

**HATFIELD BOROUGH COUNCIL
WORKSHOP MEETING
May 7, 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-7:05PM and Assistant Manager; Kathryn Vlahos.

1. Motion to Approve the May 7, 2025 Workshop Meeting Agenda.

Motion: A motion was made by Councilmember Burns for Approval of Meeting Agenda, May 7, 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 May 21st Regular Meeting at 7:00PM in Council Chambers
- Spring Town Hall is Scheduled for May 14, 2025 at 7:00PM in Council Chambers
- Planning Commission is Scheduled to Meet on Monday, May 19, 2025, at 6:00PM Council Chambers
- HEROC is Scheduled to Meet Wednesday, May 28, 2025, at 8:00AM in Council Chambers
- The Borough Offices will be Closed on Monday, May 26, 2025 in Observance of the Memorial Day Holiday
- HMHS is Scheduled to Meet on Tuesday, May 27, 2025 at 7:00PM in Council Chambers
- Hatfield 250: Living History Day is Scheduled for Saturday, May 31, 2025 at 10:00AM at School Road Park

4. Conditional Use Hearing for Andrew Curnell, 462 Farview Avenue (also know as N. Farview Avenue) for an Oversized Garage

At 7:02 President Ferguson suspended the regular scheduled public meeting and opening for the schedule conditional use hearing for Andrew Curnell, 462 Farview Avenue.

Solicitor Harper: Mr. Carnell please come up to the microphone and state name and address.

Andrew Curnell: Andrew Curnell, address is 462 Farview Avenue.

Solicitor Harper: Do you swear to tell truth and nothing but the truth.

Andrew Curnell: yes.

Solicitor Harper: This is a hearing that means a quasi-judicial proceeding where Borough Council is sitting as judges and you are the applicant. Is there anyone else in the room that would like to be a party to this application. Seeing none. I wanted to point out that the zoning officer is present at tonight's meeting in case they have questions that they need to ask him, I also want to let everyone know that Borough Council has the exhibits that I about to mark. I am going to do that because we have to keep a record for this proceeding and to save money, we didn't get a court reporter. Ill have them for you as well. I am going to hand the exhibits over to Katie. The application will be A-1, you should have that already. Then we are going to call the garage permit rejection A-2, that was the explanation from our zoning officer that you needed to see Borough Council for a conditional use hearing because your garage is larger than what otherwise would be permitted by the zoning ordinance. We are going to mark as A-3 the proof of publication which is proof that we are having this hearing tonight. I am sure that you have seen this.

Andrew Curnell: I have not seen that. ad not seen that.

Solicitor Harper: I will give a copy later so that you have that. The other exhibits are things that you have turned in, so I just want to make sure that you are ok with us having them as evidence. We have A-4 which is basically signed by your neighbors that are in favor of this application. Just for the record I will say that people have signed this, Mr. Curnell sent out a letter telling people about the upcoming application and telling them that he wanted to construct a larger garage on his property to replace the current garage, all of these people are aware of it and none of them are here tonight. A-5 is a very interesting picture of a garage in what it looks like a western plane.

Andrew Curnell: You would be surprised how hard it is to find a picture of exactly what you want.

Solicitor Harper: said that he will explain exactly what it is. A-6 is a hand drawn map of your property. There was another hand drawn map of the property that was submitted and I am not sure what exactly it is so when we get to it you will explain it. A-7 is another hand drawn map of the property. Borough Council does have all of these in your packet, how this works is you will explain to Borough Council what you want to do and why you need a larger garage than what otherwise would be permit. Ok your turn, go ahead.

Andrew Curnell: Pretty much I work as road mechanic, I do have a work truck with all my tools in it and I am looking to be able to put that inside under lock and key. I also live in a cape cod so if

you lived in a cap cod you would understand that there is not much storage. So, I am looking to put Christmas decorations, your holiday decorations in there. I am also a car enthusiast I have a number of old cars that I need to keep inside so that the weather does not get to them. As far as the drawings go, the first one did not have the old garage foundation on it and I was told to put that on the plan so I redrew up the layout and included the old garage.

Solicitor Harper: Are you putting the garage where the old one was?

Andrew Curnell: No, I am going to put it behind the old one so I am going to push back more to the back of the property.

Solicitor Harper: Are you keep that garage or are you going to take it down.

Andrew Curnell: I have stuff in the garage because I have a lack of space in my house so I have a lot of stuff in that garage, I cannot necessary tear down that garage unless I would go pay for storage fees and I want to put the garage further back because I want to utilize the property. We don't usually go that far back to do stuff its usually closer to the house like a party would be closer to the house than back 65 feet.

Solicitor Harper: So, it is your intention to take the old garage down after the new one is built.

Andrew Curnell: Exactly I will definitely take down the old garage, it is falling down which is another reason, I should have brought pictures of it, the back has a lean on it which I had to put some supports under it to support it up at that time.

Solicitor Harper: Ok, so if the Borough were to grant your conditional use and we put a condition on it that you have to remove the old garage.

Andrew Curnell: Not, a problem, I will definitely do that.

Solicitor Harper: Ok, the picture A-5 that we talked about which is the garage in a field out west, is that what you plan on building?

Andrew Curnell yes but the only difference is I am planning on making it look more like a house build not a pole barn, the pole barn thing is a thing now a days and everyone loves putting them up, they like the looks of it. I think more with my situation at my house, I plan on doing exterior work on my house and I would rather make the garage match the house to make it look nicer. So, I am going to be doing more of a tractional build rather than a tin built garage as of right now.

Solicitor Harper: Ok and you plan on using this as an accessory structure, for residentially things.

Andrew Curnell: Yes, nothing commercial besides parking my commercial truck inside.

Solicitor Harper: Those are all the questions that I have now we are going to ask Borough Council. Is there anything else that you want to say before we begin?

Andrew Curnell: No.

Solicitor Harper: The exhibits you agree to be entered into evidence?

Solicitor Harper: Ok, does anyone on Borough Council have any questions?

Councilmember Burns: Will you have electric or water?

Andrew Curnell: I do have electric in the old one. I will be putting electric in at a different time because I just had a newborn and kids are expensive. I will be putting electric in further in the future when I gather my funds back up. I do not know what the exact cost is until I get approval for what exact size building I need. I don't know how much the garage is going to cost right now. The idea might be, get the new garage up, old garage down, do electric but it might be a year or two years. I will not be doing water to it.

Solicitor Harper: You have requested 1200 square feet even though you are not quite sure what it is going to look like, that is the size that you are going to go for. 700 square feet is permitted you requested a building of 1200 square feet.

Andrew Curnell: Correct.

Solicitor Harper: So, that is what Borough Council is considering granting or denying. It will only be the 1200 square feet.

Andrew Curnell: That is what the size will be. The aesthetic is what is unknown the color the siding what kind of roof I am going to put on it. 20 x 60 is all that I want to go, I did see someone put a two story 20 x 60 on Vine Street but I thought that it looked way to high and I do not want to go that height. I am going 22 or 23 feet, I won't know exactly until I get the permit what I'm allowed with pitch of the roof. The pitch of the roof is going to tell you how high you can go. I am looking to match the pitch of the house.

Councilmember Girard: Are you going to do doing any landscaping around the building once it is completed?

Andrew Curnell: Can you explain?

Council Member Girard: Shrubs or anything like that to make it look a little bit better.

Andrew Curnell: I was not planning on it, I was going to leave it all open. I have a tree line on the right side and the left side is open and it is behind that garage.

Solicitor Harper: We are looking at a google earth shot.

President Ferguson: Where the driveway is today the garage is there and the new one is going to extend rear more toward the back of the property?

Andrew Curnell: Yes, but how I interpret the property lines is telephone poles and the deed to the property says 100 feet. The existing garage sits ten feet off the property line, I am going to go 21 feet which will put it more in the center of my property.

President Ferguson: Will you have to extend your driveway to reach it then?

Andrew Curnell: The driveway actually extends to the back of the garage, like you see my trailer that is right next to it which is black top. Not saying that I am not going to have to, in order to fit the garage.

President Person: Sounds like you have not finalized those details yet.

Andrew Curnell: Yes, I am trying to get the permit, so I can figure out what quote I have to get and what size garage I am getting.

Councilmember Burns: Have you had it surveyed?

Andrew Curnell: I have not but I did pay for the deed to the land and I talked to my neighbors and they said it's the telephone poles and then it goes straight back. If you look at the deed there are three lots that are just perfect rectangles and I did not get it surveyed.

Councilmember Burns: Bob is that something that you think they should do, locate those pins?

Solicitor Harper: Let's have the Code Officer come up and get him sworn in. State your name and your position with Borough Council.

Robert Heil: Robert Heil the Zoning Officer.

Solicitor Harper: Do you swear to tell the whole truth and nothing but the truth.

Robert Heil: I do.

Solicitor Harper: We have a couple questions and one is regarding height. How much height is he allowed to have because I don't see that specified on the application.

Robert Heil: It is very general with the zoning code that it is 35 feet maximum of any building. That zoning district and it is the same thing for the houses. It is over the 12 feet for accessory use which requires a conditional use which is where we are right now.

Solicitor Harper: Ok, so he is allowed to have more than 12 feet since he is here right now for conditional use. But the limitation is what? What is two stories is that 35 feet?

Robert Heil: It could go to 35 feet by the time you have a roof, like he was saying the roof pitch changes your height but there is a 35 foot height restriction in the borough.

Solicitor Harper: Mr. Curnell do you understand that?

Andrew Curnell: Yes

Solicitor Harper: And you are willing not to go over 35 feet?

Andrew Curnell: I am not even going to be close to that, like I said I am only going at max 22 or 23 feet. I don't think the garage will look right if I go too high since it is only 20 feet wide.

Solicitor Harper: Is your house a one story or two story?

Andrew Curnell: I am a cape cod, so its two stories by the upstairs in slanted.

Solicitor Harper: If the borough were to grant you this conditional use and a building permit for this garage and you build it on someone else's property you understand that they can sue you for that?

Andrew Curnell: Oh ya, like I said this is to get the ball rolling I know that there are hoops that I have to jump though because obviously you would want to confirm that you are on your own property before you start building. That is why I am not 10 feet from the property line I am 21- 22 feet off the property line. I don't think it will be fair for the neighbor if I put my garage right off her property.

Solicitor Harper: Let me ask the zoning officer what are the set backs for the side property line for a building like this?

Robert Heil: In this zoning district it needs to be 8 feet off the property line.

Solicitor Harper: Ok, so you must be at least 8 feet from the property line to be in compliance.

Councilmember Burns: Ya, so my question is for Bob do you think that he should have this done?

Robert Heil: I cannot really say, I can only say what the zoning code says and the zoning code requires that a building this size need to have a conditional use.

Solicitor Harper: the question he is asking is do you think that he should get a survey or find the pins?

Robert Heil: I think it's a good idea to know where your property lines are. The county maps that I have viewed of your property the aerials are closer to where he is predicting but I am not a surveyor.

President Ferguson: Question, the details are a little vague and don't take that the wrong way because I know that there are some questions about cost and everything. Are they normally worked out a little more detailed before a decision is made.

Solicitor Harper: They usually are because no offence we don't want to see you twice and you don't want to come in twice if you don't have to. If we were to grant your application, they would specify that the building can be no bigger than 1200 square feet and no taller than 23 feet in height and would specify that it will comply with all other zoning requirements and the set back. If you were to find a building that was taller or bigger you would have to come back.

Andrew Curnell: Right

Solicitor Harper: Are there any other questions? Do you have anything else that you would want to offer?

Andrew Curnell: No, I do not.

Solicitor Harper: The board can if they would like to make a decision tonight and later in the meeting, or they can wait 45 days to make a decision. They will make a decision tonight if whether or not they are going to decide tonight. You will get letter the day after the decision is made or you are more than welcome to wait tonight. Are there any questions from the public, hearing none. Come on over and I will give you your exhibits and unless council has anything else we can close the hearing. The hearing closed at 7:31 PM and later this evening is on for decision.

5. REPORTS FROM STANDING COMMITTEES AND MAYOR:

Budget, Finance, and Labor Committee Report

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

Planning, Building, and Zoning Committee Report

Councilmember Burns reported that a recent meeting raised questions regarding the Zoning Hearing Board's decision for 32 Roosevelt Avenue. There was initial understanding that the Zoning Hearing Board had denied the application. Solicitor Harper clarified that an agreement was reached with the applicant, the kitchen would be removed from the accessory structure, which previously made it a separate dwelling unit. The applicant indicated the space is intended to be used either as a play area for the children or as temporary accommodations for visiting parents. This use is permitted under the zoning ordinance. The Borough is currently withholding the Certificate of Occupancy until confirmation is received that the kitchen has been fully removed. After further discussion, it was agreed that the Zoning Officer must follow up with the homeowner to ensure that the kitchen is removed in compliance with the agreement.

Public Safety Committee Report

Councilmember Kroesser stated that the committee did not meet and she had nothing to report at this time.

Public Works & Property and Equipment Committee Report

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

Utilities Committee Report

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

Hatfield Economic Revitalization Outreach Committee Report

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

Mayor Mary Anne Girard's Report

Mayor Girard reported that the Pennsylvania Department of Environmental Protection (DEP) has implemented a new change in how recycling grants are calculated. Specifically, the commercial tonnage reimbursement rate has been reduced from \$10 to \$5 per ton. This adjustment, along with changes made to the program last year, is expected to result in a 20% reduction in the Borough's recycling grant funding. Additionally, Mayor Girard informed Council that The Wall That Heals, a traveling replica of the Vietnam Veterans Memorial, will be on display in Montgomery Township from July 10th through July 13th.

6. 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

7. Managers Report

1. **Land Use & Development Updates:**
2. **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
 - Recorded Plans
 - Waiting for Permits
 - 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

3. Utility Billing Update:

- Staff continues to monitor Electric & Sewer Past Due accounts. Shut-offs will resume continue through the Spring & Summer.
- 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
 - Detour Rote in Place
 - Borrowing Secured
 - <https://www.hatfieldborough.com/information/utility-replacement-project/>
 - Payment App. No. 7 Approved 4/16/25
 - Grant Extension Approved
 - On-site meetings with PennDOT for paving. Meetings with NPWA are scheduled to discuss findings.
- 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 Approved
- C. Stormwater Feasibility Study Grant with HT (Local Share Funds)
- Next Meeting in May

4. 2025 Project Updates:

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

5. PMEA Update:

6. Public Information Officer Update:

7. Items of Interest:

- Single-family build on Diamond Street
- Heritage Park / Pond Mosquito Spraying

8. NEW BUSINESS / DISCUSSION ITEMS:

A. Resolution 2025-07 Recognizing National Police Week

Manager Snyder stated that this is an annual resolution and is on for consideration tonight.

B. Resolution 2025-08 Recognizing National EMS Week

Manager Snyder stated that this is an annual resolution and will be on for consideration at the regular meeting in May.

C. Resolution 2025-09 Recognizing Public Works Week

Manager Snyder stated that this is an annual resolution and is on for consideration at the regular meeting in May,

D. Resolution 2025-10 Closure of Certain Borough Roads

Manager Snyder stated that this is an annual resolution for the closure of certain roads for Founders Day and is on for consideration tonight.

E. Spring Town Hall Meeting Discussion

Manager Snyder announced that the Spring Town Hall will be held on May 14th in the Borough Council Chambers. The agenda for the event is included in the council packet. The primary focus of the evening will be a discussion on the Heather Meadows Pond, including a review of the various options available to the Borough regarding its future.

F. Joint 2025 Roadway Resurfacing Bid Results

Public Works Director Stephen Fickert informed Council that a joint bid opening was held with Hatfield Township for the resurfacing of roads in both Hatfield Borough and Hatfield Township. The Borough's portion of the project totals \$84,507.00, which will be funded through the Liquid Fuels Fund. The lowest responsible bidder for the project was Glasco. This item is on the agenda for Council's consideration and approval of the bid results at tonight's meeting.

9. OLD BUSINESS: NONE

10. ACTION ITEMS:

A. Motion to Consider Resolution 2025-07 Recognizing National Police Week

Motion: A motion was made by Councilmember Kroesser to Approve Resolution 2025-07 Recognizing National Police Week. The motion was seconded by Councilmember Burns.

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

The motion was approved unanimously with a vote of 5-0.

B. Motion to Consider Awarding the Joint 2025 Roadway Resurfacing Project to Glassgow, Inc. in the Amount of \$655,238.80 (six hundred fifty-five thousand two hundred thirty-eight dollars and eighty cents) with \$84,507.00 (eighty-four thousand five hundred seven dollars) Being the Responsibility of Hatfield Borough

Motion: A motion was made by Councilmember Burns to Award the Joint 2025 Roadway Resurfacing Project to Glassgow, Inc. in the Amount of \$655,238.80 (six hundred fifty-five thousand two hundred thirty-eight dollars and eighty cents) with \$84,507.00 (eighty-four thousand five hundred seven dollars) Being the Responsibility of Hatfield Borough. 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 Decision on the Conditional Use Application of Andrew Curnell, 462 Farview Avenue (also known as N. Farview Ave) for an Oversized Garage

Motion: A motion was made by Councilmember Burns to grant the conditional use application of Andrew Curnell, 462 Farview Avenue (also known as N. Farview Ave) for a residential accessory building of 1200 square feet, where 700 square feet is otherwise permitted in accordance with the exhibits and testimony at the hearing with the following conditions, the height of the building should not exceed 23 feet in height, the old garage building will be removed within 60 days after the certificate of occupancy is granted and the project will otherwise comply with the zoning ordinance. 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.

11. ADJOURNMENT:

Motion: A motion was made by Councilmember Kroesser to adjourn the Workshop Meeting of May 7, 2025. The motion was seconded by Councilmember Girard and unanimously approved with a vote of 5-0. The meeting adjourned at 8:30 PM.

Executive Session Litigation, Property and Personnel

Respectfully Submitted,
Kathryn Vlahos
Assistant Manager