

I. OPENING

- A. Call to Order
- B. Roll Call
- C. Pledge of Allegiance
- D. Announcement of Executive Session (if applicable)
- E. Public Comment Procedure

II. PRESENTATIONS/HEARINGS

III. DEVELOPER ITEMS

- A. Gregory & Sally Case – Black River Road & North Road - Minor Subdivision
- B. Gendics/Leonard – 2158 and 2160 Easton Road – Lot Line Change
- C. Nikolai Eberhardt – 3715 Fire Lane – Waiver Request for Well Isolation Distance to Repair On-Lot Septic System

IV. TOWNSHIP BUSINESS ITEMS

- A. Submission of Draft 5-Year Capital Plan
- B. Review of Proposed New Budget Document
- C. Resolution #64-2014 – Authorizing Transfer of Monies
- D. Saucon Rail Trail Oversight Commission Recommendation
- E. Approval of Walt's Professional Painting Final Invoice for Lutz-Franklin Schoolhouse Painting
- F. Award of Polk Valley Park Concrete/Pavilion Installation Bid
- G. Police Department Speed Trailer Purchase

V. MISCELLANEOUS BUSINESS ITEMS

VI. PUBLIC COMMENT ON NON-AGENDA ITEMS

VII. COUNCIL & STAFF REPORTS

- A. Township Manager
- B. Council
- C. Solicitor
- D. Engineer
- E. Planner

VIII. ADJOURNMENT

Next Park & Rec Meeting: September 8, 2014
Next Saucon Valley Partnership: September 10, 2014 @ HB
Next Zoning Hearing Board Meeting: September 15, 2014
Next Council Meeting: September 17, 2014
Next Saucon Rail Trail Oversight Commission Meeting: September 22, 2014 @ UST
Next Planning Commission Meeting: September 25, 2014
Next EAC Meeting: October 14, 2014

I. OPENING

CALL TO ORDER: The General Business & Developer meeting of Lower Saucon Township Council was called to order on Wednesday, September 3, 2014 at 7:00 P.M., at Lower Saucon Township, 3700 Old Philadelphia Pike, Bethlehem, PA with Mr. Ron Horiszny, presiding.

ROLL CALL: Present: Ron Horiszny, President; Tom Maxfield, Vice President; Dave Willard and Priscilla deLeon, Council members; Jack Cahalan, Township Manager; Leslie Huhn, Assistant Manager; Cathy Gorman, Director of Finance; Judy Stern Goldstein, Township Planner; Linc Treadwell, Township Solicitor; and Brien Kocher, Township Engineer. Absent: Glenn Kern, Council member.

PLEDGE OF ALLEGIANCE

ANNOUNCEMENT OF ANY EXECUTIVE SESSION (IF APPLICABLE)

Mr. Horiszny said Council did not meet in Executive Session since the last meeting, but they do plan to meet in one after the meeting tonight.
--

PUBLIC COMMENT/CITIZEN AGENDA ITEMS

Mr. Horiszny said if you are on the agenda, you have Council and Staff's undivided attention. If you do choose to speak, we ask that you use one of the microphones. He asks that you give your fellow public the courtesy of the floor. We ask that you state your name for the record so the transcriptionist knows who is speaking in the minutes. If you are up at the table, please speak into the microphone. Mr. Cahalan said Item III. A. Sally & Gregory Case has been tabled.

II. PRESENTATIONS/HEARINGS – None

III. DEVELOPER ITEMS

A. GREGORY & SALLY CASE – BLACK RIVER ROAD & NORTH ROAD – MINOR SUBDIVISION – Tabled

B. GENDICS/LEONARD – 2158 AND 2160 EASTON ROAD – LOT LINE CHANGE (7:01 PM)
Mr. Horiszny said the applicant is seeking final approval to adjust lot lines between two neighboring parcels, each containing existing dwellings. Mr. Mike Burkit, Keystone Engineering was present representing applicant and stated they submitted waivers. Mr. Horiszny said there are a number of questions in Hanover's letter which the draft motion would depend on. Mr. Burkit said the waivers they were requesting were from SALDO and explained what they did to comply.

Mr. Kocher said he is okay with waiver No.1. On waiver No. 2 he would add if Council is okay with it, some agreement satisfactory to the Solicitor be entered into for recognizing that any future alternate area could have been on part of the lot that's being transferred from one to the other and that the property owner can actually be giving up his alternate test site. Mr. Maxfield questioned the options for anyone that would need a new septic system? Attorney Treadwell said they'd have to do it on the existing property. Mr. Kocher said they could negotiate with their neighbor to utilize and get the space back. The homeowners said they understand that. Mr. Burkit said the impervious coverage is still 12% and the Gendics was over 25% but given the lot line adjustment it puts them down to 12%, so it makes them conform with the code.

MOTION BY: Mr. Maxfield moved to grant final approval to the Gendics/Leonard lot line change at 2158 and 2160 Easton Road with the approval of the two waiver requests and with the condition of the language on the map and as a separate document regarding the alternate sewer site.

SECOND BY: Mrs. deLeon

Mr. Horiszny asked if anyone had any comments or questions? No one raised their hand.

ROLL CALL: 4-0 (Absent – Mr. Kern)

C. NIKOLAI EBERHARDT – 3715 FIRE LANE – WAIVER REQUEST FOR WELL ISOLATION DISTANCE TO REPAIR ON-LOT SEPTIC SYSTEM (7:09 PM)

Mr. Horiszny said the applicant is seeking a waiver from DEP regulations to permit a replacement septic system within 100' of a well.

No one was present to represent the applicant. Mr. Horiszny said he doesn't know if they are closer to their own septic system or someone else's. Mr. Kocher said according to the testing that was done, they are greater than 100' from any of the neighbor's wells. He's not sure where the drain field is, but it does look like it's so old that no one may really know where the drain field is. Attorney Treadwell said the condition was the indemnification agreement that they acknowledged that they are within 100' of their own well.

MOTION BY: Mr. Maxfield moved for approval to grant the waiver request for the well isolation distance, to repair the on lot septic system at 3715 Fire Lane for Nikolai Eberhardt with the language from the indemnification that was suggested by our Solicitor.

SECOND BY: Mrs. deLeon

Mr. Horiszny asked if anyone had any comments or questions? No one raised their hand.

ROLL CALL: 4-0 (Absent – Mr. Kern)

IV. TOWNSHIP BUSINESS ITEMS

A. SUBMISSION OF DRAFT 5-YEAR CAPITAL PLAN (7:13 PM)

Mr. Horiszny said the Director of Finance has prepared a draft of the 5-year Capital Plan for Council's review and input.

Ms. Cathy Gorman read the memo she prepared on August 12, 2014 regarding the draft capital plan. She asked if Council had any questions. Ms. Gorman said since she's been here the annual contributions have been between \$200,000.00 to \$300,000.00 a year and explained how that is derived. Mrs. deLeon said to preserve historic sites, it doesn't show the improvements that are supposed to happen this year at the Heller Homestead with the parking lot. Ms. Gorman said there is \$11,000.00 that's still in the Heller Homestead fund and that was for whatever would be considered an improvement for the park. Mr. Cahalan said under Park and Recreation development, she does mention the steps and landscaping repairs at Heller Homestead Park.

Mr. Willard said the one that shows the Township contribution, and Capital Fund allocation, for 2014 it shows \$35,000.00 and for 2015 it shows \$255,000.00 and he's trying to square that with your memo where it said you would recommend not making a contribution this year. Ms. Gorman said she's advising you she has removed our contribution for this year. It's not necessarily something she would recommend doing. Mr. Cahalan said in 2015, it's about a quarter of a million dollars, where would that contribution be coming from? Ms. Gorman said the lines he is referring to are funding within the funds. Council had at last year's review of this document, we had strategically looked at three aspects, storm sewer, the Hellertown Pool infrastructure improvements and the larger building expenses. Of that, \$35,000.00 would be whatever we would allocate each year and be on hold for those three things and they are not to be spent until Council directs us to do so. She recognized them on an annual basis, but pulled them out of your beginning balance each year to show that's being pulled out and set aside.

Mr. Willard said on the line above the beginning balance, that's just a summary for the start of the year for the revenue and what's left over in the savings account. Ms. Gorman said correct. Mr. Willard said in these projections, it never gets below \$1.1 million in the next five years. Ms. Gorman said that's if you are funding it based on what she's recommending from 2015 on. What your balance would be would be at the end. Your uncommitted balance total would be the \$276,000.00 in 2014, 2015, 2016, and 2017. She doesn't recommend bringing that down to zero at any point. Mr. Willard said the beginning balance shown is going from \$1.7 million to \$1.2 million from 2014 to 2015 and then it levels off pretty much from there on. What's causing the \$400,000.00 drop from this year to next year? Ms. Gorman said the fact that we're not allocating

**General Business & Developer Meeting
September 3, 2014**

any money this year or she's recording it that we're not. She believes the amount that we budgeted and recommend to be put into this fund this year was \$300,000.00 because of the revenue shortfall we spoke about mid-year. Council took no action.

B. REVIEW OF PROPOSED NEW BUDGET DOCUMENT (7:26 PM)

Mr. Horiszny said the Director of Finance has prepared a draft budget document based on the input received from Council and the Consultant's recommendations and is presenting that for Council approval.

Ms. Gorman presented to Council a draft copy of what she is proposing the budget to look like. She explained all the sections of the budget document. It itemizes each department, each category and specifically identifies GL codes and expenses. Mrs. deLeon said what happens to the wording? Ms. Gorman said you'll see the wording coming after this as this is the forecast, not the actual presentation of the 2015 budget. She explained each section's detail and what they are projecting in the 2015 percentage change and difference. Each department is set up in compliance with the GL codes that were you'll see in the actual spreadsheet. Each color-coded section would have its own spreadsheet that shows the same GL lines in our budget and clearly identifies what they are. Mrs. deLeon asked about the loans? Ms. Gorman said that will be in your General Fund. This is a generally accepted accounting form; it's budgeting best practices and the current software can do this. Mr. Maxfield liked the use of the color coding. Mr. Willard said he thinks it's a tremendous improvement.

Mrs. deLeon said when we get our financial reports each month, how are they going to look? Ms. Gorman said instead of the Excel spreadsheet where she has all the GL lines, you'll have three pages where it will show general, special, capital and your fund balance. The only difference you are going to see is that each fund, there's not going to be a Fund 36, 48, or anything like that. You'll see Fund 1, Fund 2 and Fund 3. Mr. Willard said this is consistent with the best practices for public presentation that they saw at PSATs. He said the other major change is it moves away from contingencies and it's just fund balance plus or minus.

Mr. Horiszny questioned the organizational chart and wanted to know if we could move Assistant Manager directly in the line under the Manager. Mr. Maxfield said he thinks Mr. Horiszny is right on that. Mr. Cahalan said we can change that and bring it back for final approval.

MOTION BY: Mr. Maxfield moved for approval to use this format to prepare the 2015 budget.
SECOND BY: Mr. Willard
Mr. Horiszny asked if anyone had any comments or questions? No one raised their hand.
ROLL CALL: 4-0 (Absent – Mr. Kern)

C. RESOLUTION #64-2014 – AUTHORIZING TRANSFER OF MONIES (7:42 PM)

Mr. Horiszny said Resolution #64-2014 has been prepared authorizing a transfer of monies from one Township line item to another. Ms. Gorman reviewed her memo regarding the transfers.

MOTION BY: Mr. Maxfield moved for approval of Resolution #64-2014 authorizing the transfer of monies.
SECOND BY: Mrs. deLeon
Mr. Horiszny asked if anyone had any comments or questions? No one raised their hand.
ROLL CALL: 4-0 (Absent – Mr. Kern)

D. SAUCON RAIL TRAIL OVERSIGHT COMMISSION RECOMMENDATION (7:46 PM)

Mr. Cahalan said at the Saucon Rail Trail Oversight Commission meeting, a recommendation was made that the Township and Hellertown Borough cover the ballast stone with crushcrete 100 ft. on each approach of the Wagner Dam trestle, Bingen arch bridge and Bingen Road bridge. This discussion came about because of an incident this past summer where a youth threw a stone over the Rail Trail bridge in Bingen and it hit a passing vehicle. Jerry Holum from the SRTOC also indicated that he's observed youths throwing ballast stones in the creek and at wildlife. This is the

**General Business & Developer Meeting
September 3, 2014**

first incident that Mr. Cahalan knows about where the PD had to be called since the Rail Trail opened in May 2011. Last night the Hellertown Borough Council voted to take no action on the request. He asked the PW Director if it we should resurface the Rail Trail and he indicated he didn't think it was necessary at this time. The Dir. of PW and the Police Chief concurred that if Council wanted to, we could put signage at the bridges that would prohibit this action with a monetary fine.

Mr. Maxfield said he was trying to figure out how the recommendation would solve the problem. Kids have been throwing rocks off of bridges forever. Mrs. deLeon said they will find rocks somewhere else or a piece of wood to throw. Mr. Horiszny asked if there was an idea of the expense? Mr. Cahalan said he doesn't have that figure. Council further discussed resurfacing and signage costs and it was decided on no action at this time but they could revisit the matter in the future.

E. APPROVAL OF WALT'S PROFESSIONAL PAINTING FINAL INVOICE FOR LUTZ-FRANKLIN SCHOOLHOUSE PAINTING (7:57 PM)

Mr. Cahalan said the final painting has been completed at the Lutz-Franklin Schoolhouse. Ms. Huhn said after inspection by the Historical Society, there were some minor painting touchups that had to be done and some bracket replacement. The Historical Society would prefer do that touchup work themselves. The shutters are very old and they'd like to take care of the painting. The only other repair item that needs to be done is the damage to the roof of the porch. In speaking to Fran Robb, he would rather have a roofing contractor come out and repair this section and withhold that money from our final payment. We're recommending to Council to withhold 10% from Walt's payment (\$2,400), and we get the roof repaired and take that cost out of that and the remainder paid to Walt. Then he would go into the maintenance period. Mrs. deLeon asked what happened to the roof. Ms. Huhn said they set a ladder on it and it broke some slates. Ms. Huhn said Walt's request for payment is \$6,450.00, with the \$2,400.00 withheld, brings the payment to \$4,050.00 for Council approval tonight.

MOTION BY: Mr. Willard moved for approval for Walt's Professional Painting for Lutz-Franklin Schoolhouse for \$4,050.00 which is less the 10% being held back and for Staff to prepare a letter to Walt's Professional Painting outlining the issues that need to be resolved.

SECOND BY: Mr. Maxfield

Mr. Horiszny asked if anyone had any comments or questions? No one raised their hand.

ROLL CALL: 4-0 (Absent – Mr. Kern)

F. AWARD OF POLK VALLEY PARK CONCRETE/PAVILION INSTALLATION BID (8:02 PM)

Mr. Cahalan reviewed the Polk Valley Park pavilion project. He said couldn't use our PW people because of state requirements, prevailing wage requirements. We asked to advertise bids to see what the cost would be for the purchase of the pavilion, the installation of the concrete pad and the erection of the pavilion structure and see what those costs would be. We opened up bids on August 27, 2014 and Council has a bid tabulation of three bids received. The highest bid was \$99,000.00 and the low bid was \$71,782.00. We reviewed the bids with staff and the Solicitor and it's our recommendation to ask Council to reject the bids due to the cost. Ms. Gorman said we do have \$85,000.00 in the fund right now. She's contacted Brien Cope regarding the reimbursement of round one through the Open Space Program, where we were getting reimbursement for the pedestrian bridge, the trail to the school district and the tot lot. She hasn't gotten confirmation from Brien yet as to how quickly the turnover is. She'd feel more comfortable if we had that knowledge from him too. Mrs. deLeon said we are going to re-bid this, what did it cost to bid this to begin with? Mr. Cahalan said we came up with a ballpark estimate with the concrete pad installation and that's something that we can bid and we have sufficient funds to cover that. We'll have to address the rest of the installation process. Mrs. deLeon said this will have to be rebid and then it's going to cost us a dollar amount to rebid it? Mr. Cahalan said we have to re-advertise it. Ms. Huhn said it was probably about \$1,000.00 as it has to be advertised twice. Mrs. deLeon said

**General Business & Developer Meeting
September 3, 2014**

how do we not waste this? Attorney Treadwell said the bid document said action would be taken at tonight's meeting. The bids came in much higher than what you had budgeted for or what was expected. Mr. Maxfield said will we get bids lower if we rebid. Attorney Treadwell said he thinks that they want to do it in phases. Mrs. deLeon said we don't have electric at PVP? Mr. Cahalan said no, but for future planning we can look at what it would cost to run electric from Hill Road and looking at water supply through a well. Mrs. deLeon said if this is a pavilion, would it be something to have electric there? Mr. Cahalan said we have electric at Kingston Park, Southeastern, and Town Hall, so it's something we'd like to provide.

- MOTION BY:** Mr. Horiszny moved to reject the bids due to them being over and above what was budgeted and we proceed on a step-by-step basis.
- SECOND BY:** Mr. Maxfield
- Mr. Horiszny asked if anyone had any comments or questions? No one raised their hand.
- ROLL CALL:** 4-0 (Absent – Mr. Kern)

G. POLICE DEPARTMENT SPEED TRAILER PURCHASE (8:10 PM)

Ms. Gorman said in 2013, the PD filed for a grant for a speed trailer that was denied. We budgeted \$3,500.00 for the purchase of one. The quote we received was for \$6,650.00. In the line item there are several items that needed to be purchased and one was a driver's license recognition software. We applied for a grant, but didn't know if we were going to receive it at the time the budget was passed, so we budgeted for the full expense and we did not budget for the anticipated revenue. From the \$22,000.00 budgeted for the driver's license software, there's \$11,000.00 in revenue that we did not anticipate receiving. The other option we could do is reapply next year for this. Mrs. deLeon suggested for applying for it again.

- MOTION BY:** Mr. Willard moved for approval of the speed trailer purchasing for \$6,650.00 and utilizing the funds leftover from the budget as outlined.
- SECOND BY:** Mr. Maxfield
- Mr. Horiszny asked if anyone had any comments or questions? No one raised their hand.
- ROLL CALL:** 4-0 (Absent – Mr. Kern)

V. MISCELLANEOUS BUSINESS ITEMS – None

VI. PUBLIC COMMENT/CITIZEN NON-AGENDA ITEMS (8:14 PM)

- Mr. David Boltz said a year ago he came to Council to request painting white lines on the edge of the Township roads. He received a letter from Mr. Cahalan stating that PennDOT does this. He wanted to know if you considered this a possible budget item last year? Mr. Cahalan said he thinks we spoke to the PW Director. We didn't bring it up as a discussion at the last year's budget hearing, but if Council wants, he can get information and bring it back in October. Mrs. deLeon said white lines would be helpful. Mr. Cahalan said the Township did purchase a line striping unit and it allows PW to put the lines down quicker as opposed to waiting for the contractor. The white lines would be an additional expense. We will get the numbers and if it can't be done in house, it would have to be done with a contractor. Mr. Kocher said to put the two white lines down, it would cost about \$1,000.00 a mile. Once the lines are there, you need to maintain them. You could maybe do just the collector roads. PennDOT has a guideline of a certain width and it may be 18'. If you don't make that width, PennDOT won't put the white lines down. Mr. Horiszny said he thinks it would be a good idea to get cost for the white lines. He said the road crew did a great job on Old Philadelphia Pike. Mr. Maxfield said get different levels of cost, by road use, road width, road speed, etc.

VII. COUNCIL & STAFF REPORTS

A. TOWNSHIP MANAGER (8:21 PM)

- Mr. Cahalan said there is a letter from Asculap in Upper Saucon Township. They made a request to utilize Town Hall Park on Friday, October 3, 2014 from 1 p.m. to 5 p.m. They wanted two separate tents, an inflatable attraction, a DJ, and an ice cream truck. They did

**General Business & Developer Meeting
September 3, 2014**

hold this event at the pavilion last year and Council approved amplified sound. They notified the Township they were dropping the request for the inflatables. The only issue Roger Rasich has is with the food tent and he's recommending that no stakes be used for the tent on the macadam. The ice cream truck he's asking it to remain on the paved area and can't impede traffic flow around the cul-de-sac and all parking must be in the designated areas. Mr. Cahalan is making a recommendation that Council approve the use of the amplified sound and approval of the pavilion use with the conditions spelled out in the memo.

MOTION BY: Mr. Horiszny moved for approval as stated above by Mr. Cahalan.
SECOND BY: Mrs. deLeon
ROLL CALL: 4-0 (Absent – Mr. Kern)

- Mr. Cahalan said trick-or-treat night is Friday, October 31, 2014. Last night Hellertown Borough approved trick-or-treat night for that date with the hours from 5 p.m. to 8 p.m. The Township usually adopts the same time to coincide with Hellertown Borough.

MOTION BY: Mr. Maxfield moved for approval for trick-or-treat night for Lower Saucon Township on Friday, October 31, 2014 from 5 p.m. to 8 p.m.
SECOND BY: Mrs. deLeon
ROLL CALL: 3-1 (No – Mr. Horiszny; Absent – Mr. Kern)

- Mr. Cahalan reviewed photographs showing that the gutters at the Heller House were overflowing with the recent heavy downpour. Public Works inspected the roofs and there are some problems with the slate roof and the snow guards are coming loose. We will have a roofing contractor go out and look at the roof and come back with an estimate for repairs.

B. COUNCIL

Mrs. deLeon

- The Saucon Valley Conservancy will hold their 8th Annual Barn Tour, Saturday, September 13th.
- She wanted to bring to Council's attention that she personally smelled landfill gas on her property and called DEP on Saturday, August 23, 2014 at 7:23 PM. Sunday morning at 12:15 AM, she smelled gas again. She called DEP again. Her nose and throat were sore from the smell of the strong gas. She found out DEP had gone out on Saturday and did a DEP emergency response inspection report on August 23 at 6:20 PM. It does document that there's landfill gas offsite and the readings. They smelled the gas at Shimersville and Applebutter Road. DEP is in the process of issuing another report. She wrote to Dean Fisher that she was not happy about this nor were her neighbors. All it's going to take is a certain number of people to call to dispatch DEP to another area. She thinks a health study is needed in the area. Mr. Horiszny said we have to see what DEP's next report says. Mr. Maxfield said he's always looking for the truth. There were some remarks about ambient levels and there were some figures that were given that weren't ambient levels. Mrs. deLeon said they were way over and we don't know that. If it was a dangerous situation, he'd think DEP would let us know. He realizes she has a health problem with chemical sensitivities and maybe it was linked to her health problems. He doesn't want to make a public health concern where it doesn't exist. If you ask for a health study, we're stepping way out of the bounds. Mrs. deLeon said she's asking DEP to do a health study. She's very sensitive to chemicals, but that doesn't mean she has to tolerate smelling gas in her backyard. Mr. Maxfield said you said landfill gas has been detected offsite. It's been detected and smelled down at the hill climb for a long time. It's a landfill. It goes right back to the issue of malodor. He emailed Dean Fisher and asked what the cutoff levels were and he said it's hard to say. Mr. Maxfield asked Mr. Fisher if these levels were dangerous and he said he can't say that they were. He wants to be accurate with this. Mrs. deLeon said a lot of people have smelled odors and reported it to DEP. This is the only time she can recall that DEP came out and documented the smell. Mr. Maxfield said you have a report and don't know what it means. Mrs. deLeon finds it unacceptable. Mr.

**General Business & Developer Meeting
September 3, 2014**

Cahalan said Mrs. deLeon asked us to post the report from Dean Fisher on the website and he was checking the email that Dean sent and it said the findings remain under review by the department. He was trying to reach out to Dean to confirm that when that review is completed, it would be sent to the Township and then post that on the website. Mrs. deLeon said she doesn't see any difference posting this than when we posted other reports. Mr. Cahalan said it came in on a random basis and not through the normal process that DEP has been following.

Mr. Maxfield – No report

Mr. Kern – Absent

Mr. Willard

- He said the Economic Development Task Force met last Wednesday. There is another meeting on September 30th. He asked three members of the Task Force to be the presenters to Council on October 15th.
- He said a young gentleman sat here last meeting to get a permit approved and Mr. Willard asked him if he wanted to be a Jr. Council member. The next day, Matt Cherry, wrote a letter and presented credentials. Mr. Cahalan said we are in touch with two new perspective people and we have the current Jr. Council member on the Parks and Rec Board. We are inviting them to the meeting on September 17th and Council can ask them questions and decide where you want to appoint each of them.
- He said last Friday he met with David Trager who would like to develop luxury apartments. He visited their facility in Palmer and told Mr. Trager if he was interested in going forward, he should make a presentation to Council.

Mr. Horiszny

- He said thanks to the road crew for the excellent paving job on Old Philadelphia Pike.

- C. **SOLICITOR (8:43 PM)** – He stated Council was having an Executive Session after the meeting on a potential open space acquisition for conversation easements.
- D. **PLANNER** – No report
- E. **ENGINEER** – No report

MOTION BY: Mr. Maxfield moved for recess for Executive Session. The time was 8:45 PM.

SECOND BY: Mr. Horiszny

ROLL CALL: 3-0 (Absent – Mr. Kern & Mrs. deLeon)

Council reconvened 8:58 PM

VIII. ADJOURNMENT

MOTION BY: Mr. Maxfield moved for adjournment. The time was 8:59 pm.

SECOND BY: Mrs. deLeon

Mr. Horiszny asked if anyone had any questions? No one raised their hand.

ROLL CALL: 4-0 (Absent - Mr. Kern)

Submitted by:

Jack Cahalan
Township Manager

Ron Horiszny
Council President