

HATFIELD TOWNSHIP BOARD OF COMMISSIONERS WORKSHOP MEETING AGENDA October 11, 2023 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. Police Report *September*
- B. VMSC Monthly Report September
- C. Colmar Fire Company September
- D. North Penn Water Authority Meeting Minutes August 8, 2023

VII. COMMITTEE REPORTS

- A. Planning and Zoning Committee Vice President Rodgers
- **B.** Public Works Committee Commissioner Lees
 - 1. Leaf Pickup Program

 Motion to award to J.P. Mascaro for \$38,625
 - 2. Road Program Recap and Video
- C. Parks and Recreation Committee Commissioner Zimmerman
- D. Public Safety Committee –President Zipfel
 - 1. Bids for new Police Station *Motion to Authorize Bids*
- E. Finance Committee Commissioner Andris

VIII. TOWNSHIP STAFF REPORTS

- A. Township Manager's Report
 - 1. Grant Applications
 - Construction for Welsh/Orvilla realignment
 - Police Station
 - 2. Capital Purchase Pickup Truck for Parks Dept. (as budgeted)
 - 3. Finalizing Stewart Basin Project, Colmar Renovation Project
 - 4. Building Code Appeals Board Appointments

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 Police Activity Report

The timeframe for this report is 09/01/23 - 09/30/23

- (2452) Incidents were handled by Officers
- (183) Selective Enforcements were conducted
- (10) Non -Traffic** arrests were made *(2) Ordinance Violations
- (142) Traffic Citations were issued
- (15) Parking Tickets were issued
- (145) Traffic Courtesy/ Warnings Notices were issued
- (860) Night Eyes/ Business checks/Directed Patrols were conducted
- (15) Criminal* Arrests were made
- (0) DUI
- (1) DUI's w/Accident
- (20) Thefts were reported
- *(9) Frauds were reported

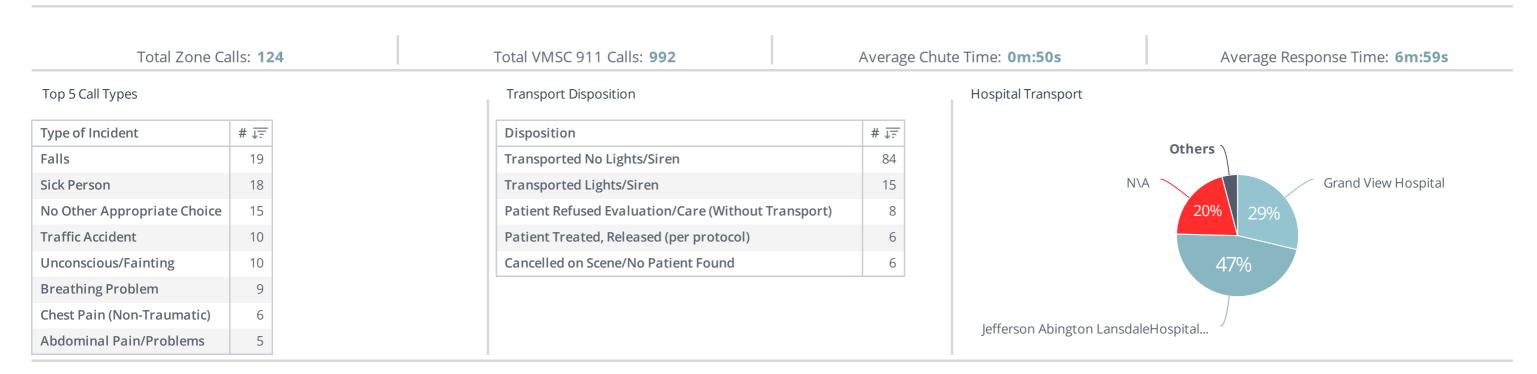
Addendum:

*Criminal Arrests involved the following charges: Aggravated Assault, Bad Checks, DUI, Drug Possession, Forgery, Harassment, Identify Theft, PFA Violation, Receiving Stolen Property, Retail Theft, Simple Assault, Stalking, Strangulation, Terroristic Threats, Warrant Arrests.

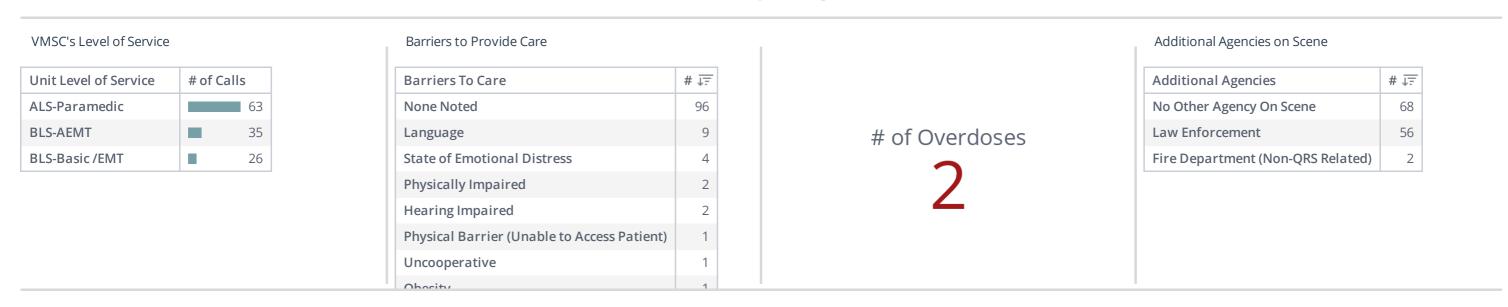
** Non-Criminal arrests were made for:

Disorderly Conduct, Public Drunkenness, Twp. Curview Ordinance Violations, Retail Theft.

Hatfield Township VMSC EMS Zone ReportSeptember 2023



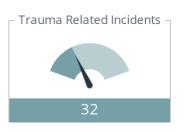
Community Response



Critical Response Triad







CALL#	DATE	INCIDENT #	ADDRESS	MUNICIPALITY	ТҮРЕ	AIDE	1st RESP. SUPPRESSION UNIT	DISP to ENRT (min:sec)	DISP to ARRIV (min:sec)	DISP to TERMINATION (min:sec)	SCBA 1st UNIT	SCBA TOTAL	
1		F2323983	1101 N Broad St	Hatfield (12)	FIRE	AAR	L12	4:16			2	7	
2	9/1/23	F2324031	2100 N Broad St	Hatfield (12)	EMS	None	R12	7:59			2	3	
3	9/1/23	F2324034	436 Stump Rd	Montgomery (18)	FIRE	AAG	L12	4:48	11:42		3	7	
4	9/1/23	F2324044	2333 Bethlehem Pk	Hilltown (60)	FIRE	None	L12	0:27			3	7	
5	9/8/23	F2324706	252 Bethlehem Pk	Hatfield (12)	FIRE	AAR	E12	9:58	11:04		3	4	
6	9/9/23	F2324828	2780 Woodview Dr	Hatfield (12)	FIRE	None	L12	6:37	10:36		4	7	
7	9/13/23	F2325179	2828 Valley Woods Rd	Hatfield (12)	FIRE	None	L12	10:34	14:22		3	4	
8	9/13/23	F2325234	2828 Valley Woods Rd	Hatfield (12)	FIRE	None	L12	7:10	9:25		3	6	
9	9/13/23	F2325245	1475 Industry Rd	Hatfield (12)	FIRE	None	L12	6:15			3	5	
10	9/18/23	F2325806	500 W Butler Ave	New Britain (74)	FIRE	AAG	L12	1:07	4:45		6	15	
11	9/23/23	F2326258	931 Bethlehem Pk	Montgomery (18)	FIRE	AAG	L12	7:52	12:35		4	8	
12	9/25/23	F2326465	1700 N Broad St	Hatfield (12)	FIRE	AAR	L12	8:31	11:54		3	5	
13	9/26/23	F2326606	400 Livingston Ct	Montgomery (18)	FIRE	AAG	L12	7:28	10:37		6	8	
14	9/27/23	F2326668	770 Bethlehem Pike	Montgomery (18)	FIRE	AAG	L12	9:09	12:32		3	4	
15	9/29/23	F2326880	2616 N Broad St	Hatfield (12)	FIRE	AAR				6:51		4	
			TOTAL CALLS SEPTEMBER 2023: 15	MUTUAL AIDE GIVEN: 0 AVC		AVG 7	TIME D	ISP. to I	ENRT (1st S	UPPR	RESSION UNIT)	
			FIRE: 14	MUTUAL AIDE REC'D: 0			6:35						
			APPARATUS RESPONSE: 14	AUTOMATIC AIDE GIVEN: 5									
			OFFICERS: 0	AUTOMATIC AIDE REC'D: 4 AVG			AVG 7	TIME D	ISP. to A	ARRIV	(1st S	UPPI	RESSION UNIT)
			EMS: 1	NO AIDE GIVEN/REC'D: 6			10:57						
			FIRE POLICE: 0										
			HATFIELD TWP (12): 9				AVG S	SCBA C	QUAL FI	F's (1st	SUP	PRES	SION UNIT)
			MONTGOMERY TWP (18): 4				3.43						
			NEW BRITAIN TWP (74): 1										
			HILLTOWN TWP (60): 1				AVG	TIME DISP. to TERMINATION WHEN			HEN		
						1st DUE UNIT DID NOT RESPOND							
							(REC	CALLED BEFORE RESPONSE)					
							6:51	(1 Call)				

NORTH PENN WATER AUTHORITY MINUTES OF THE BOARD OF DIRECTORS MEETING AUGUST 22, 2023

William K. Dingman, Chair, called the meeting to order at 7:30 pm. The following Board members were also in attendance at the meeting: Kenneth V. Farrall, George E. Witmayer, David W. Dedman, Robert J. Rodgers, Jeffrey H. Simcox, Helen B. Haun, Arthur C. Bustard, Amy J. Cummings-Leight and Richard C. Mast. Also present were Anthony J. Bellitto, Jr., P.E., Executive Director, Jonathan C. Hartzell, Director of Operations and Field Services, Daniel P. Pearce, Director of Information Technology, Daniel C. Preston, P.E., Director of Asset Management and Strategic Initiatives, Ami L. Tarburton, Director of Finance and Human Resources and Paul Mullin, Esquire, Hamburg, Rubin, Mullin, Maxwell & Lupin, Solicitor.

The following items, by agenda number, were discussed:

- 1. <u>MINUTES</u> Upon the motion of Mrs. Haun, seconded by Mr. Farrall, the Board approved unanimously the Minutes of the July 25, 2023 Board of Directors meeting as presented.
- 2. **BIDS** There was no Bid Activity this month.
- 3. **PUBLIC COMMENTS** There were no members of the public in attendance at the meeting.

4. FINANCIALS AND HUMAN RESOURCES REPORT:

- The Statement of Income and Expense for the period ending July 31, 2023 was highlighted by Ms. Tarburton and discussed. With 58% of the Budget period elapsed, Ms. Tarburton noted that metered sales were up over \$650,000 (about 6%) year to year and total revenues were up about \$1.2 million or 8.7% year to year, with 63% of the budget used. Total operating expenses were up 3.9% year to year, and are reporting at 55% of budget. Income after debt service is favorable and has exceeded budget projections with about an \$820,000 increase year to year. Debt Service Coverage is at 1.27, which is above the 1.10 required by the Trust Indenture. Total Debt Service Coverage is at 1.64. Net Position has increased by about \$6.2 million year to year (up 3.8%). The Capital Budget Report and Metered Sales Report for the period ending July 31, 2023 were highlighted by Ms. Tarburton and discussed. Capital Expenditures are 66% of budget and in line with projections and is expected to continue to rise. Metered domestic sales are in line with budget while commercial and industrial sales are exceeding budget projections. An adjustment was made for public sales to correct a billing error, bringing it in line with budgeted projections. BCWSA sales were lower due to the timing of the billing cycle, as well as reduced usage due to weather conditions. The Human Resources and Payroll report was also reviewed and discussed. Following discussion, upon the motion of Mr. Farrall, seconded by Mr. Dedman, the Board voted unanimously to accept the financial reports and file for future audit.
- 4.2. The Check Register for the period July 20, 2023 to August 16, 2023 was reviewed and discussed. Upon the motion of Mr. Farrall, seconded by Mr. Mast, the Board ratified the payments listed by a vote of 9-0 with one abstention. In accordance with

the Public Official and Employee Ethics Act, Mr. Dingman announced his abstention from a payment to Gilmore and Associates, Inc. and his written memorandum regarding such abstention is attached hereto and made a part hereof as Exhibit "A".

- 5. OPERATIONS, METER/CUSTOMER SERVICE, AND STATISTICS REPORT The Report for the month of July 2023 was presented, highlighted by Mr. Hartzell, and discussed. An additional chart was added to the report to include average daily send out for the last two years, as well as the five-year average.
- 6. **ENGINEERING AND WATER QUALITY REPORT** The Report for the month of July 2023 was presented, highlighted by Mr. Preston, and discussed.
- 7. <u>INFORMATION TECHNOLOGY REPORT</u> The Report for the month of July 2023 was presented, highlighted by Mr. Pearce, and discussed.
- 8. <u>ADMINISTRATION AND PUBLIC RELATIONS REPORT</u> The Report for the month of July 2023 was presented, highlighted by Mr. Bellitto, and discussed.
- 9. **FOREST PARK WATER** Mr. Rodgers, Chair of the Forest Park Water Operating Committee, reported that the committee had met on August 15, 2023 and reviewed and discussed the proposed Forest Park fiscal year 2023-2024 Budget. Minutes of that meeting were presented. Mr. Bellitto indicated that the draft of the Forest Park Budget was included in the Board packet and requested the Board to review prior to the Joint Board Meeting on Thursday, September 7, 2023 for the purpose of reviewing and approving the budget. In addition, Mr. Bellitto noted that there was extensive discussion on a proposed expansion of the treatment plant that will increase capacity by 10 MGD.

10. MAIN EXTENSIONS:

- 10.1. M.E. 1423 Walnut Street Subdivision Upon the motion of Mr. Rodgers, seconded by Mr. Farrall, the Board granted unanimously contingent final approval for 9 EDUs to Aspen Mill, LLC, for the project located at Walnut Street, near Fortuna Drive and Logan Drive in Hatfield Township, and further approved and authorized execution of the Main Extension Agreement relating to the development. The approval is contingent upon the Developer furnishing financial security acceptable to the Solicitor and the payment of the Deposit and all fees.
- 10.2. M.E. 1530 Mill Run Upon the motion of Mrs. Haun, seconded by Mr. Farrall, the Board unanimously granted contingent final approval for 53 EDUs to Prestige Property Partners, LLC, for the Mill Run Subdivision project located at Mill Road and Collegeville Road in Skippack Township, and further approved and authorized execution of the Main Extension Agreement relating to the development. The approval is contingent upon the Developer furnishing financial security acceptable to the Solicitor and the payment of the Deposit and all fees.
- 11. ITEMS FOR DISCUSSION There were no items for discussion.

12. **COMMITTEE REPORTS:**

- 12.1. Engineering Committee Minutes of the July 25, 2023 Committee Meeting were presented. Upon motion by Mr. Witmayer, seconded by Mr. Farrall, the Board unanimously approved the minutes. The next Committee meeting is scheduled to take place prior to the Board Meeting on September 26, 2023 to review and discuss the proposed 2024 Capital Budget.
- 12.2. Executive Committee Mr. Simcox, Chair of the Executive Committee, reported that the committee had not met.
- 12.3. Finance Committee Mrs. Haun, Chair of the Finance Committee, reported that the committee had not met.
- 13. <u>CORRESPONDENCE</u> Various items of correspondence and newspaper articles contained in the Authority meeting booklet were reviewed. Mr. Bellitto noted an article related to a recent court proceeding on East Whiteland Township that overturned a PUC decision to sell the sewer system to Aqua.

14. **COMING EVENTS**:

- 14.1. NPWA/NWWA Joint Board Meeting is scheduled for September 7, 2023 at 7:00 pm at the North Penn Water Authority office.
- 14.2. PMAA 81st Annual Conference and Trade Show is scheduled for September 17-20, 2023 at the Kalahari Resorts and Convention Center, Pocono Mountains.
- 14.3. Forest Park Customer Appreciation Day Golf Outing is scheduled for Monday, September 25, 2023 at The Bucks Club, 2600 York Road in Jamison, PA.
- 14.4. Public voting is scheduled to take place at the North Penn Water Authority Operations Center on General Election Day, Tuesday, November 7, 2023.
- 15. **OLD BUSINESS** There was no Old Business.
- 16. **NEW BUSINESS** There was no New Business.
- 17. **EXECUTIVE SESSION** The Board adjourned to Executive Session at 8:17 pm to discuss a personnel matter and reconvened at 8:27 pm.

There being no further business, upon the motion of Mr. Farrall and seconded by Mr. Witmayer, the Board voted unanimously to adjourn at 8:27 pm.

Respectfully submitted

Kenneth V. Farrall

Secretary

Exhibit "A"

Voting Conflict Memorandum

The Check Register for July 20, 2023 to August 16, 2023 was reviewed and discussed. Upon the motion of Mr. Farrall, seconded by Mr. Mast, the Board ratified the payments with a vote of 9-0, with one abstention.

I, William K. Dingman, member of the North Penn Water Authority, abstained from the above mentioned ratification due to a payment to Gilmore and Associates, Inc. The situation constitutes a conflict of interest under section 1102 of the Public Official and Employee Ethics Act (the "Act"), therefore I abstained from the vote.

William K. Dingman



September 21st, 2023

Solid Waste Services / J.P. Mascaro & Sons 2650 Audubon Road Audubon, PA 19403

To Whom It May Concern:

Hatfield Township is seeking written quotations for the following project:

2023 Municipal Leaf Collection and Disposal

We would like to invite you to submit a quotation for the above project by October 6th, 2023. A copy of the specifications is enclosed for your convenience.

Sincerely,

Timothy Frank

Director of Public Works

Enclosure

Request for Quotation 2023 Curbside Leaf Pick-Up

Contractor Name: Solid Waste Services / J.P. Mascaro and Sons

Contact Information: 2650 Audubon Road Audubon, PA 19403

Details:

- Schedule and Time: The awarded contractor shall collect municipal leaf waste Monday through Friday throughout Hatfield Township on the designated times and weeks.
- 2. Hours: Leaf collection shall be performed between 7:00 a.m. and 6:00 p.m., Monday through Friday on the designated weeks. Residents must use biodegradable paper bags. Any deviations from these hours or weeks must be approved by Hatfield Township.
- 3. Leaf Collection Bagged Pick-up: The successful Contractor will collect all bagged municipal leaf waste at the curbside during the leaf falling season from October to December. Each street within the Municipality must be serviced three (3) designated times within the leaf falling season to the satisfaction of Hatfield Township. One pass of all roads shall be done in each of the following weeks: Week of October 23rd, November 13th, and December 4th, of 2023. Leaf collection shall be performed between 7:00 a.m. and 6:00 p.m., Monday through Friday. Residents must use biodegradable paper bags.
- 4. Estimated 2,000 2,750 households participate in collection process.
- 5. If Hatfield Township's Request for Quotation falls under the First Class Township Bid Threshold, no bidding will be occur, however Contractor will be obligated to sign a contract, produce appropriate insurance coverage and any materials necessary to facilitate an agreement.

Estimated Price per Weekly Pick-Up: \$ 12,875.00	
Total Price for one (1) year: \$ 38,625.00	
JUN-1 (V)	Oct. 5, 2023
Signature Pasquale N. Mascaro, President	Date

BERGEY'S BUICK GMC 446 HARLEYSVILLE PIKE SOUDERTON PA 18964 215-721-3400

RETAIL PURCHASE AGREEMENT						CUS 1#: 685469				
			•			Deal N	umber: <u>6018</u>	82		
Purchaser's Name(s)						Date: <u></u>	0/06/2023	****		
Address: 1950 SCHO	OLRD H	ATFIELD PA 19	9440			County	: MONTGOM	ERY		
Telephone (1): 215-85	55-0900		Telep	hone (2): <u>215-855-0900</u>		DOB: <u> </u>	1/A			
E-mail: <u>swelTzeL@H</u>	ATFIELD.O	RG	D.L./I	.D.#: <u>N/A</u>	Issuing State: N/A Exp. Date: N/A					
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□ Our Used Vehicle I	imited War	ranty Applice A	copy will b	e provided with this Agreer	TOTAL SELLING PRICE	54751.00				
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