

# HATFIELD BOROUGH COUNCIL

## REGULAR MEETING

OCTOBER 15, 2025



**JASON FERGUSON, PRESIDENT**

**RICHARD GIRARD, VICE PRESIDENT**

**LARRY BURNS, COUNCILMEMBER**

**JAMES FAGAN, COUNCILMEMBER**

**MICHELLE WEISS, COUNCILMEMBER**

**MARY ANNE GIRARD, MAYOR**

**GIUSEPPE SCHIANO DI COLA, JUNIOR COUNCIL PERSON**

**JAIME E. SNYDER, BOROUGH MANAGER**

**CATHERINE M. HARPER, BOROUGH SOLICITOR**



# Borough of Hatfield

Montgomery County, Pennsylvania

## BOROUGH COUNCIL REGULAR MEETING

October 15, 2025

7:00PM

### AGENDA

CALL TO ORDER  
ROLL CALL  
PLEDGE OF ALLEGIANCE  
INVOCATION

1. APPROVAL OF MEETING AGENDA:

Motion to Approve the Agenda of the October 15, 2025 Regular Meeting

2. APPROVAL OF THE MINUTES:

Motion to Approve the Minutes of the September 17, 2025 Workshop Regular Meeting

3. PUBLIC INPUT:

Please rise, state your name and address and the reason for addressing Council

4. ANNOUNCEMENTS:

- Next Council Meetings November 5<sup>th</sup> Workshop November 19<sup>th</sup> Regular Meeting at 7:00PM in Council Chambers
- Planning Commission is Scheduled to Meet on Monday, October 27, 2025, at 6:00PM in Council Chambers
- HEROC is Scheduled to Meet Wednesday, October 22, 2025, at 8:00AM in Council Chambers
- Leaf Bag Collection Starts Monday, October 27, 2025. Will Continue Every Monday Through December 1, 2025
- Halloween Happy Event is Scheduled for Friday, October 31<sup>st</sup> from 4:30PM to 5:30PM at the Borough Office
- Fall Budget & Projects Town Hall Meeting November 12, 2025, at 7:00PM in Council Chambers

401 S. Main Street  
P.O. Box 190  
Hatfield, PA 19440

**Phone:**  
215-855-0781

**Fax:**  
215-855-2075

**Email:**  
admin@  
hatfieldborough.com

**Website:**  
[www.hatfieldborough.com](http://www.hatfieldborough.com)

**5. Conditional Use Hearing for Kyle Decordre, 219 W Broad Street, for an Oversized Garage**

**6. Public Hearing for Ordinance No. 559 Amending Chapter 5 Code of Ordinances for Residential and Non-Residential Property Inspection Programs**

**7. NEW BUSINESS / DISCUSSION ITEMS:**

**A. September 2025 Police Report**

**8. OLD BUSINESS:**

**9. ACTION ITEMS:**

**A. Motion to Consider Decision on the Conditional Use Application of Kyle Decordre, 219 W Broad Street, for an Oversized Garage**

**B. Motion to Consider Ordinance No. 559 Amending Chapter 5 Code of Ordinances for Residential and Non-Residential Property Inspection Programs**

**10. Motion to Approve Payment of the Bills**

**11. MOTION to ADJOURN: EXECUTIVE SESSION**

## **2. APPROVAL OF THE MINUTES:**

**Motion to Approve the Minutes of  
the September 17, 2025  
Workshop Regular Meeting**

**HATFIELD BOROUGH COUNCIL  
WORKSHOP / REGULAR MEETING  
September 17, 2025**

**MINUTES**

**THIS MEETING WAS HELD IN-PERSON & LIVE STREAMED  
BOROUGH HALL 401 S. MAIN STREET, HATFIELD  
THIS MEETING WAS RECORDED**

**CALL TO ORDER AND ROLL CALL:**

**ROLL CALL**

(X) Jason Ferguson, President  
(X) Richard Girard, Vice President  
(X) Larry Burns  
(X) James Fagan  
(X) Michelle Weiss

(X) Mayor Mary Anne Girard

The record shows that five members of Council were present at roll call, as well as, Mayor; Mary Anne Girard, Solicitor; Kate Harper, Timoney Knox, LLP, Borough Manager; Jaime E. Snyder, and Assistant Manager; Kathryn Vlahos.

**1. Motion to Approve the September 17, 2025 Workshop / Regular Meeting Agenda.**

Motion: A motion was made by Councilmember Burns for Approval of Meeting Agenda, September 17, 2025, Workshop / Regular Meeting Agenda. The motion was seconded by Councilmember Weiss and unanimously approved with a vote of 5-0.

**2. APPROVAL OF THE MINUTES: Motion to Approve the Minutes of the August 20, 2025 Workshop / Regular Meeting**

Motion: A motion was made by Councilmember Weiss to Approve the Minutes of the August 20, 2025 Workshop / Regular Meeting. The motion was seconded by Councilmember Girard and unanimously approved with a vote of 5-0.

**3. PUBLIC INPUT:** President Ferguson asked if there was any Public Input. There was no media present.

- 4. ANNOUNCEMENTS: Manager Jaime E. Snyder made the following announcements.**
- Next Borough Council Meetings are the October 1<sup>st</sup> Workshop Meeting and the October 15<sup>th</sup> Regular Meeting at 7:00PM in Council Chambers
  - The next Planning Commission Meeting is scheduled for Monday, September 22, 2025, at 6:00PM in Council Chambers
  - HEROC is Scheduled to Meet on Wednesday, September 24, 2025, at 8:00AM in Council Chambers
  - HMHS is Scheduled to Meet on Tuesday, September 23, 2025, at 6:00PM in Council Chambers

**5. REPORTS FROM STANDING COMMITTEES AND MAYOR:**

**Budget, Finance, and Labor Committee Report**

Councilmember Ferguson stated that the committee met and discussed the SEPTA property and a potential renter for the property. The committee also reviewed preliminary numbers for the 2026 budget.

**Planning, Building, and Zoning Committee Report**

Councilmember Burns stated that the committee did not meet and he had nothing to report at this time.

**Public Safety Committee Report**

Councilmember Weiss stated that the committee did not meet and she had nothing to report at this time.

**Public Works & Property and Equipment Committee Report**

Councilmember Fagan stated that the committee did not meet and he had nothing to report at this time.

**Utilities Committee Report**

Councilmember Girard stated that the committee did not meet and he had nothing to report at this time.

**Hatfield Economic Revitalization Outreach Committee Report**

Councilmember Girard stated that the committee did not meet and the had nothing to report at this time.

**Mayor Mary Anne Girard's Report**

Mayor Mary Anne Girard reminded Council that the North Penn Water Authority will be celebrating its 60th anniversary tomorrow evening from 3:00–7:00 PM.

**6. REPORTS AND CORRESPONDENCE:**

Monthly Investment Report  
Monthly EIT / LST Report  
Monthly YTD Report  
Monthly Zoning Hearing Board Applications  
MCPC Steering Committee Report  
Steve Barth, Barth Consulting Group Report  
Police Department Report  
Fire Department Report  
EMS Report  
Public Works Department Report  
Engineering Report  
Zoning Officer, Building Code, Property Maintenance Report  
Fire Marshal / Fire Safety Inspection Report  
Pool Advisory Report

**7. MANAGERS REPORT**

**1. Land Use & Development Updates:**

- A. Edinburgh Square Subdivision
  - Maintenance Bond in Place
  - Asked for Escrow Release – Engineer Review
- B. Bennetts Court Land Development
  - Paving & Final Improvements
  - Settlements Occurring
  - Escrow Release No. 1 Sitework Approved
- C. 43 Roosevelt Land Development
  - Recorded Plans
  - Starting Construction – Early September
- D. SEPTA Property
  - Long-Term Lease Agreement – Approved 6/14/2023
- E. 200 N. Main Street (Biblical Seminary)
  - Sketch Plan Submitted
  - Applying for Tax Credits for Project
  - Received Grant for the Development
  - Looking at Zoning Extension – received 8/10/23
  - Updated Letter of Support for Tax Credits – 10/29/24
  - Updated “Will Serve” Letters Issued
- F. 23 N. Main Street
  - ZHB Approved with Conditions 4/24/24
  - LD Resolution Approved 2/19/25
  - SPM Approved – Sent to DEP
  - Pre-Construction Meeting Held 7/8/25
  - Demo Approved 7/10/25
  - Plans Recorded August 2025
  - Grading Permit Issued August 2025
  - Foundation Permit Issued

**2. Utility Billing Update:**

- Staff continues to monitor Electric & Sewer Past Due accounts. Shut-offs will resume continue through the Spring & Summer.
- Email billing is available for Electric & Sewer Accounts. Please contact the Utilities Department if you are interested in signing up. \*Details were in the Spring Borough Informer, on the Borough website, and on the back of all utility bills.
- The Electric Customer Portal has been updated. The Portal was restructured with customer input to make it more user-friendly. An updated user guide is available when opening the portal to assist with re-registration. The portal can be accessed from the Borough Website.
- <https://hatf-pa-web.amppartners.org/index.php>
- Please register exactly as it appears on your current billing. Example SMITH, JOHN E.
- Electric Rate Increase Information / PJM Information Posted

### 3. 2024 Project Updates:

- A. W. Broad Street, E. Broad Street, N. Market H2O / PA Small Water Storm and Sanitary Sewer Utility Replacement Project
- Project Started
  - Detour Route in Place
  - Borrowing Secured
  - <https://www.hatfieldborough.com/information/utility-replacement-project/>
  - [Payment App. No. 15.16 Approved 7/16/25](#)
  - [Grant Extension Approved](#)
  - [Grant Reimbursements Occurring – Waiting on Final Reimbursement](#)
  - [Punch List Items & Final Payments August 2025](#)
- B. MTF / CTP Crosswalk Grants (after Utility Replacement Project)
- HOP Application - realign crosswalk to the intersection
  - Grant Extension Approved
  - Advertise for Authorization – 2025/2026 projected works dates
  - Bid Opening Award 8/20/25
  - Waiting on Signed Contract Documents
- C. Stormwater Feasibility Study Grant with HT (Local Share Funds)
- Next Meeting in September

### 4. 2025 Project Updates:

- A. 2025 Roadway Resurfacing Project – N. Main Street
- Bid Awarded – 5/21/2025
  - Paving Completed
  - Waiting for Line Striping
- B. Montco 2040 Grant – Bike Improvements
- Signed Grant Agreement

### 5. PMEA Update:

- Conference Review – Hatfield retained Board Seat

**6. Public Information Officer Update:**

**7. Items of Interest:**

**8. NEW BUSINESS / DISCUSSION ITEMS:**

**A. Grace Lutheran Church Annual Christmas Tree Lighting Request**

Manager Snyder explained that this request is for the annual Christmas Tree Lighting and that it is on the agenda tonight for consideration.

**B. Junior Council Person Candidate**

Mayor Mary Anne Girard stated that she has a candidate for the Junior Council Person position, Giuseppe Schiano, who is a senior at North Penn High School. Mr. Schiano was present at tonight's meeting and available for any questions from Council.

**C. Ordinance No. 559 Amending Chapter 5 Code of Ordinances for Residential and Non-Residential Property Inspection Programs**

Manager Snyder explained that the Rental Inspection Program Ordinance was passed last year, and since then, the committee has received feedback on the program and made several updates. The revisions clarify the distinction between the Residential Rental Inspection Program and the Commercial Fire Safety Program, outlining what will be inspected under each. This item is on the agenda for consideration tonight to authorize advertisement for a public hearing at the October 15th Regular Council Meeting.

**D. Ordinance No. 560 Amending Chapter 10 Code of Ordinances, Weeds and Other Vegetation, to Regulate Bamboo**

Solicitor Harper stated that this ordinance adds bamboo to the already adopted ordinance regulating grass, weeds, and other vegetation. The amendment would place additional restrictions on property owners with bamboo to prevent it from becoming a nuisance to neighboring properties. Following discussion, Council decided to table the ordinance for advertisement to allow for additional clarification to be added before proceeding.

**E. Conditional Use Application for 219 W. Broad Street**

Manager Snyder explained that an item on tonight's agenda is for consideration to advertise a conditional use hearing for 219 W. Broad Street regarding an oversized garage. The applicant, Kyle Decorde, was in attendance. Mr. Decorde introduced himself and clarified that his business is no-impact and involves making custom parts for motorcycles and race cars. After some discussion and questions from Council, it was noted that this item will be voted on this evening to authorize advertisement of the hearing.

**9. OLD BUSINESS: NONE**

**10. ACTION ITEMS:**

**A. Motion to Consider Approving the Use of Railroad Plaza / Memorial Park for the Annual Christmas Tree Lighting held by Grace Lutheran Church on Saturday, December 6, 2025**

Motion: A motion was made by Councilmember Burns to approve Approving the Use of Railroad Plaza / Memorial Park for the Annual Christmas Tree Lighting held by Grace Lutheran Church on Saturday, December 6, 2025. The motion was seconded by Councilmember Weiss.

President Ferguson asked if there were any comments or questions. There were no comments or questions.

The motion was approved unanimously with a vote of 5-0.

**B. Motion to Consider Advertising Ordinance No. 559 Amending Chapter 5 Code of Ordinances for Residential and Non-Residential Property Inspection Programs for a Public Hearing to be held October 15, 2025, at 7:00PM**

Motion: A motion was made by Councilmember Fagan to approve Advertising Ordinance No. 559 Amending Chapter 5 Code of Ordinances for Residential and Non-Residential Property Inspection Programs for a Public Hearing to be held October 15, 2025, at 7:00PM The motion was seconded by Councilmember Girard.

President Ferguson asked if there were any comments or questions. There were no comments or questions.

The motion was approved unanimously with a vote of 5-0.

**C. Motion to Consider Advertising Ordinance No. 560 Amending Chapter 10 Code of Ordinances, Weeds and Other Vegetation, to Regulate Bamboo for a Public Hearing to be held October 15, 2025, at 7:00PM**

This action was tabled until revisions are made to the ordinance and will be placed on the agenda for consideration at the October 1, 2025 Workshop Meeting.

**D. Motion to Consider Advertising a Conditional Use Hearing for 219 W. Broad Street for a Public Hearing to be held October 15, 2025, at 7:00PM**

Motion: A motion was made by Councilmember Burns to approve Advertising a Conditional Use Hearing for 219 W. Broad Street for a Public Hearing to be held October 15, 2025, at 7:00PM. The motion was seconded by Councilmember Fagan.

President Ferguson asked if there were any comments or questions. There were no comments or questions.

The motion was approved unanimously with a vote of 5-0.

**11. MOTION TO APPROVE PAYMENT OF THE BILLS**

President Ferguson and Manager Snyder reviewed and answered questions regarding the bill list.

Motion: A motion was made by Councilmember Girard to Approve the payment of the bills. The motion was seconded by Councilmember Fagan.

President Ferguson asked if there were any comments or questions. There were no comments or questions.

The motion was approved unanimously with a vote of 5-0.

**12. ADJOURNMENT:**

Motion: A motion was made by Councilmember Weiss to adjourn the Workshop / Regular Meeting of September 17, 2025. The motion was seconded by Councilmember Girard and unanimously approved with a vote of 5-0. The meeting adjourned at 8:14 PM.

*Executive Session Litigation, Property and Personnel*

Respectfully Submitted,  
Kathryn Vlahos  
Assistant Manager

### **3. PUBLIC INPUT:**

**Please rise, state your name and  
address and the reason for  
addressing Council**

## **4. ANNOUNCEMENTS:**

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Workshop November 19<sup>th</sup> Regular Meeting  
at 7:00PM in Council Chambers**
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at the Borough Office**
- Fall Budget & Projects Town Hall Meeting  
November 12, 2025, at 7:00PM in Council  
Chambers**

**5. Conditional Use Hearing for  
Kyle Decordre, 219 W Broad  
Street, for an Oversized Garage**

PHILADELPHIA GROUP

**AFFIDAVIT OF PUBLICATION**  
390 Eagleview Boulevard • Exton, PA 19341

**Hatfield Borough - Legal Notices**  
**401 S MAIN STREET**  
**PO BOX 190**  
**HATFIELD, PA 19440**  
**Attention: Borough Manager**

STATE OF PENNSYLVANIA,

The undersigned , being duly sworn the he/she is the principal clerk of The Reporter, The Reporter Digital, published in Montgomery County for the dissemination of local or transmitted news and intelligence of a general character, which are duly qualified newspapers, and the annexed hereto is a copy of certain order, notice, publication or advertisement of:

**Hatfield Borough - Legal Notices**

Published in the following edition(s):

The Reporter, The Reporter Digital  
09/30/25, 10/07/25

**NOTICE**

NOTICE IS HEREBY GIVEN that Borough Council of Hatfield will hold a public hearing on the application of Kyle Vaughan Decordre, 219 West Broad Street, in Hatfield Borough for a Conditional Use approval to construct a 972 square foot addition to an existing residential accessory structure used as a garage on his property in the R-3 Residential/Commercial Zoning District where accessory buildings are otherwise limited by the Hatfield Borough Zoning Code to no more than 700 square feet in total. A hearing has been scheduled for Wednesday, October 15, 2025, at 7:00 p.m. at the Municipal Complex, 401 S. Main St., Hatfield, PA 19440, to hear the applicant's request. All interested parties should come forth and be heard. Borough Council may, but is not required to, make a decision on the application at the hearing. In the event any person is disabled and requires special assistance to participate in the hearing, please contact Borough Manager, Jaime Snyder at the Municipal Complex at (215) 855-0781 in advance of the hearing.

BOROUGH OF HATFIELD  
BY: CATHERINE M. "Kate"  
HARPER, ESQUIRE  
Solicitor for Hatfield Borough  
Jan - Sep 30, Oct 7 - 1a

Sworn to the subscribed before me this 10/10/25.

Notary Public, State of Pennsylvania  
Acting in County of Montgomery

**Advertisement Information**

Client Id: 881255 Ad Id: 2761785 PO:

Commonwealth of Pennsylvania - Notary Seal  
Maureen Schmid, Notary Public  
Montgomery County  
My Commission Expires March 31, 2029  
Commission Number 1248132  
Sales Person: 063308

#### **NOTICE**

NOTICE IS HEREBY GIVEN that Borough Council of Hatfield will hold a public hearing on the application of Kyle Vaughan Decordre, 219 West Broad Street, in Hatfield Borough for a Conditional Use approval to construct

#### **LEGAL NOTICES**

a 972 square foot addition to an existing residential accessory structure used as a garage on his property in the R-3 Residential/Commercial Zoning District where accessory buildings are otherwise limited by the Hatfield Borough Zoning Code to no more than 700 square feet in total. A hearing has been scheduled for Wednesday, October 15, 2025, at 7:00 p.m. at the Municipal Complex, 401 S. Main St., Hatfield, PA 19440, to hear the applicant's request. All interested parties should come forth and be heard. Borough Council may, but is not required to, make a decision on the application at the hearing.

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**BOROUGH OF HATFIELD**  
BY: CATHERINE M. "Kate"  
HARPER, ESQUIRE  
Solicitor for Hatfield Borough  
Lan - Sep 30, Oct 7 -1a

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In the event any person is disabled and requires special assistance to participate in the hearing, please contact Borough Manager, Jaime Snyder at the Municipal Complex at (215) 855-0781 in advance of the hearing.

**BOROUGH OF HATFIELD**  
BY: CATHERINE M. "Kate"  
HARPER, ESQUIRE  
Solicitor for Hatfield Borough  
Lan - Sep 30, Oct 7 -1a

Notice of Public Sale: Pursuant



# BOROUGH OF HATFIELD

401 South Main Street Hatfield, PA 19440  
(Phone) 215-855-0781 Ext. 107 (Email) [code@hatfieldborough.com](mailto:code@hatfieldborough.com)

## CONDITIONAL USE APPLICATION

### ALL NEW SUBMISSIONS SHALL INCLUDE:

- 10 Copies of Application
- 10 Copies of Plan
- 10 Copy of Deed for all subject Properties
- 2 Electronic Copies of all documents provided

ALL SUBMISSIONS MUST BE MADE TO HATFIELD BOROUGH CODES DEPARTMENT. NO PLANS AT ANY TIME OF THE PROCESS WILL BE ACCEPTED WITHOUT FIRST BEING SUBMITTED IN THIS MANNER.

DATE RECEIVED: 9/2/25

RECEIVED BY: [Signature]

BC MTG DATE: \_\_\_\_\_

FEES PAID: 500.

### PROPERTY LOCATION:

ADDRESS: 219 W. BROAD ST HATFIELD PA 19440

TAX PARCEL ID: \_\_\_\_\_

BLOCK: \_\_\_\_\_ UNIT: \_\_\_\_\_

### OWNER:

NAME (AS ON DEED): KYLE VAUGHAN DECORSRE

PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

ADDRESS: 219 W. BROAD ST HATFIELD PA 19440

### APPLICANT:

NAME: KYLE U DECORSRE

PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

ADDRESS: 219 W. BROAD ST HATFIELD PA 19440

### APPLICANT'S ATTORNEY:

NAME: \_\_\_\_\_

PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

ADDRESS: \_\_\_\_\_



# BOROUGH OF HATFIELD

401 South Main Street Hatfield, PA 19440  
(Phone) 215-855-0781 Ext. 107 (Email) [code@hatfieldborough.com](mailto:code@hatfieldborough.com)

## CONDITIONAL USE APPLICATION

PROPOSED USE: \_\_\_\_\_

CURRENT USE: \_\_\_\_\_

SIZE OF PARCEL(S): \_\_\_\_\_ # OF LOTS/UNITS PROPOSED: \_\_\_\_\_

ZONING DISTRICT: \_\_\_\_\_

APPLICATION IS FOR A CONDITIONAL USE FOR:

GARAGE ADDITION

APPLICANT CLAIMS THAT THE APPLICATION HEREIN REQUESTED MAY BE ALLOWED UNDER THE FOLLOWING SECTION OF THE HATFIELD BOROUGH ZONING ORDINANCE:

STATE REASONS WHY THE APPLICATION SHOULD BE GRANTED:

I HAVE A SMALL BUSINESS AND NEED  
MORE GARAGE SPACE.

I hereby certify that the proposed application and subsequent actions or uses are authorized by the owner. As the owner or authorized representative, I agree to comply with all rules, regulations of Hatfield Borough and agree to be responsible for the payment of all engineering and legal fees associated with this application. I further authorize representatives of Hatfield Borough to enter the subject property in order to verify existing conditions I have examined this application, its requirements and to my knowledge and belief, it is a true, correct and complete application

KYLE J. DECORDE

Owner / Authorized Name

[Signature]

Owner / Authorized Signature

8-26-25

Date

# BUILDING PERMIT

A site plan must be provided for all applications. If you already have a site or plot plan, you may submit that plan instead of using the site plan below as long as all required information is included. Please be sure to include the following information on the plan.

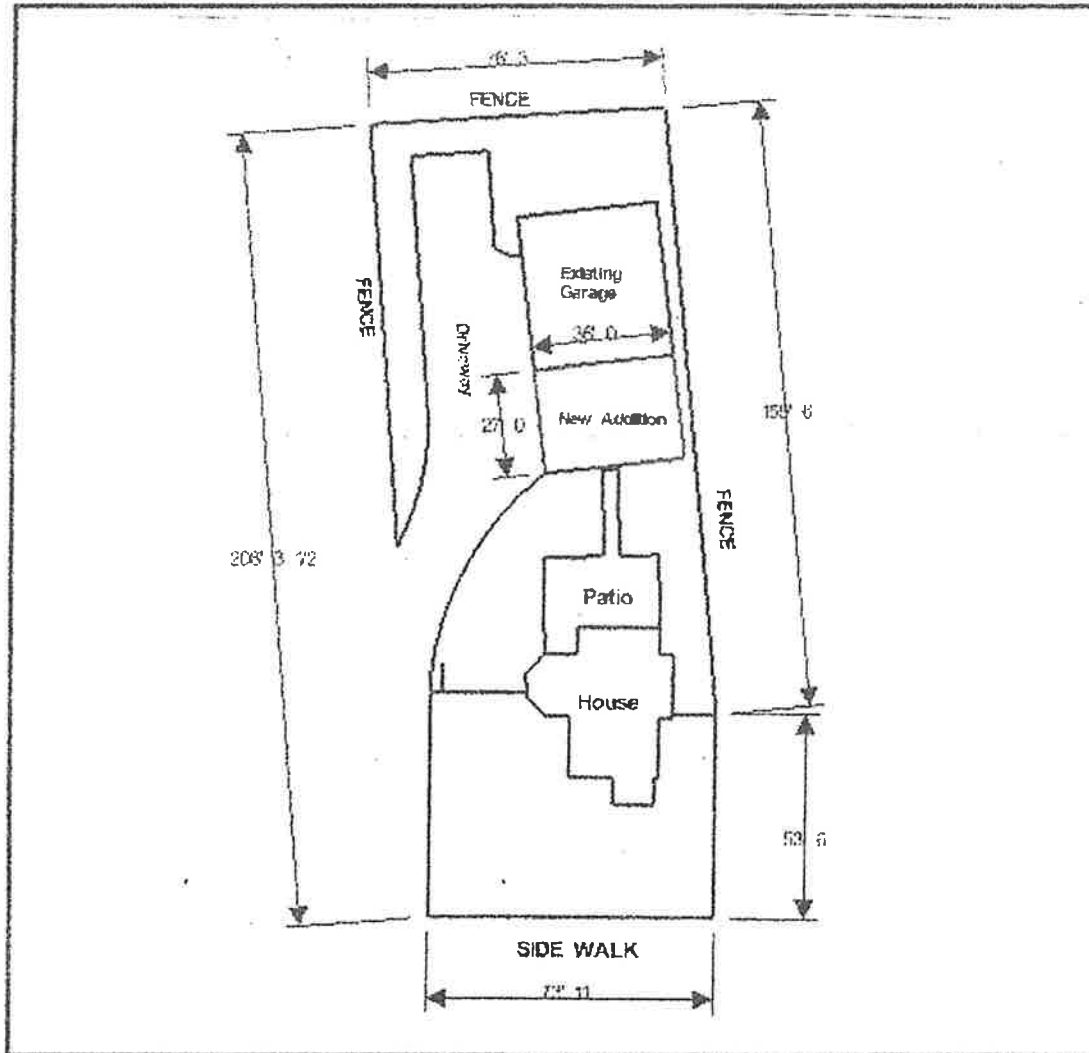
## Property dimensions

All existing buildings, decks/patios, sheds, pools, fences and driveways with dimensions

All proposed construction with dimensions

Distances from all property lines to proposed construction

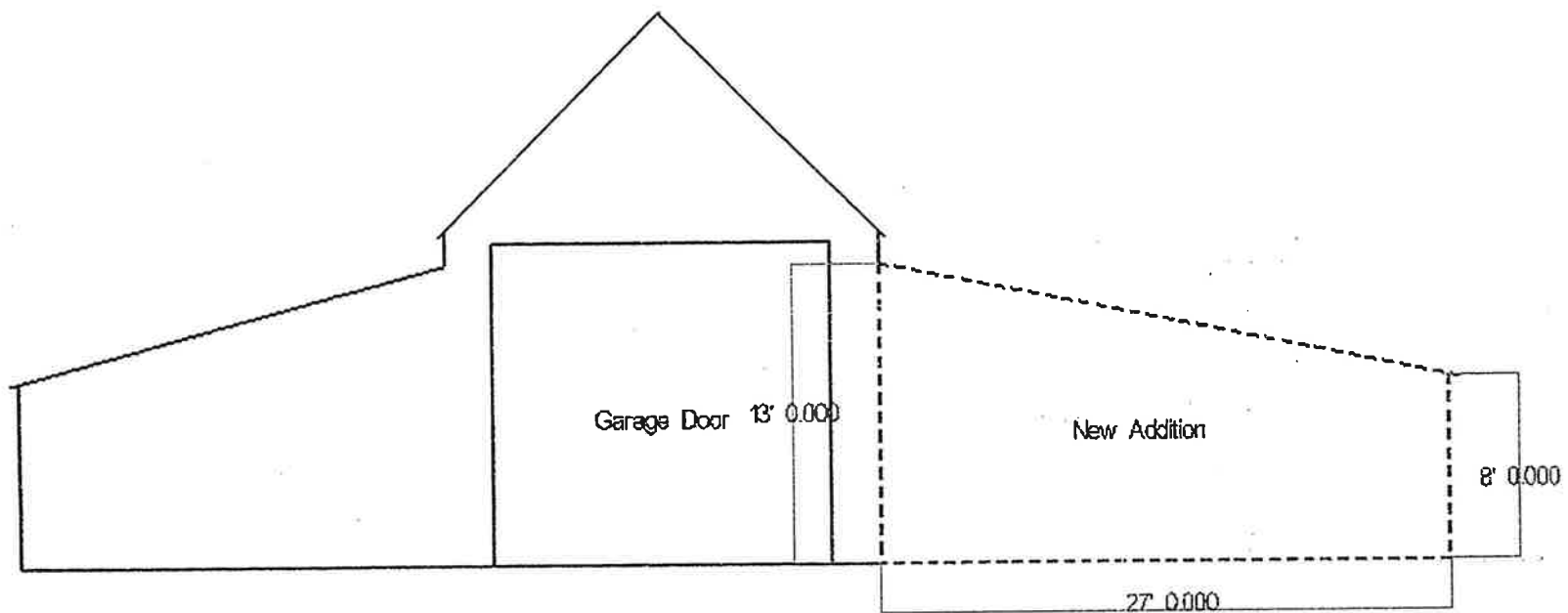
Distances between existing buildings and proposed construction



☐ Site Plan or Plot Plan used in place of this page

☐ Additional pages included with Application

HATFIELD BOROUGH





# Borough of Hatfield

Montgomery County, Pennsylvania

July 14, 2025

Kyle Decordre  
219 W Broad St  
Hatfield, PA 19440

## GARAGE PERMIT REJECTION

A review for compliance with the Borough of Hatfield Ordinances as amended, and other applicable laws and ordinances for the detached garage permit application of 219 W Broad St, Hatfield, PA 19440 has been completed and rejected as submitted. All reasons for rejection are listed below.

The detached garage exceeds the maximum size permitted for an accessory structure located in the R-3 Residential / Commercial Zoning District.

### § 27-903. Accessory Uses.

1. The following accessory uses shall be permitted, subject to the additional requirements herein, and the setback requirements contained in each zoning district. A. Uses Accessory to Dwelling.  
D. Size Limit for Accessory Buildings. Any free standing building used for an accessory use (with the exception of agricultural buildings) which exceeds 700 square feet in area or 15 feet in height shall be a conditional use subject to the following standards:
  - (1) Setback regulations for principal buildings shall apply to the accessory building.
  - (2) Landscaping may be required to mitigate the visual impact of the building on neighboring properties.
  - (3) Compatibility of the building with the size and scale of surrounding buildings shall be considered

A Conditional Use is required by Borough Council in order to proceed with the permitting process. The Conditional Use application has been attached for your convenience.

Please feel free to contact the Hatfield Borough Building Code Official at (215) 855-0781 extension 108 with any questions.

Sincerely,

Robert J. Heil  
Code and Zoning Enforcement

401 S. Main Street  
P.O. Box 190  
Hatfield, PA 19440

Phone:  
215-855-0781

Fax:  
215-855-2075

Email:  
admin@  
hatfieldborough.com

Website:  
www.hatfieldborough.com


**6. Public Hearing for Ordinance  
No. 559 Amending Chapter 5  
Code of Ordinances for  
Residential and Non-Residential  
Property Inspection Programs**

PHILADELPHIA GROUP

**AFFIDAVIT OF PUBLICATION**  
390 Eagleview Boulevard • Exton, PA 19341

**Hatfield Borough - Legal Notices**  
**401 S MAIN STREET**  
**PO BOX 190**  
**HATFIELD, PA 19440**  
**Attention: KATIE VLAHOS**

**STATE OF PENNSYLVANIA,**

The undersigned  being duly sworn the he/she is the principal clerk of The Reporter, The Reporter Digital, published in Montgomery County for the dissemination of local or transmitted news and intelligence of a general character, which are duly qualified newspapers, and the annexed hereto is a copy of certain order, notice, publication or advertisement of:

**Hatfield Borough - Legal Notices**

**Published in the following edition(s):**

The Reporter, The Reporter Digital  
09/30/25

NOTICE IS HEREBY GIVEN THAT HATFIELD BOROUGH COUNCIL WILL HOLD A HEARING AND THEREAFTER CONSIDER THE ADOPTION OF AN ORDINANCE AMENDING THE BOROUGH OF HATFIELD CODE OF ORDINANCES, CHAPTER 5, TITLED "CODE ENFORCEMENT" REVISING CHAPTER 5 CODE ENFORCEMENT TO ADD NEW SECTIONS AMENDING AND REVISING ITS ORDINANCES TO REQUIRE ANNUAL REGISTRATION OF ALL NON-RESIDENTIALLY USED PROPERTIES AND ALL RESIDENTIAL RENTAL PROPERTIES, REQUIRING NO LESS THAN TRIENNIAL INSPECTIONS FOR ALL RESIDENTIAL RENTAL UNITS AND ON ANY CHANGE OF TENANT AND OWNERSHIP, DESCRIBING MINIMUM MAINTENANCE REQUIREMENTS FOR RESIDENTIAL RENTAL UNITS, PROVIDING FOR FIRE SAFETY, PLUMBING, HEATING AND ELECTRICAL MINIMUM STANDARDS, DESCRIBING VIOLATIONS AND PENALTIES, CHARGING FEES FOR ANNUAL LICENSE REGISTRATION AS REQUIRED BY RESOLUTION, AND CONTAINING CLAUSES FOR SEVERABILITY, REPEALER AND THE EFFECTIVE DATE AT A PUBLIC MEETING TO BE HELD ON WEDNESDAY, OCTOBER 15, 2025 AT 7:00 PM AT THE HATFIELD MUNICIPAL BUILDING WHICH IS LOCATED AT 401 S. MAIN STREET IN HATFIELD PA. A SUMMARY OF THE ORDINANCE FOLLOWS. THE FULL TEXT MAY BE EXAMINED DURING BUSINESS HOURS AT THE BOROUGH OFFICES, LOCATED AT 401 S. MAIN STREET, THE OFFICE OF THE REPORTER NEWSPAPER AT 307 DERSTINE AVE., LANSDALE, PA 19446, AS WELL AS AT THE MONTGOMERY COUNTY LAW LIBRARY AT THE MONTGOMERY COUNTY COURTHOUSE, NORRISTOWN, PA 19404-0311. INTERESTED PARTIES ARE WELCOME TO ATTEND AND BE HEARD. THOSE REQUIRING SPECIAL ACCOMMODATIONS SHOULD CONTACT THE BOROUGH MANAGER IN ADVANCE OF THE HEARING.

The purpose of the Ordinance is to update and revise Chapter 5, "Code Enforcement" in connection with the existing requirement that each non residentially used property and each residential rental unit be licensed annually, and all residential rental units will be inspected no less often than triennially as well as whenever a tenant changes and when the ownership of the rental unit changes and prescribing that license, inspection, and registration fees will be charged for each registration with the amount of the fees to be set by resolution each year. The Ordinance outlines minimum maintenance requirements for each unit, for common areas, for the exterior of the property and that all rental units shall meet the requirements of the Borough's adopted International Property Maintenance Code unless the units are in hospitals, nursing homes, and other rental units which provide medical or nursing services and which are regulated by state or federal regulations. The Ordinance also provides that the Borough does not warrant or guarantee the safety or suitability of the units and provides for penalties, including a fine of \$300 plus costs.

**CATHERINE M. "KATE" HARPER,**  
**HATFIELD BOROUGH SOLICITOR**  
Lan - Sep 30 -1a

Sworn to the subscribed before me this 9/30/25.



**Notary Public, State of Pennsylvania**  
**Acting in County of Montgomery**

Commonwealth of Pennsylvania - Notary Seal  
Maureen Schmid, Notary Public  
Montgomery County  
My Commission Expires March 31, 2029  
Commission Number 1248132

**Advertisement Information**

Client Id: 881255

Ad Id: 2761823

PO:

Sales Person: 093301

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**CATHERINE M. "KATE" HARPER,**  
**HATFIELD BOROUGH SOLICITOR**  
Lan - Sep 30 -1a

**HATFIELD BOROUGH**  
**MONTGOMERY COUNTY ,PA**

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AMENDING THE HATFIELD BOROUGH CODE OF ORDINANCES  
CHAPTER 5 CODE ENFORCEMENT TO AMEND AND REVISE THE RESIDENTIAL  
AND NON-RESIDENTIAL RENTAL PROPERTY INSPECTION PROGRAMS AND  
ADDING MINIMUM MAINTENANCE REQUIREMENTS; REPEALING PRIOR  
INCONSISTENT ORDINANCES OR PARTS OF ORDINANCES; CONTAINING A  
SEVERABILITY CLAUSE AND A CLAUSE ADDRESSING FUTURE REVISIONS;  
AND PROVIDING AN EFFECTIVE DATE.**

**Section 1.** Chapter 5, Code Enforcement, adopting the International Property Maintenance Code is revised so that §5-208 is reenacted and revised to read as follows:

**§5-208 REGISTRATION BY OWNERS OF ALL NONRESIDENTIALLY USED  
PROPERTIES.**

1. On or before the first day of January each year, every owner or operator of a nonresidentially used property shall register such with the Borough Manager of the Borough of Hatfield. Forms for such registration shall be provided by the Borough Manager of the Borough of Hatfield. The Borough of Hatfield, through its Code Enforcement Officer and his designated representatives or deputy, shall have the right to inspect any such nonresidentially used properties to determine compliance with the property maintenance code or any other codes or ordinances of the Borough of Hatfield. If such officer determines that a unit, or nonresidentially used part of a structure shall be considered a separate unit and conforms to the terms and conditions of this Part, a certificate of compliance so stating shall be issued. Such registration shall be valid and operative until December 31 of the year for which it is issued but may be revoked immediately by the Code Enforcement Official or his representative in the event that such officer determines that any term or provision of this Part or other ordinance of the Borough of Hatfield has been violated.

2. A registration fee in the amount set forth on the current Consolidated Fee Schedule adopted by Council by resolution shall be paid at the time of application for registration.

3. The fee shall be paid as set forth above at the time of registration, except that additional fee per hour incurred in inspection in accordance with the Borough's Consolidated Fee Schedule provisions shall be due and payable when billed by the Borough of Hatfield.

4. It shall be a violation of this Part for any person to own or operate a nonresidentially used property in the Borough of Hatfield without having registered and paid the fee as set forth above.

5. Notwithstanding anything contained in this Part to the contrary, in no event shall registration requirements pertain to single-family dwellings.

## **Section 2.**

The following sections are revised and reenacted added to the Hatfield Borough Code of ordinances:

### **Chapter 5, Code Enforcement, Part 4, RESIDENTIAL RENTAL PROPERTY INSPECTION PROGRAM.**

#### **§5- 401 Purpose.**

1. The purpose of this Part and the policy of the Borough of Hatfield shall be to protect and promote the public health, safety and welfare of its citizens, to establish rights and obligations of owners and occupants relating to residential rental units in the Borough and to encourage owners and occupants to maintain and improve the quality of life and quality of rental housing within the community. As a means to these ends, this Part provides for a systematic inspection program, along with the registration requirements of Borough Code § 5-208 for Owners of Nonresidentially Used Properties and the inspection and licensing of all residential rental units and providing penalties where appropriate for code violations.

2. In considering the adoption of this Part, the Borough makes the following findings:

A. There is a growing concern in the community with the appearance and physical condition of many residential rental units.

B. There is a perception and appearance of greater incidence of problems with the maintenance and upkeep of residential properties which are not owner occupied as compared to those that are owner occupied.

C. The Borough recognizes responsibility to tenants who occupy buildings owned by others responsible for maintenance and upkeep to inspect and enforce code requirements.

#### **§ 5-402 Annual License Registration.**

1. On or before the first day of January each year, every owner or operator of a Residential Rental Unit shall register such with the Borough Manager of the Borough of Hatfield. Forms for such license and registration shall be provided by the Borough Code Enforcement Officer. The registration form shall list the name, address and telephone number of the Residential Rental Unit owner, Designated Contact Person, (An individual residing within 10 miles of the Borough who is responsible for property management when the owner resides outside of this distance) an address for service of notices for inspection and/or violations of this ordinance, the location of the unit, the name, address and telephone number of the manager or rental agent (if applicable), the number of rental units in the residential rental property (if applicable) and the names of the respective tenants.
2. Failure to register a residential rental unit and obtain a license for each residential rental unit from the Code Enforcement Officer annually as required by this section, shall constitute a violation of this ordinance.

#### **§ 5-403. License, Registration, and Inspection Fees.**

An annual license and registration fee shall be required for each rental unit, in an amount established by resolution of Borough Council, and shall be paid and renewed in accordance with the current Borough fee schedule. The license and registration fee is the sole responsibility of the property owner. An inspection fee, as outlined in the current fee schedule, shall be charged when an inspection is conducted at the property. An inspection is required each year, when a property first becomes a rental, and thereafter upon the transfer of a renter, transfer of ownership, or every three (3) years—whichever occurs first. In the event a re-inspection is necessary, a re-inspection fee shall apply as specified in the fee schedule. Failure to submit timely registration will result in a monthly late fee, as established by the Borough Fee schedule.

#### **§ 5-404 No Less Than Triennial Inspections Required**

All residential rental units shall be inspected to assure compliance with the minimum maintenance requirements and standards for such properties as set forth in this ordinance. Such inspection shall occur when the unit first becomes a registered residential rental unit and no less than once every three years thereafter, or, if sooner, at such time as the property undergoes a change of ownership or change in tenant or more often if the

Borough needs to ensure compliance with the International Property Maintenance Code and its own maintenance requirements as detailed herein.

1. A "Residential Rental Unit" shall mean any dwelling space or portion thereof that is not occupied as a primary residence by the owner of record. This includes, but is not limited to apartments, rooming units, dwelling units of any kind. Such units are considered rental whether they are currently leased, offered for lease, or otherwise made available for living and sleeping purposes. This definition also applies to residential properties under lease-purchase agreements and any and all other residential units not owner-occupied as a primary residence by the owner of record.
2. "Change of ownership" means the transfer of legal or equitable title to the unit or property by deed or other written instrument, whether or not recorded of record. The definition also includes an agreement of sale that provides for the transfer of title after a certain number of installment payments by the tenant.
3. The minimum maintenance requirements and standards for residential rental units shall comply with the provisions of the currently adopted International Property Maintenance Code, International Fire Code, applicable sections of the Borough Code, and the following additional requirements:
  - (1) Exterior:
    - (a) Gutters and downspouts.
    - (b) Sidewalks (no trip hazards or broken curbs).
    - (c) No broken windows
    - (d) Insect screens installed and in good condition
    - (e) Interior doors (properly functioning)
    - (f) Interior surfaces (cracked / loose plaster, decaying wood, or other defective surface conditions)
    - (g) Interior and exterior guardrails for stairs and porches over 30 inches above ground.
      - [1] Guardrails shall have balusters spaced such that a four-inch sphere cannot pass through.
      - [2] Guardrails must be 36 inches high on open porches and 34 inches high on stairs.
    - (h) No tall grass and weeds.
    - (i) No accumulation of trash.
    - (j) Swimming pools.
      - [1] Aboveground pools must have four-foot-high approved barrier.

[2] In-ground pools must have at least a four-foot-high fence or approved barrier with a self-closing, self-latching and locking gate with a maximum fence/gate spacing of four inches.

(k) Street address minimum 4 inches in height with min stroke of .5 inch

(l) Light, ventilation and Occupancy Limitations

(2) Common Spaces: This includes, but is not limited to: hallways, stairwells, laundry rooms, maintenance rooms, mechanical/electrical rooms, janitor closets, and other shared-use areas.

These areas shall be:

- (a) Egress routes are clear and unobstructed
- (b) Exit signs are present, illuminated, and functional (if required)
- (c) Stairways and hallways are adequately lit
- (d) Handrails and guardrails are secure and meet height/code requirements
- (e) No tripping hazards (loose carpets, broken tiles, uneven flooring)
- (f) Smoke detectors present and functioning in hallways
- (g) Carbon monoxide detectors installed where required
- (h) Fire extinguishers accessible, charged, and inspected (where required)
- (i) Sprinkler systems operational (if applicable)
- (j) Fire doors close and latch properly
- (k) Emergency lighting functional
- (l) Outlet and switch covers intact
- (m) No exposed or unsafe wiring
- (n) Lighting fixtures operational
- (o) Electrical panels accessible, labeled, and not obstructed
- (p) No active leaks or signs of water damage
- (q) Common area sinks/fountains operational
- (r) Water heaters or utility sinks secure and properly vented
- (s) Adequate heating and cooling provided (if applicable)
- (t) Ventilation systems clean and functioning
- (u) Filters changed regularly
- (v) Common areas clean and sanitary
- (w) No signs of rodent or insect infestation
- (x) Trash areas clean and appropriately enclosed
- (y) Walls, ceilings, and floors in good repair
- (z) No peeling paint, mold, or signs of neglect
- (aa) Windows intact and secured (if present)
- (bb) Doors secure, including mechanical or utility room access

(cc) Unit numbers or directional signs posted

(3) Electrical:

- (a) Proper grounding of panel box and outlets.
- (b) No exposed or dangerous wiring.
- (c) Missing covers on receptacle, switches, and junction boxes.
- (d) Labeling of breakers at panel.
- (e) Open slots at panel box (sealed or capped).
- (f) Switched lighting at stairways, top and bottom, except basements.
- (g) Receptacles in all habitable rooms.
- (h) Vent above stove.
- (i) All 125-volt, single-phase, 15- and 20-ampere receptacles installed in bathrooms shall have ground-fault circuit-interrupter protection for personnel.
- (j) All 125-volt, single-phase, 15- or 20-ampere receptacles installed in garages and grade-level portions of unfinished accessory buildings used for storage or work areas shall have ground-fault circuit-interrupter protection for personnel.

[1] Exceptions:

- [a] Receptacles that are not readily accessible.
- [b] A single receptacle or a duplex receptacle for two appliances located within dedicated space for each appliance that in normal use is not easily moved from one place to another and that is cord- and plug-connected.
- (k) All 125-volt, single-phase, 15- and 20-ampere receptacles installed outdoors shall have ground-fault circuit-interrupter protection for personnel.
- (l) Where a crawl space is at or below grade level, all 125-volt, single-phase, 15- and 20-ampere receptacles installed in such spaces shall have ground-fault circuit-interrupter protection for personnel.
- (m) All 125-volt, single-phase, 15- and 20-ampere receptacles installed in unfinished basements shall have ground-fault circuit-interrupter protection for personnel. For purposes of this section, "unfinished basements" are defined as portions or areas of the basement not intended as habitable rooms and limited to storage areas, work areas, and the like.

[1] Exceptions:

- [a] Receptacles that are not readily accessible.
- [b] A single receptacle or duplex receptacle for two appliances located within dedicated space for each appliance

that in normal use is not easily moved from one place to another and that is cord- and plug-connected.

(n) All 125-volt, single-phase, 15- and 20-ampere receptacles that serve countertop surfaces shall have ground-fault circuit-interrupter protection for personnel.

(o) All 125-volt, single-phase, 15- and 20-ampere receptacles that serve a countertop surface and are located within six feet (1,829 mm) of the outside edge of a wet-bar sink shall have ground-fault circuit-interrupter protection for personnel. Receptacle outlets shall not be installed in a face-up position in the work surfaces or countertops.

(p) The outlet(s) that supplies a self-contained spa or hot tub, or a packaged spa or hot tub equipment assembly, or a field-assembled spa or hot tub with a heater load of 50 amperes or less, shall be protected by a ground-fault circuit-interrupter.

(q) All pools shall have ground-fault protection.

(r) Notwithstanding the above, when the existing wiring is incompatible with installation of ground-fault circuit-interruption outlets, the existing wiring shall be certified with a notation on the certificate that substandard wiring is present.

(4) Fire protection and safety:

(a) Smoke detectors.

[1] Battery type is proper in existing structures.

[2] Located in basement.

[3] Located outside bedroom areas and one in each bedroom and on each level of the unit including basements.

(b) Fire separation between building and garage (i.e., one-half-inch drywall).

(c) Egress from all bedrooms (window size requirements should not apply here; check window operation).

(d) Thumb latch dead bolts for doors where installed (keyed type not permitted).

(e) Continuous railing system at all staircases in house.

(f) Carbon Monoxide Detector located within each unit

(5) Plumbing and heating:

(a) Drip let on water heater relief valve (maximum of six inches from floor with one-inch air gap off floor, rigid pipe only).

(b) Fix leaks in plumbing at faucets and taps.

(c) Properly functioning toilets.

(d) Heat to all habitable rooms.

(e) Proper ventilation for bathrooms (window or fan).

(f) Proper ventilation for dryers:

[1] Flexible plastic duct shall not be concealed in walls.

[2] Must vent directly to outside.

(g) Gutters, downspouts, sump pumps, floor drains, or any other sources of stormwater inflow and infiltration may not be connected to the public sewer system.

(h) Hot water temperature no less than 110-degree F, not to exceed 120-degree F

4. The registration and licensing provisions of this ordinance shall not apply to rental units which offer or provide medical or nursing services, including, without limitation, hospitals, nursing homes, assisted living homes and group homes, or other rental units used for human habitation which offer or provide medical or nursing services, and wherein all operations of such facilities are subject to county, state or federal licensing or regulations concerning the health and safety of the users, patients or tenants. The registration and licensing provisions of this ordinance also shall not apply to a fraternity or hotel or motel units.
5. Failure and/or refusal by the residential rental unit owner or designated agent to provide access for inspection upon reasonable notice shall be deemed a violation of this ordinance.

#### **§ 4-405 Liability of Borough.**

1. By conducting the inspections pursuant to this ordinance, the Borough does not warrant or guarantee the complete safety or suitability of residential rental units.
2. For all inspections conducted pursuant to this ordinance the Code Enforcement Officer shall not be considered responsible for violations that occur between the inspection and rental period.

#### **§ 4-406 Violations and Penalties.**

1. It shall be a violation of this Part 4 for any person or entity to own or operate a residential rental unit in the Borough of Hatfield Borough without completing an annual license registration and obtaining a satisfactory inspection of the unit as provided in this ordinance. All violations shall be issued by the Code Enforcement Officer on a per-unit basis, and each unit in violation of this ordinance shall constitute a separate violation. Each day of non-compliance is a separate violation.

2. Any person or entity who violates this ordinance shall, upon conviction, be sentenced to pay a fine of \$300 plus costs of prosecution and reimbursement of any attorney fees expended by the Borough. However, upon receipt of a citation a person or entity who violates this section may, within five business days of the time when such citation was received, apply in full for a rental unit license and/or make arrangements for an inspection and pay a \$50 fine via cash, check or money order to the Borough of Hatfield Borough, at the Hatfield Borough, borough hall during normal Borough business hours, as a penalty for and as full satisfaction of such violation, in which event no prosecution in the manner set forth in this Section shall be brought unless further violations ensue. In the event more than five business days have elapsed without full satisfaction of such violation paid to the Borough of Hatfield, the person or entity in violation shall have up to 14 business days after the date of the citation to apply in full for a rental unit license and/or make arrangements for a triennial inspection and pay a fine in the amount of \$75 via cash, check or money order to the Borough of Hatfield, at the Hatfield Borough Hall during normal Borough business hours, as a penalty for and as full satisfaction of a such violation, in which event no prosecution in the manner set forth in this Section shall be brought unless further violations ensue. Thereafter, the citation shall be turned over to the court for prosecution of the violation. Owner/operator shall be responsible for court costs and reimbursement of any attorney's fees expended by Borough plus the applicable fine if found guilty upon conviction.
3. Each day that a violation continues after due notice has been served shall be deemed a separate offense.
4. The Borough Can Make Repairs. In case the owner of premises shall neglect, fail or refuse to comply with any notice from the Borough or its Code Enforcement Officer to correct a violation relating to maintenance and repair of the premises under any code within the period of time stated in such notice, the Borough may, but is not required to, cause the violation to be corrected. There shall be imposed upon the owner a charge of the actual costs involved, plus 10% of said costs for each time the Borough shall cause a violation to be corrected and the owner of the premises shall be billed after same has been completed. Any such bill which remains unpaid and outstanding after the time specified therein for payment shall be grounds for the imposition of a municipal lien upon the premises as provided by law. Such a lien may be reduced to judgment and enforced and collected as provided by law, together with interest at the legal rate and court costs. The remedies provided by this subsection are not exclusive and the Town and its Code Enforcement Officer may invoke such other remedies available under this Part or the applicable codes, ordinances or statutes, including, where appropriate, condemnation proceedings or declaration of premises as unfit for habitation; or suspension, revocation or nonrenewal of the license issued hereunder.

**§5-407 Additional Remedies.**

1. The penalties and remedies set forth in this ordinance shall not be exclusive, and the Borough of Hatfield shall have the right to avail itself of any other remedy at law or in equity which it may deem to be appropriate.

**Section 2. Severability.** The provisions of this Ordinance are severable. If any part of this Ordinance is declared to be un-constitutional, illegal, or invalid, the validity of the remaining provisions shall be unaffected.

**Section 3. Repealer.** All Ordinances and parts of Ordinances heretofore adopted, to the extent that the same are inconsistent herewith, are hereby repealed, while all Ordinances not inconsistent herewith remain valid and in force.

**Section 4. Effective Date.** The effective date of this Ordinance shall be December 31, 2025.

**ORDAINED AND ENACTED** by the Borough Council of HATFIELD BOROUGH on this \_\_\_\_\_ day of \_\_\_\_\_, 2025 with \_\_\_\_\_ Council Members  
\_\_\_\_\_ voting “aye” and \_\_\_\_\_ voting “nay.”

Attest:

**HATFIELD BOROUGH**

\_\_\_\_\_  
Jaime E. Snyder, Manager, Borough Secretary

By: \_\_\_\_\_  
Jason Ferguson, Council President

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Mayor Mary Anne Girard

**7. NEW BUSINESS /**  
**DISCUSSION ITEMS:**

**A. September 2025 Police Report**



October 2025

Borough Council Police Monthly Report

## **Hatfield Police Report for Borough Council**

**9/1/2025 through 9/30/2025**

### **Activity in brief**



- 288 agency cases originated in Hatfield Borough
- 39 Traffic Enforcement Actions taken
- 3 crashes investigated
- 135 Borough/Directed patrols were conducted
- 14 selective enforcements were conducted
- 2 parking enforcements handled
- 6 building/property overnight checks ("NightEyes") were completed

**Suspicious Person:** On September 7, at approximately 1030 PM, officers responded Centennial Park and located a male asleep in the grass. He was cited for the park violation.

**Disturbance:** On September 22, at 1045 PM, officers responded to the 100 block of W. Broad Street for a report of damage to a door on an apartment. Parties were advised that it was landlord tenant issue and should be resolved in civil court.

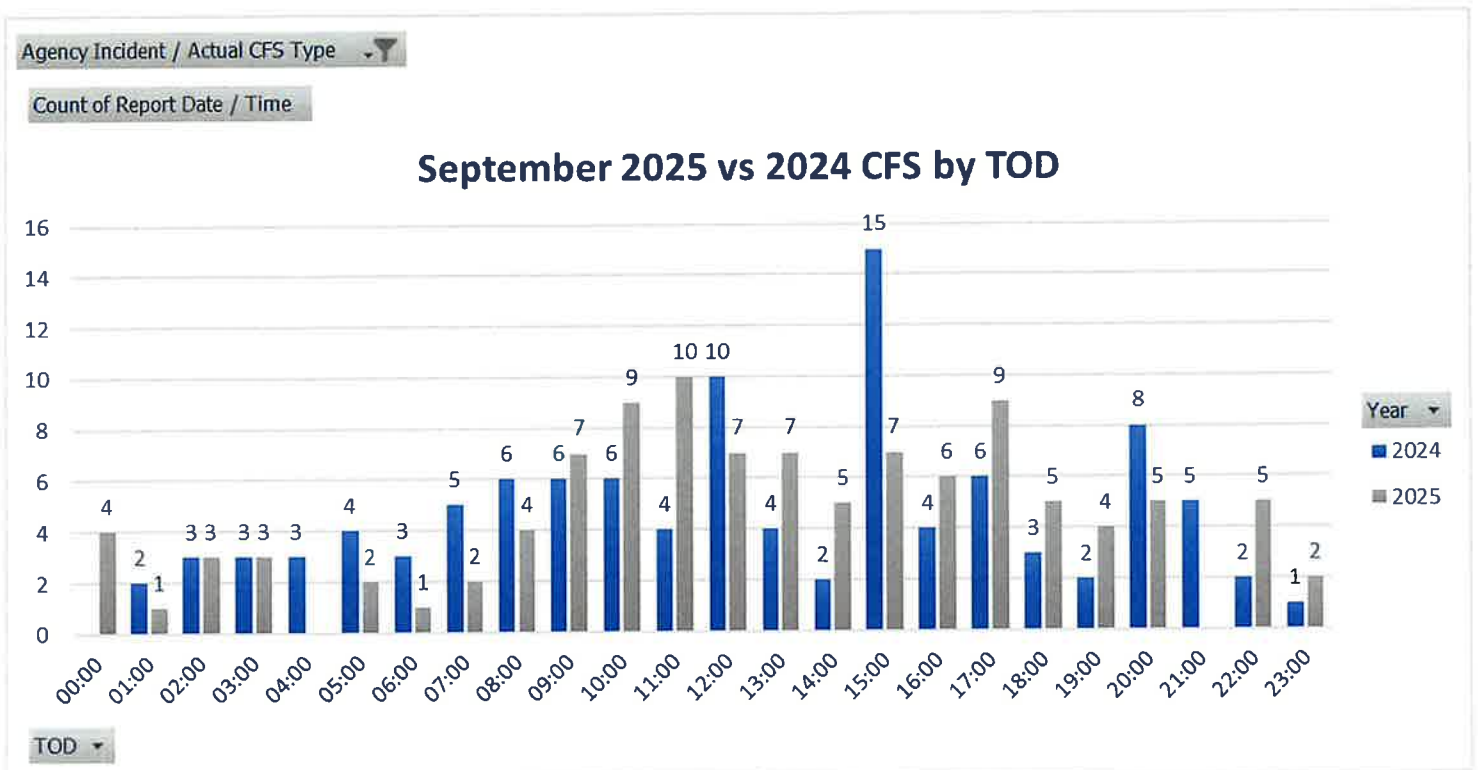
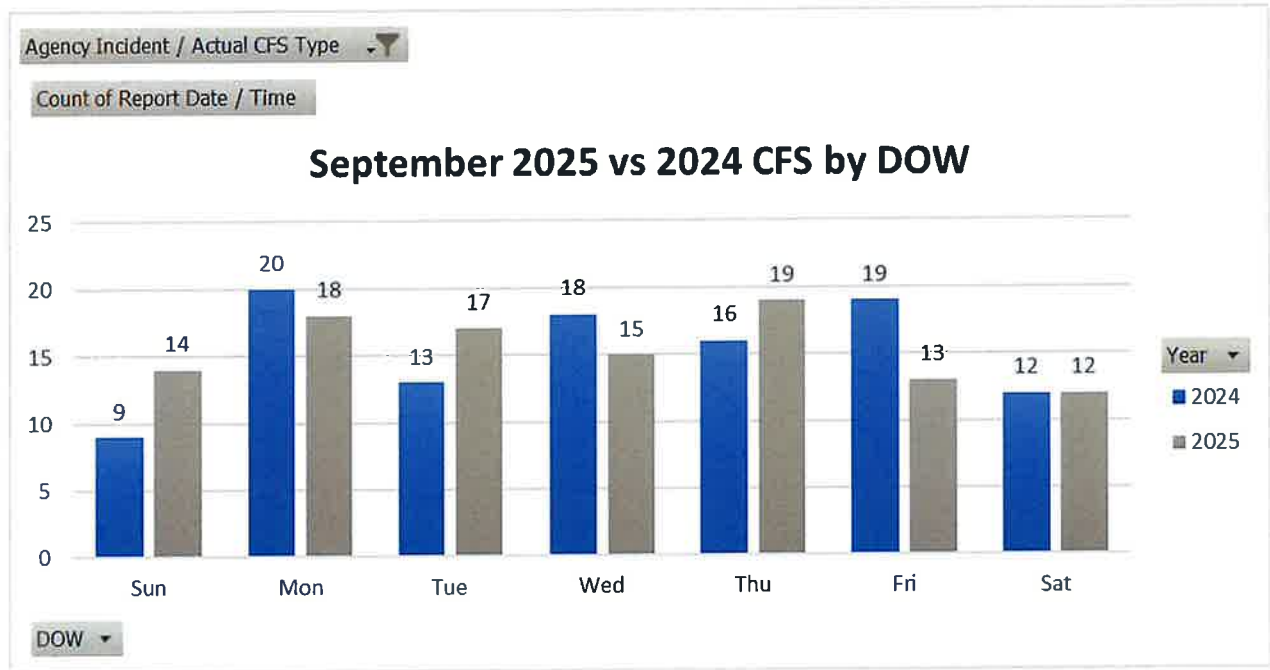
**Found Property:** On September 4, officers received a key fob that was located in the area of Vine Street and Koffel Road. The key is in the department's possession should the owner be located.

**Disturbance:** On September 29, officers responded to Wheatfield Circle for a disturbance involving a contractor and the resident. The resident was unhappy work could not be performed and blocked the contractor from leaving until police arrived to calm the situation.

## September 2025 vs 2024 Calls for Service

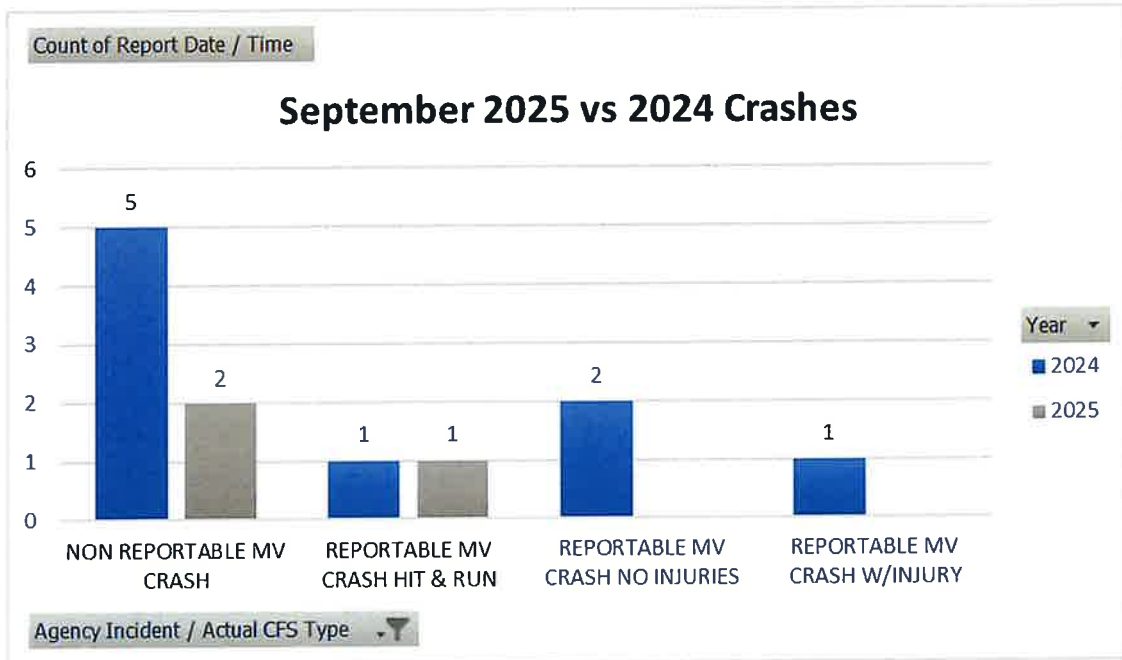
September 2025 vs 2024 Calls for Service			
CFS Event Type	2025	2024	%Chg
911 HANG UP / CHK WELFARE	4	1	300%
ABANDONED IMPOUND/TOWAWAY	2	0	N/A
ADMINISTRATIVE DUTIES	3	0	N/A
ALARM - CARBON MONOXIDE ALARM	1	0	N/A
ALARM BURGLARY OR HOLDUP NON RESIDENCE	1	2	-50%
ALARMS (FIRE ALARMS)	3	0	N/A
ANIMAL COMPLAINTS ALL	1	2	-50%
ASSIST CITIZEN	8	11	-27%
ASSISTING-FIRE DEPT	2	2	0%
ASSISTING-OTHER POLICE DP	1	2	-50%
CALL BY PHONE	3	3	0%
CHILD LINE / CYS	1	0	N/A
CIVIL MATTER	1	0	N/A
CRIMINAL MISCHIEF ALL	0	1	-100%
DISABLED MV	0	2	-100%
DISTURBANCE	3	3	0%
DOWN-WIRES / POLES / TREES / LIMBS	1	0	N/A
EMOTIONALLY DISTURBED PERSON (EDP)	2	2	0%
FAMILY OFF-CHILD ABUSE	0	1	-100%
FOIA/RIGHT TO KNOW REQUEST	0	1	-100%
FOLLOW UP	7	11	-36%
FOOT PATROL	1	0	N/A
FOUND ARTICLES	1	2	-50%
HARASSMENT	1	0	N/A
JUVENILE MATTER (NON CRIMINAL ONLY)	0	1	-100%
LOCK OUT	2	0	N/A
LOST / FOUND / STRAY ANIMALS	1	1	0%
LOST ARTICLES	0	1	-100%
MEDICAL ASSISTANCE	18	17	6%
MUN ORD VIOLATIONS	1	3	-67%
NOISE COMPLAINT	1	5	-80%
OTH PUB SERV/WELFARE CHK	6	2	200%
PARKING ENFORCEMENT	0	4	-100%
PARKING VIOLATION COMPLAINT	2	4	-50%
PFA INFORMATION	2	0	N/A
POLICE INFORMATION	9	4	125%
PUBLIC INTOXICATION / DRUNKENESS	0	1	-100%
REPOSSESSION	1	0	N/A
SEX OFFENSE ALL OTHERS	1	1	0%
SIGNALS SIGNS OUT	0	2	-100%
SPECIAL DETAIL ASSIGNMENT	1	0	N/A
STREET LIGHTS-OUT/REPAIRS	2	4	-50%
SUSPICIOUS ACTIVITY	3	4	-25%
SUSPICIOUS ACTIVITY CDS RELATED	0	1	-100%
SUSPICIOUS AUTO	1	0	N/A
SUSPICIOUS PERSON	1	2	-50%
TRAFFIC HAZARD	1	1	0%
TRAFFIC MV COMPLAINT	2	2	0%
TRAFFIC OFFENSE ALL OTHER	0	1	-100%
UNATTENDED DEATHS	2	0	N/A
WARRANT ATTEMPT TO SERVE	2	0	N/A
<b>Grand Total</b>	<b>106</b>	<b>107</b>	<b>-1%</b>

## September 2025 CFS by Day of Week & Time of Day



## September 2025 vs 2024 Crashes & Traffic Enforcement

The Hatfield Police Department had an overall 67% decrease in vehicle crashes, that occurred in the Borough for September 2025 (3) vs 2024 (9). A total of (14) selective enforcement details and (22) traffic stops were conducted in September 2025.



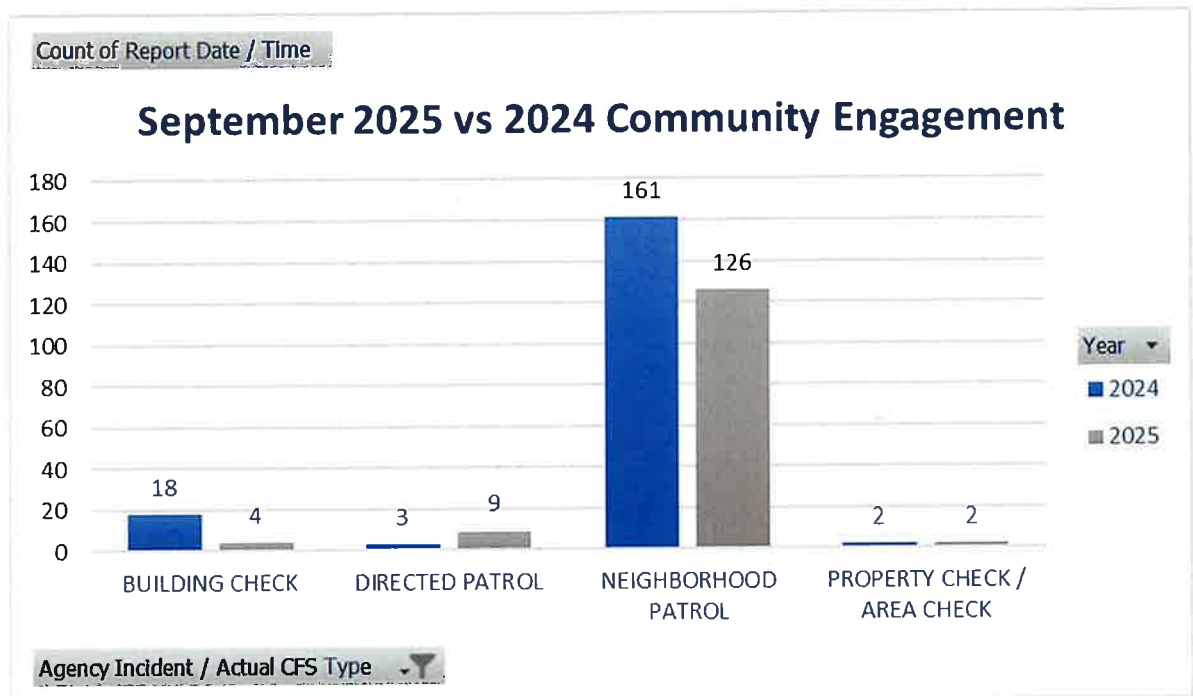
## September 2025 Traffic Enforcement Pin Map



## September 2025 vs 2024 Community Engagement

The Hatfield Police Department had a 23% decrease in community engagement activities for the month of September 2025 (141) compared to September 2024 (184).

September 2025 vs 2024 Community Engagement Activities		
Community Engagement Type	2025	2024
BUILDING CHECK	4	18
DIRECTED PATROL	9	3
NEIGHBORHOOD PATROL	126	161
PROPERTY CHECK / AREA CHECK	2	2
Grand Total	141	184



## 8. OLD BUSINESS:

## **9. ACTION ITEMS:**

- A. Motion to Consider Decision  
on the Conditional Use  
Application of Kyle Decordre,  
219 W Broad Street,  
for an Oversized Garage**

## **9. ACTION ITEMS:**

**B. Motion to Consider  
Ordinance No. 559 Amending  
Chapter 5 Code of Ordinances  
for Residential and  
Non-Residential Property  
Inspection Programs**

## **10. Motion to Approve Payment of the Bills**

Column1	Column2	Column3	Column4	Column5	Column6
OCTOBER 2025 ACCOUNTS PAYABLE BILL LIST					
VENDOR BILL LIST					
	ITEM DESCRIPTION	AMOUNT PAID	DATE PROCESSED	TOTAL PAID	CHECK NO.
<b>TD BANK</b>					
POTTSTOWN BOROUGH	BOROUGH'S ASSOCIATION	\$20.00	9/25/2025	\$20.00	29139
THE COYLE GROUP	PROPERTY SEARCH	\$3,500.00	10/3/2025	\$3,500.00	29145
HATFIELD VOL FIREFIGHTERS	FIREMEN'S RELIEF ASSOCIATION	\$22,521.47	10/8/2025	\$22,521.47	29146
MG TRUST	MMO STATE AID PENSION	\$66,656.68	10/8/2025	\$66,656.68	29147
<b>WELLS FARGO</b>	<b>SERIES 2020, 2021 &amp; 2024 A AND B NOTES</b>	<b>\$7,439.85</b>	<b>9/25/2025</b>	<b>\$7,439.85</b>	<b>ACH</b>
21ST CENTURY	LEGAL ADVERTISING	\$670.22			
ALLEGHENY ELECTRIC COOP	MONTHLY ELECTRIC SALES	\$3,098.62			
ALWAYS INTEGRITY	JANITORIAL SERVICES	\$620.00			
AMP INC.	SEPTEMBER PMPM/VERIZON CHARGES	\$1,546.59			
APEX INSPECTION & TESTING	ELEVATOR INSPECTION	\$230.00			
ARMOUR & SONS	MAIN & BROAD PED POST REPAIR	\$1,189.57			
AT&T	PW & MGR CELL PHONES	\$576.52			
BERGEY'S ELECTRIC	LED LIGHTS	\$71.85			
<b>BOROUGH OF HATFIELD ELECTRIC</b>	<b>REPAYMENT OF BORROWING</b>	<b>\$8,287.43</b>			
BOWMAN	ENGINEERING - RTE 463/LIBERTY TRAIL	\$340.00			
BOWMAN	ENGINEERING - N. MAIN ST TRUCK RESTR	\$615.00			
BUSO TREE & LANDSCAPING	STEPHANIE CT TREE REMOVAL	\$1,200.00			
BUXMONT AWARDS	FALL FEST ITEMS	\$1,233.75			
CANON FINANCIAL	COPIER LEASE	\$465.00			
CLEMENS UNIFORMS	MATS FOR HALLWAYS	\$77.30			
<b>CODE INSPECTIONS</b>	<b>BLDG, CODE &amp; ZONING INSPECTIONS</b>	<b>\$6,688.00</b>			
COMCAST	16 CHERRY ST INTERNET	\$128.35			
COMCAST	401 S MAIN ST	\$121.85			
<b>DELAWARE VALLEY HEALTH INS</b>	<b>HEALTH INSURANCE FOR EMPLOYEES</b>	<b>\$19,304.39</b>			
<b>DELAWARE VALLEY PROP/LIABILITY</b>	<b>PROPERTY AND LIABILITY INSURANCE</b>	<b>\$15,482.50</b>			
DELAWARE VALLEY WORKERS COMP	WORKER'S COMPENSATION	\$2,284.00			
EAS WATER	WATER FOR OFFICES	\$72.70			
ESTABLISHED TRAFFIC CONTROL	CHANNEL POSTS	\$421.54			
FRANCONIA AUTO	TIRES FOR 2021 FORD F350	\$1,073.48			
GUARDIAN	COUNCIL LIFE INSURANCE	\$33.95			
THE HARTFORD	AD&D LIFE STD & LTD INSURANCE	\$799.11			
HATFIELD BOROUGH	615 DAIN AVE ELECTRIC	\$45.35			
<b>HATFIELD TOWNSHIP</b>	<b>AUGUST POLICE SERVICES</b>	<b>\$87,083.33</b>			
JONES TOPSOIL	TOPSOIL	\$132.50			
LITTLES	REPAIRS FOR ZERO TURN MOWER	\$1,040.32			
LITTLES	BELT SHIELD	\$33.84			
LOWES	CONCRETE FORMS	\$42.62			
LOWES	CONCRETE	\$22.72			
LOWES	PAINT FOR BRIDGE	\$175.92			
LOWES	DOOR STOPS	\$27.28			
MG TRUST	3RD QTR PENSION	\$8,345.41			
MSM	FIRST AID SUPPLIES PW	\$142.95			
MSM	FIRST AID SUPPLIES OFFICE	\$133.04			
NAPA AUTO	BATTERIES FOR TRUCK	\$281.56			
NAPA AUTO	AIR FILTERS	\$83.21			
NETWORK CONCEPTS	MANAGED IT SERVICES	\$515.00			
NETWORK CONCEPTS	MANAGED IT SERVICES	\$23.75			
NETWORK CONCEPTS	MANAGED IT SERVICES	\$71.25			
NETWORK CONCEPTS	MANAGED IT SERVICES	\$23.75			
NETWORK CONCEPTS	MANAGED IT SERVICES	\$95.00			
NORTH PENN WATER AUTHORITY	615 DAIN AVE WATER SERVICES	\$39.16			
NORTH PENN WATER AUTHORITY	SCOUT CABIN WATER SERVICES	\$25.48			
PA ONE CALL	MONTHLY ACTIVITY	\$11.69			
PA STATE ASSOC OF BOROS	TRAINING	\$25.00			
QUICK LOT	ROAD PAINTING MAIN & BROAD	\$10,134.00			
SHERWIN WILLIAMS	ROAD PAINT	\$289.50			
SWIF	WORKER'S COMPENSATION	\$1,746.00			
TD BANK CARD	MICROSOFT - ONLINE SERVICES	\$8.48			
TD BANK CARD	MICROSOFT - ONLINE SERVICES	\$89.04			
TD BANK CARD	ZOOM SUBSCRIPTION	\$93.99			

Column1	Column2	Column3	Column4	Column5	Column6
OCTOBER 2025 ACCOUNTS PAYABLE BILL LIST					
VENDOR BILL LIST					
	ITEM DESCRIPTION	AMOUNT PAID	DATE PROCESSED	TOTAL PAID	CHECK NO.
TD BANK CARD	PDF SUPPORT FILLER	\$21.20			
TD BANK CARD	PMEA FALL CONFERENCE	\$172.76			
TD BANK CARD	BERGYS FUEL	\$36.89			
TD BANK CARD	OFFICE SUPPLIES	\$39.16			
TD BANK CARD	FALL FEST ITEMS	\$154.18			
TD BANK CARD	OFFICE SUPPLIES	\$15.07			
TD BANK CARD	OFFICE SUPPLIES	\$8.15			
TD BANK CARD	FALL FEST ITEMS	\$39.16			
TD BANK CARD	FALL FEST ITEMS	\$21.10			
TD BANK CARD	FALL FEST ITEMS	\$120.60			
TD BANK CARD	FALL FEST ITEMS	\$35.49			
TD BANK CARD	RECORDER OF DEEDS	\$10.78			
TD BANK CARD	RECORDER OF DEEDS	\$10.78			
TD BANK CARD	EZ PASS REPLENISHMENT	\$70.00			
TD BANK CARD	PMEA FALL CONFERENCE	\$248.76			
TD BANK CARD	PMEA FALL CONFERENCE	\$274.80			
TD BANK CARD	GAS FOR TRUCK	\$36.89			
TD BANK CARD	OFFICE TRAINING ITEMS	\$15.66			
TD BANK CARD	OFFICE SUPPLIES	\$6.35			
TD BANK CARD	FALL FEST ITEMS	\$54.85			
TD BANK CARD	FALL FEST ITEMS	\$9.87			
TD BANK CARD	FALL FEST ITEMS	\$86.08			
TD BANK CARD	OFFICE SUPPLIES	\$27.34			
TD BANK CARD	FALL FEST ITEMS	\$15.40			
TD BANK CARD	FALL FEST ITEMS	\$25.60			
TD BANK CARD	OFFICE SUPPLIES	\$135.65			
TD BANK CARD	FALL FEST ITEMS	\$375.00			
TD BANK CARD	POSTAGE	\$33.40			
TD BANK CARD	MONTCO - RECORDER OF DEEDS	\$10.78			
TD BANK CARD	BACKUP ALARM FOR SWEEPER	\$173.84			
TD BANK CARD	BASKETBALL NET	\$13.73			
TD BANK CARD	ITEMS FOR TOUCH A TRUCK DAY	\$44.00			
TEAMSTERS	EMPLOYEE BENEFITS	\$416.00			
TIMONEY KNOX	LEGAL SERVICES - PRESTIGE BLDG PART	\$87.50			
TIMONEY KNOX	LEGAL SERVICES - APPEAL OF HARPEN CAP	\$245.00			
TIMONEY KNOX	LEGAL SERVICES - GENERAL	\$1,344.84			
TIMONEY KNOX	LEGAL SERVICES - ASSESSMENTS	\$280.00			
TIMONEY KNOX	LEGAL SERVICES - MUN ORDINANCES	\$427.50			
TRACTOR SUPPLY	SAFETY ALLOWANCE ITEMS	\$21.99			
TRACTOR SUPPLY	SHOP SUPPLIES	\$54.95			
VERIZON	TELEPHONE SERVICES	\$254.50			
WHITETAIL DISPOSAL	WASTE DISPOSAL	\$166.60			
ZULTYS	TELEPHONE SERVICES	\$446.82			
SECURITY DEPOSITS:					
	KEVIN AU	\$260.03			
	AUBRYE BAKER	\$66.89			
	KATHLEEN BOWLES	\$119.28			
	FRANCISCO DURAN	\$129.92			
	PRAGNA & ASHOK PATEL	\$234.11			
	CHELSEA RAFFERTY	\$100.29			
	WILL RIVAS	\$177.80			
	ALANA RIVERS	\$27.15			
	MARK SIENKIEWICZ	\$309.59			
	LAWRENCE THEURER	\$106.71			
	JOSHUA YODER	\$261.78			
		\$285,433.43			

**11. MOTION to ADJOURN:  
EXECUTIVE SESSION**