

DALLAS TOWNSHIP
LUZERNE COUNTY, PENNSYLVANIA

Ordinance #2020-1
Amending Ordinance #2019-1 and #2016-1
Wednesday, April 8, 2020

AN ORDINANCE PROHIBITING OCCUPANCY OF UNINSPECTED RESIDENTIAL UNITS BY PERSONS OTHER THAN THE OWNERS THEREOF; PROVIDING FOR INSPECTION AND NOTICE REQUIREMENTS; PROVIDING FOR ISSUANCE OF INSPECTION CERTIFICATES; DESCRIBING PENALTIES FOR VIOLATIONS THEREOF; ESTABLISHING A FEE SCHEDULE; THE EFFECTIVE DATE THEREOF, AND PROVIDING FOR THE SEVERABILITY OF THE PROVISIONS THEREOF.

NOW, THEREFORE, THE BOARD OF SUPERVISORS OF THE TOWNSHIP OF DALLAS HEREBY ORDAINS AND ENACTS THE FOLLOWING:

SECTION I. TITLE AND PURPOSE:

- (a) This Ordinance shall be known as the "Dallas Township Rental Inspection Ordinance".
- (b) The Township of Dallas has experienced problems with the maintenance of non-owner occupied residential properties from time to time. The health, life, safety, and welfare of occupants of these non-owner-occupied premises within the Township of Dallas is a great concern. The purpose of this Ordinance is to enhance the safety of non-owner occupied premises, structures, and properties by a system of inspection(s), which focuses upon compliance with basic property maintenance code(s).

SECTION 2. DEFINITIONS: As used in this Ordinance, the following terms have the following meaning indicated, unless a different meaning clearly appears from the context:

- (a) **Code:** Any property maintenance code, as the same may be amended from time to time, and as adopted or enacted by an Ordinance of the Township of Dallas.
- (b) **Owner:** Any person, co-partnership, association, corporation, or fiduciary having legal or equitable title, or any right, title or interest in any real property. Whenever used in any clause, herein, the term "OWNER", as applied to co-partnerships and associations, shall mean the partners or members thereof, and as applied to corporations, the officers thereof.
- (c) **Residential Unit:** Any structurally enclosed area or space including or intended to be used as living space, quarters, or unit for one or more persons.
- (d) **Regulated Rental Unit/Regulated Dwelling Unit:** A residential unit occupied by a person or persons other than the owner.
- (e) **Public Housing Unit:** All housing units owned and occupied or managed by a public housing authority under contract with any local, county, state, or federal housing agency. "Public Housing Unit" does not include Section 8 or other equivalent program(s).
- (f) **Structure:** Anything that is built or constructed upon real property or a portion thereof.

SECTION 3. PROHIBITION OF OCCUPANCY: No residential unit shall be occupied by other than the owner thereof, unless a Certificate of Occupancy is issued, following inspection thereof, and maintained on file by the owner or the owner's designated agent, as required by the provisions of this Ordinance.

SECTION 4. INSPECTION REQUIREMENTS: Residential Units and Residential Rental Units/Regulated Dwelling Units shall be subject to inspection in accordance with the provisions of this Ordinance.

(a) **Purpose:** Inspections required by this Ordinance shall be for the purpose of determining compliance with all of the terms and provisions of the International Property Maintenance Code, as amended from time to time, and as adopted by the Township of Dallas by Ordinance and in full force and legal effect in the Township of Dallas at the time of any inspection required by this Ordinance.

(b) **Permitted Inspectors:** Inspections required by this Ordinance shall be conducted by the Code Enforcement Officer of the Township of Dallas or by any other person(s) specifically empowered to conduct such inspections by the Board of Supervisors of the Township of Dallas.

(c) **Timing of Inspections:**

Initial Inspection must be completed within ninety (90) days of the passing of the Ordinance.

In respect of any Residential Unit or any Regulated Rental Unit/Regulated Dwelling Unit, unoccupied by the owner on or after the effective date hereof, a Certificate of Occupancy shall be issued, following an inspection (an "Initial Inspection"), and maintained on file by the Owner and the Township of Dallas prior to occupancy of such Residential Unit or Regulated Rental Unit/Regulated Dwelling Unit by any person or persons other than the owner.

Any property or premises, which has been inspected hereunder and for which a Certificate of Occupancy has been previously issued, and thereafter becomes vacant for any period of time must be re-inspected (a "Vacancy Inspection"), and a Certificate of Occupancy must be reissued prior to occupancy by any person or persons as a Residential Unit or Regulated Rental Unit/Regulated Dwelling Unit.

A Residential Unit or Regulated Rental Unit/Regulated Dwelling Unit, which is subject to the inspection requirements of this Ordinance, shall be required to be re-inspected twenty-four (24) months after the initial inspection, and re-inspected every twenty-four (24) months thereafter (each a "Biannual Inspection"), and a new Certificate of Occupancy shall be issued thereafter, based upon such Biannual Inspection(s).

A Residential Unit or Regulated Rental Unit/Regulated Dwelling Unit, which is subject to the inspection requirements of this Ordinance, and with respect to which the Owner is given notification by the Code Enforcement Officer of a violation of this Ordinance and/or that grounds exist for the denial, non-renewal, suspension or revocation of a Certificate of Occupancy after an Initial Inspection, a Vacancy Inspection or a Biannual Inspection, must be re-inspected after any such violations are corrected (a "Re-Inspection") before a new Certificate of Occupancy may be issued.

Upon the transfer of title to a new owner, no Residential Unit or Regulated Rental Unit/Regulated Dwelling Unit shall be occupied, in whole or in part, until an inspection of the premises or structure and a Certificate of Occupancy is issued hereunder. All transfers of title, by whatever means, of a Residential Unit or Regulated Rental Unit/Regulated Dwelling Unit or any property, premises, or structure intended to be used thereafter as a Rental Residential Unit or Regulated Rental Unit/Regulated Dwelling Unit shall be occupied, in whole or in part, only following an inspection thereof and the issuance of a Certificate of Occupancy in accordance with the terms of this Ordinance. Any transfer of title to a new owner of such premises or property or structure shall be reported to the Code Enforcement Officer of the Township of Dallas within sixty (60) days upon transfer of the title to any new owner.

SECTION 5. PUBLIC HOUSING UNIT:

A Public Housing Unit is exempt from the terms and conditions of this Ordinance, provided that:

- (1) The housing units owned and operated or managed by a public housing authority are required to be inspected at least annually to ensure compliance with HUD's Housing Quality Standards, 24 CFR Part 882, as the same may be amended from time to time, and so long as said standards are comparable to the International Property Maintenance Code in force and of legal effect and as adopted by the Township of Dallas by Ordinance; or
- (2) The inspections are conducted by authorized representatives of HUD, the public housing authority, or its duly authorized agent, and;
- (3) The inspection reports are available for inspection by the Code Enforcement Officer of the Township of Dallas, and a list of the properties so inspected is filed with the Code Enforcement Officer of the Township of Dallas annually; or
- (4) Nothing contained in this exception or exemption shall be deemed to exclude such premises, structures, or properties from being subject to any of the property maintenance codes then in full force and of legal effect in the Township of Dallas.

SECTION 6. ISSUANCE AND FILING OF CERTIFICATE OF OCCUPANCY:

(a) **General Provision:** Upon completion of an inspection, and there are no determined or specified violations of the Code(s), as in effect on the date of the inspection, or that any such violations have been corrected in accordance with said Codes, the Code Enforcement Officer of the Township of Dallas shall issue a Certificate of Occupancy for the structure, premises, or property in respect to each individual Residential Unit or Regulated Dwelling Unit therein, that was inspected and listed specifically upon said Certificate of Occupancy. The Certificate of Occupancy shall be kept in the file of the owner and made available to the Code Enforcement Officer upon request and, further, the same shall be made available to any rental occupant upon written request made to the owner or owner's authorized agent.

(b) **Form of Proof of Inspection:** Proof of inspection and absence of any violations of the Code(s) shall be in such form, as approved from time to time, by the Code Enforcement Officer of the Township of Dallas.

(c) **Report of Inspection Appeals:** A report of inspection, which indicates any violation of any Code(s), shall be provided by written notice to the owner within fifteen (15) days of the date of inspection. Any appeals from the report of inspection shall be filed and adjudicated in the manner provided for in this Ordinance.

(d) **Multi-Unit Structures:** The units within a structure, which are in compliance with the Code(s), may continue to be occupied, if such other units in any portion(s) of the structure do not apply to this Ordinance, because they are owner-occupied, or have passed inspection. If any unit in an multi-unit structure, however, creates a foreseeable hazard to the health, life, and safety to the persons occupying such other units in compliance, such other units must be vacated.

(e) **Compliance with Code(s):** The issuance of a Certificate of Occupancy does not relieve the owner from complying with all terms and provisions of all of the real property codes, as the same exist and are in full force and of legal effect at the time in the Township of Dallas.

SECTION 7. NOTICE REQUIREMENT:

(a) **Newspaper Advertisement:** The Code Enforcement Officer of the Township of Dallas shall each year cause notice to be published in a newspaper of general circulation within the Township of Dallas. The notice shall set forth that the Township of Dallas requires, pursuant to its RENTAL INSPECTION ORDINANCE, the inspection of

Residential Units/Regulated Rental Units/Regulated Dwelling Units before the same can become occupied by any person(s) other than the owner, and the place(s) in the Township of Dallas where a copy of this Ordinance may be obtained.

(b) Written notice must be given by the Code Enforcement Officer to the property owner or the authorized agent of the owner prior to any inspection. The property owner or agent shall provide the rental occupant(s) with reasonable notice of the inspection and provide proof of such rental occupant(s)'s notice to the Code Enforcement Officer.

SECTION 8. RESPONSIBLE PARTY. The owner of any Residential Units/Regulated Rental Units/Regulated Dwelling Units, which is subject to the inspection requirements of this Ordinance, shall be responsible for compliance with the provisions of this Ordinance. All owners of Residential Units and Regulated Rental Units/Regulated Dwelling Units, who do not reside in the Township of Dallas, Luzerne County, Pennsylvania, shall designate, in writing, an authorized agent residing in or maintaining an office within twenty-five (25) miles of Dallas Township, who shall be responsible for receiving all notices issued by the Township of Dallas pertaining to such rental premises, structures, or properties. The owner shall also provide, in writing, the business address and telephone number of the person or entity that the owner designates as the authorized agent of the owner. The property owner is responsible for completing the tenant registration form and submitting it to the Township's Zoning Officer at the time the inspection is being performed.

SECTION 9. SCOPE OF INSPECTION. All Residential Units and Regulated Rental Units/Regulated Dwelling Units, which are subject to the inspection requirements of this Ordinance, shall be inspected by the Code Enforcement Officer of the Township of Dallas to determine compliance with the International Property Maintenance Code, as amended from time to time, and as adopted by the Township of Dallas by Ordinance and, further, as contained in the Code of Ordinances of the Township of Dallas relating to all matters pertaining to zoning of real property and structures.

SECTION 10. GROUNDS FOR DENIAL, NON-RENEWAL, SUSPENSION OR REVOCATION OF CERTIFICATE OF OCCUPANCY.

(a) **General:** The Code Enforcement Officer may initiate violation proceedings against an owner that may result in a formal warning, non-renewal, suspension, or revocation of the owner's Certificate of Occupancy for the violation of any provision of this Ordinance that imposes a duty upon the owner and/or for failing to regulate any action(s) by any occupants in violation of the provisions of this Ordinance, as stated herein, subject, however, to the right to appeal, as provided in this Ordinance.

In order to obtain or retain a Certificate of Occupancy, the property, structure, or premises of the owner, qualifying hereunder, must comply with the minimum general standards mandated by the International Property Maintenance Code of the Township of Dallas, as amended from time to time, and particularly, the following minimum standards:

- (1) Building: Interior and Exterior, Clean and Safe
- (2) Building: Infestation and rodent harborage
- (3) Building: Smoke Alarms

- (4) Building: CO Detector
- (5) Building: Handrails
- (6) Building: Fire Extinguisher in Kitchen
- (7) Electrical: GFCI's
- (8) Plumbing: Hot Water
- (9) Plumbing: Toilet
- (10) Plumbing: Bathing
- (11) Plumbing: Sink
- (12) Mechanical: Heat
- (13) Mechanical: Dryer Vent

(b) Definition of Code Enforcement Officer's Determination(s) of Inspections:

DENIAL: The violations found at the time of the inspection would render the property unsafe.

FORMAL WARNING: Formal written notification of at least one (1) violation of this Ordinance. Upon satisfactory subsequent re-inspection, compliance with this Ordinance and any condition imposed by the Code Enforcement Officer, the formal warning shall be removed at the time that the owner applies for the initial Certificate of Occupancy or any renewal thereof or at an earlier time as ordered by the Code Enforcement Officer.

NON-RENEWAL: The denial of the right to apply for Certificate of Occupancy renewal after expiration of the term of a subsisting and current Certificate of Occupancy. The Township of Dallas will permit the owner to maintain occupants in a premises until the end of the term of the Certificate of Occupancy, unless the premises, structure, or property passes a re-inspection by the Code Enforcement Officer.

SUSPENSION: The immediate loss of the right to rent Residential Units or Regulated Residential Units/Regulated Dwelling Units for a period of time established by the Code Enforcement Officer. The owner, after expiration of the suspension period, may apply for renewal of the Certificate of Occupancy, following a re-inspection of the property, premises, or structure, which determines that the premises are in full compliance with the provisions of this Ordinance. Upon suspension, the owner shall take immediate steps to evict and remove all of the rental occupants from the premises, property, or structure.

REVOCATION: The immediate loss of the right to rent Residential Units and Regulated Residential Units/Regulated Dwelling Units for a period of time established by the Code Enforcement Officer and which may result in the loss of the right of the owner to apply for renewal of a Certificate of Occupancy at any time. Upon revocation, the owner shall take immediate steps to evict and remove all of the rental occupants from the premises, property, or structure.

(c) Standards for Determination of Existence of Violations: The Code Enforcement Officer shall consider one (1) or more following matters when determining the existence of violations for non-compliance with the terms and provisions of this Ordinance and the Township of Dallas Property Maintenance Code(s):

- (1) The impact of the violation on the health, life, safety, and welfare of the occupant(s) of the Residential Unit or Regulated Residential Unit/Regulated Dwelling Unit and other residents of the structure, property, or premises.
- (2) The impact of the violation upon the immediate neighborhood of the premises, structure, or property.
- (3) Whether the owner has prior violations of this Ordinance or other real property Ordinances of the Township of Dallas or has received notices of such violations, as provided for in this Ordinance.
- (4) Whether the owner has been subject to disciplinary proceedings under this Ordinance.
- (5) The effect of disciplinary action of violations upon the occupants.
- (6) The action taken by the owner to remedy identified violation(s) and to prevent future violations, including any written plan of remediation required to be submitted by the owner to the Code Enforcement Officer.
- (7) The policies, provisions, and terms of the lease agreement employed by the owner to manage the property or premises or structure to enable the owner to comply with the provisions of this Ordinance.
- (8) In addition to applying those specific violations as set forth above, the Code Enforcement Officer may impose upon the existing or subsequent Certificates of Occupancy conditions relating to fulfilling strictly the terms, provisions, and legislative purpose of this Ordinance.

(d) **Grounds for Imposing Violations:** Any of the following matters may subject an owner to violations hereunder:

Failure to abate a violation(s) of this Ordinance applicable to the property, structure, or premises within the time directed by the Code Enforcement Officer; or

Refusal to allow an inspection of the property, structure, or premises by the Code Enforcement Officer, as provided for in this Ordinance; or

Failure, deliberately or negligently, by occupants of the Residential Units or Regulated Residential Units/Regulated Dwelling Units to prevent violations of this Ordinance; or

Violations of this Ordinance or other Ordinances of the Township of Dallas that apply to residential real property, structure, or premises within the term of existence of a Certificate of Occupancy. For purposes of this Ordinance, there need be no criminal conviction before a violation(s) can be found to exist.

(e) **Procedure for Denial, Non-Renewal, Suspension, or Revocation of Certificate of Occupancy:** Following a determination by the Code Enforcement Officer for the grounds of denial, non-renewal, suspension, or revocation of a Certificate of Occupancy exist, the Code Enforcement Officer shall notify the owner of the action to be taken and the reason(s) therefore. Such notification shall be in writing, addressed to the owner, and/or the authorized agent of the owner and sent by certified mail, return receipt requested, and by regular United States Postal Service mail, and it shall contain the following information:

- (1) The address of the property, structure, or premises in question and the specific identification of the particular Residential Unit or Regulated Residential Unit/Regulated Dwelling Unit affected; and
- (2) The description of the violation(s) of this Ordinance which has/have been found to exist; and
- (3) A statement that the Certificate of Occupancy for said Residential Unit or Regulated Residential Unit/Regulated Dwelling Unit shall be either suspended or revoked, or it will not be renewed for a subsequent term following the term for which an existing Certificate of Occupancy has been issued or that the owner will receive a formal warning. In the case of a suspension or revocation, the notice shall state the date

upon which such suspension or revocation will commence, and in the case of the suspension, it shall state the duration of said suspension; and

- (4) A statement that, due to the denial, non-renewal, suspension, or revocation, as the case may be, the owner or any person authorized to act on behalf of the owner is prohibited from renting, letting, or permitting occupancy of the Residential Unit or Regulated Residential Unit/Regulated Dwelling Unit, subject to said enforcement action, from and during the period said suspension or revocation action is in effect; and
- (5) A statement informing the owner that said owner has the right to appeal the decision denying, suspending, revoking, or declining to maintain or renew the Certificate of Occupancy to the Dallas Township Board of Appeals established by Dallas Township Ordinance No. 2004-3, Chapter 45, enacted on June 15, 2004, and to become, upon the effective date hereof, Chapter 45, Part 4, of the Code of Ordinances of the Township of Dallas.

SECTION 11. APPEALS:

(a) Any person aggrieved by any notice, which has been issued in connection with the enforcement of any provision of this Ordinance, or any rule or regulation adopted pursuant thereto, may request and shall be granted a hearing on the matter before the Board of Appeals of the Township of Dallas, as created and existing pursuant to Dallas Township Ordinance No. 2004--3, Chapter 45, Section 4. Such person must file in the Office of the Secretary of the Board of Appeals a written petition requesting such hearing and setting forth a brief statement of the grounds therefore, the reason(s) alleged as to why the determination of the Code Enforcement Officer is incorrect or should be overturned. The appeal must be filed within ten (10) days after the notice of the Code Enforcement Officer has been served upon the person by written notice. It must be served upon the Secretary of the Board of Appeal by certified mail, return receipt requested and regular USPS mail. There is imposed hereby a fee of \$500.00 for filing such appeals or such appeal fee as may, from time to time, be imposed by the Ordinances of the Township of Dallas. At such hearing, the petitioner shall be given an opportunity to be heard and to show why such notice should be revised, modified, or withdrawn. The hearing shall be held no later than twenty (20) days after the date upon which the petition was filed. Upon application of the petitioner, the Board of Appeals may postpone the date of the hearing for a reasonable time beyond such twenty (20) day period, if good and sufficient reason for such temporary postponement is warranted; all in the sole discretion of the Board of Appeals.

(b) The hearing shall be held in accordance with the procedures appertaining to the Board of Appeals as ordinarily, reasonably, and customarily are applied by the Board of Appeals.

(c) After such hearing, the Board shall sustain, modify, or withdraw the notice, depending upon its findings as to whether the provisions of this Ordinance and of the rules and regulations adopted pursuant thereto have been complied with. If the Board of Appeals sustains or modifies such notice, it shall be deemed to be an Order. Any notice served pursuant hereto shall automatically become an Order in the event that a written petition for a hearing is not filed in the Office of the Secretary of the Board of Appeals, within ten (10) days after such notice of the Code Enforcement Officer is served. After hearing in the case of any notice of suspension of any Certificate of Occupancy required by this statute or by any rule or regulation adopted pursuant thereto, on the date such notice of suspension has been sustained by the Board of Appeals, the Certificate of Occupancy shall be deemed to have been suspended. Any Certificate of Occupancy, which has been suspended by a notice, shall be deemed to be automatically suspended if a petition for hearing is not filed in the Office of the Secretary of the Board of Appeals within ten (10) days after such notice of the Code Enforcement Officer is served. The proceedings of such hearing, including the findings and decision of the Board of Appeals, shall be set forth, reduced to writing, and entered as a matter of public record in the Office of Secretary of the Board of Appeals. Such record shall also include a copy of every notice or Order issued in connection with the matter. Any person aggrieved by any decision of the Board of Appeals may seek relief there from in any court of competent jurisdiction, as provided by the laws of the Commonwealth of Pennsylvania.

(d) Whenever the Code Enforcement Officer finds that an emergency exists which requires immediate action to protect the public health, safety, life, and welfare, the Code Enforcement Officer may, without notice of hearing, issue an Order stating the existence of such an emergency and requiring that such action be taken, as may be deemed necessary, in order to meet the particular needs of the emergency. Notwithstanding any other article contained herein, such Order shall become effective immediately. Any person to whom such Order is directed shall comply therewith immediately, but, upon the filing of a petition to the Board of Appeals, as provided in Section 11, Paragraph (a) hereof, within forty-eight (48) hours of notice of the emergency action, such person shall be afforded a hearing as soon as possible. After such hearing, depending upon its findings as to whether the provisions of this article of this Ordinance, and the rules and regulations adopted pursuant thereto have been complied with, the Board of Appeals will continue such Order in effect or modify it or revoke it.

SECTION 12. BOARD OF APPEALS.

(a) The Board of Appeals created by Dallas Township Ordinance No. 2004-3, enacted on June 15, 2004, Chapter 45, Section 4 of the Code of Ordinances of the Township of Dallas, shall have exclusive jurisdiction to act as the adjudicator of all appeals arising out of the enforcement of this Ordinance, in addition to such other powers, duties, and jurisdiction vested in it now or hereafter by the Township of Dallas. It shall have sole and exclusive jurisdiction to hear, try, adjudicate, and determine all appeals arising out of the operation, enforcement, and implementation of this Ordinance.

(b) The appeal and variance procedure contained in any ordinance of the Township of Dallas relating to zoning shall not be available as a legal remedy to the owner, the authorized agent of the owner, the occupant, or any other person(s), by reason of ownership or occupancy of a Residential Unit or Regulated Residential Unit/Regulated Dwelling Unit, as defined herein.

SECTION 13. PENALTIES. An owner of a Residential Unit or Regulated Rental Units/Regulated Dwelling Units, who has been determined to have violated or has permitted the violation of this Ordinance, shall be deemed to have committed a summary offense and, upon conviction thereof, shall be sentenced to pay a fine of six hundred (600) dollars and all costs of prosecution. In the event that the fine and costs of prosecution are not paid, the Township of Dallas is hereby authorized to collect the fine and costs of prosecution in the manner prescribed by the laws of the Commonwealth in respect of actions commenced by a municipality before a District Magistrate. Each violation of this Ordinance, and each day the same is continued, shall be deemed as a separate offense.

SECTION 14. FEE SCHEDULE. The fee schedule for issuance of Certificates of Occupancy shall be as follows, upon the effective date hereof, subject to subsequent amendment by the Ordinance(s) of the Township of Dallas:

(a) Issuance of a Certificate of Occupancy after an Initial Inspection, Vacancy Inspection or Biannual Inspection:

For 1 to 4 Units - \$50.00 per unit.
For 5 or More Units - \$35.00 per unit.

(b) Issuance of a Certificate of Occupancy after a Re-Inspection:

\$25.00 per unit.

SECTION 15. SAVINGS CLAUSE. The provisions of Dallas Township's Code of Ordinances, so far as they are the same as those ordinances and regulations enforced immediately prior to the adoption of this Ordinance, are intended as a continuation of such ordinances and regulations and not as a new enactment. The provisions of this Ordinance shall not affect any suit or prosecution instituted or to be instituted to enforce any prior ordinance or regulation, except as otherwise provided by law.

SECTION 16. SEVERABILITY OF PARTS OF ORDINANCE. It is hereby declared to be the intention of the Board of Supervisors that the chapters, parts, sections, paragraphs, sentences, clauses, and phrases of this Ordinance are severable. If any section, paragraph, sentence, clause, or phrase of this Ordinance is deemed or declared to be unconstitutional, illegal, or otherwise invalid by the judgment or decree of a Court of competent jurisdiction, that invalidity shall not affect any of the remaining chapters, parts, sections, paragraphs, sentences, clauses, or phrases of this modification.

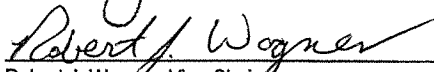
SECTION 17. EFFECTIVE DATE. This Ordinance is enacted by Dallas Township under the authority of Second Class Township Code and any other applicable law arising under the laws of the Commonwealth of Pennsylvania. It shall become effective on the fifth (5th) day immediately following its enactment.

ENACTED AND ORDAINED THIS 8th DAY OF APRIL, 2020.


DALLAS TOWNSHIP BOARD OF SUPERVISORS



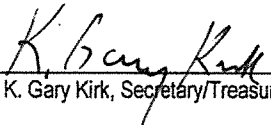
William J. Grant, Chairman



Robert J. Wagner, Vice-Chairman



Elizabeth A. Martin

ATTEST: 

K. Gary Kirk, Secretary/Treasurer

Seal:

