HATFIELD TOWNSHIP BOARD OF COMMISSIONERS

WORKSHOP MEETING MINUTES
September 9, 2026

PLEASE NOTE: Underlined items contain a link with additional information.

I. CALL TO ORDER

President Jennifer LoStracco called the September 9, 2026 Workshop Meeting of the Hatfield Township Board of Commissioners to order at 7:05 pm.

II. ROLL CALL

Roll call was taken by Aaron Bibro, Township Manager. Present at the meeting were President Jennifer LoStracco, Vice President Shahidul Partha, Commissioner Jerry Andris, Commissioner Karla D'Alessio and Commissioner Tom Zipfel (via phone). In addition to Township Manager Aaron Bibro, also in attendance were Assistant Township Manager Scott Hutt, Township Engineer Bryan McAdam, Solicitor Christen Pionzio and Chief William Tierney

III. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Chief Tierney.

President LoStracco announced that the Board met in Executive Session prior to tonight's meeting to discuss matters of contract negotiations and real estate.

IV. APPROVAL OF AGENDA

Vice President Partha motioned to approve the agenda, seconded by Commissioner D'Alessio. The motion carried with a 5-0 vote.

V. CITIZENS' COMMENTS – AGENDA ITEMS ONLY

There were no citizens' comments.

VI. CONSENT ITEMS

Motion to Enter Items A & B into the Record

A. NPWA Meeting Minutes – *July 28*
B. VMSC Monthly Report – *August*

Commissioner D'Alessio motioned to move the Consent Items into record, seconded by Vice President Partha. The motion carried with a 5-0 vote.

VII. COMMITTEE REPORTS

A. Planning and Zoning Committee – Commissioner D'Alessio

1. Sheetz Land Development Discussion – 1100 Bethlehem Pike

Mr. Hutt said this land development process for Sheetz began in 2024. They received a recommendation for approval by the Planning Commission in August 2026. The proposal includes construction of a 6,139 sf convenience store with fueling stations and 49 parking spaces. It is located in the Commercial (C) Zoning District. The proposal reduces impervious cover and increases stormwater management.

Sean Duffy, attorney for the applicant said this is located at 1100 Bethlehem Pike and is a 4.2 acre property at the former Zoto's Diner location. The existing building with be demolished to construct a convenience store. There will be 2 points of access as well as right of way improvements to install a right turn lane on Bethlehem Pike. Commissioner Andris asked if there are any EV charging stations in addition to the fueling pumps and how impervious coverage is being reduced. Steve McCrory, Civil Engineer, said there are no charging stations but they may be added in the future if there is demand for it. He added that they are removing a lot of asphalt at the back of the property that is currently used for parking that will reduce impervious coverage. Commissioner D'Alessio asked about access to the property and if there are any improvements on 309N at the light with County Line Road to handle additional access or traffic. Eric Mountz, Traffic Engineer said we are proposing improvements through coordination with the Township's traffic engineer. We are adding an arrow for left hand turn movement traveling northbound on 309 to Line Lexington Road then make a right hand turn to Old Bethlehem Pike and enter the site or you can travel further up 309N to the signalized access which we are adding a turn lane arrow as well. We've submitted 3 HOP's (Highway Occupancy Permits) to PennDOT and so far they did not have any comments on the improvements. Mr. Duffy confirmed that all Township review letter are will comply. Mr. McAdams said there are several waivers requested. There's an existing basin on the site and the discharge pipe connects via an easement into the Township's storm sewer system in the neighborhood behind, and there is a waiver regarding freeboard. They will be expanding the basin, but because of limited elevation change and by Township ordinance, it requires the pipe to be 6 inches above the basin floor, so they are requesting a waiver of that elevation requirement. These 2 waivers are requested because the existing outlet structure is staying in place. The additional waivers are for cartway width, grading, curb radius, and curbing.

Ms. Pionzio said she will draft a resolution for the Board's consideration at the next meeting.

B. Public Works Committee – Commissioner Zipfel

Mr. Bibro said the pole barn has been installed along Unionville Pike which is a nice addition to the public works space. A plaque has been installed at Clemens Park to recognize the Nolan

family. The 2026 Road Paving Program has been completed as well as most of the striping. We have 2 new public works employees and they are both working on getting their CDL's.

Commissioner D'Alessio thanked Mr. Bibro and the Public Works Department for painting double striped lines along Stewart Drive as it is a curvy road.

C. Parks and Recreation Committee – President LoStracco

President LoStracco reported on the upcoming Parks and Recreation events and programming.

D. Public Safety Committee - Vice President Partha

Vice President Partha reported that the Hatfield Police responded to a total of 2600 service calls for the month of August. There were 29 Part 1 crimes and 20 Part 2 crimes. Theft has increased over the past year. The department investigated a total of 48 vehicle crashes with 16 being reportable crashes. They conducted 252 traffic stops and 146 enforcement details resulting in 169 warnings and 118 summons issued.

1. Stop Sign Installation – Fairgrounds & Elroy/Fischer
   Ordinance #715
   Motion for Approval

This is in response to parents commenting about concern for students walking from these neighborhoods to Penfield Middle School. Our traffic engineer reevaluated the intersection and recommended that stop signs be installed.

President LoStracco motioned to approve the stop sign installation, seconded by Commissioner D'Alessio. The motion carried with a 5-0 vote.

2. Recognition of Hatfield Police Officers – September 23rd

E. Finance Committee – President LoStracco

President LoSTracco said at the end of August, the General Fund revenues totaled $9.2M. Overall revenues are at approximately 63% of budget through the first 8 months of the year. Tax revenues continue to represent the largest source of general fund revenue with approximately $7.6M collected through August. General Fund expenditures through August, totaled $10.1M or 70% of the $14.3M budget. The General Fund is currently showing a year-to-date deficit of $860,000, due to timing of revenues and expenditures. We expect to finish the year with a General Fund surplus of $205,000.

VIII. TOWNSHIP STAFF REPORTS

A. Township Manager's Report

Mr. Bibro said in September the Board has to approve the Township's pension obligations for the following year or MMO (Minimum Municipal Obligation). Our actuary does an analysis that provides what is necessary to fund the pension plans. Our police officers are on a defined benefit

plan, other employees are on a defined benefit plan, but all employees hired after 2013, are on a defined contribution plan. Our MMO for 2027 is just shy of $1.1M.

Mr. Bibro also reported that there are Town Hall meetings for our open space referendum to appear on the ballot in November. They will be held on September 16th at 7 pm, September 30th at 2 pm and 7 pm. There is also a Town Hall meeting for Ward 4 on September 15th at 7 pm. The continuation of the Pulte Conditional Use Hearing will be held on September 29th at 7:00 pm.

IX. SOLICITOR'S REPORT

There was no report

X. CITIZENS' COMMENTS

Sandra Levine said there is a pothole on Herford Road. She did report it to PennDOT but it has been there all summer and is getting bigger. She asked if the Township could contact PennDOT about this issue. Ms. Levine said there is a post at the crosswalk that should be removed as it is broken. She asked about how much visibility is needed at an intersection as she has difficulty getting out of her driveway and onto Herford. Mr. Bibro said we will look into all of her concerns.

President LoStracco said there was an event at the mosque where Vice President Partha attends and pictures were posted on social media. She said some of the comments were very ugly. Vice President Partha responded with goodwill, gratitude and positivity.

XI. ADJOURNMENT

Commissioner D'Alessio motioned for adjournment, seconded by Vice President Partha. The motion carried with a 5-0 vote and the meeting was adjourned at 7:45 pm.