



**HATFIELD TOWNSHIP BOARD OF COMMISSIONERS  
WORKSHOP MEETING AGENDA  
SEPTEMBER 8, 2021  
7:30 PM**

**I. CALL TO ORDER**

**II. ROLL CALL**

- ☐ COMMISSIONER PRESIDENT ZIPFEL
- ☐ COMMISSIONER VICE PRESIDENT RODGERS
- ☐ COMMISSIONER ANDRIS
- ☐ COMMISSIONER LEES
- ☐ COMMISSIONER ZIMMERMAN

**III. PLEDGE OF ALLEGIANCE**

**IV. APPROVAL OF AGENDA**

**V. CITIZENS' COMMENTS – AGENDA ITEMS ONLY**

***Attention: Board of Commissioner Meetings are Video Recorded***

*All comments made at the podium. Please state your name and address for the record.  
Comments are guided by Resolution #10-10.*

**VI. CONSENT ITEMS**

*Motion to Enter into the Record*

- A. HTMA Budget Report – *July, 2021*
- B. Police Report – *August, 2021*
- C. NPWA Meeting Minutes – *July 27, 2021*

**SPECIAL ITEMS**

- Moment of Silence – 20 Year Anniversary of 9/11
- Recognition of Emergency Responders – Hurricane Ida Response

## **VII. COMMITTEE REPORTS**

### **A. Planning and Zoning Committee – Vice President Rodgers**

1. Small Cell Wireless Facilities Regulation – Zoning Ordinance Discussion

### **B. Public Works Committee – Commissioner Lees**

### **C. Parks and Recreation Committee – Commissioner Zimmerman**

### **D. Public Safety Committee –President Zipfel**

### **E. Finance Committee – Commissioner Andris**

1. Pension Obligations – 2022

## **VIII. TOWNSHIP STAFF REPORTS**

### **A. Township Manager’s Report**

1. Fall Public Meeting Schedule
2. Liberty Bell Trail Town Hall Meeting – Sept 29<sup>th</sup> 6:30pm

## **IX. SOLICITOR’S REPORT**

## **X. CITIZENS’ COMMENTS**

Attention: Board of Commissioner Meetings are Video Recorded

*All comments made at the podium. Please state your name and address for the record.  
Comments are guided by Resolution #10-10.*

## **XI. ADJOURNMENT**

**Hatfield Township Municipal Authority  
Monthly Budget Report**

**Fiscal Year April 1, 2021 through March 31, 2022**

**Fiscal Month #4 of 12**

	<b>July</b>	<b>Fiscal Year To Date</b>	<b>Budgeted</b>
<b>INCOME: Operations</b>			
Sewer Use Fees - Residential	\$623,287.71	\$1,340,547.93	\$2,850,000
Sewer Use Fees - Commercial	\$103,193.91	\$227,951.06	\$480,000
Sewer Use Fees - Industrial	\$158,811.78	\$367,895.67	\$925,000
Penalties and Interest	\$13,409.13	\$48,755.46	\$55,000
Connection Fees	\$24,600.00	\$26,200.00	\$3,000
Certifications - Title Companies	\$375.00	\$975.00	\$4,500
Lateral Repair Permit Fees	\$225.00	\$225.00	\$0
Demolition Permit Fees	\$0.00	\$0.00	\$0
Montgomery Township Sewer Fees	\$317,469.26	\$575,161.62	\$985,000
Hatfield Borough Sewer Fees	\$123,501.26	\$215,549.48	\$500,000
Franconia Township Sewer Fees	\$41,685.60	\$87,037.50	\$181,400
Trucked Waste - Sludge	\$47,834.00	\$224,691.25	\$560,000
Trucked Waste - Septic, Holding	\$74,182.09	\$310,860.71	\$785,000
Interest on Construction Reserve	\$345.87	\$1,071.96	\$3,100
TV/Jet-Vac Services	\$0.00	\$0.00	\$1,500
Lab Fees	\$0.00	\$792.00	\$0
Pretreatment Fines	\$0.00	\$0.00	\$0
Miscellaneous	\$50.00	\$100.00	\$3,000
<b>Total - Operations Income</b>	<b>\$1,528,970.61</b>	<b>\$3,428,864.64</b>	<b>\$7,336,500</b>

Hatfield Township Municipal Authority  
Monthly Budget Report

**Fiscal Year April 1, 2016 through March 31, 2017**

Fiscal Month #4 of 12

	July	Fiscal Year To Date	Budgeted
<b>EXPENSES: Operations</b>			
Salaries	\$253,292.44	\$1,024,082.70	\$2,992,750.00
Benefits, incl. education and training	\$146,626.67	\$491,712.82	\$1,339,500.00
Utilities	\$43,956.07	\$194,512.70	\$708,000
Ash and Sludge Disposal	\$14,359.65	\$46,920.87	\$105,000.00
Grit and Screenings Disposal	\$2,445.10	\$6,392.67	\$34,000.00
<b>Plant Chemicals</b>	<b>\$43,969.83</b>	<b>\$76,770.36</b>	<b>\$280,000.00</b>
Lab Supplies and Analysis	\$6,602.98	\$30,689.32	\$130,000
Plant Maintenance	\$22,296.73	\$222,628.71	\$655,000
Sewer Maintenance	\$9,958.81	\$20,931.30	\$189,500
Vehicle Maintenance	\$1,569.05	\$18,603.27	\$39,000
Insurance - liability, work. comp.	\$52,791.25	\$149,108.50	\$230,000
Office	\$7,478.10	\$34,977.67	\$102,800
Lansdale sewer charges	\$319.93	\$1,839.04	\$8,000
Towamencin sewer charges	\$0.00	\$36,375.00	\$72,000
Engineer - misc. operations	\$6,326.42	\$44,940.10	\$90,000
Solicitor	\$6,242.78	\$29,845.56	\$105,000
Accountant / Auditor	\$0.00	\$0.00	\$17,500
Board Fees	\$0.00	\$750.00	\$3,000
Miscellaneous	\$3,500.00	\$7,249.00	\$10,000
<b>Total - Operations Expenses</b>	<b>\$621,735.81</b>	<b>\$2,438,329.59</b>	<b>\$7,111,050</b>

**Hatfield Township Municipal Authority  
Monthly Budget Report**

**Fiscal Year April 1, 2021 through March 31, 2022**

**Fiscal Month #4 of 12**

		<b>July</b>	<b>Fiscal Year To Date</b>	<b>Budgeted</b>
<b>INCOME:</b>	<b>Capital</b>			
	Tapping Fees	\$4,780.00	\$39,783.01	\$45,000.00
	Front Foot Assessment	\$0.00	\$0.00	\$0.00
	Montgomery Twp. Capital	\$0.00	\$0.00	\$70,000.00
	Montgomery Twp. Debt Service	\$0.00	\$0.00	\$0.00
	Hatfield Borough Interceptor	\$0.00	\$0.00	
	<b>Total - Capital Income</b>	<b>\$4,780.00</b>	<b>\$39,783.01</b>	<b>\$115,000.00</b>

		<b>July</b>	<b>Fiscal Year To Date</b>	<b>Total Paid To Date</b>
<b>EXPENSES:</b>	<b>Capital</b>			
	2021 Sewer Work	\$0.00	\$0.00	\$0.00
	2021 I/I Mitigation Plan	\$0.00	\$0.00	\$0.00
	Plant Paving	\$0.00	\$0.00	\$0.00
	Annual Stack Test	\$0.00	\$0.00	\$0.00
	Office Addition	\$0.00	\$0.00	\$0.00
	Front Loader	\$0.00	\$72,369.83	\$72,369.83
	Centrifuge Rehab	\$0.00	\$0.00	\$0.00
	Suitoma Gear Box	\$0.00	\$0.00	\$0.00
	Secondary #1 Rehab	\$6,004.75	\$10,451.50	\$10,451.50
	Trucked Waste Diffusers	\$0.00	\$0.00	\$0.00
	Admin Building HVAC replacement	\$0.00	\$0.00	\$0.00
	Pine Street Line Remediation	\$3,624.98	\$19,663.23	\$8,570.41
	Afterburner Repair	\$0.00	\$0.00	\$0.00
	New Polymer Feed System	\$0.00	\$0.00	\$0.00
	Schwing Pump Spare Parts	\$0.00	\$0.00	\$0.00
	Old Incinerator Bldg Roof	\$894.00	\$63,363.49	\$142,048.04
	Maintenance Truck	\$0.00	\$40,339.74	\$40,339.74
	Centrifuge Gearbox Drive Repair	\$0.00	\$38,826.00	\$38,826.00
	CEMS Upgrade	\$0.00	\$7,685.16	\$85,529.16
	UV Upgrade	\$0.00	\$58,031.70	\$58,031.70
	Neshaminy Interceptor	\$0.00	\$2,301.50	\$1,089,657.90
	Schreiber Bar Screen	\$0.00	\$8,040.00	\$8,040.00
	Radiation Portal Rehab	\$0.00	\$18,371.69	\$18,371.69
	<b>Total - Capital Expenses</b>	<b>\$10,523.73</b>	<b>\$339,443.84</b>	<b>\$1,572,235.97</b>



## **Hatfield Township Police Activity Report**

The timeframe for this report is 8/01/21 – 8/31/21

(2685) Incidents were handled by Officers

(145) Selective Enforcements were conducted

(9) Non -Traffic\*\* arrests were made

(301) Traffic Citations were issued

(10) Parking Tickets were issued

(168) Traffic Courtesy/ Warnings Notices were issued

(945) Night Eyes/ Business checks/Directed Patrols were conducted

(18) Criminal\* Arrests were made

(3) DUI

(2) DUI's w/Accident

(21) Thefts were reported

\*(19) Frauds were reported

**Addendum:**

**\*Criminal Arrests involved the following charges:** Defiant Trespass, DUI, Drug Possession, Harassment, Receiving Stolen Property, Retail Theft, Simple Assault, Terroristic Threats, Theft By Deception, Warrant Arrest.

**\*\* Non-Criminal arrests were made for:** Defiant Trespass, Disorderly Conduct, Dog At Large, Public Drunkenness, Township – Misc. Ordinance Violation.

**NORTH PENN WATER AUTHORITY  
MINUTES OF THE BOARD OF DIRECTORS MEETING  
JULY 27, 2021**

Paul D. Ziegler, Chair, called the meeting to order at 7:30 p.m. The following Board members were in attendance at the meeting: Marvin A. Anders, Jeffrey H. Simcox, Richard C. Mast, Helen B. Haun, George E. Witmayer, David W. Dedman and Robert J. Rodgers. Also present were Anthony J. Bellitto, Jr., Executive Director, Daniel P. Pearce, Chief Information Officer, Daniel C. Preston, Director of Engineering and Operations, Ami Tarburton, Chief Financial Officer, and Paul G. Mullin, Esquire, Hamburg, Rubin, Mullin, Maxwell & Lupin, Solicitor.

The following items, by agenda number, were discussed:

1. **MINUTES OF NPWA MEETING** - Upon the motion of Mrs. Haun, seconded by Mr. Witmayer, the board unanimously approved the Minutes of the June 22, 2021, Board of Directors meeting as presented.
2. **BIDS** – Contract 791 – Overbrook Road and Diamond Street Main Replacement Project, Hatfield Township and Borough. Upon the motion of Mr. Rodgers, seconded by Mr. Dedman, the board unanimously authorized the Advertisement for Bids.
3. **PUBLIC COMMENTS** - There were no members of the public in attendance at the meeting.
4. **FINANCIALS:**
  - 4.1. The **Statement of Income and Expense** for the period ending June 30, 2021, was distributed and highlighted by Ms. Tarburton. Debt Service Coverage is at 1.27, which is above the minimum of 1.10 required by the Trust Indenture. Total Debt Service Coverage is at 1.62.

Ms. Tarburton reported that the refinanced Bonds were locked in at a rate of 1.14% with a net savings of approximately \$7 million dollars. The closing is scheduled for August 4<sup>th</sup> next month.

Following discussion, upon the motion of Mr. Anders, seconded by Mrs. Haun, the board unanimously voted to accept the report and file it for audit. The **Balance Sheet and Metered Sales Report** for the period ending June 30, 2021 were distributed.
  - 4.2. Check Registers for the period June 17, 2021 to July 20, 2021 were distributed and discussed. Upon the motion of Mr. Witmayer, seconded by Mr. Rodgers, the board unanimously ratified the payments listed.



5. **ENGINEERING AND OPERATIONS REPORT** - The Engineering and Operations Report for the month of June 2021 was presented, highlighted by Mr. Preston, and discussed.
6. **OPERATING STATISTICS** - The Operating Statistics Report for the month of June 2021 was presented, highlighted by Mr. Preston, and discussed.
7. **ADMINISTRATION, PUBLIC RELATIONS, HUMAN RESOURCES, CUSTOMER SERVICE, METER, and INFORMATION TECHNOLOGY REPORTS** - The Administration, Public Relations, Human Resources, Customer Service, and Meter Department Reports for the month of June 2021 were presented, highlighted by Mr. Bellitto, and discussed.

The Information Technology Department Report for the month of June 2021 was presented, highlighted by Mr. Pearce, and discussed.

8. **FOREST PARK WATER** - Mr. Bellitto, on behalf of Mr. Dingman, Chairman of the Forest Park Water Operating Committee, reported that the committee had not met. There is nothing to report beyond that contained in the meeting booklet.

9. **MAIN EXTENSIONS:**

- 9.1. M. E. 1488 - Upon the motion of Mr. Anders, seconded by Mrs. Haun, the board unanimously granted tentative approval for 18 EDUs to Prestige Property Partners, LLC for the Bennett's Square subdivision, located on Bennett's Square, Hatfield Borough.
- 9.2. M. E. 1493 - Upon the motion of Mr. Simcox, seconded by Mr. Anders, the board unanimously granted final approval for 27 EDUs to Liberty Bell Capital IV, L.P., located near Hancock Street in Lansdale Borough, and further approved and authorized appropriate Authority officers to execute the Main Extension Agreement and Tri-Party Set Aside Agreement

10. **ITEMS FOR DISCUSSION:**

- 10.1. Lansdale Sewer Billing – For the past 5 years, at the request of Lansdale, NPWA has been providing sewer billing services to the Borough. This was initiated at the time to accommodate our member municipality's internal staffing issues. Since that time costs have significantly increased making it no longer cost-effective for either NPWA or the Borough. Also, new regulations recently promulgated (Act 43) have made changes in the billing protocols when the entity is charging a flat base rate and then billing usage charges above that. This would significantly complicate the billing process for NPWA as it relates to the Lansdale sewer billing resulting in a

commitment of more staff time. It would have no impact on NPWA water billing to its customers. For these reasons, management believes it is appropriate to formally meet with Borough officials to discuss reverting sewer billing back to the Borough. It is anticipated that the discussions will go favorably and management will report back to the Board on the outcome of those discussions.

11. **COMMITTEE REPORTS:**

- 11.1. Engineering Committee – On behalf of Mr. Farrall, Chair of the Engineering Committee, Mr. Ziegler reported that the committee met at 6:30pm just prior to the Board meeting. The Committee reviewed and discussed engineering proposals to complete the design of the West Rockhill Transmission Main and recommended that the Authority enter in a Professional Services Agreement for Engineering Services with CKS Engineers for \$184,308. Upon the motion of Mr. Mast and seconded by Mr. Dedman, the Board unanimously approved and authorized appropriate Authority officers to execute a Professional Services Agreement for the stated amount, pending Solicitor review and approval. Mr. Ziegler also reported that Mr. Preston gave a presentation on pending PFAS regulations and the potential future impacts to NPWA.
- 11.2. Executive Committee - Mr. Simcox, Chair of the Executive Committee, reported that the committee had not met this month.
- 11.3. Finance Committee - Mrs. Haun, Chair of the Finance Committee, reported that the committee had not met this month.

12. **CORRESPONDENCE** - Various items of correspondence and newspaper articles contained in the Authority meeting booklet were reviewed. Mr. Bellitto pointed out continued interest in articles related to PFAS.

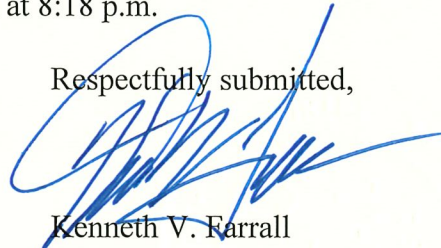
13. **COMING EVENTS:**

- 13.1. The 2021 Forest Park Water Operating Committee meeting is scheduled for Tuesday, August 17 at 6:00 p.m., at the North Wales Water Authority office.
- 13.2. The PMAA 79th Annual Conference and Trade Show will be held from August 29 to September 1, 2021, at The Penn Stater Conference Center Hotel, State College, Pennsylvania.
- 13.3. The 2021 Joint NPWA/NWWA Board meeting is scheduled for, Thursday, September 2 at 7:00 p.m., at the North Penn Water Authority office.

- 13.4. The Forest Park Customer Appreciation Day Golf Outing will be held on Monday, September 27, 2021, at The Bucks Club, York Road, Jamison, Pennsylvania.
- 13.5. The Annual Municipal Banquet will be held on Thursday, October 28, 2021, at 6:30 p.m., at the Indian Valley Country Club, 650 Bergey Road, Franconia Township.
- 13.6. Public voting will take place at the North Penn Water Authority Operations Center on General Election Day, Tuesday, November 2, 2021.
14. **OLD BUSINESS** - There was no Old Business to come before the board.
15. **NEW BUSINESS** - There was no New Business to come before the board.
16. **EXECUTIVE SESSION** - The board recessed to Executive Session at 8:01 p.m. to discuss a real estate issue and a personnel matter and reconvened at 8:18 p.m.

There being no further business, upon the motion of Mr. Witmayer, seconded by Mr. Anders, the board unanimously voted to adjourn at 8:18 p.m.

Respectfully submitted,



Kenneth V. Farrall  
Secretary