

**EPHRATA BOROUGH COUNCIL
WORK SESSION MINUTES
SEPTEMBER 6, 2016
“Amended”**

The Ephrata Borough Council Work Session was called to order by President Susan Rowe at 7:00 PM on September 6, 2016 in the Council Chambers of the Borough Office, 124 South State Street.

The meeting began with a moment of silence followed by the Pledge of Allegiance.

In attendance in addition to the President were Vice President Thomas Reinhold, President Pro Tem Melvin Weiler, Council Members Timothy Barr, Linda Martin, Ricky Ressler, Victor Richard and Mayor Ralph Mowen. Council Member Greg Zimmerman was absent.

Also in attendance were Borough Manager D. Robert Thompson, Police Chief William Harvey, and Borough Solicitor James R. McManus, III, Esq.

Attending for the press was Gary Klinger of The Ephrata Review. The following visitors were present:

Dennis Rowe, 214 East Main Street, Ephrata
Jean Lausch, 950 Hammon Avenue, Ephrata
George Dillio, 30 Kings Court, Ephrata
Steve Gergely, Harbor Engineering
David Weaver, WellSpan Ephrata Community Hospital
Joanne Ressler

Opportunity for Citizens to be Heard

There were no comments from attendees.

Discussion of Committee Actions

The Committee Chairs reviewed and discussed their work session items.

Budget and Finance Committee

Mr. Richard reported that the Committee met and discussed several things but had only one item, which was the appointment of himself as Chairman of the Budget and Finance Committee to the Economic Development Corporation Board of Directors. Previously we have according to the understanding with the EEDC two Council people to be on their board. Mr. Richard was on the board before and withdrew. Mr. Ressler will continue to serve, and Mr. Richard will serve as a new board member. Mr. Richard volunteered, and the Committee agreed to let him step up.

Mr. Weiler said Mr. Richard will represent the Council well.

Development Activities Committee

Mrs. Martin said their Committee has a couple of items.

The Committee reviewed the financial information provided by the Ephrata Area Repeaters Society. No representatives were present from EARS at the meeting, but they are asking for the Borough's annual lease fee to be waived. The recommendation is that Council renew the lease of the Ephrata Area Repeaters with an annual fee of \$700 for the term of the lease at the September Council meeting.

The Committee reviewed a request from Charles Mathias, 156 Windsor Drive, to replace a retaining wall within 10 feet of an electric easement. The Electric Department reviewed the request and wants a minimum separation of 2 feet between the wall and the underground transmission line. The Committee will recommend that Borough Council grant the request subject to executing a hold harmless agreement in a form acceptable to the Solicitor, and the applicant will be responsible for the cost of preparation and recording of the agreement.

Mrs. Martin said staff presented a sketch plan for WellSpan Ephrata Community Hospital. The applicant is proposing to demolish the existing structure on a hospital owned lot at Lancaster Avenue and Martin Avenue and construct a forty space parking lot. The applicant will have to

apply for two variances from the Zoning Hearing Board. The Committee will recommend that Council authorize the staff to issue the sketch plan comments from the staff, HRG, and the Planning Commission to the applicant at the September Council Meeting.

Mrs. Martin said Mr. Good from the Library board expressed concern regarding costs the Library has incurred in regards to the HVAC system that was installed in 2012. The Library presented an invoice for the cost to reduce the humidity levels from 70% to 55%. The cost is \$7,500/week and the dehumidifiers may need to be there 2-3 weeks. Also, the Committee requested that staff provide a history of payments for the HVAC costs for review by the Committee and possible reimbursement for non-routine maintenance items as they relate to the HVAC system installed in 2012. The Committee is recommending that Borough Council authorize at the September 6 Work Session, today, an unbudgeted expenditure from the unallocated balance of the General Fund up to a maximum of \$21,015 to pay for temporary dehumidification at the Ephrata Public Library.

Mrs. Martin said the Committee reviewed a request from Diehm and Sons Surveyors to defer review of a proposed lot add on plan to the Ephrata Township. Olde Lincoln Properties is proposing to purchase a 2.2 acre piece of land from neighboring Martin’s Market and add it to their lot. A small portion of that land tract is in the Ephrata Borough so no land development is proposed at this time. The Committee will recommend that the Borough Council at their September meeting defer review of the lot add on only to Ephrata Township with the condition that this deferral will not apply to any future land development plan.

Mrs. Martin said staff presented a proposed memorandum of understanding from the Lancaster County Planning Commission dealing with expedited reviews of certain plans. Expedited plans are reviewed administratively by the Lancaster Planning Commission staff and the MOU identifies which plans are eligible to take advantage of the faster review process. Staff reviewed the differences from the previous MOU. This MOU is voluntary. The Committee will recommend Borough Council authorize Council President to execute to MOU with LCPC.

Mrs. Martin said lastly David Boland presented the Committee with a draft brochure for the holiday banners. The Committee discussed the time limits for the banners. Mr. Thompson reported that every banner change out costs around \$1,200 in staff time. He also reported that the solicitor advises against any reference to a holiday. The Committee will recommend that Council agree to absorb the cost of an additional banner change out for a new set of holiday banners at the September Council.

Mrs. Martin said just to clarify those banners are a personalized one with a family’s picture on.

Mr. Richard said he would like the Development Activities Committee to rethink the lease for the Ephrata Area Repeaters Society Inc. Mr. Richard said he thinks we all saw in the dropbox a letter we received from the President of the Association requesting that we waive the lease payments down to \$1.00 going forward. Mr. Richard said he thinks we also saw in the dropbox an email from Nancy Harris which originated from Randy Maurer, one of the members with kind of a narrative about what the Repeaters Society does. Mr. Richard said he was kind of clueless as to some of what they did. Mr. Richard asked the Chief to briefly explain what the Repeaters Society does for the Borough of Ephrata’s safety and security.

Chief Harvey said out there the Repeaters have two networks on it. One is the Lancaster County two meter net which Chief Harvey was on last night. He uses this as Emergency Manager to communicate back to the EOC should be we lose any communications. Also, that is the same frequency that Middle Creek Search and Rescue, which is based out of Clay Township, uses. It covers a vast majority of their area of eighteen counties. Also, it is a Repeater up there as well for Pioneer Fire Company for communications in case the County fails or in case if needed for additional fire communications. Chief Harvey said it’s something above his licensing level the SEC sustain network. This is a digital network that communicates between all the hospitals. When you lose communications they can transmit digitally back and forth about casualties, etc. for when phone lines and internet goes down. Chief Harvey said usually he is on that net on Fridays because people get lost going to Green Dragon, and they will call on ham radios some days and also the week of the fair the Police use it a lot, because they get a lot of trucking companies looking for alternate routes, and Chief Harvey gets notification of detours. It’s used quite frequently as far as emergency management, fire department, inter-County, and a regional

asset.

Mr. Richard said with that being said he feels that lease that we are looking to modify and amend Mr. Richard would hope that the Committee would rethink the lease payments, which would start at \$700.00 per year and continue up to \$800.00. These people at the Society put the tower up and maintain the tower; they pay the electric bill to power the tower. They just paid a couple thousand dollars to have the tower analyzed for structural security. Mr. Richard said with what they do for the quality of the last way of communication for the Borough Mr. Richard said it seems fitting now that it's up for a lease renewal to look at a \$1.00 lease going forward.

Mr. Richard said we don't pay a dime toward this thing, and they certainly do give to our community. They are a membership driven; they pay to be members; they supply their own equipment. It cost the Borough absolutely nothing, and we get this free use of it for that last ditch thing. Mr. Richard said if we're going to eat \$1,200 for banners on the Main Street, Mr. Richard doesn't see any reason why we wouldn't consider their request of lowering the lease to \$1.00. Mr. Richard said leave the rest of the lease intact just changing the lease payment to \$1.00/year. Mr. Richard asked the Committee Chairperson to possibly amend the recommendation for next week's vote.

Mrs. Martin said she is in receipt of the new information as well. Mrs. Martin would like to take this back to the Committee for discussion. Mr. Richard said with the timeliness of this he thinks the lease expires the end of this month.

Mr. Thompson said the action taken extended the term of the conditions of the lease by 90 days from June 3 so technically we should be taking action this month, because we basically extended it July, August, and through the end of September.

Mr. Richard said his question is what is the necessity to put it back to Committee that we possibly couldn't discuss now? Mr. Richard said he talked to our President, and we certainly could amend it right here if we just want to look at the dollar per year and that we could vote on next week and not to amend it and extend it again.

Mrs. Rowe said the motion could be amended before it's made next Monday night. Mr. Richard asked the Chair of the Committee to consider that.

Mr. Weiler said just to clarify as the third member of the Committee the recommendation was to maintain the \$700 for the next term. There was no increase going to be put into it. It's what they've been paying for the last five years; the five before that was \$600 then \$700.

Mr. Weiler said he doesn't feel strongly one way or another; he thinks they probably can afford to pay it. Mr. Weiler understood they were receiving some income from the property so that kind of balanced it out.

Mr. Richard said his one strong point was when he talked to the Chief today they do give us a safety barrier from communication. What they do for us, and we don't pay anything and they maintain it. Sure it's been like that for ten years. Mr. Richard said since we're aware of it now it seems like it's the time to make it right. Mr. Richard would like to move forward and get it done.

Mrs. Rowe asked the Committee Chair and said Mr. Thompson would know if they are a non-profit organization. Mr. Thompson did not know. Mr. Ressler said he went online, and they are listed as a non-profit organization.

Mrs. Martin said their letter dated September 3, 2016 says Ephrata Area Repeater Society is a non-profit group.

Mrs. Rowe said in the past we have made a request of non-profits that give us a copy of their by-laws, and a copy of their form 990 that they submit to the IRS. Mrs. Rowe requested before the action be taken next week if we could contact the organization to see if they can provide that.

Mrs. Rowe asked if the Borough maintains that property or do the Repeaters. The Repeaters do the maintenance on the property and do not charge the Borough. Mr. Thompson said that's part

of their obligation as part of the lease.

Mr. Barr asked Chief Harvey. In the event there is a catastrophic emergency frying all communications in the County are they more than likely to be the first one back up. Chief Harvey said they have a generator as well. They use a generator up there and it will come up when we have had power outages. Chief Harvey said amateur radio works when nothing else works because of the way it's designed. It's the bad day redundancy that we all need. All the other stuff is run off the generator in case we do have a power failure. Luckily we have Borough electric.

Mr. Weiler said he is neutral on the subject; okay either way. Mrs. Rowe asked the Committee Chair to get in touch with Mr. Thompson to see if you want to rewrite that recommendation for next week.

Mr. Thompson said the lease as proposed is a ten-year term. Mr. Ressler said he would not request a change except for the dollar amount.

Mr. McManus said if you're going to commit to a ten-year lease for essentially no compensation you have to at least consider the fact that they may assign that lease to some other entity, they may engage in some different activity during the course of the ten years. Perhaps you want to consider a term that's shorter.

Mayor Mowen said you can restrict the assignment, and you can also restrict their operation in the lease. Mayor Mowen said if the Solicitor is concerned about assignment or the length or them changing adding a paragraph to it saying it can't be assigned. It's not a huge, multi-page document.

Mrs. Rowe said she will let the Solicitor make that determination if it's something that needs more time to be looked into or if you can have it ready for next week.

Mrs. Martin said what would be wrong with just having it for five years. Mr. Richard said he has an issue with if we have a \$700/yearly lease and we go down to \$1.00. For \$700 Mr. Richard doesn't believe these catastrophic things are going to happen. Mr. Richard said he doesn't see where \$700 is going to change this whole thing. Mr. Richard said he doesn't think we need to spend a lot of money to rewrite a lease because of a \$700 difference in the annual rent. Mayor Mowen concurred.

Mrs. Martin said we will just change the recommendation to make it \$1.00. That is the only change she is going to make. Mrs. Martin will contact Mr. Thompson.

Mr. McManus said this is a policy issue; it's not a legal issue. Whenever you're leasing property you have certain rights as the landlord. Certainly this is a worthwhile organization, a worthwhile cause. When you look at any document that you're going to extend you can obviously take the position that \$700 is nominal as well and even based upon that perhaps the terms shouldn't be ten years, but that's something for Council to deal with as a policy matter and not so much as a legal matter. As to what term and at what cost you want to bind the use of that property.

Mrs. Rowe asked Chairman Martin to get in touch with the Borough Manager regarding amending that motion for next week before the meeting.

Mr. Reinhold had a question in regards to the Library's HVAC system. So we're looking at an unallocated balance of \$21,015 for those 2-3 weeks at roughly \$7,000/week. Is this going to rear its ugly head again? Mr. Thompson said it could. Mr. Reinhold said this is just a temporary band aid fix and that doesn't resolve the overall issue of whatever is happening with the system.

Mr. Thompson said at the Budget and Finance Committee meeting it was reported that they needed to take these extreme measures to preserve the collection, because the humidity was above the recommended 55% humidity at the Library. The Library staff made a decision to bring in Compleat Restorations, and at the Budget and Finance Committee meeting they passed out a proposal from Compleat which showed that it would cost \$7,005/week, and it was estimated to take three weeks. That's what the authorization is now. Mr. Thompson said staff is still working with the contractors and the engineer who designed the HVAC system to come up

with a permanent remedy. Mr. Thompson said he had conversation with the library staff today, and he believes it was reported that the humidity is down to 45%; however, when they do turn off the dehumidifier units it climbs back up into the 70's. The weather forecast has us another week of hot and humid weather.

Mr. Thompson said at the time of the Community Services Committee or Development Activities depending on which one is going to deal with the HVAC system. Mr. Thompson will go back and see who awarded that. We will be coming back with a report for the committee.

Mr. Thompson said we did some remedial work this year with thermostats and adding some baseboard floor heaters to take care of areas that were extremely cold.

Mr. Mowen said with this \$21,015 where does the three weeks run. Is that the end of this week? Mr. Mowen said it makes no sense to him to say we are going to spend \$21,015 if today's the cut off, and we have five days of 90 degree 90% humidity. Mr. Mowen thinks that figure should be until the situation is litigated and the units are removed.

Mr. Thompson said the units have been removed once, and they have been reinstalled. Mr. Thompson is not sure out of the 21 days how many of the days they were actually operational. Mrs. Talbert said they were out for two weeks; that was it.

Mr. Mowen said we need to cover that, because it's an asset of the borough. Rather than have to come back next month and say we need another \$6,000. Mr. Mowen said he thinks the three weeks is heading down the home stretch. Mrs. Talbert said it's very soon. Mrs. Talbert said when we're looking at the humidity we are looking at the air humidity when we're measuring but we're not considering that the books have a lot of humidity in them; that's why when we turn them off it goes up right away, because the water is still coming out of the materials.

Mrs. Talbert doesn't know how long it's going to take; she doesn't think it's going to be completely fixed until the actual system gets completely fixed. Mrs. Talbert is hoping it will be good enough that they can get rid of the unit soon. Compleat Restoration is the expert in this.

Mr. Mowen said it makes no sense to him to have to come back if we just open-end the situation until the humidity is mitigated and we no longer need those units. Mr. Mowen said also that system when it was redone in 2012 was not done properly and the library has been here over the last 3-4 years several times telling Council it's not working properly, and we just kept kicking the can instead of doing what was necessary to get it fixed. It's time the borough step up and do what it should do and get that unit fixed finally.

Mr. Thompson said he disagrees with that statement Mr. Mayor. We have been responsive to calls when we knew there were issues. We brought the contractor back on multiple occasions; we extended the warranty for at least a year. We are not experts in HVAC systems so we are looking to find answers. It appears we are zeroing in on something that was a shortfall in the original design and we are working with the designers and contractor as we speak.

Mr. Mowen said in his expertise in security at the bank if he had a situation that kept rearing its head, he went out and got another vendor brought him in and said you tell me what the problem is. Sometimes you have to bring in somebody other than the company doing it because they are not going to say we screwed up unless they forced into it.

Mr. Thompson said you have to be mindful that we are dealing with warranties so you have to keep the same contractors on board to maintain the warranty.

Mr. Thompson said he thinks the fact that the statement was made that we are disregarding it and did nothing. Mr. Mowen said we could have done more.

Mrs. Rowe asked Mrs. Talbert if we do this allocation for \$21,015 next week Mrs. Rowe understands right now their budget is very tight and you have problems with cash flow making ends meet. Is it a problem for you next month to come back with another invoice for the remainder of the dehumidifiers? Mrs. Talbert said that is not an issue. Mrs. Rowe said in her opinion she would have the committee keep the recommendation the way it is. If the library is acceptable to that they'll come back with another invoice for the remainder.

Mr. Reinhold said this \$21,015 this isn't the first money we have thrown at this still it's installed. Are we keeping a tally on how much and is there any kind of recouping of those costs.

Mr. Thompson said we have collected invoices from the library since the inception. Much of the work was covered by warranty; however, the labor to replace the malfunctioned pieces (parts) is not. We are going to tally that up and we're going to try to recover those costs if we can. We are in the process of doing that. Mr. Thompson believes the amount of \$15,000 that the library has paid out of their pocket to cover those labor costs. We have had discussions about how to define normal wear and tear versus extraordinary costs. Mr. Thompson said the Budget and Finance Committee would consider on a case by case basis paying for extraordinary costs that are not normal wear and tear.

Mr. Ressler asked if there have been any other associated expenses having to do with the heat and HVAC system as far as electric costs. Those would all be costs that would come out of your budget. Mrs. Talbert said they have the maintenance which is their responsibility.

Mrs. Rowe said the Development Activities Committee has agreed to look at those invoices at their next meeting along with staff input.

Mr. Richard said there is a positive statement about the library. A borough person changed the wiring so that the lights can be turned on lighting certain area necessary not lighting up the whole library. We did fix something and it was fixed in about a week and there was no charge for that.

Steve Gergely from Harbor Engineering was in attendance in case Council had questions regarding the Well Span Ephrata Community Hospital parking lot.

Mr. Richard said the forty lot parking spaces that will be gained by the demolition of property; he thinks it's kind of a band aid. Going forward if the hospital stays successful parking will continue to be a topic of discussion in the future.

Mr. Richard asked if a parking garage near the addition would be something they would look at in the future if additional parking it needed.

Mr. Gergely said they are evaluating info they receive from the community needs short and long term parking plans. They are actually in the process of reviewing that and will come back to Council with that. They have also engaged a parking study group.

Mr. Gergely said this study and investigation was in place before they submitted their zoning application.

Mrs. Rowe asked Mrs. Talbert if there was anything she wanted to add to the committee report. Mrs. Talbert said no, they are here to work with the borough and try to get this situation resolved.

Mr. DiIlio said he concurs with Mrs. Talbert; this is a joint venture and we obviously have some material they have to look at from the library end of things. They do want to come up with a reasonable and final solution in getting this thing fixed.

Highway Committee

Mr. Ressler said the committee reviewed Bid 16-10 to provide and install thermoplastic pavement markings and will recommend Borough Council award the bid to the low bidder at a cost of \$15,655.

Mr. Ressler said the committee reviewed a request from Boy Scout Troop #363 to use the Public Works building parking lot during the Ephrata Fair parade to park cars as a fund raiser.

Municipal Enterprises Committee

Mr. Reinhold said the committee discussed several items. The first few touched upon the

Mission Pump Station project. The committee reviewed a proposed water line easement to EAJA for a parcel of land near Penn Avenue.

Hand in hand with that is the sanitary sewer easement also to facilitate the construction of that sewer main that is part of the whole project. The committee will recommend that Council approve those measures.

Mr. Reinhold said there is another proposed construction easement to EAJA but for a parcel of land near Old Mill Road. This easement is necessary to facilitate the replacement of a water main that will be installed under Cocalico Creek near the Old Mill Road bridge. This again is for next Monday.

Mr. Reinhold said the committee reviewed a proposal from Hanover Engineering Associates for an update to the Regional Act 537 sewage facilities plan. Last time this plan was updated was 1995. The cost in professional services from Hanover is not to exceed \$64,300. That is a budgeted item in the 2016 budget and program of services and the proposed cost is within the budgeted amount. Staff is recommending approval of that proposal and the Committee will recommend the Council approve.

Mr. Reinhold said the final two items from the committee are related to the Advanced Metering infrastructure projects. The first is a resolution, 2016-24 authorizing the execution of a schedule to the master services agreement with AMP for participation in the AMI project. The committee will recommend the adoption of this resolution at Work Session. Mr. Reinhold said in relation to the purchase order the committee is requesting to issue a purchase order in an amount not to exceed \$150,000 for project expenditures in 2016. This P.O. would commit the borough to the AMI project and allow AMP to order long lead time items for the system. This is an unbudgeted expenditure from unallocated balances in the electric fund. This will be discussed later at the Work Session.

Mr. Thompson said the Act 537 plan is called the sewage facilities plan. It's a plan each community has that addresses current and future wastewater needs to be met in the community, and it projects out our wastewater flows into the future 5-10 years and identifies where there will be capacity shortfalls and when improvements need to be made in the system whether it's the extension of sewers or the expansion of wastewater treatment facilities. In some cases if you are a township that is not sewer-ed everywhere it allows for the creation of long lot disposal systems for on-site waste removal (septic tanks and the like). It was updated last in the mid-90s. The results of the plan were that we were to build the second wastewater treatment plant. Since that time there has been some issues in adding wastewater flows to the system primarily because of the shortage of potable water. East Cocalico Township recently in the last several years brought on some public water supply which they now have that potable water. We are seeing some additional flows added, but the addition of plant 2 has lessened half its capacity. Each year we file what is called a Chapter 94 report, which is an annual update asking us to project our flows five years out. If you have any deficiencies projected in that five year period, you have to take mitigation action. Over the last 15-20 years we have not have projected shortfalls in the five years the urgency for the 537 plan update has not been as great. There is a technical committee that represents each of the municipalities that contribute wastewater flow, and it was determined last year that we would update the plan in 2016. Each municipality will look at the areas that it has zoned for development and project how much additional capacity they are going to need compared to what they have. The 537 Plan will direct how that capacity has been created.

Community Services Committee

Mr. Barr said the committee just has one item to bring forward for vote. The committee reviewed a request from DEI, Public Library, and Rec Center hold Ephrata Brewfest, a beer tasting and entertainment event at Whistle Stop Plaza on Jun 24, 2017 between 7:00 AM and 7:00 PM. The Committee will recommend Council approve the use of the Plaza for the event.

Mrs. Rowe asked Mr. Thompson. The three entities are all non-profits if you can ensure all three have their up to date by laws and form 990s on file with the borough.

Opportunity for Citizens to be Heard

There were no other comments from attendees.

Recommendations

Development Activities Committee

It was moved by Mrs. Martin, seconded by Mr. Weiler, and unanimously passed by roll call vote that Borough Council authorize an unbudgeted expenditure from the unallocated balance of the General Fund up to a maximum of \$21,015.00 to pay for temporary dehumidification at the Ephrata Public Library.

Municipal Enterprises Committee

It was moved by Mr. Reinhold, seconded by Mr. Richard, and unanimously passed by roll call vote that Borough Council adopt Resolution 2016-24 authorizing the execution of a Schedule to the Master Services Agreement with American Municipal Power for participation in the Advanced Metering Infrastructure Project.

It was moved by Mr. Reinhold, seconded by Mr. Ressler, and unanimously passed by roll call vote that Borough Council authorize Staff to issue a Purchase Order to American Municipal Power in an amount not to exceed \$150,000 as an unbudgeted expenditure from unallocated balances of the Electric Fund committing the Borough to the American Municipal Power Advanced Metering Infrastructure Program and providing funds for expenditures expected in 2016.

Discussion/Announcements

Mr. Reinhold said he will not be at the Council meeting next Monday as well as Mrs. Rowe.

Mr. Mowen said as the assignment of that lease as he was scrolling down through there actually is a prohibition to assigning the lease without the borough's consent.

Mr. Mowen asked where the borough is with the solar field. Mr. Natarian said he will have a report for the municipal enterprises committee when they meet on the 19th. The borough has some challenges to overcome.

Mr. Mowen said he had a realtor come to him questioning how the borough handles a tenant that moves out without paying their electric bill. Mr. Mowen got a copy of the invoice that was sent to the property owner where he is billed for \$1,000.10 for electric and then there is a collection fee of \$298. Mr. Mowen asked is that for assigning this to a collection agency. Mr. Thompson said a collection agency charges 25%.

Mr. Mowen said that said, if the landlord now pays this \$1,493, which covers all outstanding. If the collection agency states recovering funds from the tenant that took off does that go back to the landlord since he's already paid this. Mr. Thompson said once we turn it over to collection we've exhausted our ability as staff to collect. The collection agency pursues the collections for a certain period of time and sometime during that period if we are unable to collect we will then post a lien against the property for that amount. If the collection agency has dialogue about settling the outstanding amount that's dialogue we then have to approve whatever the amount is, and then the collection agency is due 25% of whatever is collected.

Mr. Mowen said if the landlord has already paid the borough. Mr. Thompson said they would pull it back from the collection. We will tell them not to continue to pursue that. The collection agency is probably still due their 25%.

Mr. Mowen said he just wants to make sure the landlord's not paying this and then the collection agency sends the money in and we actually get double payment. Mr. Thompson said the borough will advise that the outstanding amount has been satisfied. If it turns out we receive double funds the collection agency shouldn't keep anything other than their fee. Mr. Thompson said we would return whatever is above and beyond what is due the borough.

Chief Harvey said September is National Preparedness month. The motto this year is don't wait to communicate, make your emergency plan today.

Mrs. Rowe said there is a very controversial topic in town over the past few weeks regarding animal chases on borough property. Mr. Rowe said she considers this a public safety issue more so than an animal cruelty issue and therefore she will ask Chairman Weiler to take this under advisement and decide if you want Council to look at some kind of regulation on the public safety aspect of animal chases or if you so choose to table it.

ADJOURNMENT

The meeting was duly adjourned at 7:00 PM.

Respectfully submitted,

D. Robert Thompson, Secretary