Highway**.



Pennsylvania EMS for Children has recognized our commitment to improving pediatric emergency care by awarding the organization with an **Expert** level certification, noting the staff's **excellence in pediatric clinical care and injury prevention programs**.



Deputy Chief Lori Dusza was honored with the Ambulance Association of Pennsylvania's **Star of Life Award** at their Annual Banquet. Star of Life recipients are individuals recognized as having gone above-and-beyond their normal duties, set an example for others to follow, served honorably for decades, or cared for a patient in a heroic or life-saving way.

We answered the call for assistance in the aftermath of **Hurricane Ian** by sending an ambulance and EMS team to **support rescue and response operations** in San Carlos Park, Lee County, Florida. VMSC is a national disaster response partner with the American Medical Response (AMR)/Global Medical Response (GMR) alliance, affording our response teams the opportunity to help disaster-struck states in order to maintain their own medical operations during their time of need.



Our staff and community members supported the **Pennsylvania Breast Cancer Coalition** by purchasing and wearing breast cancer awareness shirts, **raising \$1,005 to support their cause.**



We honored our staff by hosting multiple awards ceremonies throughout the year, including our **Annual Holiday Awards Dinner**, where 11 members were awarded annual awards for their service, clinical care, and excellent performance.

Dr. Onorato Lifetime Achievement Award
Timothy Dunigan and Diane Morrissey

Employee of the Year
Derek Kreyenhagen

Officer of the Year
Captain Rebecca Robinson

Volunteer of the Year
David Bond

Most Calls Run Award
1st Place - Arnaldo Gomez (915 Calls)
2nd Place - Michael Shearer (859 Calls)
3rd Place - Captain Jeffrey Owler (799 Calls)

Clinical Excellence Award
Advanced Life Support - John Golonka
Intermediate Life Support - Abbey Akins
Basic Life Support - Michael Shearer



VMSC members participated in the presentation of colors before the Philadelphia Flyers game for its annual **First Responder Night** - a night appreciating EMTs, Paramedics, Firefighters, Law Enforcement Officers, and 9-1-1 Communicators/Dispatchers.



We welcomed our first career administrator, **Chief Shane Wheeler** to the organization's administration & leadership team.

VMSC doubled its total workforce to over 130 career and volunteer members in 2022!

REVENUES & FINANCIAL SUPPORT

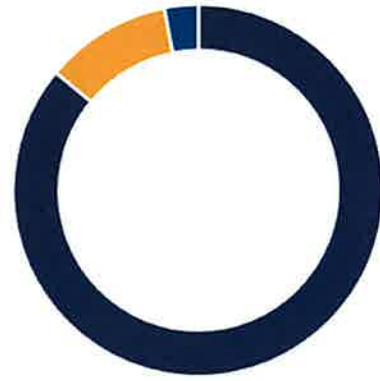


As a private-non-profit organization, we rely upon our billing revenues and additional financial support in order to maintain our operations. This creates a level of vulnerability and even reliance upon each funding source when it comes to long-term sustainability, as the gap between billed services (and increased costs) and actual collected revenues from various payors continues to exist - even lengthen.

The generosity and participation from members of the local communities continues to be a point of pride within our organization. Of our 2022 revenues, **approximately 11% comes from our subscription program participation and from contributions/donations and grants.** 86% of the remaining revenues comes from fees for services and ambulance transport billing, and the last 3% comes from other revenue and investment recovery efforts.



REVENUES



- Ambulance Transport Billing & Fees-for-Services
- Subscription Program, Contributions/Donations, and Grants
- Other Revenue & Investment Recovery

| | |
|---|------------|
| Billing for Transport | 84% |
| Standby & Special Event | 1% |
| Paramedic Blood Draws | 1% |
| TOTAL AMBULANCE TRANSPORT BILLING & FEES-FOR-SERVICES | 86% |
| Subscription Program | 9% |
| Contributions/Donations | 1% |
| Grants | 1% |
| TOTAL SUBSCRIPTION PROGRAM, CONTRIBUTIONS/ DONATIONS, AND GRANTS | 11% |
| Investments | 1% |
| Equipment Sales | 1% |
| Bad Debt Recovery | 1% |
| TOTAL OTHER REVENUE & INVESTMENT RECOVERY | 3% |

EXPENSES & IMPACTS



As stewards of fiscal responsibility, we strive to control adjustable expenses as much as possible, all while recognizing that there are some needs that simply must be addressed - must have money spent on them in order for the organization to effectively function. Increased fuel expenses and disposable medical supplies have added to our total **operational expenses consuming 9%** of our budget, while **personnel expenses continue to top the budget at 78%**, leaving approximately **13% of the budget available to cover additional administrative needs**.

Our approximately 30% increase to EMT and Paramedic wages played a large role in adding to our personnel expenses - but was seen as an organizational necessity in order to both recruit new employees and to retain existing talent within our workforce. Without this increase, we would have faced the risk of increased overtime expenses and increased overall turnover costs - which could have easily consumed our available working capital.

EXPENSES



■ Personnel ■ Administrative ■ Operational

| | |
|-----------------------------|------------|
| Payroll & Benefits | 78% |
| TOTAL PERSONNEL | 78% |
| Billing | 6% |
| Professional Services | 3% |
| Insurance | 2% |
| Administration & IT | 2% |
| TOTAL ADMINISTRATIVE | 13% |
| EMS Supplies | 4% |
| Fleet & Building | 3% |
| Training | 1% |
| Special Operations | 1% |
| TOTAL OPERATIONAL | 9% |



FINANCIAL OVERVIEW & FUTURE PLAN



One of the growing challenges within the emergency medical service (EMS) industry is **cost management**. It is anticipated that personnel costs will continue to rise, equipment expenses will continue to rise, and the cost of capital goods such as ambulances will continue to rise. It is also anticipated that **billing recovery revenues** from payors like Medicare and Medicaid will continue to **challenge** EMS budgets - in addition to commercial payors that do not pay the ambulance service directly for their services and, rather, pay the patient on an honor system approach that they will transfer that money to the ambulance service. Practices like this lead to uncollected revenues with no substantial courses of action to remedy the situation.

Complicating factors like these challenge EMS agencies throughout the nation - especially in Pennsylvania - as we all seek to fairly receive the reimbursement money that is allocated for us. While the **financial stability** of VMSC remains solid, our full **financial potential** is restricted because of realities such as these.

FINANCIAL OVERVIEW

We maintain very minimal financial liabilities and own most of our assets/capital items outright.

Our revenue margins are very thin, especially considering the thriving wage necessary to pay our employees to improve recruitment & retention.

We are a largely solvent organization, managing our current expenses and functioning efficiently in our current state.

Being financially proactive and responsible, we are able to maintain our financial stability and sustainability because of our active large investment portfolios, which offer long-term savings and capital planning capabilities.

FUTURE PLANNING

As employee expenses and ambulance/capital expenses continue to rise, we continue to rely on our fiscally responsible practices to drive us into the future - but also see the potential to add to this security through further community investment to our organization through two primary means: our subscription programs and through direct municipal funding.

Currently, less than 5% of our total coverage population is enrolled in our Ambulance Subscription program. Simply doubling this would provide a significant amount of reliable revenue to our organization which would allow for community program continuation and further capital purchasing.

Receiving dedicated municipal funding would also provide added financial security to our organization, allowing for us to remain highly competitive to recruit and retain the area's top EMS provider talent to serve each of our communities.

2023 PERSPECTIVE



Looking forward into 2023, we are **optimistic** that our organization is on the right path - has the right framework in place - for success. That is not to say, however, that we don't anticipate any challenges, hurdles, or obstacles ahead.

Optimistically, we are planning for expanding health care **partnerships**, increased **internal growth opportunities**, and exploring **advanced clinical care enhancements** geared toward further improving our mobile health and transport service offerings.

Anticipating some challenges ahead - like many other EMS agencies throughout the state - we are navigating through the reality of **decreased reimbursement** and insurance recovery, **increased operational expenses** for items like fuel and ambulances, and planning for the continued need to **remain competitive** with our employee wages and benefits in order to retain the area's top talent.

Putting 2023 into perspective, we are planning for both **OPPORTUNITY & OPTIMISM** as well as the year's **CHALLENGES & PATHWAYS**.

OPTIMISM & OPPORTUNITY

- ✓ Expanded service area coverage
- ✓ Enhanced training program partnerships
- ✓ Advanced assessment & care pilot programs
- ✓ Improved dispatch & communications capabilities
- ✓ Supporting our EMTs undergoing Paramedic training
- ✓ Increased professional development opportunities
- ✓ Community risk reduction program expansion
- ✓ Continued staff awards & recognitions

CHALLENGES & PATHWAYS

Feeling the financial limitations of our insurance payor system, we are identifying viable funding source opportunities to help continue our future financial stability. One pathway is through the promotion and strengthening of our communitywide Ambulance and Business Subscription programs - which would provide a significant financial benefit to the organization with even 10% of community members subscribing.

Beyond our subscription program, we are recognizing the need to be humble in our philanthropic and community support requests and appreciating the need for long-term stabilizing support that can be afforded through direct municipal funding. While VMSC has existed without having to ask municipalities for this support in the past, we recognize the need for this request and are communicating with municipalities a plan to request future contractual financial support.



SUPPORT THROUGH SUBSCRIPTIONS



We offer two subscription options available for members of the community to enroll in: an individual & family **Ambulance Subscription** program and a **Business Subscription** program.

How does it work? Individuals/families and businesses can opt to become a subscription member, allowing enrolled members the benefit of **no out-of-pocket expenses** for ambulance transport services by VMSC or any of its partnering agencies. Currently, many commercial insurance plans cover less than 50% of ambulance transport and care services. Enrolling in a subscription program can provide you, your family, and your employees a significant cost savings by stopping the ambulance billing process from reaching farther than one's commercial insurance payor. Enrolling in a subscription program also provides greater financial security to EMS agencies - such as VMSC - by serving as a proactive funding source to increase up-front revenues, rather than relying solely on the reimbursement recovery process.

SUBSCRIPTION BENEFITS

Ambulance subscription programs are a common source of providing financial benefits to members of the community and are utilized by many EMS agencies throughout Pennsylvania - and even throughout the nation.

General subscription program benefits include the following:

- ✓ NO copay or deductible due for ambulance transport or care after commercial insurance is billed
- ✓ No out-of-pocket charges for non-transport care
 - ✓ Quarterly VMSC newsletter
- ✓ Out-of-pocket ambulance bill protection from additional local partnering EMS agencies
- ✓ VMSC subscription member window decal

Additional, new, options that are also available Include the following:

- ✓ Monthly or annual payment options
- ✓ Individual/Family Platinum Upgrade - Includes a listing of your residence on the disaster registry to confirm your safety during a local disaster, an optional home safety inspection, and a personalized membership card with an upgraded window decal



INDIVIDUAL & FAMILY AMBULANCE SUBSCRIPTION PROGRAM

Emergencies often happen when we least expect them - and financially preparing for such instances isn't often something that many individuals or families plan for. For those individuals who experience chronic illnesses, seemingly regular trips to the emergency department may be an unfortunate, but realistic part of their overall care. When these situations arise, ambulance transport bills can become a costly out-of-pocket reality that is stacked onto their additional health care bills. Enrolling in VMSC's Ambulance Subscription program stops this cycle by adding no additional out-of-pocket expenses to the patient - the subscription member.

Three plan options are available with increasing coverage opportunities and additional individual/family benefits.

INDIVIDUAL PLAN - \$75 Donation

- + Individual/Self Coverage

COUPLE PLAN - \$89 Donation

- + Individual & Spouse Coverage

FAMILY PLAN - \$125 Donation

- + Individual, Spouse, Children, Parents, and Grandchildren Coverage (even outside of the same household)

Currently, less than 5% of our covered population is enrolled in one of our Subscription programs. Doubling memberships to 10% would have a significantly positive impact for VMSC.

BUSINESS SUBSCRIPTION PROGRAM

Subscribing businesses can select members within their ownership team and the employee workforce to receive no-individual-charge benefits for VMSC ambulance services throughout their enrollment year. If a subscribing member needs VMSC ambulance services, we will invoice the member's insurance company for service reimbursement - only; the patient will not have to pay any out-of-pocket expenses to us for their care or transport provided. This benefit also extends to services offered by some neighboring ambulance services, in addition to our own.

Four plan options are available with scaling coverage opportunities and additional company benefits.

BRONZE PLAN - \$250 Donation

- + Ownership Team receives ambulance subscription
- + Business card sized advertisement/recognition in VMSC quarterly newsletters

SILVER PLAN - \$500 Donation

- + BRONZE PLAN, plus:
 - + Ownership Team, plus up to 5 employees and spouses receive ambulance subscription
 - + Listing on the VMSC website as a supporter

GOLD PLAN - \$1000 Donation

- + BRONZE & SILVER PLAN, plus:
 - + Ownership Team, plus up to 10 employees and spouses receive ambulance subscription
 - + 1-hour safety discussion or community CPR class for your business

PLATINUM PLAN - \$2500 Donation

- + BRONZE, SILVER, AND GOLD PLAN, plus:
 - + Ownership Team, plus up to 25 employees and spouses receive ambulance subscription
 - + Personalized social media post and customized safety discussion

2022 ANNUAL REPORT



VMSC

Emergency Medical Services



PUBLIC
CONSULTING GROUP

Created by the
Public Consulting Group LLC
Public Safety Consulting Services team
www.publicconsultinggroup.com/ems

Hatfield Borough VMSC EMS Zone Report

March 2023

Total Zone Calls: 9

Total VMSC Calls: 1,030

Average Chute Time: 0m:31s

Average Response Time: 7m:22s

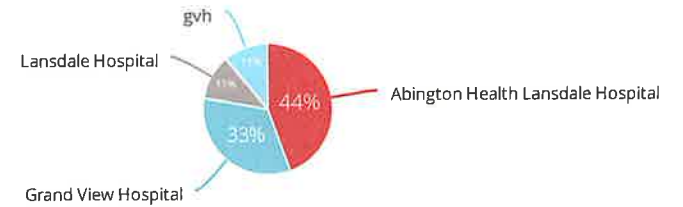
Top 5 Call Types

| Type of Incident | # |
|----------------------------|---|
| Chest Pain (Non-Traumatic) | 3 |
| Sick Person | 3 |
| Falls | 2 |
| Abdominal Pain/Problems | 1 |

Transport Disposition

| Disposition | # |
|-----------------------------|---|
| Transported No Lights/Siren | 5 |
| Transported Lights/Siren | 4 |

Hospital Transport



Community Response

VMSC's Level of Service

| Unit Level of Service | # of Calls |
|-----------------------|------------|
| ALS-Paramedic | 5 |
| BLS-AEMT | 3 |
| BLS-Basic /EMT | 1 |

Barriers to Provide Care

| Barriers To Care | # |
|------------------|---|
| Language | 1 |

Additional Agencies on Scene

| Additional Agencies | # |
|--------------------------|---|
| No Other Agency On Scene | 6 |
| Law Enforcement | 3 |

of Overdoses

0

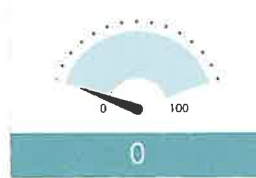


Critical Response Triad

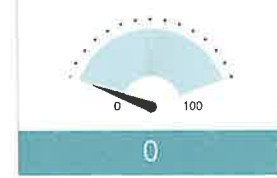
Cardiac Related Incidents



Stroke Related Incidents



Trauma Related Incidents



6. REPORTS AND CORRESPONDENCE:

Public Works Department Report

Stephen S. Fickert Jr

Public Works Director/Report for March, 2023



Wednesday, March 1, 2023

- Removed snowflakes from utility poles
- Started installing outlets in the Line Shack for new garage door openers
- Started installing LED bulbs in the snowflakes

Thursday, March 2, 2023

- Continued installed LED bulbs in the snowflakes
- Continued installing outlets in the Line Shack for new garage door openers
- Ed off

Friday, March 3, 2023

- Swept Streets
- Reviewed deficiencies in the sewer maps for upcoming televising
- Picked up storm sewer inlet frames from Commonwealth Precast
- Greased Bucket Truck
- Steve off
- Jack off ½ Day

Saturday, March 4, 2023

- Jack was called to investigate an electrical issue at 215 S Wayne Ave. Scott Young from Eddie's Electric was called to replace the faulty taps.

Sunday, March 5, 2023

Monday, March 6, 2023

- Collected trash from parks & buildings
- Vacuumed administration building
- Marked PA 1 Calls
- Picked up electrical rubbers from Eldon Electric
- Started cutting and breaking up concrete along Market St
- Changed the oil & filters in 57-10

Tuesday, March 7, 2023

- Put out Temporary No Parking on N Market St for Carr & Duff on Wednesday.
- Returned one truck load of salt to Hatfield Township salt bin
- Cleaned out 57-3 from salt
- Worked with Eddie's Electric installing tri-plex wire to the new house at 371 Edgewood Dr
- Ed off ½ day
- Steve & Derik responded to a report of ½ power at 61 Lambert St. Ed Young from Eddie's Electric was called to replace the service wire from the utility pole to the house.

Wednesday, March 8, 2023

- Worked with Carr & Duff installing a new utility pole on N Market St
- Continued breaking up concrete along Market St
- Cleaned off bucket truck from Tuesday nights work
- Derik off ½ day

Thursday, March 9, 2023

- Worked with Carr & Duff transferring lines to new poles
- Attended MS4 training
- Started forming sidewalks along Market St for concrete

Friday, March 10, 2023

- Worked with Carr & Duff transferring lines to new poles
- Marked PA 1 Calls
- Finished forming sidewalks along Market St for concrete

Saturday, March 11, 2023

Sunday, March 12, 2023

Monday, March 13, 2023

- Collected trash from parks & buildings
- Vacuumed administration building
- Cleaned storm sewer inlets
- Removed wire fencing around Centennial Park

Tuesday, March 14, 2023

- Filled holes in roads with cold patch
- Washed & greased trucks
- Reported to a power outage at 475 W Vine St.
 - See attached Outage Report

Wednesday, March 15, 2023

- Cleaned off trucks from the outage the previous night
- Trimmed bushes back at Centennial Park
- Chipped branches at PW shop
- Held ADA Pre-Bid meeting at Borough Hall

Thursday, March 16, 2023

- Worked with Eddie's Electric replacing a utility pole for 371 Edgewood Drive
- Hauled concrete to Gill Quarry for recycling
- Removed plow markers at various locations

Friday, March 17, 2023

- Hauled stone to stock pile at PW shop
- Marked PA 1 Calls
- Washed trucks
- Ed off

Saturday, March 18, 2023

Sunday, March 19, 2023

Monday, March 20, 2023

- Collected trash from parks & buildings
- Worked with Eddie's Electric installing power to 371 Edgewood Dr
- Cleaned up mulch beds at Electric Plant Park
- Cleaned up sticks at the parks
- Ed off

Tuesday, March 21, 2023

- Removed the last salt spreader from 57-3
- Removed the winter banners around town
- Returned the last load of salt to Hatfield Townships salt Bin
- Washed out 57-3

Wednesday, March 22, 2023

- Continued replacing storm sewer inlet frames in Heather Meadows
- Removed "No Winter Maintenance" signs from parks
- Cut up fallen tree from Right of Way

Thursday, March 23, 2023

- Inspected utility poles
- Worked with Carr & Duff clearing tree branches off power lines
 - A necessary outage was taken on N Market St. See attached Outage Report
- Cleaned inlets & cross pipes
- Steve off

Friday, March 24, 2023

- Swept streets
- Continued inspecting utility poles
- Ed off
- Steve off

Saturday, March 25, 2023

Sunday, March 26, 2023

Monday, March 27, 2023

- Stock piled brown mulch at PW shop
- Continued inspecting utility poles
- Derik off

Tuesday, March 28, 2023

- Swept streets
- Cleaned up mulch beds
- Jack off ½ day
- Steve at Penn State for PMEA Superintendents Meeting

Wednesday, March 29, 2023

- Continued inspecting utility poles
- Cleaned up mulch beds
- Started installing mulch
- Steve at Penn State for PMEA Superintendents Meeting

Thursday, March 30, 2023

- Finished cleaning up mulch beds
- Sprayed weeds in parks
- Continued installing mulch
- Steve, Derik, & James were called in for a Borough wide power outage. See attached outage report.

Friday, March 31, 2023

- Finished prepping sidewalks on Market St for concrete
 - Concrete in scheduled for Monday, April 3rd
- Cleaned off trucks from outage

Hatfield Borough Council

From: Stephen S. Fickert

Subject: Work accomplished during the month of March, 2023

Parks Maintenance -Trash was collected at parks & buildings as needed. Started prepping beds for mulch. Started mulching beds in parks. Sprayed weeds in parks before mulch was installed.

Electric Department- Removed snowflakes from utility poles and replaced the old bulbs with LED bulbs. Reported to multiple outages, see attached Outage Reports. Worked with Carr & Duff transferring lines on new poles around the Hatfield Volunteer Fire House. Inspected utility poles.

Equipment Maintenance - Changed the oil in 57-10. Greased the bucket truck. Power washed trucks as needed.

Street Maintenance - Inlets were cleaned as needed. Marked out PA-1 calls. Replaced/fixed street signs as needed. Swept Streets as needed. Ripped out and formed for concrete along Market St. Filled holes in roads with cold patch.

Building Maintenance - Installed electrical outlets in the Electric Building for new garage door openers.

Storm/Sanitary Sewer Department - Continued replacing storm sewer inlets in the Heather Meadows community. Reviewed sanitary sewer maps for deficiencies for upcoming televising.

DATE: 3/14/2023

POWER OFF: 1:50 PM

POWER ON: 4:22 PM

PROPERTIES AFFECTED: 475 W Vine St

EMPLOYEES RESPONDING: Steve, Ed, & James

CONTRACTOR CALLED: Eddie's Electric

TIME: 2:12 PM

ARRIVED: 2:51 PM

CAUSE OF OUTAGE: A pine tree fell over and took down the house service wire.

REPAIRS MADE: Cut up some branches and ran new service wire to the property.

Additional Notes: Homeowner was advised they will need to replace the attachment point, weather head, and service wire. A letter from the Code Department will be sent as well.



DATE: 3/23/2023

POWER OFF: 10:03am

POWER ON: 10:20am

PROPERTIES AFFECTED: N Market St from Union to the dead end

EMPLOYEES RESPONDING: Ed & James

CONTRACTOR CALLED: Carr & Duff

TIME: 8:16am

ARRIVED: 9:23am

CAUSE OF OUTAGE: A tree branch fell and was leaning against the primary wires behind the Hat House apartments on N Market St. The outage was caused by Carr & Duff opening the sectionalizing fuse to safely remove the tree branch.

REPAIRS MADE: The tree branch was cut down and removed safely.

Additional Notes: _____





DATE: 3/30/2023

POWER OFF: 4:16PM

POWER ON: See Below

PROPERTIES AFFECTED: All of Hatfield Borough

EMPLOYEES RESPONDING: Steve, Derik, & James

CONTRACTOR CALLED: Carr & Duff

TIME: 5:07 PM

ARRIVED: 6:08 PM

CAUSE OF OUTAGE: A squirrel made contact with the primary conductor and a ground on the CT's & PT's at the interconnection with PP&L.

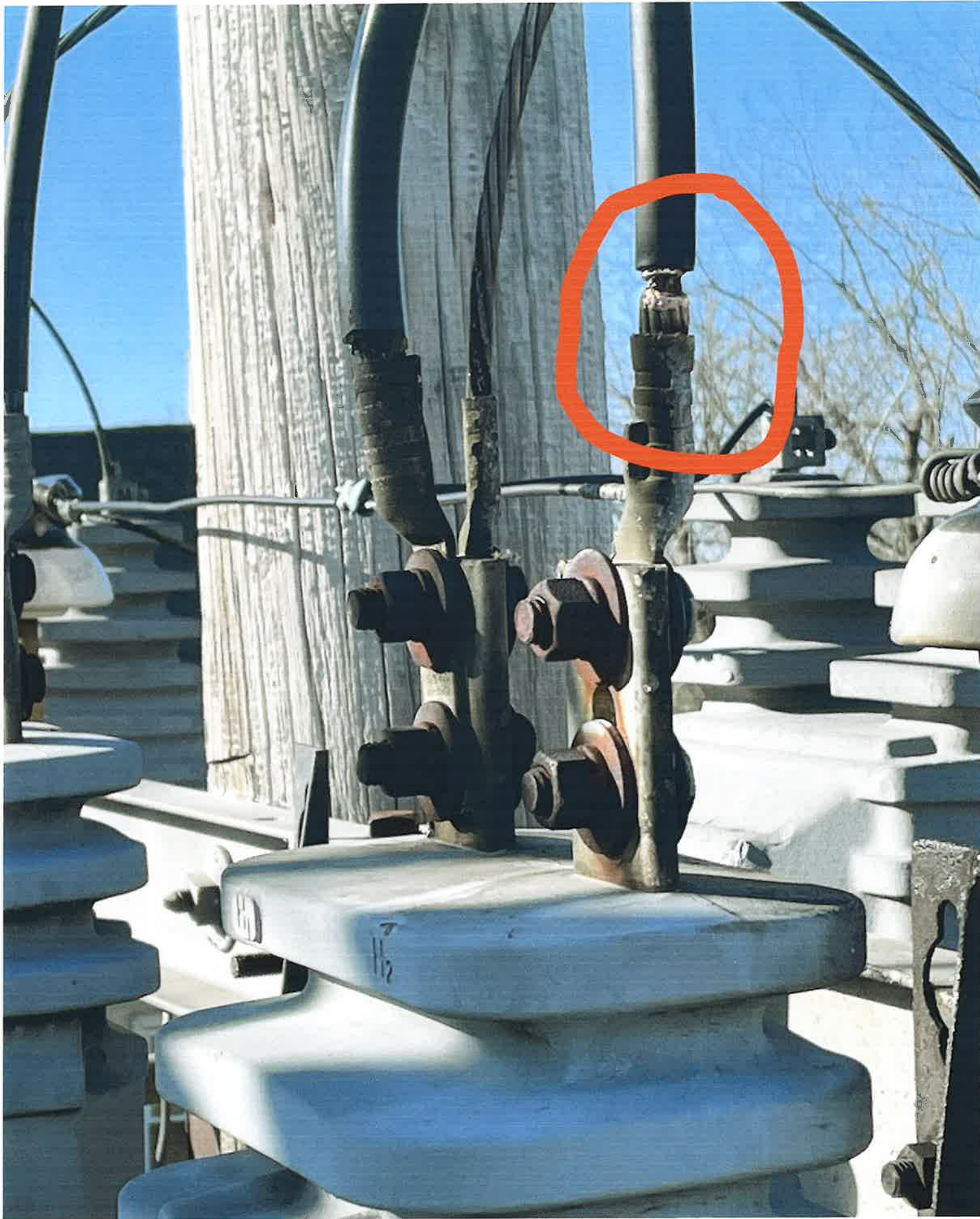
REPAIRS MADE: Replaced two cut-outs, replaced a section of burnt up wire that feeds the CT's & PT's, and refused 4 other cut-outs.

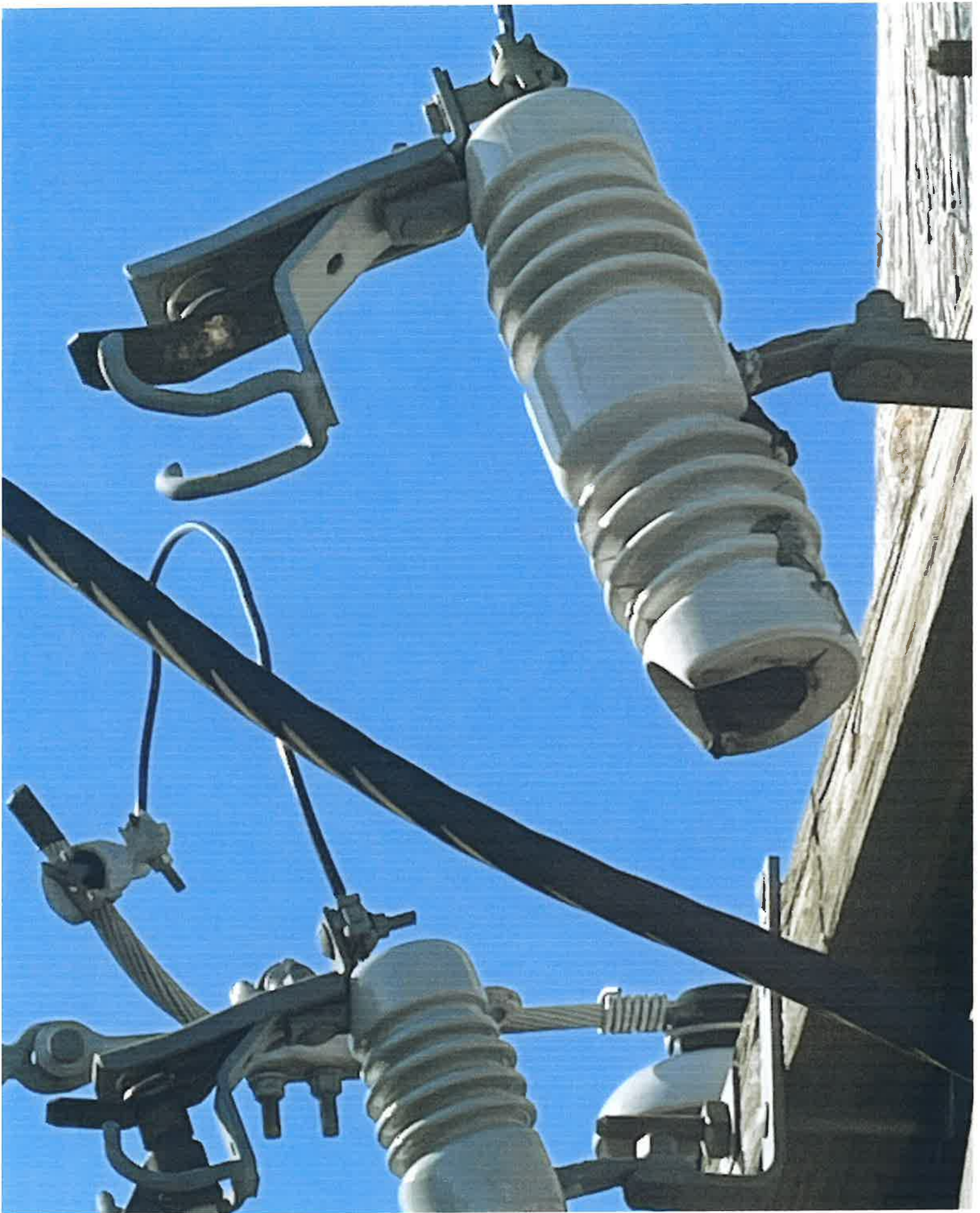
Additional Notes: Circuits had to be re-energized one by one because of other work needed on each circuit. See below.

Main St Circuit, energized at 7:26 PM

Vine St Circuit, energized at 7:28 PM

Chestnut St Circuit, Energized at 7:52 PM





6. REPORTS AND CORRESPONDENCE:

Engineering Report



Memorandum

Date: March 31, 2023

To: Ms. Jaime E. Snyder, Manager, Hatfield Borough

pc: Ms. Katie Vlahos, Assistant to the Manager, Hatfield Borough
Mr. Steve Fickert, Public Works Director, Hatfield Borough
Ms. Kate Harper, Borough Solicitor
Hatfield Borough Council

From: Chad E. Camburn, P.E.

Subject: April 2023 Engineering Report
Bursich Project No. HAT-01/065075

The following is a highlighted list of recent activities for the Borough Council Meeting:

CAPITAL IMPROVEMENT PROJECTS:

- 2023 ADA Ramp Replacement Project
The scope of work includes replacing ten ramps at the intersections of W. School Street / N. Wayne Ave., W. School St. / Jade Dr., Jean Dr. / Jade Dr., and W. School Street at the crossing to the school sidewalk; and replacing select areas of sidewalk along E. School St., Forest Way, and Orchard Lane.

Six bids were opened on March 29, 2023. The apparent low bidder was Albert G. Cipolloni & Sons, Inc. The bid documents are currently under review.
- 2023 Roadway Resurfacing Project
The scope of work includes milling and overlaying E. School St., Forest Way, and Orchard Lane, with select areas of base repair to be determined once the milling is completed.

No Change from Previous Report - Bid advertising is anticipated to take place by early May with construction to begin in late July and project completion by late August.
- 2022 Roadway Resurfacing Project
Completion of the final punchlist items, which include pavement corrections at two ramps and submission of closeout documents, will be done in Spring 2023. An onsite Punchlist Meeting was held on March 30, 2023.

ENGINEERS, LAND SURVEYORS, LANDSCAPE ARCHITECTS



2129 E. High Street | Pottstown, PA 19464
N 40° 14' 40.2" W 075° 36' 09.6"

610.323.4040
www.bursich.com

- Broad Street Storm Sewer & N. Main Street Storm and Sanitary Sewer Improvements
The project will replace the entire storm sewer system in West and East Broad Street and North Main Street, 280 LF of deteriorated 30"x52" CMP through private properties, and the entire sanitary sewer system in North Main Street. \$1.09M of the project will be funded with Commonwealth Financing Authority (CFA) Pa Small Water and Sewer and H2O PA grants. The NPWA will replace their water main from Towamencin Ave. to Main Street under the contract with the Borough's work. Once the work in E. Broad Street is complete PennDOT will mill and overlay E. Broad Street. While W. Broad Street is not currently on PennDOT's five-year plan for repaving, the Borough could attempt to have PennDOT add it as the construction scope and schedule develop.

Applications for two additional grants were submitted to the PA Commonwealth Financing Authority on December 21, 2022. Awards are expected to be announced by September 2023. An overview of the project will be presented to the public at a Townhall Meeting on May 10.

- MS4 Program

On March 9, 2023 we performed the PaDEP-mandated training to Borough staff.

SUBDIVISION / LAND DEVELOPMENT / PERMITS:

- Didden Greenhouses Land Development
The application proposes to construct 121,525 sf of new greenhouses, associated parking lot, and stormwater management facilities on an 18-acre tract in Hatfield Township and Hatfield Borough. The new structures and parking lot are proposed primarily within the Township, while the stormwater basin and access driveway to W. Vine Street are proposed within the Borough.

No Change from Previous Report - Our first review letter was issued on January 12, 2023 pertaining primarily to Stormwater Management, Flood Area Analysis, Driveway, and Trail within the Borough. We are currently awaiting revised documents.

- Bennetts Court (Prestige Building Partners Townhomes)
The application proposes the construction of 18 townhouse units in three buildings taking access off a new cul-de-sac street, partially comprising an area of undedicated E. Broad Street.

No Change from Previous Report - Completion of the remaining review comments and approval conditions, and preparation of the agreements, is ongoing.

- 28 N. Market St. Minor Subdivision:
The project includes the subdivision of the property at 28 N. Market Street into two residential lots. Preliminary/Final Approval was granted by Resolution No. 2022-19 at the July 20, 2022 Borough Council meeting.

No Change from Previous Report - The applicant is working on finalizing the shared driveway easement agreement and subdivision documents for recording.

- Edinburgh Square:

On March 2, 2023 we received an As-built Plan and a request for final escrow release. Our recommendation for release of the remaining Demolition escrow was issued on March 17. Upon review of the As-built Plan we identified additional information that needs to be provided, and areas of the site that need additional improvements, prior to the Borough releasing the remaining Development escrow funds.

- 23 N. Main St. Sketch Plan:
The current sketch plan, submitted on March 1 by email, includes two properties and construction of ten residential twin units in five buildings.

On March 21 a meeting was held with the developer's team and Borough staff to discuss the latest plan, challenges, zoning relief that would be required, and next steps for the applicant to proceed. The applicant will revise the plan based on the discussion and will submit an updated plan for discussion with the Planning Commission.

SANITARY SEWER:

- EDU Audit

We are currently reviewing water usage records for the non-residential properties in the Borough to determine if their usage is commensurate with the sewage EDUs being charged.

As always, please feel free to contact me at 484-941-0418 or chad.camburn@bursich.com with any questions.

6. REPORTS AND CORRESPONDENCE:

**Zoning Officer, Building Code, Property
Maintenance Report**

Code, Zoning and Fire Safety Report – March 2023

Jamie Snyder’s Memorandum List

Items on the list continue to be monitored, most are inactive or resolved.

Fire Inspections

Violations were sent for unpaid inspection fees. Inspections currently being conducted on Monday through Friday. 99% of 2022 inspections are completed however re-inspections for 2022 are being worked on.

Resale Inspections (1 Total)

- (1) Use and Occupancy Certification issued
- (0) Conditional Use and Occupancy Certification issued
- (0) Failed Inspections (not issued)

Permits (17 Total Processed)

- (3) Re-roofing
- (1) Sewer lateral repair
- (5) sidewalk replacement
- (1) Demolition
- (2) HVAC
- (2) Electrical
- (1) Fence
- (1) Driveway
- (1) Alteration

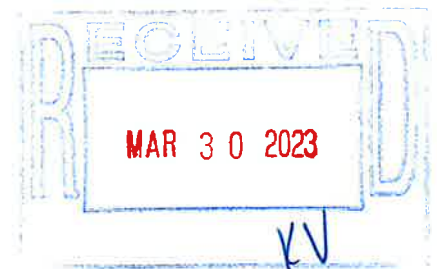
Notice of Violations (4 Total new)

- 8 N Market St – Collection bins
- 304 Union St – Collection bins
- 302 W Broad St – Exterior property/rubbish
- 36-42 E Lincoln Ave – Exterior property/rubbish

Non-Traffic Citations (0 Total New)

Notes:

Submitted by,
Robert J. Heil
Code & Zoning Enforcement



7. MANAGERS REPORT:



Borough of Hatfield

Montgomery County, Pennsylvania

MANAGER'S REPORT General Report and Projects Update

1. Land Use & Development Updates:

- A. Edinburgh Square Subdivision
 - Escrow Releases No. 4 – on for consideration
- B. Bennetts Court Land Development
 - Preliminary / Final Granted by PC
 - Final Granted by Council
 - Working on Recording the Plan and Developers Agreement
- C. 43 Roosevelt Land Development
 - Developers Agreement
- D. SEPTA Property
 - Long Term Lease Agreement – under Solicitor review
- E. 200 N. Main Street (Biblical Seminary)
 - Sketch Plan submitted
 - Applying for Tax Credits for Project – 2023
 - Received Grant for the Development
- F. 28 N. Market Street Subdivision
 - Preliminary Final Granted by PC / Council
 - Working on Recording
- G. 23 N. Main Street
 - Working with the Engineer on plans. Will re-submit
- H. George Didden Greenhouses
 - Updating plans. Possible ZHB

2. Utility Billing Update:

- Staff continues to monitor Electric & Sewer Past Due accounts. Shut-off notices will be sent out in April.
- Email billing is available for Electric & Sewer Accounts. Please contact the Utilities Department if you are interested in signing up.
- The Electric Customer Portal has been updated. The Portal was restructured with customer input to make it more user-friendly. An updated user guide is available when opening the portal to assist with re-registration. The portal can be accessed from the Borough Website.
- <https://hatf-pa-web.amppartners.org/index.php>
- Please register exactly as it appears on your current billing. Example SMITH, JOHN E.

3. 2021 Outstanding Project Updates:

- A. The East Lincoln Avenue Bridge Replacement Project
 - Waiting for Grant Reimbursement
- B. CMAQ Grant (Synchronization of Signals)
 - McMahan made adjustments to the intersection of E. & W. Vine and S. Main Street.

401 S. Main Street
P.O. Box 190
Hatfield, PA 19440

Phone:
215-855-0781

Fax:
215-855-2075

Email:
admin@
hatfieldborough.com

Website:
www.hatfieldborough.com

4. **2022 Outstanding Project Updates:**
 - A. 2022 Roadway Resurfacing Project
 - Punch List items – Meeting scheduled 3/30/23
 - B. W. Broad Street, E. Broad Street, N. Market H2O / PA Small Water Storm and Sanitary Sewer Grant Project
 - Working on the bid package
 - HOP Application – waiting on paving confirmation
 - Applied for additional grant funding
 - C. CTP Firehouse Flasher Grant
 - Working on Grant Reimbursement
 - Warranty Parts Installed
 - Quarterly Maintenance Scheduled
 - D. MTF / CTP Crosswalk Grants
 - HOP Application – realign crosswalk to intersection
 - Coordination with Storm and Sanitary H2O / PA Small Water Grant Project - working with Engineer
 -
5. **2023 Project Updates:**
 - A. 2023 Curb and ADA Project
 - Bid Opening 3/29/2023
 - B. 2023 Roadway Resurfacing Project
 - Authorize to Advertise in April
6. **PMEA Update:**
 - March newsletter attached
7. **AMP Pennsylvania R.I.C.E. BTM Peaking Project Update:**
 - Working on Policies and Procedures of Use
8. **Public Information Officer Update:** Attached
9. **Items of Interest:**
 - PSAB Conference Registration
 - PSAB Conference PMEA Event Invitation
 - 250th America Anniversary Invitation

Respectfully Submitted,
Jaime E. Snyder, Borough Manager
April 19, 2023



Save these Dates!

New Location

REGISTRATION OPENS SOON!

PMEA 2023 Annual Conference – September 6 – 8, 2023

@ Omni Bedford Springs Resort, Bedford

The PMEA Annual Conference is on the move! Next year, plan to join us at this beautiful and historic property – the hotel has hosted 10 U.S. presidents, including visits by seven presidents during their time in office. *Watch your inbox for exciting updates and details!*

Nominations -

Nominations to the PMEA Board of Directors are currently being accepted. The election for board members and officers will occur at the business meeting during the annual conference in September. To submit a nomination, please contact Diane Bosak, bosak@papublicpower.org.

PMEA Finance Workshop – September 6, 2023 @ Omni Bedford Springs

In person this year! Plan to join and then stay for the annual conference.

2023 Trainings for Line Crews – * REGISTRATION OPEN FOR MAY *

Registration opens soon for May. Additional classes added – see below for new dates. Classes to be included for 2023 are:

- ❖ **Rubber Glove Certification** - May 8 - 12 either Lansdale
- ❖ **EPZ Grounding** - August 7 & 8 in Lansdale and August 10 & 11 in Grove City
NEW August 14 & 15 in Chambersburg
- ❖ **Rigging** - October 23 & 24 in Lansdale and October 26 & 27 in Grove City
NEW October 31 & November 1 in Chambersburg

Stay tuned for more details and please remember that class sizes are limited so be certain to register as early as possible to take advantage of this free training!

Senate Grid Reliability Hearing

The Senate Consumer Protection and Professional Licensure Committee and Senate Environmental Resources and Energy Committee held a joint hearing recently on grid reliability and Winter Storm Elliot.

Gladys Brown Dutrieuille, chair, Public Utility Commission (PUC), provided the committee an overview on Winter Storm Elliot and the emergency response. Dutrieuille indicated that a significant number of electric generation resources which were expected to be able to generate were in fact unable to do so which resulted in a number of factors including plant equipment failure and fuel supply issues. She explained that of the units unable to perform about 70 percent were natural gas, 16 percent were coal, with the remainder made up of a mix of solar, wind, and nuclear.

Dutrieuille emphasized that reliability is at the core of PUC's statutory mission to ensure utilities provide and maintain adequate, efficient, safe, and reasonable service and facilities and explained that the commission issues annual Electric Service Reliability in Pennsylvania Reports that detail the performance of the 11 jurisdictional electric distribution companies (EDCs), based on the data reported by the EDCs and data collected by commission staff on severe storms and outage events. The data from the PUC's most recent report, issued in 2022, shows that, in general, overall reliability performance of most EDCs in meeting benchmark performance metrics declined in some important areas.

Dutrieuille explained that when it comes to electric generation in Pennsylvania, it is a mixed and complex picture involving nuclear, coal, natural gas, renewable energy sources, and now storage - further complicated by competing economic factors and actions in other states. She provided the following electric generation breakdown for Pennsylvania:

- Natural gas provided 53 percent of Pennsylvania's electricity generation in 2021, this figure has almost doubled in the last five years,
- In 2021, nuclear power supplied 33 percent of Pennsylvania's net generation,
- Coal remains a factor in electric generation in Pennsylvania, but it comprised just 12 percent of net generation in 2021, an almost 50 percent reduction over the past five years.

(continued on next page)

Grid Reliability (continued)

Dutrieuille discussed the escalating cost of electricity transmission and noted that in the late 1990s, that cost was approximately \$2 billion per year, while in 2019, that number was \$23 billion. She said as the generation fleet continues to turn over, and we rely more and more on intermittent renewable resources, electric transmission will continue to become even more important than ever. To keep the levels of reliability, Dutrieuille said Pennsylvania will need a very nimble transmission grid that will allow flexible power flows from traditional baseload and new intermittent generation alike.

Asim Haque, vice president of state and member services, PJM Interconnection, explained that during Winter Storm Elliott, generators were subject to 277 five-minute Performance Assessment Intervals (PAIs) over the 23 hours that emergency procedures were in effect during the December 23-24 period and an analysis of Capacity Performance requirements, including penalties and bonuses, are being refined and reviewed. Given the number of underperforming generators, Haque said preliminary estimates that the total penalties are between \$1 billion and \$2 billion but the final calculation process will take several months.

Haque then discussed the resource retirements, replacements, and risks for energy transition in PJM and explained that federal policies combined with certain state policies and corporate preferences are shifting the grid away from emitting-generation resources toward generation with little-to-no carbon emissions. Haque said PJM is continuing a multiphase effort to study the potential impacts of the energy transition and explained that the amount of generation retirements appears to be more certain than the timely arrival of replacement generation resources and demand response.

Chairman Yaw said he toured the PJM site in Valley Forge five years and there was a comment made at the time that Pennsylvania had the perfect energy mix but now Pennsylvania is dealing PJM a "lousy deck." He said 95 percent of the new energy coming online in the queue is wind and solar and those sources are "intermittent and weather-dependent" which makes the grid more unreliable. Chairman Yaw asked why natural gas, nuclear, or coal are not applying for new generation capacity. Dutrieuille said cost is the main driver and indicated that renewable energy is cheaper and public policies within the PJM footprint favor renewable energy. Haque agreed that it is "extremely pricey" to build a nuclear plant and there are also extensive regulations associated with building coal and natural gas facilities.

Chairman Stefano questioned how renewables impact the reliability of the grid. Haque said renewable resources do not have the same level of reliability as thermal resources. "As we do a long term look at the future of the system, we are going to need a certain amount of thermal resources to stay on the system in order to maintain system reliability unless we get an equivalent technology that can provide those same reliability system that is deployable," he stated.

Chairman Comitta inquired about the timeline for the transition to clean energy. Haque said the system will be "greener" but emphasized that the main concern for PJM is grid reliability. "As far as renewables coming onto the system, we have had a very sort of backlog generation queue for some time now. We have been able to obtain a successful filing at FERC to unclog that backlog but the rate of renewable entry does not keep the same pace as the retirements...we have something like 35,000 MW in renewable resources that are through the queue but have not commercially interconnected into the grid," he stated.

Chairman Yaw said he is working on legislation to establish an independent energy office similar to the Independent Fiscal Office (IFO). "Energy is so important to Pennsylvania. We have the most diverse energy portfolio in any state in the United States. We have started to collect information to do an energy plan," he stated.

In addition to Dutrieuille and Haque, others testifying included: Diane Holder, vice president of entity engagement and corporate services, Reliability First (RF); Rachel Gleason, executive director, Pennsylvania Coal Alliance; Chris Moser, senior vice president of competitive marketing and policy, NRG; Matt Crozat, senior director for strategy and policy, Nuclear Energy Institute; and Andrew Williams, vice president of policy and corporate affairs, SolSystems.

A recording of the Senate hearing can be viewed here - <https://environmental.pasenategop.com/cp-cerd-022723/>



Highlights from Governor Shapiro's First Budget

By: Joe Uliana, J.M. Uliana & Associates

On March 7th, Governor Shapiro unveiled his first state budget. The \$44.4 billion proposed spending plan is \$3.3 billion more than last year, an 8 percent increase. While this increase is significant, the budget requires no tax increases and cuts some taxes. Pennsylvania's \$5 Billion "Rainy Day" Fund and greater than expected tax revenues, \$454 Million over-estimates, help make the budget balance.

The two biggest drivers of spending increases are healthcare and education, which happen to be the Commonwealth's two biggest programs.

In the budget for the Department of Human Services, there is a proposed increase of \$2.7 billion, with a \$1.4 Billion increase to provide healthcare through the Commonwealth's Medical Assistance program and increases to other programs, like community based, intellectual disability programs.

(continued on next page)

Governor's Budget (continued)

There is a proposed a \$567 million, or 7.8 percent, increase for basic education and a \$104 million, or 7.8 percent, increase in special education funding. These greatly contribute to the Department's requested \$872 Million budget increase.

While healthcare and education funding is a top priority of Governor Shapiro, he is also proposing a new state tax credit to help workers in these fields. The incentive would provide an annual \$2500 tax credit, for three years, to anyone going into healthcare, teaching or police work. These fields have experienced real shortages. It is hoped that a state tax break could lure people into these professions.

Economic development funding receives new support in the budget, as the PA First program, the Commonwealth's only flexible, economic development program for job creation and retention gets a 65 percent increase of \$13 Million. This is an important funding change, because it puts the emphasis on portable funding, rather than tying state job support to a specific piece of land.

There is also \$20 Million in new state funding to continue the Historically Disadvantaged Business Assistance grants program.

Transportation funding is a key issue to communities across Pennsylvania. The Governor's budget includes \$7.34 billion to fund highways, roads bridges and mass transit across Pennsylvania. With spending on highways and bridges set to increase by more than \$142 Million.

As noted earlier, there is no proposed tax increase in this budget. In fact, the budget proposes tax cuts.

Governor Shapiro's budget maintains the scheduled 0.5 percent reduction of the Corporate Net Income Tax (CNI). Under current law, the tax rate decreased from 9.99 percent to 8.99 percent effective January 1. The plan is for a 0.5 percent reduction each year, until the CNI reaches 4.99 percent in 2031.

The governor is also proposing to eliminate two taxes on mobile phone use which will save mobile phone users over \$60 million a year.

Now the budget process starts. The House and Senate will hold budget hearings in late March and early April to review and scrutinize all aspects of this spending plan with the various departments and agencies of state government testifying. After those hearings concluded, the tough work of coming to a budget agreement between the House, Senate and the Governor will need to occur before the end of the fiscal year on June 30th.

Highlights from PMEA

From training to visits with the PA Congressional members, February and early March were packed with activities. Below: advanced transformer training held in Grove City (top two photos) and Lansdale (bottom left); Chambersburg Manager Stonehill and Council President Coffman visit with Congressman Joyce during APPA legislative rally.



New Federal Funding Available for EV Charging

The Federal Highway Administration has opened the first round of the Charging and Fueling Infrastructure Discretionary Grant Program (CFI) for applications. You may find more details about this program at <https://www.fhwa.dot.gov/environment/cfi/> or via PennDOT's summary of the program at [PennDOT Grant Alert - CFI Program \(pa.gov\)](#).

A total of \$700 million is available nationally for this first round of applications, half of which is for the Community Program and half for the Corridor Program. The deadline to apply for this program is Tuesday, May 30, 2023 at 11:59 p.m. EST. Please note that this federal program is separate from PennDOT's previously announced Round 1 National Electric Vehicle Infrastructure (NEVI) program. If you would like to request PennDOT support for a regional CFI grant proposal please do so by emailing RA-PDEVCORRIDORS@pa.gov by May 16, 2023.

Nominations Open for Public Power Award

PMEA is pleased to announce that nominations for the James J. Havrilla Public Power Service Award will be accepted beginning March 6. Named after James J. Havrilla, a professional engineer who worked with many of the PMEA members, the award is presented to an individual who, throughout his/her career, has consistently demonstrated a commitment to public power.

An individual elected, appointed, or employed by a PMEA member municipality or a related agency may be nominated by a PMEA member. The winner will be announced at the Annual Conference in September. To learn more about the award, the criteria, and to access the nomination form, please visit <https://www.papublicpower.org/awards>.

Associate Member Spotlight

Backed by over 100 years of combined experience, Sunbelt Solomon offers an unmatched ability to provide comprehensive, configured solutions for utility, industrial, and commercial applications. Our engineering capabilities, safety, environmental qualifications, and dedication to delivering quality products support customers across a broad spectrum of industries.



SUNBELT SOLOMON
UNPARALLELED POWER SOLUTIONS

We offer the nation's largest inventory of padmounts, polemounts, dry types, substations, switchgear, voltage regulators, reclosers, cable, and parts & components. We also offer a variety of services such as in-service center repair, field services, field teardown, asset recovery, temporary rentals and outage & emergency services. For more information contact Kurt – kurt.sieker@sunbeltsolomon.com or visit <https://sunbeltsolomon.com/>

The Live Wire Wants to Hear From You

Tell us what is happening in your community! Please share with us your exciting events, projects, people, and photos for future newsletters. Your submissions should be sent to bosak@papublicpower.org at any time and we will use them in upcoming editions.

Pennsylvania Municipal Electric Association

1801 Market St., Suite 300
Camp Hill, PA 17011

Tel: 717-489-2088

info@papublicpower.org



Borough of Hatfield

Montgomery County, Pennsylvania

MEMORANDUM

Date: March 31, 2023

To: Borough Council

From: Public Information Coordinator Update

Subject: Monthly Update

Public Information Update is as follows:

- Social Media- Numbers are continuing to increase. We will be posting event pages soon. Facebook and ReadyMontco were extremely useful tools throughout the recent outage. We have gained over 115 followers on our Facebook fan page this month.
- Newsletter- We are in the early planning phase of the new Informer. The content is currently being completed. We are on track for release before Memorial Day.
- Earth Day Event- The event will begin at 9:00 am at the Borough Office. There will be refreshments, borough swag giveaways and an opportunity to win 125th Anniversary Merch. Gloves, vests and trash bags will be provided for the cleanup. Maps are currently available online and there will be hard copies available the day of the event.
- Website- Today we will be releasing the 1st of Mayor Girard's monthly articles on the website. They will include relevant information for the upcoming month.
- Sponsorship Packets- We have received a good amount of sponsorships to date
- HEROC- We had a very productive HEROC meeting on Wednesday March 22, 2023.

Thank you for your continued support and please let me know if you have any questions. Have a great week!

Respectfully submitted,

Lindsay Hellmann- Public Information Coordinator

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P.O. Box 190
Hatfield, PA 19440

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215-855-0781

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215-855-2075

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admin@
hatfieldborough.com

Website:
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THE POWER OF ADVOCACY



**111TH ANNUAL CONFERENCE
& EXHIBITION**

JUNE 4-7, 2023 • HERSHEY LODGE

PENNSYLVANIA
MUNICIPAL
ELECTRIC
ASSOCIATION

PA PUBLIC POWER



The PA Municipal Electric Association
Invites you to join us for an afternoon reception*

(during the PA State Association of Boroughs Conference)

Sunday, June 4, 2023

3:00 - 5:00 pm

Cocoa Boardroom, Hershey Lodge

Co-hosted by: Jeffrey Stonehill, Manager, Borough of Chambersburg
& Jaime Snyder, Manager, Borough of Hatfield

**Drop by anytime during the gathering time for a drink and lite fare*



8. NEW BUSINESS / DISCUSSION ITEMS:

A. 2023 ADA Curb Ramp Bid Results



April 4, 2022

Hatfield Borough
401 South Main Street
P.O. Box 190
Hatfield PA 19440

Attention: Jaime E. Snyder, Borough Manager

RE: 2023 ADA Curb Ramp Replacement Project
Contract No. HAT 23-01
Contract Award Recommendation
Bursich Project No: HAT-01 / 197973-04



Dear Jaime:

On March 29, 2023, six bids were received for the 2023 ADA Curb Ramp Replacement Project. The apparent low bidder is Albert G. Cipolloni Jr & Sons, Inc. from Morton, Pennsylvania with a total bid of \$150,220.00. We have reviewed their submitted bid documents and contacted references. Based on the information received, it is our opinion the company has the experience and resources to complete the specified work. Therefore, we recommend the contract be awarded to **Albert G. Cipolloni Jr & Sons, Inc.** in the amount of **\$150,220.00**. Enclosed is a copy of the bid tabulation for your files.

Should you have any questions or need further information, please feel free to contact me at 484-941-0418 or chad.camburn@bursich.com.

Very truly yours,

A handwritten signature in black ink, appearing to read 'Chad E. Camburn'.

Chad E. Camburn, P.E.
Director of Municipal Engineering
Bursich Associates, Inc.

Enclosures: Bid Tabulation Summary dated March 29, 2023
Albert G. Cipolloni Jr & Sons, Inc. Bid documents

pc: Kate Harper, Borough Solicitor (w/ encl.; via email)
Katie Vlahos, Assistant to the Manager (w/ encl.; via email)
Steve Fickert, Director of Public Works (w/ encl.; via email)

ENGINEERS, LAND SURVEYORS, LANDSCAPE ARCHITECTS



2129 E. High Street | Pottstown, PA 19464
N 40° 14' 40.2" W 075° 36' 09.6"

610.323.4040
www.bursich.com

BID TABULATION SUMMARY
 Hatfield Borough
2023 ADA Curb Ramps Replacement Project
 Contract No. HAT 23-01
 Date of Bid Opening : March 29, 2023

| | | | | Albert G. Cipolloni Jr & Sons, Inc. | | Drumheller Construction CO. | | LB Construction Enterprises, Inc./DB Utility | | T. Schiefer Contractors, Inc. | | Associated Paving Contractors Inc. | | DePaul And Company Inc. | |
|------|---|------|--------------------|-------------------------------------|---------------------|-----------------------------|---------------------|--|---------------------|-------------------------------|---------------------|------------------------------------|---------------------|-------------------------|---------------------|
| Item | Description | Unit | Estimated Quantity | Unit Price | Total Price | Unit Price | Total Price | Unit Price | Total Price | Unit Price | Total Price | Unit Price | Total Price | Unit Price | Total Price |
| 1A | ADA Ramp No. 1 - Southeastern corner of W. School St. & N. Wayne Ave. | EA | 1 | \$4,500.00 | \$4,500.00 | \$6,575.00 | \$6,575.00 | \$4,700.00 | \$4,700.00 | \$5,336.00 | \$5,336.00 | \$9,000.00 | \$9,000.00 | \$7,000.00 | \$7,000.00 |
| 1B | ADA Ramp No. 2 - Southern corner of W. School St. & N. Wayne Ave. | EA | 1 | \$4,500.00 | \$4,500.00 | \$6,575.00 | \$6,575.00 | \$5,300.00 | \$5,300.00 | \$7,035.00 | \$7,035.00 | \$9,000.00 | \$9,000.00 | \$7,000.00 | \$7,000.00 |
| 1C | ADA Ramp No. 3 - Southwestern corner of W. School St. & N. Wayne Ave. | EA | 1 | \$4,500.00 | \$4,500.00 | \$6,575.00 | \$6,575.00 | \$5,000.00 | \$5,000.00 | \$7,035.00 | \$7,035.00 | \$9,000.00 | \$9,000.00 | \$9,000.00 | \$9,000.00 |
| 1D | ADA Ramp No. 4 - Northwestern corner of W. School St. & N. Wayne Ave. | EA | 1 | \$4,500.00 | \$4,500.00 | \$6,575.00 | \$6,575.00 | \$5,000.00 | \$5,000.00 | \$5,400.00 | \$5,400.00 | \$9,000.00 | \$9,000.00 | \$5,000.00 | \$5,000.00 |
| 1E | ADA Ramp No. 5 - Eastern corner of W. School St. & Jade Dr. | EA | 1 | \$6,500.00 | \$6,500.00 | \$6,575.00 | \$6,575.00 | \$7,000.00 | \$7,000.00 | \$8,730.00 | \$8,730.00 | \$9,000.00 | \$9,000.00 | \$12,000.00 | \$12,000.00 |
| 1F | ADA Ramp No. 6 - Southwestern corner of W. School St. & Jade Dr. | EA | 1 | \$5,300.00 | \$5,300.00 | \$6,575.00 | \$6,575.00 | \$5,500.00 | \$5,500.00 | \$7,200.00 | \$7,200.00 | \$9,000.00 | \$9,000.00 | \$7,000.00 | \$7,000.00 |
| 1G | ADA Ramp No. 7 - Eastern corner of Jean Dr. & Jade Dr. | EA | 1 | \$9,450.00 | \$9,450.00 | \$6,575.00 | \$6,575.00 | \$9,200.00 | \$9,200.00 | \$14,500.00 | \$14,500.00 | \$11,500.00 | \$11,500.00 | \$12,000.00 | \$12,000.00 |
| 1H | ADA Ramp No. 8 - Southern corner of Jean Dr. & Jade Dr. | EA | 1 | \$6,250.00 | \$6,250.00 | \$6,575.00 | \$6,575.00 | \$6,600.00 | \$6,600.00 | \$8,565.00 | \$8,565.00 | \$9,000.00 | \$9,000.00 | \$10,000.00 | \$10,000.00 |
| 1I | ADA Ramp No. 9 - Southeastern corner of W. School St. & Jean Dr. | EA | 1 | \$4,400.00 | \$4,400.00 | \$6,575.00 | \$6,575.00 | \$4,800.00 | \$4,800.00 | \$5,896.00 | \$5,896.00 | \$9,000.00 | \$9,000.00 | \$5,000.00 | \$5,000.00 |
| 1J | ADA Ramp No. 10 - Northwestern corner of W. School St. & Jean Dr. | EA | 1 | \$3,000.00 | \$3,000.00 | \$6,575.00 | \$6,575.00 | \$3,000.00 | \$3,000.00 | \$5,171.00 | \$5,171.00 | \$9,000.00 | \$9,000.00 | \$7,000.00 | \$7,000.00 |
| 2 | REMOVE AND REPLACE CONCRETE SIDEWALK - SELECT AREAS | SF | 3150 | \$18.00 | \$56,700.00 | \$16.50 | \$51,975.00 | \$22.00 | \$69,300.00 | \$22.00 | \$69,300.00 | \$20.00 | \$63,000.00 | \$34.00 | \$107,100.00 |
| 3 | REMOVE AND REPLACE CONCRETE DRIVEWAY APRON - SELECT AREAS | SF | 870 | \$20.00 | \$17,400.00 | \$18.00 | \$15,660.00 | \$25.00 | \$21,750.00 | \$30.00 | \$26,100.00 | \$26.00 | \$22,620.00 | \$28.00 | \$24,360.00 |
| 4 | REMOVE AND REPLACE CURB - SELECT AREAS | LF | 160 | \$92.00 | \$14,720.00 | \$90.00 | \$14,400.00 | \$105.00 | \$16,800.00 | \$135.00 | \$21,600.00 | \$160.00 | \$25,600.00 | \$138.00 | \$22,080.00 |
| 5 | MAINTENANCE AND PROTECTION OF TRAFFIC DURING CONSTRUCTION | EA | 1 | \$5,000.00 | \$5,000.00 | \$4,000.00 | \$4,000.00 | \$3,500.00 | \$3,500.00 | \$3,000.00 | \$3,000.00 | \$5,000.00 | \$5,000.00 | \$9,000.00 | \$9,000.00 |
| 6 | BALANCE OF WORK | LS | 1 | \$3,500.00 | \$3,500.00 | \$2,500.00 | \$2,500.00 | \$13,000.00 | \$13,000.00 | \$15,000.00 | \$15,000.00 | \$16,000.00 | \$16,000.00 | \$10,000.00 | \$10,000.00 |
| | | | | Total | \$150,220.00 | Total | \$154,285.00 | Total | \$180,450.00 | Total | \$209,868.00 | Total | \$224,720.00 | Total | \$253,540.00 |

| | | | | | | |
|---|--------------------|--------------------|---------------------|---------------------|---------------------|---------------------|
| TOTAL OF RAMPS, MAINTENANCE OF TRAFFIC, BALANCE OF WORK | \$61,400.00 | \$72,250.00 | \$72,600.00 | \$92,868.00 | \$113,500.00 | \$100,000.00 |
| TOTAL OF SELECT CONCRETE WORK | <u>\$88,820.00</u> | <u>\$82,035.00</u> | <u>\$107,850.00</u> | <u>\$117,000.00</u> | <u>\$111,220.00</u> | <u>\$153,540.00</u> |
| | \$150,220.00 | \$154,285.00 | \$180,450.00 | \$209,868.00 | \$224,720.00 | \$253,540.00 |

8. NEW BUSINESS / DISCUSSION ITEMS:

B. Resolution 2023-04 Recognizing Safe Digging Month

Resolution

2023-04

Hatfield Borough

RESOLVED, that the month of April 2023 recognized as “Pennsylvania Safe Digging Month”, and the initiative sponsored by Pennsylvania 811, a utility notification information center with over 50 years of continuous service to the Commonwealth of Pennsylvania, and

WHEREAS, Pennsylvania 811 received over 1 million excavation notifications in 2022, and transmitted approximately 6.8 million notifications to their member facility owners and operators allowing essential utility and construction crews to provide vital underground services and repair of critical infrastructure to communities throughout Pennsylvania, and

WHEREAS, their mission is to prevent damage to underground facilities, to promote safety, provide an efficient and effective communications network among project owners, designers, excavators, and facility owners, and

WHEREAS, when contacting 811, at least three business days before digging, a homeowner or a contractor is connected to a unique service that notifies the appropriate underground utility operators in the municipality in which the work will be performed, and

WHEREAS, by notifying 811 of their intent to dig, the homeowner or contractor is knowingly helping to protect the underground utilities, themselves, work crew, and their neighbors from any unsafe digging practices within their community, and

NOW, THEREFORE, BE IT RESOLVED that Hatfield Borough in support of the Pennsylvania Underground Utility Line Protection Law, PA Act 287 of 1974, as amended, we do hereby proclaim April 2023 as “Pennsylvania Safe Digging Month”, and encourage all Pennsylvanians to visit the Pennsylvania 811 website at www.pa1call.org for information about digging safely.

RESOLVED AND ENACTED this 19th day of April, 2023

ATTEST

BOROUGH OF HATFIELD

Jaime E. Snyder
Borough Manager / Secretary

Jason Ferguson
Borough Council President

Mary Anne Girard, Mayor

8. NEW BUSINESS / DISCUSSION ITEMS:

**C. Salzmann Hughes, P.C. Special
Utility Counsel**

**SALZMANN
HUGHES, P.C.**
Attorneys at Law
EXPERIENCE · INTEGRITY · INNOVATION

Please reply to:

112 Market Street | 8th floor
Harrisburg, PA 17101
Phone: 717.234.6700
Fax: 717. 249.7334

March 14, 2023

Jaime E. Snyder, MPA, CBO, Borough Manager
Jason Ferguson, Council President
Borough of Hatfield
401 South Main Street
PO Box 190
Hatfield, PA 19440



Re: Borough of Hatfield – Special Counsel Representation

Dear Manager Snyder:

Salzmann Hughes, P.C. is pleased to have the opportunity to serve the Borough of Hatfield as Special Counsel in a matter related to the Borough providing electric service for the new Hatfield Police Station.

Rates are subject to the Fee Schedule and Engagement and Representation Agreement, attached and made part of this agreement. You will receive monthly invoices and agree to pay said invoices timely.

If you should have any questions or concerns with the terms of this representation, please give me a call. I would ask that you sign a copy of this Representation Letter and Agreement where indicated below and return it to my attention, signifying your receipt and acceptance of the terms of our agreement. Again, thank you for giving us the opportunity to represent you.

Sincerely,
SALZMANN HUGHES, P.C

G. Bryan Salzmann / BP
G. Bryan Salzmann

Signed and accepted by:
Borough of Hatfield

Jaime Snyder, Borough Manager

Jason Ferguson, Council President

FEE SCHEDULE

| | |
|--|---------------------------|
| Shareholders/Principals | \$240.00 per hour |
| Attorneys | \$220.00 per hour |
| Law Clerk/Paralegal/Project Manager..... | \$105.00 per hour |
| Retainer | WAIVED |
| Attorney in Charge: | G. Bryan Salzman, Esquire |

Invoiced amounts are due within thirty (30) days of date of invoice. Failure to timely remit payments will be grounds to suspend or cease legal representation. Salzman Hughes, P.C. reserves the right to increase the above rates from time to time as a result of increased overhead and/or costs. Such increase in rates shall be noted on invoicing.

Engagement & Representation Agreement

We are pleased that the Borough of Hatfield has engaged Salzmann Hughes, P.C. (the "Law Firm") to provide special counsel services to the Borough of Hatfield. It is our policy to confirm in writing the nature of the engagement and the terms of our legal representation. If you do not understand all the terms or language in this engagement agreement, please contact G. Bryan Salzmann, Esquire prior to signing this engagement agreement. This engagement agreement shall supersede all previous engagement agreements or representation agreements entered into by you with the Law Firm, oral, written or otherwise.

Scope of Representation

We have been engaged to represent the Borough of Hatfield as special counsel in a matter related to the Borough providing electric service for the new Hatfield Police Station. G. Bryan Salzmann, Esquire who is a Shareholder with the Law Firm, will be the lead attorney for this matter. Other individuals may assist with the case from time to time or even assume the case as lead attorney as determined by the Law Firm. The use of paralegals, law clerks, and project managers results in a direct savings to you, since they can more economically perform tasks which do not require the attention of an attorney. If the Authority has any questions or concerns regarding delegation of responsibilities and work between attorneys and staff, please contact the lead attorney or firm administrator to discuss these issues.

Our emphasis is on ascertaining solutions to your problems and helping you implement the strategy solutions selected by you following discussion of available options. This Agreement covers all services including but is not limited to, telephone calls, conferences with our office related to serving your needs, research, travel, and other time necessary to assist you. It covers attorney time and the time of our staff, including any time we spend with third parties we employ to help you. A minimum charge of 1/10th of one hour is charged for each telephone call, letter, memo or other item of work, however actual time is billed, in increments of six minutes if the actual time exceeds the minimum charge of 1/10th of one hour. All time expended on your behalf will be documented including telephone conversations, e-mails, drafting of documents, negotiations, legal research, meetings and any required travel time. The legal personnel assigned to Client's matter may confer among themselves about the matter, as required and appropriate. When they do confer, each person will charge for the time expended, as long as the work done is reasonably necessary and not duplicative. Likewise, if more than one of the legal personnel attends a meeting, court hearing or other proceeding, each will charge for the time spent. Attorneys will charge for waiting time in court and elsewhere and for travel time, both local and out of town.

Alternative Billing Arrangement: From time to time, the client and the Law Firm may propose and mutually agree to alternative billing arrangements. These arrangements may include matter specific flat fees (which are typical of real estate transactions, financing proceedings, and capital projects), retainer services (which are typical of meeting attendance, routine services, and identifiable, reoccurring matters), or other forms of billing structures. Alternative Billing Arrangements must be memorialized in writing and indicate the mutual consent of the client and the Law Firm.

Limited Scope of Representation

The scope of our representation does not include advice or services regarding accounting, tax, personal financial matters or business management, and related non-legal matters and advice. If you wish for us to consult with other professionals retained by you regarding this matter, we will communicate with you in writing to confirm the scope of such consultations prior to initiating same.

This is not a general representation agreement. Accordingly, our hourly attorney fees, outlined below, do not cover any work beyond what is outlined in this Agreement. If you request us to perform additional services for other work and if we agree to perform those services, then different attorney's rates or structures or terms and conditions may apply.

Fees and Invoicing

We will submit an invoice to you at the beginning of every month. Expenses will be separately itemized on the invoice and fees will be charged as indicated below. Our invoices are due and payable at the end of every month and are considered past due if not paid by the end of the calendar month of the invoice date.

You are responsible for payment of all legal fees, expenses, and disbursements, regardless of whether or not any money is recovered on your behalf through a settlement or judgment. Please see the "Expenses" and "Late Payment and Failure to Pay" provisions of this agreement for further information. To the extent we are successful in recovering a settlement or judgment on your behalf, all legal fees, costs and expenses not previously paid by you will be deducted from the gross amount recovered in the settlement or judgment.

We will provide you with a summary invoice listing these deductions at the time of any payment to you from a settlement or judgment.

On the basis of our time, charges are as follows:

| | |
|----------|---|
| \$240.00 | per hour for the services of Shareholder(s); |
| \$240.00 | per hour for the services of Principal(s); |
| \$220.00 | per hour for the services of Associate(s); |
| \$105.00 | per hour for the services of Paralegal(s); |
| \$105.00 | per hour for the services of Law Clerk(s); |
| \$105.00 | per hour for the services of Project Manager(s) |

From time to time, it is necessary to adjust our hourly rates beyond the increase contemplated below to compensate for increased experience factors. We will, of course, notify you of such adjustments in writing at least 30 days prior to the effective date of the adjustment.

The rates set forth in the Proposal and Representation letter are subject to an annual increase in the amount of 3% of the prior year's rate, rounded to the nearest whole dollar, unless otherwise agreed to in writing by Attorney and Client.

We reserve the right to add to an invoice any Federal, State or Local taxes which may be assessed against the firm for the work we are performing on your behalf. All Federal, State and Local taxes assessed may include but are not limited to sales tax, business privilege tax and or other license fees or assessments.

It is our policy to describe services performed in a descriptive manner so that you may be able to understand the services and the charges. If there are any questions relating to the services or the charges, we will be pleased to discuss them with you at the earliest possible time after receipt of the invoice, since the matters will be freshest in our memory at that time. Accordingly, you agree to notify us in writing or email within 30 days of receiving our invoice if you dispute any entry for legal services or charges on any invoice. In the absence of any written objections thereto within 30 days of your receipt of an invoice, you will be deemed to have accepted and acknowledged the invoice as correct through the period covered by the invoice.

In addition, if as a result of our engagement, we are required to produce documents or appear as a witness in connection with any governmental or regulatory examination, audit, investigation or other proceeding or any litigation, arbitration, mediation, or dispute involving you or any related persons whether initiated by you or an opposing party, you are responsible for costs and expenses reasonably incurred by us (including professional and staff time at then-scheduled hourly rates and reasonable attorneys' fees and costs incurred by us).

Expenses

In the course of rendering services to you, it may be necessary for us to incur expenses for items such as filing and recording fees, deposition transcripts, digital legal research, notary service, overnight or special delivery service, postage, photocopying, facsimile transmissions, telephone calls, travel, lodging, meals, and overtime for firm secretarial and other staff services. The actual expenses incurred will vary depending on the services that we provide to you. In no event will the administrative expense exceed 15% of the cost to the Law Firm. Expenses paid entirely to third parties, such as travel and lodging expenses will be billed to you. Certain expenses may include an adjustment, above cost, to cover our administrative expenses in providing the billed service; however in no event will adjustment exceed 15% of the cost to the Law Firm.

The cost of routine photocopies, telephone and facsimile transmissions, and postage expenses will not be billed to you. Third party duplication costs (for example, the cost of duplicating full land development plan sheets) and extraordinary photocopying (for example duplication of interest arbitration binders of 300+ pages) will be billed. Extraordinary postage (for example, if we are asked to send legal notice to property owners on behalf of the municipality) and certified mailing costs will be billed.

Expense items incurred on your behalf will be itemized separately and listed on our invoices as "expenses." Third-party expenses may be forwarded directly to you for payment. As is customary, expense disbursements may not be current at the time of final billing. Remaining disbursements, if any, will be billed at a later date.

In addition to attorney's fees, there are times when expenses must be paid to third parties such as experts, consultants, and investigators. To better enable us to represent you, it may become necessary to hire third parties. Client agrees to pay such fees and charges in advance upon request. Attorney will select any expert witnesses, consultants or investigators to be hired, and Client will be informed of persons chosen and their charges. If there are any expenses, then we will pass those expenses to you dollar-for-dollar. Third party expenses are in addition to our fee.

Late Payment and Failure to Pay

If you fail to pay our invoice in full on or before the due date set forth on the invoice and this agreement, we reserve the right to assess you with a monthly service charge equal to 1% of all fees, expenses and disbursements that are past due. This monthly service charge will be billed to you at the end of each month in which a late payment occurs. In no event will the service charge be greater than that permitted by any applicable law.

In the event we are required to file an action or proceeding to collect any late payment or assessed monthly service charge, you will be required to pay for all costs of collection, including without limitation all filing fees, third-party expenses and attorney fees incurred for our efforts in collecting such amounts. If we use our own attorneys or legal assistants to pursue such an action or proceeding, the fees charged shall be calculated on an hourly basis using the applicable hourly rates for the attorneys and legal assistants who perform such work.

We will maintain a lien on all files in our possession and their content until we have received payment in full on all amounts due. In litigation matters in which a money judgment or settlement is rendered in your favor, we will maintain a lien on all proceeds thereof to the extent of any unpaid fees, expenses or disbursements.

Responsibilities of Law Firm and Client

We will provide only legal services, as previously described in the "Scope of Representation" and "Limited Scope of Representation" sections of this engagement agreement. We will keep you apprised of developments and will consult with you as necessary to ensure the timely, effective, and efficient completion of our work. You acknowledge that we cannot guarantee either the outcome or the timing to complete legal services on your behalf.

You agree to be truthful and cooperative with us, to respond to our inquiries and communications promptly and to provide promptly all information known or available that may be relevant to our engagement. You will provide us with factual information and materials as we require in order to perform the foregoing services. You acknowledge and agree that you remain responsible for making all business or technical decisions and that you are not relying on us for accounting, tax, personal financial matters or business management, and related non-legal matters and advice. You also acknowledge that we are not responsible for investigating the character or credit of persons with whom you may be dealing.

As a matter of our professional responsibility and as long as in our judgment it will not substantively injure your position in this matter, we retain control over decisions affecting our reputation and professionalism. This discretion, includes, among other decisions, whether to extend deadlines for opposing counsel; whether to cooperate with opposing counsel in scheduling or similar matters; and whether and how matters should be presented in correspondence, pleadings, or to a court or administrative body.

We may provide to you newsletters or similar materials regarding general legal developments or matters of current interest. Similarly, we may invite you to attend seminars or symposia where legal topics are discussed. In our experience, such information or events are educational, because a well-informed client will be better able to make decisions about the need for future legal representation. However, it is understood that such communications do not constitute legal advice, and do not create an attorney-client relationship beyond the scope of the representation described herein.

It is your duty to keep us informed of your mailing address and other contact information. If, at any time during the course of this representation, your address becomes unknown or we are otherwise unable to contact you, we shall be permitted to withdraw from this representation by sending you a certified letter to your last known address and by depositing with the Clerk of the Court for the county of your last known residence any property owned by you in our possession, including but not limited to items of personal property, funds, and any portions of the actual client file that belong to you.

If you have previously engaged other counsel to represent you in this matter, you hereby agree to indemnify the Law Firm for any fees, expenses, or other damages sought by prior counsel against the Law Firm arising out of, related to, or incurred in the course of prior counsel's representation of you in this or any related matter. Any and all fees and expenses due and payable to prior counsel shall be wholly your responsibility, regardless of whether they were billed on an hourly, flat or contingent fee basis. The retainer may be used to satisfy this indemnification obligation or held until the resolution of any fee dispute with prior counsel relating to this matter.

You hereby certify that, as of the date of the execution of this Agreement, that you have disclosed in writing to the Law Firm any fee, expense, or other amount claimed or sought by prior counsel related to this matter.

Termination

You may terminate this representation at any time with or without cause by notifying us in writing of your desire to do so. Upon receipt of the notice to terminate representation, we will cease all legal work on your behalf immediately unless leave of court is required to discontinue representation. You will be responsible for paying all legal fees, expenses and disbursements incurred on your behalf in this matter until written notice of termination is received by our firm or leave of court is granted for the Law Firm to withdraw.

We will maintain a lien on all files in our possession and their content until we have received payment in full on all amounts due. Once all amounts due have been paid to the Law Firm, your file will be returned to you.

To the extent permitted by rules of professional responsibility and the court, we may terminate our representation at any time if you breach any material term of this agreement, fail to cooperate or follow our advice on a material matter, if a conflict of interest develops or is discovered, or if there exists, at any time, any fact or circumstance that would, in our opinion, render our continuing representation unlawful, unethical, or otherwise inappropriate.

If we elect to terminate our representation, you will timely take all steps reasonably necessary and will cooperate as reasonably required to relieve us of any further obligation to perform legal services, including the execution of any documents necessary to complete our withdrawal from representation. In such case, you agree to pay for all legal services performed and any legal fees, expenses or disbursements incurred on your behalf before the termination of our representation in accordance with the provisions of this agreement.

Attorney may withdraw as determined necessary by Attorney including but not limited to the non-payment of any invoice as due and matters determined by Attorney to be good cause. Good cause includes Client's breach of this Agreement, refusal to cooperate or to follow Attorney's advice on a material matter or any fact or circumstance that would render Attorney's continuing representation unlawful or unethical. When Attorney's services are concluded, all unpaid charges will immediately become due and payable. In the event Client fails and/or refuses to pay such unpaid charges, Attorney shall retain all rights and remedies under applicable law, including (without limitation) the right to assert and enforce (i) a retaining lien to retain money, papers or other property in Attorney's possession, and/or (ii) equitable and legal charging liens with respect to certain funds of Client in Attorney's possession or in the control or possession of the Court. In addition, the Law Firm shall have the right to seek reimbursement for the costs and expenses of seeking to collect any unpaid balance, including, but not limited to, court costs, attorneys' fees, and collection agency fees.

Electronic Data Communication and Storage

In the interest of facilitating our services to you, we may communicate with you or others by email, facsimile transmission, send data over the Internet, store electronic data via computer software applications hosted remotely on the Internet, or allow access to data through third-party vendors' secured portals or clouds. Electronic data that is confidential to your case may be transmitted or stored using these methods. In using these data communication and storage methods, our firm makes reasonable efforts to keep such communications and data access secure in accordance with our obligations under applicable laws and professional standards. You recognize and accept that we have no control over the unauthorized interception or breach of any communications or data once it has been sent or has been subject to unauthorized access, notwithstanding all reasonable

security measures employed by us or our third-party vendors. You consent to our use of these electronic devices and applications and submission of confidential client information to third-party service providers during this engagement.

We advise you that communications may be subject to the Right-to-Know Law unless exempt from disclosure in accordance therewith. Additionally, privileged communications are communications between the attorney and the client (the municipal entity). You should use caution when copying individuals on electronic communications other than authorized municipal officials.

File Retention and Destruction

At the conclusion of this matter, we will retain your legal files for a period of the greater of 4 years after we close our file or any applicable statute of limitation period. At the expiration of the period of 4-year period, we will destroy these files unless you notify us in writing that that you wish to take possession of them. We reserve the right to charge administrative fees and costs associated with researching, retrieving, copying and delivering such files.

No Guarantee of Success

It is expressly acknowledged by you that this Law Firm has not made any warranties or representations to you, nor have we given you any assurances as to the favorable or successful resolution of your claim or defense of the action referred to above; nor as to the favorable outcome of any legal action that may be filed; nor as to the nature or amount of any awards or distributions of property, attorney fees, costs, or any other aspects of this matter. All of this Law Firm's expressions relative to your case are limited only to estimates based upon our experience and judgment and are only our opinion. Such expressions should not be considered as representations, promises, or guarantees of results, which might be obtainable, either by way of a negotiated settlement or in a contested trial.

Conclusion of Matter/Representation

As stated above, this is not a general representation agreement. At the conclusion of this matter, the Attorney will send you a letter stating our representation has ended. If you wish to obtain copies of any documents or records from your client file, please notify the Attorney prior to the expiration of the record retention period, outlined above, and we will provide such requested information. You should also retain copies of any important documents, agreements, correspondence, or other matter pertaining to your case.

Arbitration of Disputes

In the event any dispute involving legal representation arises, the dispute shall be decided exclusively by binding arbitration. Arbitration shall be conducted by way of an informal conference before a panel of three attorneys from the Dauphin County Bar

Association. The parties hereto agree that the decision of a majority of the members of the panel shall in no event exceed a client award of \$50,000.00 or an amount equal to the amount paid for the services to the Law Firm, whichever is less. Attorneys' fees owed to the Law Firm may be awarded in excess of \$50,000.00. The foregoing shall not be deemed to restrict in any way Attorney's right to assert any attorney's lien as authorized under Pennsylvania law.

Applicable Law

This Agreement is governed by the laws of the Commonwealth of Pennsylvania.

Marketing

We are often asked, in a marketing context, to identify clients of the Law Firm. Unless you let us know to the contrary, we will assume that you authorize us to identify the Borough of Hatfield as a client of the Law Firm in brochures, on our website and in other written materials prepared for the purpose of marketing the Law Firm's services.

Client Review of this Agreement

You have a right to have this engagement agreement reviewed by another law firm prior to signing it. Likewise, you have the right to review this engagement agreement outside the presence of this Law Firm and away from the Law Firm's office prior to signing it. You understand that the Law Firm is not retained until the signed original engagement agreement is returned to the Law Firm, including the corresponding retainer.

If you have any questions or concerns about the terms of this engagement agreement, please contact us immediately. On behalf of the Law Firm, we appreciate the opportunity to represent you in this matter.

By signing this agreement, I confirm that have I read this engagement agreement, understand its provisions, and agree to abide by it.

Signed and accepted by:

BOROUGH OF HATFIELD

Jaime E. Snyder, Borough Manager

Jason Ferguson, Council President

8. NEW BUSINESS / DISCUSSION ITEMS:

D. Edinburgh Square Escrow Release No. 4



March 17, 2023

Hatfield Borough
401 S. Main Street
Hatfield, PA 19440

Attention: Ms. Jaime E. Snyder (via email)
Borough Manager

RE: Edinburgh Square Subdivision
Escrow Release Request – Development
Escrow Release No. 3 – Final – Demolition
Bursich Job No.: B177832.00



Dear Jaime:

We have reviewed the request for Final escrow release for the Edinburgh Square development, received by email on March 2, 2023. As part of our review we visited the site to observe the site conditions, reviewed the submitted As-Constructed Site Plans and Monument and Pin Certification, and coordinated with Borough staff and consultants.

The remaining section of fencing had been installed, and we therefore recommend the following release:

Demolition Escrow: \$ 1,787.50

This represents a **Final Escrow Release of the Demolition** Financial Security funds.

Based on our review we have identified the following items that must be addressed prior the Borough releasing the remaining Development escrow funds:

1. Per Zoning Ordinance section §27-1203.3 - Where a driveway is located in a side yard, a five-foot landscaped buffer strip shall be provided between the driveway and the adjacent property line. The buffer strip may be maintained as lawn or planted with trees and shrubs or similar landscape material.

Based on the surveyed As-Constructed Site Plan, a portion of the driveway for Lot 4 was built to the common property line with Lot 3, and a five-foot buffer was not provided.

ENGINEERS, LAND SURVEYORS, LANDSCAPE ARCHITECTS



2129 E. High Street | Pottstown, PA 19464
N 40° 14' 40.2" W 075° 36' 09.6"

610.323.4040
www.bursich.com

2. In accordance with Recording Note 17 on sheet 1 of 9 of the approved Subdivision Plans, "The driveway accessing Lot 4 shall not encroach onto Lot 3 nor the portion of the Koffel Road right of way fronting Lot 3".

Based on the surveyed As-Constructed Site Plan, a portion of the driveway for Lot 4 was built on Lot 3.

3. The approved Stormwater Management design accounted for an additional 125 sf of impervious coverage on each lot for a future patio. Based on the submitted As-built Plan, approximately 2,100 sf of additional impervious coverage was built on Lot 4, including a patio and a significantly expanded driveway. This additional runoff from the site was not considered in the design and approval for the subdivision and land development project.
4. The approved Stormwater Management design for the four-lot subdivision includes all runoff from the Lot 4 driveway being conveyed to, and detained in, the Rain Garden. Based on the submitted As-built Plan, it appears that all runoff from the constructed driveway bypasses the Rain Garden and is not detained in the stormwater management basin.
5. The As-built Plan must confirm and illustrate the roof drain from Lot 4 is conveying stormwater runoff from the entire house to the Rain Garden. Furthermore, the plan must confirm that runoff from the patio drains to the Rain Garden.
6. Based on the As-built Plan, the bottom orifice of the Rain Garden outlet structure is below the bottom of the basin and would not be effective.
7. The As-built Plan must illustrate the locations and types of monumentation set at the property corners per the Monument and Pin Certification. Based on the Certification, it appears that four markers may not have been installed.

The items listed above should be addressed by the Developer to the Borough's satisfaction prior to a final release of Development escrow.

Should you have any questions or need further information, please feel free to contact me at 484-941-0418 or via email at chad.camburn@Bursich.com.

Very truly yours,



Chad E. Camburn, P.E.
Director of Municipal Services
Bursich Associates, Inc., Pottstown Corporate Office

Enclosure: Cost Estimate - 510 Koffel Road - DEMOLITION (EDINBURGH SQUARE) -
Release No. 3 - FINAL, dated 3/17/2023
As-Constructed Site Plans for Edinburgh Square, dated 03/02/23 by Carrol Engineering
Corporation

pc: Kate Harper, Borough Solicitor (w/ encl.; via email)
Bob Heil, Borough Code Enforcement/Zoning Officer (w/ encl.; via email)
Caracausa Building and Development Inc., Applicant (w/ encl.; via email)

| DESCRIPTION | QTY | UNITS | UNIT COST | TOTAL | TOTAL PAST RELEASES | | CURRENT ESTIMATE | | TOTAL RELEASE TO DATE | | REMAINING | |
|--|-------|-------|------------|-------------|---------------------|------------|------------------|-------------|-----------------------|------------|-----------|--------|
| | | | | | QUANTITY | TOTAL | QUANTITY | TOTAL | QUANTITY | TOTAL | QUANTITY | TOTAL |
| A EROSION & SEDIMENT CONTROL | | | | | | | | | | | | |
| 1 12" COMPOST FILTER SOCK (SITE PERIMETER) | 500 | LF | \$3.40 | \$1,700.00 | 500 | \$1,700.00 | 0 | \$0.00 | 500 | \$1,700.00 | 0 | \$0.00 |
| 2 TEMP. SEEDING & STRAW (ALL DISTURBED AREAS) | 3,675 | SY | \$0.50 | \$1,837.50 | 3,675 | \$1,837.50 | 0 | \$0.00 | 3,675 | \$1,837.50 | 0 | \$0.00 |
| 3 ROCK CONSTRUCTION ENTRANCE | 1 | EA | \$1,000.00 | \$1,000.00 | 1 | \$1,000.00 | 0 | \$0.00 | 1 | \$1,000.00 | 0 | \$0.00 |
| 4 MAINTENANCE OF E&S CONTROLS | 1 | LS | \$1,200.00 | \$1,200.00 | 1 | \$1,200.00 | 0 | \$0.00 | 1 | \$1,200.00 | 0 | \$0.00 |
| 5 MOWING | 1 | LS | \$1,520.00 | \$1,520.00 | 1 | \$1,520.00 | 0 | \$0.00 | 1 | \$1,520.00 | 0 | \$0.00 |
| SUBTOTAL ITEM A. | | | | \$7,257.50 | \$7,257.50 | | \$0.00 | \$7,257.50 | | \$0.00 | | |
| B FENCING | | | | | | | | | | | | |
| 1 6 FT HIGH PRIVACY FENCE (NEED CURRENT QUOTE) | 160 | LF | \$27.50 | \$4,400.00 | 150 | \$4,125.00 | 10 | \$275.00 | 160 | \$4,400.00 | 0 | \$0.00 |
| SUBTOTAL ITEM B. | | | | \$4,400.00 | \$4,125.00 | | \$275.00 | \$4,400.00 | | \$0.00 | | |
| SUBTOTAL ITEMS A. AND B. | | | | \$11,657.50 | \$11,382.50 | | \$275.00 | \$11,657.50 | | \$0.00 | | |
| LESS 10% RETAINAGE | | | | | \$1,138.25 | | \$27.50 | \$1,165.75 | | \$0.00 | | |
| RETAINAGE RELEASE | | | | | \$725.75 | | \$440.00 | \$1,165.75 | | \$0.00 | | |
| NET CONSTRUCTION | | | | \$11,657.50 | \$10,970.00 | | \$687.50 | \$11,657.50 | | \$0.00 | | |
| 10% CONTINGENCY | | | | \$1,165.75 | | | \$440.00 | \$1,165.75 | | \$0.00 | | |
| CONTINGENCY RELEASE | | | | | \$725.75 | | \$440.00 | \$1,165.75 | | \$0.00 | | |
| TOTAL CONSTRUCTION ESCROW | | | | \$12,823.25 | | | | | | | | |
| ENGINEERING and LEGAL FEES (15%) | | | | \$1,748.63 | \$1,088.63 | | \$860.00 | \$1,748.63 | | \$0.00 | | |
| TOTAL COST ESTIMATE | | | | \$14,571.88 | \$12,784.38 | | \$1,787.50 | \$14,571.88 | | \$0.00 | | |
| REMAINING COST ESTIMATE | | | | | | | | | | \$0.00 | | |

ESCROW SUMMARY

DATE RECOMMENDED:

July 9, 2022

NO. RELEASE AMOUNT

1 \$9,071.88
 2 \$3,712.50
 3 \$1,787.50
TOTAL \$14,571.88

RECOMMEND DATE

June 17, 2021
 January 5, 2023
 March 17, 2023

ENGINEERING OBSERVATION REQUIRED FOR CONSTRUCTION OF ALL ESCROWED IMPROVEMENTS. A MINIMUM OF 48 HOURS NOTICE SHALL BE PROVIDED IN ORDER TO SCHEDULE FIELD STAFF. ENGINEERING AND OBSERVATION CHARGES SHALL BE BILLED ON AN HOURLY BASIS FOR ACTUAL TIME REQUIRED. HOURLY RATES WILL BE BILLED AT 150% OF STANDARD RATES FOR WORK PERFORMED BEFORE 7:30 AM OR AFTER 5:30 PM ON WEEKDAYS, AND ANY TIME DURING HOLIDAYS AND WEEKENDS. ENGINEERING SERVICES INCLUDE, BUT ARE NOT LIMITED TO, COMMUNICATIONS, OBSERVATIONS OF INSTALLED IMPROVEMENTS, SITE MEETINGS, PREPARATION OF FIELD REPORTS, PROCESSING OF REQUESTS FOR ESCROW RELEASE, FINAL PUNCHLIST, AND CLOSEOUT OF THE PROJECT.

SUBMITTED: _____

DATE _____

RECOMMENDED FOR RELEASE  _____
 BURSICH ASSOCIATES, INC.

DATE 3/17/2023

APPROVED: _____
 BOROUGH OF HATFIELD

DATE _____

8. NEW BUSINESS / DISCUSSION ITEMS:

E. 2023 PSAB Voting Delegate and Alternate

VOTING DELEGATES - Deadline May 19, 2023

Each member borough in good standing with the Association shall appoint a Voting Delegate for the purpose of electing the Officers of the Association and voting on proposed resolutions and policies.

Borough council **must approve** the individual appointed to serve as the Voting Delegate as well as an Alternate Delegate (in case the primary appointment cannot participate in the election and voting during the annual conference). Per the PSAB Constitution, these names must be provided to the PSAB Executive Director by May 19, 2023.

The election of Officers will be held Tuesday, June 6 between 9 a.m. and 2 p.m. and voting on proposed resolutions and policies will occur during the Closing Business Meeting on Wednesday, June 7. These two activities help to shape the leadership and policy platform of the Association. Participation in this process is an essential role that borough officials play in guiding the future of PSAB.

ALL VOTING DELEGATES MUST BE REGISTERED TO ATTEND THE ANNUAL CONFERENCE.

Borough of: Hatfield

Submitted by: Jason Ferguson, Council President
(Signature of the Borough Secretary, Manager, or President of Council)

Date: 4/19/2023

Borough Address: 401 S Main Street, Hatfield PA 19440

Borough Email: admin@hatfieldborough.com

OUR VOTING DELEGATE WILL BE: Lawrence G. Stevens, Council Member
(Name) (Title)

OUR ALTERNATE WILL BE: Jaime E. Snyder, Borough Manager
(If Applicable) (Name) (Title)

The Voting Delegate form must be returned no later than Friday, May 19, 2023. You can return this form in any of the following 3 ways -

- Mail:** PSAB, 2941 North Front Street
Harrisburg, PA 17110
- Fax:** 717-236-8164
- Email:** mmiller@boroughs.org



8. NEW BUSINESS / DISCUSSION ITEMS:

**F. 2023 Roadway Resurfacing Project
Advertisement**

8. NEW BUSINESS / DISCUSSION ITEMS:

**G. Ordinance No.550 Chickens: Amending
Chapter 2 & Chapter 27**

DRAFT

**HATFIELD BOROUGH
MONTGOMERY COUNTY, PENNSYLVANIA
ORDINANCE NO. 550**

**AN ORDINANCE OF THE BOROUGH OF HATFIELD, MONTGOMERY COUNTY,
PENNSYLVANIA, AMENDING CHAPTER 2 (ANIMALS) AND CHAPTER 27
(ZONING) OF THE CODE OF ORDINANCES OF THE BOROUGH OF HATFIELD,
MONTGOMERY COUNTY, PENNSYLVANIA PROVIDING CONDITIONS FOR THE
KEEPING OF CHICKENS IN THE BOROUGH**

WHEREAS, the Borough of Hatfield, Montgomery County, Pennsylvania (hereinafter “Borough”) is a municipality organized and existing under the laws of the Commonwealth of Pennsylvania; and

WHEREAS, the Borough has enacted a Code of Ordinances pursuant to its statutory authority in the Pennsylvania Borough Code; and

WHEREAS, Chapter 2, “Animals,” section 2-101 specifically provides that it is unlawful to keep livestock and farm animals, including chickens within the Borough, and

WHEREAS, it is the intent of this ordinance to provide regulations for keeping chickens in the Borough while simultaneously advancing the substantial government interest of public safety, health and protection; and

WHEREAS, the Borough has recognized the need to amend the Code of Ordinances to add a section in Chapter 2, dealing with the keeping of chickens within the Borough to address a recent interest in keeping chickens in the Borough as reflected herein.

NOW, THEREFORE, IT IS HEREBY ORDAINED by the Borough Council of Hatfield Borough, Montgomery County, Pennsylvania, to amend section 2-101 to modify “chickens” from the list of unlawful livestock and farm animals in §2-101, “Livestock and Farm Animals prohibited” by adding the words, “except as stated below,” after the word, “chickens” and to add a new §2-101 (3) so that the ordinance reads as follows:

**Part 1
LIVESTOCK AND FARM ANIMALS PROHIBITED
§ 2-101**

**Unlawful to Keep Livestock and Farm Animals Within Borough Limits;
Violations and Penalties.**

1.

No person, firm or corporation shall keep any livestock, farm animals including, but not limited to, pigs, hogs, horses, cows, chickens, **except as permitted below in section 3, ducks and sheep, within the Borough, nor shall**

any person, firm, or corporation maintain any buildings or pens for the keeping or maintenance of any such animals at any place within the Borough.

2.

Penalty. Any person, firm or corporation who shall violate any provision of this Part, upon conviction thereof in an action brought before a Magisterial District Judge in the manner provided for the enforcement of summary offenses under the Pennsylvania Rules of Criminal Procedure, shall be sentenced to pay a fine of not more than \$1,000 plus costs and, in default of payment of said fine and costs, to a term of imprisonment not to exceed 90 days. Each day that a violation of this Part continues or each section of this Part which shall be found to have been violated shall constitute a separate offense.

3.

Chickens

- A. The purpose of this article is to provide standards for the keeping of domesticated chickens. It is intended to enable residents of the Borough to keep a small number of female chickens on a noncommercial basis while limiting the potential adverse impacts on the surrounding neighborhood. The Borough recognizes that adverse neighborhood impacts may result from the keeping of domesticated chickens as a result of noise, odor, unsanitary animal living conditions, unsanitary waste storage and removal, the attraction of predators, rodents, insects, or parasites, and chickens leaving the owner's property. This article is intended to create standards and requirements that ensure that domesticated chickens do not adversely impact the neighborhood surrounding the property on which the chickens are kept.**
- B. Permit required. An annual permit is required for the keeping of any domesticated chickens in the Borough. Every applicant for a permit to keep domesticated chickens shall complete and file an application on a form prescribed by the Code Enforcement Officer. Deposit the prescribed permit fee with the Code Enforcement office at the time the application is filed. Provide a copy of a master chicken keeper certificate or other educational credential evidencing that the applicant has successfully completed a training course in raising and caring for chickens or other proof that the applicant is competent to care for the chickens.**
- C. Fees. The fee for an annual permit to keep chickens shall initially be \$25, but such fee may be adjusted from time to time by resolution adopted by the Borough Council.**
- D. Number and type of chickens allowed. The maximum number of chickens allowed is six per 10,000 square feet of lot area, with the**

addition of 3 more chickens for every additional 5,000 square feet of lot area. Only female chickens are allowed. There is no restriction on chicken species. Male chickens, or roosters, are not permitted and shall be removed within ten days upon request by the Borough Code Enforcement Officer.

- E. General requirements. Chickens must be kept in an enclosure or chicken run secure fenced area at all times. Each secure chicken run area shall provide no less than ten square feet per chicken. During daylight hours, chickens may be allowed outside of their chicken pens or securely fenced yard only when supervised.
- F. Chickens shall be secured within the henhouse during non-daylight hours. Residents keeping chickens shall also provide a henhouse. Henhouses shall comply with the following standards and regulations:
- (1) A henhouse footprint shall not exceed 32 square feet per 10,000 square feet of lot area (unless an existing shed or garage which complies with all setbacks required by the Borough's Zoning Ordinance is used for this purpose) and shall be located in the rear of the property no closer than ten (10) feet to the property line and otherwise subject to the bulk and area requirements of the Borough Zoning Ordinance relating to accessory structures. Henhouses shall not exceed six feet in height. To the extent that there is any conflict between the requirements set forth in this chapter and the bulk and area requirements of the Borough's Zoning Ordinance relating to accessory structures, the more restrictive provisions shall govern.
 - (2) Henhouses must provide a minimum floor area of five square feet per chicken in the henhouse. Henhouses shall be enclosed on all sides and shall have a roof and doors. Access doors must be able to be shut and locked at night. Opening windows and vents must be covered with predator- and bird-proof wire of less than one-inch openings.
 - (3) Henhouses must be kept clean, dry, and odor-free, kept in a neat and sanitary condition at all times, in a manner that will not disturb the use or enjoyment of neighboring lots due to noise, odors or other adverse impact.
 - (4) Chicken feed must be stored in a metal container with a metal lid that cannot be penetrated or removed by vermin.
 - (5) There shall be no public slaughter of any chicken.
- G. The sale of eggs or chickens must comply with state and federal laws and regulations and with the existing Borough Code of

Ordinances. The sale of eggs must also comply with the Borough's zoning ordinance regulations for home occupations in §27-904 located in a residential zone.

Part 2
RAISING CHICKENS PERMITTED AS RESIDENTIAL ACCESSORY
USES IN CERTAIN DISTRICTS
§27-903 1 A
Uses Accessory to Dwelling

Adding a new section §27-903 1 A (5) which provides:

(5) Keeping of domesticated chickens in accordance with §2-101.3 of the Code in the R1, R2 and R3 zoning districts.

NOW THEREFORE, be it ORDAINED and ENACTED by the Borough Council of the Borough of Hatfield this ____ day of _____, 2023, with Council members _____ voting “aye,” and Council members

_____ voting “nay.”

ATTEST:

BOROUGH OF HATFIELD

JAIME SNYDER, SECRETARY

JASON FERGUSON, PRESIDENT
BOROUGH COUNCIL

APPROVED this ____ day of _____, 2023.

Mayor Mary Anne Girard

9. OLD BUSINESS:

10. ACTION ITEMS:

**A. Motion to Consider Awarding the 2023
ADA Curb Ramp Project to Albert G.
Cipolloni Jr. & Sons, Inc. in the amount of
\$150,220.00 (one hundred fifty thousand
two hundred twenty dollars)**

10. ACTION ITEMS:

**B. Motion to Consider Resolution 2023-04
Recognizing Safe Digging Month**

10. ACTION ITEMS:

**C. Motion to Consider Appointing
Salzmann Hughes, P.C. as Special Legal
Counsel for the Hatfield Borough Electric
Utility**

10. ACTION ITEMS:

D. Motion to Consider Approving Escrow Release No. 4, Final Demolition Escrow, for the Edinburgh Square Development in the Amount of \$1,787.50 (one thousand seven hundred eighty-seven dollars and fifty cents)

10. ACTION ITEMS:

**E. Motion to Consider Naming
Lawrence G. Stevens as the 2023 PSAB
Voting Delegate and naming Jaime E.
Snyder as the Alternate**

10. ACTION ITEMS:

**F. Motion to Consider Advertising the 2023
Roadway Resurfacing Project Bid
Specifications**

10. ACTION ITEMS:

G. Motion to Consider Advertising Ordinance No. 550 Amending Chapter 2 (Animals) and Chapter 27 (Zoning) of the Code of Ordinances of the Borough of Hatfield Providing Conditions for the Keeping of Chickens for a Public Hearing to be Held on May 17th at 7:00PM

11. Motion to Approve Payment of the Bills

ADDITIONS TO THE APRIL 2023 BILL LIST:

AMP OHIO - MARCH ELECTRIC PURCHASE \$169,993.26
CANON FINANCIAL - COPIER LEASE..... \$465.00
EAS - WATER FOR OFFICES..... \$60.89
H&K MATERIALS - BLACKTOP \$404.23
KALER MOTOR - 2009 RED DUMP REPAIR..... \$1,497.44
LOWES - CONCRET & SONO TUBES FOR RECYCLING REC..... \$63.59
TURTLE & HUGHES - CUTOUTS FOR ELECTRIC \$2,550.00

TOTAL ADDED TO BILL LIST \$175,034.41

REVISED BILL LIST TOTAL \$553,090.86

| Column1 | Column2 | Column3 | Column4 | Column5 | Column6 |
|--|--|--------------------|------------------|--------------------|------------|
| APRIL 2023 ACCOUNTS PAYABLE BILL LIST | | | | | |
| VENDOR BILL LIST | | | | | |
| | ITEM DESCRIPTION | AMOUNT PAID | DATE PROCESSED | TOTAL PAID | CHECK NO. |
| TD BANK | | | | | |
| AT&T | PW & MGR CELL PHONES | \$541.51 | 4/12/2023 | \$541.51 | 27454 |
| CANON FINANCIAL SERVICES | COPIER LEASE | \$465.00 | 4/12/2023 | \$465.00 | 27455 |
| COMCAST | 401 S MAIN ST INTERNET SERVICE | \$116.85 | 4/12/2023 | \$116.85 | 27456 |
| HATFIELD BOROUGH ELECTRIC | 615 DAIN AVE ELECTRIC SERVICE | \$262.31 | 4/12/2023 | \$262.31 | 27457 |
| NORTH PENN WATER AUTHORITY | 401 S MAIN ST, 615 TRKWSH WATER | \$57.44 | 4/12/2023 | \$57.44 | 27458 |
| SWIF | WORKERS COMP | \$1,809.00 | 4/12/2023 | \$1,809.00 | 27459 |
| THE HARTFORD | AD&D LIFE STD & LTD INSURANCE | \$772.97 | 4/12/2023 | \$772.97 | 27460 |
| VERIZON | TELEPHONE SERVICES | 227.06 | 4/12/2023 | 227.06 | 27461 |
| WELLS FARGO | SERIES 2003 B NOTE, 2020/2021 A/B NOTES | \$96,648.92 | 3/27/2023 | \$96,648.92 | ACH |
| 21ST CENTURY MEDIA | LEGAL ADVERTISING | \$1,763.12 | | | |
| 21ST CENTURY MEDIA | LEGAL ADVERTISING | \$528.82 | | | |
| ALL POINTS REPORTING | TRANSCRIPTION SERVICES | \$200.00 | | | |
| ALLEGHENY ELECTRIC COOP | MARCH MONTHLY ELECTRIC SALES | \$3,479.74 | | | |
| ALWAYS INTEGRITY | CLEANING SERVICES | \$465.00 | | | |
| AMP, INC. | FEB PMPM/VERIZON CHARGES | \$1,444.68 | | | |
| AMP OHIO | MARCH ELECTRIC PURCHASE | \$169,993.26 | | | |
| ANOVA - UPBEAT FURNISHINGS | RECYCLING CANS | \$8,019.71 | | | |
| BOROUGH OF HATFIELD ELECTRIC | REPAYMENT OF BORROWING | \$8,287.43 | | | |
| BRITTON INDUSTRIES | MULCH FOR PARKS | \$215.00 | | | |
| BRITTON INDUSTRIES | MULCH FOR PARKS | \$215.00 | | | |
| BRITTON INDUSTRIES | MULCH FOR PARKS | \$215.00 | | | |
| BRITTON INDUSTRIES | MULCH FOR PARKS | \$215.00 | | | |
| BURSICH ASSOCIATES | ENGINEERING - GENERAL | \$5,280.00 | | | |
| BURSICH ASSOCIATES | ENGINEERING - MS4 MONITORING | \$1,274.95 | | | |
| BURSICH ASSOCIATES | ENGINEERING - ADA RAMPS 2023 | \$9,936.50 | | | |
| BURSICH ASSOCIATES | ENGINEERING - BROAD ST STORM SEWER | \$1,412.00 | | | |
| BURSICH ASSOCIATES | ENGINEERING - BENNETTS' COURT | \$210.00 | | | |
| BURSICH ASSOCIATES | ENGINEERING - EDINGURGH SQUARE | \$1,866.20 | | | |
| BURSICH ASSOCIATES | ENGINEERING - 2022 ROADWAY RESURFACING | \$326.20 | | | |
| BURSICH ASSOCIATES | ENGINEERING - 2023 ROADWAY RESURFACING | \$595.00 | | | |
| BURSICH ASSOCIATES | ENGINEERING - 23 N MAIN ARBOR GROVE | \$1,076.20 | | | |
| CANON FINANCIAL SERVICES | COPIER LEASE | \$465.00 | | | |
| CARR & DUFF | POLE REPLACEMENT | \$17,500.00 | | | |
| CARR & DUFF | POLE REPLACEMENT | \$20,100.00 | | | |
| CARR & DUFF | EMERGENCY ELECTRIC CALL OUT | \$1,019.00 | | | |
| CLEMENS MATS | MATS FOR HALLWAYS | \$75.20 | | | |
| CLEMENS MATS | MATS FOR HALLWAYS | \$75.20 | | | |
| CODE INSPECTIONS | BLDG CODE FIRE & ZONING SERVICES | \$5,985.00 | | | |
| COMCAST | 16 CHERRY ST | \$113.05 | | | |
| COMCAST | 401 S MAIN ST INTERNET SERVICE | \$116.85 | | | |
| COMMONWEALTH OF PA | UCC CODE STATE PERMIT FEE | \$148.50 | | | |
| COMMONWEALTH PRECAST | STORM SEWER INLET FRAMES | \$1,400.00 | | | |
| CURTIS POWER SOLUTIONS | GENERATOR REPAIR | \$3,456.41 | | | |
| DELAWARE VALLEY HEALTH INS | HEALTH INSURANCE FOR EMPLOYEES | \$16,939.19 | | | |
| DELAWARE VALLEY PROP & LIAB | PROPERTY & LIABILITY INSURANCE | \$10,453.25 | | | |
| DELAWARE VALLEY WORKERS COMP | WORKERS COMPENSATION | \$2,065.25 | | | |
| DISCHELL BARTLE DOOLEY | LEGAL SERVICES ZONING HEARING | \$1,200.00 | | | |
| DISCHELL BARTLE DOOLEY | LEGAL SERVICES ZONING HEARING | \$345.00 | | | |
| EAS WATER | SPRING WATER FOR PW | \$60.89 | | | |
| EAS WATER | SPRING WATER FOR PW | \$60.89 | | | |
| ECYNBRO | DELIVERY CHARGE FOR CONCRETE | \$313.20 | | | |
| EDDIES ELECTRIC | EMERGENCY ELECT REPAIR 475 W VINE | \$238.00 | | | |
| EDDIES ELECTRIC | POLE REPLACEMENT | \$3,990.50 | | | |
| GILL QUARRIES | CONCRETE RECYCLING | \$150.00 | | | |
| GUARDIAN | COUNCIL LIFE INSURANCE | \$33.95 | | | |
| ICMA | MEMEBERSHIP DUES | \$676.00 | | | |
| H&K MATERIALS | BLACKTOP | \$404.23 | | | |
| HATFIELD TOWNSHIP | APRIL POLICE SERVICES | \$78,750.00 | | | |
| HATFIELD TOWNSHIP | 1ST QTR POOL AGREEMENT | \$837.04 | | | |
| HATFIELD TOWNSHIP | 1ST QTR FUEL | \$2,585.88 | | | |

| Column1 | Column2 | Column3 | Column4 | Column5 | Column6 |
|---------------------------------------|---|--------------------|----------------|------------|-----------|
| APRIL 2023 ACCOUNTS PAYABLE BILL LIST | | | | | |
| VENDOR BILL LIST | | | | | |
| | | AMOUNT PAID | DATE PROCESSED | TOTAL PAID | CHECK NO. |
| | ITEM DESCRIPTION | | | | |
| KALER MOTORS | REPAIR 2009 DUMP TRUCK | \$1,497.44 | | | |
| LITTLE'S | FILTERS FOR ZERO TURN MOWERS | \$65.92 | | | |
| LOWES | CLEANING SUPPLIES FOR OFFICE | \$90.17 | | | |
| LOWES | SHOP SUPPLIES | \$18.06 | | | |
| LOWES | SHOP SUPPLIES | \$23.69 | | | |
| LOWES | SHOP SUPPLIES | \$17.74 | | | |
| LOWES | CONCRETE & SONO TUBES FOR RECYCLING | \$63.59 | | | |
| MCMAHON | 23 N MAIN ST LD REVIEW | \$390.00 | | | |
| MCMAHON | LINCOLN AVE BRIDGE REPLACEMENT | \$1,450.00 | | | |
| MGL PRINTING SOLUTIONS | ELECTRIC/SEWER BILLS | \$1,976.00 | | | |
| MG TRUST | 1ST QTR DEFINED CONTRIBUTION | \$6,187.39 | | | |
| MONTGO CO PW ASSOC | MEMBERSHIP DUES | \$135.00 | | | |
| NAPA AUTO | TRUCK BATTERY FOR TRUCK | \$211.48 | | | |
| NETWORK CONCEPTS | MANAGED IT SERVICES | \$485.00 | | | |
| NETWORK CONCEPTS | MANAGED IT SERVICES | \$213.75 | | | |
| NETWORK CONCEPTS | MANAGED IT SERVICES | \$380.00 | | | |
| NETWORK CONCEPTS | SERVER REPLACEMENT | \$3,086.00 | | | |
| NYCE CRETE | CONCRET FOR MARKET ST | \$854.00 | | | |
| NYCE CRETE | TANK SPRAYER & WIRE BRUSHES | \$226.50 | | | |
| NYCE CRETE | EXPANSION JOINTS | \$102.00 | | | |
| PA ONE CALL | MONTHLY TELEPHONE CHARGES | \$19.06 | | | |
| PSAB | 1ST QTR UC | \$2,850.00 | | | |
| QUICK LOT, LLC | ROAD PAINTING | \$12,600.00 | | | |
| RESERVE ACCOUNT | POSTAGE FOR POSTAGE MACHINE | \$4,000.00 | | | |
| RICHTER DRAFTING | OFFICE SUPPLIES | \$274.47 | | | |
| RICHTER DRAFTING | OFFICE SUPPLIES | \$156.55 | | | |
| SIGNAL SERVICES | FIREHOUSE FLASHER MAINTENANCE | \$158.00 | | | |
| STAROPOLI DOOR SERVICE | REMOVE & INSTALL PW GARAGE DOORS | \$11,675.00 | | | |
| SWIF | WORKERS COMP | \$1,809.00 | | | |
| SYNATEK | FERTILIZER FOR CENTENNIAL PARK | \$186.00 | | | |
| TD BANK CARD | GIANT - CARD & PLANT FOR L STEVENS | \$29.67 | | | |
| TD BANK CARD | 4IMPRINT - ITEMS FOR 125TH | \$1,101.38 | | | |
| TD BANK CARD | ASAP - ITEMS FOR 125TH | \$2,389.24 | | | |
| TD BANK CARD | AMAZON - DATE STAMPS FOR UTILITY BILL | \$93.18 | | | |
| TD BANK CARD | AMAZON - ORGANIZER FOR 125 TH | \$59.34 | | | |
| TD BANK CARD | GOVERNMENT FORMS - MINUTE BOOKS | \$249.09 | | | |
| TD BANK CARD | APMM CONFERENCE | \$680.58 | | | |
| TD BANK CARD | AV GRAFX - ITEMS FOR 125TH | \$33.91 | | | |
| TD BANK CARD | SIGNARAMA - RECYCLING LOGOS | \$106.25 | | | |
| TD BANK CARD | PAN - NOTARY RENEWAL | \$404.85 | | | |
| TD BANK CARD | USPS - POSTAGE STAMPS | \$63.00 | | | |
| TD BANK CARD | MICROSOFT - ONLINE SERVICES | \$84.80 | | | |
| TD BANK CARD | MICROSOFT - ONLINE SERVICES | \$8.40 | | | |
| TEAMSTERS LOCAL 830 | EMPLOYEE BENEFITS | \$520.00 | | | |
| TIMONEY KNOX, LLP | LEGAL SERVICES - GENERAL | \$1,526.00 | | | |
| TIMONEY KNOX, LLP | LEGAL SERVICES - LIENS | \$64.00 | | | |
| TIMONEY KNOX, LLP | LEGAL SERVICES - CODE ENFORCEMENT | \$658.00 | | | |
| TIMONEY KNOX, LLP | LEGAL SERVICES - PW CONSTRUCTION | \$70.00 | | | |
| TIMONEY KNOX, LLP | LEGAL SERVICES - CARACAUSA DEV | \$42.00 | | | |
| TIMONEY KNOX, LLP | LEGAL SERVICES - 43 ROOSEVELT ABP INV | \$70.00 | | | |
| TIMONEY KNOX, LLP | LEGAL SERVICES - 28 N MARKET - ZAMPIRRI | \$28.00 | | | |
| TIMONEY KNOX, LLP | LEGAL SERVICES - 23 N MAIN/71 W LINCOLN | \$98.00 | | | |
| TURTLE & HUGHES | CUT OUTS FOR ELECTRIC | \$2,550.00 | | | |
| ULINE | JANITORS CART | \$210.01 | | | |
| USPS | PO BOX RENTAL YEARLY | \$388.00 | | | |
| VERDIN COMPANY | MAINTENANCE RENEWAL | \$695.00 | | | |
| VAULT HEALTH | DOT DRUG/URINE TEST | \$31.55 | | | |
| VERIZON | TELEPHONE SERVICES | \$231.51 | | | |
| WHITETAIL DISPOSAL | WASTE DISPOSAL | \$166.60 | | | |
| ZULTYS | TELEPHONE SERVICES | \$446.57 | | | |
| SECURITY DEPOSITS: | | | | | |
| | AGC COMPANY | \$300.00 | | | |
| | MICHAEL BROWN | \$226.86 | | | |

| Column1 | Column2 | Column3 | Column4 | Column5 | Column6 |
|---------------------------------------|------------------|--------------|----------------|------------|-----------|
| APRIL 2023 ACCOUNTS PAYABLE BILL LIST | | | | | |
| VENDOR BILL LIST | | | | | |
| | ITEM DESCRIPTION | AMOUNT PAID | DATE PROCESSED | TOTAL PAID | CHECK NO. |
| | SUSAN BROWN | \$95.29 | | | |
| | ANDREW DOGGETT | \$274.02 | | | |
| | MOHAMMED HOQUE | \$193.01 | | | |
| | LUKE RADCLIFF | \$223.59 | | | |
| | | \$553,090.86 | | | |

12. MOTION to ADJOURN:

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