

**HATFIELD BOROUGH COUNCIL
WORKSHOP / REGULAR MEETING
September 17, 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 Weiss

(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, and Assistant Manager; Kathryn Vlahos.

1. Motion to Approve the September 17, 2025 Workshop / Regular Meeting Agenda.

Motion: A motion was made by Councilmember Burns for Approval of Meeting Agenda, September 17, 2025, Workshop / Regular Meeting Agenda. The motion was seconded by Councilmember Weiss and unanimously approved with a vote of 5-0.

2. APPROVAL OF THE MINUTES: Motion to Approve the Minutes of the August 20, 2025 Workshop / Regular Meeting

Motion: A motion was made by Councilmember Weiss to Approve the Minutes of the August 20, 2025 Workshop / Regular Meeting. The motion was seconded by Councilmember Girard 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 October 1st Workshop Meeting and the October 15th Regular Meeting at 7:00PM in Council Chambers
- The next Planning Commission Meeting is scheduled for Monday, September 22, 2025, at 6:00PM in Council Chambers
- HEROC is Scheduled to Meet on Wednesday, September 24, 2025, at 8:00AM in Council Chambers
- HMHS is Scheduled to Meet on Tuesday, September 23, 2025, at 6:00PM in Council Chambers

5. REPORTS FROM STANDING COMMITTEES AND MAYOR:

Budget, Finance, and Labor Committee Report

Councilmember Ferguson stated that the committee met and discussed the SEPTA property and a potential renter for the property. The committee also reviewed preliminary numbers for the 2026 budget.

Planning, Building, and Zoning Committee Report

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

Public Safety Committee Report

Councilmember Weiss 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 the had nothing to report at this time.

Mayor Mary Anne Girard's Report

Mayor Mary Anne Girard reminded Council that the North Penn Water Authority will be celebrating its 60th anniversary tomorrow evening from 3:00–7:00 PM.

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:

- A. Edinburgh Square Subdivision
 - Maintenance Bond in Place
 - Asked for Escrow Release – Engineer Review
- 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
- F. 23 N. Main Street
 - 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

2. 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 Route in Place
 - Borrowing Secured
 - <https://www.hatfieldborough.com/information/utility-replacement-project/>
 - [Payment App. No. 15,16 Approved 7/16/25](#)
 - [Grant Extension Approved](#)
 - [Grant Reimbursements Occurring – Waiting on Final Reimbursement](#)
 - [Punch List Items & Final Payments August 2025](#)
- 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
- C. Stormwater Feasibility Study Grant with HT (Local Share Funds)
- Next Meeting in September

4. 2025 Project Updates:

- A. 2025 Roadway Resurfacing Project – N. Main Street
- Bid Awarded – 5/21/2025
 - Paving Completed
 - Waiting for Line Striping
- B. Montco 2040 Grant – Bike Improvements
- Signed Grant Agreement

5. PMEA Update:

- Conference Review – Hatfield retained Board Seat

6. Public Information Officer Update:

7. Items of Interest:

8. NEW BUSINESS / DISCUSSION ITEMS:

A. Grace Lutheran Church Annual Christmas Tree Lighting Request

Manager Snyder explained that this request is for the annual Christmas Tree Lighting and that it is on the agenda tonight for consideration.

B. Junior Council Person Candidate

Mayor Mary Anne Girard stated that she has a candidate for the Junior Council Person position, Giuseppe Schiano, who is a senior at North Penn High School. Mr. Schiano was present at tonight's meeting and available for any questions from Council.

C. Ordinance No. 559 Amending Chapter 5 Code of Ordinances for Residential and Non-Residential Property Inspection Programs

Manager Snyder explained that the Rental Inspection Program Ordinance was passed last year, and since then, the committee has received feedback on the program and made several updates. The revisions clarify the distinction between the Residential Rental Inspection Program and the Commercial Fire Safety Program, outlining what will be inspected under each. This item is on the agenda for consideration tonight to authorize advertisement for a public hearing at the October 15th Regular Council Meeting.

D. Ordinance No. 560 Amending Chapter 10 Code of Ordinances, Weeds and Other Vegetation, to Regulate Bamboo

Solicitor Harper stated that this ordinance adds bamboo to the already adopted ordinance regulating grass, weeds, and other vegetation. The amendment would place additional restrictions on property owners with bamboo to prevent it from becoming a nuisance to neighboring properties. Following discussion, Council decided to table the ordinance for advertisement to allow for additional clarification to be added before proceeding.

E. Conditional Use Application for 219 W. Broad Street

Manager Snyder explained that an item on tonight's agenda is for consideration to advertise a conditional use hearing for 219 W. Broad Street regarding an oversized garage. The applicant, Kyle Decorde, was in attendance. Mr. Decorde introduced himself and clarified that his business is no-impact and involves making custom parts for motorcycles and race cars. After some discussion and questions from Council, it was noted that this item will be voted on this evening to authorize advertisement of the hearing.

9. OLD BUSINESS: NONE

10. ACTION ITEMS:

A. Motion to Consider Approving the Use of Railroad Plaza / Memorial Park for the Annual Christmas Tree Lighting held by Grace Lutheran Church on Saturday, December 6, 2025

Motion: A motion was made by Councilmember Burns to approve Approving the Use of Railroad Plaza / Memorial Park for the Annual Christmas Tree Lighting held by Grace Lutheran Church on Saturday, December 6, 2025. The motion was seconded by Councilmember Weiss.

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.

B. Motion to Consider Advertising Ordinance No. 559 Amending Chapter 5 Code of Ordinances for Residential and Non-Residential Property Inspection Programs for a Public Hearing to be held October 15, 2025, at 7:00PM

Motion: A motion was made by Councilmember Fagan to approve Advertising Ordinance No. 559 Amending Chapter 5 Code of Ordinances for Residential and Non-Residential Property Inspection Programs for a Public Hearing to be held October 15, 2025, at 7:00PM 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 Advertising Ordinance No. 560 Amending Chapter 10 Code of Ordinances, Weeds and Other Vegetation, to Regulate Bamboo for a Public Hearing to be held October 15, 2025, at 7:00PM

This action was tabled until revisions are made to the ordinance and will be placed on the agenda for consideration at the October 1, 2025 Workshop Meeting.

D. Motion to Consider Advertising a Conditional Use Hearing for 219 W. Broad Street for a Public Hearing to be held October 15, 2025, at 7:00PM

Motion: A motion was made by Councilmember Burns to approve Advertising a Conditional Use Hearing for 219 W. Broad Street for a Public Hearing to be held October 15, 2025, at 7:00PM. The motion was seconded by Councilmember Fagan.

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. 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 Fagan.

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.

12. ADJOURNMENT:

Motion: A motion was made by Councilmember Weiss to adjourn the Workshop / Regular Meeting of September 17, 2025. The motion was seconded by Councilmember Girard and unanimously approved with a vote of 5-0. The meeting adjourned at 8:14 PM.

Executive Session Litigation, Property and Personnel

Respectfully Submitted,
Kathryn Vlahos
Assistant Manager