

January 8, 2019

HARMONY BOROUGH COUNCIL MEETING JANUARY 8, 2019

COUNCIL MEMBERS PRESENT: Phyllis Metz, Frank Luek, Dave Szakelyhidi, Greg Such, Joe Dippold, Don Sims, Jason Sarver, and Mayor Cathy Rape.

OTHERS PRESENT:

Council Meeting

January 8, 2019

FRANK GRANNION

Joe Dippold

Don Sims

Jason Sarver

Frank Luek

Cathy Rape

GREG SUCH

JASON SARVER

Glenn M. Cormick

Ray M. Wink

Nancy Helcher

Bussie Altman

RODNEY GASCH

JOHN MEEDER

LISSA KIRSCH

ALLEN BAYER

Phyllis Metz

Jim Mully

John Sarver

Don Sims

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CALL TO ORDER:

Council President Greg Such called the meeting to order at 7:00 pm.

PLEDGE OF ALLIGANCE:

MINUTES:

In a motion made by Don Sims and seconded by Jason Sarver, the Harmony Borough Council unanimously approved the December 4th, 2018 and December 18th, 2018 Council meeting minutes.

SOLICITOR'S REPORT:

Solicitor Matt Racunas reported on the Armstrong Cable Franchise Agreement, he spoke to Armstrong about receiving services in the municipal buildings and was told it is not their policy, FCC ruling if services given to municipalities then a deduction comes off of the revenue under the contract. Matt's recommendation is to move forward with the agreement. In a motion made by Don Sims and seconded by Phyllis Metz, the Harmony Borough Council unanimously approved to renew the Franchise Agreement with Armstrong. Solicitor Matt reported on the IBC (International Building Code) Ordinance to adopt the 2015 version affective February 5th. In a motion made by Don Sims and seconded by Phyllis Metz, the Harmony Borough Council unanimously approved to advertise the 2015 version of the IBC Ordinance. Josh Meeder commented that HBA asked to be notified; Greg Such commented that this is the building code not the property maintenance code. Solicitor Matt also reported on the Leaves and Grass Ordinance, it is similar to the snow removal, not putting in the street, 24 hours removal once given notice. In a motion made by Don Sims and seconded by Dave Szakelyhidi, the Harmony Borough Council unanimously approved to advertise the Leaves and Grass Ordinance.

BOARD REPORTS/APPOINTMENTS:

APPOINTMENTS:

Greg Such reported that there are reappointments for HARB, a 5 year term. Allen Bayer, Jodi Correll, Kathy Luek and Delsa White. Solicitor Matt commented that the terms should be on rotation, one per year. Greg Such responded that some of the terms expired and were missed and some ended in the middle of year. Solicitor Matt responded that appointments should all happen in January. A motion was made to reappoint the HARB members concurrent when their last term expired. In a motion made by Joe Dippold and seconded by Dave Szakelyhidi, the Harmony Borough Council unanimously approved the reappointments for Allen Bayer, Jodi Correll, Kathy Luek, and Delsa White to the HARB.

Greg Such reported that there are reappointments for the Parks Board, a 4 year term. Susie Altemus, Joan Szakelyhidi, and Mike Correll. In a motion made by Joe Dippold and seconded by Phyllis Metz, the Harmony Borough Council unanimously approved the reappointments of Susie Altemus, Joan Szakelyhidi and Mike Correll to the Parks Board concurrent when their term expired.

Greg reported that there is a reappointment for the Water Authority Board, a 5 year term for Harold Herr. In a motion made by Dave Szakelyhidi and seconded by Don Sims, the Harmony Borough Council unanimously approved the reappointment of Harold Herr to the Water Authority Board.

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APPOINTMENTS CONT.:

Greg reported that there is a reappointment for the Planning Commission, a 4 year term for Joe White. In a motion made by Frank Luek and seconded by Dave Szakelyhidi, the Harmony Borough Council unanimously approved the reappointment of Joe White to the Planning Commission.

Greg Such reported that there are reappointments for the Zoning Hearing Board, 3 year term. Jim John and Alternate, Neal Nanna. In a motion made by Don Sims and seconded by Jason Sarver, the Harmony Borough Council unanimously approved the reappointment of Jim John and Alternate Neal Nanna to the Zoning Hearing Board.

COG:

Joe Dippold had nothing to report, no meeting.

HARB:

Dave Szakelyhidi reported that there is one Certificate of Appropriateness that HARB approved and recommended to Council.

Tim and Nancy MacFarlane - 520 Main Street. New hanging porch light and paint front door flat black. In a motion made by Dave Szakelyhidi and seconded by Jason Sarver, the Harmony Borough Council unanimously approved the Certificate of Appropriateness for 520 Main Street.

Water Authority Board:

Dave Szakelyhidi reported that letters were sent regarding a water rate increase after 10 years; didn't have a choice a lot of it is required testing, the hardest part is we have to pay for the testing and we get the reports but we also have to pay DEP to read the reports. Greg Such commented the rate increase is going to be about 25% on average.

Parks Board:

Susie Altemus reported that there were 282 registered, 248 runners despite the rain. Susie thanked Cath (Rape) for finding Mrs. Ruth Toth, she did a great job. Cathy Rape commented that Ms. Toth said that was one of the happiest moments of her life, she's 92 years old. Susie reported she's not sure how we did fund wise, it's not all resolved yet. Jason Sarver inquired how the number of runners compared to last year, Susie responded a little higher, but she also thinks it's because it falls in the week not on the week-end. Susie thanked all the volunteers who hung in there through all the rain. Greg Such thanked Susie for her past work and her continued future work as well as the other members of the Park Board.

Library Board:

Greg Such reported that Susie is stepping down from the Library Board; we are looking for a replacement if anyone is interested in being the Harmony representative to the Zelienople Library Board, looking for volunteers and will put a note in the Newsletter. Susie Altemus reported that on February 23rd Jonathan Auxier, children's author will be at the Library. February 16th is the Comedy Night at the Legion with Gene Collier and his son, tickets are \$25.00, and it usually sells out and is a lot of fun. The Library will have free Tai Chi classes on Saturday from 12-1. March 14th John Haigh the Air Force One Pilot who served four Presidents will be there to speak. Susie commented that Harmony really should be represented.

Library Board Cont.:

The State requires the Library to service Harmony, someone should be there to have a say in what they do for the community. Phyllis Metz inquired if it has to be someone from Harmony Borough; Susie responded they would like somebody from Harmony Borough. Phyllis responded that she knows someone who is interested in community service, Susie commented that they are trying to get a Friends of the Library going if they would be interested in helping with some of the big events the Library would appreciate it. Greg Such thanked Susie for her service with the Library. Josh Meeder thanked Susie for another great Silvester and asked for clarification on the race; stating that one of the Police Officers told him that traffic would be shut down during the race from Spring Street onto Mercer. Greg Such responded that it was shut down for 15 minutes until the crowd was by; Susie Altemus commented after that they are all spread out. Josh commented that it sounded like it was until the runners came back. Susie responded no, that's why there is a runners' lane.

Planning Commission:

Frank Luek reported that there was no action, nothing from Calvin yet.

WBCA:

Greg Such had nothing new to report.

Shared Services:

Frank Grannon had nothing new to report.

Parking and Signage:

Don Sims requested signs be purchased that state the Ordinance number and that people in Harmony Borough are required to curb their dog (clean up after), Don would like them placed at the border areas. Mayor Rape inquired if the signs would go on their own stake; Jason Sarver inquired where we would put them. Don Sims responded either on an existing sign post like we have with Historic Harmony or have its own sign post and place it along the sidewalk areas coming into the Borough and any other place that we would designate in the future. Mayor Rape inquired if it would have to be 7' in the air. Frank Grannon responded any sign that you can walk into has to be 7' in the air. Greg Such inquired if Historic Harmony has that problem over by the barn, Gwen Lutz responded yes. Greg inquired if we could post something along the barn yard, Don commented at least along the Walking Trail. Gwen Lutz responded along the Walking Trail would be nice, neither her nor Rod Gasch thought it would be a problem to post a sign. Greg Such inquired if we should order two, Don Sims responded that he would like 4 or 5. Frank Grannon is to get a price on the signs; Don Sims is to get the wording for Frank.

Historic Harmony:

Rod Gasch reported that with the new parking signs, they took down the wooden parking sign that went down behind the Weaver's Cabin; they also had some gravel delivered back there. They are accepting applications for the Heritage Award. Rod reported that they had an issue with the bill they received from the Police for traffic control during the Christmas Market. Gwen Lutz reported that the bill is paid; they accepted it after she spoke to Phyllis (Metz) and she said after the Fire Police

Historic Harmony Cont.:

disbanded she had no idea what the cost would be but this was the only outlet to have off-duty police officers, we didn't have a choice but to go with it. This isn't a request for a refund but more of a request to look into some of these issues for next year. The bill was normally \$300 for the traffic control with the Fire Police; they sent a bill for \$1200. That was a big blow. Gwen reported that on Saturday the Police Officers were late, when they did get there and close down traffic cars were going through Main Street. Gwen personally handed them a packet of information with a map of where everything was going to happen and what they needed to do and who could be let through; evidently none of them read it because on Sunday two times tractor trailers came up Mercer Street through the crowd, passed a wagon and horses loaded with children and families and sent Gwen into a panic; fortunately the horses were great, those trucks passed within inches of the wagon and the horses stood for it. She doesn't know what would have happened if they hadn't. Why the Police chose to let tractor trailer trucks through when they were supposed to be blocking traffic. Gwen stated that also on Sunday, almost an hour into it she could not find the Police anywhere, she called Phyllis who tracked down the Chief who tracked down his officers, they were on foot walking around Harmony rather than being in their cars at their stations, there was a miscommunication to them somewhere that they were foot patrolling rather than blocking traffic at the intersections. We really need some better control and is it possible to have volunteers do this; they are not directing traffic all they are doing is letting through somebody who is supposed to go through and putting the barricade back. She does not know where else to find someone who is qualified to do this. Dave Szakelyhidi inquired if the flaggers that Penn Power uses could be hired. Mayor Cathy Rape commented that for the Silvester there are volunteers at the end of Evergreen. Cath also reported that there were two separate ambulance calls the day of the Christmas Market where it was total confusion at Spring and Mercer and another ambulance was called on Main Street, it was chaos. The tractor trailer, Cath has a call into US Liner for that and other things with them. Greg Such and Phyllis Metz commented that for the Silvester a certified letter was sent to US Liner and they acknowledged they would not send any trucks through. Phyllis Metz commented that a certified letter was not sent for the Christmas Market, they were called but that doesn't seem to work. Gwen Lutz commented that this is the first year this has happened that she is aware of, unless in previous years the trucks have showed up and they were turned away. Chief Miller commented that you cannot restrict the trucks on a public street if you didn't close the streets legally; you have to have an access to their facility. If you don't official approval to shut down a street the Officers can't stop somebody from going down the street, they have a right to get to their property. When Zelienople closed Main Street for a parade, they have to have Penn Dot's approval and they have to provide a detour for people to get to their properties. It's the same way here, if trucks need to get to their facility, you have to provide a way for them to get to their facility. Solicitor Matt inquired how it was handled in prior years, Chief Miller responded he didn't know. Chief Miller commented that they were not given any information ahead of time, they were just told to show up, and they were never told what to do. Gwen Lutz commented that she handed each officer a packet, Chief Miller responded that was after the fact, they needed to know ahead of time. Chief Miller stated that he cannot change the fees because there are contracts and labor laws and if you send people out that aren't qualified or without insurance you could

Historic Harmony Con't.:

get into a jam. Solicitor Matt also commented that he's not interested in having private people do it, if something would happen that person could be held responsible. There has to be some level of certification and understanding of traffic control. It is something that needs to be discussed, there has to be a better way to handle it, it needs fine-tuned. Greg Such commented that we had the Fire Police in the past and this is the first year without them. Don Sim commented that we're not going to resolve this tonight, we need to talk to the Chief and see how he wants it done and then we can see if we can do it. Gwen Lutz commented that is all they ask Harmony to do, look at it so we don't have a repeat next year.

Jason Sarver reported that he had a request from some Business Owners for events, if we could be mindful not to place booths/vendors selling same products as the business owner in front of their stores. Susie Altemus stated that was her fault, Greg commented that they didn't realize what they were selling in the Lagerhaus.

Harmony Business Association:

No representative present.

PUBLIC COMMENT:

Dennis McCormick -106 Crestview Drive Evans City, regarding his father Saul McCormick at **714 Spring Street** – Dennis commented that there used to be a handicap sign in the turn-around for his Dad and it was recently removed, need the handicap sign back up. His sister, Susie got a parking ticket; she had her handicap sign on her mirror. Saul is 98 years old and can't do steps to park on Spring Street. Gary McCormick commented that if the Borough can't do handicap sign maybe have parking by permit. Greg Such commented that that is very difficult to enforce, it is probably better to put the handicap sign back up. The intent for removing the sign was to help create a flow, and that was supposed to be communicated, Cathy talked to Dee (McCormick) but that did not get communicated well. Solicitor Matt stated that there has to be an Ordinance to be enforceable. Jason Sarver commented when they researched it, it was just a sign there wasn't anything behind it. Susie Urlacher commented that there was a No Parking sign and a Handicap sign. The sign was put up for Saul; it should have been his spot. Chief Miller reported that in order to have a handicap zone you have to do it by Ordinance and that handicap spot can't be designated for an individual, anyone who has a handicap placard can park there. Greg Such stated that we need to see if there was an Ordinance for the handicap sign. Denny McCormick commented that he wants to make sure they're not going to get a ticket; they're going to park there because they have to get him.

Josh Meeder – Center of Harmony 253 Mercer Street- Josh wanted to clarify the record, regarding the drainage ditch, the back flow or check valve at the Connoquenessing would not make a huge difference as the capacity at the 12" pipe at the collection box when that fills that is what floods the basement. Cathy's assessment on moving it he would be in favor for. It is not necessarily the back flow from the creek; it is the capacity of the storm water collection. Don Sims commented that the only reason for the check valve was if Josh determined he wanted to use the pump system; there is no check valve if there is no pump system.

PUBLIC COMMENT CONT.:

Nicole Jordan – regarding 714 Spring Street - Nicole asked what the time line would be to get back to them and let them know what the Borough's resolve is. Don Sims responded over the next month to find out if the ordinance is there, what happened and then make the determination of what Council needs to do. We definitely want to help people, but we want to make sure we do it correctly. Denny McCormick inquired what the chances of them getting another ticket until this is resolved. Don Sims responded we have no control over the Police; you need to adhere to the law of the land. Gary McCormick commented to take the No Parking sign down. Solicitor Matt responded that the signs are only reflecting what the ordinances are; the No Parking is by ordinance. If there isn't an Ordinance for the handicap sign it will need to be established by ordinance and will take about two months. He will draft an Ordinance, it will be advertised and then it can be voted on to adopt it. Nicole asked if that is how the No Parking became an ordinance in the first place, because someone made the request and then it went through that same process. Denny McCormick inquired how long it took to remove the sign; Council is saying it could be two months before the handicap sign is put up; meanwhile they take a chance of parking there, how long did it take to take the sign that was already there down. Greg Such offered for Susie to park in his driveway until it is resolved. Denny McCormick commented that it would be okay for them to pick Saul up or to drop groceries off or something. Chief Miller commented that the person the placard is for needs to be with them if they are using the handicap placard, they can't park there to go in and write bills out. Susie commented that she has her own placard.

BOROUGH STAFF REPORTS:

Police Report:

Report submitted via email.

Chief Miller reported that there will be an Active Shooter Training at Passavant Retirement Conference Center on the 31st.

Office:

Amy had nothing to report.

Borough Director of Operations:

Frank Grannon reported that the Grant signs are up except for one, the Children at Play signs are up; the light on the bridge should be changed by next week. Frank reported that the flag at the Borough building is tethered, the cost for the one at the Borough building is \$56.95 and the one in the Square is \$79.95. Josh Meeder stated that he would donate the flag in the Square; Solicitor Matt Racunas stated that he would donate the flag at the Borough building.

Greg Such reported that the Rodgers Brothers have agreed to put an historic lamp in their court yard and they have agreed to pay for it. Don Sims inquired if they will pay for the electric. Greg Such responded they will pay for the electric and the fixture. Frank Grannon commented that there is an existing service there. Greg commented that the fixture and electric, order same light fixture, the base will need to be enlarged to handle the pedestal. Don Sims inquired what the lead time is on the lights, Frank Grannon responded about 6-8 week, which we're still a little early for tax money to be coming in. Don Sims suggested waiting a month or so to order.

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Borough Director of Operations Cont.:

Frank inquired if he should order all in one set; probably get a better shipping rate. Greg and Don responded yes. Frank is to get price together.

Zoning and Codes:

Allen Bayer report submitted.

COMMITTEE and OTHER BUSINESS:

Public Safety:

Phyllis Metz reported that she doesn't have anything; the next event is the Shamrock Shuffle.

Business Development:

Greg Such that Mayor Rape spoke to Peter Smerd, he's busy and suggested meeting with US Liner without him; Cath will arrange a meeting with Michael Larocco. Phyllis Metz inquired what the meeting is for. Greg responded that it has to do with stuff stacked. Joe Dippold commented that they were also going to discuss the trucks in the Square with US Liner.

Personnel:

Jason Sarver had nothing new to report.

Finance:

Joe Dippold had nothing new to report.

Streets:

Don Sims reported at the February meeting he would like to make a determine whether or not Council would like to go forward with it and if so the steps to make it happen to get it out to a bid or see what we can do. Don inquired if anyone was opposed to it. Don would like to do it in phases; the first section would be over \$20,000. Greg Such stated to start pricing it. Don Sims commented that the first step is to determine if the Engineer needs to be involved or not. Frank Grannon commented that we almost need that for elevation to put it out for bid.

Facilities:

Dave Szakelyhidi inquired if we heard back from Scott (Eldridge) on the brick repair, Amy responded no. Frank Grannon reported that he called Scott for a bid to re-do the planter. Don Sims and Phyllis Metz commented about the weather. Frank Grannon inquired if there was a time frame on getting something submitted to the trucking company. Greg Such responded yes, we should; we need to get a bid to fix the planters. Joe Dippold would like to have it done as soon as possible, it looks horrible. Jason Sarver commented that it's a hazard even to have it like that. Frank Grannon commented that they can't be repaired now, the adhesive will freeze at night and then it will be shot. Jason Sarver inquired if the truck driver was charged for anything other than for the damage to planter. Chief Miller stated he believes he received a citation. Frank Luek inquired who repaired them before; it was suggested to get a price from Lawn Works to repair the planters.

Grants:

Greg Such reported that Zelig invited Harmony to be a co-applicant on their RACP Grant application (Redevelopment Assistance Capital Program). It is Zelig's belief that if Harmony participates on the grant with them it will increase the chances of winning. The grant can be used for curb back redevelopment. Zelig is using theirs for the Main Street Development Project. The way it works is you get a budget entry with the Commonwealth's Office of Budget. Zelig originally got a \$6,000,000.00 entry for the Main Street work and then you submit individual applications against that pool of money. There is no guarantee we will win with a given application but Zelig still has \$900,000.00 remaining, they want to know if Harmony Borough would want to take 1/3 of it; we don't have to take 1/3 we can take whatever we are willing to step up to. It is a 50/50 match, however appraisals for properties affected by the improvement work that can be used for the match; we would pay for appraisal. The property owner has to agree that it not be used as matching for another RACP Grant. The time frames are tight, application must be in by January 31st to the state but before that happens Butler County Economic Development wants to review it, Mark Gordon will take a look at it. We would need to agree to pass a Resolution that says that we want to go after the Grant tonight, Zelig is doing theirs at their meeting next week, and then we would work with Ben Levenger who is the President of the company Down Town Redevelopment to put the grant together and put the application in. Dave Szakelyhidi commented that he is already working with Zelig. Greg Such commented that Ben has successfully worked with Zelig, Saxonburg, Beaver; a number of communities. The grant would go in on January 31st, we would hear if we got it in October or November, there would be acceptance or denial and then we would have three years to use the grant. Greg commented that it could benefit Historic Harmony as well. The upfront cost would be Ben Levenger's fees for doing the grant application and doing the filing, we would pay that in portion to the amount of money we took on the \$900,000. If we took \$300,000 it would be between \$1100 and \$1200 for Ben's fee; we have \$1000 in the budget for consulting. Don Sims inquired if we don't win the bid, would we still have to pay the \$1200. Greg Such responded yes. Then we would go through the process of, we would probably have a community meeting to see if we could use appraisals for properties as part of the match; also use that as ideas to get input what the beautification should entail; what the project is. Don Sims inquired if we could use this for paving roads or drainage, Greg Such responded no; we could use it if we replace curbs or to repave a foot of road, if we did a project in front of the Center of Harmony we could use it as part of that, we could use the sewage as a match against some of that project. Jason Sarver commented beautification. Greg Such commented generally curbs back, cross walks, if we wanted to brick the Square, parking lots, acquisition of blighted property and removal. Don Sims inquired what happens if we don't spend the \$300,000, does it just revert back to the State. Greg Such responded right but theoretically we would want to spend what we take so we can do it again. Don Sims inquired if we would need to come up with \$150,000 over three years to come up with the match. Greg Such responded that we could use the property appraisals as part of that match. Solicitor Matt commented it would be \$300,000 to match the \$300,000 but you can use the properties as set-off. Jason Sarver inquired if this is what Saxonburg used for the beautification of the town. Greg Such responded that he doesn't know if it was this grant Jason commented but it's the same concept. Greg commented that this is the grant that

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Grants Cont.:

Zelie is using on the Main Street Project. Don Sims inquired if Greg felt very strongly that we have a strong shot. Solicitor Matt responded that inter-municipal does have a better shot than normal; you've increased your chances that way. Rod Gasch inquired if we needed to have all the estimates of what we're going to do. Greg Such responded no, we need a narrative and some drawings; you have to have some brain storming ideas. By the time the grant gets approved circumstances will have changed potentially and we can redo, if we want. Josh Meeder commented that he has been pushing for the idea to find a grant for a parking lot, he will work with the Borough in any way organizing those agreements because that space on Aster Lane has been engineered it will hold 66 spots; if we could tie this in to the drainage. Don Sims inquired how much we're looking at the \$1200 plus another \$1000. Greg Such responded the \$1200 definitely gets us in. In a motion made by Don Sims and seconded by Phyllis Metz, the Harmony Borough Council unanimously approved the Resolution (2019-1-8) to apply for the Pennsylvania Redevelopment Assistance Capital Program Grant (RACP Grant). Josh Meeder commented that if he can help in any way just call him direct, he would be happy to share what he has.

Training & Conferences:

Greg Such reported training and conferences are listed on the Correspondence List.

BILLS PAYABLE:

Greg Such reported that the following lists of bills were presented to Harmony Borough Council for approval:

General Bills Payable in the amount of \$ **8,589.60**

Fire Tax Bills Payable in the amount of \$**17.17**

Silvester Bills Payable in the amount of \$**750.00**

Payroll in the amount of \$ **10,516.84**

Bills Already Paid in the amount of \$ **11,437.82**

Fire Tax Bills Already Paid in the amount of \$ **111.76**

Silvester Bills Already Paid in the amount of **4,014.50**

In a motion made by Don Sims and seconded by Joe Dippold, the Harmony Borough Council unanimously approved all bills for payment as presented on the lists.

Adjourned: 8:17 pm

As there was no further business to discuss, the Harmony Borough Council adjourned the January 8, 2019 meeting at 8:17pm.

Respectfully Submitted,



Amy Brown

Recording Secretary

Monthly Activity Report
Harmony Borough Code and Zoning Enforcement and
Residential Multi-Unit Dwellings Fire Inspection

December 2018

1. Stopped by the office two times each week to pick up mail, complete Building Permits and sign violations notices.
2. Filing and administrative work.
3. Created November Time and Activity Reports.
4. Attended December HARB meeting.
5. Attended December Council meeting.
6. Created violation notice for 132 Old Little Creek Rd.
7. Follow up on issue of lines being installed in the Historic District.
8. Spoke with David Jameson, Clark Architect's, regarding a Dollar General on Washington St. I advise David that there is no Washington St. in Harmony Borough.
9. Spoke with Christina of REMAX regarding zoning and building on a property in Harmony.
10. Spoke with Trevor regarding renting in Harmony. Referred Trevor to Jackson Twp.
11. Created two Building Permits for Calvin Church for temporary and permanent storage sheds.
12. Created violation notice for roll-off dumpsters in yard at 132 Old Little Creek Rd. and having no building permit.
13. Responded to resident regarding required permitting for a security system.
14. Spoke with Terry at Tomayco Realty regarding use of 560 Main St.
15. Created nuisance warning violation notice for 132 Old Little Creek Rd.
16. Spoke to Ben regarding construction at E. Lancaster Rd. Referred him to either Jackson or Lancaster Twps.

17. Spoke with Kevin at Calvin Church regarding the variance hearing for the storage shed set back.
18. Spoke to Rob Ferrari, Howard Hanna, asking if 560 Main St. was in the Historic District.
19. Created temporary roll-off permit for 132 Old Little Creek Rd.
20. Created December Time and Activity Reports.

Respectfully submitted,
Allen E. Bayer