

**HATFIELD TOWNSHIP BOARD OF COMMISSIONERS
PLANNING RETREAT MINUTES
JANUARY 29, 2006
12:00 noon**

I. LUNCH

II. INTRODUCTION

Commissioner President Scott Brown called the January 29, 2006 Planning Retreat to order at 12:20 pm. Present at the Planning Retreat were Commissioner President Scott Brown, Commissioner Vice President Gerald Andris, Commissioner Jim O'Byrne, Commissioner Charles Sisian, and Commissioner John Thinnes. Also in attendance were Township Manager Stephanie Teoli Shafkowitz, Solicitor Joseph Kuhls, Chief of Police Mark Toomey, Parks and Recreation Director Nancy Stock, Public Works Director Nick DeMeno, and Assistant to the Manager Melissa Shafer.

III. RETREAT GOALS

Commissioner Brown reviewed the agenda and goals for the retreat. The Commissioners discussed the value of service to the community. They discussed the value of communication between the members of the board and between the township and its residents.

IV. BRAINSTORMING SESSION

Ms. Shafkowitz led the Board of Commissioners in a brainstorming session.

The Commissioners identified the following strengths of the township:

- Police Department
- Financial Strength
- Goal-oriented administration
- Public Works Department's Ten-Year Road Improvement Plan
- Parks and Recreation Department's full time department head and the year round events
- Following up with citizen issues, getting the little things done
- Customer/resident service
- Recycling program
- Good leadership

The Commissioners identified the following items the township can look to improve:

- Expand recycling program to include cardboard
- Cable access channel to improve communication to residents

- Quarterly newsletter to the business community
- Documentation on resident complaint process
- Improve citizen feedback, create channels for them to communicate to township
- Make Board of Commissioners meeting agendas available on the website on the Monday prior to the meeting
- Commissioners would like to see the number of hits on the website
- Make sure the website is up-to-date

The Commissioners discussed items that they would like township staff to look into:

- Skateboard park
- Traffic calming measures
- One hauler system
- Comprehensive land development policy based on surrounding communities to help manage growth
- Water runoff issues
- Community access channel
- Process for citizen input
- Proactive tour of the township
- Citizen referendum for open space spending
- Process for hiring responsible bidders

Bill Forst of Diamond Street reported that he would like to see the township using internal resources to do projects instead of bidding them out. Ms. Shafkowitz responded that the township does use internal resources when it is economical to do so. She cited several examples including site work done at the Police Department and the Public Works Department.

Robert Nolen of Fairgrounds Road suggested that the Commissioners tour the township to get an idea of stormwater issues and other active and potential projects.

V. COMMITTEE BREAKOUT SESSIONS

- Public Safety Committee – Commissioners Sisian and O’Byrne
- Administration Committee – Commissioners Brown and Andris
- Public Works Committee – Commissioners Thinnes and Sisian
- Finance Committee – Commissioners Andris and O’Byrne
- Parks and Recreation Committee – Commissioners O’Byrne and Sisian
- Planning and Zoning Committee – Commissioners Brown and Thinnes

Each committee discussed their projects for 2006 and potential future projects.

VI. DISCUSSION OF POOL PROJECT

The Commissioners and staff discussed the pool project costs, amenities, and fundraising. The Commissioners came to the consensus that they were in favor of Option 4 with fundraising.

VII. CONCLUDING COMMENTS

Robert Nolen of Fairgrounds Road asked that the forms on the website be available in hard copy at the township building.

VIII. ADJOURN

The January 29, 2006 Planning Retreat was adjourned by mutual consent at 3:45 pm.