

**BOROUGH COUNCIL  
WORKSHOP MEETING**

March 4, 2026

7:00 PM

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) Richard Girard, President
- (X) Larry Burns, Vice President
- ( ) Jason Ferguson
- ( ) Syeda Hoque
- (X) Michelle Weiss

(X) Mayor Mary Anne Girard

The record shows that three members of Council were present at roll call, as well as, Solicitor; Catherine Harper, Timoney Knox, LLP, Borough Manager; Jaime E. Snyder, Public Works Director; Stephen S. Fickert, Jr., Junior Council Person; Giuseppe Schiano Di Cola, Junior Council Person; and Assistant Manager; Kathryn Vlahos.

**1. Motion to Approve the March 4, 2026 Workshop Meeting Agenda.**

Motion: A motion was made by Councilmember Burns for Approval of Meeting Agenda, March 4, 2026 Workshop Meeting Agenda. The motion was seconded by Councilmember Weiss and unanimously approved with a vote of 3-0.

**2. PUBLIC INPUT:** President Girard asked if there was any Public Input. There was no media present. There was no public input.

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

- Next Council Meeting March 18<sup>th</sup> Regular Meeting at 7:00PM in Council Chambers
- Planning Commission is Scheduled to Meet on Monday, March 23, 2026 at 6:00PM in Council Chambers
- HMHS is Scheduled to Meet Tuesday, March 31, 2026, at 7:00PM at the Hatfield Borough Office, Council Chambers

**4. Junior Council Person Program: Honorable Mayor Mary Anne Girard Presiding**

**A. Introduction of Nominee**

Mayor Mary Anne Girard introduced the new Junior Council Person, Marcus Thompson, and stated that he would be taking the pledge that evening.

**B. Junior Council Person Pledge**

Mayor Mary Anne Girard administered the pledge to Marcus Thompson, and he took the pledge.

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

**Budget, Finance, and Labor Committee Report**

President Girard stated that the committee met and discussed ACH payments, including a proposed change to a three-year reporting period instead of a five year plan.

**Planning, Building, and Zoning Committee Report**

Councilmember Burns stated that the committee met and discussed revisions to the cat ordinance due to an increase in complaints.

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

**Utilities Committee Report**

President Girard stated that the committee met and discussed ongoing delinquencies and potential strategies to reduce them in the future.

**Hatfield Economic Revitalization Outreach Committee Report**

Councilmember Girard stated that the committee has not met recently and had nothing to report at this time.

**Mayor Mary Anne Girard's Report**

Mayor Girard stated that she attended a webinar on the Fair Housing Act, which she found very informative and from which she obtained useful information. She noted that she would be happy to share the webinar with anyone who is interested.

**6. REPORTS AND CORRESPONDENCE:**

Monthly Investment Report  
Monthly EIT / LST Report

Monthly YTD Report  
Monthly Zoning Hearing Board Applications  
MCPC Steering Committee Report  
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  
Junior Council Person Report

## **7. MANAGERS REPORT:**

General Report and Project Updates. Manager Snyder reviewed the Reports and made the following announcements:

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

- A. Bennetts Court Land Development
  - Paving & Final Improvements
  - Settlements Occurring
  - Escrow Release No. 1 Sitework Approved
- B. 43 Roosevelt Land Development
  - Recorded Plans
  - Starting Construction – Early September
  - Escrow Release No. 1 Sitework Approved
- C. 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
- D. 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>
- 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 Completed, 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
  - Construction Started in November
  - Payment No. 1 Approved 2/18/26
- C. Stormwater Feasibility Study Grant with HT (Local Share Funds)
  - Next Meeting in 2026

### **4. 2025 Project Updates:**

- A. 2025 Roadway Resurfacing Project – N. Main Street
  - Project Completed, Maintenance Bond in Place
- 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
  - Meeting in Early 2026 with Hatfield Township

### **5. 2026 Project Updates:**

- A. 2026 Curb Ramp and ADA Project
- B. 2026 Union Street Storm Sewer Project

### **6. PMEA Update:**

### **7. Public Information Officer Update:**

**8. Items of Interest:**

**8. NEW BUSINESS / DISCUSSION ITEMS: NONE**

**9. OLD BUSINESS:**

**A. Hatfield Legion Post 993 Memorial Day Parade Request**

Manager Snyder explained that she received a request from Hatfield Legion Post 993 for the Memorial Day Parade. The request will be considered at the next Council meeting, along with a resolution for the road closure associated with the parade.

**10. ACTION ITEMS: NONE**

**11. ADJOURNMENT:**

Motion: A motion was made by Councilmember Weiss to adjourn the Workshop Meeting of March 4, 2026. The motion was seconded by Councilmember Burns and unanimously approved with a vote of 3-0. The meeting adjourned at 7:33 PM.

*Executive Session Litigation, Property and Personnel*

Respectfully Submitted,  
Kathryn Vlahos  
Assistant Manager