

## SPRING CITY BOROUGH COUNCIL MEETING

OCTOBER 4<sup>TH</sup>, 2010 - 7:30 P.M.

President DiGuseppe called the council meeting to order and led Council in the Pledge of Allegiance to the Flag.

The following members were present: Councilmen Beard, Burns, Castor, DiGuseppe, Hays, Kratz, Shaner, Solicitor Romain, and Borough Administrator Rittenhouse.

### APPROVAL OF THE MINUTES:

Councilman Burns motioned to approve the minutes of the September 7<sup>th</sup>, 2010 and September 22<sup>nd</sup> council meetings. Councilman Castor seconded. Motion carried.

### COMMUNICATIONS:

A thank you note from Nicole Socha, Director of the Spring City Library for the Borough's 2010 appropriation of \$12,800.00.

### COMMITTEE REPORTS:

**STREETS AND UTILITIES:** Councilman Beard gave the following Streets Department Report for the month of September, 2010. **TRASH DISPOSAL** - 104.32 tons of refuse were hauled to the Lanchester Landfill in Honeybrook, PA by J.P. Mascaro & Sons from August 23, 2010 thru September 21, 2010. Sixteen (16) bulk trash pick-ups were made during the month. **RECYCLING** - Twenty-three (23) loads of yard waste were collected at curbside in September. **STREET WORK** - Routinely cleaned storm water inlets after all the rain events. Performed minor street repairs at Arch & Cedar Streets, and on the one hundred block of Washington Street. Patched potholes on the following streets: Vincent, Wall, Hall, Broad, S. Main, Church, and Hunsberger Road. **MAINTENANCE** - Trimmed bushes and trees at the Library and the Borough Hall. Sanded and painted approximately 30 street identification signs. Painted the backboards at the Brown Street Park and reinstalled the rims on the backboards. Reinstalled tennis court nets that were torn down. Emptied trash receptacles at all of the recreation areas. Repaired and painted the swing set at the Poplar Street Tot Lot. Filled in the sink holes along the fencing at the community pool. Performed minor plumbing repairs in the men's room at Borough Hall. Cleaned the dog kennel facility on Gay Street. Replaced two bulbs on the traffic light at Main & Bridge Streets. Made minor repairs on the 1985 Dump Truck; replaced sideboards, painted the dump truck body, and salt spreader, replaced fittings, hoses and the hydraulic cylinder on the salt spreader, and washed and waxed the truck. Mounted the leaf box on the 1985 truck and did minor tune-up service on the leaf machine. Replaced the hydraulic lines and fittings on the salt spreader on the 1995 GMC truck. Washed and waxed the 1995 truck. Replaced the hydraulic hose on the packer body of the trash truck.

**SANITATION AND SURFACE WATER:** Councilman Hays reported that the sewer committee met on September 9, 2010. He noted two items that the committee discussed are on tonight's agenda. They are the Act 537 Plan and the storm water coalition.

The committee reviewed the Borough's existing sewer rates, and at this time, the committee is proposing an 11% increase in sewer rates for the year 2011. The in-borough-rate would go from \$360.00 per year to \$400.00 per year, and the out-of-borough-rate would go from \$378.00 per year to \$450.00 per year. This proposed increase will be voted on by council when they review the 2011 proposed budget.

The committee also discussed the implementation and time frame for the recently adopted water shut-off agreement for delinquent accounts.

Councilman Hays then read the monthly sewer report.

The average daily flow for the month of September, 2010 was 282,000 gallons per day. The peak flow for the month occurred on September 28<sup>th</sup>, 2010 and was recorded at 356,000 gallons.

This is now the fifth month in a row that the plant has operated under the rated 345,000 GPD.

All pumps and motors were routinely greased and all standard maintenance was performed.

Both chlorine contact tanks were pumped down and cleaned during the month.

Environmental Engineering has started the necessary work on the NPDES permit renewal. The Borough's current permit expires on July 31, 2011. PA DEP requires receipt of renewal applications 180 days prior to expiration, which puts our submission date at January 31, 2011.

Steve Fegan, the Borough's plant operator, collected the first of three sets of additional testing parameters that must be turned in with our permit renewal application in January, 2011. PA DEP will use these test results to determine if additional treatment requirements are necessary. Along with this testing, the Delaware Basin Commission is requiring PCB testing for permit renewals. This is a two part study, one dry weather test and one wet weather test. We do not expect to detect any PCB's in our wastewater that would require treatment.

#### **POLICE:**

Councilman Kratz reported the police committee met on September 16, 2010 and discussed the following items: the staffing of part-time officers, and the traffic flow on Church Street during the Pennhurst Asylum event.

Also, he noted the collective bargaining sessions have begun with the police officers association.

Councilman Kratz read the police report for October, 2010 as follows: Complaints 201; burglary 1; theft 5; criminal mischief 3; traffic citations issued 35; criminal arrests 22; juvenile arrests 1; accidents 5; parking tickets issued 4. **Assisted other departments as follows:** East Vincent 10 times (2 trespassers, 2 domestics, alarm, harassment suspicious vehicle, suspicious condition, mental patient, and house fire); Royersford 6 times (domestic, drugs, 2 accidents, DUI, and warrant); West Vincent 1 time (theft); Limerick 1 time (burglary); Pennsylvania State Police (warrant service). **Other departments assisting Spring City were as follows:** East Vincent 6 times (accident, disturbance, theft, assault, warrant, and domestic); Phoenixville 2 times (theft and suspicious condition); Royersford 4 times (criminal mischief, stolen vehicle, well being check, and runaway); East Pikeland 3 times (theft, suspicious condition, and assault). **Mileage traveled during the month of September:** Car 14-1 (2009 Dodge) 1,349 miles; Car 14-2 (2007 Ford) 1,201 miles which made a total of 2,550 miles. **Gas used during the month of September:** Car 14-1 (2009 Dodge) 160.6 gallons, Car 14-2 (2007 Ford) 170.0 gallons which made a total of 330.6 gallons of gas used during the month.

#### **FINANCE & ORDINANCE:**

President DiGuseppe reported the Finance & Ordinance Committee met on September 22, 2010 and discussed a possible bond issue for the Wastewater Treatment Plant.

**ZONING, HOUSING & PROPERTY:**

Administrator Rittenhouse reported there were five (5) building permits issued during the month of September, 2010. Terry Roberts, 475 Penn Street, new modular home; Chris Kulp, 147 S. Wall Street, replace windows; Diane Murray, 464 N. Penn Street, reline chimney; William Eppler, 536 Bridge Street, fence; Ronald Savage, 219 Washington Street, deck 8x12. Estimated cost of construction for the month of September, 2010 was \$122,100. Permit fees collected for the month of September, 2010 was \$1,165.00.

**PLANNING:**

Councilman Burns noted the Commission met on September 15, 2010; however, no business was conducted.

**LIBRARY:**

Councilman Hays reported the Spring City Library Board met on September 21, 2010, and discussed the new building, fundraising efforts, and grant opportunities. He noted the new Library Director is planning several new events for the Library.

**FINANCIAL REPORTS:** (Enclosed)

**APPROVAL OF REPORTS:**

Councilman Burns motioned the committee reports be approved as presented. Councilman Shaner seconded. Motion carried.

**UNFINISHED BUSINESS:**

**1. Act 537 Sewage Facilities Plan Update .**

Councilman Burns motioned that the Borough proceed with the preparation of an updated Act 537 Sewage Facilities Plan with Patrick DeGangi of CKS Engineers, Inc. for a "not to exceed" fee of \$41,968.00. Councilman Castor seconded. Motion carried.

**NEW BUSINESS:**

**1. Pennsylvania Emergency Management – Elected Officials Certification.**

Joe Lorman, the Borough's Emergency Management Coordinator, addressed council regarding FEMA implementation objectives, ICS 100 elected officials training, and the upcoming Limerick Drill in November, 2010.

**2. Spring City Library Building Project.**

Doug Seiler and Mike Drury, of Seiler + Drury Architecture, Glen Kelezewski, of Conner & Smith Engineering, and Ryan Costello, Esquire, the library's attorney, addressed council in regards to their plan to erect a new library building at 245 Broad Street, which is the site of the existing Library building, and the development of a proposed lease between the Borough and the Library.

Library Board President, Terry McCarthy, introduced the new Library Director, Nicole Soucha, to members of council.



14. Amount Remitted During the Month (\*)

Date	Transaction #	Amount	TOTAL ALL TAXES
9/8/10		1,318.86	
9/9/10		994.77	
9/20/10		1,631.32	
9/27/10		473.20	
		<b>Total</b>	<b>\$ 4,418.15</b>

15. Amount Paid with this Report Applicable to this Reporting Month

Transaction #	Amount
	\$

16. Total Remitted

	\$ 4,418.15
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17. List Other Credit Adjustments (\*)

Parcel #	Name	Amount
		<b>Total</b>

18. Interest Earnings (if applicable) \$ \_\_\_\_\_

TAXING DISTRICT USE (OPTIONAL)	
Carryover from Previous Month	\$ _____
Amount Collected This Month	\$ _____
Less Amount Paid this Month	\$ _____
Ending Balance	\$ _____

*Shirley W. Shaffer*  
 Shirley W. Shaffer 9/29/10  
 Tax Collector Date

I verify this is a complete and accurate reporting of the balance collectable, taxes collected and remitted for the month.

Received by (taxing district): Spring City  
 Title: Administrator Date: 10/14/10

I acknowledge the receipt of this report.  
*Dennis Kittenhouse*

**ADMINISTRATOR'S REPORT FOR THE MONTH OF:  
SEPTEMBER, 2010**

The following figures represent the balance in each Department as appropriated in the 2010 Budget.

**GENERAL GOVERNMENT**

		<b><u>% UNSPENT</u></b>
General Government	\$ 43,706.72	22%
Protection to Persons and Property	\$ 99,102.28	23%
Planning, Zoning and Housing	\$ 23,374.42	55%
Streets and Highways	\$ 127,950.56	26%
Street Repaving	\$ 60,500.00	100%
Parks and Recreation	\$ 20,541.30	92%
Insurance	\$ 51,302.00	97%
Street Lighting	\$ 16,922.48	30%
Library	\$ -0-	---
Liberty Fire Company	\$ 22,100.00	100%
Association Dues and Expenses	\$ 698.90	50%
Building and Property	\$ 15,409.98	79%
1% Tax Collection	\$ 4,062.18	40%
OPT Tax Collection	\$ 198.26	66%
Workers' Compensation	\$ (6,294.75)	(30%)
Engineering and Consulting	\$ 6,593.40	34%
CRP Grant – Engineering	\$ 34,688.00	74%
<b><u>SEWER ACCOUNT</u></b>	<b>\$ 330,259.76</b>	<b>53%</b>

This report reflects all wages and bills paid through September 30, 2010.

The Report of the Treasurer of the Borough of Spring City, Pa. at the close of  
business September 30, 2010

Balance as of last report \$2,028,718.66

Deposits Sec'y Office - General Fund

Berkheimer Associates - E.I.T.	\$ 38,815.00
Berkheimer Associates - O.P.T.	\$ 226.92
Interest	\$ 65.75
Trash Collection Fees	\$ 41,226.08
Trash Certs	\$ 60.00
Bulk Trash Pick Up	\$ 175.00
County Fines	\$ 175.36
Local Fines	\$ 784.52
CRP Grant	\$226,342.96
Recycling	\$ 43.20
CRP Streetscapes	\$ 77,009.39
Lease Dwelling Fees	\$ 2,594.66
Zoning Hearing Fee	\$ 800.00
Taxes	\$ 26,000.00
Utility Permit	\$ 21.50
Sale Zng/Book	\$ 20.00
Realty Transfer Tax	\$ 2,395.22
Building Permits	\$ 1,165.00
U & O Inspections	\$ 150.00
Zoning Permit	\$ 50.00
Accident & Police Reports	\$ 90.00
Parking Tickets	\$ 30.00
<b>TOTAL DEPOSITS TO GENERAL FUND</b>	<b>\$418,240.56</b>

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Deposits to Other Accounts

PLIGT - Investment Interest	\$ 8.08
Recreation Fund - C.A.O.S.C.	\$ 2,100.00
Recreation Fund - C.A.O.S.C.	\$ 895.29
Recreation Fund - Interest to CD	\$ 6.04
Gasoline Tax - Interest to CD	\$ 52.40
<b>TOTAL DEPOSITS TO OTHER ACCOUNTS</b>	<b>\$ 3,061.81</b>
<b>TOTAL DEPOSITS TO ALL ACCOUNTS</b>	<b>\$ 421,302.37</b>
	<b>\$2,450,021.03</b>

WITHDRAWALS

By Orders #1242 Street Light Fund	\$ 4,365.18
By Orders #10075 Non Uniform Employees Pension Fund	\$ 402.27
By Orders #1578-1581 Recreation Fund	\$ 3,413.45
By Orders #10289-10338, 25545-25592 General Fund	\$430,356.50
<b>TOTAL WITHDRAWALS</b>	<b>\$438,537.40</b>

Balance On Account-General Fund		
Checking	\$ 96,375.46	
Certificate	\$778,000.00	\$ 874,375.46
Balance On Account-Motor Equipment Fund		
Checking	\$ 1.00	
Certificate	\$117,349.18	\$ 117,350.18
Balance On Account-Street Light Fund		
Checking	\$ 4,522.07	\$ 4,522.07
Balance On Account-Gasoline Tax Account		
Checking	\$ 1.00	
Certificate	\$349,048.04	\$ 349,049.04
Balance On Account-Recreation Fund		
Checking	\$ 4,213.18	
Certificate	\$ 24,521.44	\$ 28,734.62
Balance On Account-Non-Uniform Employee Pension Fund		
Checking	\$ 4,945.93	
Certificate	\$ 472,662.42	\$ 477,608.35
Balance On Account-Police Motor Equipment Fund		
Checking	\$ 1.00	
Certificate	\$ 37,641.64	\$ 37,642.64
Balance ON Account-PLGIT Capital Reserve Fund		
Investment	\$ 122,201.27	\$ 122,201.27
	Beginning Balance	\$2,450,021.03
	Withdrawals	\$ 438,537.40
	10/01/10	\$2,011,483.63

Respectfully submitted



Florence M. Watts, Treasurer

The Report of the Treasurer of the Borough of Spring City, Pa. at the close of business  
September 30, 2010

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SEWER FUND #2

Balance as of last report	\$3,126,673.82	
Certificate deposited	\$ 10,000.00	
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	\$3,116,673.82	\$3,116,673.82

Deposits

Sewer Rent	\$ 25,187.00	
Sewer Certs	\$ 100.00	
Interest	\$ 374.78	
CD deposited	\$ 10,000.00	
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	\$ 35,661.78	\$ 35,661.78

\$3,152,335.60

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WITHDRAWALS

By Orders #5933-5954, 21063-21074	\$ 28,604.31
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Balance On Account

Checking	\$ 81,437.14	
Certificate	\$3,042,294.15	\$ 3,123,731.29
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		\$ 3,152,335.60

Respectfully submitted



Florence M. Watts, Treasurer

September 30, 2010

POLICE PENSION FUND

Balance as of last report

Checking	\$ 2,811.41
Certificate - PNC Bank	\$499,789.17
Certificate - Phoenixville Federal Bank	\$ 38,685.38

Deposits

CD	\$ 2,000.00
Interest	\$ 185.61
Interest added to Phoenixville Federal Bank	\$ 47.56
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	\$ 2,233.17

TOTAL DEPOSITS AND BALANCES	\$543,519.13
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Withdrawals	\$ 00.00
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Balance On Account

Checking	\$ 4,997.02
Certificate-PNC Bank	\$ 499,789.17
Certificate-Phoenixville Federal Bank	\$ 38,732.94
	\$ 543,519.13

Respectfully submitted



Florence M. Watts, Treasurer

After a lengthy discussion the following action was taken.

Councilman Castor motioned to authorize Borough Solicitor, Rob Romain, to enter into negotiations with the Library Solicitor, Ryan Costello, to draft a proposed lease agreement and that the Borough's Solicitor fees will be reimbursed to the Borough within 30 days after the bills are received. Councilman Beard seconded. **Voting yes:** Councilmen DiGuiseppe, Shaner, Beard, Castor and Kratz. **Voting no:** Councilmen Burns, and Hays. By a 5-2 vote the motion carried.

### **3. Pension Resolutions.**

Councilman Hays motioned to adopt Resolution #2010-09 to appoint Borough Administrator Rittenhouse as the Chief Administrative Officer of the Non-Uniform Employee Pension Plan. Councilman Castor seconded. Motion carried.

Councilman Hays motioned to adopt Resolution #2010-10 to appoint Borough Administrator Rittenhouse as the Chief Administrative Officer of the Police Pension Plan. Councilman Castor seconded. Motion carried.

Councilman Burns motioned Resolution #2010-11 be adopted which states no employee contributions are necessary to the Non-Uniform Pension Fund based on the submittal of the Actuarial Study on the 2011 Municipal Pension Plan obligation and that the municipal obligation for 2011, if paid by December 31, 2011 is \$38,940.00 as shown on the 2011 Actuarial Study. Councilman Shaner seconded. Motion carried.

Councilman Burns motioned Resolution #2010-12 be adopted which states no employee contributions are necessary to the Police Pension Fund based on the submittal of the Actuarial Study on the 2011 Police Pension Plan obligation and that the municipal obligation for 2011 if paid by December 31, 2011 is \$19,673.00 as shown on the 2011 Actuarial Study. Councilman Castor seconded. Motion carried.

### **4. Leaf Vacuum Collection Program.**

Administrator Rittenhouse reported the Borough's leaf vacuum collection program will begin on **Tuesday, October 5, 2010** and continue **through Friday, December 3, 2010**. Days and times will vary with each neighborhood. The leaf-vac collection will start on Tuesday at the southern end of the Borough on Pikeland Avenue and work towards the north side of the Borough towards King Street. Weather permitting, the leaf vacuum unit will collect leaves on all Borough streets at least once per week. Leaves should be raked in piles into the gutter on the streets. Raked leaf piles should be under four (4) feet in length and not more than two (2) feet high. Residents may also bag leaves for Tuesday pick-up each week during the leaf collection season. Bagged leaves should be placed at the curb. The Borough also asks that residents park away from the leaf piles for safety purposes and to allow adequate room for the crews and leaf vacuum unit to make collections.

### **5. Motion to Advertise for Bids for Trash Collection Service.**

Councilman Kratz motioned that the Borough of Spring City advertise for bids for the curbside collection of refuse. Councilman Shaner seconded. Motion carried.

### **6. Storm Water Coalition.**

Councilman Hays briefed council in regards to a coalition that was formed to approach PA DEP and the EPA to try to get them to lower the requirements of MS4 TMDL's (Total Maximum Daily Loads) for storm water regulation. The possibility of joining this group of other municipalities was discussed in August and September by the sewer committee.

After some discussion the following action was taken.

Councilman Castor motioned that the Borough of Spring City participate in the Pennsylvania Stormwater Coalition and enter into the cost sharing and cooperation agreement. (for storm water regulatory support) Councilman Shaner seconded. **Voting yes:** Councilmen DiGuseppe, Shaner, Castor, and Kratz. **Voting no:** Councilmen Beard, Burns, and Hays. By a 4-3 vote the motion carried.

**7. 2010 Receipt and Distribution of the Foreign Fire Insurance Tax.**

The 2010 Commonwealth Fireman's Relief Funds check in the amount of \$20,951.29 was received by the Borough on September 23, 2010.

Councilman Beard motioned to distribute the 2010 Fireman's Relief Funds in the amount of \$20,951.29 to the Liberty Fire Company. Councilman Castor seconded. Motion carried.

**COUNCIL COMMENTS:**

Councilman Castor commented on traffic on Church Street due to the Pennhurst Asylum Event.

Councilman Burns noted the Halloween Parade is scheduled for October 26, 2010, rain date is October 28, 2010. He requested that Main Street be blocked off between the hours of 5:00 p.m. and 10:00 p.m. Also, he requested that all safety issues be addressed on the streetscapes construction for safe pedestrian flow.

President DiGuseppe questioned the status of the website and asked that council have the opportunity to review the site prior to it being fully activated.

Also, Councilman DiGuseppe stated that any correspondence from members of council should be cleared with all members regarding their views in various issues before including all members in any statements.

**READING OF THE PAYMENT OF THE BILLS:**

**GENERAL ACCOUNT:** (OFFICE) PECO \$552.22; H.A. Berkheimer, Inc. \$1,050.74; AT&T \$24.79; Baer, Romain LLP \$768.00; Provident \$91.58; Verizon \$74.07; Staples \$79.99; T-Mobile \$46.40; P.A.W. \$52.00; Rothwell Document Solutions \$40.00. **TOTAL:** \$2,779.79. (STREETS) J.P. Mascaro & Sons \$15,493.56; Flexible Benefits Plans, Inc. \$2,650.04; PECO \$41.18; Oehlert Bros., Inc. \$246.10; Chester County Solid Waste Authority \$5,737.64; CarQuest \$214.57; Metropolitan Personnel, Inc. \$2,781.60; AirGas \$26.67; Sanatoga Quarry \$287.02; Mowrey-Latshaw \$125.35; Clark Industrial Supply, Inc. \$349.65; Baer, Romain LLP \$744.00; John R. Young & Company \$399.58; Provident \$21.77; COSI \$191.20; Wensel's Truck Repair \$772.56. **TOTAL:** \$30,082.49. (POLICE) Flexible Benefits Plans, Inc. \$7,107.60; CarQuest \$11.41; Oehlert Bros. Inc. \$772.66; PAW \$654.84; Borough of Pottstown \$300.00; Davidheiser's \$26.00; Crystal Springs \$44.99; Provident \$111.10; Verizon \$230.30; Staples \$50.97; Nextel \$38.64; New Street Auto Service, Inc. \$101.03; L&W Group \$126.00; Phoenix SoftTouch Car Wash \$200.00. **TOTAL:** \$9,775.54.

**SEWER ACCOUNT:** Flexible Benefits Plans, Inc. \$4,457.56; PAW \$95.30; Controlex Service Corporation \$2,690.00; PECO \$1,753.90; M.J. Reider Associates, Inc. \$652.00; Oehlert Bros., Inc. \$62.30; EEMA \$2,772.20; PA One Call System, Inc. \$16.20; Aqua Dynamic Systems, Inc. \$95.00; Mowrey-Latshaw \$64.13; Action Data Services, Inc. \$348.33; AT&T \$20.66; Baer Romain, LLP \$420.00; Pyrz Water Supply Company, Inc. \$113.70; Crystal Springs \$7.25; Provident \$28.11; Verizon \$145.45; A.J. Blosenski, Inc. \$500.00; Buckman's \$258.96; J.C. Ehrlich Company, Inc. \$44.00; Grainger \$53.01. **TOTAL:** \$14,598.06.

**STREET LIGHTING FUND:** PECO \$4,366.18 TOTAL: \$4,366.18.

**PLANNING, ZONING & HOUSING FUND:** Mauger & Meter \$275.00; Baer, Romain LLP \$204.00; Motley Associates, Inc. \$1,113.50. TOTAL: \$1,592.50.

**ENGINEERING & CONSULTING FUND:** Motley Associates, Inc. \$3,900.00. TOTAL: \$3,900.00.

**COUNCIL DUES & ASSOCIATION FUND:** PSTCA \$60.00. TOTAL: \$60.00.

**INSURANCE FUND:** Ron Black Agency \$1,658.00. TOTAL: \$1,658.00.

**WORKER'S COMPENSATION FUND:** Ron Black Agency \$10,170.25. TOTAL: \$10,170.25.

**BUILDING & PROPERTY FUND:** H.W. Munz, Inc. \$90.00; Tague Lumber \$100.21; Crystal Springs \$8.75; Wrigley's Office Supply \$112.80; Office Depot \$99.73. TOTAL: \$411.49.

**PARK & RECREATION FUND:** Potty Queen \$81.60. TOTAL: \$81.60.

**CRP STREETSCAPES GRANT:** JJD Contractors, LLC \$21,028.11. TOTAL: \$21,028.11.

**CRP CONSULTING FUND:** URDC \$2,024.00. TOTAL: \$2,024.00.

Councilman Hays motioned the bills be approved for payment as read. Councilman Shaner seconded. Motion carried.

**ANNOUNCEMENTS:**

President DiGuseppe announced the following meetings are scheduled for October, 2010: **Sewer Committee**, Thursday, October 14, 2010, 6:30 p.m.; **Zoning Hearing Board**, Monday, October 18, 2010, 7:00 p.m.; **Planning Commission**, Wednesday, October 20, 2010, 7:00 p.m.; **Police Committee**, Thursday, October 21, 2010, 7:00 p.m.; **Finance & Ordinance Committee**, Wednesday, October 27, 2010; 6:30 p.m.

**ADJOURNMENT:**

Councilman Burns motioned the meeting be adjourned as there was no further business to come before Borough Council. Councilman Hays seconded. Motion carried.

Respectfully submitted,

Dennis Rittenhouse  
Borough Administrator