

**EPHRATA BOROUGH COUNCIL
WORK SESSION MINUTES
AUGUST 3, 2020**

The Ephrata Borough Council Work Session was called to order by President Susan Rowe at 7:00 PM on August 3, 2020, in the Council Chambers of the Borough Office, 124 South State Street. Due to the Coronavirus – COVID-19 guidelines set forth by Governor Tom Wolf and in the respect of the practice of social distancing, President Susan Rowe, President Pro Tem Melvin Weiler, Council Members Linda Martin and Timothy Barr, as well as Borough Manager D. Robert Thompson were present within Council Chambers while the remaining Council Members, Mayor, Solicitor and designated Staff participated via a video conference.

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

STATEMENT FROM PRESIDENT ROWE CONCERNING HOLDING A PUBLIC MEETING VIA VIDEO CONFERENCE

“This public meeting of Ephrata Borough Council is being held in accordance with Act 15 of 2020. This Act allows for participation of Council Members in a public meeting by way of telecommunication devices without a physical quorum present through the duration of the COVID-19 emergency declaration. Declarations of Emergencies occasioned by the COVID-19 pandemic have been declared by the Governor of Pennsylvania and upheld by the Supreme Court of the Commonwealth of Pennsylvania as well a Declaration of Emergency declared by the Mayor of the Borough of Ephrata remains in effect. This meeting and instructions to allow for citizen comment were advertised as stipulated in Act 15.

There is a quorum of Council physically present for this meeting; however, three members are participating remotely as is the Mayor. When the agenda calls for citizen comment, any citizen in attendance wishing to address Council may do so, followed by residents that are attending remotely. Any written comments will be read by the Council President.”

President Rowe inquired if any citizen comments were submitted; in which, Mr. Thompson advised no comments were submitted for discussion.

STATEMENT FROM PRESIDENT ROWE OUTLINING HOW MEETING WILL BE CONDUCTED

“For those that have not yet been a part of a virtual meeting of Ephrata Borough Council, I would like to mention a few items. The Ephrata Borough Council virtual meetings are very structured to ensure everyone has a chance to speak and is heard by all. Some basics for participating in this meeting:

- We will first ensure everyone in attendance can hear the others and that everyone is able to be heard. If you are participating remotely, when I call your name for attendance, please respond with “Yes, I am present.” If anyone is unable to hear this response, I ask that you raise your hand so we can correct the problem prior to moving forward.
- If you are not speaking, please place your meeting on “mute.” When you are called upon to speak, remember to turn mute off until you have concluded your comments.
- We will follow the Ephrata Borough Council By-Laws as closely as possible; in particular, Rule #7 which applies to “Work Sessions.”

- Please wait to be recognized by the Chair before speaking no matter how important you believe your comment to be.
- If you wish to speak, I ask that you raise your hand ensuring it can be seen on camera. Please wait to be recognized by the Chair whether physically present or participating remotely before speaking no matter how important you believe your comment to be.

I again ask for everyone's patience as we proceed with our meeting tonight."

In attendance in addition to the President within Council Chambers were President Pro Tem Melvin Weiler, Council Members Timothy Barr, Linda Martin and Victor Richard. In attendance via video conference were Vice President Thomas Reinhold, Council Members Ricky Ressler and Greg Zimmerman, as well as Mayor Ralph Mowen.

In attendance within Council Chambers was Borough Manager D. Robert Thompson. Also in attendance via video conferencing were Borough Solicitor James R. McManus, III, Esq., and Interim Police Chief Thomas Shumaker.

The following visitor(s) were present:

Tim Auker, 542 N. State Street, Ephrata

The following visitor(s) participated via video conferencing:

Jim Summers, Ephrata Recreation Center

First Opportunity for Citizens to be Heard

With there being no visitor comments, President Rowe turned to the Discussion of Committee Actions.

Discussion of Committee Actions

Budget and Finance Committee

Mr. Ressler advised the Committee met on July 27, 2020, and has two Action Items:

1. Staff reviewed with the Committee a purchase request from the Electric Department for a pole trailer and a vacuum trailer for pole replacement. The budget includes \$34,000 for a pole trailer and \$60,000 for pole replacement. Since they are working on the Comcast project on pole replacement, they will not be using the budgeted pole replacement funds. They would like to purchase a pole trailer for \$20,217.47 and use the remaining funds to purchase a vacuum trailer up to \$73,782.53. The Committee will recommend approval not to exceed \$73,782.53 for a vacuum trailer at the August Council meeting.
2. The Committee discussed proposed Ordinance 1555 concerning LERTA. The document was sent to the School District, the County, the Borough Planning Commission and Mainspring for comments on the deteriorated area. The Borough Planning Commission had questions regarding the properties included in the ordinance and requested that the Council wait to approve the ordinance until after all of their questions are answered. Per Jim McManus, Council is only required to receive questions and comments and not required to

resolve/respond to questions and can still act on ordinance as written. The properties included in the ordinance can be changed in the future and the Committee would like to get started with the program. The Committee will recommend approval of Ordinance 1555 concerning LERTA at the August Council meeting.

Mr. Ressler advised the Committee had seven Discussion Items:

1. The Committee reviewed a list of potential revenue sources created by the management team during a brainstorming session. A number of items on the list were discussed and a few items will be pursued by the staff. The staff will focus on; a Stormwater Ordinance for the 2021 budget, the Maximus study, grant opportunities, pre-settlement inspections, the sale of the two lots along Cocalico Street, and volume discounts for purchasing. Mr. Zimmerman will provide some of his contacts for volume discounts.
2. Committee discussed the parking needs at Borough Hall for staff and police department fleet vehicles. The Staff requested permission to research additional parking. There were originally three potential lots identified; the lot at State and Fulton Streets, the lot across the street from Borough Hall that is a lawyer's office and the Pioneer Fire Department lot next to the fire company. The Committee feels the employees can walk to the Franklin St lot since it is only two blocks away from Borough Hall, so additional parking is not needed for the staff. Mrs. Martin requested that the police department employees park in the Borough Hall lot on Saturday and Sunday to free up parking for the trail. The Staff will discuss this suggestion with the police department. The Committee would like the Staff to pursue discussions with Pioneer regarding a potential lease of their lot. Staff will provide updates as new information is available.
3. Staff reminded the Committee that disconnects will start in August and this could cause residents to contact Council members. Also, the Staff wanted to remind the Committee that tenant delinquency will ultimately fall on the landlords if left unpaid. No further action is required.
4. Staff advised the Committee that an emergency fund account has been set up with an initial deposit of \$546,461.17. This fund is for the General Fund only and is available in the event of an emergency when funds are low. The Committee requested that this information be added to the budget book next year, as well as the information on where fund balances fall within the 25-50% fund balance that the Borough prefers to maintain. The Staff will add this information to next year's budget book.
5. Staff reviewed with the Committee the previously adopted Resolution 2020-09 which deferred rental payments for qualifying tenants. The Staff also provided a proposed Resolution rescinding and nullifying the prior resolution 2020-09 and reinstating rent payments. The tenants that qualify for the rental abatement have not been able to reopen so this item will be moved to "Old Business" until such time as the tenants reopen or the Committee determines it is time to reinstate the rental payments.

6. Staff provided a copy of two reports on the Solicitor's invoices. The first report is sorted by invoice and the second report is sorted by project. No further action is required.
7. The Staff provided the Check and ACH registers to the Committee for July to date. The Committee requested details on the following checks:
 - a. 42416 – Borough Authority for Plant 1 – transfer switch
 - b. 42440 - Borough Authority for Plant 2 – press bldg. roof
 - c. 42475 – Electric Department tree trimming
 - d. 42517 – Electric Department LED Street Lights
 - e. 42555 – Borough Authority for Plant 1 – water utility pump
 - f. 42580 – Borough Authority for Plant 2 – oxidation ditch drives
 - g. 42598 – Borough Authority for Collection system
 - h. 42617 – Borough Authority for Plant 2 – belt filter press parts

Mayor Mowen stated, "... he has some really strong concerns with the Ordinance." Mayor Mowen advised he walked the area that is covered within the proposed Ordinance and further stated, "... he is struggling to find a myriad of deteriorated properties in our downtown." Mayor Mowen referenced that the Ordinance was submitted to the Planning Commission, who reviewed it and had some issues with it; however, based on Solicitor McManus' recommendation, Council was advised they do not have to respond or resolve those questions. Mayor Mowen inquired, "... if you're not going to listen to the Planning Commission, why have them?" Mayor Mowen advised he also has to sign the Ordinance and he has concerns that it does not meet the requirements of a deteriorated area. Mayor Mowen then inquired if any of the Council members walked downtown to view the listed properties as he did. Mayor Mowen concluded his comments by stating, "... I don't feel the Ordinance meets the criteria for a LERTA program and does not meet the deteriorated area requirements."

Ms. Martin inquired if Mayor Mowen spoke to Kelly Withum, Mainspring of Ephrata, regarding his concerns as she is the one who conducted the initial research and based on her expertise compiled the listing of properties. Mayor Mowen advised he has not spoken with Ms. Withum and reiterated that he personally visited each property on the list and looked at its exterior, windows, etc., and feels, "... that very few of those properties meet the criteria of a deteriorated property."

President Rowe advised she also shares some of the Mayor's concerns. President Rowe advised she has been researching LERTA and has been attempting to propose a LERTA-type Ordinance for the Borough of Ephrata since she has joined Council. President Rowe further advised, "... this seems to be more of a redevelopment-incentive ordinance than an actual LERTA Ordinance." President Rowe concluded her comments by stating, "... I'm not sure that I can support the Ordinance the way it is written now."

Mr. Ressler advised he would like to hear Solicitor McManus' thoughts regarding the feedback provided. Additionally, Mr. Ressler stated it is understood the Ordinance is "not perfect," but "... we don't want to hold progress when it's good to get it to perfect ... it can be adjusted and added to as time goes on." Mr. Ressler further stated that the, "... downtown is struggling and

this Ordinance was to help them to make improvements in going forward without increasing their tax funds.”

Solicitor McManus then stated, “...the issue regarding the Ordinance is always going to be about the area that has been defined.” Solicitor McManus advised Mainspring of Ephrata set this project in motion and defined an area along Main Street that it considered in need of revitalization. Solicitor McManus further advised the Ordinance’s legislative intent talks about the problems with respect to those defined properties in compliance with Zoning, parking and recites that many of them are in need of remodeling. Solicitor McManus advised he does not know what process Mainspring went through to inventory the listed properties; however, he stated the Ordinance that is before Council is very similar to many other LERTA Ordinances throughout the County. Solicitor McManus concluded his comments by advising the purpose of the public hearing has to do solely with what properties are defined, how those properties are defined and are they properly included.

Ms. Martin, in referencing future possible investors in downtown Ephrata, stated, “... if we don’t have something in place that incentivizes them, they’re going to walk right past us and they’re going to go somewhere else.” Ms. Martin further stated, “... we’re struggling as it is and this might not be the exact perfect definition of properties, but we can always add and/or subtract later with a simple Resolution ... if we continue to kick opportunities like this that can bring possible investors and possible interests in our community, we’re really shooting ourselves in the foot.”

Mayor Mowen, in addressing Solicitor McManus, advised that he mentioned there were other municipalities that are similar to ours and requested who/where those municipalities are. Mayor Mowen, referencing Ms. Martin’s comments about not wanting to miss investment opportunities, advised there are only two vacant properties downtown including the Royer Building and the building next to Uncle Funky’s at this point in time. Mayor Mowen, in referencing Mr. Ressler’s comments about making adjustments as needed, advised he has been involved in Borough Council and/or Mayor for approximately 40 years and stated, “... I have rarely seen adjustments made after something is put in place so I have concerns about that idea.” Mayor Mowen advised he will have a conversation with Ms. Withum regarding his concerns and how she came up with the proposed property list.

President Rowe inquired if Mayor Mowen would like an item be added to the Budget & Finance Committee’s meeting agenda to consider a Resolution to add properties as suggested by the Planning Commission; in which, Mayor Mowen stated, “... we could look at that ... I’m not sure that we would know which properties to add or delete at that point, but we could look at it.” President Rowe advised the topic could be an ongoing discussion item for the Committee. Mayor Mowen then stated, “... I’m going to frank with you ... at this point, I have not made a decision of whether I will sign it or veto it.” Mayor Mowen further advised that he has 10 days after the vote to determine whether or not he chooses to veto the Ordinance or not.

Solicitor McManus in responding to the Mayor’s inquiry regarding other municipalities that have a similar Ordinance in place include: Millersville Borough, Elizabethtown Borough, as well as the City of Lancaster. Solicitor McManus advised from a planning strategy, Council may find it

useful to take a look at the purpose and effect of the proposed Ordinance. Solicitor McManus further advised the purpose of the Ordinance is to provide an incentive of the development of certain properties that form an economic core within the Borough and it is a tool to incentivize that.

Mr. Weiler expressed his concern of enacting the Ordinance and that no one would take advantage of it resulting it being a “fruitless exercise.” Mr. Weiler advised he believed the reason for not holding off on the vote was that there was a limited amount of time to enact the Ordinance. President Rowe advised that Mr. Weiler was correct in his statement of having to start the process over again if Council did not vote on the matter within 60 days. Solicitor McManus confirmed the reason for the August deadline relates solely on which the date the Ordinance was advertised and nothing more. Solicitor McManus further advised under the Borough Code, an Ordinance must be enacted within 60 days of the publication of the legal advertising. Solicitor McManus additionally advised that Council can consider this Ordinance “further down the road” and the only effect would be the Ordinance would need to be re-advertised.

Mayor Mowen stated he wanted to add an additional comment stating, “... I am absolutely in favor of revitalizing the downtown ... I have fought for that for years, but I want to do it properly and correctly.” Ms. Martin, addressing Mayor Mowen, then asked, “What would you do instead?” In which, Mayor Mowen responded, “... I would re-evaluate these properties and make sure that they do fit under the Ordinance cause ... I’m sorry, I don’t see ... very few of these properties meet the deteriorated property qualification.” President Rowe, in addressing the Mayor’s observations of the buildings, stated, “... maybe Mainspring was inside the properties and could see things that you could not see walking past and looking at the properties from the exteriors.”

Prior to moving onto the next agenda item, President Rowe advised continuation of the public hearing on this matter will occur prior to the Voting Session to be held August 10, 2020.

Highway Committee

Mr. Richard advised the Committee met on July 27, 2020, and has four Action Items:

1. The Committee reviewed the results of Bid #20-4 Spruce Alley Improvements and will recommend that Borough Council award the bid to apparent low bidder: H&K Group, Inc. from Skippack, PA in the total bid amount of \$100,092.44 as part of the Consent Agenda at their August 10, 2020 meeting.
2. The Committee reviewed a disposition of asset request for disposal of a 2005 Bobcat ML 5600 Toolcat via auction on MuniBid or PennBid. The estimated value of the equipment is \$7,000. The Committee will recommend that Borough Council approve this disposition of asset at their August 10, 2020 meeting.
3. The Committee reviewed Municipal Winter Traffic Services Supplemental Agreement No. 3900038016-A by and between the Commonwealth of Pennsylvania, Department of Transportation and the Borough. This supplemental agreement amends Agreement No.

3900038016 by adding snow lane miles along SR 0322 between Market Street and Bethany Road as calculated by PennDOT and compensates the Borough at a rate of \$1,183.73 per snow lane mile for snow and ice removal during the 2020/2021 winter season. The total anticipated reimbursement to the Borough in 2021 is \$14,323.13 plus any applicable adjustment to offset severe winters. The Committee will recommend that Borough Council approve Municipal Winter Traffic Services Supplemental Agreement No. 3900038016-A at their August 10, 2020 meeting.

4. The Committee reviewed a Resolution authorizing the President of Borough Council and the Borough Secretary to execute the Municipal Winter Traffic Services Supplemental Agreement No. 3900038016-A with the Commonwealth of Pennsylvania, Department of Transportation. The Committee will recommend that Borough Council adopt this Resolution at their August 10, 2020 meeting.

Mr. Richard advised the Committee had five Discussion Items:

1. The Committee discussed a citizen request for a multiway stop sign installation at the Church Avenue and West Chestnut Street intersection. The Committee reviewed information regarding multiway stop warrants in the MUTCD, LTAP Technical Bulletin, and PennDOT Publication 212 along with 10-year crash data and vehicle volume/speed reports for this intersection. The Committee also discussed clear-sight distance and vehicle parking at a fire hydrant at this intersection. Staff will respond to complainant and re-visit this issue at a future Highway Committee meeting at the end of 2020 to further discuss and determine if any warrants for a multiway stop have been met at that time.
2. The Committee discussed a citizen request to add no parking signage along the north side of SR 0322 (East Main Street) between Akron Road and a common use private alley where no parking between signs signage currently exists. Staff determined that only a portion of that no parking area is ordained from the west curb line of Akron Road extended 75 feet east by Ordinance No. 1318. Staff will discuss this issue further with the concerned citizen and report back to Committee at their next meeting.
3. The Committee discussed a permit parking program suggested by a citizen living along the south side of the 100 block of East Main Street. The citizen advised the Committee that he typically parks at a metered space in front of his residence but when those spaces are unavailable it is difficult to find other parking spaces nearby. Off-street parking spaces were not provided as part of his lease. Committee discussed alternative parking in the area and offered to look into possible parking available for lease at a nearby property on Lake Street. Staff provided the citizen with contact information for future communication regarding alternative parking in the area.
4. The Committee discussed the South Oak Street bridge pedestrian railing/vehicle barrier. Staff will contact the Borough's liability insurer to talk over the issue and report back to Committee at their next meeting.
5. The Committee discussed weed growth in streets throughout the Borough and was advised by Borough Manager Thompson that recently retired Paul Swangren held the only herbicide

application license for the Borough and that the Borough has recently contracted with Land Studies from Lititz, PA to oversee the application of herbicides in the Borough. Herbicide applications have recently begun in the Borough.

Community Services Committee

Mr. Weiler advised the Committee did not meet in August; however, information was received regarding the Ephrata Community Pool's membership sales as well as daily attendance data which was included in the meeting packet for review.

Mr. Barr, speaking specifically to Mr. Summers, inquired if before the Manheim Township Pool Manager was relieved of his duties, did anyone make contact with the management of the Ephrata Pool for advice; in which, Mr. Summers replied that he did speak with some individuals with the Manheim Township Rec Department that he has known for years, but no advice was asked for and/or provided.

Mr. Richard advised while it is nice to have pool attendance information that has been provided by Mr. Summers, he would appreciate a notation of weather conditions (i.e., sunny, cloudy, overcast) be added in an effort to better understand the attendance numbers.

Mayor Mowen stated, "... I want to give kudos to Mr. Summers." Mayor Mowen advised he had an irate father contact him about a young male who has some developmental issues and could not get into the indoor pool and was turned away at the outdoor pool because he/they did not have a family membership. Mayor Mowen then spoke with Mr. Summers about the issue and advised the father that he is if not happy with the response he receives, to re-contact him. Mayor Mowen advised he has not heard back from the father which tells him that Mr. Summers handled the matter in a satisfactory manner.

Mr. Thompson advised that he and Mr. Summers had an opportunity to discuss the pool and he extended an invitation for him to speak with and update Council. Mr. Summers advised it was decided at an earlier time that walk-up day passes were not going to be available, however, that members will be able to do so at some time during the season. Mr. Summers advised he put this matter on the back burner as a result of the stricter guidelines established and set forth by Governor Wolf. Mr. Summers then advised daily attendance has "... thinned a little bit which is normal for this time of the year" and believes it would be a good time to allow the purchase of day passes for the remainder of the year. Mr. Summers advised a limit would be placed allowing the purchase of four day passes per membership per day. Mr. Summers also advised he wanted to point out that the pool rates have been reduced from last year due to the fact that none of the amenities are currently open (i.e., rock climbing walls, water slides).

Ms. Martin advised she has been going to the pool quite regularly and believes there is more than enough space available to approve Mr. Summer's request to allow guests of members in the pool. Ms. Martin concluded her comments by stating she received so many compliments about how the environment is at the pool and the way the current situation was handled.

Mr. Weiler inquired as to how many days are left in the season; in which, Mr. Summers advised the closing date is August 23, 2020. Mr. Weiler, in referencing the four guests per membership,

inquired if that was for family memberships only; in which, Mr. Summers clarified it would be for any type of membership.

Mr. Reinhold stated, "... it has been very serene and nice and calm ..." as well as advising there are some things that need to be taken into consideration for next year's pool season. Additionally, Mr. Reinhold advised he has heard some members state they would be willing to pay a little bit more for their membership if that environment can stay that way. Mr. Reinhold advised he will be bringing his concerns forward to a future Community Services Committee meeting for further discussion and consideration.

President Rowe, addressing Mr. Thompson, advised if Council needs to take a vote on the matter; in which, Mr. Thompson advised he would suggest action be taken to accept the proposed rates.

Committee Recommendations Customer Service Committee

It was moved by Mr. Weiler, seconded by Mr. Barr, and unanimously passed that Borough Council approve the following day pass rates to be purchased by Members for their guests (up to 4 guests per member per day) for the remaining of the Ephrata Pool's operating season: \$10.00-Adult; \$7.00-Student; \$5.00-Senior Citizens; and \$2.00-Preschool.

Second Opportunity for Citizens to be Heard

With there being no visitor comments, President Rowe turned to Discussion/Announcements.

Discussion/Announcements

Mr. Reinhold, in referencing the purchasing of day passes for the Ephrata Pool, sought clarification that members have to purchase the passes at the Ephrata Recreation Center; in which, he was advised he was correct.

Mr. Zimmerman extended his appreciation to Mr. Thompson and Ms. Moore for providing clarification regarding his inquiries of various checks.

Mr. Barr, in referencing his personal acquaintance with a US Census taker, stated, "... it is amazing how many people are not cooperating in the Borough." Mr. Barr further stated, "... we need that information ... we need the money that comes from that information." Mr. Barr advised he does not know how much more people can be encouraged to participate, but the Census workers are clearly identified. President Rowe responded, "... that is very unfortunate ... like you said, especially for the Borough, because we rely on that information for funding."

Ms. Martin advised she received an email from a resident that she shared with Council:

"Hi, Linda ... I hope you and your family is doing well ... this is Richard Kwiatkowski of 1216 Marie Avenue ... I am sorry to trouble you with this, but I was not sure where to turn with an issue I'm having on our street ... over the past few years, the noise from loud cars, motorcycles, dirt bikes and now four-wheeler bikes ... the noise is penetrating not just outside the house, but inside the house ... particular neighbors have turned this street into their own used car lot,

mechanics garage and drag strip ... I have asked at times to curtail the noise and it does help for a limited time ... I guess I'm looking for advice ... I do not want to call the police for noise issues ... they have enough to do ... again, I apologize for troubling you with this issue ... I was not sure who to talk to at Borough Hall ... thank you for your understanding.”

Ms. Martin advised she has heard this complaint before from others and added that both neighbors have spoken with the individual and requested the noise to decrease; however, the individual continues to do so. Ms. Martin inquired if anything can be done to assist in resolving this complaint; in which, Mr. Barr referred to the Borough's Noise Ordinance relating to the “Quality of Life” section and encouraged her to have the individual to speak with the Codes Department. President Rowe advised she will have the issue added to the Public Safety Committee meeting agenda as well as requested it be discussed at an upcoming Development Activities Committee meeting.

Mr. Richard advised he received a phone call (with a follow-up email) from Bonnie Martin, President of Ephrata Cloister Associates stating that the Ephrata Cloisters Historic Site has been closed since March 16, 2020. Mr. Richard further advised their revenue stream is from the store which is not accessible as well as the tours which are not occurring. Mr. Richard advised Ms. Martin stated that the Associates would like to salvage some of their sales by placing items at the Eicher Arts Center for purchase possibly on one Saturday in November and in December. Mr. Richard inquired if this matter could also be added to the Development Activities Committee meeting agenda for discussion. President Rowe requested the request be added to the Development Activities Committee meeting agenda; and if it is approved, to then add it to the Budget and Finance Committee to approve either rent or no rent be charged as the Eicher Arts Center is a Borough-owned property.

Mayor Mowen jokingly stated, “... he is very happy that he got through the meeting tonight without one hiccup on my Zoom since I switched from Windstream to Blue Ridge.” In which, President Rowe thanked Mayor Mowen for “that advertisement.”

Lt. Shumaker advised he had a difficult time hearing Ms. Martin as she shared the email she received from Mr. Kwiatkowski and requested she forward the email to him; in which, Ms. Martin advised she will do so.

President Rowe, in addressing Mr. Thompson, inquired as to the approximate amount of revenues the Borough has lost to date; in which, Mr. Thompson replied on the revenue side, the Borough is approximately \$30,000 YTD behind last year in real estate taxes; \$165,000 YTD behind last year on real estate transfer taxes; and approximately \$40,000 YTD behind on interest revenues. Mr. Thompson advised that both the earned income tax and local service tax are trending about the same as last year; however, he reminded Council to be mindful that the report is only through the first quarter which only included a 2-week period where there was a shelter in place. Mr. Thompson added that information is due to the Tax Collection Boro on July 31, 2020, so next month second quarter information should be available which is expected to be significant.

Mr. Thompson informed Council that parking meter receipts are down \$10,000 as well as rents and royalties being down \$100,000. Mr. Thompson advised Staff has a meeting scheduled on August 4, 2020, with the Pension Committee to discuss the possible impact

Mr. Thompson, in referring to the expense side, advised since the shelter in place was initiated, the Executive Team took immediate action requesting Staff to only spend money for essential expenditures. Additionally, Mr. Thompson advised the Borough received a \$30,000 grant from the Redevelopment Authority as well as estimating a \$40,000 savings for not filling a vacant Public Works laborer and a \$25,000 savings for not filling a part-time Social Media position.

Mr. Thompson advised the Borough is unfavorable by about \$10,000 for unemployment expenses as a number of employees, either part-time or those who had trouble obtaining child care and the like, went on unemployment. Mr. Thompson then stated, "... but on the flip side of that, I'd like to give credit to the Staff here at the Borough ... we are currently favorable by \$900,000 on General Funds based on cost type ... so that's deferring things that were in the budget or choosing not to do them this year."

Mr. Thompson, in referencing Capital Projects, advised that Council awarded the Street and Alley Program for \$100,000 which was originally budgeted at \$815,000 and that \$400,000 were Borough funds resulting in an approximate \$350,000 savings. Mr. Thompson advised that the Rail Trail project totaling \$535,000 was deferred as well as the Dog Park saving \$200,000 resulting in the Borough not spending \$1.115 million.

Mr. Thompson stated, "... I think the Staff did an outstanding job of recognizing what was/is essential and non-essential and while we are only 7/12 through the year and the numbers might look a little more bleak for the shelter in place, I think we've done very well." In concluding his comments, Mr. Thompson also reported that an Emergency Reserve Fund with well over \$500,000 was initiated. President Rowe thanked Mr. Thompson for his comments/update.

President Rowe apologized to Chairman Zimmerman, Chairman Reinhold, Chairman Martin and Chairman Barr as their respective committees did not meet and she assumed they did not have anything to report; however, she wished to provide them an opportunity at this time during the meeting asking if they had anything to share. In not receiving any responses, President Rowe proceeded to the adjournment of the meeting.

Adjournment

It was moved by Mr. Richard and seconded by Ms. Martin to adjourn. The meeting was adjourned at 8:18 p.m.

D. Robert Thompson, Secretary