



BOROUGH OF HATBORO

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Myhatboro.org

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TO: BOROUGH COUNCIL & MAYOR SCHULTZ
FROM: Diane C. Hegele, Borough Manager
DATE: December 12th, 2025
RE: PACKET INFORMATION

As requested, due to a change in Borough meeting schedule, below is a synopsis of each agenda item and what is being discussed. This memo will be posted with the agenda and shared with the public for their review prior to the council meeting.

Public Safety Committee

1. Enterprise Fire Company Expenditure List. The Borough is in receipt of the November Enterprise Fire Company Expenditure List in the amount of \$13,118.25 for budgeted expenses in accordance with their approved 2025 budget.
2. Police Records Disposal Resolution. The Chief of Police is asking for council to consider authorizing the disposal of old records in accordance with the Records Retention Act. This is a housekeeping item done a few times a year.

Finance/Grants Committee

1. Park Mobile Agreement. Last month Council heard a presentation from Park Mobile for the Borough to begin to accept credit card payments for parking at meters as well as in Borough owned parking lots. Council will need to authorize the Borough to enter into an agreement with Park Mobile. Next steps would be for staff to work with Park Mobile and then begin educating the public on how to pay to park in the Borough.
2. Milliner Lofts Final Financial Security Release. The Borough Engineer is recommending a site escrow release for approval in the amount of \$125,309.40. This project is now in the 18 month maintenance period beginning after this matter is voted on.
3. Final Adoption of the 2026 Operating Budget. As per the Borough Code the Borough has to be adopt a balanced budget each year. Council will be approving the final version of the budget as discussed at the Budget Workshop and again at the November meeting when Preliminary adoption was authorized.

4. 2026 Tax Rate Ordinance. The Borough Code states that the Borough must enact an ordinance yearly establishing and setting the millage. The ordinance has been advertised.
5. 2026 Fee Schedule Resolution. Each year in conjunction with the adoption of the final budget, changes are needed in the fee schedule. The changes include change in refuse fee and sign fees in accordance with the budget. Council will need to authorize the new Fee Schedule for 2026.
6. 2026 Tax and Revenue Anticipation Note Resolution. The Borough will need to borrow money in order to operate in the beginning of 2026 until tax money is received. This resolution authorizes the 2026 TRAN. The TRAN is from M&T Bank in the amount of \$1,100,000.00.

Community Outreach & Events Committee

1. Upcoming Events: The following events are taking place in Hatboro over the next month:
 - a. Senior Bingo: Join us for Senior Bingo on Wednesday, December 17th at 10 AM at the Pennypack Community Center
 - b. New Year's Eve Hat Drop: Join the Pennypack Events Committee for its 1st Annual New Year's Eve Hat Drop on Wednesday, December 31st from 4-6PM in the Moreland and Orchard Shopping Lot located behind Artifact Brewing and Reids Auto Repair (2 S. York Road). Come join us for free kids' activities, food trucks, music and watch Enterprise Fire Company drop the hat created by Royson Engineering at 6 PM sharp!!
2. Hallowell HSA Bingo Event Request : Council will consider the Event Request from the Hallowell HSA for Bougie Bingo to be held on 2/6/26 from 6-9:30 PM at the Pennypack Community Center. consideration

Public Works Committee

1. Holiday Recycling Collection: There will be NO Trash or Recycling pickup on the following days: Christmas Day: Thursday, December 25th, and New Year's Day: Thursday, January 1st and as a result, the Public Works Department will be holding a special Recycling Only pickup for residents with a regularly scheduled Thursday Recycling Day. This special RECYCLING ONLY collection will occur on Wednesday, December 31st .
2. 2025 Road Paving Program Change Order #3. The engineer is requesting Council to approve change order #3 for the 2025 Road Paving Program resulting in a contract reduction of \$ 4,620.00.
3. 2025 Road Paving Program Final Payment. Engineer MacNair is recommending final payment to the contractor, Land Tech Enterprises, in the amount of \$8,597.81.

Environmental Affairs & Parks Committee – The Environmental Affairs & Park Committee does not have anything for their agenda this month.

Administration Committee

1. 2026 Meeting Schedule. Council will be discussing the 2026 meeting schedule. Once it is approved staff can advertise and post on website.
2. Meeting Announcements: The committee will announce all public meetings for the month of January. These meeting dates and times can be found on the Borough website at www.myhatboro.org or savvy citizen. They have also been advertised in accordance with the Borough Code in a newspaper of general circulation.
 - a. REORGANIZATION - Monday, 1/5/26
 - b. HISTORICAL COMMISSION – Tuesday, 1/6/26
 - c. EAC – Wednesday, 1/7/26
 - d. PLANNING COMMISSION – Tuesday, 1/13/26
 - e. ZONING HEARING BOARD – Wednesday, 1/14/26
 - f. SHADE TREE – Wednesday, 1/21/26
 - g. COMBINED COMMITTEE/COUNCIL – Monday, 1/26/2026 (if approved)
3. Volunteer Announcements. As mentioned in prior meetings, staff has been reaching out to current volunteers whose terms are expiring at the end of the year. We have also been announcing these volunteer opportunities on the Borough website, Facebook Page, and during meetings to see if any other residents are interested in serving their communities. As a reminder, the Borough is looking for volunteers for the following boards and commissions:
 - a. Zoning Hearing Board
 - b. Planning Commission
 - c. Shade Tree Commission
 - d. Civil Service Commission
 - e. Library Board
 - f. Historical Commission
 - g. Human Relations Commission
 - h. EAC
 - i. Parking Commission
 - j. Joint Board of Appeals 2
 - k. Property Maintenance Board of Appeals

Interested in volunteering please send a letter of interest to Borough Manager Diane Hegele at dhegele@myhatboro.org or submit in person at Borough Hall.

4. Montgomery County Planning Commission Contract. Borough Council will consider the new yearly contract with the Montgomery County Planning Commission for planning assistance.

Included are draft minutes for the public review. The minutes are not considered final until Council votes to approve, then the final copy will be posted to the website. All staff reports given at the meeting will be included in the minutes and posted on the website with the final copy of the minutes.

As always if there are any questions about the agenda, items being discussed or draft copies please reach out to my office via phone or email.