



**HATFIELD TOWNSHIP BOARD OF COMMISSIONERS  
WORKSHOP MEETING MINUTES  
February 8, 2023  
7:30 PM**

**I. CALL TO ORDER**

President Tom Zipfel called the February 8, 2023 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 and Commissioner Deborah Zimmerman. In addition to Township Manager Aaron Bibro, also in attendance were Solicitor Christen Pionzio, Assistant Township Manager Scott Hutt, Township Engineer Bryan McAdam and Chief of Police William Tierney.

Commissioner Greg Lees was absent.

**III. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Township Manager, Aaron Bibro.

**IV. APPROVAL OF AGENDA**

Vice President Rodgers motioned to approve the agenda, seconded by Commissioner Andris. The motion carried with a 4-0 vote.

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

There were no citizen's comments.

**VI. CONSENT ITEMS**

*Motion to Enter Items A-D into the Record*

- A. Police Report – *January*
- B. VMSC Ambulance Report – *January*
- C. HTMA Monthly Budget Report – *December 2022*

D. NPWA Meeting Minutes – December 20, 2022

Commissioner Andris motioned to move the consent items into record, seconded by Commissioner Zimmerman. The motion carried with a 4-0 vote.

**VII. COMMITTEE REPORTS**

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

There was no report.

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

There was no report.

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

Commissioner Zimmerman reviewed the upcoming Parks and Recreation events. Earth Day Clean Up Event will be held on Saturday, April 15<sup>th</sup>. The Spring Scavenger Hunt 5K Race will be held on April 16<sup>th</sup> at 9 am.

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

There was no report.

**E. Finance Committee – Commissioner Andris**

Commissioner Andris reported the auditors were in house this week looking at the fiscal and financial activities for 2022.

Registration for the Aquatic Center will be going live in March and will be announced on the Township's website and Facebook pages. The Aquatic Center is currently hiring for all positions.

**VIII. ACTION ITEMS**

1. Liquor License Transfer Hearing, Wawa – Cowpath/Broad  
**Resolution #23-02**  
*Motion for Approval*

Vice President Rodgers motioned to approve Resolution #23-02, seconded by Commissioner Andris. The motion carried with a 4-0 vote.

2. Authorize Bids – Road Paving, Heating Fuel, Pool Chemicals, ADA Ramps, and Bishop Field Renovations  
*Motion for Approval*

Mr. Bibro said many of these are annual bids for various Township Projects and some special project items that were included in the 2023 budget.

Commissioner Andris motioned to authorize the bids for Road Paving, Heating Fuel, Pool Chemicals, ADA Ramps and Bishop Field Renovations, seconded by Commissioner Zimmerman. The motion carried with a 4-0 vote.

## **IX. TOWNSHIP STAFF REPORTS**

### **A. Township Manager's Report**

#### **1. 2022 Annual Report – Building, Zoning, and Code Department**

New Department Head, Don Delamater submitted a 2022 overview of the Building, Zoning and Code Department. He oversees the Third-Party Building Code Official, the Fire Marshal, Code Enforcement Officer and two Full-time Administrative Employees. The Department issued 2338 permits in 2022 with administrative staff fielding an array of resident questions.

#### **2. HTMA Budget Presentation – Regular Meeting**

Pete Dorney, Executive Director of HTMA will make a presentation at the Regular Meeting on February 22, 2023. He will be discussing some of the challenges facing the Municipal Authority for 2023.

## **X. SOLICITOR'S REPORT**

There was no report.

President Zipfel announced that the Board met in Executive Session prior to this meeting to discuss matters of litigation.

## **XI. CITIZENS' COMMENTS**

There were no citizen's comments.

## **XII. ADJOURNMENT**

Commissioner Zimmerman announced at the March 8<sup>th</sup> meeting they will be honoring the worthy women of Hatfield for Women's History Month.

Commissioner Andris motioned for adjournment, seconded by Vice President Rodgers. The motion carried 4-0 and the meeting was adjourned at 7:50 pm.