



HATFIELD TOWNSHIP BOARD OF COMMISSIONERS WORKSHOP MEETING AGENDA

April 8, 2020

7:30 PM

I. CALL TO ORDER

II. ROLL CALL

- COMMISSIONER PRESIDENT ZIPFEL
- COMMISSIONER VICE PRESIDENT RODGERS
- COMMISSIONER ANDRIS
- COMMISSIONER LEES
- COMMISSIONER ZIMMERMAN

III. PLEDGE OF ALLEGIANCE

IV. APPROVAL OF AGENDA

V. CITIZENS' COMMENTS – AGENDA ITEMS ONLY

*Attention: Board of Commissioner Meetings are Video Recorded
All comments made at the podium. Please state your name and address for the record.
Comments are guided by Resolution #10-10.*

VI. CONSENT ITEMS

Motion to Enter into the Record

- A. Police Report – March
- B. Colmar Volunteer Fire – Monthly Report

SPECIAL ITEMS

A. Emergency Declaration Extension

Motion for Approval

B. Real Estate Tax Deadline Extension – Discount and Face Periods

Resolution #20-07

Motion for Approval

VII. COMMITTEE REPORTS

A. Planning and Zoning Committee – Vice President Rodgers

1. Little Round Industries, 2800 Richmond Road Land Development
2. Select Properties, Fox Meadow Drive Land Development
3. Klaumenzer Subdivision

B. Public Works Committee – Commissioner Lees

1. Paving Bid Award
Motion to award bid James Morrissey, Inc. for \$573,920
2. Fuel and Chemical Bids
Motion to Award the following bids:
 - Propane - Wilson Oil and Propane
 - Heating Oil – Mack Energy
 - Unleaded Regular – Mack Energy
 - Diesel Fuel – Mack Energy
 - Pool Chemicals – Buckman’s Inc.

C. Parks and Recreation Committee – Commissioner Zimmerman

D. Public Safety Committee –President Zipfel

E. Finance Committee – Commissioner Andris

1. Cost Cutting Measures in Response to COVID-19

VIII. TOWNSHIP STAFF REPORTS

A. Township Manager’s Report

1. PECO Invoice – Utility Relocation for Cowpath/Orvilla Project - \$75,000
Motion for Approval
2. HTMA Budget – (No rate increase)
Resolution #20-08
Motion for Approval

IX. SOLICITOR’S REPORT

X. CITIZENS’ COMMENTS

Attention: Board of Commissioner Meetings are Video Recorded
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XI. ADJOURNMENT



Hatfield Township Police Activity Report

The timeframe for this report is 3/01/20 – 3/31/20

(2367) Incidents were handled by Officers

(106) Selective Enforcements were conducted

(11) Non -Traffic** arrests were made

(152) Traffic Citations were issued

(43) Parking Tickets were issued

(78) Traffic Courtesy/ Warnings Notices were issued

(684) Night Eyes/ Business checks/Directed Patrols were conducted

(5) Criminal* Arrests were made

(1) DUI

(1) DUI's w/Accident

(9) Thefts were reported

Addendum:

***Criminal Arrests involved the following charges:** Access Device Fraud, Bad Checks, Corruption Of Minors, DUI, Forgery, Receiving Stolen Property, Retail Theft, Possessing Instruments Of Crime, Theft By Deception, Theft By Unlawful Taking –Movable Property, Warrant Arrest.

**** Non-Criminal arrests were made for:** Control Of Alarm Devices, Criminal Mischief, Disorderly Conduct, Retail Theft, Public Drunkenness.

Colmar Volunteer Fire Company

MONTGOMERY COUNTY

2700 Walnut Street, Colmar, Pennsylvania 18915

Proudly Serving Hatfield Township Since 1942

215-822-1444

April 2, 2020

Fire Calls for the month of March 2020: **13** Calls for the month.

- Building fire- 4
- Passenger vehicle fire- 1
- Extrication of victim(s) from vehicle- 3
- Removal of victim(s) from stalled elevator- 1
- Gasoline or other flammable liquid spill- 1
- Gas leak (natural gas or LPG)- 1
- Smoke or odor removal- 1
- Assist police or other governmental agency- 1

Due to the COVID-19 virus the Colmar Volunteer Fire Company has been forced to reassign how we operate and function. For the time being we have cancelled our entire in person trainings and have moved to an online platform. Recently many members completed an hour long training on emergency responder's response to COVID-19. We will continue to limit members at the station, will conduct business meetings through zoom, and have limited our interaction with the public while on emergency calls.

Sincerely,

Andrew Backlund
Chief -Colmar Volunteer Fire Company

Hatfield Township, Montgomery County, PA

EXTENSION OF DECLARATION OF DISASTER EMERGENCY

WHEREAS, on or about March 12, 2020 a disaster resulting from the COVID 19 pandemic has caused or threatens to cause injury, damage and suffering to the persons and property of Hatfield Township; and

WHEREAS, the disaster has endangered the health, safety and welfare of a substantial number of persons residing in Hatfield Township, and threatens to create problems greater in scope than Hatfield Township may be able to resolve; and

WHEREAS, in light of the recent restrictions placed on Montgomery County and throughout the Commonwealth of Pennsylvania by Governor Tom Wolf; and

WHEREAS, emergency management measures are required to reduce the severity of this disaster and to protect the health, safety and welfare of affected residents in Hatfield Township.

NOW, THEREFORE, we, the undersigned Commissioners of Hatfield Township, pursuant to the provisions of Section 7501 of the Pennsylvania Emergency Management Services Code, (35 PA C.S., Section 7501), as amended, do hereby declare the extension of the previous declaration of a disaster emergency in Hatfield Township effective immediately.

FURTHER, we direct the Hatfield Township Emergency Management Coordinator to coordinate the activities of the emergency response, to take all appropriate actions needed to alleviate the effects of this disaster, to aide in the restoration of essential public service, and to take any other emergency response action deemed necessary to respond to this emergency.

STILL FURTHER, we authorize officials of Hatfield Township to act as necessary to meet the current exigencies of this emergency response: by the employment of temporary workers, by the rental of equipment, by the purchase of supplies and materials, and by entering into such contract and agreements for the performance of public work as may be required to meet the emergency, all without regard to those time-consuming procedures and formalities normally prescribed by law, mandatory constitution requirements expected.

This Declaration shall remain in effect until Governor Wolf rescinds his order.

Resolved this _____ day of _____, 2020

ATTEST:

Bob Rodgers
Vice President, Board of Commissioners

Thomas C. Zipfel
Board of Commissioners

RESOLUTION #20-07

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF
HATFIELD TOWNSHIP, MONTGOMERY COUNTY, PENNSYLVANIA
REAL ESTATE TAX EXTENSIONS**

WHEREAS, On March 8, 2020, a widespread outbreak of Corona Virus (CoVID-19) occurred, affecting the residents of Montgomery County, causing severe suffering to persons of Montgomery County and has overwhelmed first responders, healthcare providers and businesses within Montgomery County, necessitating the issuance of a Disaster Declaration by the Montgomery County Commissioners on March 8, 2020 and a Stay-at-Home order by the Governor on March 23, 2020; and

WHEREAS, The Pennsylvania Local Tax Collection Law (72 P.S. § 5511.1 et seq.) grants to municipalities such as Hatfield Township the authority to establish the rates of taxes and penalties on Real Estate taxes, including providing for the two (2) percent discount for those making payment of the whole amount thereof within two months after the date of the tax notice.; and

WHEREAS, 72 P.S. § 5511.13 requires that Tax Collectors hold open, in-person office hours in the period leading up the end of the discount period; and

WHEREAS, Given the Stay-at-Home order issued by the Governor, compliance with 72 P.S. § 5511.13 is both impractical and contrary to public health, as well as the financial burden now facing many residents as a result of the CoVID-19 crisis, Montgomery County has requested that all municipalities within the County consider moving the discount deadline; and

WHEREAS, the County has advised that municipalities may retroactively move the date of the issued tax notices in order to comport with the requirements of 72 P.S. § 5511.10; and

WHEREAS, Hatfield Township recognizes the need for moving the Real Estate Tax discount period;

NOW THEREFORE BE IT RESOLVED that, for the purposes of 72 P.S. § 5511.10 of the Local Tax Collection Law, the Commissioners of Hatfield Township hereby establishes that the date of issued Real Estate Tax notices for 2020 is now March 31 2020, with the discount period closing as of May 31, 2020 and the face period closing as of July 31, 2020.

Adopted on this 8th day of April, 2020.

ATTEST:

**HATFIELD TOWNSHIP
BOARD OF COMMISSIONERS**

Aaron Bibro, Township Manager

Thomas C. Zipfel, President

▼ PRICING ITEMS (10 records)

By Company

Select Award Scenario

Clear

Award Selected



▼	NAME	TOTAL BASE PRICE
	James D. Morrissey, Inc.	\$573,920.00
	Allan Myers, L.P.	\$577,145.00
	Highway Materials, Inc.	\$599,350.00
	Harris Blacktopping Inc.	\$615,345.00
	Glasgow, Inc.	\$645,640.00
	Blooming Glen Contractors	\$655,660.00
	Gaver Industries Inc. DBA Barker & Barker Paving	\$691,445.00
	Berg Construction, LLC	\$721,440.00
	Marino Corporation	\$727,325.00
	T. Schiefer Contractors, Inc.	\$806,170.00

Worksheet

Reference Number	Description	Type	UOM	Quantity	Extended Estimate	Wilson Oil and Propane	Mack Energy	Suburban Heating Oil Partners, LLC. / Suburban Propane, L.P.	Average
Bid Price Ratio						100%	70.29%	63.80%	
Total						\$8,040.00	\$11,437.20	\$12,600.00	
Pricing Items						\$8,040.00	\$11,437.20	\$12,600.00	
	Bidder will complete the Work in accordance with the Contract Documents								
	1 for Propane Gas	Base	\$ / Gallon	12,000.00		\$8,040.00	\$11,437.20	\$12,600.00	\$10,692.40

Worksheet

Reference Number	Description	Type	UOM	Quantity	Extended Estimate	Mack Energy	Riggins, Inc	PAPCO, Inc.	Suburban Heating Oil Partners, LLC. / Suburban Propane, L.P.	Average
Bid Price Ratio						100%	93.44%	89.14%	85.15%	
Total						\$4,087.50	\$4,374.00	\$4,585.20	\$4,800.00	
Pricing Items						\$4,087.50	\$4,374.00	\$4,585.20	\$4,800.00	
	Bidder will complete the Work in accordance with the Contract Documents									
	1 for Heating Oil	Base	\$/Gallon	3,000.00		\$4,087.50	\$4,374.00	\$4,585.20	\$4,800.00	\$4,461.68

Worksheet

Reference Number	Description	Type	UOM	Quantity	Extended Estimate	Mack Energy	PAPCO, Inc.	Riggins, Inc	Suburban Heating Oil Partners, LLC. / Suburban Propane, L.P.	Average
Bid Price Ratio						100%	94.15%	91.70%	73.23%	
Total						\$33,177.00	\$35,238.00	\$36,177.00	\$45,300.00	
Pricing Items						\$33,177.00	\$35,238.00	\$36,177.00	\$45,300.00	
	Bidder will complete the Work in accordance with the Contract Documents									
1 for	Unleaded Regular	Base	\$/ Gallon	30,000.00		\$33,177.00	\$35,238.00	\$36,177.00	\$45,300.00	\$37,473.00

Worksheet

Reference Number	Description	Type	UOM	Quantity	Extended Estimate	Mack Energy	PAPCO, Inc.	Suburban Heating Oil Partners, LLC. / Suburban Propane, L.P.	Riggins, Inc	Average
Bid Price Ratio						100%	95.03%	93.98%	92.76%	
Total						\$14,097.00	\$14,834.00	\$15,000.00	\$15,197.00	
Pricing Items						\$14,097.00	\$14,834.00	\$15,000.00	\$15,197.00	
	Bidder will complete the Work in accordance with the Contract Documents for #2 Diesel									
1	Fuel (Over the Road)	Base	\$ / Gallon	10,000.00		\$14,097.00	\$14,834.00	\$15,000.00	\$15,197.00	\$14,782.00

Worksheet

Reference Number	Description	Type	UOM	Quantity	Extended Estimate	Buckmans Inc	Kuehne Chemical Company	Average
Bid Price Ratio						100%	21.61%	
Total						\$209,844.74	\$970,830.00	
Pricing Items						\$209,844.74	\$970,830.00	
1	Cynaunic Acid	Base	lbs	150	\$450.00	\$0.00	\$225.00	
2	Muratic Acid (6, 1 gal jugs)	Base	Case	1	\$22.50	\$0.00	\$11.25	
3	Liquid Hydrochloric Acid (Bulk)	Base	Bulk Gallons	2,123.00	\$0.00	\$0.00	\$0.00	
4	Liquid Hydrochloric Acid (15 gallon)	Base	Gallon	231	\$924.00	\$0.00	\$462.00	
5	Liquid Hydrochloric Acid (5 gallon)	Base	Gallon	560	\$2,240.00	\$0.00	\$1,120.00	
6	Calcium Chloride Flakes (50lb bags)	Base	lbs	603	\$241.20	\$0.00	\$120.60	
7	Calcium Hypochlorite (100 lbs Containers)	Base	lbs	3	\$6.75	\$0.00	\$3.38	
8	Calcium Chlorite Tabs (55 pounds)	Base	lbs	6	\$0.00	\$0.00	\$0.00	
9	Pulsar Briquettes (50 lbs)	Base	lbs	6	\$0.00	\$0.00	\$0.00	
10	Sodium Thiosulfate (50 lb bags)	Base	bags	35	\$1,312.50	\$0.00	\$656.25	
11	Sodium Bicarbonate (50lb bags)	Base	bags	302	\$5,587.00	\$0.00	\$2,793.50	

12	Liquid Sodium Hypochlorite, 14-17% (Bulk)	Base	Gallon	107,870.00	\$198,480.80	\$970,830.00	\$584,655.40
13	Liquid Sodium Hypochlorite, 14-17% (5 gal)	Base	Gallon	112	\$392.00	\$0.00	\$196.00
14	Calcium Hypochlorite (50 lbs Containers)	Base	lbs	60	\$150.00	\$0.00	\$75.00
15	CO2 Bottle (50lbs)	Base	lbs	8	\$0.00	\$0.00	\$0.00
16	D.E. filter powder (25 lbs)	Base	lbs	27	\$32.40	\$0.00	\$16.20
17	Soda Ash (50 lb bags)	Base	lbs	13	\$5.59	\$0.00	\$2.79

PECO
2301 Market Street
Philadelphia, PA 19101

March 6, 2020

Mr. Aaron Bibro
Hatfield Township Manager
1950 School Road
Hatfield, PA 19440

SUBJECT: Reimbursement for PECO gas facilities in connection with Orville Road

Dear Mr. Bibro,

This letter/invoice is regarding your request for PECO to relocate its gas facilities in connection with Hatfield Township's project to relocate Orville Road.

As you are aware, PECO has engaged Henkels and McCoy to perform the work to relocate 2 meters in accordance with the attached proposal. The majority of this work has been completed in order for a timely completion of the roadway work.

In order to signify your acceptance, please review and sign a copy of this letter and kindly remit payment in the amount of \$75,700.00 and to:

David Bonner
PECO
300 Front Street
Conshohocken, PA 19428

Upon receipt of the check, we will then schedule the remaining work.

If you should have any further questions, please contact me at (267) 549-2714.

Very truly yours,

William J. Hensil

William J. Hensil
Program Manager

I hereby agree to the foregoing

Aaron Bibro, Township Manager

Date



**HATFIELD
TOWNSHIP
RESOLUTION #20-08**

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF HATFIELD
TOWNSHIP, MONTGOMERY COUNTY, PENNSYLVANIA, APPROVING THE
2020- 2021 HATFIELD TOWNSHIP MUNICIPAL AUTHORITY BUDGET**

WHEREAS, the Board of Commissioners of Hatfield Township, Montgomery County, Pennsylvania has created the Hatfield Township Municipal Authority, which provides sewer service to the residents of Hatfield Township; and

WHEREAS, the Board of Commissioners is required to review and approve the Municipal Authority's annual budget prior to its adoption by the Municipal Authority; and

WHEREAS, the Municipal Authority has submitted its proposed 2020-2021 budget to the Board of Commissioners, which has reviewed same and desires to approve same;

NOW, THEREFORE, be it, and it is hereby RESOLVED by the Board of Commissioners of Hatfield Township, Montgomery County, Pennsylvania, as follows:

The Hatfield Township Municipal Authority budget dated April 1, 2020 through March 31, 2021, is here by approved.

RESOLVED this 8th day of April, 2020 at a public meeting of the Hatfield Township Board of Commissioners.

ATTEST:

**BOARD OF COMMISSIONERS
OF HATFIELD TOWNSHIP**

AARON BIBRO, MANAGER

By: _____
THOMAS C. ZIPFEL, PRESIDENT