

HATFIELD BOROUGH COUNCIL  
WORKSHOP MEETING  
May 3, 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 Stevens to Approve the Workshop Meeting Agenda of May 3, 2023. The motion was seconded by Councilmember Kroesser. 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 May 17<sup>th</sup> Regular Meeting @ 7:00PM in Council Chambers
- HEROC is Scheduled to Meet Wednesday, May 24, 2023 @ 8:00AM in Council Chambers
- ZHB is Scheduled to Meet Wednesday May 31, 2023 @ 7:00PM in Council Chambers
- HMHS is Scheduled to Meet Tuesday, May 23, 2023 @ 7:00PM at the HVFC
- Next Planning Commission Meeting is Scheduled for June 12, 2023 @ 7:00PM in Council Chambers
- Spring Town Hall Meeting is Scheduled for May 10, 2023 @ 7:00PM in Council Chambers

- The Borough Offices will be closed Monday, May 29<sup>th</sup> in Observance of the Memorial Day Holiday

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

- Budget, Finance, and Labor Committee Report
- Planning, Building, and Zoning Committee Report
- Public Safety Committee Report
- Public Works & Property and Equipment Committee Report
- Utilities Committee Report
- Hatfield Economic Revitalization Outreach Committee Report
- Mayor Mary Anne Girard Report

#### 5. REPORTS AND CORRESPONDENCE:

Monthly Investment 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

#### 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

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

A. Resolution 2023-05 Recognizing National Police Week

Manager Snyder explained that this is a resolution that is completed yearly to recognize National Police Week and is on for consideration tonight.

B. Resolution 2023-06 Recognizing National EMS Week

Manager Snyder explained that this is a resolution that is completed yearly to recognize National EMS Week and is on for consideration tonight.

C. Resolution 2023-07 Recognizing Public Works Week

Manager Snyder explained that this is a resolution that is completed yearly to recognize National Public Works Week and is on for consideration tonight.

D. Resolution 2023-08 Closure of Certain Borough Roads

Manager Snyder explained that this is a resolution that is completed to close certain roads for the 125<sup>th</sup> Celebration and is on for consideration tonight.

## E. HEROC (Hatfield Economic Revitalization Outreach Committee) Appointment

Manager Snyder stated that HEROC recommended the appointment of Johnny Constanza to the HEROC vacancy and is on for consideration tonight.

## F. SEPTA Lease Agreement

Solicitor Harper explained that the Septa Lease is in the packet for Council to review. Manager Snyder stated that this is a typical lease that has been reviewed by the solicitor and budget labor and finance committee. This is the first step in the redevelopment of the property in the future.

## G/ Fireworks Ordinance: Regulating the Use of Consumer and Display Fireworks

Solicitor Harper stated that PA changed the laws regarding fireworks and you are now allowed to use projecting fireworks. Due to the Boroughs houses being so close together, the safest way to write the ordinance would be to ban projecting fireworks and allow display ground fireworks, sparklers. An updated ordinance will be provided to Council for the next council meeting.

8. OLD BUSINESS:

## A. Ordinance No.550 Chickens: Amending Chapter 2 &amp; Chapter 27

9. ACTION ITEMS:

## A. Motion to Consider Resolution 2023-05 Recognizing National Police Week

Motion: A motion was made by Councilmember Kroesser to Approve Resolution 2023-05 Recognizing National Police Week The motion was seconded by Councilmember Fagan and unanimously approved with a vote of 5-0.

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 2023-06 Recognizing National EMS Week

Motion: A motion was made by Councilmember Kroesser to Approve Resolution 2023-06 Recognizing National EMS Week The motion

was seconded by Councilmember Girard and unanimously approved with a vote of 5-0.

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 2023-07 Recognizing Public Works Week

Motion: A motion was made by Councilmember Kroesser to Approve Resolution 2023-07 Recognizing Public Works Week The motion was seconded by Councilmember Girard and unanimously approved with a vote of 5-0.

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.

#### D. Motion to Consider Resolution 2023-08 Authorizing the Closure of Certain Borough Roads for the 125<sup>th</sup> Anniversary

Motion: A motion was made by Councilmember Kroesser to Approve Resolution 2023-08 Authorizing the Closure of Certain Borough Roads for the 125<sup>th</sup> Anniversary. The motion was seconded by Councilmember Girard and unanimously approved with a vote of 5-0.

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.

#### E. Motion to Consider Appointing Johnny Constanza to fill the HEROC (Hatfield Economic Revitalization Outreach Committee) Vacancy for the term to Expire on December 31, 2024.

Motion: A motion was made by Councilmember Kroesser to Appoint Johnny Constanza to fill the HEROC (Hatfield Economic Revitalization Outreach Committee) Vacancy for the term to Expire on December 31, 2024. Week The motion was seconded by Councilmember Girard and unanimously approved with a vote of 5-0.

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:

Motion: A motion was made by Councilmember Kroesser to adjourn the Workshop Meeting of May 3, 2023. The motion was seconded by Councilmember Fagan and unanimously approved with a vote of 5-0. The meeting was adjourned at 8:06 PM.

*Executive Session Personnel, Litigation and Real Estate*

Respectfully Submitted,  
Kathryn Vlahos  
Assistant to the Manager