

**BOROUGH OF HATBORO
COMMITTEE MEETING
MONDAY, NOVEMBER 14th, 2016**

PRESENT

President Tompkins, Vice President Rich, Councilpersons Forgeng, Hegele, McElroy & Palmer; Mayor Hawkes, Manager Zollers, Assistant Secretary Hegele, Chief Gardner, Solicitor Kearney & Engineer Dougherty.

ABSENT

Councilman Harbaugh and Treasurer Kalnjas were absent.

CALL TO ORDER

President Tompkins called to order the Committee meeting of Council to order at 7:00 P.M.

PUBLIC SAFETY

FIRE COMPANY EXPENDITURE LIST

Councilman Palmer stated Council was in receipt of the October 2016 Expenditure List. Councilwoman McElroy asked for clarification on the two months of gas and electric bills. Chief Anders stated that due to meeting changes for holidays there is two months due. This item was moved to the November 28th, 2016 Council agenda for approval.

2017 POLICE CAR PURCHASE

Chief Gardner stated that the Borough can purchase a 2017 Ford Police Interceptor Sedan at 2016 cost on or before 11/23/2106. He stated this will result in approximately an \$800.00 if done now. The price of the vehicle is \$25,550 and with upfitting it would be around \$30,000. He expects delivery to occur in early January so Council could pay for the car from the 2017 budget. Mr. Battis, W. Moreland Avenue asked if it would be a car or SUV. Chief Gardner stated car. This item was moved to the agenda at the end of this meeting for approval.

FINANCE

DVIT – RATE STABILIZATION FUND CREDITS USE 2017

Vice President Rich stated Council has \$39,951 in DVIT Credits that can be used towards premiums in the 2017 budget. The finance committee and staff have recommended \$15,000. This item was moved to the agenda at the end of this meeting for approval.

2017 PRELIMINARY ADOPTION BOROUGH OPERATING BUDGET

President Tompkins announced that staff and the Finance Committee has presented a balanced budget for 2017. He stated there is a small increase in revenue and the Borough does not anticipate the need for a tax increase in 2017. He thanked Chairman Harbaugh, Vice President Rich, Manager Zollers, Assistant Secretary Hegele, Chief Gardner and staff for the hard work done to get the budget done. He stated there is a surplus in the Sinking Fund that will be used to help balance the budget. He stated this budget also includes a new police officer and another full time employee in the Public Works Department.

Mr. Battis, W. Moreland Avenue asked for clarification on the number of officers, President Tompkins responded 15. He asked if someone retires will the 15th man be replaced. President Tompkins stated yes, but if this becomes a strain on the budget then council will need to reevaluate, but he did not anticipate that. Chief Gardner stated there were 300 applicants who tested, there are 13 on the list currently.

Mr. McElroy, Windover Road asked how long before a new hire could be on the street. Chief Gardner stated depends on training, they are required to have police academy and be certified, once the paperwork is done, they are in the FTO program which is about 12 weeks, typically about 3 months total.

Chief Gardner stated the 15th man will help in many ways, but one way that he would like to see is traffic enforcement.

President Tompkins stated this budget also includes additional financing for the Library and Little League. Mr. Henry, Bonair Avenue asked if that was to pay umpires. President Tompkins stated if it is only for physical projects

Councilman Harbaugh was absent, Vice President Rich stated he had nothing for the agenda this evening. He did announce that Finance Committee continues to work with staff on the 2017 Budget.

GRANTS AND FUNDING

Councilwoman McElroy stated she had nothing for the agenda this evening. She did announce that she and Councilman Forgeng would be taking 3 webinars on grants.

PUBLIC WORKS

PW SAW PURCHASE

Manager Zollers stated that his men use a hand held saw to cut black top. He would like to get one for bigger jobs/patches and help the backs of the men who use the equipment. He has discussed the purchase with Foreman Sine and while he was looking into the purchase the vendor told him of one that was being traded in. He will be looking at the equipment and will have a firm cost by the Council meeting. This item was moved to the November 28th, 2016 Council agenda for approval.

FACILITIES AND PARKS

BOROUGH HALL – MECHANICAL, ELECTRICAL, AV & ARCHITECTURAL EVALUATION SERVICES

ZONING/HISTORIC PRESERVATION

Councilman Forgeng stated he met with Assistant Secretary Hegele earlier today and stated this was for heating, air conditioning issues for Borough Hall. She advised this firm would help to design plans and solicit bids. Manager Zollers stated the firm would be coming in and reviewing issues in Borough Hall. He stated the HVAC was done in 1991 and it never really worked correctly. Manager Zollers is recommending Council contract with DEDC for this work, as they can do everything we need and the Borough Engineer has worked with them previously. This item was moved to the November 28th, 2016 Council agenda for approval.

348 WINDSOR AVENUE – MINOR SALDO

Engineer Dougherty stated this is a 2 lot subdivision with no improvements. If they do any building they will need building permits and at that time stormwater, etc. would be addressed. President Tompkins asked about sidewalks, he stated during land development they can be waived by Council. Engineer Dougherty stated there are two things he needs from the applicant lot pins and legal description. He stated the Borough can require sidewalks and that can be noted on the recorded plan for the future. A resolution will be prepared by the Solicitors office. This item was moved to the November 28th, 2016 Council agenda for approval.

ADMINISTRATION

AUTHORITY LOAN UPDATE

President Tompkins stated that DCED, Solicitor and Authority are still working on terms. A copy of the payment schedule was at Council's seat tonight. He stated the one-year payment of \$137,752.00 is in next year's budget as it does not look like the loan will close this year. The consensus of Council was to have the Solicitor to continue to proceed forward with the loan.

HISTORIC COMMISSION APPOINTMENTS

President Tompkins stated all interested applicants have been interviewed, appointments will be made at the 11-28 meeting.

LIBRARY BOARD APPOINTMENT

President Tompkins stated that Mrs. Nuss has resigned her position as Borough Appointed Member, Council has interviewed her replacement and will be making the appointment at the 11-28 meeting.

HATBORO FACILITIES PROJECT – POLICE – PAYMENT REQUEST #5

Vice President Rich stated that payment request number 5 in the amount of \$386,137.53 will be on the 11-28 Council agenda for approval.

Chief Gardner stated the police project is moving along, PW was working outside over the weekend to do catch up work to keep the project moving forward. He stated the Contractor is ahead of schedule.

HATBORO FACILITIES PROJECT – PUBLIC WORKS – PAYMENT REQUEST #5

Vice President Rich stated that payment request number 5 in the amount of \$254,464.08 will be on the 11-28 Council agenda for approval.

Manager Zollers stated the overhead garage door is on its way, the siding is almost done, still no heat and some minor grading is left to be done but the project should be done by the end of the month. He stated the Change Order is for PW heater, he stated the salt bin is occupied and the bathroom drawing is still being reviewed. Councilman Hegele asked if the bathroom would be done. Manager Zollers stated once have price it is up to Council.

HATBORO FACILITIES PROJECT – POLICE – CHANGE ORDER #GC-2

Vice President Rich stated that police project change order #2 in the amount of \$6,603.63 will be on the 11-28 Council agenda for approval.

HATBORO FACILITIES PROJECT – PUBLIC WORKS – CHANGE ORDER #GC-1

Vice President Rich stated the public works project change order #1 in the amount of \$10,000 will be on the 11-28 Council agenda for approval.

MONTGOMERY COUNTY PLANNING COMMISSION CONTRACT

President Tompkins stated Council is in receipt of the contract from the County Planning Commission for their planning services. He stated the grant from the State to do the Parks Plan will be used towards payment. The services will also include planning services, attending meetings and work on Comprehensive Plan. Manager Zollers stated the County has front loaded the park study funds reducing the Borough's contribution.

Mr. Battis, W. Moreland Avenue asked if the \$15,000 grant is included in this, President Tompkins responded yes. That money is paid to the County in addition to Borough funds, for the County to develop the parks plan. He stated the first year of the contract will be to focus on the getting the parks plan done. Manager Zollers stated he has already spoken with DCED and they are ready to go. The County will also handle the grant administration for this project. This item was moved to the 11-28 Council agenda for approval.

HOMETOWN STREETS PROJECT PAYMENT REQUEST #5

Vice President Rich stated payment request #5 in the amount \$92,507.10 will be on the 11-28 Council agenda for approval.

HOMETOWN STREETS PROJECT PAYMENT REQUEST #6

Vice President Rich stated payment request #6 in the amount of \$120,583.40 will be on the 11-28 Council agenda for approval.

Manager Zollers stated there were two payments as they missed the deadline last month. He also stated this project should be done by the end of the year.

President Tompkins stated he had some questions regarding the signage at Chester/Lehman, Manager Zollers and Chief Gardner discussed and will handle.

2016 ROAD PAVING PROJECT FINAL PAYMENT REQUEST

Engineer Dougherty stated Bray has completed the work but are waiting for PennDOT, with the short work week over Thanksgiving he did not want to make Bray wait for full payment, so a partial payment request will be on the 11-28 Council agenda for approval.

ADJOURNMENT

President Tompkins adjourned the committee portion of the meeting.

VOTING AGENDA

CALL TO ORDER

PRIVILEGE OF THE FLOOR (Voting items only) – There was none at this time.

PRELIMINARY ADOPTION 2017 BOROUGH BUDGET – Vice President Rich motioned to approve preliminary adoption of the 2017 Borough Budget, motion seconded by Councilman Palmer, all ayes. Motion carried 6-0.

2017 POLICE CAR PURCHASE – Councilman Hegele motioned to approve purchase of 2017 Police Car in the amount of \$25,550, motion seconded by Councilwoman McElroy, all ayes. Motion carried 6-0.

DVIT RATE STABILIZATION USE OF CREDITS – Vice President Rich motioned to approve the use of \$15,000 in DVIT RSF Credits in the budget, motion seconded by Councilman Palmer, all ayes. Motion carried 6-0.

PRIVILEGE OF THE FLOOR

Mr. Ed Henry, Bonair Avenue thanked Council and staff for their work on the budget and for not raising taxes.

ADJOURNMENT

President Tompkins adjourned the November 14th, 2016 Committee meeting and voting meeting of Borough Council at 7:55 PM

Respectfully submitted,

Alfred Zollers
Borough Manager/Secretary

Transcribed by Assistant Borough Secretary Diane Hegele