

**HATFIELD TOWNSHIP BOARD OF COMMISSIONERS  
WORKSHOP MEETING MINUTES  
March 10, 2004**

**I. CALL TO ORDER**

Commissioner President Jerry Andris called the Hatfield Township Board of Commissioner's Workshop meeting to order at 7:35 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, Parks and Recreation Director Nancy Stock, and Administrative Assistant Melissa Croak.

**III. PLEDGE OF ALLEGIANCE**

Commissioner Brown led the recitation of the Pledge of Allegiance.

**IV. CITIZENS' COMMENTS**

- Larry Kofsky of 4485 Wellington Road presented a petition to the Board in opposition to the proposed park on the Township owned 5-acre tract between the Yorkshire Commons development and the Hatfield Village Apartment complex. Charlotte Dubroff of Orvilla Road asked the Board if the park could be more of a passive park than an active one. Commissioner O'Byrne responded that the Township will hold a meeting to discuss the proposed park. Steve Noell of 2493 Wellington Road confirmed that the residents would be able to give input into the plans.
- Ron Abendshine of 1137 Koffel Road asked a question about the street light tax. Commissioner Andris reported that the item would be on the next Finance Committee meeting March 24 at 7 pm.
- Debra Kunsch of 3151 Advance Lane had concerns regarding the gentleman's club being built on Advance Lane. Solicitor Joe Kuhls explained that Pennsylvania mandates municipalities to allow space for these types of businesses. Ms. Shafkowitz reported that the police department is aware of the business and are prepared to handle any issues that may arise. Ms. Kunsch made arrangements to meet with Township Manager Stephanie Teoli Shafkowitz and Police Chief Mark Toomey at her site.

**V. SPECIAL ITEMS**

**A. Presentation of Historic Building Survey**

Mary Lou McFarland of the Conservancy of Montgomery County presented the 3-volume study documenting historic properties in Hatfield Township. She worked closely with the EAC to accomplish this study and thanked Dave Kimmerly and all the volunteers who helped with the reports. She encouraged the Township to create a preservation ordinance.

**VI. COMMITTEE REPORTS**

**A. Planning and Zoning Committee**

1. Planning Commission Meeting Minutes – February 17, 2004

Commissioner Brown entered the February 17, 2004 Planning Commission meeting minutes into the record.

**B. Public Works Committee**

1. Commissioner Norman reported that the Public Works Department is preparing for their move in April. Mr. Norman also reported that the police parking lot is being expanded and preparations are being made for the summer road maintenance.

Commissioner Andris encouraged residents to call the Township when they see potholes so that they can be repaired.

**C. Parks and Recreation Committee**

1. Parks and Recreation Board Meeting Minutes – February 2, 2004

Commissioner Vandegrift entered the February 2, 2004 Parks and Recreation Board meeting minutes into the record.

2. Shade Tree Commission Meeting Minutes – January 20, 2004

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

3. Hatfield Park Commission Meeting Minutes – January 20, 2004

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

4. Discussion of Lighting Fees

Parks and Recreation Director Nancy Stock reported on the cost of lighting the School Road Park baseball field and requested Board permission to raise the fee to \$100. Mrs. Stock will revisit this issue at the March 24<sup>th</sup> Action meeting with feedback from the teams who play on those fields.

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

1. Monthly Report of Police Activities – February 2004

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

2. Fire Marshal's 2003 Annual Report

Commissioner Norman entered the Fire Marshal's 2003 Annual Report into the record.

**E. Finance Committee**

Commissioner O'Byrne reported that there will be a Finance Committee meeting on Wednesday, March 24 at 7 pm.

**F. Hatfield Township Municipal Authority**

1. Hatfield Township Municipal Authority Meeting Minutes – January 13, 2004

Commissioner Andris entered the January 13, 2004 Hatfield Township Municipal Authority Meeting Minutes into the record.

2. Hatfield Township Municipal Authority Monthly Budget Report – January 2004

Commissioner Andris entered the January 2004 Hatfield Township Municipal Authority Monthly Budget Report into the record.

**G. North Penn Water Authority**

1. North Penn Water Authority Meeting Minutes – January 27, 2004

Commissioner Andris entered the January 27, 2004 North Penn Water Authority Meeting Minutes into the record.

## **VII. TOWNSHIP STAFF REPORTS**

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

1. Underground Storage Tank Removal Bid

Ms. Shafkowitz deferred to Township Engineer Joe Nolan. Mr. Nolan reported that the low bid was \$6,022 and will be awarded at the next Board of Commissioners meeting.

2. Vehicle Purchase – Westmoreland Council of Governments

Ms. Shafkowitz requested that the Board of Commissioners participate in this consortium of municipalities due to their low prices on automobile purchases. She reported that an ordinance would be presented for the Board consideration on March 24<sup>th</sup>.

3. Municipal Building Status Report

Ms. Shafkowitz reported that the Township is advertising bids for the demolition of the Public Works buildings. The Public Works department is preparing to move in April. There has also been an expressed interest in reusing the pole barn within the Township.

Ms. Shafkowitz reported that the new administration building will go to a construction bid in April.

Ms. Shafkowitz reported that she and Township Planner Ken Amey interviewed several construction managers for the new municipal building. Her recommendation to the Board was to hire Boyle Construction.

Commissioner Vandegrift made a motion to approve Boyle Construction as the construction manager for the new municipal building. The motion was seconded by Jim O'Byrne and carried on a 5-0 vote.

4. Local Government Report

Administrative Assistant Melissa Croak provided a brief overview of Local Government Day slated for April 15, 2004. Several elementary school classes will be visiting Hatfield Township and learning about local government. She invited the Commissioners and media to attend the event.

**B. Solicitor's Report**

Mr. Kuhls reported that there was an error in a recent newspaper ad that said action would be taken on two ordinances on March 10. These ordinances concern the Parks and Recreation Board and the Township's participation in the Westmoreland Council of Governments Bid. Both ordinances will be considered at the March 24<sup>th</sup> meeting.

**C. Building Report**

1. Building Report– *February 2004*

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

2. 2003 Annual Building Report

Mr. Amey entered the 2003 Annual Building Report into the record.

**D. Engineer's Report**

No report.

**VIII. OTHER BUSINESS**

Ms. Shafkowitz reported that a DEP fact sheet was sent to residents within 1000 feet of the Amoco station and posted on the Township website. Environmental Evaluation Group is continuing to respond to residents who want their well tested. All private wells that have been tested have tested non-detect for the additive MTBE. A letter was sent to Representative Robert Godshall supporting his initiative to ban MTBE in Pennsylvania. Letters will also be sent out to Pennsylvania Senators Greenleaf and Wonderling.

Commissioner Andris congratulated Hatfield Township resident Robert "Botch" Nolen on his 50 years with Hatfield Volunteer Fire Company.

**IX. ADJOURNMENT**

Commissioner Andris adjourned the meeting at 8:45 p.m.