

Borough of Northumberland
175 Orange Street, Northumberland, PA 17857
Northumberland Borough Council Meeting
May 19, 2014

President James Troup called the meeting to order at 7:00 p.m. The Pledge of Allegiance was recited and Mayor Len Zboray offered an Invocation.

Roll Call

Council members present were Adam Klock, Ellie Rees, Paul Ruane, Ty Sees, and James Troup. Other presents were Mayor Zboray; Jeremy Deitrick, Sewer Department Superintendent; and Janice Bowman, Borough Secretary. Council members Stephen Reed and Harry Wynn were absent.

Public Comment

Mrs. Fran Bogovich asked if the Borough is purchasing a new street sweeper and if so, where the money is coming from since the budget does not include \$250,000 for a street sweeper. Mr. Troup responded that the Borough is purchasing the street sweeper and that payments would be made annually. He added that the Borough is saving money by combining the street supervisor/code enforcement officer positions, and the money that was budgeted for a truck will be used toward the purchase. He said that it was a hard decision but the current sweeper does not work. He would like to see the sweeper run on the hill as well. Mr. Klock noted that the Borough will also save money on health insurance costs if the unions agree to one of the plans that has been quoted for the employees. Mr. Troup stated that this would be a savings for next year's budget.

Northumberland Sewer Department Report

Mr. Klock reported that the Point Township Sewer Authority is considering making a payment to the Borough. They have authorized their engineer to research treatment costs and to calculate what they what they feel to be an appropriate bill. They have capped the payment at \$100,000; however, Mr. Klock stated that their outstanding bill is around \$200,000. Mr. Sees questioned why they are capping it and what would happen if their engineer calculates the amount owed to be higher. Mr. Klock responded that it is the motion that was made. Mr. Klock stated that the committee has reached out to them through the solicitor after Mr. Fasold came to a meeting and requested that the groups meet to discuss the bill. Mr. Klock noted that the committee has always been willing to discuss the bill and the finances. The only topic the committee was not willing to discuss was the treatment agreement amendment. The PTSA was informed that since they weren't abiding by the current treatment agreement, the committee would refrain from further negotiations on revising the agreement until they become current on their bill. Mr. Klock said that the committee has never refused to discuss their bill with them; they had never approached the committee about the bill. Payments are owed for the past four quarters and the sewer department has never received correspondence about the bills. The total in penalties that have accumulated were estimated to be about \$30,000-\$40,000. Penalties are assessed the

same way that they are assessed on any other customer. Mr. Klock added that there is really no good reason for them not to pay the bill.

Mayor's Report

- Mayor Zboray reminded the council that the Memorial Day Parade will leave the King Street Park at 9:00 a.m. on May 26th. The parade will end at the Riverview Cemetery for the annual Memorial Day program.
- Joe Tumolo is working on the brick walkway in the King Street Park. It will be finished before May 26th.
- "See you in September" is scheduled for August 31st. Memory Lane will perform from 4:00 to 7:00 p.m. A cruise-in is also planned around King Street Park.
- The Touch-a-Truck event, sponsored by the Priestley-Forsythe Memorial Library, will be held in the King Street Park on June 14th.

Mr. Wynn arrived at 7:18 p.m.

Street Supervisor's Report – no report

Code Enforcement Officer's Report – no report

Emergency Services Board Report – no report

Committee Reports

Community Development – no report

Finance

Mr. Sees stated that the audit report is back. He noted that the main thing that came out of the report is that we are not very good at keeping track of paid-time off. He noted that Jan's (Bowman) columns showed negative balances between 2011 and 2012. Steve Carr was the same in vacation time. He said that the street crew and sewer department work on a calendar basis. He said that Todd Snyder had a negative balance in 2011 and 2012 in vacation and Tom (Slodysko) had a negative balance in vacation for 2012 and 2013. Mr. Sees said that the hours for those individuals did not change. The police hours changed with respect to the accrued time. There is an issue between eight hours and twelve hours in 2011 because a previous council negotiated with the police officers to change their schedule. Specifically in that contract, the holiday pay was changed to ten twelve-hour days and one eight-hour day. But how they accrued sick time, personal time, and vacation time was never discussed and prior to that it was at eight-hour increments. He said that is one of the issues that the council has in front of them, to sit down with the police and hopefully, work it out amicably to a solution that both sides can live with. Mr. Klock said that the time was being taken at twelve hour days, instead of eight hour days. Mr. Sees explained that the police time has changed. In 2011, the police were working three twelve-hour days and one eight-hour day in a week and three twelve-hour shifts the following week to get eighty hours in a two week time frame. Now they are working five twelve-hour shifts in a week and one twelve-hour and one eight-hour shift the following week to get in their eight hours in the two week time frame. Mr. Sees said that Officer Hennessey has a negative balance in his personal hours, a negative twelve, at the end of 2013. Matt Lauver has vacation hours – Mr. Sees noted that this all has to do with the accrual rate, whether it is twelve or eight hours and that is why the council should sit down with

the police officers and go through this. Mr. Troup said it looked like they were accruing the time at eight hours. Mr. Sees stated that the auditor was told to accrue the time at twelve hours for the worst case scenario. Mrs. Bogovich asked if the employees submit time sheets. Mr. Sees replied that they do submit time sheets. The Borough Secretary read the following statement to the council:

"I would like to address my concerns with the payroll audit that was conducted by Wagner, Dreese, Elsasser & Associates, P.C.

At the April 2, 2013 Borough Council meeting, Mr. Troup made a motion to hire a reputable CPA firm to conduct an audit of the payroll system from 2011 to year-to-date at a cost not to exceed \$5,000. Mr. Klock seconded the motion. Council approved unanimously. The council members in attendance were Adam Klock, Stephen Reed, Ty Sees, James Troup, and Harry Wynn.

Page 4 of the "Independent Accountant's Report on Applying Agreed-Upon Procedures states, "We were not engaged to, and did not conduct an audit, the object of which would be expression of an opinion on the time and attendance and payroll records of the Borough."

According to the November 19, 2013, minutes, "The first invoice was received for the payroll audit. The amount of the invoice was \$4,868.75. The audit is not complete and the original motion to conduct the audit was at a cost not to exceed \$5,000. Mr. Klock moved to increase the limit for the payroll audit to \$7,000. Mr. Wynn seconded the motion. The motion passed unanimously." The council members present at this meeting were Adam Klock, Stephen Reed, Ellie Rees, Ty Sees, James Troup, and Harry Wynn. Again, please note that the approved minutes state "audit".

A second invoice for \$2,787.50 was approved and paid, bringing the total paid to \$7,656.25, \$656.25 more than was authorized. The document received states it is not an "audit" as the motions made by council, and the minutes approved by council, state.

I would also like to express my dismay over the fact that at no time did the Borough Council request to meet with me or any other Borough employee to discuss the time sheets and paid time off, except to address both myself and Chief Kriner in public meetings and make statements or question how the time was kept when I did not have the paperwork in front of me to be able to respond appropriately. The minutes of the October 1, 2013 meeting include Chief Kriner's offer to sit down and discuss vacation time, noting that he did not have the information with him at the meeting. I provided the Finance Committee with the spreadsheets that track time-off for myself and the members of the Street Department. I have recorded the time in this manner since I started working for the Borough in 2000 which is prior to our use of QuickBooks. The police chief, at the time, told me that he kept track of his officers' time off. I paid the hours that were submitted by the chief or sergeant for payroll each week. I have told the council multiple times that time off is tracked separately, not through QuickBooks which cannot track personal or comp time. I also informed the auditor of this fact on day one.

The audit's report is for the years 2011, 2012, and 2013 to November 24, 2013. Officers have been paid since that time for holiday, vacation and personal time. The final totals for 2013 are not reflected in the "audit". The spreadsheets that Chief Kriner provided list the time, in days, that the officers were off for sick, personal, vacation, and compensation. The compensation time is their holiday pay/comp time. I might also note that until I paid them for the holidays that had not been used or paid prior to the end of 2013, I used the police contract to determine the number of holidays to which they were

entitled and discovered that they were entitled to ten (10) 12-hour days and one (1) 8-hour day. The police were using nine (9) 12-hour days and one (1) 8-hour day on their spreadsheet, shorting themselves 12 hours of holiday pay.

In the January 6, 2014 council meeting, Mr. Klock stated that "the results of the audit are not looking good and thinks that the council members should task themselves with doing periodic checks, either monthly or quarterly. Mr. Troup noted the problem with QuickBooks not tracking the time accurately. The Borough Secretary stated that this is why she has kept spreadsheets of the time off for the Street Department employees and herself. Mr. Klock stated that the audit is done and they will present it at the next meeting on the 21st." It is now May, four months after the audit was done, according to Mr. Klock.

My comments on the procedures and findings are as follows:

1. The Background on page 1 states that the 2 Borough employees who are not covered under the contract should be treated as if covered under the Teamsters Local Union No. 764 contract. While the vacation, sick, and personal time for the street supervisor and me follow the Teamster contract, neither one of us was paid overtime. Therefore to say that the most amount of comp time that we could accumulate would be the same as the union employees (20 Hours) is grossly unfair. Please note that I had stopped accumulating comp time in 2010 because I was too busy to use all that had been accumulated. For the record, I would like to note that because the auditor used a maximum of 20 hours for my comp time, the actual number of hours that I would have earned during 2011 through November 24, 2013 is 115.18, per the auditor's spreadsheet. I would also have started the year with 56.25 hours, not 20 hours for a total of over 151 hours. You can see on the spreadsheets that I kept that I was not even adding to my earned comp time in 2011, 2012, and 2013. In fact, I do not see where the report shows that any employee used more total time than what he was entitled to use per the contracts.
2. The findings of the report state "we could not rely on the Borough's payroll reporting system". As noted before, the auditors were informed that the time-off records were kept separately.
3. The review disclosed that in 23 cases, timesheets were not available. The auditors were provided with four timesheets for each week for a total of 604 timesheets. In addition to several other auditors going through the timesheets for other audits, the payroll records were removed from the Borough Office by a council member and were gone for several weeks.
4. General observations regarding the Employee Time Tracking spreadsheets:
 - Hours per Year:
No hours per year are given for any of the police employees (inconsistent with other employees).
 - Rounding:
Sometimes used, sometimes not used; inconsistent use across people and across spreadsheets. No individual employee rounding differences will be mentioned.
5. Because the report ends as of November 24, 2013, final totals for year end 2013 are not provided. The police have been paid for all holiday/comp time that was owed to them. The totals for the other categories of time off have also changed; therefore, this report does not provide a final tally for 2013.
6. The report does not take into consideration that the police were allowed to carry time over from 2012 to 2013 and from 2013 to 2014 because of being short-handed and they did not have the opportunity to take all of their time off that was earned.

7. *Borough management instructed the auditors to use a 12 hour day after the date of the contract amendment. When reviewing the time sheets, it is not difficult to differentiate whether the day was a twelve hour day or an eight hour day.*
8. *The last sentence of the report is that it is "intended solely for the use of the Borough of Northumberland and is not intended to be used and should be used by anyone other than this specified party." As a local government, this document is subject to the "right to know" act and therefore, may be subject to review by anyone."*

Mr. Klock stated that the council has not officially accepted this report as an "audit" and he thinks that the Borough Secretary makes a good point that council wanted an audit and this is not an audit, so there is a discrepancy there with what council intended this to be and with what the auditor is providing council with. Mr. Sees asked if the next step would be to get in touch with Mr. Fuller. Mr. Klock confirmed, adding that he does not see why he would not provide an audit. He added that as far as the price was concerned, they felt the \$5,000 was an estimate because no one knew how long it would take. Mr. Sees asked the Borough Secretary if she wrote the statement that she read. She responded that she did. He requested a copy of it so he could respond to it. Mr. Sees stated that the hours should be added up for the years. The Borough Secretary provided spreadsheets that included the totals for the years and noted that in no case was anyone paid for more time than they were entitled to when total time was added. Mr. Sees said that Chief Kriner was paid for 144 more vacation hours than he was entitled to in 2012. The Borough Secretary responded that he was paid for less personal and comp times than he was entitled to receive and that the police time sheets did not always reflect the exact reason for time off. For example, in 2012, the former chief may have listed vacation time when the actual time used was personal time or comp time. Mr. Troup stated that council should discuss individual names in Executive Session. The Borough Secretary stated that she believes this is public information. She added that Chief Kriner provided Mr. Sees and the auditor with a spreadsheet of his record of his time off. Mr. Sees noted that the information provided by Chief Kriner was in days, not hours. The Borough Secretary agreed, noting that the police contract is stated in days, not hours. Mr. Troup stated for the record, that the police should be paid no more than 2080 hours per year. Mr. Sees agreed. The Borough Secretary stated that this is not true. She explained that during a holiday week, the police are paid for the hours worked, plus the holiday hours. If an officer works the holiday, he is paid the number of hours he worked plus either eight or twelve hours for the holiday, per the contract. If the officer does not work the holiday, he is paid eight or twelve hours for the holiday or may take a comp day, per the contract, and he still works his regular shift during that week. Mr. Troup stated that the paystubs should show all time off used and available. The Borough Secretary said that QuickBooks does not have the capability of tracking personal or comp time. There are also issues with the tracking of sick and vacation time which is why she has always kept spreadsheets with the time off for herself and the street department. Mr. Troup said that the Borough is a business and the council owes it to the employees and taxpayers to make sure that everything is correct. He noted that the audit was done to make sure employees were not underpaid as well as overpaid. He stated that the two committees are tasked with coming up with a

system that has no guessing to it. He said that council could hire a company like ADP to do payroll so paystubs include all this information. Mr. Klock said that there are plenty of professional payroll systems to choose from. Mr. Wynn asked if the council has to pay out the time that the auditor says is owed to the police per the contract. Mr. Sees said no, council needs to get with the police association to determine the eight-hour/twelve-hour issue. Mr. Wynn said that it has to end somewhere. Mr. Sees agreed. Mr. Klock stated that the contracts should talk and suggested that the negotiation team be selected. Mr. Troup asked for volunteers. Mr. Klock volunteered Mr. Sees. Mr. Wynn volunteered to serve. Mr. Sees stated that if no one else would do it, he would do it. Mr. Troup stated that he would check with Mr. Reed to see if he would do it. Mayor Zboray asked if it is wise to have someone who represents the Teamsters dealing with the police. He said that he is just asking because Mr. Sees is union side. Mr. Klock stated that he has a lot of experience and it is not the Teamster union he is negotiating with. Mr. Troup said that he understands Mayor Zboray's concern. Mr. Sees asked if Greg Carl ever negotiated a police contract or a street contract. It was stated that he did. Mr. Sees said that he (Mr. Carl) is "food commercial workers" and he rested his case. Mayor Zboray stated that Mr. Carl wasn't a union employee. Mr. Sees stated that he has no connection to them. The Borough Secretary stated that he had asked them about joining the Teamster Union. Mr. Sees said that Ed Cope had asked the police to join the Teamster Union, he did not. Mr. Klock said that he feels that Mr. Sees has the Borough's best interest at hand and he feels that if Mr. Wynn and whoever the third person is, at any time, feel that the representation isn't in the best interest of the Borough, they would speak up. Mr. Troup stated that the negotiation team would be ironed out by the next meeting.

Personnel – no report

Public Safety

Mrs. Rees stated that the committee met tonight. Mr. Ruane attended the LTAP meeting regarding signs for the street. He stated that he and the Borough Secretary would get together to determine how many signs are to be replaced. The signs must be reflective. There is no deadline for when the signs must be replaced, but the plan is to be determined by June 13th.

Mr. Ruane noted that signs are to be inspected twice a year, once in the day time and once at night. A senior citizen is to inspect the signs to check on the reflectability. Stop signs, speed limits, one-way, and school zones signs must be reflective. The signs on the state roads are to be replaced by the Borough at the Borough's cost. Prices will be obtained from various vendors. Mr. Ruane stated that the council could determine how many signs would be purchased each year based on a percentage of the total signs to be replaced rather than by streets. The Borough could also salvage the metal from the old signs.

Mayor Zboray requested that the stop bars be painted on the roadways because vehicles do not stop behind the stop bars at the intersections. He said that he was with a police officer last week to watch for violations at the traffic light and it is

difficult to stop vehicles at the corner of Water and Duke Street with just one officer on duty. He explained that the district justice asks if the officer lost sight of the vehicle and if so, the case is thrown out. Mayor Zboray stated that there is no place for an officer to sit to watch the red light and be able to get out, in order to follow and stop a car that runs the light.

Mrs. Rees said that the next public safety committee meeting is scheduled for June 17th. Mrs. Rees will be out of town, so she asked if the meeting could be rescheduled for June 24th at 6:00 p.m. since that is the same date as the second June council meeting. The other committee members agreed.

Mr. Troup stated that the police need to do something to get these people who are violating traffic regulations in town. Mayor Zboray explained again that it is difficult to get out from a side alley in order to stop the vehicle. The officer must also be able to see that the light is red; he may not assume that if the light that he can see is green, that the other light is red. Once the part-time officers are available, the police will be able to have a second officer on shift to stop violators. Mayor Zboray also said that the Borough gets just \$12.50 for a traffic ticket. Mr. Troup suggested that if the officer cannot ticket a violator, he could give him a warning. Mayor Zboray responded that the officer couldn't get out because of the traffic.

Mrs. Rees asked if it would be helpful to hire another police officer. Mr. Troup stated no, that the department has four full-time officers and four part-time officers.

Mayor Zboray stated that the police arrested about fourteen people for speeding on Duke Street the other week. He said that most of the people arrested were not residents, but were driving through town. Mayor Zboray said that grant money will be coming for enforcement and the part-timers will be added to the schedule. Mr. Troup stated that Mahoning Township runs the ENRADD with just one officer. Mayor Zboray said that one officer can run the ENRADD; however, if there is a call, he must leave and answer the call when only one officer is on duty. And the ENRADD equipment cannot be left alongside the road. Mr. Troup stated that every time he drives past the police office, all three cars are in the parking lot. Mayor Zboray explained that the officers must enter their reports in the computer system. Mr. Troup said that he thought the part-time police clerk was entering the reports. Mayor Zboray said that the arresting officer must do their own reports. He added that the police clerk is busy with the parking tickets and the meters. Mr. Troup said that he thinks Wendy is doing a wonderful job. He said that it is the observation of the people who ask him why the police are not out. Mr. Klock stated that people constantly run the stop sign near his house. Mr. Wynn said that he has seen people run stop signs through town. Mr. Troup stated that the police are paid a very good wage and they need to start doing something for it. A question was asked about having computers in the cars. Mayor Zboray said that he has noted the council's comments.

Rules

Mr. Ruane stated that the committee discussed increasing the fines in the Borough; however nothing was decided. Mr. Ruane said that Mr. Reed was concerned about increasing the tickets for overtime parking in the downtown. The fines for parking in a handicapped parking space, parking in front of a fire station, and parking in front of a driveway are those being discussed.

Mayor Zboray told the council that the canisters in the parking meters are becoming difficult to open. He said that the City of Sunbury uses cups in their meters and he thinks that would be a solution. He noted that two people are always present when the meters are emptied.

The committee also discussed the BOCA Codes versus UCC Codes. Mr. Ruane explained that the BOCA codes are more restrictive than the UCC Codes. BOCA codes require permits for almost everything that is done at a property, inside and outside.

Streets

Mr. Klock stated that all the trees were trimmed at the Girl Scout House. None were taken down. He said that two sidewalks cracked due to the weight of the lift. While the lift was there, they painted two poles at the property.

Mr. Wynn said that the flag pole was moved from the C.W. Rice building to the recycling center.

Mr. Wynn reported that ten fish were lost at the fish pond. There had been thirty-six fish in the pond. He said that he thinks that the screens at the pumps are too fine and trapping too much dirt so not enough water is being pumped through the pumps. Mr. Wynn said that there are a lot of needles going into the water from the pine tree that is near the pond. This is the tree that has all the lights wrapped around it.

Mr. Wynn said that the catch basin on Water Street has been repaired.

Mr. Wynn asked if council had awarded the paving contract to Meckley's Limestone at the last meeting. He was told that they had and that the water company has no work to be done on Third Street between Prince and Orange Streets.

The street sweeper will be posted on Municibid. If the top bid is less than \$5,000, it will be traded in toward the new sweeper since that is the amount for a trade-in.

Old Business - none

New Business

1. Mr. Troup noted that a work party should be scheduled at the dog park and posted on the Facebook page. He received a letter from Brielle Concini asking if the dog

park will be fixed. She said that the gates do not close and the ground has shifted causing large gaps. The grass has not been mowed as of today and numerous dogs of all sizes have been able to escape. Mr. Troup responded to her with a letter explaining that the dog park was created by volunteers, as will the maintenance be done also. We will reach out to the group who worked on it and also to anyone else who would be willing to step up and help. We will be having a work party and will announce a time and date on the Northumberland Borough website and dog park Facebook page. If we cannot get volunteers to help, then unfortunately maintenance will not get done and we would be forced to possibly close it. If you would like to help and express any concerns, please feel free to attend the council meetings held the first and third Tuesdays of the month. Thank you. Mr. Klock said that he knows council agreed that the dog park be built with volunteers and donations. But he doesn't agree with allowing it to go into disrepair because we don't have volunteers willing to step up and maintain it. He said that we mow it, that is our responsibility, so we do maintain it to a certain extent and to not go back and fix the things that are broken over time is irresponsible. He said that for the amount of use that the park gets, it's exceeded anyone's expectations when they talked about putting the park in. It is well-used and it brings people to the Borough from other towns and gets heavy use by residents, as much if not more so than the rest of the recreational areas. Mr. Troup stated that when council agreed to build the dog park, the understanding was that it would be built by volunteers and with donations. He said that it was also to be kept up that way and the problem is that once something is built, no one wants to volunteer to do it and it is left up to the taxpayers to take care of it. He said that just to say that it brings people to the town; but what are they bringing if they come and use our dog park and go home. They aren't paying a fee to use the facilities. Mr. Klock stated that getting people to the Borough is beneficial. Mr. Troup said that he thinks we need to work the volunteer angle and get more volunteers involved. Mr. Klock said that there are spots that need reseeded. Mrs. Rees suggested that local businesses could pay to advertise on the fence at the park in order to raise funds. Others responded favorably to her suggestion. Mr. Klock said that some money should be set aside to purchase materials. He said that there are people willing to do the work, but they need to start planning.

2. The Borough was not awarded the grant from the Chesapeake Bay Trust. They said that the request was not specific enough. The current grant was for the study. The application for the new grant had to be submitted before the study was completed. The Borough may apply for the grant next year.
3. A Recycling Grant is open. One suggestion is to apply for funds to replace the fence around the property. The volunteers were contacted to see if there are any other items that are needed. This grant requires a 10% match.
4. Mr. Wynn stated that prices for the pipe at the culvert near Liberty Splashland were received. Because they are over the limit, bidding is required. It was noted that the pipe is a sixty-inch pipe. Mr. Klock stated that he thinks the better option would be to open the trench. He said that we could do some of this work ourselves. Mr.

Wynn stated that riprap would be required. He said that the area would have to be fenced in on both sides. Mr. Klock stated that the engineer should be consulted to determine the best solution.

5. Upon motion by Mr. Ruane, seconded by Mr. Klock, council voted unanimously to pay the bills. Bills to be paid from the General Fund total \$13,549.84.
6. Mr. Klock stated that he was approached by a band who is interested in doing an event at the Point in the fall for Oktoberfest. He said that he has spoken with Steve Reed about it. The parking could be at Pineknotter Park and the Point area could be accessed under the bridge. He said that the fire companies could set up stands to raise funds. The council would have to authorize the use of beer or wine. He asked if council would be interested in pursuing the idea. Mr. Ruane stated that in a few years, the area available at the Point would be larger once the fence is moved at the sewer plant. Mr. Klock said that he is not interested in spearheading the project, but if other people want to put a plan together they could. It was mentioned that Greg Stuck had approached a prior council about an Oktoberfest event. Mr. Klock said that Justin Dunkelberger and Travis Fisher had spoken to him last year or the year before about holding an event at the Point or Pineknotter Park. No one was opposed to the idea.
7. Joseph W. Epler's Last Will and Testament includes a bequest to the 2nd Street Building fund for \$50,000. The money is to be used by Northumberland Borough and Point Township for a recreational center or museum. Mark Lemon, the attorney for the estate, has asked that a personal information sheet be completed and returned to him. He requested that the council indicate in writing and meeting minutes to his office wither or not the condition can be met to use the funds for a recreational center or museum.

Mr. Klock moved, and Mrs. Rees seconded the motion, to accept the \$50,000 bequest from Joseph W. Epler for the 2nd Street building fund for the gymnasium and/or the historical displays. Council approved unanimously.

Executive Session

Mr. Troup asked if anyone has anything for an Executive Session. Mr. Sees stated that he would like a brief Executive Session. Mr. Troup announced that the meeting would be adjourned for an Executive Session and would not be reconvened. The meeting was adjourned at 8:55 p.m.

Respectfully submitted,

Janice R. Bowman
Borough Secretary