

**HATFIELD TOWNSHIP BOARD OF COMMISSIONERS  
WORKSHOP MEETING MINUTES  
February 11, 2004**

**I. CALL TO ORDER**

Commissioner President Jerry Andris called the Hatfield Township Board of Commissioner's Workshop meeting to order at 7:45 p.m.

**II. ROLL CALL**

Commissioner Andris asked Ms. Shafkowitz to call the roll. Present at the meeting were: Commissioner President Jerry Andris, Commissioner Vice President Jim O'Byrne, Commissioner Scott Brown, Commissioner John Norman and Commissioner Jean Vandegrift. Also in attendance were Township Manager Stephanie Teoli Shafkowitz, Solicitor Joe Kuhls, Township Planner Ken Amey, Engineer Joe Nolan, Police Chief Mark Toomey, Public Works Director Nick DeMeno and Administrative Assistant Melissa Croak.

**III. PLEDGE OF ALLEGIANCE**

**IV. CITIZENS' COMMENTS**

- Ed Tartar of Downing Drive complimented the Township on the snow plowing efforts this season.

**V. COMMITTEE REPORTS**

**A. Planning and Zoning Committee**

1. Planning Commission Meeting Minutes – January 20, 2004

Commissioner Brown entered the January 20, 2004 Planning Commission meeting minutes into the record.

2. Paul Pennise Subdivison – 2708 Lenhart Road – Zoned RA1 – *Preliminary/Final Approval*

Ed Vollberg of Stout Tacconelli and Associates represented Mr. Pennise. Township Engineer Joe Nolan reported that he had no objections to the waivers. Commissioner Brown had a question about the sidewalk variance on Lenhardt Road. After a discussion about sidewalk variances, Commissioner President Andris said that the Board would take the comments into consideration.

3. Logan Subdivision/Land Development – 1514-1540 Maple Avenue – Zoned RA1 – *Phase II Final Approval*

Township Planner Ken Amey gave background information on the Logan Subdivision. Richard Nagle from Woodrow Associates represented the developer. Commissioner Brown had a question concerning a note about lamppost maintenance in the plans. Mr. Amey said that the note would be clarified.

4. Funks Road Relocation Project – Update and Discussion

Mr. Amey reviewed the Funks Road relocation plans. There was discussion concerning the benefits of sidewalks versus trails on the road. Dave Kimmerly of Park Avenue had a question concerning the impact of the road relocation on the two adjacent farms. Tom Clemens representing Clemens Family Corporation reported that the farms are Clemens property and there are no short term plans to modify the farmland. There was a short discussion on the speed limit and width of the future road.

## **B. Public Works Committee**

1. Plowing of State Roads Discussion

The issue of the Township plowing the state roads was discussed at the last Public Works Committee meeting and the Township staff researched the issue. Commissioner John Norman read a memorandum prepared by Township Manager Stephanie Teoli Shafkowitz concerning the information regarding the plowing issue. The Board came to a consensus that the Township will not plow state roads. Bob Nolan of Fairgrounds Road said that he agreed with the Board's decision.

2. Commissioner Norman reported on the recent Public Works activities in the Township.

## **C. Parks and Recreation Committee**

1. Parks and Recreation Board Meeting Minutes – *January 5, 2004*

Commissioner Vandegrift entered the January 20, 2004 Planning Commission meeting minutes into the record.

2. Expansion of Parks and Recreation Board

Solicitor Joe Kuhls reported that there are state guidelines establishing the number of people permitted on the Parks and Recreation Board at seven members. There is also a Township Ordinance that establishes the composition of the Board. There was discussion concerning the

Parks and Recreation Board. The Parks and Recreation Board Ordinance will be amended to reflect the new composition of one representative from each of the five wards, two at-large members, one at-large alternate and no Commissioner vote.

**D. Public Safety Committee - Commissioner Norman**

1. Monthly Report of Police Activities – *January 2004*

Commissioner Norman entered the January 2004 Monthly Report of Police Activities into the record.

2. Hiring of Police Officer

Commissioner Norman made a motion to make a conditional offer of employment to Joseph Schuck from the Eligibility List certified by the Hatfield Township Civil Service Commission. The motion was seconded by Commissioner O’Byrne and carried on a 5-0 vote.

**E. Finance Committee**

No report.

**F. Hatfield Township Municipal Authority**

1. Hatfield Township Municipal Authority Meeting Minutes – December 9, 2003

Commissioner Andris entered the December 9, 2003 Hatfield Township Municipal Authority Meeting Minutes into the record.

2. Hatfield Township Municipal Authority Monthly Budget Report – December, 2003

Commissioner Andris entered the December 2003 Hatfield Township Municipal Authority Monthly Budget Report into the record.

**G. North Penn Water Authority**

1. North Penn Water Authority Meeting Minutes – December 16, 2003

Commissioner Andris entered the December 16, 2003 North Penn Water Authority Meeting Minutes into the record.

## **VI. TOWNSHIP STAFF REPORTS**

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

1. Act 209 Traffic Impact Study Committee

Ms. Shafkowitz reported that a Traffic Impact Study Committee will have to be formed consisting of 7 members, 3 of which must be builders or realtors who have business in the Township. Ms. Shafkowitz read a non-conclusive list of potential members.

2. Open Space Committee

Ms. Shafkowitz reported that this committee will need to be appointed prior to updating the open space plan. A list of potential members was distributed.

3. Emergency Management Plan Update

Ms. Shafkowitz presented the Board with the updated Emergency Management Plan for 2004. The plan will be presented for adoption at the regular board meeting.

Commissioner Vandegrift requested an update on a memo distributed by Ms. Shafkowitz regarding a fuel spill at the Amoco gas station. It was reported that an unidentified amount of oil leaked into the ground and was under investigation and jurisdiction by the DEP. Ms. Shafkowitz would meet with the DEP and research the incident.

4. Municipal Building Status Report

Ms. Shafkowitz reported that work is underway for bidding the removal of underground storage tanks and demolition of public works buildings. It is hoped that the public works department will move in April.

Bidding for the new municipal building should occur in late spring.

### **B. Solicitor's Report**

Mr. Kuhls reported that there would be an executive session after the meeting to discuss potential litigation.

### **C. Building Report – January 2004**

Mr. Amey entered the January 2004 Building Report into the record.

**D. Engineer's Report**

No report.

**VII. OTHER BUSINESS**

**VIII. ADJOURNMENT**

Commissioner Norman made a motion to adjourn the February 11, 2004 Board of Commissioners meeting. The motion was seconded by Commissioner O'Byrne and carried on a 5-0 vote. The meeting was adjourned at 9:15 p.m.