

**HATFIELD TOWNSHIP BOARD OF COMMISSIONERS  
WORKSHOP MEETING MINUTES  
JANUARY 17, 2007  
7:30 PM**

**I. CALL TO ORDER**

Commissioner President Scott Brown called the Hatfield Township Board of Commissioner's January 17, 2007 meeting to order at 7:30 p.m.

**II. ROLL CALL**

Commissioner Brown asked Ms. Shafkowitz to call the roll. Present at the meeting were Commissioner President Scott Brown, Commissioner Vice-President Gerald Andris, Commissioner Jim O'Byrne, Commissioner Charles Sisian and Commissioner John Thinnis. Also in attendance were Township Manager Stephanie Teoli Shafkowitz, Solicitor Joseph Kuhls, Township Planner Ken Amey, Engineer Joseph Nolan, Chief of Police Mark Toomey, and Assistant to the Manager Melissa Shafer.

**III. PLEDGE OF ALLEGIANCE**

Commissioner O'Byrne led the recitation of the Pledge of Allegiance.

**IV. CITIZEN'S COMMENTS**

*Please state your name and address for the record*

**V. COMMITTEE REPORTS**

**A. Planning and Zoning Committee**

1. Planning Commission Meeting Minutes – *December 19, 2006*

Commissioner Brown entered the December 19, 2006 Planning Commission Meeting Minutes into record.

**B. Public Works Committee**

Commissioner Thinnis reported that residents could drop off their Christmas trees until the end of January behind the Police Department's pole barn.

**C. Parks and Recreation Committee**

1. Pool Advisory Board Meeting Minutes - *December 6, 2006*  
Commissioner O'Byrne entered the December 6, 2006 Pool Advisory Board Meeting Minutes into the record.

**D. Public Safety Committee**

1. Monthly Report of Police Activities – *December 2006*  
  
Commissioner Sisian entered the December 2006 Monthly Report of Police Activites into record.

**E. Finance Committee**

**F. North Penn Water Authority**

1. North Penn Water Authority Meeting Minutes – *November 28, 2006*  
  
Commissioner Brown entered the November 28, 2006 North Penn Water Authority Meeting Minutes into record.

**G. Hatfield Township Municipal Authority**

1. Hatfield Township Municipal Authority Meeting Minutes – *November 14, 2006*
2. Hatfield Township Municipal Authority Monthly Budget Report – *November 2006*

Commissioner Brown entered the November 14, 2006 Hatfield Township Municipal Authority Meeting Minutes, the November 2006 Hatfield Township Municipal Authority Monthly Budget Report into record.

3. Hatfield Township Municipal Authority Report – *Pete Dorney*

Pete Dorney provided an update on the Municipal Authority. Mr. Dorney reported that there would be no sewer rate increase for 2007, and thanked the township for allowing the authority to have an insert in the latest newsletter. Mr. Dorney reported that the authority is currently working on replacing the interceptors.

Commissioner Brown asked for clarification on the interceptor problem. Mr. Dorney responded that the interceptor was built in the 1960's and the authority is working on increasing its size.

Solicitor Joe Kuhls asked Mr. Dorney if the recent 537 Plan amendment request made for Snyder's was acceptable to the HTMA. Mr. Dorney said that it was acceptable. Ms. Shafkowitz said that this plan amendment would be an action item for the board to consider at the January 31<sup>st</sup> meeting.

## **VI. TOWNSHIP STAFF REPORTS**

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

#### **1. Hatfield Community Aquatic Center Update**

Ms. Shafkowitz reported on the progress of the pool construction project. She displayed aerial pictures of the pool project in its progressive stages and thanked Ken Amey for underwriting the cost of the aerial photography.

Ms. Shafkowitz reported that the landscape bid is due January 24, 2007 and will be awarded at the January 31<sup>st</sup> meeting.

Ms. Shafkowitz reported that the snack bar lease agreement would be ready for the board's consideration at the January 31<sup>st</sup> meeting as well.

Ms. Shafkowitz also reviewed the major purchases slated for the pool project, such as the audio system, site furnishings, and lounge chairs.

Commissioner Sisian asked for an estimated cost, of which Ms. Shafkowitz then provided him.

Assistant to the Manager Melissa Shafer assisted Ms. Shafkowitz in reviewing the proposed pool software program. Ms. Shafer provided a demonstration of the program that will be available for both staff members and residents to utilize via the Internet.

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

Mr. Kuhls announced that there would be an Executive Session after the meeting to discuss matters of personnel.

**C. Building Report**

1. Building Report – *December 2006*
2. 2006 Annual Building Report

Ken Amey entered the December 2006 and the 2006 Annual Building Report into the record.

**D. Engineer's Report**

1. Escrow Release Report – *December 2006*

Joe Nolan entered the December 2006 Escrow Release Report into the record.

**VII. ACTION ITEMS**

**1. Clemens Family Corporation Conditional Use Decision**

Mr. Kuhls provided an overview of the history of the project. He reported that a Conditional Use Hearing was held on December 13, 2006, and the applicant met all the required criteria in that hearing. Mr. Kuhls outlined several additional criteria that were agreed to by the applicant after the hearing, including constructing all traffic improvements discussed at the hearing and integrating the lights at Koffel and Welsh roads at Forty Foot Road into Towamencin Township's closed loop system; constructing a pavilion at the Hatfield Community Park; and creating a gateway at the intersection of Welsh and Forty Foot Road. They also agreed to be bound by all testimony that took place during the hearing.

Commissioner Thinnes reported that he was concerned with Forty Foot Road going from two lanes in Hatfield Township to one lane in Towamencin Township. Mr. Kuhls said that the traffic improvements would be constructed if the board so desires.

Commissioner Sisian asked about the timing of the light at Koffel and Forty Foot roads. Mr. Kuhls suggested having PennDOT look into the light, however, Joe DeSantis from McMahon Associates reported during the Conditional Use Hearing that the development would improve the lights.

Commissioner Andris made a motion to approve the Conditional Use for Clemens Family Corporation with the inclusion of the aforementioned conditions. The motion was seconded by Commissioner O'Byrne and carried on a 5-0 vote.

**2. Police Officer Basic Training Program  
Resolution #07-01**

Commissioner Andris made a motion to approve Resolution #07-01. The motion was seconded by Commissioner Sisian and carried on 5-0 vote.

**3. Civil Service Rules Change  
Resolution #07-02**

Commissioner Andris made a motion to approve Resolution #07-02. The motion was seconded by Commissioner Sisian and carried on a 5-0 vote.

**4. Volunteer Board Appointments**

Commissioner Brown called for a vote to approve all of the volunteer board appointments with the exception of the North Penn Water Authority (NPWA). Commissioner Andris made a motion to appoint all those volunteers with the exception of the NPWA (list attached to these minutes). The motion was seconded by Commissioner O'Byrne and carried on a 5-0 vote.

Commissioner Brown called for a vote on the NPWA appointment. Commissioner O'Byrne made a motion to approve the NPWA appointment. The motion was seconded by Commissioner Thinnis and carried on a 3-2 vote.

Commissioner Brown thanked all of the volunteers who were appointed for their service to the community as well as those who sent in letters of interest.

**VIII. ADJOURN**

Commissioner Sisian recognized Chief Toomey for assisting the Franconia Police Department during an emergency while the Franconia Chief of Police was out of town. Ms. Shafkowitz added that she received a letter from Franconia's Chief of Police that commended Chief Toomey for his professional assistance during this emergency. Ms. Shafkowitz reported that she would copy the letter for the commissioners.

Commissioner Sisian made a motion to adjourn the January 17, 2007 Board of Commissioners meeting. The motion was seconded by Commissioner O'Byrne and carried on a 5-0 vote. The meeting was adjourned at 8:15 p.m.