

HATFIELD BOROUGH COUNCIL
WORKSHOP MEETING
August 30, 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 August 30, 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. Junior Council Person Introduction and Pledge

Mayor Mary Anne Girard introduced Aiden Wieder to Council and explained that he was attending the meeting tonight to take the Junior Council Person Pledge and to take his seat at the table to attend the meeting. Mr. Wieder had the opportunity to tell Council about himself and his interest in the Junior Council Person. Mr. Wieder was sworn in by Mayor Girard and was congratulated by Council.

4. Volunteer Medical Services Core (VMSC) Emergency Medical Services Presentation

Shane Wheeler from VMSC introduced himself to Council and stated that he was at the meeting tonight to let Council know what they have been up to in the past year and start to identify the path forward to provide a sustainable EMS service for the municipalities that they serve. Mr. Wheeler explained to Council that there is a nationwide crisis for EMS, with reimbursement challenges, staffing shortfalls and constant threats to EMS. Mr. Wheeler reviewed in December 2021 they were only running an average of 1.8 units (ambulances) for 120,000 people and today they have 7 units (ambulances). The average response time to Hatfield Borough was 14 minutes 29 seconds in December 2021 and as of today the response time is 5 minutes 54 seconds. There have been a lot of changes that have been made since December 2021 which include more training for EMTs, good benefits, additional ambulances, updated and purchased VMSC equipment and facilities to ensure a safe working environment and much more. They have reached out to municipal managers in their servicing area and are looking for funding from them based on the population in the municipality. Council thanked Mr. Wheeler for his presentation and for informing them of all of the new positive changes.

5. 23 N. Main Street Arbor Grove Development Sketch Plan Presentation

Michael J. Meginniss, from Begley, Carlin & Mandio, LLP, who is representing the developer Arbor Grove introduced himself to Borough Council and stated that they were present tonight to review a sketch plan for 23 North Main Street. They are looking for feedback and suggestions from Borough Council on what they are proposing tonight. In December his client presented to Planning Commission a plan which was a mixed-use building with commercial on the bottom and residential on the top, which was a by-right proposal in conformance with the underlying zoning. The comments from the Planning Commission and the residents led to some concerns with the plan which his client changes the plan to a townhome plan. They went before the Planning Commission with the plan and from the comments from that meeting, they dropped one of the townhomes and now the plan is showing 9 units and more overflow parking. After some discussion of the sketch plan Arbor Grove will consider their comments and decide what their next step is.

6. ANNOUNCEMENTS: Manager Snyder made the following announcements:

- Next Council Meeting September 20th Regular Meeting @ 7:00PM in Council Chambers
- HEROC is Scheduled to Meet Wednesday, September 27, 2023 @ 8:00AM in Council Chambers
- HMHS is Scheduled to Meet Tuesday, September 26, 2023 @ 7:00PM at the Hatfield Borough Building, Council Chambers
- Next Planning Commission Meeting is Scheduled for October 2, 2023 @ 7:00PM in Council Chambers

Council Meeting Minutes

August 30, 2023

- The Borough Offices will be closed Monday, September 4th in Observance of the Labor Day Holiday
- Hatfield Borough Fall Festival September 23rd 3:00PM – 7:00PM on East Lincoln Avenue

7. REPORTS FROM STANDING COMMITTEES AND MAYOR:

Budget, Finance, and Labor Committee Report

Councilmember Girard stated that the committee has not met and there is nothing to report.

Planning, Building, and Zoning Committee Report

Councilmember Stevens stated that the committee met and discussed topics for the Strategic Planning Meeting.

Public Safety Committee Report

Councilmember Kroesser stated that the committee met and discussed some traffic studies that were going to take place.

Public Works & Property and Equipment Committee Report

Councilmember Fagan stated that the committee has not met and there is nothing to report.

Utilities Committee Report

Councilmember Girard stated that the committee has not met and there is nothing to report.

Hatfield Economic Revitalization Outreach Committee Report

Councilmember Girard stated that the Movie in the Park Event was very successful. The Communications Committee has become a sub-committee of HERCO. There is a vacancy on the HEROC Committee.

Mayor Mary Anne Girard Report

Mary Anne Girard stated that at the next meeting the Manager of the Montgomery County Voter Services will be giving a short presentation.

8. 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

9. MANAGERS REPORT:

1. Land Use & Development Updates:

- A. Edinburgh Square Subdivision
 - Maintenance Bond in place
- 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 – Approved 6/14/2023
- E. 200 N. Main Street (Biblical Seminary)
 - Sketch Plan submitted
 - Applying for Tax Credits for Project
 - Received Grant for the Development
 - Looking at Zoning Extension – received 8/10/23
- F. 28 N. Market Street Subdivision
 - Preliminary Final Granted by PC / Council
 - Working on Recording
- G. 23 N. Main Street
 - Updated sketch Plan Submitted – Council 8/30/23
- H. George Didden Greenhouses
 - Updating plans. Looking to come to ZHB.

2. Utility Billing Update:

- Staff continues to monitor Electric & Sewer Past Due accounts. Shut-off's.

- 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)
 - McMahon made adjustments to the intersection of E. & W. Vine and S. Main Street.

4. 2022 Outstanding Project Updates:

- A. 2022 Roadway Resurfacing Project
 - Punch List items – Completed – waiting for payment paperwork
- 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 – submitting
 - Applied for additional grant funding
- C. CTP Firehouse Flasher Grant
 - Working on Grant Reimbursement
 - Quarterly Maintenance Scheduled
- D. MTF / CTP Crosswalk Grants
 - HOP Application – realign crosswalk to the intersection
 - Coordination with Strom and Sanitary H2O / PA Small Water Grant Project - working with Engineer

5. 2023 Project Updates:

- A. 2023 Curb and ADA Project
 - Completed
- B. 2023 Roadway Resurfacing Project

- Completed – waiting for payment paperwork

6. PMEA Update:

- August newsletter attached

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

- Summer Peak Shaving

8. Public Information Officer Update:

9. Items of Interest:

10. NEW BUSINESS / DISCUSSION ITEMS:

A. Montgomery County Consortium of Communities (MCCC) 2023-2024 Rock Salt Bid Results

Manager Snyder reviewed the results of the Rock Salt bid and stated that it is on for consideration tonight.

B. Defined Benefit Plan 2024 Minimum Municipal Obligation

Manager Snyder stated that this is the financial requirement for the Defined Benefit MMO for the budget for 2024 and it is on for consideration tonight. This needs to be completed by the end of September.

C. Defined Contribution Plan 2024 Minimum Municipal Obligation

Manager Snyder stated that this is the financial requirement for the Defined Contribution MMO for the budget for 2024 and it is on for consideration tonight. This needs to be completed by the end of September.

D. Resolution 2023-12 Recognizing Public Power Week

Manager Snyder stated that this is an annual resolution that gets approved and is on for consideration at the September Regular Meeting.

E. Resolution 2023-13 Recognizing Fire Prevention Week

Manager Snyder stated that this is an annual resolution that gets approved and is on for consideration at the September Regular Meeting.

F. Resolution 2023-14 Closure of Certain Borough Roads

Manager Snyder stated that this is an annual resolution that gets approved and is on for consideration at the September Regular Meeting.

11. OLD BUSINESS:12. ACTION ITEMS:

A. Motion to Consider Awarding the Montgomery County Consortium of Communities (MCCC) 2023-2024 Rock Salt Bid to Morton Salt, Inc. in the Amount of \$64.50 (sixty-four dollars and fifty cents) per non-delivered ton and \$64.84 (sixty-four dollars and eighty-four cents) per delivered ton

Motion: A motion was made by Councilmember Stevens to Award the Montgomery County Consortium of Communities (MCCC) 2023-2024 Rock Salt Bid to Morton Salt, Inc. in the Amount of \$64.50 (sixty-four dollars and fifty cents) per non-delivered ton and \$64.84 (sixty-four dollars and eighty-four cents) per delivered ton. The motion was seconded by Councilmember Kroesser 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 the Defined Benefit Pension Plan 2024 Minimum Municipal Obligation in the Amount of \$84,158.00 (eighty-four thousand one hundred and fifty-eight dollars)

Motion: A motion was made by Councilmember Fagan to Approve Defined Benefit Pension Plan 2024 Minimum Municipal Obligation in the Amount of \$84,158.00 (eighty-four thousand one hundred and fifty-eight dollars) . 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 the Defined Contribution Pension Plan 2024 Minimum Municipal Obligation in the Amount of \$30,100.00 (thirty thousand one hundred dollars)

Council Meeting Minutes

August 30, 2023

Motion: A motion was made by Councilmember Girard to Approve the Defined Contribution Pension Plan 2024 Minimum Municipal Obligation in the Amount of \$30,100.00 (thirty thousand one hundred dollars). 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.

13. MOTION TO ADJOURN:

Motion: A motion was made by Councilmember Kroesser to adjourn the Workshop Meeting of August 30, 2023. The motion was seconded by Councilmember Girard and unanimously approved with a vote of 5-0. The meeting was adjourned at 9:03 PM.

Executive Session Personnel, Litigation and Real Estate

Respectfully Submitted,
Kathryn Vlahos
Assistant to the Manager