

ORDINANCE NO. 2025 -

**BOROUGH OF PHOENIXVILLE
CHESTER COUNTY, PENNSYLVANIA**

“Open Record Policy Ordinance”

AN ORDINANCE AMENDING THE CODE OF THE BOROUGH OF PHOENIXVILLE, CHAPTER 1 (ADMINISTRATION AND GOVERNMENT), PART 10 (OPEN RECORDS POLICY) TO REPEAL AND REPLACE SECTION 1-1004 WITH A NEW SECTION 1-1004 ENTITLED “ADDITIONAL POLICIES AND REQUIRED FORMS”.

The Council of the Borough of Phoenixville, Chester County, Pennsylvania, hereby ORDAINS as follows:

SECTION I. - Amendment to Code

The codified Ordinances of the Borough of Phoenixville, Chapter 1 (Administration and Government), Part 10 (Open Records Policy) is hereby amended to repeal and replace Section 1-1004 with the following new Section 1-1004 entitled “Additional Policies and Required Forms”:

§ 1-1004 Additional Policies and Required Forms.

1. The Borough may adopt additional policies related to the processing of Right-to-Know Law request, including, without limitation, the preparation and use of Borough-created request forms, by Resolution adopted by Borough Council, which may be amended or modified from time to time thereby.

SECTION II. - Severability

The provisions of this Ordinance are intended to be severable, and if any section, sentence, clause, part or provision hereof shall be held illegal, invalid or unconstitutional by any court of competent jurisdiction, such decision of the court shall not affect or impair the remaining sections, sentences, clauses, parts or provisions of this Ordinance. It is hereby declared to be the intent of Borough Council that this Ordinance would have been adopted even if such illegal, invalid or unconstitutional section, sentence, clause, part or provision had not been included herein.

SECTION III. - Failure to Enforce not a Waiver

The failure of the Borough to enforce any provision of this Ordinance shall not constitute a waiver by the Borough of its rights of future enforcement hereunder.

SECTION IV. - Effective Date

This Ordinance shall take effect and be in force from and after its approval as required by the law.

SECTION V. - Repealer

All other ordinances and resolutions or parts thereof insofar as they are inconsistent with this Ordinance are hereby repealed.

ORDAINED by Borough Council this 9th day of December, 2025.

By: _____
Jonathan M. Ewald
President, Borough Council

APPROVED by the Mayor, this 9th day of December, 2025.

By: _____
Peter J. Urscheler, Mayor

ENACTED, this 9th day of December, 2025.

By: _____
E. Jean Krack, Borough Manager/Secretary

I HEREBY CERTIFY that the foregoing is a true and correct copy of the said Ordinance duly adopted at a regular meeting of Borough Council held on the 9th day of December, 2025.

By: _____
E. Jean Krack, Borough Manager/Secretary