### HATFIELD BOROUGH COUNCIL

### WORKSHOP MEETING NOVEMBER 5, 2025



JASON FERGUSON, PRESIDENT
RICHARD GIRARD, VICE PRESIDENT
LARRY BURNS, COUNCILMEMBER
JAMES FAGAN, COUNCILMEMBER
MICHELLE WEISS, COUNCILMEMBER
MARY ANNE GIRARD, MAYOR
GIUSEPPE SCHIANO DI COLA, JUNIOR COUNCIL PERSON

JAIME E. SNYDER, BOROUGH MANAGER
CATHERINE M. HARPER, BOROUGH SOLICITOR



### Borough of Hatfield

Montgomery County, Pennsylvania

### BOROUGH COUNCIL WORKSHOP MEETING

November 5, 2025 AGENDA

#### CALL TO ORDER / ROLL CALL

#### 1. APPROVAL OF MEETING AGENDA:

Motion: To Approve the Agenda of the November 5, 2025, Workshop Meeting

#### 2. PUBLIC INPUT:

Please rise, state your name and address and reason for addressing Council

#### 3. ANNOUNCEMENTS:

- Next Council Meeting November 19<sup>th</sup> Regular Meeting at 7:00PM in Council Chambers
- 2026 Budget and Projects Meeting November 12, 2025 at 7:00PM in Council Chambers
- Planning Commission is Scheduled to Meet on Monday, November 17, 2025, at 6:00PM in Council Chambers
- HEROC is Scheduled to Meet Wednesday, November 19, 2025, at 8:00AM in Council Chambers
- HMHS is Scheduled to Meet on Tuesday, November 18, 2025 at 7:00PM at the Hatfield Borough Office
- The Hatfield Borough Offices will be closed on Tuesday, November 11, 2025 in Observance of the Veterans Day Holiday and Thursday and Friday November 27<sup>th</sup> and 28<sup>th</sup> in Observance of the Thanksgiving Day Holiday
- The Borough Offices will be opening at 1:00PM on Thursday, November 20, 2025 for Employee Training
- Leaf Bag Collection Starts Monday, October 27, 2025 and will continue every Monday through December 1, 2025
- 4. Partnership for Transportation Bike More, Drive Less Survey Results Presentation: Jacqui Baxter-Rollins & Lucas Oshman

401 S. Main Street P.O. Box 190 Hatfield, PA 19440

**Phone:** 215-855-0781

**Fax:** 215-855-2075

Email: admin@ hatfieldborough.com

Website: www.hatfieldborough.com

4. Partnership for Transportation Bike More, Drive Less Survey Results Presentation: Jacqui Baxter-Rollins & Lucas Oshman

#### 5. REPORTS FROM STANDING COMMITTEES AND MAYOR:

- Budget, Finance, and Labor Committee Report
- Planning, Building, and Zoning Committee Report
- Public Safety Committee Report
- Public Works & Property and Equipment Committee Report
- Utilities Committee Report
- Hatfield Economic Revitalization Outreach Committee Report
- Mayor Mary Anne Girard Report

#### 6. REPORTS AND CORRESPONDENCE:

Monthly Investment Report

Monthly EIT / LST Report

Monthly YTD Report

Monthly Zoning Hearing Board Applications

Hatfield 250 Committee 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:

#### 8. NEW BUSINESS / DISCUSSION ITEMS:

- A. 2026 Preliminary Draft Budget Discussion
- B. Train Station Lease Agreement: Sobec Designs, LLC
- C. 2026 Proposed Meeting Dates
- D. Escrow Release Maintenance Security Edinburgh Square
- E. 2025 Roadway Resurfacing Project Payment Request No. 1 / Final Payment

#### 9. OLD BUSINESS:

- A. Ordinance Amending Chapter 10 Code of Ordinances, Weeds and Other Vegetation, to Regulate Bamboo
- 10. ACTION ITEMS:
- 11. MOTION to ADJOURN: Executive Session: Personnel, Litigation, Real Estate

### 2. PUBLIC INPUT:

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   November 19, 2025, at 8:00AM in Council Chambers
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- Liberty Bell Trail Clean-up is Scheduled for Saturday, November 8, 2025 at 9:00AM
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# 4. Partnership for Transportation Bike More, Drive Less Survey Results Presentation: Jacqui Baxter-Rollins & Lucas Oshman

 Budget, Finance, and Labor Committee Report

Planning, Building, and Zoning
 Committee Report

Public Safety Committee Report

 Public Works & Property and Equipment Committee Report

Utilities Committee Report

Hatfield Economic
 Revitalization Outreach
 Committee Report

Mayor Mary Anne Girard
 Report

**Monthly Investment Report** 

**Monthly EIT / LST Report** 

**Monthly YTD Report** 

### Monthly Zoning Hearing Board Applications

### Hatfield 250 Committee Report

### Police Department Report

Fire Department Report

**EMS Report** 

### VMSC Hatfield Borough EMS Report

September 2025

NPV Region 911 Calls

1092

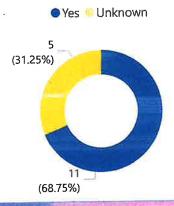


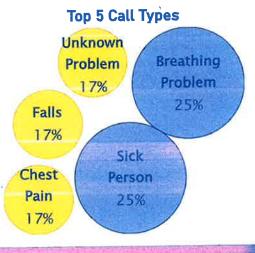
**16**Municipal Responses

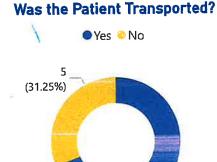
Om 22s Chute Time 8m 30s Response Time

48m 56s Call Time 100% Agency On-Status

#### Did the Patient's Condition Improve because of our Care?







(68.75%)

### VMSC Critical Response Triad VMSC emphasizes its review of the Critical Response Triad—cardiac, trauma, and stroke-related calls— because timely intervention in these cases can significantly improve patient autcomes and survival rates.









#### **VMSC's September Global Scale**



Mental Health | Responded to 47 behavioral health-related calls.

Community Harm | Handled 19 Overdoses, down from 24 last month, resulting in 5 Narcan administration by EMS. Also responded to 19 incidents involving deliberate injury, up from 12 last month.



Climate | Dispatched to 4 weather related motor vehicle crashes.

**Diversity | 37** patients had language barriers. **23** patients were morbidly obese. **15** were in a state of emotional distress. And **7** were developmentally impaired.

### September 2025 Patient Satisfaction Rating



"They were respectful, kind, and saw I was suffering and made me feel at ease immediately! They kept me 100% informed. I will be so proud to share my experience and to count on you for services"

#### **Mutual Aid**

VMSC provided mutual aid for 72 calls this period, down from 80, with the most significant contributions to Freedom Valley with 25, Chal-Brit with 14, Ambler with 12, Second Alarmers with 4, and Horsham with 3.

Conversely, VMSC received mutual aid 15 times with 6 times by Freedom Valley, 3 times by Second Alarmers, 2 times by Chal-Brit, 2 times by Horsham, 1 time by Second Alarmers, and 1 time by Grand View Medical.

#### **Supporting Our Community**

On August 28th, a fire at the Hatfield Village
Apartments displaced dozens of residents leading to a
multi-agency emergency response. VMSC providers
worked with fire and police to evacuate residents, treat
patients for smoke inhalation, and provide on-scene
support. On September 24th, Hatfield Township
recognized the coordinated effort between all agencies
involved. We thank our local community partners for
their support and collaboration during this incident



### **Public Works Department Report**

**Engineering Report** 



### Memorandum

To: Ms. Jaime E. Snyder, Manager, Hatfield Borough

Cc: Ms. Katie Vlahos, Assistant to the Manager, Hatfield Borough

Mr. Steve Fickert, Public Works Director, Hatfield Borough

Ms. Kate Harper, Borough Solicitor

Hatfield Borough Council

From: Chad E. Camburn, P.E.

**Date:** October 29, 2025

Re: November 2025 Engineering Report



The following is a highlighted list of current projects and recent engineering activities:

#### SUBDIVISION / LAND DEVELOPMENT / PERMITS:

#### Bennetts Court (Prestige Building Partners Townhomes)

The application proposes the construction of 18 townhouse units in three buildings taking access off a new cul-de-sac street, partially comprising an area of undedicated E. Broad Street.

The ADA ramp As-built plans have been approved. We are currently awaiting additional information on the stormwater basins and utility As-built Plans.

#### Hatfield Walk (23 N. Main St. Townhomes)

The application proposes the construction of 8 townhouse units in two buildings taking access off North Main Street. An existing dwelling will be demolished, and two properties will be combined. Preliminary/Final Plan Approval was granted with conditions at the February 19, 2025 Borough Council meeting.

Construction of the building for Units 1-4 is ongoing. Foundation As-builts for Units 5-8 were approved on October 29. The developer expects to have both buildings under roof by the second week of November, and expects to have the sitework predominantly completed by the second week in December. Final paving will be completed in Spring 2026.

F:\Projects\HAT-01\065075\_Misc. Consultation\Engineer Report\2025\2025-10-29 Nov 2025 Engr Rpt-DRAFT.docx

732-573-0490

732-303-8700

610-332-1772



#### 43 Roosevelt Ave. (Twins)

The application proposes the construction of 4 twin units.

The sanitary sewer connections for Units 1-3 have been completed, and the sanitary lateral for the previous dwelling has been abandoned. The new lateral for Unit 4 will be connected in the next week.

#### Edinburgh Square Land Development

The developer has completed the Maintenance punchlist, and we issued a recommendation to release the Maintenance Security and close the project.

As always, if you have any questions or comments, or if we can be of any further service, please feel free to contact me directly at 484-941-0418 or ccamburn@vancleefengineering.com.

Zoning Officer, Building Code, Property Maintenance Report

### Fire Marshal / Fire Safety Inspection Report

**Pool Advisory Report** 

### 7. MANAGERS REPORT:



### Borough of Hatfield

#### Montgomery County, Pennsylvania

#### MANAGER'S REPORT General Report and Projects Update

#### 1. Land Use & Development Updates:

- A. Edinburgh Square Subdivision
  - Maintenance Bond in Place
  - Asked for Escrow Release Consider in November
- **B.** Bennetts Court Land Development
  - Paving & Final Improvements
  - Settlements Occurring
  - Escrow Release No. 1 Sitework Approved
- C. 43 Roosevelt Land Development
  - Recorded Plans
  - Starting Construction Early September
- 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
  - Looking at Receiving Funding
- F. 23 N. Main Street Hatfield Walk
  - ZHB Approved with Conditions 4/24/24
  - LD Resolution Approved 2/19/25
  - SPM Approved Sent to DEP
  - Pre-Construction Meeting Held 7/8/25
  - Demo Approved 7/10/25
  - Plans Recorded August 2025
  - Grading Permit Issued August 2025
  - Foundation Permit Issued
  - Building Permits Issued

#### 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.amppartners.org/index.php

401 S. Main Street P.O. Box 190 Hatfield, PA 19440

#### Phone:

215-855-0781

#### Fax:

215-855-2075

#### **Email:**

admin@

hatfieldborough.com

#### Website:

www.hatfieldborough.com

- 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 Route in Place
  - Borrowing Secured
  - https://www.hatfieldborough.com/information/utilityreplacement-project/
  - Payment App. No. 15,16 Approved 7/16/25
  - Grant Extension Approved
  - Grant Reimbursements Occurring October 2025 Final
  - Punch List Items & Final Payments August 2025
  - Project Complete 18-month Maintenance Bond in Place
- B. MTF / CTP Crosswalk Grants (after Utility Replacement Project)
  - HOP Application realign crosswalk to the intersection
  - Grant Extension Approved
  - Advertise for Authorization 2025/2026 projected works dates
  - Bid Opening Award 8/20/25
  - Waiting on Signed Contract Documents
  - Pre-Con Meeting Held 10/29/2025
- C. Stormwater Feasibility Study Grant with HT (Local Share Funds)
  - Next Meeting in November

#### 4. 2025 Project Updates:

- A. 2025 Roadway Resurfacing Project N. Main Street
  - Bid Awarded 5/21/2025
  - Completed
  - Waiting for the Invoice
- B. Montco 2040 Grant Bike Improvements
  - Signed Grant Agreement
  - Checking on Funding through County / State Budget
  - Kick-Off Event with Montgomery County 11/12/25

#### 5. PMEA Update:

#### 6. Public Information Officer Update:

#### 7. Items of Interest:

Respectfully Submitted, Jaime E. Snyder, Borough Manager November 5, 2025

## 8. <u>NEW BUSINESS /</u> <u>DISCUSSION ITEMS</u>:

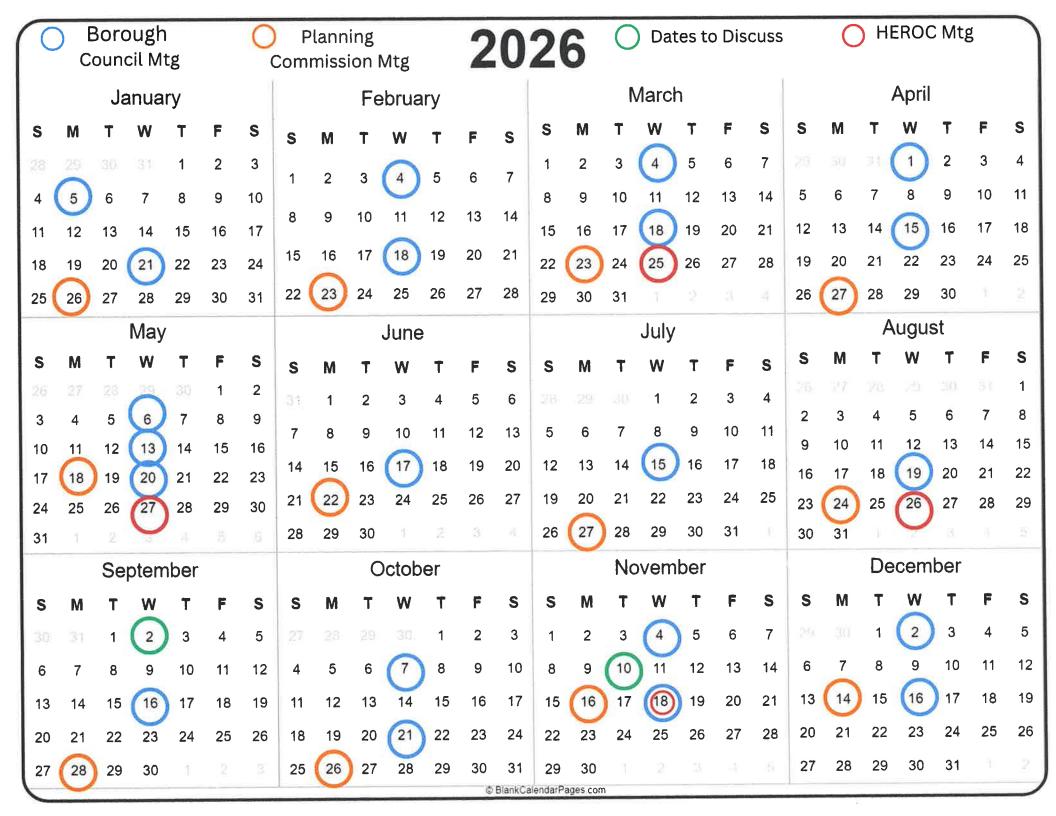
### A. 2026 Preliminary Draft Budget Discussion

## 8. <u>NEW BUSINESS /</u> <u>DISCUSSION ITEMS</u>:

### B. Train Station Lease Agreement: Sobec Designs, LLC

## 8. <u>NEW BUSINESS /</u> DISCUSSION ITEMS:

C. 2026 Proposed Meeting Dates



## 8. <u>NEW BUSINESS /</u> DISCUSSION ITEMS:

### D. Escrow Release Maintenance Security Edinburgh Square



October 17, 2025

Jaime E. Snyder Borough Manager Hatfield Borough 401 South Main Street P.O. Box 190 Hatfield PA 19440

RE: Edinburgh Square
Maintenance Security

Bursich Project No: HAT-01 / 177832



#### Dear Jaime:

In July 2023 the Borough obtained Maintenance Security for certain improvements associated with the Edinburgh Square Land Development project. Upon completion of the maintenance term, we issued a Maintenance Punchlist of items to be corrected prior to releasing the Maintenance Security. While the developer completed most of the repairs immediately, he requested to wait until Autumn 2025 to improve and reseed the stormwater basin and replant trees, for better growth of grass and survival of the trees.

On October 15, 2025 we visited the site for a final inspection, and found the basin cleanup and landscaping to be complete. At our request, the developer had removed the mulch and replanted the basin with grass seed. While the grass within the basin has not yet been fully established, it is clear the improvements were made in an effort to better naturalize the basin. We expect the grass to continue to establish through this Autumn and next Spring.

At this time, it is our opinion the developer met his obligations identified in the Maintenance Punchlist. Therefore, we recommend the \$8,403.51 held by the Borough as Maintenance Security be released once the Borough has confirmed any outstanding obligations have been completed and consultant fees have been paid in full.

Should you have any questions or need further information, please feel free to contact me at 484-941-0418 or ccamburn@vancleefengineering.com.

Very Truly Yours,

Van Cleef Engineering Associates, LLC

Chad E. Camburn, P.E. Professional Engineer

Pc: Katie Vlahos, Assistant to the Borough Manager (via email)

Caracausa Building and Development Inc., Applicant (via email)

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732-303-8700

610-332-1772

## 8. <u>NEW BUSINESS /</u> DISCUSSION ITEMS:

E. 2025 Roadway Resurfacing Project Payment Request No. 1 / Final Payment

### 9. OLD BUSINESS:

A. Ordinance Amending Chapter
10 Code of Ordinances, Weeds
and Other Vegetation,
to Regulate Bamboo



#### BOROUGH OF HATFIELD MONTGOMERY COUNTY, PENNSYLVANIA ORDINANCE NO. \_\_\_

AN ORDINANCE AMENDING HATFIELD BOROUGH AMENDING CHAPTER 10, WEEDS AND OTHER VEGETATION TO REGULATE BAMBOO, REPEALING PRIOR INCONSISTENT ORDINANCES OR PARTS OF ORDINANCES; CONTAINING A SEVERABILITY CLAUSE AND A CLAUSE ADDRESSING EXISTING BAMBOO ENCROAHING ON NEIGHBORING PROPERTIES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Council of the Borough of Hatfield, Montgomery County, Pennsylvania, is duly empowered by the Borough Code, 8 Pa.C.S. § 101, et seq., to enact certain regulations relating to the public health, safety, and welfare of the citizens of the community of the Borough of Hatfield;

WHEREAS, pursuant to the Borough Code of the Commonwealth of Pennsylvania including but not limited to Sections 1202(4) and 1202(5), the Council of the Borough of Hatfield is authorized to regulate the conditions and maintenance of all property, buildings, and structures within the Borough of Hatfield;

WHEREAS, the Council of the Borough of Hatfield previously adopted provisions in Chapter 10, Health, and Safety in Part One, related to Grass Weeds and Other Vegetation, and now desires to reenact and revise those provisions with respect to bamboo,

NOW, THEREFORE, BE IT ORDAINED, by the authority of the Council of the Borough of Hatfield, Montgomery County, Pennsylvania, that the Borough of Hatfield Code of Ordinances, Chapter 10 (Health and Safety), Part I (Grass, Weeds and Other Vegetation) is hereby reenacted and amended in accordance with this Ordinance, as follows:

Section 1 The following sections of Part 1 are reenacted as revised herein:

### § 10-101 GRASS, Weeds and Other Vegetation a Nuisance Under Certain Conditions.

[Ord. No. 113, 7/2/1956, § 1]

No person, firm or corporation, owning or occupying any property within the Borough shall permit any grass or weeds or any vegetation whatsoever, not edible or planted for some useful or ornamental purpose, to grow or remain upon such premises so as to exceed a height of six inches or to throw off any unpleasant or noxious odor or to conceal any filthy deposit or to create or produce pollen. Any grass, weeds or other vegetation growing upon any premises in the Borough in violation of the provisions of this section is hereby declared to be a nuisance and detrimental to the health, safety, cleanliness and comfort of the inhabitants of this Borough.

#### § 10-102 Responsibility of Owners and Occupants of Premises.

[Ord. No. 113, 7/2/1956, § 2]

The owner of any premises, as to vacant premises or premises occupied by the owner, and the occupant thereof, in case of premises occupied by other than the owner thereof, shall remove, trim or cut all grass, weeds or other vegetation growing or remaining upon such premises in violation of the provisions of § <u>10-101</u> of this Part.

### § 10-103 Notice to Remove, Trim or Cut; Authority for Borough to Do Work and Collect Cost and Additional Amount.

[Ord. No. 113, 7/2/1956, § 3]

The Borough Council, or any officer or employee of the Borough designated thereby for the purpose is hereby authorized to give notice by personal service or by United States Mail to the owner or occupant, as the case may be, of any premises whereon grass, weeds or other vegetation is growing or remaining in violation of the provisions of § 10-101 of this Part, directing and requiring such occupant to remove, trim or cut such grass, weeds or vegetation, so as to conform to the requirements of this Part, within five days after issuance of such notice. In case any person, firm or corporation shall neglect, fail or refuse to comply with such notice, within the period of time stated therein, the Borough authorities may remove, trim or cut such grass, weeds or vegetation, and the cost thereof, together with any additional penalty authorized by the law may be collected by the Borough from such person, firm or corporation in the manner provided by law.

#### § 10-104 Bamboo

The following special regulations pertain to bamboo, as herein defined, the purpose

of which is to preserve and protect private and public property and indigenous plants from the damaging spread of these plants.

(a) Definitions. As used in this chapter, the following terms shall have the meanings indicated:

#### **BAMBOO**

Any monopodial (running) tropical or semitropical grasses from the genre Bambusa including, but not limited to, Bambusa, Phyllostachys, and Pseudosasa, as well as Common Bamboo, Golden Bamboo, and Arrow Bamboo.

Prohibition. Upon the effective date of this chapter, the planting of bamboo shall be prohibited within the Borough. Any person thereafter who plants or grows, or causes to be planted or grown, bamboo within the Borough shall be deemed in violation of this chapter and shall be subject to such penalties as are set forth herein.

Regulations.

(c)

Each property owner shall be required to take such measures as are reasonably expected to prevent any bamboo on its property from encroaching on any neighboring property. Such measures may include, but are not limited to, removal of the bamboo at the roots, and installation of sheathing comprised of metal or other material impenetrable by bamboo at a sufficient depth within the property line or lines where the bamboo is growing to prevent such growth or encroachment upon adjoining or neighboring properties.

#### § 10-105 Violations and Penalties.

[Ord. No. 113, 7/2/1956, § 4; as amended by Ord. No. 357, 10/16/1991, § 10-104; and by Ord. No. 501, 8/15/2012]

Any person, firm or corporation who shall violate any provision of this Part, upon conviction thereof in an action brought before a Magisterial District Judge in the manner provided for the enforcement of summary offenses under the Pennsylvania Rules of Criminal Procedure, shall be sentenced to pay a fine of not more than \$1,000 plus costs and, in default of payment of said fine and costs, to a term of imprisonment not to exceed 90 days. Each day that a violation of this Part continues or each section of this Part which shall be found to have been violated shall constitute a separate offense.

Section 2. Severability. The provisions of this Ordinance are severable. If any part of this Ordinance is declared to be un-constitutional, illegal, or invalid, the validity of the remaining provisions shall be unaffected.

heretofore a repealed, wh	dopted, to the	Repealer.  e extent that the ances not inco	e same are	inconsiste	nt herewit	h, are here	eby
provided by		Effective Dat	e. The	Ordinance	shall tal	ke effect	as
ORD. BOROUGH	I on this	D ENACTED ——— Members	by the I	Borough Co	ouncil of	HATFIE , 2025 w	LD ⁄ith
"nay."	-	voting	voti	ng	"aye"	8	and
Attest:				HATFII	ELD BOR	OUGH	
Jaime E. Sn	yder, Manag	er / Secretary	By: Jaso	n Ferguson	, Council	President	
Approved tl	his	_ day of		, 202	25.	_	
		Mayor	Mar	y Anne Gir	ard		

### 10. ACTION ITEMS:

### 11. MOTION to ADJOURN: Executive Session: Personnel, Litigation, Real Estate