

**WEST BRADFORD TOWNSHIP**  
**CHESTER COUNTY, PENNSYLVANIA**

**ORDINANCE 22-03**

**AN ORDINANCE OF THE TOWNSHIP OF WEST BRADFORD,  
CHESTER COUNTY, PENNSYLVANIA, AMENDING  
CHAPTER 258 OF THE WEST BRADFORD TOWNSHIP  
CODE, TITLED “MUNICIPAL CLAIMS AND LIENS”,  
SPECIFICALLY SECTION 258-1, TITLED “FEES TO BE  
ADDED TO THE UNPAID CLAIM”, IN ITS ENTIRETY; AND  
PROVIDING SEVERABILITY, REPEALER AND EFFECTIVE  
DATE PROVISIONS.**

**IT IS HEREBY ORDAINED AND ENACTED**, by the Board of Supervisors of West Bradford Township, that Chapter 258 of the Code of the Township of West Bradford, titled, “Municipal Claims and Liens” shall be amended as follows:

**SECTION 1.** Section 258-1, titled “Fees to be Added to the Unpaid Claim” is hereby amended in its entirety as follows:

**“§258-1. Fees to be added to the unpaid claim.**

West Bradford Township hereby approves the following fee schedule for the collection of unpaid claims, which fees shall be added to the unpaid claim.

**Legal Fees**

Initial review and sending first legal demand letter: \$175.00

File Lien and prepare Satisfaction: \$250.00

Prepare Writ of Scire Facias: \$250.00

Prepare and mail letter under Pa.R.C.P. § 237.1: \$50.00

Prepare Default Judgment: \$175.00

Research, prepare and obtain reissued Writ: \$175.00

Prepare Praecipe to Amend: \$100.00

Prepare Motion to Amend \$150.00

Prepare Motion for Alternate Service: \$250.00

Prepare Motion to Consolidate Claims: \$250.00

Amend claim to add United States as defendant: \$250.00

Prepare Writ of Execution: \$800.00

Preparation for sheriff’s sale; review schedule of distribution and resolve distribution issues:  
\$400.00

Prepare Motion to Continue Sheriff Sale: \$50.00

Prepare Petition for Free and Clear Sale: \$400.00

Preparation and service of Subpoena: \$100.00

Presentation of Motion or Petition: \$50.00

Services not covered above: at an hourly rate between \$75.00 and \$275.00 per hour.

### **Collection fees**

Validation notice: \$25.00 per notice.

Notice of delinquent claim and fee shifting: \$40.00 per notice, plus applicable postage.

Bookkeeping fee for payment plan of three months or less: \$25.00

Bookkeeping fee for payment plan of more than three months: \$50.00

Handling fee for returned check: \$25.00

### **Payoff Fee**

Providing guaranteed payoff to third parties: \$25.00”

**SECTION 2. Severability.** If any sentence, clause, section, or part of this Ordinance is for any reason found to be unconstitutional, illegal, or invalid, such unconstitutionality, illegality or invalidity shall not affect or impair any of the remaining provisions, sentences, clauses, sections, or parts hereof. It is hereby declared as the intent of the Board of Supervisors that this Ordinance would have been adopted had such unconstitutional, illegal, or invalid sentence, clause, section, or part thereof not been included herein.

**SECTION 3. Repealer.** All ordinances or parts of ordinances conflicting with any provision of this Ordinance are hereby repealed insofar as the same affects this Ordinance.

**SECTION 4. Effective Date.** This Ordinance shall become effective five (5) days following the enactment as by law provided.

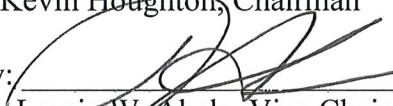
ENACTED AND ADOPTED by the Board of Supervisors this 13 day of September, 2022.

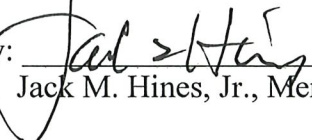
ATTEST:

  
Justin V. Yaich  
Township Secretary

### **WEST BRADFORD TOWNSHIP BOARD OF SUPERVISORS**

By:   
Kevin Houghton, Chairman

By:   
Laurie W. Abele, Vice Chairwoman

By:   
Jack M. Hines, Jr., Member