

**HATFIELD BOROUGH COUNCIL  
REGULAR MEETING  
February 19, 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

- (X) Jason Ferguson, President
- (X) Richard Girard, Vice President
- (X) Larry Burns
- (X) James Fagan
- (X) Michelle Kroesser

- (X) Mayor Mary Anne Girard

The record shows that five members of Council were present at roll call, as well as, Mayor; Mary Anne Girard, Solicitor; Catherine Harper, Timoney Knox, LLP, Borough Manager; Jaime E. Snyder, and Assistant Manager; Kathryn Vlahos.

**1. Motion to Approve the February 19, 2025 Workshop Meeting Agenda.**

Motion: A motion was made by Councilmember Burns for Approval of the Meeting Agenda, February 19, 2025 Regular Meeting Agenda. The motion was seconded by Councilmember Kroesser and unanimously approved with a vote of 5-0.

**2. APPROVAL OF THE MINUTES: Motion to Approve the Minutes of the January 15, 2025 Workshop / Regular Meeting**

Motion: A motion was made by Councilmember Girard to Approve the Minutes of the January 15, 2025 Workshop / Regular Meeting. The motion was seconded by Councilmember Kroesser and unanimously approved with a vote of 5-0.

**3. PUBLIC INPUT: President Ferguson asked if there was any Public Input. There was no media present.**

**4. ANNOUNCEMENTS: Manager Jaime E. Snyder made the following announcements.**

- Next Borough Council Meetings are the March 5<sup>th</sup> Workshop Meeting and the March 19<sup>th</sup> 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

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

**A. Rescheduled Hearing on 32 Roosevelt Avenue, The Application of Anacari S. Carreon Vivanco, Will be Heard on Wednesday, March 12, 2025 at 7:00PM in Council Chambers**

Solicitor Harper explained that it is necessary to announce the continuation of the hearing for 32 Roosevelt Avenue during the Council Meeting. The hearing was postponed because the applicant did not have legal representation, allowing her time to consider her options and consult an attorney. The rescheduled hearing is set for March 12, 2025, at 7:00 PM in the council chambers.

**B. COR No. 1 Utility Replacement Project: Test Digs**

Manager Snyder explained that a change order request is necessary to determine the precise depth of the gas main on East Broad Street. Despite completed surveys and multiple markings by PECO through PA One Call, the gas main's location remains inconsistent. The proposed change order, amounting to an additional \$6,230.70, will allow the contractor to accurately locate the gas main, ensuring the correct installation of the storm sewer. Due to significant savings during the project, the final payment is expected to be lower than originally estimated. This change order is up for consideration this evening.

**C. Payment Request No. 4 Utility Replacement Project**

Manager Snyder reported that the fourth payment request for work completed through January 25th on West Broad Street amounts to \$225,207.90. This payment is scheduled for consideration at tonight's meeting.

**6. OLD BUSINESS:**

**A. Resolution 2025-02 Preliminary / Final Subdivision and Land Development for 23 N. Main Street, Hatfield Walk**

Solicitor Harper noted that the resolution, previously presented at the last council meeting, is up for consideration tonight. Councilmember Girard expressed concerns about the project, reading a prepared statement. A discussion ensued, revisiting issues previously addressed in earlier meetings. The applicant, present during the meeting, acknowledged having reviewed the draft resolution. No public comments were made.

**7. ACTION ITEMS:**

**A. Motion to Consider Resolution 2025-02 Granting Preliminary / Final Subdivision and Land Development for 23 N. Main Street, Hatfield Walk**

Motion:

A motion was made by Councilmember Ferguson to Approve Resolution 2025-02 Granting Preliminary / Final Subdivision

President Ferguson asked if there were any comments or questions. There were no comments or questions.

Roll Call Vote:

Jason Ferguson, President - AYE  
Richard Girard, Vice President - AYE  
Larry Burns- NAY  
James Fagan-AYE  
Michelle Kroesser-NAY

The motion was approved with 3 Ayes and 2 Nay

**B. Motion to Consider COR Request No. 1. for Test Digs for the Utility Replacement Project for a Total Cost of \$6,230.70 (six thousand two hundred thirty dollars and seventy cents) for an Increased Contract Total of \$3,181,495.45 (three million one hundred eighty-one thousand four hundred ninety-five dollars and forty-five cents)**

Motion: A motion was made by Councilmember Fagan to Approve COR Request No. 1. for Test Digs for the Utility Replacement Project for a Total Cost of \$6,230.70 (six thousand two hundred thirty dollars and seventy cents) for an Increased Contract Total of \$3,181,495.45 (three million one hundred eighty-one thousand four hundred ninety-five dollars and forty-five cents). 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.

**C. Motion to Consider Payment Request No. 4 for the Utility Replacement Project to KBC Construction Inc. in the Amount of \$225,207.90 (two hundred twenty-five thousand two hundred seven dollars and ninety cents)**

Motion: A motion was made by Councilmember Burns to Approve Payment Request No. 4 for the Utility Replacement Project to KBC Construction Inc. in the Amount of \$225,207.90 (two hundred twenty-five thousand two hundred seven dollars and ninety cents). 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 Girard to Approve the payment of the bills. The motion was seconded by Councilmember Burns.

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. ADJOURNMENT:**

Motion: A motion was made by Councilmember Kroesser to adjourn the Regular Meeting of February 19, 2025. The motion was seconded by Councilmember Fagan and unanimously approved with a vote of 5-0. The meeting adjourned at 7:35 PM.

*Executive Session Litigation, Property and Personnel*

Respectfully Submitted,  
Kathryn Vlahos  
Assistant Manager