

**HATFIELD BOROUGH COUNCIL
WORKSHOP MEETING
April 2, 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; Kate Harper, Timoney Knox, LLP, Borough Manager; Jaime E. Snyder, Public Works Director; Stephen S. Fickert, Jr, Junior Council Person; Malachi Nisbett and Assistant Manager; Kathryn Vlahos.

1. Motion to Approve the April 2, 2025 Workshop Meeting Agenda.

Motion: A motion was made by Councilmember Burns for Approval of Meeting Agenda, April 2, 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 Council Meeting April 16th Regular Meeting at 7:00PM in Council Chambers
- Planning Commission is Scheduled to Meet on Monday, April 28, 2025, at 6:00PM in the Community Room
- HEROC is Scheduled to Meet Wednesday, April 23, 2025, at 8:00AM in Council Chambers
- Earth Day Events are Scheduled for the Week of April 21, 2025
- MCPC Steering Committee Community Open House is Scheduled for Monday, April 28, 2025 at 6:00PM in Council Chambers

4. REPORTS FROM STANDING COMMITTEES AND MAYOR:

Budget, Finance, and Labor Committee Report

Councilmember Ferguson stated the committee met to discuss the Septa property and a potential rental for the property.

Planning, Building, and Zoning Committee Report

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

Public Safety Committee Report

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

Public Works & Property and Equipment Committee Report

Councilmember Fagan reported that the committee met and discussed the Heritage Park Pond, including the available options and corresponding cost estimates. These options will be presented and discussed further at the Open House scheduled for April 28th. The committee also reviewed park priorities and shared ideas for future improvements and features they would like to see in the Borough's parks.

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 informed Council that a tour of the Mascaro site has been scheduled for May 23rd at 11:00 AM. Anyone interested in attending is asked to notify her. Additionally, Mayor Girard brought up the Junior Council Person (JCP) program and its current regulations. She proposed that JCPs be allowed to serve multiple terms if they wish, and suggested extending the program to college students who may also be interested in participating.

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

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
 - Looking to Record Plans
- 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
 - LD Resolution Approved 2/19/25
 - SPM Approved – Sent to DEP

2. Utility Billing Update:

- Staff continues to monitor Electric & Sewer Past Due accounts. Shut-offs will resume in April, weather pending.
- 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.

- Electric Rate Increase Information / PJM Information Posted

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. 5 & 6 Approved 3/19/25](#)
 - [Grant Extension Letters Filed](#)
- 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
 - Grant Extension Letter Filed on 2/27/25
- C. Stormwater Feasibility Study Grant with HT (Local Share Funds)
- Met on 2/18/25 to discuss potential projects

4. 2025 Project Updates:

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

5. PMEA Update:

6. Public Information Officer Update:

7. Items of Interest:

- Earth Day Events Flyer
- MCBA Dinner Invitation: April 24, 2025
- Hatfield 250 Living History Day: May 31, 2025
- PSAB Conference

7. NEW BUSINESS / DISCUSSION ITEMS:

A. Resolution 2025-06 Recognizing Safe Digging Month

Manager Snyder stated that this is an annual resolution in which the Borough recognizes Safe Digging Month in support of PA One Calls. This initiative aims to raise awareness about the importance of safe digging practices to prevent accidents and damage to underground utilities.

B. 2025 PSAB Voting Delegate and Alternate

Manager Snyder stated that council needs to appoint a voting delegate for the 2025 PSAB conference. This will be on for action the April 16, 2025 Regular Council Meeting.

C. Conditional Use Application for 462 Farview Avenue (also know as N. Farview Avenue)

Solicitor Harper stated that the applicant, Andrew Carnell, was present in the audience and available to answer any questions that Council may have regarding the construction of a garage at 462 N Farview Ave. Mr. Carnell introduced himself and explained that he intends to build a garage to store his belongings, including his work truck and tools. Once the new garage is completed, he plans to demolish the old garage.

Mr. Carnell's proposed garage exceeds 700 square feet and is taller than 15 feet, requiring a conditional use approval from Council. The agenda includes a request to schedule the conditional use hearing for May 7th, 2025.

8. OLD BUSINESS: NONE

9. ACTION ITEMS:

A. Motion to Consider Advertising a Conditional Use Hearing for 462 Farview Avenue (also know as N. Farview Avenue) for a Public Hearing to be held on May 7, 2025, at 7:00PM

Motion: A motion was made by Councilmember Burns to Approve Advertising a Conditional Use Hearing for 462 Farview Avenue (also known as N. Farview Avenue) for a Public Hearing to be held on May 7, 2025, at 7:00PM. The motion was seconded by Councilmember Kroesser.

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 Workshop Meeting of April 2, 2025. The motion was seconded by Councilmember Fagan and unanimously approved with a vote of 5-0. The meeting adjourned at 8:00 PM.

Executive Session Litigation, Property and Personnel

Respectfully Submitted,
Kathryn Vlahos
Assistant Manager