

**BOROUGH OF PROSPECT  
RESOLUTION NO. 2018-01**

**RESOLUTION TO APPOINT INDIVIDUALS TO SERVE AS  
BOROUGH SECRETARY/ASSISTANT SECRETARY**

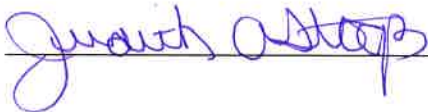
WHEREAS, Borough Council is desirous of appointing individuals to serve as Borough Secretary/Assistant Secretary consistent with the statutorily imposed duties of said Secretary/Assistant Secretary;

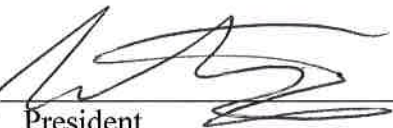
NOW, THEREFORE, be it RESOLVED, that the Borough Council of Prospect Borough hereby appoints Judy Stoops, to serve as Secretary, and Terry Beck, to serve as Assistant Secretary of Prospect Borough to serve at Council's pleasure and to perform the duties of the Borough Secretary/ Assistant Secretary as statutorily set forth pursuant to 8 P.S. §1111.

NOW, this 2<sup>nd</sup> day of January, 2018, upon motion to be made and seconded, the foregoing Resolution is hereby adopted.

ATTEST:

PROSPECT BOROUGH COUNCIL

  
\_\_\_\_\_

By:   
\_\_\_\_\_  
President

**BOROUGH OF PROSPECT  
RESOLUTION NO. 2018-02**

**RESOLUTION TO APPOINT INDIVIDUALS TO SERVE AS  
BOROUGH TREASURER/ASSISTANT TREASURER.**

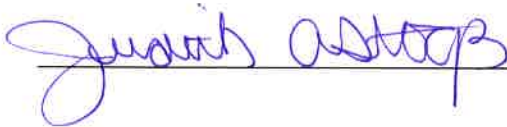
WHEREAS, Borough Council is desirous of appointing individuals to serve as Borough Treasurer / Assistant Treasurer consistent with the statutorily imposed duties of said Treasurer/ Assistant Treasurer;


NOW, THEREFORE, be it RESOLVED, that the Borough Council of Prospect Borough hereby appoints Terry Beck, to serve as Treasurer, and Judy Stoops, to serve as Assistant Treasurer, of Prospect Borough to serve at Council's pleasure and to perform the duties of the Borough Treasurer/ Assistant Treasurer as statutorily set forth pursuant to 8 P.S. §1106.

NOW, this 2<sup>nd</sup> day of January 2018, upon motion to be made and seconded, the foregoing Resolution is hereby adopted.

ATTEST:

PROSPECT BOROUGH COUNCIL

  
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By:   
\_\_\_\_\_

President

**BOROUGH OF PROSPECT  
RESOLUTION NO. 2018-03**

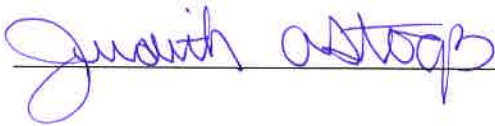
**RESOLUTION TO APPOINT OPEN RECORDS OFFICERS.**

WHEREAS, Borough Council is desirous of appointing individuals to serve as Borough Open Records Officer consistent with the statutorily imposed duties of said Open Records Officers;


NOW, THEREFORE, be it RESOLVED, that the Borough Council of Prospect Borough hereby appoints Judy Stoops and Terry Beck, to serve as Open Records Officers of Prospect Borough to serve at Council's pleasure and to perform the duties of the Borough Open Records Officers as statutorily set forth pursuant to 65 P.S. §67.502.

NOW, this 2<sup>nd</sup> day of January, 2018, upon motion to be made and seconded, the foregoing Resolution is hereby adopted.

ATTEST:

  
\_\_\_\_\_

PROSPECT BOROUGH COUNCIL

By:   
\_\_\_\_\_

President

**BOROUGH OF PROSPECT  
RESOLUTION NO. 2018-04**

**RESOLUTION TO APPOINT A SOLICITOR.**

WHEREAS, Borough Council is desirous of appointing a law firm to serve as Borough Solicitor consistent with the statutorily imposed duties of said Solicitor;

NOW, THEREFORE, be it RESOLVED, that the Borough Council of Prospect Borough hereby appoints Stepanian & Menchyk, LLP, to serve as Solicitor of Prospect Borough to serve at Council's pleasure and to perform the duties of the Borough Solicitor as statutorily set forth pursuant to 8 P.S. §1116.

NOW, this 2<sup>nd</sup> day of January, 2018, upon motion to be made and seconded, the foregoing Resolution is hereby adopted.

ATTEST:

  
\_\_\_\_\_

PROSPECT BOROUGH COUNCIL

By:

  
\_\_\_\_\_  
President

**BOROUGH OF PROSPECT  
RESOLUTION NO. 2018-05**

**RESOLUTION TO NAME AND DESIGNATE A DEPOSITORY  
FOR ALL MONIES DUE TO BOROUGH.**

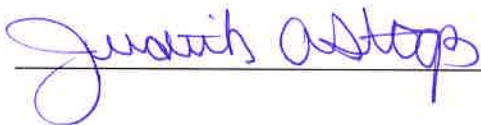
WHEREAS, the Borough of Prospect is desirous of designating a depository in the name of the Borough to receive all monies and funds due to the Borough; and

NOW, THEREFORE, be it RESOLVED, that the Borough Council of Prospect Borough hereby designates First National Bank as the officially designated depository for the Borough of Prospect to receive all monies due to Borough for deposit pursuant to 8 P.S. §1106.

NOW, this 2<sup>nd</sup> day of January, 2018, upon motion to be made and seconded, the foregoing Resolution is hereby adopted.

ATTEST:

PROSPECT BOROUGH COUNCIL

  
\_\_\_\_\_

By:   
\_\_\_\_\_ President

**BOROUGH OF PROSPECT  
RESOLUTION NO 2018-06**

**RESOLUTION TO APPOINT AN INDIVIDUAL TO SERVE AS  
BOROUGH AUDITOR.**

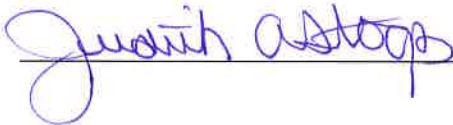
WHEREAS, Borough Council is desirous of appointing an individual to serve as Independent Auditor consistent with the statutorily imposed duties of said Independent Auditor;

NOW, THEREFORE, be it RESOLVED, that the Borough Council of Prospect Borough hereby appoints John Farinelli, CPA to serve as Auditor of Prospect Borough to serve at Council's pleasure and to perform the duties of the Borough Auditor as statutorily set forth pursuant to 8 P.S. §1005(7).

NOW, this 2<sup>nd</sup> day of January, 2018, upon motion to be made and seconded, the foregoing Resolution is hereby adopted.

ATTEST:

PROSPECT BOROUGH COUNCIL

  
\_\_\_\_\_

By:   
\_\_\_\_\_ President

**BOROUGH OF PROSPECT  
RESOLUTION NO. 2018-07**

**RESOLUTION TO DESIGNATE THE OFFICIAL NEWSPAPER  
OF GENERAL CIRCULATION FOR ALL STATUTORILY  
REQUIRED ADVERTISING REQUIREMENTS OF THE  
BOROUGH.**

WHEREAS, the Borough's desirous of designating an official newspaper of general circulation to meet all statutorily defined advertising requirements of the Borough;

NOW, THEREFORE, be it RESOLVED, that the Borough Council of Prospect Borough hereby designates Butler Eagle as the official newspaper of general circulation for all statutorily designated advertising requirements of the Borough of Prospect.

NOW, this 2<sup>nd</sup> day of January, 2018, upon motion to be made and seconded, the foregoing Resolution is hereby adopted.

ATTEST:

PROSPECT BOROUGH COUNCIL

  
\_\_\_\_\_

By:   
\_\_\_\_\_ President

**BOROUGH OF PROSPECT  
RESOLUTION# 2018-08**

**RESOLUTION OF THE BOROUGH OF PROSPECT TO  
MAINTAIN THE MANDATORY CONTRIBUTION ALLOWED UNDER  
THE BOROUGH PLAN DOCUMENT.**

**WHEREAS**, the Borough of Prospect on July 1, 2013, enacted Ordinance No. 2013-2 (the “Ordinance”), which established the Borough of Prospect Pension Plan (the “Plan”); and

**WHEREAS**, the Borough, through this Ordinance, selected the Pennsylvania Municipal Retirement System to be the Plan Administrator; and

**WHEREAS**, in accordance with the terms of the Plan Document, the Borough is responsible for the mandatory contribution of Six Hundred and Twenty-Five (\$625.00) Dollars; per full time employee, per quarter; and

**WHEREAS**, the Borough, from time to time may increase this mandatory minimum through a resolution to be filed with the Pennsylvania Municipal Retirement System:

**NOW THEREFORE, BE IT RESOLVED**, that the Borough of Prospect hereby maintains the current Plan contribution for the Fiscal Year 2018 in accordance with the terms of this resolution.

**SECTION 1: MAINTAINS THE MANDATORY CONTRIBUTION**

The Borough hereby maintains the mandatory contribution to the Pension Plan of Six Hundred and Twenty-Five (\$625.00) Dollars; per person, per quarter for the Fiscal Year 2018; adopted March 7, 2016; Resolution 2016-10.

**SECTION 2: REPEALER**

All prior Resolutions and Authorizations of the Borough that are inconsistent with this Resolution are hereby repealed. To the extent that the matters of prior Resolutions and Authorizations are not inconsistent with this Resolution, such matters shall remain in effect in conjunction with this Resolution.



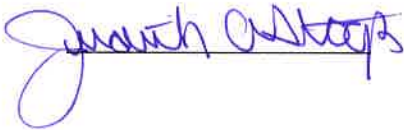
**SECTION 3: EFFECTIVE DATE**

The modifications described herein supersede previously adopted modifications to the Plan and shall become effective as of the date written.

Adopted this 2<sup>nd</sup> day of January, 2018, by the Borough of Prospect.

**ATTEST:**

**PROSPECT BOROUGH COUNCIL**



By: 

President

**BOROUGH OF PROSPECT  
RESOLUTION NO 2018-09**

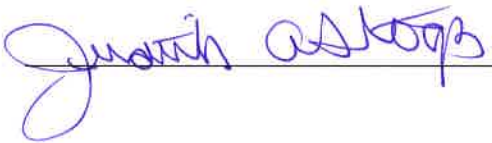
**RESOLUTION TO APPOINT AN INDIVIDUAL TO SERVE AS  
BOROUGH ZONING ENFORCEMENT OFFICER.**

WHEREAS, Borough Council is desirous of appointing an individual to serve as Borough Zoning Enforcement Officer consistent with the statutorily imposed duties of said Zoning Enforcement Officer;


NOW, THEREFORE, be it RESOLVED, that the Borough Council of Prospect Borough hereby appoints Municipal Code Association to serve as Zoning Enforcement Officer of Prospect Borough to serve at Council's pleasure and to perform the duties of the Borough Zoning Enforcement Officer as statutorily set forth pursuant to 53 P.S. §10614.

NOW, this 2<sup>nd</sup> day of January, 2018, upon motion to be made and seconded, the foregoing Resolution is hereby adopted.

ATTEST:

  
\_\_\_\_\_

PROSPECT BOROUGH COUNCIL

By:   
\_\_\_\_\_

President

**BOROUGH OF PROSPECT  
RESOLUTION NO 2018-10**

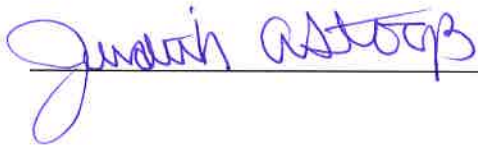
**RESOLUTION TO APPOINT AN INDIVIDUAL TO SERVE AS  
BOROUGH SEWAGE ENFORCEMENT OFFICER.**

WHEREAS, Borough Council is desirous of appointing an individual to serve as Borough Sewage Enforcement Officer consistent with the statutorily imposed duties of said Sewage Enforcement Officer;

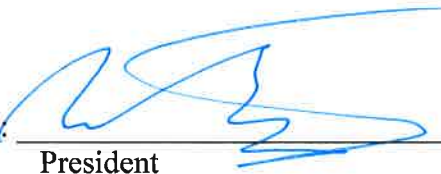
NOW, THEREFORE, be it RESOLVED, that the Borough Council of Prospect Borough hereby appoints Doug Duncan to serve as Sewage Enforcement Officer and David Ice as Back up SEO of Prospect Borough to serve at Council's pleasure and to perform the duties of the Borough Sewage Enforcement Officer as statutorily set forth pursuant to 35 P.S. §750.6 (c) (6).

NOW, this 2<sup>nd</sup> day of January, 2018, upon motion to be made and seconded, the foregoing Resolution is hereby adopted.

ATTEST:

  
\_\_\_\_\_

PROSPECT BOROUGH COUNCIL

By:   
\_\_\_\_\_ President

**BOROUGH OF PROSPECT  
BUTLER COUNTY, PENNSYLVANIA  
RESOLUTION NO. 2018 – 11**

**A RESOLUTION OF THE BOROUGH OF PROSPECT, BUTLER COUNTY, PENNSYLVANIA,  
AUTHORIZING THE ADOPTION OF LIMITS OF AUTHORITY POLICY IN REGARDS TO  
PURCHASES AND INVOICE APPROVAL.**

**WHEREAS**, the purpose of the following policy is the desire of the Borough Council of Prospect Borough to set forth all fees, permit fees, license fees and to update and adopt them by resolution.

**WHEREAS**, the fee schedule is routinely revised from time to time to adjust fees and establish new fees.

**NOW, THEREFORE**, be it resolved and it is hereby resolved by the Borough Council of Prospect Borough hereby amends the Fee Schedule as follows:

**PROSPECT BOROUGH FEE SCHEDULE**

**SECTION 1: CODE ENFORCEMENT:** Fees associated with the following Code Enforcement activities will be charged in accordance with the 2018 Municipal Code Association Fee Schedule and 2018 Doug Duncan’s Sewage Fee Schedule, and KLH Fee Schedule attached hereto and incorporated; unless otherwise stated.

**Mobile Home Parks**

Annual Inspection Fee	\$50.00
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**Road Bonds**

Application Permit	\$160.00
Bonding Amount	(\$100 plus \$60 Inspection Fee) \$12,500.00 (Per Mile)
Escrow	\$1,000.00

**Sign Applications**

Commercial	
1 Square Foot – 10 Square Feet	\$50.00
10 Square Feet Plus	Addl’ \$1.00 Per Square Feet

**SECTION 2: BOROUGH ADMINISTRATIVE HEARING/REVIEW FEES:**

**Planning Commission Applications**

Simple subdivision / 3 lots or less	\$125.00
Subdivisions, Land Developments, Conditional Use and Zoning Amendments	\$650.00

**Zoning Hearing Board Hearings**

Zoning Application Fee	\$20.00
Zoning Certificates/Letters/Permits	Residents \$ 75.00 Commercial \$125.00
Variances, Special Exceptions, Interpretations, Nonconforming Requests	\$650.00
Rehearing	\$500.00

**Building/IPMC Board of Appeals**

\$500.00

**Administrative/Consultant Fees for Subdivision/Land Development Applications**

Actual cost to the Borough of plan reviews, report preparation and other services performed by consultants and/or Borough Solicitor as billed to the Borough at the normal rate charged. Actual cost to the Borough of plan reviews, report preparation and other services performed by the Engineer as billed to the Borough at the normal rate of \$100.00 per hour per agreement.

Subdivision/Land Development Application Fee \$20.00

**SECTION 3: BOROUGH RENTAL LICENSES:**

**\*Rental License Inspection Fees \*\*No Ordinance as of March 2015\*\***

Rental Licenses will be issued for two (2) year periods if not sooner revoked.

Twelve (12) months after rental licenses are issued, landlords will receive a tenant list/safety inspection form from the Zoning Officer. This form needs to be updated by the landlord and returned to the Zoning Office in order to maintain compliance with the rental operating license program.

**Single Family Dwellings, Apartments, Townhouses (1-3 Units)** \$50.00 (Unit)  
**Single Family Dwellings, Apartments, Townhouses (4+ Units)** \$75.00

**Re-inspection**

Should violations be identified that would endanger the health, safety and welfare of the occupants and/or not comply with the Borough's adopted Maintenance Code, a re-inspection will be required. A compliance re-inspection fee will be imposed for each inspection over two (2) years.

**SECTION 4: ADMINISTRATION**

**Recycling Containers** \$5.00 Ea.

**Lien Letters** \$20.00 Per Letter  
 (If needed within five (5) days) \$35.00 Per Letter

**Non-Sufficient Funds Fee** \$35.00 Per Check  
 (Borough Checks and Tax Checks)

**Residential Building Permits**  
 Processing Application Fee \$20.00 Per Permit

**Residential Sewer Permits**  
 Processing Application Fee \$20.00 Per Permit

**The Prospector Newsletter**  
 Ad Fees for the Prospector Newsletter \$25.00 Per Ad  
 (Business Card Size)  
 1/2 Page \$75.00 Per Ad  
 Full Page \$150.00 Per Ad

**Duplication of Public Records**  
 Photocopying (per single sided 8-1/2 x 11 page) \$.25 Per Sheet

Oversized copies (greater than 8-1/2 x11)	Actual Cost
Certification of Records (Per Document)	\$1.00
Postage	Actual Cost
Zoning Map	\$5.00/Map

**SECTION 5: PUBLIC SAFETY**

**All Police Reports including Accident, Incident, etc.** 15.00 Per Copy

**Fingerprint Cards** (First Card) \$10.00 Per Copy  
 (Each Additional Card) \$ 5.00 Per Copy

**\*Background Checks (Generally Landlords – Rentals)** \$15.00 Per Copy

**Soliciting Permits** (Door to Door) \$25.00 per Day  
 Pertains to Residential and Business (Per Person)  
 (Permit Form Needs Completed and Signed by the Mayor)

**SECTION 6: SEWAGE DISPOSAL SYSTEM (See Attached Itemized Inspection Schedule)**

**SECTION 7: SEWER CONNECTIONS**

Inspection Fee for Trailers (Matting) \$25.00  
 (Moved from property or brought into the Borough)

**New Connection**

Scenario (1)

If Resident has recently been approved to purchase a tap:

Connection Fee (Per Connection) \$500.00  
 Tapping Fee (Per EDU) \$3,000.00

**New Connection**

Scenario (2)

If Resident has a tap; but did not use, has paid his monthly sewage rate and not on our sewage delinquent listing:

Connection Fee (Per Connection) \$500.00

**New Connection**

Scenario (3)

If Resident has a tap; but did not use, has been paying for his unused tap in maintenance monthly payments throughout the year to hold on to their tap and not on our sewage delinquent listing:

Connection Fee (Per Connection) \$500.00

*Once connection is made the resident will start immediately paying the monthly sewage fee.*

If this maintenance monthly payment fee is delinquent of payment for ninety (90) days, they have relinquished their tap to the Borough.

Periodically the Borough will be sending out letters to see if any resident(s) are interested in a new tap(s) and this process has been determined by council that all responses be returned to the Borough building within thirty (30) days of the date of the letter if they want the tap or not. If they want a tap the resident must pay for the tap within thirty (30) days of the date of the letter. If no response, the resident will lose the ability to remain on the current tap listing. These letters will advise the resident of the procedures, etc. If you are no longer requesting

a tap or fail to use the tap within one (1) year, you will need to provide a new request for a tap to the Borough and your name will be added last on the priority list which will be based on the date of your request. ALL taps availability per location of sewage pump stations must first go through DEP and DCNR before the Borough will allow the taps to be purchased and/or used.

NOTE: Per prior Ordinance 2003-2 effective December 1, 2003 any new customer who purchases a tap(s) must use within one (1) year or will relinquish it back to the Borough.

Connection fee includes inspection of all necessary wyes, clean-outs, pipes, traps, vents and fittings. All necessary supplies and construction are to be provided by the applicant or owner at the expense of the applicant or owner.

All customers desiring to make a new sewer connection of a multifamily residential structure by a single service line shall pay a single connection fee in accordance with the schedule shown above plus a tapping fee for each dwelling unit in accordance with the rate schedule shown above. An additional connection fee shall be paid for each additional physical connection to the public sewer system. Each apartment or dwelling unit having a separate kitchen and bath shall be considered to one equivalent dwelling unit (EDU).

All customers desiring to make a new connection of a building being used for commercial, industrial, public or mixed use (i.e., residential and commercial) by a single service line shall pay a single connection fee in accordance with the rate schedule above plus a tapping fee for each equivalent dwelling unit (EDU) of water consumption. Any additional connection fees shall be paid for each additional physical connection to the public sewer system. If the Borough determines that a significant amount of the water used by commercial or industrial customer does not reach the public sewer system and that only wastes entering the system will be sanitary sewage originating from the customer's own employees, then the tapping fees may be based on up to six (6) employees being equal to an equivalent swelling unit (EDU).

**SECTION 8: TELEVISED AND DYE TEST SEWAGE LINES**

Fee for televising and dye tests that are to be performed by the Borough and a Temporary Certification MUST be signed by both purchaser and seller. The seller is required to pay fee.

Televised and Dye Test Fee \$150

Fee for televising and dye tests that are to be performed by the Borough when an illegal connection has been discovered and the Borough feels that the lines need to be televised and a dye test performed. The resident is required to pay fee.

Televised and Dye Test Fee \$150

This Resolution establishing Fees supersedes any other herewith; it shall come into effect sixty (60) days from enactment and shall remain in full force and effect until modified from time to time by further Resolution of Borough Council.


**SECTION 8: MAINTENANCE FEES FOR SEWER TAPS:**

\$25.00 Monthly Fee for unused sewer taps.

RESOLVED AND ADOPTED, this 2 day of January, 2018.

ATTEST:

BOROUGH OF PROSPECT

  
\_\_\_\_\_  
Judy A. Stoops  
Secretary

  
\_\_\_\_\_  
President Council

**BOROUGH OF PROSPECT  
RESOLUTION NO. 2018-12 - \_\_\_\_\_**

**RESOLUTION TO APPOINT A REGISTERED ELECTOR OF  
THE BOROUGH TO CHAIRPERSON OF THE PROSPECT  
BOROUGH VACANCY BOARD.**

WHEREAS, pursuant to 53 P.S. §45901, Prospect Borough is desirous of appointing a Chairperson of the Vacancy Board at it's first meeting for the calendar year;

NOW, THEREFORE, be it RESOLVED, that the Borough Council of Prospect Borough hereby appoints Sam Wagner, a registered elector of the Borough, to fill the position of chair of the Prospect Borough Vacancy Board. Said person to hold the office at the pleasure of the Prospect Borough Council.

NOW, this 2nd day of January, 2018, upon motion to be made and seconded, the foregoing Resolution is hereby adopted.

ATTEST:

PROSPECT BOROUGH COUNCIL

  
\_\_\_\_\_

By: 

\_\_\_\_\_  
President



**BOROUGH OF PROSPECT  
RESOLUTION NO. 2018-13**

**RESOLUTION TO APPOINT AN INDIVIDUAL TO SERVE AS  
BOROUGH ZONING HEARING BOARD MEMBER FOR A  
THREE YEAR TERM.**

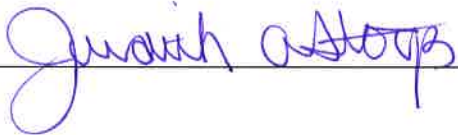
WHEREAS, Borough Council is desirous of appointing an individual to serve as Borough Zoning Hearing Board Member consistent with the statutorily imposed duties of said Secretary;

NOW, THEREFORE, be it RESOLVED, that the Borough Council of Prospect Borough hereby appoints Bill Davis, to serve as Zoning Hearing Board Member of Prospect Borough to serve at Council's pleasure and to perform the duties of the Borough Zoning Hearing Board Member as statutorily set forth pursuant to 53 P.S. §101903 for a term of three years.

NOW, this 2nd day of January, 2018, upon motion to be made and seconded, the foregoing Resolution is hereby adopted.

ATTEST:

PROSPECT BOROUGH COUNCIL

  
\_\_\_\_\_

By:   
\_\_\_\_\_  
President

**BOROUGH OF PROSPECT  
RESOLUTION NO. 2018-14-**

**RESOLUTION TO APPOINT 2 PLANNING COMMISSION MEMBERS.**

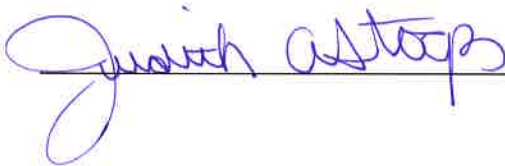
WHEREAS, pursuant to 53 P.S. §45901, Prospect Borough is desirous of appointing two Planning Commission Members for a four year term.


NOW, THEREFORE, be it RESOLVED, that the Borough Council of Prospect Borough hereby appoints Bryan Taylor, and Gus Guenther, and alternate Sam Wagner to fill the positions of the Planning Commission Board. Said persons to hold the office at the pleasure of the Prospect Borough Council.

NOW, this 2nd day of January, 2018, upon motion to be made and seconded, the foregoing Resolution is hereby adopted.

ATTEST:

PROSPECT BOROUGH COUNCIL

  
\_\_\_\_\_

By:   
\_\_\_\_\_  
President

**BOROUGH OF PROSPECT  
RESOLUTION NO. 2018-15-**

**RESOLUTION TO APPOINT A BOROUGH ENGINEER.**

WHEREAS, pursuant to 53 P.S. §45901, Prospect Borough is desirous of appointing a Borough Engineer.

NOW, THEREFORE, be it RESOLVED, that the Borough Council of Prospect Borough hereby appoints KLH Engineers, Inc. as the Borough Engineer. Said Company is to hold the office at the pleasure of the Prospect Borough Council.

NOW, this 2nd day of January, 2018, upon motion to be made and seconded, the foregoing Resolution is hereby adopted.

ATTEST:

PROSPECT BOROUGH COUNCIL

  
\_\_\_\_\_

By: 

\_\_\_\_\_  
President

**BOROUGH OF PROSPECT  
RESOLUTION 2018-16**

**RESOLUTION OF THE BOROUGH OF PROSPECT, BUTLER COUNTY,  
PENNSYLVANIA, DECLARING ITS INTENT TO PURSUE A  
SEWER PROGRAM GRANT FROM  
THE COMMONWEALTH FINANCING AUTHORITY.**

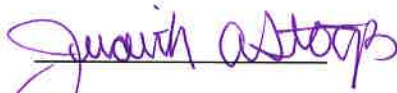
Be it RESOLVED, that Prospect Borough of Butler County hereby request a PA Small Water Sewer Program grant of \$440,825.00 from the Commonwealth Financing Authority to be used for the upgrading of the Prospect Borough McNaughton Pump Station and to replace a Sanitary Sewer Line.

Be it FURTHER RESOLVED, that Prospect Borough Council does hereby designate Judy Stoops, Secretary of Prospect Borough, Butler County, PA as the official to execute all documents and agreements between Prospect Borough and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

I, Judy Stoops, duly qualified Secretary of Prospect Borough, Butler County, PA, hereby certify that the forgoing is a true and correct copy of a Resolution duly adopted by a majority vote of the Prospect Borough Council at a regular meeting held February 5, 2018 and said Resolution has been recorded in the Minutes of the Prospect Borough and remain in effect as of this date.

IN WITNESS, THEREOF, I affix my hand and attach the seal of Prospect Borough, this 5th day of February 2018.

ATTEST:

  
Secretary

PROSPECT BOROUGH COUNCIL


By:   
President



Exhibit # 2

January 26, 2018

Prospect Borough will own and maintain the Wilson Road Pump Station and 6" force main sewer line.

Title:  
Prospect Borough

A handwritten signature in purple ink, consisting of stylized, overlapping letters that appear to be 'WSE'.



Exhibit #4

February 5, 2018

Prospect Borough is applying for a Grant in the amount of \$374,701.25 with a match amount of \$66,123.75. The total project cost is \$440,825.00. the Prospect Borough will provide the match from their Sewer Account.

Bill Katz  
Prospect Borough President

A handwritten signature in purple ink, appearing to read 'Bill Katz', is positioned above the printed name and title.

**BOROUGH OF PROSPECT  
BUTLER COUNTY, PENNSYLVANIA  
RESOLUTION NO. 2018-17**

**A RESOLUTION OF THE BOROUGH OF PROSPECT,  
BUTLER COUNTY, PENNSYLVANIA, SETTING FORTH  
PROCEDURES FOR COLLECTION OF  
SEWER ACCOUNTS AND LIENING  
OF DELINQUENT SEWER ACCOUNTS**

**WHEREAS**, the Borough of Prospect owns and operates a sanitary sewer system within its borders;

**WHEREAS**, the Borough of Prospect collects usage fees from its customers utilizing the sanitary sewer system in the Borough of Prospect;

**WHEREAS**, certain account holders become delinquent in their payment of fees assessed by the Borough of Prospect for the use of the sanitary sewer system;

**WHEREAS**, such delinquencies place an additional burden on the Borough of Prospect and its customers for its sanitary sewer system; and

**WHEREAS**, the Borough of Prospect wishes to memorialize the collections procedures for placing municipal liens on delinquent sanitary sewer accounts.

**NOW, THEREFORE**, be it resolved by the Council of the Borough of Prospect, and it is hereby resolved by the authority of the same, that the procedures for collecting sewer fees and liening of the same is as follows:

1. The Borough Treasurer and/or Borough Secretary shall collect the monthly sanitary sewage fees for all customers within the Borough of Prospect in the amount as set forth by the Borough from time to time.
2. The monthly fee for sanitary sewer service in the Borough of Prospect shall be due by the first of each month.
3. If the account holder does not pay the monthly charge for four (4) consecutive months, the Borough through its Treasurer and/or Secretary shall refer the account and delinquency to the Borough Solicitor for the filing of a municipal lien in accordance with the laws of the Commonwealth of Pennsylvania and the Code of the Borough of Prospect.
4. The following schedule of legal fees shall apply to collection of all delinquent accounts:

A. The Borough hereby adopts the following schedule of legal fees related to collection of delinquent accounts once referred to the Solicitor:

i. Action	Legal Fees
Open File and Send Demand Notice	\$150.00
Prepare and File Lien	\$300.00
Prepare and File Writ of Scire Facias	\$450.00
Re-issue Writ	\$100.00
Prepare and Present Motion for Alternate Service	\$400.00
Prepare and File Default Judgment	\$300.00
Prepare and File Writ of Execution	\$1,000.00
Attendance at Sale	\$500.00
Preparation and Filing of Lien Satisfaction	\$50.00
Miscellaneous Litigation/Solicitor's hourly rate in effect at the time the charge is incurred.	

The Borough determines that the above fee schedule is fair and reasonable for the services to be rendered by its Solicitor in connection of delinquent claims and accounts and hereby directs that the same be imposed, as applicable, upon the affected property owners and may be imposed and recoverable as part of each municipal claim against the affected property and proceedings to recover delinquent municipal claims, together with any additional out-of-pockets costs incurred by the Borough of Prospect for necessary expenses in connection therewith.

5. Borough of Prospect Resolution 2014-12 is hereby repealed and rescinded, and any resolutions which conflict with this resolution are hereby repealed to the extent of such conflict.

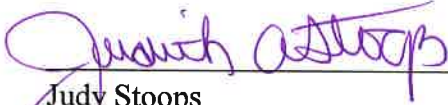


This Resolution shall take effect immediately.

RESOLVED AND ADOPTED, this 9th day of April, 2018.

ATTEST:

BOROUGH OF PROSPECT



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Judy Stoops  
Secretary



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Bill Katz  
President of Council

**BOROUGH OF PROSPECT  
RESOLUTION NO. 2018-18**

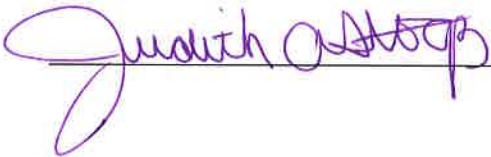
**TO RESCIND RESOLUTION TO APPOINT A REGISTERED  
ELECTOR OF THE BOROUGH TO CHAIRPERSON OF THE  
PROSPECT BOROUGH VACANCY BOARD.**

Sam Wagner resigned from this appointment on March 22, 2018.

NOW, this 9<sup>th</sup> day of April, 2018, upon motion to be made and seconded, the foregoing  
Resolution is hereby adopted.

ATTEST:

PROSPECT BOROUGH COUNCIL

  
\_\_\_\_\_

By:   
\_\_\_\_\_  
President

03/22/2018      Resignation Letter

Prospect Boro Council

I am resigning my appointed positions of (Alternate) on the  
Planning Commission and the Vacancy Board effective  
immediately.      Thank You, Sam Wagner

*Sam Wagner*

**BOROUGH OF PROSPECT  
RESOLUTION NO. 2018-19**

**TO RESCIND RESOLUTION TO APPOINT 2 PLANNING  
COMMISSION MEMBERS.& ALTERNATE**


Sam Wagner resigned from this appointment as alternate on March 22, 2018.

NOW, this 9<sup>th</sup> day of April, 2018, upon motion to be made and seconded, the foregoing  
Resolution is hereby adopted.

ATTEST:

PROSPECT BOROUGH COUNCIL

  
\_\_\_\_\_

By:   
\_\_\_\_\_

President

03/22/2018      Resignation Letter

Prospect Boro Council

I am resigning my appointed positions of (Alternate) on the  
Planning Commission and the Vacancy Board effective  
immediately.      Thank You, Sam Wagner

*Sam Wagner*

**BOROUGH OF PROSPECT  
RESOLUTION NO. 2018-20**

**RESOLUTION TO APPOINT A REGISTERED ELECTOR OF  
THE BOROUGH TO CHAIRPERSON OF THE PROSPECT  
BOROUGH VACANCY BOARD.**

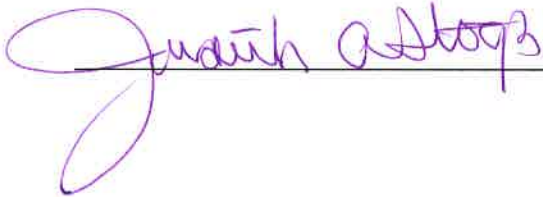
WHEREAS, pursuant to 53 P.S. §45901, Prospect Borough is desirous of appointing a Chairperson of the Vacancy Board at its first meeting for the calendar year;

NOW, THEREFORE, be it RESOLVED, that the Borough Council of Prospect Borough hereby appoints George Simcic a registered elector of the Borough, to fill the position of chair of the Prospect Borough Vacancy Board. Said person to hold the office at the pleasure of the Prospect Borough Council.

NOW, this 4th day of June 2018, upon motion to be made and seconded, the foregoing Resolution is hereby adopted.

ATTEST:

PROSPECT BOROUGH COUNCIL

  
\_\_\_\_\_

By:

  
\_\_\_\_\_  
President

RESOLUTION NO. 2018-21 ,

**A RESOLUTION OF THE BOROUGH OF PROSPECT, COUNTY OF BUTLER, COMMONWEALTH OF PENNSYLVANIA, AUTHORIZING THE FILING OF A DECLARATION OF TAKING AND CONDEMNATION TO ACQUIRE A PERMENANT EASEMENT AND RIGHT-OF-WAY FOR THE LAYING OUT, OPENING, WIDENING, EXTENDING, AND GRADING OF MONROE STREET**

WHEREAS, the Borough of Prospect intends to obtain a permanent easement and right-of-way for laying out, opening, widening, extending, and grading of Monroe Street located in the Borough of Prospect, County of Butler, Commonwealth of Pennsylvania, which is more particularly identified per the drawings attached hereto and incorporated herein as Exhibit "A";

WHEREAS, the owners of the Property which the easement and right-of-way is located are more particularly identified per Exhibit "B" attached hereto and incorporated herein (hereinafter the "Owners");

WHEREAS, the Borough of Prospect submitted Right-of-Way Agreements to the Owners to obtain the right-of-way on the Property;

WHEREAS, the Borough of Prospect has been unable to negotiate an amicable settlement with the all of the Owners; and

WHEREAS, the Condemnation herein is authorized by Section 1501 of the Borough Code.

THEREFORE BE IT RESOLVED, as follows:

1. Incorporation of Preamble. The provisions set forth in the preamble to this Resolution are incorporated by reference in their entirety herein.

2. Authorization to Acquire Easements. The Borough of Prospect by its Council, is hereby authorized to obtain a permanent easement and right-of-way for laying out, opening, widening, extending, and grading of Monroe Street located in the Borough of Prospect, County of Butler, Commonwealth of Pennsylvania, which is more particularly identified per the drawings attached hereto and incorporated herein as Exhibit "A":

3. Authority of Counsel. Stepanian & Menchyk, LLP, is hereby authorized and directed to prepare, file and serve a Declaration of Taking, in accordance with the pertinent requirements of Pennsylvania's Eminent Domain Code, Act of June 22, 1964, P.L. 84 as amended (26 P.S. §§ 1-101 et seq.), in order to appropriate and acquire the Property and all necessary easements, and to take any and all other necessary or appropriate action to carry out the intent and purpose of this Resolution.

Adopted the 7<sup>th</sup> day of May, 2018.

ATTEST

BOROUGH OF PROSPECT

Juanita Astrop  
Secretary

By [Signature]



RESOLUTION NO. 2018-22

A RESOLUTION OF THE BOROUGH OF PROSPECT, COUNTY OF BUTLER, COMMONWEALTH OF PENNSYLVANIA, APPOINTING Gus Guether TO THE OFFICE OF MEMBER OF COUNCIL OF THE BOROUGH OF PROSPECT.

WHEREAS, on July 14, 2018, sitting Council member Robert Boice passed away;

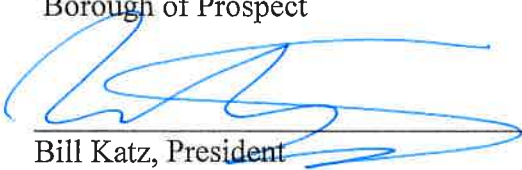
WHEREAS, Section 901 of the Borough Code requires Council for the Borough of Prospect to fill vacancies in the office of Council within 30 days of such vacancy.

NOW, THEREFORE, BE IT RESOLVED that Council of the Borough of Prospect hereby appoints Gus Guether as Member of Council to fill the unexpired term of Robert Boice until the first Monday in January after the first municipal election occurring more than 60 days after the vacancy occurs, at which election an eligible individual shall be elected to the office for the remainder of the term of Robert Boice.

RESOLUTION, ENACTED AND ADOPTED at a meeting held on the 6<sup>th</sup> day of August, 2018.

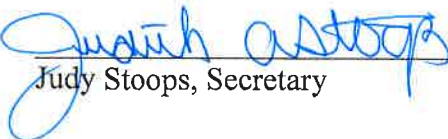
Borough of Prospect

By:

  
Bill Katz, President

ATTEST:

By:

  
Judy Stoops, Secretary