



**BOROUGH OF HATBORO COUNCIL**

**COMMITTEE MEETING  
MONDAY, AUGUST 19, 2024  
7:00 PM**

**COMMITTEE MEETING AGENDA**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE (Chief Ruegg)**

**INVOCATION (Mayor Schultz)**

**RECOGNITION OF FORMER COUNCILWOMAN MCMENAMIN**

**RECOGNITION OF FORMER PLANNING COMMISSION CHAIR, KRIS MCMENAMIN**

**PENNYPACK COMPREHENSIVE PLAN PRESENTATION (Montgomery County Planning Commission)**

**MEETING NOTES**

- Public Comment
  - Addressing Council
  - Time Allotment

**PUBLIC COMMENT**

**NEW BUSINESS**

**Acceptance of Resignation of Councilman A'Harrah**

***Motion:*** Motion to accept the resignation of Councilman A'Harrah from Borough Council.

1. Public Safety Committee (Jacobus/Shay)
  - Enterprise Fire Company Expenditure List
  - Amended Enterprise Fire Company June Expenditure List
2. Finance/Grants Committee (Myers/Reichner)
  - Union Library Expenditure List
  - Pedestrian Flasher Project Payment Request #6
  - Pedestrian Flasher Project Change Order Request #2
  - Pedestrian Flasher Tree Removal Discussion
  - Fee Schedule Update
  - MS4 Proposal

- Updated RACP Borough Hall Grant Resolution
3. Community Outreach & Events Committee (A'Harrah/Hendrickson)
    - Upcoming Events
    - New Businesses
    - Friends of Cressbrook Update
    - Hatboro Horsham Soccer Club Fall Season Event Request
    - Updated Music in The Meadow Event Request
    - Updated Music in The Meadow Alcohol Waiver Request
    - Hatboro Rotary Lobster Pot Alcohol Waiver Request
    - Boy Scout Pennypack Special Event Request
  4. Public Works Committee (Shay/A'Harrah)
    - Public Works Contract Amendment
  5. Environmental Affairs & Parks (Hendrickson/Jacobus)
    - EAC Update
    - Shared Energy Manager Program Update
    - Lawn to Meadow Project Update
    - Composting Ordinance Review
    - EAC Bird Town PA Resolution
    - Tree and Shrub Sales/Giveaway Discussions
  6. Administration Committee (Reichner/Myers)
    - Meeting Announcements
    - Land Development Update
    - Zoning Re-Write Update
    - Open Volunteer Positions
    - 390 Jacksonville Road Assessment Appeal
    - Removal of EAC Chair
    - Appointment of New EAC Chair

#### **OLD BUSINESS & UPDATES**

#### **PUBLIC COMMENT**

#### **ADJOURNMENT**

## **COUNCIL MEETING AGENDA**

### **1. CALL TO ORDER**

## 2. MEETING NOTES

- Public Comment
  - Addressing Council
  - Time Allotment

## 3. PUBLIC COMMENT – (Voting Items Only)

## 4. MAYOR’S REPORT

*(Mayor Schultz)*

## 5. OFFICERS’ REPORTS

- President’s Report *(President Bollendorf)*
- Treasurer’s Report *(Treasurer Smith)*

## 6. SOLICITOR’S REPORT

## 7. ENGINEER’S REPORT

## 8. MANAGER’S REPORT

## 8. STAFF REPORTS

- Police *(Chief Ruegg)*
- Tax Collections *(Tax Collector Mount)*
- Public Works *(Manager Hegele)*
- Downtown Development Update *(Manager Hegele & Cindy Bollendorf)*
- Fire Marshal Report *(Fire Marshal)*
- Fire Company Report *(Fire Company President Brown)*
- Second Alarmers Report *(Chief Davidson)*
- Union Library Report

## ORDER OF BUSINESS & VOTING ITEMS

### 1. **Acknowledge Receipt of Reports**

**Motion:** Motion to acknowledge the receipt of Public Works, Fire Marshal, Tax Collector, Treasurer’s Reports, EAC Minutes, UMHJA Minutes, and Parking Commission Minutes.

### 2. **Approval of Warrant List, Payment of Bills, Manual Checks and Transfers**

**Motion:** Motion to approve Warrant List, Payment of Bills, Manual Checks, and Transfers for the month of August 2024.

### 3. **July 15, 2024 Committee/Council Meeting Minutes**

**Motion:** Motion to approve the July 15, 2024 Committee/Council Meeting Minutes.

**4. Enterprise Fire Company Expenditure List**

**Motion:** Motion to approve the Enterprise Fire Company Expenditure List for the month of July 2024 in the amount of \$23,306.12.

**5. Amended Enterprise Fire Company June Expenditure List**

**Motion:** Motion to approve the amended Fire Company Expenditure List for the month of June 2024 in the amount of \$5,516.77.

**6. Union Library Expenditure List**

**Motion:** Motion to approve the Union Library Expenditure List for the month of August 2024 in the amount of \$22,170.00.

**7. Pedestrian Improvement Project Payment #6**

**Motion:** Motion to approve Payment Request #6 to Marino Corporation in the amount of \$40,197.05.

**8. Pedestrian Improvement Project Change Order #2**

**Motion:** Motion to approve Change Order #2 for the Pedestrian Improvement Project resulting in a time extension on the contract until September 8, 2024 and a net project reduction of \$1,030.72.

**9. Pedestrian Flasher Project Tree Removal**

**Motion:** Motion to authorize the removal of the shade tree at the intersection of Jacksonville and Meadowbrook.

**10. Fee Schedule Update**

**Motion:** Motion to approve Resolution 2024-34, amending the Fee Schedule for the Borough of Hatboro to update Property Maintenance Violation Fees and Parking Fees.

**11. MS4 Proposal**

**Motion:** Motion to approve the proposal from Remington and Vernick Engineers for the annual MS4 report in the amount of \$4,960.00.

**12. Updated RACP Borough Hall Grant Resolution**

**Motion:** Motion to approve Resolution 2024-33, memorializing funding sources for the RACP Borough Hall HVAC Project.

**13. Hatboro Horsham Soccer Club Event Request**

**Motion:** Motion to approve the Hatboro Horsham Soccer Club Event Request for their Fall 2024 Soccer Season.

**14. Updated Music in The Meadow Event Request**

**Motion:** Motion to approve the amended Music in The Meadow event request for September 21, 2024, relocating the event to the Pennypack Property.

**15. Updated Music in The Meadow Alcohol Waiver Request**

**Motion:** Motion to approve the amended alcohol waiver request for the Music in The Meadow event on September 21, 2024 taking place at the Pennypack Property.

**16. Hatboro Rotary Lobster Pot Alcohol Waiver**

**Motion:** Motion to authorize Chief Ruegg to approve the alcohol waiver for the Hatboro Rotary Lobster Pot Event.

**17. Boy Scout Pennypack Camping Request**

**Motion:** Motion to approve the Special Event Request allowing the Boy Scouts to camp in the Pennypack Field on September 20, 2024 through the morning of September 21, 2024.

**18. Public Works Contract Amendment**

**Motion:** Motion to approve the Amendment to the Public Works Contract and Collective Bargaining Agreement.

**19. Composting Ordinance**

**Motion:** Motion to authorize Solicitor Geiser to review the Borough’s current Composting Ordinance.

**20. Bird Town Resolution:** Motion to approve Resolution 2024-35 authorizing the application to the PA Bird Town Program which will register Hatboro Borough as an official Bird Town.

**21. Tree Sale Programs**

**Motion:** Motion to authorize the participation and promotion of the Penn State Master Watershed Steward Fall 2024 Tree and Shrub sale, the Ten Million Trees and Pasa Sustainable Agriculture Tree Giveaway, and the Hatboro Tricentennial Trees Fall 2024 Sale.

**22. 390 Jacksonville Road Assessment Appeal**

**Motion:** Motion to approve the Assessment Appeal Stipulation for the property located at 390 Jacksonville Road, resulting in \$15,199.50 owed to the Borough.

**23. Removal of EAC Chair**

**Motion:** Motion to remove Kelly A’Harrah from the position of Chair for the Environmental Advisory Council.

**24. Appointment of New EAC Chair**

**Motion:** Motion to appoint a new Chair for the Environmental Advisory Council.

**OLD BUSINESS AND UPDATES**

**NEW BUSINESS**

**PUBLIC COMMENT**

*(President Bollendorf)*

**ADJOURNMENT**

# **The Borough of Hatboro Public Comment Policy**

## **I. BACKGROUND STATEMENT**

The Pennsylvania Sunshine Act (65 Pa. C.S. 701, et seq) provides that the Board or Council of a political subdivision shall provide a reasonable opportunity at each advertised regular meeting and advertised special meeting for residents of the political subdivision or for taxpayers of the political subdivision to comment on matters of concern, official action or deliberation which are or may be before the Board or Council prior to taking official action. (710.1).

To assure compliance with the Act, to inform members of the public who may wish to make comment, and to provide for predictable and orderly implementation of the public comment period, Hatboro Borough Council has adopted this Public Comment Policy.

## **II. POLICY STATEMENT**

1. Every regular and special meeting of Hatboro Borough Council shall have, as an agenda item, a period of time (Public Comment Period) set aside for receiving comments from Hatboro Borough residents and taxpayers as identified in the Act.
2. No member of the public shall make comment for more than three (3) minutes. No member of the public shall be allowed to delegate his/her time to any other members.
3. A period of time may be set aside for receiving additional comments from those members of the public attending a meeting who are not Hatboro Borough residents or taxpayers toward or at the end of the meeting by motion passed by a majority of Council members present and voting. Any discretionary public comment at the end of the meeting shall be limited to three (3) minutes per individual on any relevant Borough of Hatboro topic.
4. All such public comment shall be limited to matters of public concern, official action or deliberations that are, or may come, before Borough Council. If a group of residents or taxpayers of the Borough wish to comment on an issue and/or topic, they are asked to select one individual to speak for the group.
5. The purpose of the Public Comment Period is to receive comment, not to engage in public debate or argument with either members of Borough Council, Borough Staff or other members of the public attending the meeting.
6. Comment that makes personal attack on anyone shall not be allowed.
7. The presiding officer of the meeting shall have full charge and control of the Public Comment Period and enforcement of the provisions of this Policy.