

HATFIELD TOWNSHIP BOARD OF COMMISSIONERS REGULAR MEETING

February 23, 2005

7:30 PM

AGENDA

I. CALL TO ORDER

Commissioner President Gerald Andris called the Hatfield Township Board of Commissioner's February 23, 2005 meeting to order at 7:30 p.m.

II. ROLL CALL

Commissioner Andris asked Ms. Shafkowitz to call the roll. Present at the meeting were Commissioner President Gerald Andris, Commissioner Scott Brown and Commissioner John Norman. Also in attendance were Township Manager Stephanie Teoli Shafkowitz, Solicitor Joseph Kuhls, Township Planner Ken Amey, Engineer Joe Nolan, Finance Director John Hall, Chief of Police Mark Toomey and Administrative Assistant Melissa Croak.

III. PLEDGE OF ALLEGIANCE

Commissioner Andris led the recitation of the Pledge of Allegiance.

IV. APPROVAL OF AGENDA

Commissioner Norman made a motion to approve the Agenda of the February 23, 2005 Hatfield Township Board of Commissioners meeting. The motion was seconded by Commissioner Brown and carried on a 3-0 vote.

V. APPROVAL OF MINUTES

1. **Board of Commissioners Workshop/Regular Meeting – December 8, 2004**
2. **Board of Commissioners Special Meeting – January 25, 2005**
3. **Board of Commissioners Regular Meeting – January 26, 2005**
4. **Board of Commissioners Workshop Meeting – February 9, 2005**

Commissioner Norman made a motion to approve the December 8, 2004 Workshop/Regular Meeting Minutes, the January 25, 2005 Special Meeting Minutes, the January 26, 2005 Regular Meeting Minutes, and the February 9, 2005 Workshop Meeting Minutes. The motion was seconded by Commissioner Brown and carried on a 3-0 vote.

V. CITIZENS' COMMENTS

Frank Ferris of 165 Wyndham Woods Way reported that he was in favor of ward voting. It eliminates the possibility of all commissioners coming from one area of the township.

VI. SPECIAL ITEMS

A. Recognition Award for Community Service Project

1. Recognition of Alex Ward in pursuit of rank of Eagle Scout

Commissioner Andris presented Alex with a certificate recognizing his landscaping work at the Williams-Kindig House. The Board of Commissioners thanked him for a job well done.

VII. ACTION ITEMS

**1. Act 192 - Berkheimer Tax Collection Resolution
Resolution #05-05**

Motion to approve Resolution #05-05

Ms. Shafkowitz explained that House Bill 1532 Act 192 clarifies the collection of delinquent real estate taxes. Administration procedures have changes and the township must pass a resolution enforcing this collection process.

Commissioner Norman made a motion to approve Resolution #05-05. The motion was seconded by Commissioner Brown and carried on a 3-0 vote.

2. Landscaping Bid

Motion to award the Landscaping Bid to Hidden Springs Landscape of Phoenixville, PA in the amount of \$51,230 . (Award reflects Base bid with Deduct Alternate G2, and a unit price for additional top soil of \$32.00/cubic yard.)

Commissioner Norman made a motion to award the Landscaping Bid to Hidden Springs Landscape of Phoenixville, PA in the amount of \$51,230. The motion was seconded by Commissioner Brown and carried on a 3-0 vote.

3. Building Department Software Purchase

Motion to authorize purchase of a software program from WindoWare, Inc. of Newport News, VA at a cost of \$8,098.

Ms. Shafkowitz reported that the Building Department is the last department to update their computer software. The software is a budgeted item. It will process building permits, citations, etc.

Commissioner Norman made a motion to authorize purchase of a software program from WindoWare, Inc. of Newport News, VA. The motion was seconded by Commissioner Brown and carried on a 3-0 vote.

4. Filing System Contract

Motion to authorize contract with Storage Concepts, Inc. of Ambler, PA at a total project cost \$14,796.54

<i>Shelf System for Basement Level Storage System</i>	<i>\$4,385.44</i>
<i>File Tracking Software with Integrated Labeling</i>	<i>\$3,695.00</i>
<i>Administrative, Planning, Zoning, Property Files</i>	<i>\$6,716.10</i>

Ms. Shafkowitz explained that the items listed are components of the filing system overhaul which includes a technology upgrade and a supply update.

Commissioner Norman made a motion to authorize contract with Storage Concepts, Inc of Ambler, PA at a total project cost of \$14,796.54. The motion was seconded by Commissioner Brown and carried on a 3-0 vote.

Commissioner Brown thanked Ms. Shafkowitz for providing cost updates for the new building.

5. Asbestos Removal Contract

Motion to authorize contract with Neuber Environmental Services, Inc. of Phoenixville, PA for asbestos removal at existing township building at a cost of \$7,220.00.

Mr. Amey explained that anytime a public building gets demolished it needs to be surveyed for asbestos. Asbestos was found in the floor tiles and it needs to be removed. Neuber Environmental provided the low quote for the service.

Commissioner Norman made a motion to authorize contract with Neuber Environmental Services, Inc. of Phoenixville, PA for asbestos removal at existing township building at a cost of \$7,220.00. The motion was seconded by Commissioner Brown and carried on a 3-0 vote.

6. Municipal Building Project Changeorders

Motion to ratify Municipal Building Project Change Orders in the amount of \$31,054.56. (Please see attached description.)

Commissioner Norman made a motion to ratify Municipal Building Project Change Orders in the amount of \$31,054.56. The motion was seconded by Commissioner Brown and carried on a 3-0 vote.

**7. Site Development Land Development, Cowpath Road
Temporary/Final Approval
Resolution #05-06**

Motion to approve Resolution #05-06

Mr. Amey explained that Site Development received preliminary approval in 2003 and experienced delays in permitting. Penn DOT is now satisfied with the

plans and will give permits. The township is in a position to give conditional approval because the permits have not actually been issued.

Commissioner Brown made a motion to approve Resolution #05-06. The motion was seconded by Commissioner Norman and carried on a 3-0 vote.

8. DCED Community Revitalization Program Grant – Multipurpose Trail Resolution #05-07

Motion to approve Resolution #05-07

Ms. Shafkowitz explained that the DCED grant is related to the Funks Road relocation project. The Board of Commissioners have asked for a multi-purpose trail along the relocated road. This grant application seeks \$75,000 project funding for the trail. Hatfield Quality Meats will fund the additional cost.

Commissioner Norman made a motion to approve Resolution #05-07. The motion was seconded by Commissioner Brown and carried on a 3-0 vote.

9. Resignation

Motion to accept the resignation of Officer Joseph Schuck.

Commissioner Norman made a motion to accept the resignation of Officer Joseph Schuck. The motion was seconded by Commissioner Brown and carried on a 3-0 vote.

10. Civil Service Commission

Motion to authorize the Hatfield Township Civil Service Commission to certify an Eligibility List for Hiring of Police Officers.

Commissioner Norman made a motion to authorize the Hatfield Township Civil Service Commission to certify an Eligibility List for Hiring of Police Officers. The motion was seconded by Commissioner Brown and carried on a 3-0 vote.

11. Bills Payable

▪ **Paid Bills (February 2005) - \$446,389.55**

Motion to approve the Paid Bills for February in the amount of \$446,389.55

Commissioner Norman made a motion to approve the Paid Bills for February in the amount of \$446,389.55. The motion was seconded by Commissioner Brown and carried on a 3-0 vote.

▪ **Bills To Be Paid (February 2005) - \$171,452.03**

Motion to approve the Bills to be Paid for February in the amount of \$171,452.03

Commissioner Norman made a motion to approve the Bills to be Paid for February in the amount of \$171,452.03. The motion was seconded by Commissioner Brown and carried on a 3-0 vote.

12. Treasurer's Report

John Hall reported that the Treasurer's Report will be included in the next packet.

IX. OTHER BUSINESS

Ward Redistricting will be discussed at the March workshop meeting.

Michael Malin of Line Lexington Road asked the Board if there was any pending litigation before the Township. Commissioner Andris asked Mr. Malin to submit an Information Request form.

Bob Nolen of Fairgrounds Road asked if the Funks Road relocation trail was in lieu of sidewalks. Mr. Amey explained that the trail will connecting Forty Foot Road to the parks along the new Clemens Road. Where the trail varies from the road there will be sidewalks.

X. ADJOURNMENT

Commissioner Norman made a motion to adjourn the February 23, 2005 Board of Commissioners meeting. The motion was seconded by Commissioner Brown and carried on a 3-0 vote. The meeting was adjourned at 7:55 p.m.