

Resolution No. 2021-10
BOROUGH OF LEMOYNE
CUMBERLAND COUNTY, PENNSYLVANIA

**A RESOLUTION OF THE BOROUGH OF LEMOYNE ADOPTING THE ATTACHED
AMENDED FEE SCHEDULE IN ITS ENTIRETY**

WHEREAS, the Lemoyne Borough Council adopted Resolution 2018-15 implementing a Fee Schedule for the Borough of Lemoyne; and

WHEREAS, since that time the Fee Schedule was amended by Resolutions 2019-02, 2019-09, 2019-10, 2019-15, 2020-14, 2021-03, and 2021-07; and

WHEREAS, Lemoyne Borough Council wishes to consolidate and enumerate all fees and charges into one Fee Schedule as attached.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Lemoyne, Cumberland County, that the attached Lemoyne Borough Fee Schedule be adopted as part of this Resolution 2021-10 and become effective January 1, 2022; and

BE IT FURTHER RESOLVED that this Resolution may be amended from time to time as determined necessary by Lemoyne Borough Council.

ADOPTED this 16th day of December 2021.

ATTEST: _____
Secretary

BY: _____
Council President

[BOROUGH SEAL]

Lemoyne Borough Fee Schedule

1. Community Facilities

A. Community Room Rental Fees *(all fees payable in advance)*

| | Private Entities | | Non-Profit Entities | |
|----------------------------|------------------|---------------------|---------------------|---------------------|
| Monday thru Thursday: | <u>Resident</u> | <u>Non-Resident</u> | <u>Resident</u> | <u>Non-Resident</u> |
| 8:00 am to 4:00 pm | \$100 | \$200 | \$5/hr | \$10/hr |
| 4:00 pm to 11:00 pm | \$100 | \$200 | \$5/hr | \$10/hr |
| 4 hours or less | \$50 | \$100 | \$5/hr | \$10/hr |
| Friday thru Sunday: | | | | |
| 11:00 am to 11:00 pm | \$125 | \$250 | \$5/hr | \$10/hr |
| Minimum fee | | | \$25 | \$50 |

An additional Damage Deposit of \$100.00 cash will also be required.

The following entities are exempted from this fee: West Shore Recreation Commission, West Shore Bureau of Fire Commission, West Shore Regional Police Commission, State government agencies. Non-Profit entities may make in-kind donations of supplies and or services that would be equivalent in value to the rental fees if approved by the Borough Manager.

B. Park Pavilion Rental Fees *(all fees payable in advance)*

Park Pavilion – Negley Upper Pavilion/Negley Lower Pavilion/Memorial/Maple Street:

| | |
|--------------|----------------|
| Resident | \$50.00 a day |
| Non-Resident | \$100.00 a day |

An additional Damage Deposit of \$50.00 cash will also be required.

C. Group Use of Recreational Facilities *(all fees payable in advance)*

Organized group use of baseball fields in Memorial and Negley Parks - \$25 per field per month of use, plus an additional \$100 damage deposit

Organized group use of other fields and other facilities: \$5.00 per hour

The West Shore Recreation Commission is exempted from this fee.

D. Tennis Court Pass

Negley Tennis Courts Annual Pass:

\$25.00 per person

2. Community Swimming Pool Rates for 2022

A. Season Pass Rates

| SEASON PASS TYPE | LEMOYNE RESIDENT RATE | NON-RESIDENT RATE |
|--|--------------------------|-------------------|
| Individual Pass (age 4 through 59) | \$90.00 | \$150.00 |
| Family of 2 Pass (*see Family definition) | \$135.00 | \$195.00 |
| Family of 3 Pass (*see Family definition) | \$145.00 | \$205.00 |
| Family of 4 Pass (*see Family definition) | \$155.00 | \$215.00 |
| Family of 5 Pass (*see Family definition) | \$175.00 | \$235.00 |
| Family of 6 Pass (*see Family definition) | \$195.00 | \$255.00 |
| Additional Family Members | \$25.00 each | \$30.00 each |
| Senior Pass (age 60 or older) | \$45.00 | \$70.00 |
| Members of the West Shore Regional Police Dept., West Shore Fire Bureau, Borough Council | Half-Price | Half-Price |
| Lemoynne Borough Employees | Free | Free |

Daily Guest Passes (limited to 5 per Season Passholder):

Monday-Friday, 1:00 p.m. to 7:00 p.m. \$12.00

Weekends & Holidays, 12:00 p.m. to 8:00 p.m. \$15.00

***FAMILY PASS DEFINITION:** The Family Pass is available for parent(s) and any of their unmarried children 22 years of age and under who are residing in the same household. Children 3 years of age and under are free and not included in the family count. Cousins, nieces, nephews, grandparents, grandchildren, aunts, uncles, babysitters, etc. are not eligible for inclusion in a Family Pass.

B. Pool Party Rates

1. **Small Private Pool Parties** - can be scheduled during regular operating hours. The fee includes the use of a covered Pavilion area with 3 picnic tables. Be sure to obtain and read these Policies and Procedures for Group and Party Events.

NOTE: The following prices for small parties includes the purchase of a minimum of 15 passes; up to an additional 10 passes may be purchased for a maximum of 25 guests.

Monday through Friday 1:00 pm - 4:00 pm
15 Wrist Bands @ \$ 12.00 per adult & youth over 4 years old = **\$180.00**
PLUS \$25.00 for 3 Tables in the Pavilion = \$205.00

Saturday, Sunday or Holiday 1:00 pm – 4:00 pm
15 Wrist Bands @ \$ 15.00 per adult & youth over 4 years old = **\$225.00**
PLUS \$25.00 for 3 Tables in the Pavilion = \$250.00

2. Large Non-Profit Group Rates

THE FOLLOWING SHALL BE THE GROUP POOL USE AND PRICING POLICY FOR ORGANIZED NON-PROFIT ENTITIES THAT DESIRE TO USE THE LEMOYNE SWIMMING POOL AS A GROUP FUNCTION OR ACTIVITY; LIMITED TO 50 SWIMMERS AT A TIME:

- a. Youth over age 4 and Adults: \$75.00 per person for the season.
Children 3 years and younger are admitted at no charge.
- b. Children 10 years and younger must be accompanied by an adult (minimum 18 years of age); adult chaperones or caregivers are admitted at no charge.
- c. All groups must pre-register with the Lemoyne Borough Administration Office and have the pool use schedule approved.
- d. The Pool Manager or an Assistant Manager must be on duty during all approved group events.
- e. Facility Use Fee - Groups may be approved for the use of the pool to offer swim lessons and/or other programs on a regular basis throughout the summer. The minimum fee shall be \$20.00 per hour plus the fees for the Pool Manager and/or Lifeguards.

3. Special Group Rates

The following shall be the group pricing policy for the following groups:

A 50% season pass discount may be issued to retired employees of Lemoyne Borough, active members of Borough Council, active and retired employees of the West Shore Regional Police Department, active members of the West Shore Bureau of Fire, and active employees of the West Shore Recreation Commission. These passes may include family members who must reside in the same household.

Borough employees may be issued a season pass free of charge and include family members residing in the same household.

3. Sewer Connections and Sewage Treatment and Disposal

| | |
|---|------------------------------|
| Tapping Fee (Set by Lemoyne Municipal Authority): | \$3,500.00 per dwelling unit |
| Tap On Inspection Fee: | \$100.00 per dwelling unit |

Sewer Lateral Inspection: \$200.00

Sewer Lateral Failure Reinspection \$100.00

Sewer Rates effective January 1, 2022*

| SINGLE FAMILY RESIDENTIAL RATE | | | | |
|--|----------------------|--|--------------------|--|
| base rate: | monthly minimum = | \$65.00 per dwelling unit | | |
| gallons included: | 4,000 | | | |
| additional consumption/ usage charges: | Water Use in Gallons | Rate per Unit (100 Hundred Gallons) | Rate per Gallon | |
| | 4,001-6,000 | \$3.00 | \$0.0300 | |
| | 6,001-10,000 | \$2.75 | \$0.0275 | |
| | 10,001 & up | \$2.45 | \$0.0245 | |
| NOTE: This is not a cumulative block rate. All gallons used over the 4,000 included are billed at that rate band. | | | | |
| For example, if 8,000 gallons are used 4,000 will be billed at \$0.0275/ gallon | | | | |
| MULTI FAMILY RESIDENTIAL RATE | | | | |
| base rate: | monthly minimum = | \$50.00 per dwelling unit | | |
| gallons included per unit: | 3,000 | Multiplied by the number of residential dwelling units on the property | | |
| additional consumption/ usage charges: | Water Use in Gallons | Rate per Unit (100 Hundred Gallons) | Rate per Gallon | |
| | 3,001-6,000 | \$3.50 | \$0.0350 | |
| | 6,001-10,000 | \$3.25 | \$0.0325 | |
| | 10,001 & up | \$2.00 | \$0.0200 | |
| NOTE: This is not a cumulative block rate. All gallons used over the 3,000 included are billed at that rate. | | | | |
| For example, if 8,000 gallons are used 5,000 will be billed at \$0.0325/gallon | | | | |
| COMMERCIAL RATE | | | | |
| base rate | monthly minimum = | \$130.00 per business property/water meter | | |
| gallons included: | 3,000 | | | |
| additional consumption/ usage charges: | Water Use in Gallons | Rate per Unit (100 Hundred Gallons) | Rate per Gallon | |
| | 3,001-6,000 | \$3.00 | \$0.0300 | |
| | 6,001-10,000 | \$2.80 | \$0.0280 | |
| | 10,001 & up | \$1.85 | \$0.0185 | |
| NOTE: This is not a cumulative block rate. All gallons used over the 3,000 included are billed at that rate. | | | | |
| For example, if 8,000 gallons are used 5,000 will be billed at \$0.0280/gallon | | | | |
| COMMERCIAL/RESIDENTIAL MIXED USE RATE | | | | |
| base rate | monthly minimum = | \$130.00 per business property/water meter | | |
| gallons included: | 3,000 | | | |

| COMMERCIAL/RESIDENTIAL MIXED USE RATE (continued) | | | | |
|--|--|--|-----------------|--|
| PLUS | | | | |
| base rate: | monthly minimum = | \$50.00 per residential dwelling unit | | |
| gallons included per unit: | 3,000 | Multiplied by total number of residential units on the property, then add 3,000 gallons for the commercial unit for combined allowance | | |
| additional consumption/usage charges based on water meter at property: | Water Use in Gallons over combined allowance | | | |
| | | | | |
| additional consumption/usage charges: | Water Use in Gallons | Rate per Unit (100 Hundred Gallons) | Rate per Gallon | |
| | 3,001-6,000 | \$3.00 | \$0.0300 | |
| | 6,001-10,000 | \$2.80 | \$0.0280 | |
| | 10,001 & up | \$2.00 | \$0.0200 | |

*Effective in 2023, an annual rate adjustment of 1.75% shall be applied.

4. Fees for Sewage Enforcement Officer Services

| | |
|---|----------------|
| New system and repair/replacement of existing system absorption areas and components | \$400.00 |
| Alternate sewage systems: A system for disposal of domestic wastewaters not operating below ground level but located on or near the site of the building(s) service, as per the PA Department of Environmental Protection regulations. | \$650.00 |
| Repair/replacement of other system components such as septic tanks, holding tanks, building sewers, distribution box, delivery line, additional tanks, dosing and lift tanks, etc. | \$250.00 |
| Final Inspection | \$150.00 |
| Additional Site Inspections | \$100.00 |
| Modifications: for a repair activity when something broken is either fixed, replaced or added for better filtration and maintenance. Examples include replacing a pump, a cracked lid (tanks or on a riser trap), a gas deflector, solids retainer, inspection port, plastic baffles, pumps, sand or peat in a free access filter, etc. | No Fee |
| Registration Fee | \$25.00/system |
| Administrative Fee should repair/replacement be necessary | \$50.00 |

5. Collection of Late and Delinquent Fees for Municipal Services

Bill Collection service companies authorized by Borough Council to assist in the collection of late and/or delinquent fees for municipal services may add the cost of their services on to the amount owed by the customer.

Borough Council has authorized the firm of Johnson Duffie Law Offices to assist in the collection of delinquent accounts turned over to them for collection by the Borough Manager. The fees charged by them are to be paid by the customer, and may include any the following legal services:

| | |
|---|--|
| Initial review and sending the first demand letter: | \$30.00 |
| File lien and mailing second demand letter | \$145.00 |
| Filing Praecipe to Remove Lien | \$30.00 |
| Prepare Writ of Scire Facias | \$250.00 |
| Obtain re-issued Writ | \$50.00 |
| Prepare and mail letter under Pa.R.C.P. sec.237.1 (Default Judgment) | \$145.00 |
| Prepare motion for Alternate Service | \$50.00 |
| Prepare Writ of Execution | \$145.00 |
| Services not covered above | Hourly amount equal to Solicitor's regular charges to Borough |

Borough Council has also authorized the use of the services of Pennsylvania American Water Company to shut off public water service to those properties where the owner(s) and/or tenant(s) are unwilling or unable to pay their delinquent sewer account. The fees charged may include the following:

| | |
|---|---------|
| Mail a Registered Notification Letter to a delinquent sewer account customer | \$20.00 |
| Post a Water Service Shut-Off Notice on the property of a delinquent sewer account customer | \$50.00 |
| Process a Water Service Shut-Off Order on a delinquent sewer account customer | \$20.00 |
| Process a Water Service Turn-On Order for a delinquent sewer account customer | \$20.00 |

This Resolution also allows Borough staff to add any and all fees charged by Pennsylvania American Water Company for water service shut-off and turn-on orders to the total due on a delinquent sewer account customer.

6. Solid Waste Services - (payable to Penn Waste, Inc.)

Collection and disposal of refuse and recyclables:

| | |
|----------------------------|-----------------------------|
| Per dwelling unit | \$57.90 per quarter |
| Borough Administrative Fee | \$2.25 per quarter per unit |
| TOTAL FEE | \$60.15 PER QUARTER |
| Recycling bins | Free to Borough residents |

7. Permits

A. Street Cut Permit

1. Street Cut Permit Fees (base on the area of disturbance):

- a. For streets paved more than 5 years from the year of the permit application
\$85.00 up to 3 sq. yards
\$60.00 per extra yard
\$500.00 maximum Fee
- b. For streets paved less than 5 years from the year of the permit application
\$500.00 up to 3 sq. yards
\$50.00 per extra yard
\$1,000.00 maximum Fee

B. Sign Permits

All Permanent & Portable Signs: \$125.00 per sign, plus
Cost of review by Structural Engineer, if needed

Temporary Signs (pro-rated based on a 12-month calendar year) \$140.00 per year per
premise or business

C. Zoning Permits and Documents

New principal building or structure or major addition: \$100.00

Extend, enlarge or change non-conforming use or structure: \$100.00

Interior or exterior remodeling or roofing: \$50.00

Decks, fences, residential swimming pools, shed \$50.00

Zoning Compliance Statement \$50.00

Home Occupation Permit \$100.00

| | |
|---|---|
| Conditional Use for Wireless Service (Cell Tower) | \$500.00 plus Technical Consulting Fee |
| Adult Business Use | \$500.00 |
| Color copy of Zoning Map | \$2.00 |
| Copy of Zoning Ordinance | \$20.00 |

D. Building Permit Fees

Building Plan Review: consult Third Party Agencies

Building Construction Permits: \$100.00 for single projects with
cost of construction value less than \$50,000*
\$200.00 for single projects with
cost of construction value greater than \$50,000*

*Plus .75% of the estimated cost of the project

Construction Inspection & Re-Inspection: consult Third Party
Agencies

UCC Permit Surcharge: \$4.50

Demolition: \$50.00

Blasting: \$50.00

Penalties for starting prior to obtaining permit: Equal to Permit Fee; to be paid
in addition to Permit Fee

Re-issue time extension for permits (up to 6 mos): \$100.00

Certificate of Occupancy: \$75.00

Certificate of Occupancy Inspection: \$50.00

Code Compliance Statement: \$50.00

Recreation fee for new land development \$1,000/unit

8. Special Hearings

A. Zoning Hearing Board Application

Residential property: \$500.00

Non-residential property: \$750.00

Appeals: \$500.00

Continuances: \$150.00

B. Conditional Use Application

Residential property: \$500.00

Non-residential property: \$750.00

C. Request For Zoning Change

Application Fee: \$500.00 plus

NOTE: Applicants shall pay all reasonable and necessary charges by the Borough's professional consultants for review and report thereon, including but not limited to engineering costs, stenographer attendance fees and reimbursement for advertising fees. (If a transcript is produced stenographer fees will be split evenly between the applicant and the Borough.)

8. Subdivision and Land Development

Plan Review and Approval
Application Fee: \$500.00 plus

Applicant shall pay all reasonable and necessary charges by the Borough's professional consultants for review and report thereon, including but not limited to engineering and legal review

Copy of Subdivision and Land Development Ordinance \$5.00

9. Miscellaneous

A. Yard Sale Permit

Two permits per calendar year allowed Free

B. Right to Know – Public Records

Duplication of Public Records:

Photocopying—black & white \$.25 per page (single-sided copy or one side of double-sided copy)

Photocopying—color \$.50 per page (single-sided copy or one side of double-sided copy)

Certification of a record \$5.00 per record + notarization fees

Postage

Actual cost to Borough

C. Returned Payment Items

Returned checks or ACH payments due to non-sufficient funds, frozen accounts, stop payments, or other blocked bill payments.

\$30.00

D. Residential Rental Unit Registration

All residential rental unit owners are required to pay an annual fee per rental unit which covers the registration and the initial and/or cycle inspection.

\$10.00 yearly per unit

Re-inspection of residential rental units that have failed the initial and/or cycle inspection.

\$35.00 per unit

Service Fee for Failing to Register Rental Property by January 31st for the upcoming year:

| <u>Payment Date</u> | <u>Fee</u> |
|------------------------|------------------|
| February 1 to March 15 | \$20.00 per unit |
| March 16 to April 30 | \$40.00 per unit |
| After April 30 | \$60.00 per unit |

E. Tax Collector Fees

1. Tax Certification, per parcel
2. Duplicate Bill or Receipt, per parcel
3. Research Fee, per parcel
4. Returned check fee

\$15.00 per year

\$ 3.00

\$ 1.00

\$20.00 per item

F. Transient Merchant License

\$25.00 for 30 days

G. Administrative False Fire Alarm Fee

\$15.00

H. False Automatic Burglar & Panic Alarm Fees

1. Residential (after three written warnings)
2. Commercial/Industrial (after three written warnings)

\$50.00

\$100.00

I. Quick Ticket Fee

\$25.00

J. Small Cell Facilities Fees

1. Single Application Fee
(covering up to 5 antennas)
2. Additional Antennas
(included in original application)
3. Single Application to Install new
Pole Supporting an Antenna
4. Recurring Annual Fees

\$500.00

\$100.00 per antenna

\$1,000.00

\$270.00 per site/per year