

**BOROUGH OF HATBORO**  
**MONDAY, NOVEMBER 17, 2025.**  
**COMMITTEE MEETING**

PRESENT – President Bollendorf, Vice President Reichner, Councilwoman Jacobus, Councilman Hoover, Councilwoman Hendrickson, Councilwoman Shay, Mayor Schultz, Manager Hegele, Assistant Secretary DeRenzis, Fire Marshal Valesky, Chief Ruegg, Solicitor Geiser, Engineer MacNair, EFC President Croak, and Treasurer Smith were present.

CALL TO ORDER – President Bollendorf called the November 17, 2025, Committee Meeting to order at 7:00 P.M.

PLEDGE OF ALLEGIANCE – Chief Ruegg led the Pledge of Allegiance.

INVOCATION – Mayor Schultz gave the invocation.

MEETING NOTES – President Bollendorf reviewed the Public Comment Policy on the back of the agenda with regards to addressing Council and time allotment.

SCHNEIDER FUNERAL HOME RECOGNITION – The Borough of Hatboro recognized Schneider Funeral Home and thanked them for over 150 years of service.

PARKMOBILE PRESENTATION – ParkMobile gave a presentation on their parking app and how the Borough can utilize and benefit from it and can continue to use the parking meters as well.

Kelly Kennedy, 29 James Road, asked if there will be a sign for each spot and President Bollendorf stated no, just for each zone area. Manager Hegele stated that the kiosks are broken, and it is either this or new kiosks.

PUBLIC COMMENT – There was no public comment.

NEW BUSINESS

1) Public Safety Committee

- ENTERPRISE FIRE COMPANY EXPENDITURE LIST – Councilwoman Jacobus stated included in your packet is the Enterprise Fire Company Expenditure list for the month of October 2025 in the amount of \$ 11,012.59. This item will be on the November 17, 2025, voting meeting agenda.

2) Finance/Grants Committee

- UNION LIBRARY EXPENDITURE LIST – Councilman Myers stated included in your packet is a copy of the Union Library Expenditure List for the month of October 2025 in the amount of \$ 20,836.00. This item will be on the November 17, 2025, voting meeting agenda.

- **LOCAL SHARE ACCOUNT (LSA) GRANT APPLICATION: POOL SLIDE** – Vice President Reichner stated as discussed at the 2025 Budget Workshop, the Memorial Pool needs a new slide. There have been a few municipalities that have received Local Share Account funding for pool slides in the last few years. Because this is a no match grant, staff would like to apply to this grant to see if we can get full or partial funding for the slide. Included in your packet is a resolution authorizing application to the LSA program in the amount of \$262,806.00 which factors in the cost of a slide, installation, and a small buffer for inflation. This item is listed on the voting meeting portion of the agenda for consideration.
- **EVENT FEE DISCUSSION** - Vice President Reichner stated as discussed during the 2025 Budget Workshop, event organizers in 2026 will need to pay for 100% of all costs to the Borough for events. These figures are factored into the preliminary budget. We are asking Council to discuss this matter as in previous years to make sure you are comfortable with these figures. A spreadsheet with estimated costs for events, banner hangings, etc. is included in packets for review. Please note, costs for the parade will change due to a change in the road closure time for 2025.

**Councilperson Jacobus** supports charging 100%.

**Vice President Reichner** can't afford to pay anymore and asked how much the parade costs.

**Councilperson Hendrickson**, agreed with Vice President Reichner and Councilperson Jacobus.

**Manager Hegele** stated the estimate is \$ 17,156.00 but will have exact number after the parade is over.

**Mayor Schultz** stated that the Chamber puts on events with sponsorships and that it is a lot to put on the sponsors and feels the Borough should be partly responsible as well.

**President Bollendorf** asked if the events committee could help fundraise with the Chamber for events and work together.

**Mayor Schultz** asked what events committee does with the money raised and President Bollendorf stated it pays for Pennypack improvements, events, and overtime.

**Kathy Salemno, Chamber Secretary**, stated we are one of the few smaller chambers left and they work hard so asking for more money will hurt the Chamber and there will be less events. She also stated that the Chamber pays a third party to decorate the town which cost \$5800.00, and they also pay for the decorations which are needing to be replaced and will cost \$30,000.00. The money they receive gives back to the businesses and residents and they also use the money to improve the town for residents and businesses so asking for more will impact their ability to continue what they have been able to provide.

**Vice President Reichner** stated that these are things they didn't know and that is why would like to meet to discuss these things and help sort everything out. VP

Reichner suggested keeping the \$ 20,00.00 from the Borough in the preliminary until they have a discussion and work something out.

**Councilperson Jacobus** stated that she would love to meet and have a discussion and be transparent with each other.

**Manager Hegele** will need resolution by final adoption.

Vice President Reicher and Councilperson Jacobus will meet with Kathy Salemno from the Chamber.

Manager Hegele stated that the budget availability to the public is 24/7 and is updates daily in the Borough website for viewing.

- **DELAWARE VALLEY TRUSTS RATE STABILIZATION FUND CREDIT DISCUSSION** - Vice President Reichner stated included in your packet are copies of the DVT renewal summaries indicating the amount of credits available to offset premiums as follows: 2 a. Health Trust: \$13,114.00 in credits available to use towards 2026 insurance premium. b. Property and Liability Trust: \$5,698.00 in credits available to use towards 2026 insurance premium. c. Workers Compensation Trust: \$17,055 in credits available to use towards 2026 insurance premium. Staff is recommending that Council use 100% of the available credits towards offsetting the 2026 insurance premiums. This item is listed on the voting meeting portion of the agenda for consideration.
- **PRELIMINARY ADOPTION OF 2026 OPERATING BUDGET** - Vice President Reichner gave a presentation on the preliminary 2026 operating budget for the Borough of Hatboro which explained the budget process, goals, 2026 Council, Administrative, Public Works, Police Department goals, budget breakdown by department, and budget challenges for 2026.  
**President Bollendorf** stated that there is a deficit from the budget workshop and that they must start saving for capital projects and therefore made cuts for new hires and had opened the PW and PD contracts to more competitive and to recruit and retain the best workers. He also stated that everything has gone up and had to squeeze tighter this year.  
**VP Ide** stated that he is concerned the Fire Company's budget will be cut and President Bollendorf stated no.  
**Vice President Reichner** asked where we were at with Portnoff, and their collections and Manger Hegele stated they are aggressive and give options and collected \$ 50,000.00 and we had only budgeted \$15,000.00 for this year.  
**Mayor Schultz asked** what Police Stations in Montgomery County close overnight and feels the PD must remain open.  
**Chief Ruegg**, stated that eliminating the night clerk will affect services and that is not in the publics best interest without 2 officers on duty. President Bollendorf stated that they are nit cutting an officer just the clerk.  
**Councilperson Jacobus** stated that they didn't know and can look at numbers and talk about it and Chief Ruegg stated that he was told not asked and Councilwoman Jacobus stated that they had to make cuts and thought this was a way but can talk about it.

- 2026 TAX AND REVENUE ANTICIPATION NOTE PREPARATION - Vice President Reichner stated Manager Hegele continues to work with the Borough's financial advisor and M&T bank on the 2026 Tax and Revenue Anticipation Note. There will be more information for Council's review and consideration at the December 15th Council meeting.

### 3) Community Outreach & Events Committee

- UPCOMING EVENTS – Councilman Hoover stated the following events are taking place in Hatboro over the next month: . Understanding Medicare for Seniors: Join representatives from My Medicare Advisor on Wednesday, November 19th at 10 AM at the Pennypack Community Center for an educational seminar for Seniors. Attendees will learn the ins and outs of the Medicare program. b. Annual Holiday Parade: Join us on Sunday, November 23rd from 2-4 PM on York Road for the Annual Holiday Parade! Please be on the lookout for information on road closures and traffic restrictions ahead of the event. c. Small Business Saturday: Remember to Shop Small and Shop Local on Saturday, November 29th for Small Business Saturday! Get started on holiday shopping with specials, sales, and more from Hatboro Businesses. d. Getting Winter Ready for Seniors: Join representatives from the Montgomery County Department of Health and Human Services for a special seminar for seniors on winter weather. Attendees will learn how to maintain their homes for colder weather, dress appropriately for freezing temperatures, and more. This event will take place on Wednesday, December 3rd at 10 AM at the Pennypack Community Center. e. Union Library Tree Lighting: The annual Tree Lighting is taking place on Friday, December 5th at 5:30 PM at the Union Library of Hatboro. This event features festive caroling, a visit from Santa himself, and the special lighting of the tree to kick off the holiday season in Hatboro. f. Hatboro Winter Nights/First Friday/Children's Market: The Hatboro Chamber of Commerce is hosting Hatboro Winter Nights and a Children's Entrepreneur Market on Friday, December 5th from 5 PM to 8:30 PM. This event will feature winter activities and the Children's Market in the Dollar General Parking Lot. g. Chair Yoga for Seniors: Join us for Chair Yoga for Seniors on Wednesday, December 10th at 10 AM at the Pennypack Community Center. h. Senior Bingo: Join us for Senior Bingo on Wednesday, December 17th at 10 AM at the Pennypack Community Center.
- LINKED SOULS EVENT REQUEST RATIFICATION – Councilman Hoover stated included in your packet are two special event requests for Linked Souls for two paranormal investigations at Pennypack on November 9th and December 7th. Because this group has held prior investigations at Pennypack and there are no costs to the Borough, Manager Hegele issued approval for the group to use the building on November 9th. As a result, we are asking Council to ratify her approval of the November 9th request and to consider approval of the December 7th request. These items are on the voting meeting portion of the agenda for consideration.

4) **Public Works Committee.**

- **RATIFICATION OF GENERATOR SALE ON MUNICIBID** – Councilwoman Shay stated when the Borough purchased the Pennypack Property, there was a very old Kohler gas generator in the building. The Borough does not have a use for this generator due to its age and as a result, the Borough is selling this item on Municibid. Because the Borough is hoping to find a buyer before the end of the year, Manager Hegele authorized staff to list the generator online prior to the November 17th meeting. As of Monday, November 17th there are 12 days remaining on the 30-day auction. If the item sells, the final dollar amount for the auction will be listed on the December 15th meeting agenda for consideration. This evening, we are asking Council to ratify Manager Hegele’s approval to list the item online on the voting portion of the agenda.

5) **Environmental Affairs and Parks** –

Councilperson Hendrickson stated there are no items on the Environmental Affairs Committee Agenda for the month of November and thanked everyone who helped plant trees.

6) **Administration Committee**

- **MEETING ANNOUNCEMENTS** – Councilman Myers announced the upcoming meetings for the Borough SHADE TREE – Wednesday, 11/19 • PARKING COMMISSION – Tuesday, 11/25 • HISTORICAL COMMISSION – Tuesday, 12/2 • EAC – Wednesday, 12/3 • PLANNING COMMISSION – Tuesday, 12/9 • ZONING HEARING BOARD – Wednesday, 12/10 • COMBINED COMMITTEE/COUNCIL – Monday, 12/15 • SHADE TREE – Wednesday, 12/17 This meeting schedule can also be found on our website myhatboro.org.
- **LAND DEVELOPMENT UPDATE** – Councilman Myers stated Land Development updates are as follows:
  - o Milliner Lofts (24-28 S. York Road): The Milliner Lofts developer is currently working on addressing outstanding punch list items with the Borough engineer.
  - o Station at Hatboro (21-23 & 37 N. York Road): Construction continues at the Station at Hatboro development.
  - o Victorian Village 2 (440 S. York Road): Victorian Village 2 is currently working to close out minor punch list items with the engineer. These items include landscaping, parking lot striping, signage, etc.
  - o 6 Home Road: Construction for the new home is completed.
  - o 333 N. York Road: The Minor Land Development Application was approved by Borough Council on September 22, 2025. The developer and his engineers are working on preparing a final plan set for recording and will begin preparing the development agreements with the Borough Solicitor.
  - o 76 Byberry Road: At their October 9, 2025, meeting, the Zoning Hearing Board approved 3 variances allowing a developer to convert the existing law office at 76 Byberry Road into 10 studio apartments. No changes will be made to the exterior façade of

the building in this project except for minor structural repairs. Permits are currently in review with our third party.

- 2026 MEETING SCHEDULE REMINDER – Councilman Myers stated Manager Hegele sent an email out to all boards and commissions requesting copies of their desired 2026 meeting schedules so staff can prepare the official 2026 meeting schedule for council's review in December. Any boards and commissions who have not yet sent this information to Manager Hegele should do so by November 30th. Additionally, as a reminder, all event requests should be submitted to the Borough by January 31st where possible so Council can review and approve in February 2026.
- 6 HOME ROAD PROJECT CLOSEOUT/ESCROW RELEASE- Councilman Myers stated Included in your packet is a memo from Engineer MacNair recommending financial security release #1 for the 6 Home Road project in the amount of \$92,344.85 for improvements made thus far. The home is fully constructed and is certified for occupancy; however, there are very minor improvements remaining on the punch list that the homeowner needs to complete. As a result, a very small portion of the financial security is being retained. This item is listed on the voting meeting portion of the agenda for consideration.
- VOLUNTEER ANNOUNCEMENTS- Councilman Myers stated as mentioned at the October meeting, 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: • Zoning Hearing Board • Planning Commission • Shade Tree Commission • Civil Service Commission • Library Board • Historical Commission • Human Relations Commission • EAC • Parking Commission • Joint Board of Appeals • Property Maintenance Board of Appeals Anyone interested can send a letter of interest to Borough Manager Diane Hegele at [dhegele@myhatboro.org](mailto:dhegele@myhatboro.org) or submit in person at Borough Hall. Borough Council will be reviewing all requests for reappointment and letters of interest received in December and will be considering appointments at their reorganization meeting in January 2026.

**OLD BUSINESS AND UPDATES** – There was no old business or updates.

**PUBLIC COMMENT** – Tom Smith, 237 Jacksonville Road, stated that he has been the treasurer for 4 years and missed 3 meetings and asked if is possible that Tax Collector Mount could attend a meeting as she is an elected official. President Bollendorf stated she is a separate entity, and her job is to collect the taxes and Solicitor Geiser confirmed that they cannot make her attend meetings.

Jennifer Coval, 422 Madison Avenue, stated that she now understands the Borough's approach on her issue is a funding and stated that the handling of the issue has been messy. She stated that she has tried to work with the Borough and was never opposed to an easement. Ms. Coval stated that if the Borough stated that the project needed to wait until 2026, she would be accepting of that and would wait another year. Ms. Coval indicated that she filed a right to know request for copies of the engineer's report and emails but did not receive anything. Solicitor Geiser indicated that her right to know request is still under legal review and that the Borough cannot go onto the property without an easement. Ms. Coval stated that she is refusing to sign the easement and will not allow the Borough to come onto her property without getting her neighbor involved. Ms. Coval stated that she emailed Diane with her neighbor's cell phone number trying to connect them with the Borough. Mr. Grant showed a diagram to Council that says the pipe runs straight through his property but the drawing also says that the pipe runs under his neighbor's garage. He claimed this is not accurate and that he believes the pipe runs straight. Ms. Coval stated that a former Public Works employee told her that work was performed on her property and that the foreman recalled doing work in the area. Councilwoman Jacobus asked where the Borough is at with this. Solicitor Geiser stated an easement was drafted, but that the Borough is not paying for a survey to determine specific area and Ms. Coval stated that she needs exact location because she is uncertain about the restrictions and how it would impact the property. Solicitor Geiser told them to get a survey of the property if they wanted the exact dimensions and Mr. Grant stated that paying for a survey is a waste of money. President Bollendorf stated that is not a funding issue but an easement issue. Solicitor Geiser stated that they cannot find the pipe without an easement and that Mr. Grant and Ms. Coval refuse to sign, so they need to uncover the pipe themselves. Engineer MacNair agreed and stated that in lieu of a survey, the draft easement has an approximate area; however, they did not like the language and want the Borough to spend money on a survey. Mr. Grant stated that the pipe is on the property line and if he needs to pay for the survey, he will recoup the costs in litigation and will keep coming to meetings because it is a public safety issue and the Borough should repair the pipe. Vice president Reichner asked if someone buys a property if the drain under their responsibility. Solicitor Geiser stated if it is a Borough issue the Borough will fix unless the property owner caused the issue and that the Engineer needs to see what is taking place at the property first, hence the easement. She added that the Borough does not survey private properties and she encourages their attorney to reach out to her. Vice President Reichner stated to start with the easement and go from there and Councilperson Shay stated they should sign the easement so we can move forward and resolve issue. Solicitor Geiser stated that is what they have been asking for all along. Mr. Grant invited all to come to the property to see the pipe and stated the Foreman found a downspout at his property that was illegally connecting to the storm pipe. Ms. Coval stated that she doesn't want a restrictive easement and Solicitor Geiser stated that it is standard language that is used. Mr. Grant stated he wants compensation if the Borough is restricting use of the property and Solicitor Geiser stated the Borough is not taking property, the language in the easement simply prevents the property owner from making improvements down the road that could harm any stormwater infrastructure underground. Solicitor Geiser added that a temporary easement could cause issues but will speak to Engineer MacNair and that is it very unusual to discuss an easement like this.

**ADJOURNMENT** – President Bollendorf adjourned the November 17, 2025, Committee Meeting at 8:57 P.M.

## COUNCIL MEETING AGENDA

**CALL TO ORDER** – President Bollendorf called the November 17, 2025, Council Meeting to order at 8:57 P.M.

**MEETING NOTES** – President Bollendorf reviewed the Public Comment Policy on the back of the agenda with regards to addressing Council and time allotment.

**PUBLIC COMMENT** – (VOTING ITEMS ONLY) - There was no public comment.

**MAYORS REPORT** – Mayor Schultz stated the decorations are up, the 65<sup>th</sup> Annual parade is 11/23 and Bill Dougherty is the Grand Marshal, and Small Business Saturday is 11/29.

### **OFFICER'S REPORTS** –

- **PRESIDENT'S REPORT** – President Bollendorf thanked everyone who voted, the poll workers and candidates, thanked Royson Engineering for the construction and donation of the Hat for the Hat Drop on New Years Eve and thanked Fire Marshal Valesky and the Fire Department, scouts will pick up food on Sunday and wished everyone a Happy Thanksgiving.
- **TREASURER'S REPORT** – Treasurer Smith stated the balance in all accounts for the period ending October 31, 2025, is \$ 4,166,867.14 with interest earned in the amount of \$ 3,082.82.

**SOLICITOR'S REPORT** – Solicitor Geiser stated she worked on Right to Know requests with the Borough Manager and handled routine Borough business.

**ENGINEER'S REPORT** – Engineer MacNair stated that 21-23, 27 South York Road/Station at Hatboro (24-00804) Escrow release 1 approved at 8/18/25 Council mtg. Construction continues. 2. Milliner Lofts (24-00936) Escrow release 2 approved at 8/18/25 Council mtg. Punch list issued 10/6/25; G&A reviewing submitted as-built plan. 3. 237 Jacksonville Road (25-00434) Developer to proceed once PennDOT permit conditions have been addressed. 4. Stony Brook Condominiums (25-00794) G&A reviewing resubmission received 11/11/25. Public Improvement Projects 1. MS4 Permitting G&A received MS4 permitting information from RVE. G&A provided recommendations to the Borough for meeting the DEP's MS4 permit requirements. G&A provided comments to the DEP on the draft MS4 permit documents published for the next permitting cycle. G&A submitted annual report and Final PRP Report by 9/30/25 deadline. DEP inspection scheduled for 12/22/25. 2. Road Opening G&A revising draft updates to Borough's Road opening ordinance for Borough review based on recommendations from Borough Solicitor. 3. 2025 Paving Program Change Order 1 approved at 9/22/25 Council mtg. Work completed week of 10/13/25. Change Order 2 and Application for Payment 1 approved at the 10/27/25 Council mtg. Waiting for completion of punch list and receipt of closeout documents prior to final payment.

- **MANAGER'S REPORT** – Manager Hegele stated West Moreland Avenue Bridge Project. I have been working with the contractor hired by the county for the project on placement of the office trailer in Eaton Park. They still do not have a firm start date yet. Stay tuned, as soon as we know, we will share. Zoning Re-write, the PC met last week and continues to move towards completing this project. Again, we will continue to keep reminding the public of additional opportunity to comment about changes before council enacts. Zoning touches every property owner in the Borough and staff is trying to make sure that everyone knows change is coming.  
Met with EPA earlier this month to discuss upcoming testing at and around the Superfund site on Jacksonville Road. The EPA will be at the meeting in January (Now that the federal government is back open) to provide an update on testing, locations for future testing as well as answer questions from council and the public. Once I know the meeting dates for January, I can coordinate with them. Speaking about January meetings, 2026 is a reorganization year. Council must meet the first Monday of the New Year (1/5) to swear in the Mayor, Council as well as sit a new president, vice president and pro-tem. The meeting will be here at 7:00 PM, it will also include appointments of staff as well. PennDOT York & County Line traffic light issue, PennDOT has all the information on the issues with the light and will be out to investigate to see if the permit must be changed. The permit changes must be authorized by Penndot before we can adjust the signal. We are getting there!!! Budget, this has been what we have been working on the most especially since the workshop, we have been reviewing and meeting with council committees, department heads trying to trim and keeping in mind still delivering the services the residents expect. Borough Hall is a toy drop off for Victim Services of Montgomery County. Community Garden at Pennypack was a success again this year. A lot of produce was donated to local food banks. Thank you to resident Suzanne Dougherty who oversaw the garden this growing green from start to finish as well as all the volunteers that helped her. Reminder Borough Hall is closed on Thanksgiving and the day after. On behalf of the staff at Borough Hall we wish everyone a wonderful thanksgiving holiday.

## **STAFF REPORTS** –

- **POLICE** – Chief Ruegg stated met with PW to prepare for the parade as they are closing earlier than usual this year and delivered flyers to those affected by the closures and assisted UM with shop with a cop.
- **TAX COLLECTIONS** – The tax collectors' report was submitted electronically.
- **PUBLIC WORKS** – Manager Hegele stated as you heard this weekend is the annual holiday parade. PW staff has been and will continue to be busy this week making sure the town is in tip top shape for all the attendees coming to enjoy and usher in the 2025 Holiday Season. A lot of work goes into this event and as is every year if you pass through Hatboro on Sunday evening, you will never know that thousands of people were just in town enjoying the parade, thanks to the 11 guys who will be working on Sunday. Trash Holidays, just a reminder on a holiday please do not place your trash and recycling curbside. On Veterans Day it was very windy creating a mess in the Borough as trash

and recycling was blowing all over. Also, just a reminder if you place your trash out for collection on a holiday, we ask that you take it in, it is ok if you forget but please do not leave it out curbside for days waiting for next collection date. Staff makes many posts on social media, website, in the newsletter on Savvy Citizen reminding residents and business owners when there is no trash and recycling collection. If you are not sure, please give us a call we are happy to send you a list of holidays or show you how to find the information. Speaking of trash and recycling, the next holiday where there will be no trash and recycling is Thanksgiving and the day after. Public Works is closed both days. Trash and recycling collection will resume the following week. Borough staff is working on a special holiday recycling collection day between Christmas and New Years. Public Works staff will be picking up recycling on Wednesday, December 31<sup>st</sup> for those residents who have Thursday recycling as Christmas and New Year holiday both fall on a Thursday meaning those residents would have to wait three weeks for recycling. We will begin to advertise this soon. PW staff is working with the library on getting the tree lights up for the Tree Lighting on December 5th. It is going to be a busy holiday season in the Borough, on behalf of the Public Works staff, we wish everyone a wonderful thanksgiving holiday.

- **DOWNTOWN DEVELOPMENT** – Manager Hegele stated Small Business Saturday is always the Saturday after Thanksgiving. The Borough is in the process of posting information on all the great places in the Borough that you can shop, eat, get gift cards and support small business. Remember small businesses are the backbone of a community, they support our events, help with fundraising and sponsor kids' sports teams. Let's support them this holiday season. Reminder Free Parking Saturdays for the holiday begins on Small Business Saturday and goes through until Christmas. We have been posting weekly a map and information on where to park in the Borough. There are no new businesses to announce this month but there is some exciting things on the horizon, Castarino's has indicated he hopes to open this month, Philly Philly is moving along, we heard today that the Chinese Restaurant on E. Moreland is about a month out from reopening, the new restaurant on Jacksonville Road is working with the Health Department, El Limon opened again last month and Marie Favorite (owner of Tai Jai Dee Food Truck) has opened her storefront on North York Road and I am hearing the food is really good. Remember our motto Shop Small, Shop Local, Shop Hatboro.
- **FIRE MARSHAL** – Fire Marshal Valesky stated The Borough of Hatboro Fire Marshal's Office provides the following report of activities for the month of October 2025. INSPECTIONS: 62 Commercial Fire Inspections (YTD as of 10/31: 274) \*NOTE: This number includes Fire Inspections and Commercial U&O Inspections. -3 Fire Re-inspection 12 Residential U&O Inspections (YTD as of 10/31: 89) -1 Residential U&O reinspection 2 Units/ 2 Properties Rental Inspections (YTD as of 10/31: 428 Units/116 Properties) -1 Rental Re-inspection FIRE CALLS/INVESTIGATIONS: 7 Fire Calls (YTD as of 10/31: 92) -DETAILS: fire alarm, outside gas leak, inside gas leak 1 Investigations (YTD as of 10/31: 16) -DETAILS: Hazardous Materials Incident SMOKE DETECTOR INSTALLS: In partnership with the Red Cross, I assisted with installing 2 smoke alarms (YTD as of 10/31: 72) \*Note- I have found homes during U&O inspections or rentals that do not have working smoke detectors, or enough working smoke detectors.

By code, you are required to have one smoke detector on every level of your home, and one in each bedroom. I recommend every home have at least one CO detector, but two would be better. If you need smoke detectors, please reach out. TRAINING: I attended the monthly Bucks County Fire Marshal Association meeting. I attended a training on responding to Political Violence. PERMITS: 0 Fire Permits (YTD: 2) PROPERTY MAINTENANCE: We received 38 complaints (YTD: 456). The breakdown is as follows: 10 Work w/o permit complaints 2 Unregistered rental complaint 1 Unregistered business complaints 9 Grass/tree/overgrowth complaint 9 Safety/Fire complaints (sinkhole, no address, unsafe front step, downspout, broken fence) 5 Misc. complaints (zoning, trash, potholes, fence, PECO pole) 2 Shade Tree (York Rd trees) COURT: 1 Cases. (YTD: 3) 2 N. York Rd multiple unpaid items. OTHER: I conducted a fire alarm test at 11 E. Moreland w/ BCO Valentin. I conducted Hazmat training for PW staff. Met with the owners of Global Affinity in Bristol re: possible move to Hatboro. Met with representatives from Velocity Venture to answer questions re: Global Affinity. Enterprise Fire Company Open House. Fire Prevention in the schools. I met with the following residents/tenants/property owners regarding issues: 1. Met with resident of 337 Loller re: sinkhole 2. Met with owner of 482 Jacksonville re: weeds outside and questions inside fire code 3. Met with resident at 442 Jacksonville re: exterior property maintenance 4. Spoke with resident at 450 Jacksonville re: exterior property maintenance & other issues 5. Met with owner of 400 Lincoln regarding multiple issues 6. Met with owner of 490 N. York Rd re: multiple issues 7. Met with owner of 210 N. York Rd w/ BCO Valentin re: work without permits MONTHLY SAFETY MESSAGE: November focuses on holiday cooking, decorations, and heating equipment safety. Kitchen and cooking safety 1. Stay in the kitchen when cooking, & never leave food unattended on the stove or in the oven. 2. Keep a three-foot "kid-free zone" around the stove and hot surfaces. 3. Keep cooking areas clear of combustibles. 4. Have a fire extinguisher and know how to use it. For a grease fire, place a lid on the pan to smother the flames. For an oven fire, keep the oven closed. Heating and fireplace safety 5. Keep combustible materials at least 3ft away from space heaters, fireplaces, and radiators. 6. Have your chimney and furnace professionally inspected and cleaned annually. 7. Ensure space heaters have a clear area. Never plug more than one appliance into an outlet. 8. Use a fire screen to contain embers from fireplaces. Decorations and electrical safety 9. Check holiday decorations for frayed wires or broken bulbs. Use only UL-listed lights. 10. Avoid overloading electrical cords. 11. Unplug lights before leaving the house or going to bed. 12. Use battery-operated candles. Alarms and escape planning 13. Test smoke alarms monthly and replace batteries at least once a year. 14. Install carbon monoxide (CO) detectors on every level of your home. 15. Create and practice a fire escape plan with your family, including a designated meeting place outside.

- **FIRE COMPANY** – VP Ide stated there were 21 fire calls for October 2025 with 9 in Hatboro and 12 assists to other townships, average 10-15 fire fighters per call, picked up 1 new member and another new member will join in November, have been proactive in expanding their skills and knowledge by continuing Wednesday night training on hydrant work, , ladder work and hose pulling, new driver qualifications, going over saw and equipment, have attended community events such as fire prevention at daycares,

churches, and Crooked Billet Elementary, numerous trunk or treats, November will be the holiday parade and getting ready for Santa Claus.

- **UNION LIBRARY REPORT** – Representative Kennedy stated  
SEPTEMBER/OCTOBER STATS - New Patrons – We have 50 new library card members since October 1, 2025, 38 adults / 12 children, New Books – Since October 1, 2025, we have ordered and received 142 new books, 100 adults / 62 children] - Borough funded – 90 Adult Books, Programs – 46 programs held since October 1, 2025, 31 adult / 15 children] - Borough funded – 4 Adult Programs, Total Circulation – 2691 Books, DVDs, etc. have been checked out of our physical building since October 1, 2025.  
NOTABLE EVENTS IN PAST MONTH-WWII SPIES – PART 2 – held Tuesday, Oct. 28 @ 6:30p. Gary Scarpello presented Part 2 of his wonderful presentation on WWII spies. We had a nice turn out of history buffs. Stay tuned for our Spring History Sessions beginning in January and focusing on America’s 250th! SHAREHOLDER MEETING – Annual Shareholder Meeting was held Tuesday, Nov. 11 at 7pm with 30+ shareholders attending. Board elections were held; a new Strategic Plan Reviewed and Plans for adopting updated Bylaws in the Spring. Congratulations to the new 2025-2026 ULCH Charter Board: President – Mike Williams, First Vice President – Todd A ‘Harrah, Second Vice President – Suzie Wambold, Secretary – Joanne Fairlie, Treasurer – Jeff Kochanowicz, Borough Reps – Kelly Kennedy & Tom Smith  
UPCOMING EVENTS- Pre-Teen / Teen Writers Series – Ages 11-17 A complete series of Writing Workshops for aspiring Preteen and Teen writers. Workshops will be divided by age group. FREE but Registration is encouraged to hold your spot! Nov. 20 – Teen writing Workshop w/ Author Steve Shafer (Ages 11-17) Kiddie Authors Snowman Workshop (Ages 7-12) Ghost Story Telling Workshop w/ Poet & Author Robin Gow (Ages 11-17) Where in the World is Your Main Character w/ Author Kathleen Zoll (Ages 11-17) LIBRARY CLOSED FOR THANKSGIVING: 5pm on Wednesday, Nov. 26 and all-day Thursday, Nov. 27!

### **ORDER OF BUSINESS AND VOTING ITEMS**

**ACKNOWLEDGE RECEIPT OF REPORTS** – Councilperson Jacobus made a motion to acknowledge receipt of Public Works, Fire Marshal, Treasurer’s Reports, Fire Marshal, Treasurer’s Reports, Shade Tree minutes, and UMHJSA Minutes. Motion was seconded by Councilperson Hoover, all yes. Motion carried 6-0.

**APPROVAL OF WARRANT LIST, PAYMENT OF BILLS, MANUAL CHECKS, AND TRANSFERS** – Councilperson Shay made a motion to approve Warrant List, Payment of Bills, Manuel Checks, and Transfers for the month of November 2025. Motion was seconded by Vice President Reichner, all ayes. Motion carried 6-0.

**OCTOBER 27, 2025, COMMITTEE/COUNCIL MEETING MINUTES** – Councilperson Jacobus made a motion to approve the October 27, 2025, meeting minutes. Motion was seconded by Councilperson Hoover. Motion carried 5-0 with 1 abstention as Councilperson Shay was not present for the meeting.

NOVEMBER 5, 2025, BUDGET WORKSHOP MINUTES – Councilperson Hendrickson made a motion to approve the November 5, 2025, Budget Workshop meeting minutes. Motion was seconded by Vice President Reichner. Motion carried 5-0 with 1 abstention as Councilperson Shay was not present for the meeting.

ENTERPRISE FIRE COMPANY EXPENDITURE LIST – Councilperson Jacobus made a motion to approve the Enterprise Fire Company Expenditure List for the month of October 2025 in the amount of \$ 11,012.59. Motion was seconded by Councilperson Shay, all ayes. Motion carried 6-0.

LIBRARY EXPENDITURE LIST – Councilperson Hoover made a motion to approve the Union Library Expenditure List for the month of October 2025 in the amount of \$ 20,836.00. Motion was seconded by Councilperson Shay, all ayes. Motion carried 6-0.

LOCAL SHARE ACCOUNT GRANT APPLICATIONS – Councilperson Hendrickson made a motion to approve Resolution 2025-44, authorizing application to the Local Share Account Grant for a Memorial Pool Slide in the amount of \$ 262,806.00. Motion was seconded by Councilperson Shay, all ayes. Motion carried 6-0.

DELAWARE VALLEY TRUSTS STABILIZATION CREDITS – Councilperson Hoover made a motion to use 100% of the available rate stabilization credits available to offset the Borough's 2026 Health, Workers Compensation, and Property/Liability Insurance. Motion was seconded by Vice President Reichner, all ayes. Motion carried 6-0.

LINKED SOULS EVENT REQUEST RATIFICATION – Councilperson Shay made a motion to ratify approval of the Linked Souls Paranormal event taking place on December 7, 2025, at Pennypack. Motion was seconded by Councilperson Jacobus, all yes. Motion carried 5-1 with Councilperson Hendrickson abstention.

Councilperson Hoover made a motion to approve the Special Event Request for the Linked Souls Paranormal Event taking place on December 7, 2025, at Pennypack. Motion was seconded by Vice President Reichner. Motion carried 5-1 with Councilperson Hendrickson abstention.

2026 PRELIMINARY ADOPTION OF 2026 OPERATING BUDGET – Councilperson Jacobus made a motion to approve preliminary adoption of the 2026 Operating Budget. Motion was seconded by Vice President Reichner, all ayes. Motion carried 6-0.

RATIFICATION OF SALE OF GENERATOR ON MUNICIBID – Councilperson Shay made a motion to ratify the sale of a Kohler Natural Gas Generator on Municibid. Motion was seconded by Vice President Reichner, all ayes. Motion carried 6-0.

6 HOME ROAD PROJECT CLOSEOUT/ESCROW RELEASE- Councilperson Hoover made a motion to approve Financial Security Release #1 for the 6 Home Road Project in the amount of \$ 92,344.85. Motion was seconded by Vice President Reichner, all ayes. Motion carried 7-0.

OLD BUSINESS AND UPDATES - There was no old business or updates.

**NEW BUSINESS** – There was no new business.

**PUBLIC COMMENT** – There was no public comment.

**ADJOURNMENT** – Councilperson Shay made a motion to adjourn the November 17, 2025, Council Meeting. Motion was seconded by Councilperson Jacobus, all ayes. President Bollendorf adjourned the November 17, 2025, Council Meeting at 9:24 P.M.

Respectfully submitted by:

Diane C. Hegele, Borough Manager  
Transcribed by Cindy Bollendorf

DRAFT