

**BOROUGH COUNCIL
WORKSHOP MEETING**

April 1, 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
- () Larry Burns, Vice President
- (X) Jason Ferguson
- (X) Syeda Hoque
- (X) Michelle Weiss

(X) Mayor Mary Anne Girard

The record shows that four 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, and Assistant Manager; Kathryn Vlahos.

1. Motion to Approve the April 1, 2026 Workshop Meeting Agenda.

Motion: A motion was made by Councilmember Weiss for Approval of Meeting Agenda, April 1, 2026 Workshop Meeting Agenda. The motion was seconded by Councilmember Hoque and unanimously approved with a vote of 4-0.

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 April 15th Regular Meeting at 7:00PM in Council Chambers
- ZHB is Scheduled to Meet on Wednesday, April 8, 2026, at 7:00PM in Council Chambers to Hear the Application of 30 E. Lincoln, 30 Lincoln LLC (Thomas Byrne)
- Planning Commission is Scheduled to Meet on Monday, April 27, 2026, at 6:00PM in Council Chambers
- Earth Day Kids Event is Scheduled for April 22, 2026, 4:30PM-6:00PM at Borough Office
- Leaf Bag Pick-up is Scheduled for Monday, April 20 and 27, 2026
- Curb Side Chipping is Scheduled for Monday, May 4, 2026

- MCPC Steering Committee Community Open House is Scheduled for Wednesday, May 13, 2026, at 6:00PM in Council Chambers
- The Borough Office will be closed on Friday, April 3, 2026 for the Good Friday Holiday

4. REPORTS FROM STANDING COMMITTEES AND MAYOR:

Budget, Finance, and Labor Committee Report

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

Planning, Building, and Zoning Committee Report

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

Utilities Committee Report

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

Hatfield Economic Revitalization Outreach Committee Report

Councilmember Girard stated that the committee met and discussed the changes being made for this year's Fall Festival. They also decided that there will not be a car show at this year's event. In addition, the committee discussed the Hatfield Hello Program and decided to continue offering it.

Mayor Mary Anne Girard's Report

Mayor Girard reported that the 2023 recycling grant was received from DEP and approved as a group. She also shared information about Bike North Penn, which on April 26, 2026 will be riding from Lower Gwyned and meeting in Hatfield Borough at the trail by the trolley stop, which will serve as the midway point before the group returns. Riders will utilize the completed portion of the Liberty Bell Trail. Mayor Girard stated that she would like to organize a mini park clean-up at Heritage Park from 9:00 AM to 10:00 AM on the same day so residents can get involved before heading over to the bike display. She also noted that she will request flyers from Bike North Penn.

5. 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

6. 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
 - Funding Received
 - Meeting with HT & HB
- 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. Disconnections will resume in April 2026.
- 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.

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: completed

6. PMEA Update:

7. Public Information Officer Update:

8. Items of Interest:

- A. NPWA Fire Hydrant Flushing Schedule
- B. PSAB Annual Conference
- C. MCBA April Dinner

7. NEW BUSINESS / DISCUSSION ITEMS:

A. Resolution 2026-04 – Derik Stover Years of Service

Manager Snyder stated that Derik Stover of the Public Works Department is retiring, and this resolution is to honor him for his years of service to the residents of Hatfield Borough.

B. Allegheny Electric Cooperative Agreement for Electric Service

Manager Snyder informed Council that a portion of the Borough's power supply comes from the New York Power Authority (NYPA), which represents approximately 5.7% of the Borough's energy portfolio, while the remaining energy is purchased through NextEra. NYPA has requested a rate increase, which will result in an additional cost of approximately \$2,300 to Hatfield Borough for the period of April 2026 through March 2027. As part of the rate increase, the Borough must update its contract with NYPA. The changes to the contract include the rate increase and updated contract dates. The Borough Solicitor has reviewed the agreement.

C. Updated Feral / Outdoor Cat Ordinance

Solicitor Harper explained that the main changes to the ordinance would allow residents to feed feral cats provided they apply for and obtain registration for both themselves and the cats. Registration would ensure that the cats have been spayed or neutered and have received rabies vaccinations. These changes were proposed because the previous ordinance was difficult to enforce, particularly the restriction on feeding more than six cats.

D. Resolution 2026-05 – Recognizing Safe Digging Month

Manager Snyder stated that this is an annual resolution supporting 811 Safe Digging Month, which is recognized in April. This resolution will be considered at the April Regular Borough Council Meeting.

E. 2026 PSAB Voting Delegate and Alternate

Manager Snyder explained that Borough Council must approve a voting delegate to represent Hatfield Borough at the PSAB Conference. Since Manager Snyder will be attending the conference, he may serve as the Borough's voting delegate. This item will be considered at the April Regular Borough Council Meeting.

8. OLD BUSINESS

A. Hatfield Legion Post 933 Memorial Day Parade Request

Manager Snyder stated that Hatfield Legion Post 933 submitted a letter requesting the use of Memorial Park for the Memorial Day Parade and also requested that Hatfield Borough coordinate with PennDOT regarding the HOP permit. This request is being considered this evening as an action item.

B. Resolution 2026-03 – Memorial Day Parade Road Closure Request

Manager Snyder explained that this resolution would authorize the Borough to close Borough roads for the Memorial Day Parade and would be submitted to PennDOT as part of the HOP permit application. This item is also being considered this evening as an action item.

9. ACTION ITEMS:

A. Motion to Consider Hatfield American Legion Request to hold the Memorial Day Parade Ceremony at Memorial Park

Motion: A motion was made by Councilmember Weiss to Approve Hatfield American Legion Request to hold the Memorial Day Parade Ceremony at Memorial Park. The motion was seconded by Councilmember Hoque.

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

The motion was approved unanimously with a vote of 4-0.

B. Motion to Consider Resolution 2026-03 Authorizing the Closure of Certain Borough Roads for the Hatfield American Legion Memorial Day Parade

Motion: A motion was made by Councilmember Ferguson to Approve Resolution 2026-03 Authorizing the Closure of Certain Borough Roads for the Hatfield American Legion Memorial Day Parade. The motion was seconded by Councilmember Weiss.

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

The motion was approved unanimously with a vote of 4-0.

C. Motion to Consider Resolution 2026-04 Honoring Derik Stover's Years of Service to Hatfield Borough

Motion: A motion was made by Councilmember Weiss to Approve Resolution 2026-04 Honoring Derik Stover's Years of Service to Hatfield Borough. The motion was seconded by Councilmember

Hoque.

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

The motion was approved unanimously with a vote of 4-0.

D. Motion to Approve the Agreement for Electric Service with Allegheny Electric Cooperative and Authorize Borough Manager, Jaime E. Snyder, to Sign the Agreement

Motion: A motion was made by Councilmember Ferguson to Approve the Agreement for Electric Service with Allegheny Electric Cooperative and Authorize Borough Manager, Jaime E. Snyder, to Sign the Agreement. The motion was seconded by Councilmember Hoque.

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

The motion was approved unanimously with a vote of 4-0.

10. Motion to Approve the Payment of the March Bills

President Girard and Manager Snyder reviewed and answered questions regarding the March bill list.

Motion: A motion was made by Councilmember Ferguson to Approve the payment of the March bills. The motion was seconded by Councilmember Hoque.

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

The motion was approved unanimously with a vote of 4-0.

11. ADJOURNMENT:

Motion: A motion was made by Councilmember Weiss to adjourn the Workshop Meeting of April 1, 2026. The motion was seconded by Councilmember Ferguson and unanimously approved with a vote of 4-0. The meeting adjourned at 8:09 PM.

Executive Session Litigation, Property and Personnel

Respectfully Submitted,
Kathryn Vlahos
Assistant Manager

