

UPLAND BOROUGH COUNCIL

MEETING MINUTES

February 11, 2014

The meeting of the Upland Borough Council was called to order at 7:02 p.m. by President Edward Mitchell. The meeting was held in the Upland Municipal Building.

Present were President Edward Mitchell and Vice President Christine Peterson. Council members present were Ms. Moira Crawford, Mr. Leland Hunter, Mrs. Sandra Miazza, Mr. Harold Peden, Mayor Michael Ciach, Mr. Charles Catania, Sr., P.E., Mr. Robert O'Connor, Esq., and Mrs. Shirley Purcival, Borough Manager / Treasurer/Secretary. Councilman Daniel Smith was absent.

Mr. Ken Stark, Reporter, Deputy Chief Nelson Ocasio, police officers and approximately ten residents/guests were also in attendance.

President Mitchell led the Pledge of Allegiance to the Flag and a moment of silence followed by roll call.

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Out of Normal Order of Business - Mayor Ciach

Mr. Mitchell suspended the normal order of business at 7:02 and turned the meeting over to the Mayor. Mayor Ciach introduced Deputy Chief Ocasio to address a few topics of interest.

Deputy Chief Ocasio wanted to update everyone on a meeting he had with Mark Mitchell and Director of Security Steve Jackson, both from Crozer, last week. It was a very good meeting. Basically we went over a few things pertaining to them relaying information to us as a Police Department; and us working hand-in-hand together to make our jobs easier. Since June 2013, Upland Police Department has placed an officer at Crozer during Fridays and Saturdays, on the busier shift. It was supposed to be two officers. However, it has been cut due to the man power. Deputy Chief Ocasio informed everyone that next week, they have formal interviews schedule, so hopefully we can get that under wraps.

Deputy Chief Ocasio wanted to provide Council with an idea of how many calls the Police Department responds to Crozer in one year. The total's Deputy Chief Ocasio reported were 3 fire alarm calls; 23 crowd control incidents which also indicates backup from surrounding Police departments, CID, Sheriff's Department; 59 domestic fights at the ER; 162 non-emergency calls; 15 assaults which included sexual assaults. The total of 262 calls to Crozer. Ms. Crawford asked for the date range for those totals. Deputy Chief Ocasio stated the total was from January 2013 until today's date. Mr. Mitchell stated "When you do crowd control and I hear on the scanner sometimes you have everybody and their brother in the county, it looks like, is heading over there. Also I hear

there is a shooting here and you end up with both people that are shot and now you have both their families there. And then I hear you block the roads. Deputy Chief Ocasio responded "that it is hard to come up with a method on how to contain this, it is a very sticky situation. We came up with a method, basically if you are familiar with the entrance to the ER, at the bottom of the hill, we will place a patrol vehicle out there. At the top to the stairwell, we place a uniformed officer there." If you have an emergency, because of the severity of the situation, we would allow the emergency to come up the hill. However, if you are just coming to visit, we tend to hold them back until we get everything under control.

Mr. Mitchell asked how the nurses co-mingle with our officers on the weekend. Deputy Chief Ocasio answered that he spoke with the Head of the Emergency Room, the charge nurse as well as other nurses and doctors, and the response he received was that they felt safer doing their job with an officer present. Deputy Chief stated that this is also good for his officer, as well, as they get to know the layout of the hospital for which they need to know as well as prepare them for any other type of emergency that may occur there.

Mr. Mitchell stated "As I often say, that Upland has 3,200 people at night and during the day, we have 8,000 people in our town. Thusly, that creates why we have two officers on all day long. Only because 90% of every time I hear the monitor, its Crozer, Crozer, Crozer. Whether it's someone in diabetic shock or all the other things that are going on, do you guys get out and assist on any of that?" Deputy Chief responded "We will respond, but it all depends on the severity of it. Obviously, if we have something else in the Borough that needs our attention, we would go there first. But for the most-part, we do respond to Crozer. Mr. Mitchell responded "Okay. It just seems that a lot of effort is going into Crozer, we are constantly..." Mrs. Miazza asked "when you have all this commotion and all going on up there, does their security get involved?" Deputy Chief Ocasio replied "They do. And actually, I spoke to Mark Mitchell on going... maybe, possibly having them trained with some of the stuff we are trained with. So they can be a little more self-sufficient." Obviously they do not have the same training as we do as well as not having arrest powers, they cannot use some of the same force as we are allowed to use. So sometime they can be helpless. Mr. Mitchell asked if they carried guns or mace. Deputy Chief Ocasio replied "No. They just started carrying mace and also tasers but only supervisors can carry tasers. And it has to be almost a dire, dire emergency." Mr. Mitchell asked if anyone had any questions of the Crozer issue. Mr. Mitchell mentioned the parking situation. He stated "we are trying to set up a meeting with them, as we had a little break-down with Christmas and all, but it will happen, trust me." "We will get closure on this issue." Mr. Mitchell asked if the notes concerning parking tickets stop. Deputy Chief Ocasio replied "Yes."

Deputy Chief Ocasio updated everyone on the PAL Program. Officer Curran, the Mayor and he are scheduled to meet with Sergeant Falls from Philadelphia Police Department, as he will give them a tour of their PAL Program. And also Officer Curran, has been in contact with the head of the PAL for the whole United States, who is stationed in Virginia. So they are working on this program. Also, he has "emailed the regional director of the DARE program and he will get me some information as well." Mr.

Mitchell stated that once the guys make contact, get ahold of someone's budget. Officer Curran stated that in the past few weeks, he has been in contact with the gentleman from Virginia. Seems like one of the nicest guy, whatever we need as we can come to Virginia or he could come here. Officer Curran continued stating he spoke to Officer Falls and we will set up a meeting down in Philadelphia to get basically everything he has. And again, he seems like an extremely nice man and he will help us with anything we may need. So, we will try to get as much information from everybody else that has started this program and use the best of everything to create ours. Hopefully, it looks like it is going very well.

Mr. Mitchell stated the 501(3)(c) has been approved by the IRS and we are now in the process of working on stationary and the other things. So, we would like to see a preliminary budget hopefully by the end of June because Ms. Crawford is going to start on us the first of August for that, as we need to get some numbers together. Mr. Mitchell asked what are some good solid after school programs that are beneficial to the kids? Officer Curran stated that is why they are in contact with Philadelphia. They have their programs set up throughout the city. Talking to them, they are more involved in not just sports, but educational and cultural programs as well. So being able to grab from each one of their PAL programs within the city, how different people utilize different things, we will be able to take everything that they have and form our own. It looks like it is going in a great direction, pretty fast.

Mr. Mitchell stated that Mrs. Peterson and himself were in contact and had communications with President Harris of Widener University. They are committed to an after school program with their student nurses. And also, with our after school program with the kids on the educational end; they have to do so many hours of community service, so this will be a great outlet for them, too. We need to see where we go with this thing, and it is just not a basketball camp. Officer Curran concurred and stated he believes with other people involved with this, this will blow up pretty quick. We want to make a solid foundation from the start and obviously, he will keep Council involved with everything that comes to light. Mr. Mitchell stated he would appreciate that everything and anything gets directed to the Borough Manager. We do have a committee formed for the Reese Center. Fortunately we have the building secured now, the roof is done and the heating is done, the infrastructure is done. We just have not done anything at this point as we are not sure of the requirements. He just wanted to ensure that they are not going one hundred miles per hour on this program, and miss something. Speed is of the essence here. We have summer coming, and everyone knows what that means in our town. The youth need something to do and it has been a long time coming. Deputy Chief Ocasio stated "We will get that squared away."

Deputy Chief Ocasio stated the last thing he had was, and probably little more scarier things to talk about is; everyone has seen the news, the active shooter stuff. As a Police Department and a Borough, we really cannot predict that, especially having a hospital and two schools here. So, what he wanted to do was basically prepare us in an event of a situation like this with proper training and proper equipment. What he is going to do is work with Sergeant Jeff Brown, from Aston Police Department. Background on Sergeant

Brown is that he is a leader on the Central Delco SWAT team; an instructor at the Police Academy and a professor of Criminal Justice at the Community College; as well as an Army Ranger; he is more than qualified.

Sergeant Brown approached Council and explained the definition of Active Shooter. A high-risk incident for a cycle of violence; example given was a shooting at a school. Sgt. Brown stated that he is also a member of the National Tactical Association and trained by men that train active shooter training. The word active shooter does not necessarily mean an active shooter it could be someone in front of 30 people with a baseball bat or anyone when you get into an area where there is a high possibility of lots of victims in a short amount of time. So the officers are going to be expected to go into these situations and end that cycle of violence as soon as possible.

In synopsis, Sergeant Brown induced the Go-Bags to Council as they are a necessity in the active shooter situation. In the situation when a police officer is injured during an active shooter situation, there is no time for the other police officers to stop and tend to his care. As the mission on hand, is to apprehend the active shooter as soon as possible. The Go-Bags have tourniquets, little multi-tools, blood clotter, pressure bandages, a couple extra magazines for the rifles. The officer is expected to take care of himself with the tools we give him in the Go-Bag. The cost per bag is approximately \$ 150.00.

Sergeant Brown offered training to the Police Department; began with a Power Point presentation that got the officer in the correct frame of mind, then in the future he will be available for training for the officers as he is certified to do it. It is recommended to get a Go-Bag for every squad car; as well as the need for a rifle and a plate carrier in each squad car.

Deputy Chief Ocasio will have the rifles mounted into the front of the car, as well follow the proper procedures to order the rifle plates.

Mr. Mitchell stated "Very good. While we have something to chew on, we can definitely expect it." Mr. Peden asked if we would receive the same sort of request for this equipment as we have received for other equipment. Deputy Chief Ocasio said "Yes." Mr. Peden stated it shouldn't receive any resistance.

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Mr. Mitchell resumed normal order of business at 7:25 p.m.

5. Public Comments on Agenda Items Only

No one responded.

6. Approval of Previous Meeting Minutes

A-1 Council Meeting Minutes - January 14, 2014

Ms. Crawford made a motion to approve the Council Meeting Minutes of January 14, 2014 and Mrs. Miazza seconded the motion. Council unanimously voted Aye on the motion.

7. Treasurer's Report

A-1 Treasurer's Report

Ms. Crawford made a motion to accept the Treasurer's Report and Mrs. Miazza seconded the motion. Council unanimously voted Aye on the motion.

A-2 Income Statement

Mrs. Miazza made a motion to accept the Income Statement and Mr. Peden seconded the motion. Council unanimously voted Aye on the motion.

8. Auburn Village Report - Christine Peterson

Mrs. Peterson stated that the Maintenance men are working really hard. We had a lot of units open up at one time and they are working diligently to get them finished so we can rent them out.

9. Public Safety Report - Harold R. Peden

A -1 Fire Marshall's Report

Mr. Peden read the Fire Marshall's Report for January 2014 Report into record.

A-2 Fire Company's Report

Mr. Peden asked to table the Fire Company's Report until the March meeting.

Mr. Mitchell stated it has been moved and tabled. He asked if anyone had any questions. No one responded. Hearing no questions, Mr. Mitchell asked for a roll call. All Council unanimously voted Aye on the motion.

10. Safety / Code Committee - Daniel Smith

A-1 Code Officials Report

This report will be held off until next month, as per Mr. Mitchell.

11. Building & Grounds Report - Sandy Miazza

Mrs. Miazza reported that there were leaks in the some of the older pipes in the Hall's basement. Tri-County Comfort Systems completed the repairs. The Police Department has a few floor tiles replaced in their new building section, as well as an office was repainted. We had a television installed upstairs in the bar area of the Hall.

12. Finance & Insurance Report - Moira Crawford

A-1 Approval of General Fund Bills

Ms. Crawford made a motion to approve the General Fund Bills for the month of January 2014 in the amount of \$ 224,518.43. Mrs. Miazza seconded the motion. Mr. Peden stated Aye on all items except check number 30715 and he abstains from that check. Mrs. Peterson abstained from check numbers 30700, 30731, 30732, and 30773 and Aye on the rest. Mr. Mitchell abstained from check number 30680 and Aye for the rest. All other Council voted Aye on the motion.

A-2 Approval of Auburn Village Bills

Ms. Crawford made a motion to approve the Auburn Village Bills for the month of January 2014 in the amount of \$ 29,160.81. Mr. Peden seconded the motion. Mr. Mitchell abstained from check number 5960 and Aye on the rest. All other Council members voted Aye on the motion.

A-3 Motion to Authorize the Borough Manager to Open a Bank Account for the Police Athletic League 501(3)(c)

Ms. Crawford made a motion to authorize the Borough Manager to open a bank account for the Police Athletic League 501(3)(c). Mrs. Miazza seconded the motion. Council unanimously voted Aye on the motion.

13. Ordinances and Resolutions Report - Harold Peden

A-1 Motion to Approve Resolution No. 1 of 2014  
- Authorize the Treasurer to Transfer Monies for  
Installation of a Gate Access Control and the New Man Gate with  
Electronic Card Readers at the Reese Center

Mr. Peden read Resolution No. 1 of 2014 into record then made a motion to pass and adopt as presented. Mrs. Miazza seconded the motion. Mr. Hunter was excused during the vote with all other Council voting Aye on the motion.

A-2 Motion to Advertise Proposed Ordinance No. 1 of 2014  
- Amending Chapter 173 “Vehicles and Traffic”, Article III  
Parking Regulations”, Subsections 173-25 and 173-26

Mr. Peden read proposed Ordinance No. 1 of 2014. He made a motion to advertise the ordinance with the intent to adopt at the March 2014 meeting. Mrs. Miazza seconded the motion. Mr. Hunter was excused during the vote with all other Council voting Aye on the motion.

Mr. Mitchell asked Mrs. Purcival to let the record show that Mr. Hunter is present but left the room momentarily.

A-3 Motion to Advertise Proposed Ordinance No. 2 of 2014  
- Amending Chapter 162 “Parking Services Tax”, Section 3  
“Imposition of the Tax”

Mr. Peden read proposed Ordinance No. 2 of 2014. He made a motion to advertise the ordinance with the intent to adopt at the March 2014 meeting. Ms. Crawford seconded the motion. Mr. Hunter was excused during the vote with all other Council voting Aye on the motion.

14. Research & Development - Moira Crawford

Ms. Crawford reported the website for the month of January 2014 had 4,040 page views, with 1,347 visitors; with an approximate of 43 visitors per day. Ms. Crawford also stated she took it upon herself to add a new section, under the History Section called “Items from the Public”. She received some items, via email from an individual named Ricky Briggs. The email contained old postcards and historical things for Upland. They can be viewed under the new section.

Ms. Crawford stated if anyone from the public had an item from a historical standpoint that they would like to see on the website, please send her an email with the attachment. She will preview it, and if acceptable for the website, it will be added.

15. Street & Equipment - Christine Peterson

Mrs. Peterson reported on two memos that she wanted to read into record. She wanted to mention “the Highway Department has done a wonderful job with all

the bad weather we have been having. And obviously, the residents think so too. Number one is an FYI and it is in regards to Pete” (Hartshorn). An elderly resident who resides on Church Street called the office. She said she is in her late eighties and informed us that Pete helped her in a recent snow storm. He saw her trying to shovel her car out and helped dig it out. As her husband could not help as he has a heart condition and is also very elderly. She thought it was worth mentioning and wanted to thank him.” Mrs. Peterson stated Council wanted to thank Pete, publicly, for doing that. Mr. Peden asked if “that will find its’ way into his personnel file?” Mr. Mitchell stated “Yes”, and Mrs. Peterson replied “that is correct.”

Mrs. Peterson continued with the second letter. “I am writing this more to let you know how great the Borough guys did with the ploughing. They did a wonderful job. I live on Upland Avenue and they cleared that street several times, day and night. Also, I want you to know how nice they are to me. I lived in Upland for eighth months. I am living in the floodplain zone and I panic every time it rains hard or we have a lot of snow. Your Borough men never get mad or angry with me and I know I may be a pain in the you know what, but they go and check the water and come back and tell me and they are never mean and mostly always very nice. I am proud to say I live in Upland and Upland should have won instead of Brookhaven.” Mrs. Peterson stated that whatever award they got, we should have got it. Mrs. Person added “And again, I want to publicly thank our Highway Department for doing such a good job.” After a round of applause, Mr. Mitchell asked if we will share that with the boys. Mrs. Purcival stated she has.

16. Community Affairs - Sandra Miazza

Mrs. Miazza stated that on February 22, 2014 we will hold the Soup and Salad Dinner, from 4 p.m. to 7 p.m. “Hopefully it doesn’t snow.” On March 17, 2014 at 12:00 p.m., there will be a luncheon with ham, cabbage and potatoes and it is free for all of Upland’s senior citizens. On April 19, 2014, we will have the Easter Egg Hunt at 9:00 a.m. followed with the Easter Bunny Breakfast that will begin around 9:30 a.m. All the kids are free, with a small cost for the adults. On May 20 through May 24, 2014, the carnival will be here. On May 26, 2014, we will have the Memorial Day parade with the Picnic in the Park. Mrs. Miazza announced that will be all for now.

17. Use & Occupancy Report - Shirley Purcival

Mrs. Purcival read in the record the Use and Occupancy Report for the month of January 2014.

Mr. Mitchell asked if anyone had any questions of the Manager. No one responded.

18. Mayor's Report - Michael Ciach

Mayor Ciach reported for the month of January 2014, a total of 69 citations were issued; total amount of fines equal \$ 13,038.50 with \$ 3,804.19 received from the District Justice Court. Year to date citations totals 69. We had 26 parking tickets issued, 10 sent to the DJ, 9 motor vehicle accidents, 16 accident reports copied, and total of 196 answered calls for the month with 17 assists.

He also wanted to commend the Streets Department on the work they have done throughout the winter season. He also wanted to thank our Police Department for all the work they have done with working with our Streets Department.

19. Solicitor's Report - Robert O'Connor

Mr. O'Connor read the Solicitor's Report for January 2014 into record.

20. Engineer's Report

Mr. Catania stated we have payment certificates for the fire house addition.

A-1 Motion for Approval of Payment for Fire House Addition -  
Contract #1, General Construction for Columbus Construction,  
LLC; Second Installment of \$ 12,085.00

Mr. Catania stated the first payment is for Contract #1, General Construction for Columbus Construction, LLC; Second Installment of \$ 12,085.00.

Mrs. Peterson made a motion for approval of payment for Fire House Addition - Contract #1, General Construction for Columbus Construction, LLC, second installment of \$12,085.00. Mr. Peden seconded the motion. Council unanimously voted Aye on the motion.

A-2 Motion for Approval of Payment for Fire House Addition -  
Contract #2, Mechanical Construction for Ellis Construction, Inc.;  
First Installment of \$ 27,075.00

Mr. Catania stated next was for the payment certificate for contract #2, for mechanical construction for Ellis Construction, LLC, first installment in the amount of \$ 27,075.00.

Mrs. Peterson made a motion for approval of payment for Fire House Addition - Contract #2, Mechanical Construction for Ellis Construction, Inc.;

First Installment of \$ 27,075.00. Ms. Crawford seconded the motion. Council unanimously voted Aye on the motion.

A-3 Motion for Approval of Payment for Fire House Addition - Contract #3, Electrical Construction for Charles A. Higgins & Sons, Inc.; Second Installment of \$ 8,695.89

Mr. Catania stated the next was for the approval of payment for the Fire House Addition Contract #3, Electrical Construction for Charles A. Higgins & Son, Inc.; Second Installment of \$ 8,695.89.

Mrs. Peterson made a motion for approval of payment for Fire House Addition - Contract #3, Electrical Construction for Charles A. Higgins & Son, Inc.; Second Installment of \$ 8,695.89. Ms. Crawford seconded the motion. Council unanimously voted Aye on the motion.

Mr. Catania stated that the work on the fire house, of course, has slowed down to a crawl due to the weather. Hopefully, per Mr. Catania, we will get some spring weather here very soon.

Mr. Catania stated that he had a memo that requires him to call to the attention all the citizens of the Borough of Upland under our permit we have with the Environmental Protection Agency and the Department of Environmental Protection on the Clean Streams Law. This gives us the right to discharge storm water under the national discharge elimination system, which regulates various storm water related activities within the Borough. In order to satisfy the requirements of that act, the Borough has completed the following in the past year; distributed storm water material to residents in a Winter Readiness booklet, the Engineer's office has inspected 25% of the total out-falls in the Borough, which is part of the requirements of the screening process, inspectors monitor any construction projects to ensure storm water run-off controls are properly maintained, and the Borough Public Works department is trained to ensure that all work performed is very conscious of the condition of the environment.

There are a couple of sessions which are being conducted by Department of Environmental Protection. One of them is the February 23, 2014, 2 p.m. at Penn State Brandywine which is a seminar "Protecting Your Water Resources and Environment to Reduce Chemical Use." And the second is "Controlling Invasive Vegetation in Aquatic and Terrestrial Environments" which is being held on February 26, 2014 at 9 a.m. at the Garrett Williamson Foundation. Everyone is encouraged to attend these events. This piece of correspondence is a matter of information for the residents to let them know that we are in the midst of the MS4 permit documentation and this little memo is a requirement of the Environmental Protection Agency."

Mrs. Peterson mentioned that Mr. Mitchell and she have already been to Storm Water Management and Laterals, so maybe someone else should go.

Mr. Peden asked if it would that be appropriate to have this information in the newsletter and on the website. Mr. Catania replied "Yes."

Mr. Mitchell asked the Borough Manager to make sure Mr. Catania's comments are attached to the files.

21. Old Business

Mr. Mitchell asked if there was any old business. No one responded.

22. New Business

A-1 Motion to Accept the Resignation of the Borough Health Inspector

Mrs. Peterson made a motion to accept the resignation of the Borough Health Inspector, with regrets, and Ms. Crawford seconded the motion. Council unanimously voted Aye on the motion.

A-2 Motion to Cancel Second Meeting of the Month

Mrs. Peterson made a motion to cancel the second meeting of the month and Mrs. Miazza seconded the motion. Mr. Mitchell stated "All in favor, signify by saying Aye." All Council stated Aye. Mr. Mitchell stated "motion carries."

23. Floor Open to Public

Mr. Mitchell stated the floor is now open to the public.

Eileen White, a resident on West 24th Street, asked if Council planned to put in a senior spot at the Reese Center. Mr. Mitchell stated that part of the application for the Reese Center, is for recreation. We have not defined, yet, as tonight you heard we are in our infancy dealing with it. We have had the property now for the last nine months but to be perfectly honest with you, we have done everything from roofs to windows. Uncle Sam did not leave that property in very good shape. We just now have it weather-tight. It's rough right now, but you watch it, it will grow. We are going to do some good things for our children, we are going to do some great things for our seniors, everybody will be proud of it.

Ms. White asked if anything will take place there for the seniors. Mr. Mitchell stated that Mr. Hunter is in charge of the seniors. After we define how much is needed for the Police Athletic League, we will let Mr. Hunter know.

Mrs. Miazza stated that we have some stuff here, at the Borough Hall, the seniors may be interested in and they are welcomed to attend. Ms. White asked if we have a flyer with the information on it. Mr. Mitchell and Ms. Crawford stated the website has information on it. Mrs. Miazza stated also in the newsletter, the information is posted. Ms. White stated that there are not a lot of newsletters delivered. Mrs. Purcival stated that she will inform the Highway Department to deliver 65 newsletters to Park Row.

Mr. Mitchell mentioned it is difficult to get inside the building. Ms. White stated for visitors to ring the office or her at extension 116. She will answer and let the person in once they identify who they are. Ms. White stated they have a meal program that comes from School House in Norwood. The individual that runs that program, is interested once we have a spot with the Reese Center, they could possibly offer something to the seniors when they come. Ms. White wanted to inform Council that any senior in Upland Borough interested in attending the dinner at Park Row, the cost is only \$ 2.00. Mr. Mitchell stated he has been there and it is nice. Ms. White stated that Mr. Hunter attends and if anyone else who like to attend, the cost is \$ 4.00 for those individuals under 62 years old.

Mr. Hunter and Mrs. Purcival confirmed the amount of newsletters to be delivered to Park Row. Mrs. Purcival stated there will be 68 newsletters delivered to Park Row, so they have extras on hand.

Mr. George Oronzio, a Woodside Avenue resident, approached Council, He stated he just wanted to reaffirm what was already been said about the Street Department. They have done an excellent job. He has been in surrounding communities where you have to give a lot of room before you hit the brakes or you will spin out, such as in Chester coming into Upland. They did absolutely nothing. As for his street, Woodside Avenue, you can't go up if slippery, but it is completely dry. It's the same thing on 10th Street. Mr. Oronzio stated that he appreciates the effort. Mrs. Peterson stated that they definitely did a great job.

#### 24. Adjournment

Mrs. Peterson made a motion to adjourn. Ms. Crawford seconded the motion. Mr. Mitchell stated "All in favor signify by saying Aye." All Council voted Aye, no one opposed. Motion carried."

The meeting adjourned at 8:00 p.m.

Respectfully submitted,

Shirley Purcival  
Borough Manager/Treasurer/Secretary

Shannon Strigle  
Recording Secretary