

**HATFIELD BOROUGH COUNCIL
WORKSHOP MEETING
February 5, 2025**

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:

ROLL CALL

- () Jason Ferguson, President - arrived at 7:06PM
- (X) Richard Girard, Vice President
- (X) Larry Burns
- (X) James Fagan
- (X) Michelle Kroesser

(X) Mayor Mary Anne Girard

The record shows that four members of Council were present at roll call, as well as, Mayor; Mary Anne Girard, Solicitor; Kate Harper, Timoney Knox, LLP, Borough Manager; Jaime E. Snyder, Public Works Director; Stephen S. Fickert, Jr, and Public Information Coordinator; Lindsay Hellmann.

1. Motion to Approve the February 5, 2025 Workshop Meeting Agenda.

Motion: A motion was made by Councilmember Burns for Approval of Meeting Agenda, February 5, 2025, Workshop Meeting Agenda. The motion was seconded by Councilmember Kroesser and unanimously approved with a vote of 5-0.

2. PUBLIC INPUT: President Ferguson asked if there was any Public Input. There was no media present. None.

3. ANNOUNCEMENTS: Manager Jaime E. Snyder made the following announcements.

- Next Borough Council Meeting February 19th Regular Meeting @ 7:00PM in Council Chambers
- The next Planning Commission Meeting is scheduled for Monday, February 24, 2025 @ 6:00PM in Council Chambers
- HEROC is Scheduled to Meet Wednesday, February 26, 2025 at 8:00AM in Council Chambers
- ZHB Meeting for 32 Roosevelt Avenue, Anacari S. Carreon Vivanco, is scheduled for Thursday, February 6, 2025, at 7:00PM in Council Chambers

4. REPORTS FROM STANDING COMMITTEES AND MAYOR:**Budget, Finance, and Labor Committee Report**

Councilmember Girard stated that the committee did not meet and he has nothing to report at this time.

Planning, Building, and Zoning Committee Report

Councilmember Burns reported that they had their first meeting of the year prior to tonight's council meeting and they discussed the new rental inspection program and some projects for the year that they would like to work on.

Public Safety Committee Report

Councilmember Kroesser reported that the committee met on February 3, 2025 and discussed the Bike More Drive Less grant, residents' complaints about left turns at vine street. If a resident would like to report traffic concerns to the police department they can email trafficsafety@hatfield.org.

Public Works & Property and Equipment Committee Report

Councilmember Fagan stated that the committee has not met and he has nothing new to report.

Utilities Committee Report

Councilmember Girard stated that the committee has not met and he has nothing new to report.

Hatfield Economic Revitalization Outreach Committee Report

Councilmember Girard stated that the committee has not met and he has nothing new to report.

Mayor Mary Anne Girard's Report

Mayor Girard reported that she created a Mayoral Proclamation that the Borough of Hatfield recognizes January 27th as International Holocaust Remembrance Day.

5. REPORTS AND CORRESPONDENCE:

- Monthly Investment Report
- Monthly EIT / LST Report
- Monthly YTD Report
- Monthly Zoning Hearing Board Applications
- MCPC Steering Committee Report
- Steve Barth, Barth Consulting Group 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
 - Maintenance Bond in place
- B. Bennetts Court Land Development
 - Paving & Final Improvements
 - Settlements Occurring
 - Escrow Release No. 1 Sitework Approved
- C. 43 Roosevelt Land Development
 - Developers Agreement
 - Stormwater Management 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
 - Updated Letter of Support for Tax Credits – 10/29/24
 - Updated “Will Serve” Letters Issued
- F. 23 N. Main Street
 - ZHB Approved with Conditions 4/24/24
 - Tentatively looking at Council in February 2025
- H. George Didden Greenhouses
 - Went to Planning Commission – preliminary approval given
 - Needs to go to ZHB - waiting for application

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. *Details were in the Spring Borough Informer, on the Borough website, and on the back of all utility bills.
- 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.ampppartners.org/index.php>

- Please register exactly as it appears on your current billing.
Example SMITH, JOHN E.

3. 2024 Project Updates:

- A. W. Broad Street, E. Broad Street, N. Market H2O / PA Small Water Storm and Sanitary Sewer Utility Replacement Project
- Project Started: NPWA Main Work
 - Detour Rote in Place
 - Borrowing Secured
 - <https://www.hatfieldborough.com/information/utility-replacement-project/>
 - [Payment App. No. 3 Approved 1/15/25](#)
- B. MTF / CTP Crosswalk Grants (after Utility Replacement Project)
- HOP Application – realign crosswalk to the intersection
 - Coordination with Strom and Sanitary H2O / PA Small Water Grant Project - working with Engineer
- C. Stormwater Feasibility Study Grant with HT (Local Share Funds)

4. 2025 Project Updates:

- A. 2025 Roadway Resurfacing Project – N. Main Street

5. PMEA Update:

6. Public Information Officer Update:

7. Items of Interest:

- MCBA Dinner hosted by Hatfield, Souderton, Telford
- Pennsylvania & PJM Articles

7. NEW BUSINESS / DISCUSSION ITEMS:

A. Zoning Hearing Board Application: 32 Roosevelt

Solicitor Harper stated that the Zoning Hearing Application presents an unusual request, as the property is located in a zoning district that does not permit accessory dwellings within accessory buildings. The application seeks to convert an accessory building into a separate dwelling unit. A key concern is that the Zoning Hearing Board has never granted a variance for such a request in the past. Given this, Borough Council must determine whether it wishes to take a position on the matter.

After discussion, Council decided to have the solicitor attend the hearing to oppose the application. The concern is that approving this request could set a precedent, potentially allowing other property owners in the R-3 Zoning District to convert garages into rental units, which is not currently permitted.

8. OLD BUSINESS:

A. Resolution 2025-___ Preliminary / Final Subdivision and Land Development for 23 N Main Street, Hatfield Walk

Solicitor Harper stated that she prepared a draft resolution, included in the packet and available to the public, which grants certain waivers while also imposing additional requirements. These requirements include the installation of a 6-foot-high vinyl privacy fence along the Renner property, a 6-foot-high wooden privacy fence along the McCarty property, and a 6-foot-high vinyl privacy fence along the southeastern property line.

Additionally, the developer must offer a deed for the designated open space, which the Borough is not obligated to accept. Regardless of acceptance, the open space will remain deed-restricted to prevent future development. The developer must also provide a deed granting an easement to allow public access through the property to the Borough park. This resolution will be up for action at the regular meeting.

9. ACTION ITEMS:

A. Motion to Consider Sending the Borough Solicitor to the Zoning Hearing Board Meeting for 32 Roosevelt Avenue, Anacari S. Carreon Vivanvo, scheduled for Thursday, February 6, 2025, at 2025 at 7:00 PM in Council Chambers

Motion: A motion was made by Councilmember Burns to Send the Borough Solicitor to the Zoning Hearing Board Meeting for 32 Roosevelt Avenue, Anacari S. Carreon Vivanvo, scheduled for Thursday, February 6, 2025, at 2025 at 7:00 PM in Council Chambers. 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 with a vote of 4-1 with Councilmembers Ferguson, Girard, Burns and Kroesser voting Aye and Councilmember Fagan voting Nay.

10. ADJOURNMENT:

Motion: A motion was made by Councilmember Kroesser to adjourn the Workshop Meeting of February 5, 2025. The motion was seconded by Councilmember Fagan and unanimously approved with a vote of 5-0. The meeting adjourned at 8:02 PM.

Executive Session Litigation, Property and Personnel

Respectfully Submitted,
Kathryn Vlahos
Assistant Manager