



**HATFIELD TOWNSHIP BOARD OF COMMISSIONERS  
WORKSHOP & REGULAR MEETING MINUTES  
November 16, 2022  
7:30 PM**

**I. CALL TO ORDER**

President Tom Zipfel called the November 16, 2022 Workshop Meeting of the Hatfield Township Board of Commissioners to order at 7:30 pm.

**II. ROLL CALL**

Roll call was taken by Aaron Bibro, Township Manager. Present at the meeting were President Tom Zipfel, Vice President Bob Rodgers, Commissioner Jerry Andris, Commissioner Deborah Zimmerman and Commissioner Greg Lees. Also in attendance were Township Manager Aaron Bibro, Solicitor John Iannozzi, Assistant Township Manager Scott Hutt, Township Planner Ken Amey, Township Engineer Bryan McAdam and Chief of Police William Tierney.

**III. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Assistant Township Manager, Scott Hutt.

President Zipfel announced that the Board met in Executive Session to discuss potential litigation.

**IV. APPROVAL OF AGENDA**

Commissioner Lees motioned to approve the agenda, seconded by Vice President Rodgers. The motion carried with a 5-0 vote

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

There were no citizen's comments.

## VI. CONSENT ITEMS

*Motion to move items A-G into record.*

Commissioner Andris motioned to approve moving the consent items into record, seconded by Commissioners Zimmerman. The motion carried with a 5-0 vote

- A. *Board of Commissioners Regular Meeting Minutes of October 26, 2022*
- B. *HTMA Monthly Budget Report – September*
- C. *HTMA Meeting Minutes of September 13, 2022*
- D. *Police Report – October*
- E. *VMSC Monthly Report – October*
- F. *Treasurer’s Report – November*
- G. *Bills Payable:*
  - A. *Paid Bills - \$4,618.93*
  - B. *Unpaid Bills - \$317,833.42*

## VII. COMMITTEE REPORTS

### A. Planning & Zoning Committee – Vice President Rodgers

1. Land Development Application Discussion  
Alterra Property Group, 2750 Bethlehem Pike

Mr. Amey said 2750 Bethlehem Pike is a 34-acre tract made up of several individual parcels that will be consolidated into one deed. The proposal involves demolition of all existing buildings in order to construct a 301,000 sq.ft. warehouse. Parking will be in the front of the building with trailer spaces to the rear. The project will also include surface stormwater management facilities and landscaping. Staff has thoroughly reviewed the proposal and it has been before the Planning Commission on two occasions. The Planning Commission recommended approval of the project in October with the following conditions; revise the plan to show the correct parking set backs for trailer parking (completed), show the access drive through to Unionville Pike (completed), resolve all outstanding issues with consultant reviews (ongoing).

Bob Tucker of Kaplin Stewart, attorney for Alterra Property Group said he is here with representatives of Alterra including the architect, traffic engineer and project engineer. Plans were resubmitted on November 2<sup>nd</sup> addressing the concerns of the Planning Commission.

Matt Kirsch of Bohler Engineering said there will be 125 employees at the warehouse. Commissioner Lees asked what the traffic impact will be having all the additional cars going in and out during busy times. Guy DiMartino of Traffic Planning & Design said a traffic study was performed and submitted to the appropriate agencies that found the additional traffic acceptable. Improvements to the area will include accesses and upgrades to the traffic signal on Unionville Pike as well as a contribution to the Township’s capital plan through the impact fee. Mr. Kirsch explained there is an easement to access Unionville Pike through the entire development. A discussion ensued regarding noise levels from possible refrigeration trucks. Mr. Amey said residents attended the first Planning Commission Meeting to hear about the plan but were mainly interested in stormwater management. There are 54 trailer bays with parking for 227 vehicles and the property is surrounded by other commercial properties. Mr. McAdam explained there is a strip of wetlands on the property that is currently wooded and will remain undisturbed. There is

at least a 400' buffer with vegetation that will lessen any noise should there be refrigerated trucks on site. Further discussion ensued regarding truck access to S309. Liam Sullivan of Alterra Property Group explained that access has been designed to accommodate as much space as possible for the turning radius to allow for more room for the swing. There are two ingresses and egresses on 309. Mr. DiMartino explained there are right in and right-out movements and a center lane left in entrance from N309 and they are providing a deceleration lane along 309 for right in and right-out access at the southernmost point. Commissioner Lees expressed concern about trucks getting up to speed pulling out onto 309 which is posted at a speed limit of 45 mph and would like to see an acceleration lane so the trucks can safely get onto to S309. President Zipfel asked if the rear exit is intended to be the primary exit for trucks. Mr. DiMartino said that exit will be used by passenger cars and trucks that will be traveling N309. President Zipfel suggested using the rear exit to North Penn Road and up to 309 which mitigates the concerns expressed by Commissioner Lees. Mr. Sullivan said we will have to have further conversations and are more than willing to entertain this idea. Next steps would be to discuss using the rear exit to North Penn Road and work with Mr. Amey as well as McMahon and Bohler to address this issue. Commissioners Lees also said he would like neighbors to be aware there may possibly be refrigerated trucks on site. Vice President Rodgers asked if before the Century House is demolished, if people can go in and buy certain items such as flooring. Mr. Sullivan said he will be happy to entertain that idea as well.

**B. Public Works Committee – Commissions Lees**

There was no report.

**C. Parks & Recreation Committee – Commissioner Zimmerman**

Mrs. Zimmerman went over the recent and upcoming Parks and Recreation events that included a Volunteer Luncheon, the Holiday Celebration with Santa on December 10<sup>th</sup>, the Giving Tree in the lobby of the Township Building (12/14-12/16), 3<sup>rd</sup> Annual Holiday Lights contest, Get Fit Classes and Indoor Pickleball.

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

There was no report.

**E. Finance Committee – Commissioner Andris**

See below under budget presentation.

**VIII. ACTION ITEMS**

**A. Lieutenant, Sergeant and Corporal Promotional Process**  
*Motion to commence*

Mr. Bibro said as a First-Class Township the Civil Service Commission oversees the process for promotion and noted that there is finally opportunity for upward mobility in the Police Department.

Commissioner Lees motioned to commence the promotional process, seconded by Vice President Rodgers. The motion carried with a 5-0 vote

- B. Amendment to Local Tax Collection Law – Act 57 of 2022 (waiving penalties in first year of ownership if no tax bill was received)

*Resolution #22-15, Motion for approval*

Solicitor Iannozzi said Act 57 alleviates the issue that occurs when someone buys a home and they don't receive a tax bill that first year. The act waives the penalties resulting in late payment.

Commissioner Andris motioned to approve Resolution 22-15, seconded by Commissioner Zimmerman. The motion carried with a 5-0 vote.

- C. Grant Application – Stewart Drive Basin Renovation

*Resolution #22-16, Motion for approval*

Mr. Bibro said this resolution is for funding to help offset the costs associated with the renovation.

Vice President Rodgers motioned to approve Resolution 22-16, seconded by Commissioner Lees. The motion carried with a 5-0 vote.

- D. Presentation of the 2023 Draft Budget – No Tax Increase (9<sup>th</sup> straight year)

*Motion to advertise Ordinances for budget adoption and maintaining tax rates for 2023*

President Zipfel announced there is no tax increase again this year. Mr. Bibro began his budget presentation with a recap of the 2022 highlights. He said approximately 60% of the budget goes for Public Safety (police and fire). Other priorities include infrastructure improvements including roads, stormwater management, parks and recreation and open space. The 2023 budget includes \$12,133,595 in the General Fund with a total budget from all funds of \$18,954,745. The main sources of budget revenue are the Real Estate Tax, Earned Income Tax (EIT), Local Services Tax, Commonwealth of PA and Hatfield Borough. Improved services slated for 2023 include a new police station (completion in 2024) and additional Township staffing. Mr. Bibro said the Township will be pursuing several grant opportunities in 2023 for the police station, trails, intersection construction and flood acquisitions. Further budget highlights include; paving Frick's Trail, Clemens Park Improvement and digitizing Township property files. The Board of Commissioners will consider approval of the 2023 budget on December 21, 2022.

President Zipfel motioned to advertise the Ordinances for budget adoption and tax rates, seconded by Commissioner Andris. The motion carried with a 5-0 vote.

## **IX. TOWNSHIP STAFF REPORTS**

There were no staff reports.

**X. CITIZENS' COMMENTS**

There were no citizen's comments.

**XI. ADJOURNMENT**

Commissioner Lees motioned for adjournment, seconded by all Board members. The motion carried 5-0 and the meeting was adjourned at 8:33 pm.