



HATFIELD TOWNSHIP BOARD OF COMMISSIONERS WORKSHOP MEETING AGENDA

March 8, 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 – *February*
- B. Hatfield and Colmar Monthly Fire Reports – *February*
- C. HTMA Monthly Budget Report – *January 10, 2023*
- D. NPWA Meeting Minutes – *January 24, 2023*
- E. VMSC Monthly Report – *February*

VII. SPECIAL ITEM

A. Women's History Month

Recognizing Outstanding Women in the Hatfield Community

- Ward 1: Dottie Miller
- Ward 2: Tina Sowicz
- Ward 3: Crystal Patel
- Ward 4: Jennifer Breen
- Ward 5: Corrine Landauer

VIII. COMMITTEE REPORTS

- A. Planning and Zoning Committee – Vice President Rodgers**
- B. Public Works Committee – Commissioner Lees**
- C. Parks and Recreation Committee – Commissioner Zimmerman**
- D. Public Safety Committee –President Zipfel**
- E. Finance Committee – Commissioner Andris**

IX. ACTION ITEMS

- 1. HTMA 2023/2024 Budget**
Resolution #23-03
Motion for Approval

X. TOWNSHIP STAFF REPORTS

A. Township Manager's Report

- 1. Agricultural Security Area – 2550 Line Lexington Road
- 2. Bid Opening Reminder – Regular Meeting

XI. SOLICITOR'S REPORT

XII. 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.

XII. ADJOURNMENT

| FEBRUARY 2023 COLMAR VOL. FIRE COMPANY RESPONSE TIMES/SCBA PERSONNEL | | | | | | | | | | | | |
|--|-----------|------------|--------------------------|-------------------------|-------------|------|--|------------------------|-------------------------|-------------------------------|---------------|------------|
| CALL # | DATE | INCIDENT # | ADDRESS | MUNICIPALITY | TYPE | 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 | 2/1/2023 | F2302716 | 17 Whitemarsh Ln | Hatfield (12) | Fire | MAR | L12 | 5:42 | 8:02 | | 3 | 10 |
| 2 | 2/2/2023 | F2302831 | 2100 N. Line St | Hatfield (12) | Fire | None | E12 | 4:48 | 7:15 | | 4 | 12 |
| 3 | 2/4/2023 | F2302955 | 131 Thomas Penn Ave | Hatfield (12) | Fire | None | E12 | 9:03 | 12:48 | | 4 | 4 |
| 4 | 2/5/2023 | F2303077 | 646 Edgewood Ave | Lansdale (14) | Fire | MAG | E12 | 2:23 | 6:18 | | 5 | 8 |
| 5 | 2/6/2023 | F2303193 | 123 Village Way | New Britain (60) | Fire | None | L12 | 6:28 | -- | 7:07 | 6 | 9 |
| 6 | 2/6/23 | F2303202 | 30 Lynwood Dr | Hatfield (12) | Fire | None | E12 | 6:47 | 9:39 | | 3 | 6 |
| 7 | 2/9/2023 | F2303430 | 601 W. 8th St | Lansdale (14) | Fire | AAG | E12 | 7:51 | 12:23 | | 5 | 6 |
| 8 | 2/11/2023 | F2303596 | 447 S. Main St | Hatfield (17) | Fire | None | -- | -- | -- | 6:39 | -- | 6 |
| 9 | 2/13/2023 | F2303765 | 392 Doylestown Pike | Montgomery (18) | Fire | None | L12 | 7:26 | -- | 11:40 | 4 | 7 |
| 10 | 2/14/2023 | F2303810 | 1310 Fairgrounds Rd | Hatfield (12) | Fire Police | None | -- | -- | -- | 26.08 | -- | 1 |
| 11 | 2/17/2023 | F2304181 | 114 Bethlehem Pike | Hatfield (12) | Fire/EMS | None | E12 | 8:18 | 8:47 | | 3 | 5 |
| 12 | 2/24/2023 | F2304731 | 1699 Moyer Rd | Hatfield (12) | Fire | AAR | R12 | 7:03 | 10:05 | | 2 | 4 |
| 13 | 2/25/2023 | F2304830 | 16 W. 3rd St | Lansdale (14) | Fire | AAG | E12 | 8:27 | 11:41 | | 3 | 8 |
| 14 | 2/26/2023 | F2304922 | 119 Garden Golf Blvd | Montgomery (18) | Fire | AAG | L12 | 8:01 | 11:12 | | 3 | 4 |
| | | | TOTAL CALLS FEB 2023: 14 | MUTUAL AIDE GIVEN: 1 | | | AVG TIME DISP. to ENRT (1st SUPPRESSION UNIT) | | | | | |
| | | | FIRE: 12 | MUTUAL AIDE REC'D: 1 | | | 6:51 | | | | | |
| | | | APPARATUS RESPONSE: 11 | AUTOMATIC AIDE GIVEN: 3 | | | | | | | | |
| | | | FIRE POLICE: 1 | AUTOMATIC AIDE REC'D: 1 | | | AVG TIME DISP. to ARRIV (1st SUPPRESSION UNIT) | | | | | |
| | | | OFFICERS: 0 | NO AIDE GIVEN/REC'D: 8 | | | 9:49 | | | | | |
| | | | HATFIELD TWP (12): 7 | | | | AVG SCBA QUAL FF's (1st SUPPRESION UNIT) | | | | | |
| | | | NEW BRITAIN TWP (60): 1 | | | | 3.75 | | | | | |
| | | | MONTGOMERY TWP (18): 2 | | | | | | | | | |
| | | | LANSDALE BOROUGH (14): 3 | | | | AVG TIME DISP. to TERMINATION WHEN | | | | | |
| | | | HATFIELD TWP (17): 1 | | | | 1st DUE UNIT DID NOT RESPOND | | | | | |
| | | | | | | | (RECALLED BEFORE RESPONSE) | | | | | |
| | | | | | | | 16:23 (2 Calls) | | | | | |

**NORTH PENN WATER AUTHORITY
MINUTES OF THE BOARD OF DIRECTORS MEETING
JANUARY 24, 2023**

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

The following items, by agenda number, were discussed:

1. **REORGANIZATION OF OFFICERS AND COMMITTEES** - The Solicitor, as Acting Chair, accepted nominations for the office of Chair:

Mr. Farrall nominated Mr. Dingman for Chair. No further nominations were received, nominations were closed, and upon the motion of Mr. Farrall, seconded by Mr. Bustard, the Board unanimously elected Mr. Dingman as Chair.

Mr. Farrall nominated Mr. Witmayer for Vice Chair. No further nominations were received, nominations were closed, and upon the motion of Mr. Farrall, seconded by Mr. Rodgers, the Board unanimously elected Mr. Witmayer as Vice Chair.

Mr. Dingman nominated Mr. Farrall as Secretary. No further nominations were received, nominations were closed, and upon the motion of Mr. Rodgers, seconded by Mr. Farrall, the Board unanimously elected Mr. Farrall as Secretary.

Mr. Farrall nominated Mr. Mast as Treasurer. No further nominations were received, nominations were closed, and upon the motion of Mr. Dedman, seconded by Mr. Farrall, the Board unanimously elected Mr. Mast as Treasurer.

Mrs. Cummings-Leight nominated Mrs. Haun as Assistant Secretary. No further nominations were received, nominations were closed, and upon the motion of Mr. Bustard, seconded by Mr. Rodgers, the Board unanimously elected Mrs. Haun as Assistant Secretary.

Mr. Farrall nominated Mr. Dedman as Assistant Treasurer. No further nominations were received, nominations were closed, and upon the motion of Mr. Farrall, seconded by Mr. Witmayer, the Board unanimously elected Mr. Dedman as Assistant Treasurer.

Mr. Dingman assumed the Chair and made the following 2023 committee appointments:

Engineering Committee: Kenneth V. Farrall, Committee Chair, George E. Witmayer, Richard C. Mast, Arthur C. Bustard and William K. Dingman, Board Chair

Executive Committee: Jeffrey H. Simcox, Committee Chair, George E. Witmayer, Robert J. Rodgers and William K. Dingman, Board Chair

Finance Committee: Helen B. Haun, Committee Chair, Amy J. Cummings-Leight, David W. Dedman, Richard C. Mast and William K. Dingman, Board Chair

Trustees: Kenneth V. Farrall and Jeffrey H. Simcox

Forest Park Water Operating Committee: Robert J. Rodgers, Committee Chair, and Helen B. Haun, Alternate.

Upon the motion of Mr. Farrall, seconded by Mr. Witmayer, the Board unanimously retained the following professional staff:

Hamburg, Rubin, Mullin, Maxwell & Lupin as Authority Solicitor;
BCM Engineers, ATC Group Services, LLC, as Consulting Engineer;
Bank of New York Mellon Trust Company NA as Authority Trustee; and
Maillie LLP as Authority Auditor.

2. **MINUTES OF NPWA MEETING** - Upon the motion of Mrs. Haun, seconded by Mr. Rodgers, the Board unanimously approved the Minutes of the December 20, 2022, Board of Directors meeting as presented.
3. **BIDS:**
 - 3.1. Award Bids – Contract 794 – 2023 Annual Paving Services Contract, various locations throughout the service area. After discussion, upon the motion of Mr. Farrall, seconded by Mr. Mast the Board unanimously approved award of the Bid to GoreCon, Inc. for the Bid Amount of \$237,950.00 as the lowest responsible Bidder meeting specifications and further, authorized execution of the Contract.
 - 3.2. Award Bids – Contract 795 – 2023 Main Replacements Project Group, various locations throughout the service area. Upon the motion of Mr. Mast, seconded by Mr. Farrall, the Board authorized unanimously the award of the Bid to Joao & Bradley Construction Co., Inc., for the Bid Amount of \$2,888,549.00, as the lowest responsible Bidder meeting specifications and further, authorized execution of the Contract.
4. **PUBLIC COMMENTS** - There were no members of the public in attendance at the meeting.

5. **FINANCIAL AND HUMAN RESOURCES REPORT:**

The following unaudited numbers were presented:

- 5.1. The **Statement of Income and Expense** for the period ending December 31, 2022, was highlighted by Mrs. Tarburton and discussed. Mrs. Tarburton noted, that metered sales were up 5% over 2021, approximately \$1,000,000. Total revenues were up \$750,000, over 2021, a 3% increase and \$2 million more than budgeted. Expenses were at 94% of budget, about \$250,000 more than expended in 2021. Debt Service Coverage is at 1.46, which is above the 1.10 required by the Trust Indenture. Total Debt Service Coverage is at 1.74.

The **Statement of Net Position, Expense Variance Report, Capital Budget Report and Metered Sales Report** for the period ending December 31, 2022 were highlighted by Mrs. Tarburton and discussed. It was noted that Net Position had increased by 4% year to year, an increase of approximately \$6.5 million. Also, it was noted that the Capital Budget expenditures for 2022 are at 91% of budget for the year. Additional expenditure for main replacement were offset by less expense in other areas. The total metered sales are at or exceeding budget and in line with sales projections and the 3- year average mark. Following discussion, upon the motion of Mrs. Haun, seconded by Mr. Farrall, the Board voted unanimously to accept the financial reports and file for future audit.

- 5.2. The Check Register for December 13, 2022 to January 17, 2023 was reviewed and discussed. Upon the motion of Mr. Farrall, seconded by Mr. Mast, the Board ratified the payments with a vote of 8-0, with one abstention. In accordance with the Public Official and Employee Ethics Act, Mr. Dingman announced his abstention due to 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".

6. **OPERATIONS, METER/CUSTOMER SERVICE, AND STATISTICS**

REPORT - The Report for the month of December 2022 was presented, highlighted by Mr. Hartzell, and discussed.

7. **ENGINEERING AND WATER QUALITY REPORT** - The Report for the month of December 2022 was presented, highlighted by Mr. Preston, and discussed.

8. **INFORMATION TECHNOLOGY REPORT** - The Report for the month of December 2022 was presented, highlighted by Mr. Pearce, and discussed.

9. **ADMINISTRATION AND PUBLIC RELATIONS REPORT** - The Report for the month of December 2022 was presented, highlighted by Mr. Bellitto, and discussed. Mr. Bellitto reported that the Authority has successfully launched an employee intranet providing employees access to important company information. Mr. Bellitto indicated there was nothing else, in particular, to report or highlight.

10. **FOREST PARK WATER** – Mr. Rodgers, Chair of the Forest Park Water Operating Committee, reported that the committee had not met since the last Board meeting. Mr. Bellitto indicated there is nothing to report beyond that contained in the meeting packet.
11. **MAIN EXTENSIONS:**
 - 11.1. M.E. 1417 – Rittenhouse Estates (Jennifer J. Rittenhouse) – Upon the motion of Mr. Farrall, seconded by Mr. Rodgers, the Board approved unanimously to authorize and execute Resolution No. 23-01-24B and the Deed of Dedication for public utility lines located at Westbourne Drive & Waverly Lane, Lower Salford Township.
 - 11.2. M.E. 1488 – Bennett’s Court (Prestige Property Partners, LLC) – Upon the motion of Mr. Farrall, seconded by Mr. Farrall, the Board granted unanimously Tentative Approval for 18 EDUs to Prestige Property Partners, LLC, for Bennett’s Court located off of Maple Avenue near Broad Street, Hatfield Borough.
12. **ITEMS FOR DISCUSSION:**
 - 12.1. Mr. Bellitto indicated to the Board that the proposed theme for the 2022 Annual Report and presentation at the Annual Banquet is “80th Anniversary of the PMAA.” The Board concurred with this recommendation. Since the Annual Report forms the basis for the presentation at the Annual Municipal Banquet to be held on May 25, Mr. Bellitto indicated that work on the Annual Report incorporating this theme will begin right away. Planning for the Municipal Banquet would need to start soon as the invitations go out in the beginning of April.
 - 12.2. As requested by the Board, the Signatory Resolution designating authorized signatories for general contracts and Authority documents is presented at the reorganizational meeting each year. There were no changes from last year other than the updating of the Resolution number, date of adoption, and current bidding requirements amount, to the Resolution previously adopted. Following discussion, upon the motion of Mrs. Haun, seconded by Mr. Rodgers, the Board approved unanimously Resolution No. 23-01-24A as presented.
 - 12.3. Water System Tapping Fee Update proposal – Following discussion, the Board concurred with staff’s recommendation to proceed with Keystone Alliance Consulting, Inc. to perform a Water System Tapping Fee Update Study for a lump sum of \$6,000.
 - 12.4. Statement of Financial Interest forms – Mr. Bellitto reminded the Board that forms were sent out to each Board member and should be filled out and returned to Mrs. Barbara Jackson. If they had the completed forms on hand, they may be given to Mrs. Tarburton at the end of the meeting.

- 12.5. Execution of Lease Amendments with T-Mobile for the Hilltown and Lansdale Tanks – Following discussion, upon the motion of Mr. Farrall, seconded by Mr. Bustard, the Board granted unanimously contingency approval and further, authorized execution of the First Amendment to Lease Agreements with T-Mobile Northeast, LLC, for the terms and conditions, as presented.
- 12.6. Discussion of Request for Proposal results for the Comprehensive Master Plan – Mr. Preston, discussed and highlighted a memo provided to the Board via email on Monday, January 23, 2023. Following discussion, upon the motion of Mr. Farrall, seconded by Mr. Witmayer, the Board approved unanimously the authorization and execution of a Professional Services Agreement for a not-to-exceed amount of \$414,006, contingent upon review and approval of all documents by the Solicitor.
- 12.7. Authorize and Execute the Bond Purchase Agreement for the Water Revenue Refunding Bonds, Series of 2023 – Mrs. Tarburton reviewed the attachment included with the Board Packet. She noted that the market improved significantly since the last meeting with saving now totaling about \$1.3 million and also that refunding costs are about \$10,000 less than previously estimated. Settlement is scheduled for February 28, 2023. Following discussion, upon the motion of Mrs. Haun, seconded by Mr. Dedman, the Board approved unanimously to authorize and execute the Bond Purchase Agreement for the Revenue Refunding Bonds, Series of 2023.

12. **COMMITTEE REPORTS:**

- 12.1. Engineering Committee – Mr. Farrall, Chair of the Engineering Committee, reported that the committee had not met this month but will be meeting on the same night as the February 28, 2023 Board meeting.
- 12.2. Executive Committee – Mr. Bellitto, on behalf of Mr. Simcox, Chair of the Executive Committee, reported that the Committee had not met this month.
- 12.3. Finance Committee – Mrs. Haun, Chair of the Finance Committee, reported that the committee had not met this month.

13. **CORRESPONDENCE** - Various items of correspondence and newspaper articles contained in the Authority meeting packet were reviewed. Mr. Bellitto noted on page 1 that the DEP has adopted new PFAS limits of 14 ppt for PFOA and 18 ppt for PFOS. It is expected that the EPA will be releasing its own proposed MCLs for PFAS compounds as early as this spring and that these levels could be lower potentially than those adopted by the DEP. On page 53, an article regarding Towamencin Township's government study commission was discussed. Mr. Bellitto indicated that the commission approached him about attending a future commission meeting to engage in a question and answer session. Following Board discussion, it was recommended that questions should be submitted and reviewed prior to agreeing to participate in a future meeting.

14. **COMING EVENTS:**

- 14.1. Forest Park Operating Committee Meeting Dates for 2023 are February 21 and August 15 at 6:00 p.m. at the North Wales Water Authority office.
- 14.2. NPWA/NWWA 2023 Joint Board Meeting Dates are scheduled for March 2 and September 7 at the North Penn Water Authority office.
- 14.3. PMAA Board Member Training session is scheduled for March 30, 2023 at the Crowne Plaza Philadelphia/Valley Forge.
- 14.4. Roadmasters Meeting is scheduled for April 6, 2023 at the Henning's Market in Harleysville.
- 14.5. Public voting will take place at the North Penn Water Authority Operations Center on Primary Election Day, Tuesday, May 16, 2023 and General Election Day, Tuesday, November 7, 2023.
- 14.6. The Annual Municipal Banquet will be held on Thursday, May 25, 2023, at 6:30 p.m., at the Indian Valley Country Club, 650 Bergey Road, Franconia Township.
- 14.7. The PMAA 81st Annual Conference and Trade Show will be held from September 17-20, 2023, at the Kalahari Resorts and Convention Center, Pocono Mountains, Pennsylvania.
- 14.8. The Forest Park Customer Appreciation Day Golf Outing will be held on Monday, September 25, 2023 at The Bucks Club, 2600 York Road, Jamison, Pennsylvania.

15. **OLD BUSINESS** – There was no Old Business to come before the Board.

16. **NEW BUSINESS** – There was no New Business to come before the Board.

17. **EXECUTIVE SESSION** – There was no Executive Session.

There being no further business, upon the motion of Mr. Mast, seconded by Mr. Farrall, the Board voted unanimously to adjourn at 9:09 p.m.

Respectfully submitted,

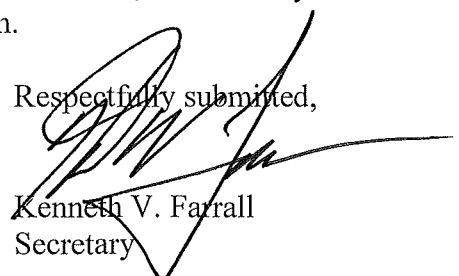
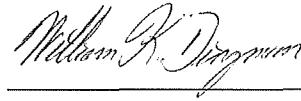

Kenneth V. Farrall
Secretary

Exhibit "A"

Voting Conflict Memorandum

The Check Register for December 13, 2022 to January 17, 2023 was reviewed and discussed. Upon the motion of Mr. Farrall, seconded by Mr. Mast, the Board ratified the payments with a vote of 8-0, with one abstention.

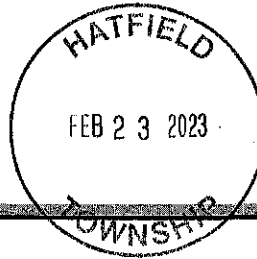
I, William K. Dingman, member of the North Penn Water Authority, abstained from the above mentioned ratification due to a payment to Gilmore and Associates, Inc. The situation constitutes a conflict of interest under section 1102 of the Public Official and Employee Ethics Act (the "Act"), therefore I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

A handwritten signature in cursive script, reading "William K. Dingman", positioned above a horizontal line.

William K. Dingman



MUNICIPAL AUTHORITY



Ralph Harvey, *Chairman*
Donald Atkiss, *Vice Chairman*
George Landis, *Asst. Secretary*
Barry Wert, *Secretary / Asst. Treasurer*
Charles Sibel, *Treasurer*

GHD Inc ~ *Engineer*

Hamburg, Rubin, Mullin,
Maxwell & Lupin ~ *Solicitor*

HATFIELD TOWNSHIP MUNICIPAL AUTHORITY

PUBLIC MEETING

January 10, 2023, 7:00 PM

- I. Call to order by the Chairman - Chairman Harvey called the meeting to order at 7:05 PM and announced that we were in Executive Session until 7:05 PM to discuss personnel matters.
- II. Roll call by Secretary – Authority members present: Barry Wert, Ralph Harvey, Charles Sibel, and George Landes. Authority member absent: Donald Atkiss. Also present: Executive Director Peter Dorney, Plant Manager Joe Stammers, Asst. Plant Manager Corey DeSimone, Paul Mullin our Solicitor, and Charles Winslow our Engineer representative.
- III. Reorganization – Paul Mullin announced the requirement for reorganization. Barry Wert made the motion to retain all Board members in their current positions, seconded by Charles Sibel and approved by the Authority. George Landes made the motion to retain GHD as our Engineer and HRMML as our Solicitor, seconded by Charles Sibel and approved by the Authority.
- IV. Approval of minutes for December 13, 2022 – George Landes made the motion to approve the minutes from the previous meeting as submitted, seconded by Charles Sibel and approved by the Authority.
- V. Citizen's comments - none
- VI. Union - none
- VII. Montgomery Township - none
- VIII. Executive Director's Report
 - A. Flood Wall Project – Mr. Dorney reported that our Grant consultant, GMS has informed us that in accordance with FEMA rules, we cannot perform any construction activity until after FEMA announces our eligibility or ineligibility for the Grant we applied for, which includes the flood wall and the retaining wall. The only costs that can be added to the project until then are

administrative and engineering. Mr. Dorney then turned the discussion over to Jeff Wert of Metz, who explained where we are in the planning stages of the projects, and based on a virtual meeting we had with DEP, what Permits we will be required to obtain if we need to have any construction activity in the flood plain, and what Permits we will be required if we do not. Mr. Wert also reported that numerous additional pipes or conduits no longer shown on HTMA's mapping were found by the ground penetrating radar. We will hope to determine exactly what those structures are prior to the design.

- B. DEP/Stack Test – Mr. Dorney reported that we still have not received a review of our stack test performed in January of 2022, yet we now have completed our most recently required stack test in December of 2022. The stack test itself went well, the parameters for which we get instantaneous results were all good, and our testing company has told us we should have all the outside laboratory testing finished by January 25th.
- C. Air Quality Title V Permit Renewal – DEP has made some changes to the Draft Permit based on our engineer's comments, but has also included new written limits for our waste oil burner that we have to make sure we can meet. Mr. Landes suggested that we do a cost benefit analysis of the waste oil burner to see if it might make sense to just turn it off for good and send the oil out for recycling.
- D. NPDES Permit Renewal – Mr. Hann is still working with DEP counsel on our appeal of the Permit. The appeal is based on EPA and DEP now prohibiting a method that they approved 5 years ago to determine a site specific copper limit for our effluent. Preventing the use of this method will severely lower the copper limit in our effluent, making it possible that expensive new treatment will need to be implemented, or trucked waste brought to our Plant eliminated.
- E. Secondary Channels Replacement Project Progress – no new news on the brackets.
- F. Office Addition Progress – we have a meeting with GMS and GHD on January 25th to review the design and bid specification for the addition, so that we make sure all is in compliance with the requirements for the RACP Grant that we have been approved for.
- G. Pine Street sewer line replacement – some minor punch list items remain, some of which cannot be adequately addressed until after winter. We are now planning to schedule the lining of the lower end of this sewer line from Rebecca Drive down to the main interceptor at the Neshaminy Creek.
- H. Plant Electric Grid Upgrade – not much progress has been made.
- I. Retaining Wall at Headworks/Adjacent Owner Agreements – We had scheduled the vegetation to be cleared beginning January 11, but since we cannot put shovel in the ground or do any other physical work on this project until after FEMA's grant determination, the clearing has been postponed.

- J. Budget Discussion for Fiscal Year beginning April 1, 2023 – a discussion on the proposed budget was held. Mr. Dorney prepared for the Board several different scenarios of sewer rate increase to address the revenue needed to present a budget without a deficit. At least one project can be pushed back a year to help. Suggestions were made to present a \$5 per month increase which could keep us from needing to raise the rates again next year, barring any unforeseen increases in utility costs or chemical costs. Mr. Dorney will prepare two different budget scenarios with different rate increases for the Board to review prior to February's meeting, at which time the Board will need to vote on the increase.
- IX. Pretreatment Report – headworks planning analysis in progress.
- X. Engineer's Report – the following requisitions were submitted:
- | | | |
|--------------------|-----------------------------------|------------|
| Project #2020-9480 | Pine St. Interceptor | \$ 3238.85 |
| Project #2021-9840 | Clarifier Launder Trough Assembly | \$ 562.50 |
| Project #2021-9420 | Admin Bldg. Addition | \$ 1772.50 |
- XI. Solicitor's Report – no report
- XII. Treasurer's Report – After a review of the bills and requisitions, Charles Sibel made the motion to pay the bills and requisitions as submitted, seconded by Barry Wert and approved by the Authority.
- XIII. Old Business
- A. Screw Pump Replacement Evaluation – no new information
- B. New TV Truck, still expecting a March delivery, until we aren't.
- C. Clemens Food Group – Mr. Dorney mentioned that GHD's evaluation of the possibility of Clemens accepting up to 150,000 gallons per day of domestic sewage and clean process waste, no brine into the pump station and sewer line was provided to Clemens for their review. Clemens has contacted Mr. Dorney to see if some cost estimates could be provided for the upgrades necessary at the pump station and the sewer line below the pump station to accept this quantity of flow. Mr. Dorney will work with GHD to get some rough estimates for such costs. Mr. Landes queried about who would pay for the upgrades. Mr. Mullin replied that it would be Clemen's responsibility for any necessary upgrades, and that the engineering costs necessary for determining the construction costs is already covered under the PSA escrow. Mr. Landes also question whether DEP would allow it since that property is currently serviced by Towamencin in accordance with Hatfield Township and Towamencin Township's Act 537 Plans, and Mr. Mullin replied that will be Clemen's responsibility to determine. Mr. Mullin also added that he suspects there would be significant push back or legal action by Towamencin Township and any new owner of Towamencin's sewer system.

VII. New Business

- A. Mr. Dorney requested a motion to approve two items that are on the draft budget for immediate purchase. A new Schreiber bar screen for the headworks at a cost of \$65,000, and a new Helisieve screen for the sludge dump station at a cost of approximately \$90,000. George Landes made the motion to approve these two items, seconded by Barry Wert and approved by the Authority.
- B. Mr. Dorney mentioned that our Assistant Plant Manager, Corey DeSimone has two requests. The first is to replace the existing, but now out-of-commission golf carts used by the maintenance department and the laboratory in the Plant. Mr. Landes made the motion to "deal" with the supplier to get the best pricing for each if we would purchase both at the same time, while still complying with the purchasing requirements for public entities. Motion was seconded by Barry Wert and approved by the Authority. The second request was for he and Doug Franks to attend the WWETT Conference and Expo in Indiana in February. Mr. DeSimone explained the benefits of attending. Motion was made to by George Landes, seconded by Charles Sibel and approved by the Authority.

XIII. Other Business

- A. Mr. Wert expressed his desire to join PSATS for \$200. The Board agreed that it was an appropriate and good request to help him stay informed of new policies and requirements that he can share with the Authority.

- XIV. Adjournment – motion was made by Mr. Landes to adjourn the meeting at 8:25 PM, seconded by Barry Wert and approved by the Authority.

Submitted by,



Secretary

HATFIELD VOLUNTEER FIRE CO.

MONTHLY INCIDENT REPORT

| <u>MONTHLY INCIDENT REPORT</u> | | | | | | overall | non-medical | scba [^] | | |
|--------------------------------|--------------|--------------------------|-------------------------|---------------------------|---------------------------|--|------------------------------|-----------------------------|---------------------|-----------------------|
| | <u>calls</u> | <u>1st truck enroute</u> | <u>in-service hours</u> | <u>total firefighters</u> | <u>firefighters hours</u> | <u>average firefighters</u> | <u>average firefighters#</u> | <u>average firefighters</u> | <u>other hours*</u> | <u>training hours</u> |
| February | 27 | 4.12 | 14 | 249 | 127 | 9.2 | 9.6 | 9.0 | 31 | 268 |
| plus | 1 | officer investigations | | | | # non-medical calls, ^ scba = air pack qualified | | | | |
| Total calls = | 28 | | | | | | | | | |
| | | | | | | Total days of service = 53 | | | | |
| | | | | | | * business meetings & officer investigations | | | | |
| YTD | 50 | 4.50 | 29 | 474 | 275 | 9.5 | 10.0 | 9.2 | 79 | 459 |
| plus | 5 | officer investigations | | | | | | | | |
| Total calls = | 55 | | | | | | | | | |
| | | | | | | Total days of service = 102 | | | | |

Major Incident and Activity Highlights (number of firefighters)

Wed 2/1 14:01 Brookside Manor Apartment fire. Third truck to arrive after Montgomery and Colmar. Hatfield firefighters conducted primary search. Engine 17-1 obtained second water source. Hatfield Assistant Chief assumed incident command from Township Fire Marshall 45 minutes into the incident. Hatfield responded with a ladder, engine and squad with 13 firefighters.

Conducted 68 hours of driver training including 41 hours with Township public works employees.

Spent 69 volunteer hours constructing the interior of our new training center.

Conducted First Aid training among 22 firefighters and CPR training among 15 firefighters.

Accepted two new probationary members.

RESPONSE MUNICIPALITY (rpt 1390)

| | |
|------------------------|----|
| Hatfield Borough | 5 |
| First Due Hatfield Twp | 18 |
| Colmar Hatfield Twp | 0 |
| Franconia | 0 |
| Hilltown | 0 |
| Lansdale | 1 |
| Lower Salford | 1 |
| Montgomery | 2 |
| Souderton | 0 |
| Towamencin | 0 |
| others | 0 |
| total | 27 |

INCIDENT TYPES (rpt 358)

| | |
|-----------------------------|----|
| building fire | 0 |
| vehicle rescue | 0 |
| other minor fires | 0 |
| misc. - smoke, electrical, | 8 |
| minor haz mat | |
| medical assist | 5 |
| assist other fire companies | 6 |
| fire alarms | 8 |
| total | 27 |

FIRST TRUCK ENROUTE TIME (rpt 1522)

| minutes | |
|-----------|----|
| 1 or less | 0 |
| >1 to 2 | 0 |
| >2 to 3 | 6 |
| >3 to 4 | 5 |
| >4 to 5 | 8 |
| >5 to 6 | 7 |
| >6 to 7 | 1 |
| >7 | 0 |
| total | 27 |

AID GIVEN OR RECEIVED (rpt 549)

| | |
|------------------------|----|
| automatic aid given | 4 |
| automatic aid received | 1 |
| mutual aid given | 2 |
| mutual aid received | 0 |
| none | 20 |
| total | 27 |

Report #: calls & ff hrs 274, enroute 1645, times 745, 1514 As, Cadets, Tues, Spec, Bus Mtg, 28?, 1624?

Filter statement

Filters

Months in ESO Record Created Date 02/2023 | Is Active true | Scene Zone MONTGOMERY - HATFIELD TOWNSHIP (46930) | Run Type 911 Response

TOTAL ZONE CALLS: 110

TOTAL VMSC CALLS: 909

Average Chute Time: 1m:9s

Average Response Time: 07m:33s

Top 5 Call Types

| Type of Incident | # |
|-----------------------------|----|
| Falls | 24 |
| Sick Person | 18 |
| Traffic Accident | 11 |
| Breathing Problem | 10 |
| No Other Appropriate Choice | 6 |

Dispatched Complaint Percentages

| Complaint Type | Percentage |
|-----------------------------|------------|
| Falls | 22% |
| Sick Person | 16% |
| Others | 21% |
| Unconscious/Fainting | |
| Traffic Accident | |
| Breathing Problem | |
| Chest Pain (Non-Traumatic) | |
| Convulsions/Seizure | |
| Abdominal Pain/Problems | |
| No Other Appropriate Choice | |

Call Disposition

| Disposition | # |
|---|----|
| Transported No Lights/Siren | 68 |
| Transported Lights/Siren | 19 |
| Patient Refused Evaluation/Care (Without Transport) | 10 |
| Patient Treated, Released (per protocol) | 4 |
| Cancelled (No Patient Contact) | 2 |

Response Level of Service

| Unit Level of Care | # of Calls |
|--------------------|------------|
| ALS-Paramedic | 75 |
| BLS-AEMT | 18 |
| BLS-Basic /EMT | 16 |

Hospital Transports

| Hospital | Count | Percentage |
|------------------------|-------|------------|
| Abington Health Lan... | 54 | 49% |
| Grand View ... | 27 | 25% |
| N/A | 23 | 21% |
| Others | 6 | 6% |



**HATFIELD TOWNSHIP
RESOLUTION #23-03**

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF HATFIELD
TOWNSHIP, MONTGOMERY COUNTY, PENNSYLVANIA, APPROVING THE 2023-
2024 HATFIELD TOWNSHIP MUNICIPAL AUTHORITY BUDGET**

WHEREAS, the Board of Commissioners of Hatfield Township, Montgomery County, Pennsylvania has created the Hatfield Township Municipal Authority, which provides sewer service to the residents of Hatfield Township; and

WHEREAS, the Board of Commissioners is required to review and approve the Municipal Authority's annual budget prior to its adoption by the Municipal Authority; and

WHEREAS, the Municipal Authority has submitted its proposed 2023-2024 budget to the Board of Commissioners, which has reviewed same and desires to approve same;

NOW, THEREFORE, be it, and it is hereby **RESOLVED** by the Board of Commissioners of Hatfield Township, Montgomery County, Pennsylvania, as follows:

The Hatfield Township Municipal Authority budget dated April 1, 2023 through March 31, 2024, is hereby approved.

RESOLVED this 8th day of March, 2023 at a public meeting of the Hatfield Township Board of Commissioners.

ATTEST:

**BOARD OF COMMISSIONERS OF
HATFIELD TOWNSHIP**

AARON BIBRO, MANAGER

By: _____
THOMAS C. ZIPFEL, PRESIDENT

HATFIELD TOWNSHIP MUNICIPAL AUTHORITY
SUMMARY OF ESTIMATED INCOME
April 1, 2023 to March 31, 2024

Residential: \$390 per year per EDU base rate (\$97.50 per quarter)
Commercial: 475.44 per year per EDU base rate (\$118.86 per quarter)
Industrial: \$5.11 per 1000 gallons base rate
Residential with garbage disposal, add 20%.

| <u>OPERATIONS INCOME</u> | FINAL PROPOSED | <u>PROJECTED</u> |
|---|-----------------------|--------------------|
| Sewer Use Fees - Residential | | \$3,424,900 |
| Sewer Use Fees - Commercial | | \$608,215 |
| Sewer Use Fees - Industrial | | \$1,131,750 |
| Penalties and Interest | | \$75,000 |
| Connection Fees | | \$6,200 |
| Certifications | | \$3,200 |
| Montgomery Township Sewer Rental | | \$1,095,000 |
| Hatfield Borough Sewer Rental | | \$485,000 |
| Franconia Township Sewer Rental | | \$214,233 |
| Trucked Waste - Sludge Revenue | | \$565,000 |
| Trucked Waste - Septic/Holding Tank Revenue | | \$975,000 |
| Interest on Construction Reserve | | \$175,000 |
| Television/Jet Vac Services | | \$1,500 |
| Miscellaneous Revenue | | <u>\$4,000</u> |
| <u>TOTAL OPERATIONS INCOME</u> | | \$8,763,998 |

| <u>CAPITAL INCOME</u> | <u>PROJECTED</u> |
|--|--------------------------------|
| Tapping Fees | \$248,000 |
| Montgomery Township Capital | \$994,917 |
| Hatfield Borough Capital | \$0 |
| <u>TOTAL CAPITAL INCOME</u> | \$1,242,917 |
| <u>TOTAL BUDGETED RECEIPTS</u> | \$10,006,915 |
| Construction Reserve Funds Used or (Invested) | Used <u>\$2,658,440</u> |
| <u>TOTAL PROJECTED FUNDS AVAILABLE</u> | <u>\$12,665,355</u> |

HATFIELD TOWNSHIP MUNICIPAL AUTHORITY
SUMMARY OF ESTIMATED EXPENSES
April 1, 2023 to March 31, 2024

| <u>OPERATIONS EXPENSES</u> | <u>PROJECTED</u> |
|---|------------------|
| PAYROLL | |
| Management/Administration | \$843,060 |
| Operators | \$2,200,000 |
| Occasional Labor | \$25,000 |
| Office Salaries | \$168,000 |
| Overtime (All Catagories) | \$187,460 |
| <u>TOTAL - PAYROLL</u> | \$3,423,520 |
| BENEFITS AND TAXES | |
| Group Insurances | \$800,000 |
| Unemployment Compensation | \$9,000 |
| Retirement Plan Contributions | \$370,000 |
| Tri-Annual Medical Examinations and Shots | \$35,000 |
| Social Security | \$261,900 |
| Education/Training/Dues/Subscriptions | \$24,500 |
| <u>TOTAL - BENEFITS AND TAXES</u> | \$1,500,400 |
| UTILITIES | |
| Electric - Treatment Plant | \$615,000 |
| Electric - Pump Stations | \$17,500 |
| Gas - Treatment Plant | \$205,000 |
| <u>SUB-TOTAL (Electric and Gas)</u> | \$837,500 |

UTILITIES, CONT.

PROJECTED

| | |
|---------------------|-----------|
| Water | \$2,000 |
| Refuse | \$14,000 |
| Ash Disposal | \$105,000 |
| Sludge Removal | \$55,000 |
| Screenings Disposal | \$28,000 |
| Telephone | \$15,600 |

| | |
|--------------------------|-------------|
| <u>TOTAL - UTILITIES</u> | \$1,057,100 |
|--------------------------|-------------|

PROCESS CHEMICALS

| | |
|-----------------|-----------|
| Ferric Chloride | \$95,000 |
| Polymers | \$145,000 |
| Other Chemicals | \$185,000 |

| | |
|----------------------------------|-----------|
| <u>TOTAL - PROCESS CHEMICALS</u> | \$425,000 |
|----------------------------------|-----------|

LABORATORY

| | |
|---------------------------|-----------|
| Chemicals and Glassware | \$16,500 |
| Equipment and Maintenance | \$17,500 |
| Contract Lab Analysis | \$165,000 |

| | |
|---------------------------|-----------|
| <u>TOTAL - LABORATORY</u> | \$199,000 |
|---------------------------|-----------|

MAINTENANCE

| | |
|-----------------------------|-----------|
| Cleaning Supplies | \$9,000 |
| Plant Maintenance/Repair | \$585,000 |
| New Equipment - Plant | \$95,000 |
| Outside Contractors - Plant | \$75,000 |

| | |
|----------------------------|-----------|
| <u>TOTAL - MAINTENANCE</u> | \$764,000 |
|----------------------------|-----------|

| ROAD CREW | <u>PROJECTED</u> |
|-------------------------------|------------------|
| Materials and Small Tools | \$4,500 |
| Outside Contractors | \$95,000 |
| Sewer Line Maintenance | \$110,000 |
| <u>TOTAL - ROAD CREW</u> | \$209,500 |
| VEHICLES | |
| Gas and Oil | \$28,000 |
| Repairs and Maintenance | \$28,000 |
| <u>TOTAL - VEHICLES</u> | \$56,000 |
| INSURANCE | |
| General Liability | \$160,000 |
| Workman's Compensation | \$95,000 |
| <u>TOTAL - INSURANCE</u> | \$255,000 |
| OFFICE | |
| Postage | \$16,000 |
| Computer Maintenance Contract | \$9,800 |
| Office Supplies and Expenses | \$135,000 |
| Legal Advertisements | \$6,000 |
| <u>TOTAL - OFFICE</u> | \$166,800 |
| LANSDALE SEWER RENTALS | \$8,000 |
| TOWAMENCIN SEWER RENTALS | \$95,535 |

| PROFESSIONAL SERVICES | <u>PROJECTED</u> |
|--|------------------|
| Consulting Engineer - Operations | \$25,000 |
| Other Engineer Services | \$180,000 |
| Legal Fees | \$125,000 |
| Accounting and Audit | \$17,500 |
| Board Fees | <u>\$3,000</u> |
| <u>TOTAL - PROFESSIONAL SERVICES</u> | \$350,500 |
| MISCELLANEOUS | \$10,000 |
| <u>TOTAL OPERATING EXPENSES</u> | \$8,520,355 |
| <u>TOTAL OPERATIONS AND DEBT SERVICE</u> | \$8,520,355 |

| PROJECT EXPENDITURES | <u>PROJECTED</u> |
|--|------------------|
| 2022 Sewer I/I Work | \$135,000 |
| 2022 I/I Mitigation Plan Implementation | \$70,000 |
| Plant Paving | \$40,000 |
| Annual Stack Test | \$25,000 |
| Office Expansion | \$1,300,000 |
| Centrifuge Rehab | \$75,000 |
| Secondary Rehab | \$150,000 |
| Schreiber Diffusers | \$70,000 |
| Electrical Upgrades | \$1,000,000 |
| Flood Wall | \$250,000 |
| Grit Classifier | \$35,000 |
| New Televising Truck | \$360,000 |
| New Spare Centrifuge Gearbox | \$90,000 |
| Replace Secondary Clarifier Drain Valve(s) | \$100,000 |
| Concrete Restoration at Ash Rolloffs | \$50,000 |
| Sludge Dump Station Helisieve | \$90,000 |
| RTO Rehab - Parts | \$90,000 |
| New Bar Screen for Headworks | \$65,000 |
| Demolish one old primary tank | \$150,000 |
| <u>TOTAL PROJECT EXPENDITURES</u> | \$4,145,000 |
| <u>TOTAL PROJECTED EXPENSES</u> | \$12,665,355 |