

X. PUBLIC COMMENT/COURTESY OF THE FLOOR

XI. ADJOURNMENT

There being no other business, Supervisor Brunell made a motion to adjourn the meeting at 9:38 p.m. Seconded by Vice-Chairman Ghai. The motion passed unanimously.

Submitted by:



Jazmin Vazquez
Township Secretary







I. CALL TO ORDER – PLEDGE TO THE FLAG

The General Business Meeting of the Board of Supervisors of Upper Macungie Township was called to order on September 5, 2024, at 7:00 p.m. in the Municipal Building, 8330 Schantz Road, Breinigsville, PA 18031. Present were Jeff Fleischaker, Chairman; Sunny Ghai, Vice-Chairman; James M. Brunell, Supervisor; Robert R. Ibach, Jr., Township Manager; Kalman A. Sostarecz, Jr., Assistant Township Manager and Director of Community Development; Andrew V. Schantz, Esq., Solicitor; Michael Sitoski, Chief UMTPD; Peter Christ, Commissioner, Bureau of Fire; Dave Alban, Township Engineer; Scott Faust, Public Works Director; Michelle Souls, Assistant Finance Director; and Ryan Griffiths, Recreation Manager.

Chairman Fleischaker opened the meeting and asked all present to join him in reciting the Pledge of Allegiance to the Flag of the United States of America.

II. PUBLIC HEARING

A. Proposing to Amend Chapter 27, Part 5 (Noise) of the UMT Code of Ordinances

Motion by Vice-Chairman Ghai to open the public hearing on the matter of proposed amendments to Chapter 27, Part 5 (Noise) of the UMT Code of Ordinances. Seconded by Supervisor Brunell. Motion passed unanimously.

Chairman Fleischaker stated that the hearing was regarding ordinance #2024-07: Proposing to amend Chapter 27 (Zoning) of the Township of Upper Macungie Code of Ordinances at Part 5 by repealing Section 27-508 (Noise) in its entirety as well as references to that section which appear in sections 27-402, 27-403, and 27-605 as set forth in more detail in the body of the ordinance. The Board of Supervisors will not take action during the Hearing; however, the Board is scheduled to act on it during an agenda item later in this meeting. Solicitor Schantz stated that this hearing is in reference to having the noise ordinance be a separate standalone ordinance as it is now part of the Zoning Ordinance, and for this reason the Zoning Ordinance must be amended. He also mentioned that the hearing was published in the August 21st, and August 28th, 2024, editions of the Parkland Press. There was no public comment on this matter. Chairman Fleischaker clarified that by removing the noise section from the Zoning Ordinance, matters related to noise will no longer be addressed by the Zoning Hearing Board; they will now be managed by the Code Enforcement Officer, and appeals will be seen before the Board of Supervisors. Gregory Doyle inquired into the reason that this change is being made. Julian O'Brian asked if the Township had enough staff to tend to issues that may arise once this ordinance has been adopted.

Motion by Chairman Fleischaker to close the public hearing on the matter of proposed amendments to Chapter 27, Part 5 (Noise) of the UMT Code of Ordinances. Seconded by Supervisor Brunell. Motion passed unanimously.

III. ADDITIONS/DELETIONS TO THE AGENDA

A. Deletion of Resolution E – 1001 Glenlivet Drive Warehouse – Rescinding plan approval

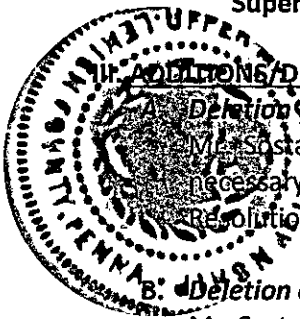
Mr. Sostarecz stated that Resolution E will be deleted as the applicant provided all of the necessary documentation for the recording of the plan. With the deletion of this resolution, Resolution F Streaming Meeting Guidelines will be renumbered to Resolution 2024-10.

B. Deletion of Resolution H and Resolution I – PSP Fire Cleanup

Mr. Sostarecz stated that this matter has been corrected and no further action is needed.

IV. MINUTES & FINANCIALS

- A. Minutes – August 1, 2024**
- B. Financials – August 2024**



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**General Business Meeting
September 5, 2024**

Chairman Fleischaker stated that he would dispense with the reading of the minutes of the previous meeting unless there were any objections.

Motion by Chairman Fleischaker to dispense with the reading of meeting minutes from the General Business Meeting held on August 1, 2024, and approve as submitted, and authorize the payment of the bills for August 2024 in the amount of \$2,502,677.88. Seconded by Supervisor Brunell. Motion passed unanimously.

V. PRESENTATIONS

A. PFM Community Center Financing – Jamie Schlesinger

Mr. Ibach introduced Jamie Schlesinger from PFM, who made a presentation on financing options as well as a cash flow analysis. This information will be available to help guide the Township if there is a decision to use bonds to finance the Community Center in the future. Mr. Ibach questioned whether the transactions would be bank qualified.

VI. DISCUSSIONS & UPDATES

NONE

VII. ORDINANCES

A. Ordinance 2024-07 – Amending Chapter 27, Part 5 by Repealing Section 17-508, Noise

Solicitor Schantz stated that it would be beneficial to open two motions and discuss them both. This will allow a decision to be made and ensure that the Board does not approve one without the other and may potentially cause the Township to not have an active Zoning Ordinance. He also mentioned that there have been meetings, workshops, hearings and drafts that have been discussed in reference to the proposed standalone noise ordinance. Supervisor Brunell stated that he was concerned that with the current draft there will be no non-conformities. He also stated that this ordinance may cause Township Staff to become involved in civil disputes. Vice-Chairman Ghai was concerned with the noise levels being measured at the receiving lot line; these can vary depending on the distance that the sound is traveling. He also had questions on the verbiage that was being used in reference to the calibration of equipment that will be used by staff to measure noise, as well as the classifications of different types of noises. Chairman Fleischaker agreed that a conversation can be held in reference to changing the location of sound readings from the receiving lot line to the originating point of sound, and that the current draft of the ordinance should be updated to reflect this change. Kathy Rader and Dan Rally spoke on their concerns with the "grandfathering clause" that would affect commercial businesses in the area that are currently in compliance with the Noise Ordinance. Joanne Franks and Hill Devlin questioned how noise disturbances and disturbances of peace complaints would be managed by this proposed ordinance. Christine Gibbishy, Mark Devlin, and Jim McBride mentioned their concerns with noise abatement in regard to commercial properties. Mr. McBride also stated that the noise ordinance should reference quantitative measures for enforcement. The Board requested that the following changes be made to the draft: the measuring from the receiving source to the originating source; integration of a "grandfather clause" for existing businesses. Clarification of the measurement calibration language and have it read "verify" as opposed to "calibrate".

Motion by Chairman Fleischaker to withdraw/defer Ordinance #2024-07, amending Chapter 27, Part 5, Noise to the October 3, 2024, General Business Meeting. Seconded by Supervisor Brunell. Motion passed unanimously.

Motion by Chairman Fleischaker to add a motion to the agenda regarding the Noise Ordinance. Seconded by Supervisor Brunell. Motion passed unanimously.

Motion by Chairman Fleischaker to amend Ordinance #2024-08 that the measuring standard will be the originating property, to amend both #2024-07 and 2024-08 as needed to reflect that existing businesses that are compliant with the existing ordinance are grandfathered into the new ordinance, and to update the verbiage on the calibration versus calibration of sound measuring equipment. Seconded by Supervisor Brunell. Motion passed 2-1, Ghai - No.

B. Ordinance 2024-08 – Amending Chapter 10, Part 2, Noise

Chairman Fleischaker stated that Ordinance #2024-08 will be tabled to the October 3, 2024, General Business Meeting.

Motion by Chairman Fleischaker to withdraw/defer Ordinance #2024-08, amending Chapter 10 of the Township of Upper Macungie Code of Ordinances to add a new Part 2 regarding noise regulations to the October 3, 2024, General Business Meeting. Seconded by Supervisor Brunell. Motion passed unanimously.

VIII. RESOLUTIONS

A. Resolution 2024-36 – Docket #2048B – Mosser Road, Revised Final Land Development Plan

Mr. Sostarecz stated that the proposed Revised Final Land Development Plan includes an update to the Stormwater Management Report, and the revision notes an increase in impervious cover to allow for future impervious improvements, such as driveways, structures, sidewalks, decks, pools, and other improvements, without requiring residents to revise the stormwater management controls. Andy Woods from Hanover Engineering who represents Kay Builders stated that the reason for this revised plan was to increase the amount of impervious coverage that was permitted per lot.

Motion by Chairman Fleischaker to adopt Resolution #2024-36, granting Revised Final Land Development Plan approval to Docket #2048B, Mosser Road Subdivision, conditioned upon the Township Engineer Review Letter dated August 29, 2024. Seconded by Supervisor Brunell. Motion passed unanimously.

B. Resolution #2024-37 – Docket #2355 – TransEdge Truck Centers, 5344 Tilghman Street – Preliminary Land Development Plan

Mr. Sostarecz stated that this project involves the demolition of the northern-most existing building and construction of a new 33,075 square foot building in its place, along with dedicated tractor-trailer parking and employee parking spaces. There are two (2) additional existing buildings which will remain. The Planning Commission recommended conditional approval of the Preliminary Subdivision & Land Development Plan at the June 19, 2024, meeting. Kate Durso from Fitzpatrick Leantz & Bubba stated that TransEdge is committed to making improvements to the property that will include logistics as well as onsite parking.

Motion by Supervisor Brunell to adopt Resolution #2024-37, granting Preliminary Subdivision & Land Development Plan approval to Docket #2355, TransEdge Truck Centers, including approval of waiver request numbers 1A and 3, approval of waiver request numbers 1B and 2 as deferrals with conditions, and denial of deferral request number 4, all conditioned upon the Township Engineer and Township Zoning Review Letters dated August 29, 2024, and August 19, 2024, respectively. Motion seconded by Chairman Fleischaker. Motion passed unanimously.

C. Resolution #2024-38 – Docket #2357 – XPO Logistics Expansion, 7649 Penn Drive, Final Land Development Plan

Mr. Sostarecz mentioned the proposed plan consists of the expansion of the existing building by 19,810 sq ft in addition to an expansion of the existing parking area, stormwater infrastructure

and sidewalk improvements. The BOS granted Preliminary Land Development approval by Resolution #2024-27 at the June 6, 2024, meeting.

Motion by Chairman Fleischaker to adopt Resolution #2024-38, granting Final Land Development Plan approval to Docket #2357, XPO Logistics Expansion, conditioned upon the Township Engineer and Township Zoning Review Letters dated August 29, 2024, and August 19, 2024, respectively. Seconded by Supervisor Brunell. Motion passed unanimously.

D. Resolution #2024-39 – DCED Greenway Trails and Recreation Program Grant Application

Mr. Griffiths stated that this Resolution is needed to provide an update to Resolution #2024-24 at the request of DCED, to include the name of the specific grant that is being applied for.

Motion by Chairman Fleischaker to approve Resolution 2024-39, DCED Greenway Trails and Recreation Program Grant Application for Phase I of the Grange Park Loop Trail at the request of DCED, listing the specific grant name for a recent grant application. Seconded by Vice-Chairman Ghai. Motion passed unanimously.

E. Resolution #2024-40 – Docket #2317 – 1001 Glenlivet Drive Warehouse - Rescinding Plan Approval

This resolution was removed from the agenda.

F. Resolution #2024-40 – Streaming Meetings Guidelines

Mr. Ibach stated that this resolution will provide an update to Resolution 2021-49 that established the procedure for the streaming of certain public meetings utilizing an internet streaming service. Currently the recordings are being removed after one month. This update will allow for the recordings of meetings to stay online, and that whenever possible public meetings will be streamed, this in addition to the monthly general business meetings. The Board will make a recommendation to all other Boards and Commissions that their recorded meetings will not be removed from the streaming platform after one month. Mr. Mike Sicinski, inquired whether there is technology that can be used to allow presentations to be visible on the recording as well.

Motion by Chairman Fleischaker to approve Resolution #2024-40, updating rules and procedures by which certain public meetings held by the Township shall be made available utilizing an internet streaming service. Seconded by Supervisor Brunell. Motion passed unanimously.

VIII. MOTIONS

A. Awarding Refuse and Recycling Bid

Mr. Ibach stated the Township's current Refuse and Recycling Service expires on December 31, 2024. This bid was advertised in *The Morning Call* on July 17th and 21st 2024. A mandatory pre-bid meeting was held on August 5, 2024, in which four companies attended. Bids were due and received on Monday, August 26, 2024, from four companies: Whitetail Disposal, Waste Management, Republic Services, and J.P. Mascaro. Paul Brady from Whitetail Disposal thanked the Township for their continued partnership.

Motion by Supervisor Brunell to award the Collection and Disposal of Municipal Solid Waste and Recycling Services contract to Whitetail Disposal, LLC starting January 1, 2025, to December 31, 2027 with three optional extension years in the amount of \$2,491,808.87 for year 2025, \$2,553,979.10 for year 2026, and \$2,630,448.47 for year 2027 totaling \$7,676,236.44. Seconded by Chairman Fleischaker. Motion passed unanimously.

B. Awarding of Bids for the Construction of the Community Center

Mr. Ibach stated that these contracts are part of the July bid package, and the pricing is only valid for 60 days. The Board would need to act on these bids prior to their expiration dates. These contracts are mostly for the interior finishes to the building and not anticipated to be needed until winter 2025 or spring of 2026. Mr. Griffiths stated that he conducted some research and saw that in surrounding areas there were no community centers that were managed by the municipality that were free to residents. His research also showed that the community center can offer a budget positive operating cost. Chairman Fleischaker shared that there will be a groundbreaking ceremony on September 12, 2024, at 11:00 a.m. at Grange Park and encouraged the community to attend the event.

Motion by Supervisor Brunell to award bids for the construction of the Community Center as follows:

Package	Description	Lowest Qualified Bidder	Bid Package Total
PC-06	Miscellaneous Metals	Ebinger Iron Works, Inc.	\$426,200.00
PC-12	Doors/Frames/Hardware	Builder's Door & Hardware, Inc.	\$353,885.00
PC-13	Overhead Doors	Overhead Door Company of Allentown	\$133,250.00
PC-14	Painting & Wallcoverings	G.C. Zarnas & Company, Inc.	\$266,550.00
PC-15	Interior Arch. Casework	American Millwork & Cabinetry, Inc.	\$483,569.00
PC-16	Ceramic Tile	Sean Byrne Construction, Inc.	170,690.00
PC-18	Floorings	Metro Design Center	1,384,000.00
PC-20	Wood Plank Flooring	Miller Sports Construction	301,278.00
PC-21	Athletic Equipment/Bleachers	Miller Sports Construction	1,775,249.00
PC-24	Food Service Equipment	Clark 11400 Inc.	99,500.00
TOTAL:			\$5,394,171.00

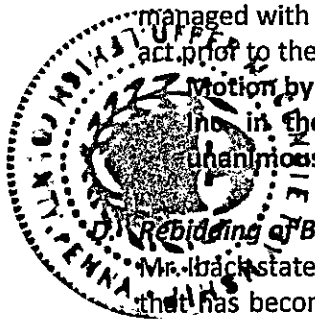
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Seconded by Chairman Fleischaker. Motion passed 2-1; Ghai - No.

C. Rejection of the Structural Steel Bid for the Construction of the Community Center

Mr. Ibach stated that most of the material included in contract PC-05 Structural Steel was also included in the structural timber package. Any additional steel that would be needed can be managed with a change order that will not exceed the limit of \$131,000.00. The Board needs to act prior to the expiration date.

Motion by Chairman Fleischaker to reject Bid PC-05, Structural Steel, from Szoke Brothers, Inc. in the amount of \$131,510.00. Seconded by Supervisor Brunell. Motion passed unanimously.



D. Rebidding of Bids for the Community Center

Mr. Ibach stated that the bid for turf would be rejected and rebid as there may be a better product that has become available. There should not be a large difference in the cost, but it will be a better-quality product. In addition, there were no bids that were received for the ADA Lift as well as the lockers. Staff is requesting that these contracts be rebid or use a state purchasing contract. The Board needs to act prior to the expiration date. PC-17 did not meet all the requirements of the bid and the turf specification in PC-19 will be changed to a different material.

Motion by Chairman Fleischaker to rebid the following bids: and acknowledging that no bids were received for PC-23, ADA Lift, and PC-22, Lockers, and authorizing the rebid of

these bid packages and/or to use Pennsylvania Cooperative Purchasing contracts to complete the work. Seconded by Supervisor Brunell. Motion passed 2-1; Ghai – No.

Motion by Chairman Fleischaker to add a motion to reject and rebid PC 17 for polished concrete that was previously provided by Advanced Polish Systems/Nova Crete in the amount of \$82,395.00 and to reject and rebid PC-19 artificial turf received by Sprinturf in the amount of \$633,175.00. Seconded by Supervisor Brunell. Motion passed unanimously.

E. Authorizing the Township Manager to Sign a Letter of Engagement with Eckert Seamans for Bond Council

Mr. Ibach stated that if the Board decides to use bonds as a financing option for the Community Center there is preliminary work that will need to be done and a law firm specializing in this practice would be needed. The cost for services would be approximately \$30,000.00.

Motion by Supervisor Brunell to authorize the Township Manager to sign a Letter of Engagement with Eckert Seamans to provide Bond Counsel for Upper Macungie Township. Seconded by Chairman Fleischaker. Motion passed unanimously.

F. Appointing Third-Party Code Inspection Agencies

Mr. Sostarecz stated the Township receives approximately 1,400 permit applications per year which require 100-200 inspections each week. To conduct the plan reviews and inspections the Township utilizes the services of third-party code inspection agencies. A Request for Proposals was advertised in The Morning Call, and four responses were received. The entire permit department Staff reviewed the proposals; three of the agencies were interviewed by department staff and a unanimous decision was reached to re-appoint Barry Isett and Keycodes, as well as appoint BASE Engineering as an additional agency. BASE was a previously appointed agency approximately five years ago.

Motion by Chairman Fleischaker to appoint Barry Isett & Associates, Keycodes Inspection Agency, and BASE Engineering as third-party code inspection agencies for the township; and for Township Staff and Consultants to draft and execute a Professional Service Agreement with each agency. Seconded by Supervisor Brunell. Motion passed unanimously.

G. Authorizing Staff to Prepare and Advertise an RFP for Engineering Services

Mr. Ibach stated that this item is a housekeeping item as the Township has never received a formal RFP for engineering services, and this should be done periodically.

Motion by Supervisor Brunell to authorize staff to prepare and advertise an RFP for Engineering Services. Seconded by Vice-Chairman Ghai. Motion passed unanimously.

H. Authorizing Payment to Belfor Property Restoration for PSP Fire Cleanup

Motion was removed from the agenda.

I. Authorizing Township Solicitor to Pursue Recovery of Cost for Fire Cleanup at the PSP Barracks

Motion was removed from the agenda.

J. Authorizing Township Manager to Sign a Professional Service Agreement with Alloy5, Evaluating Future Township Facilities

Mr. Ibach stated that the needs and demands of public services have been evolving in the Township and our facilities have not kept pace with the change. The purpose of this study is to

provide the Board and staff the information for proper future capital planning. The proposal that was received by Alloy5 was in the amount of \$33,000.00 to provide a study of township facilities.

Motion by Chairman Fleischaker to authorize the Township Manager to sign a proposal from Alloy5 Architecture to evaluate the current and future needs for the Township's public facilities in the amount of \$33,000.00 plus reimburseables. Seconded by Supervisor Brunell.

Motion passed unanimously.

K. Authorizing Minimum Municipal Obligation for Pension Plans

Mr. Koller stated that the MMO Worksheet is required to be completed by the Township's finance officer and shared with the Township's governing board by the last business day in September prior to the next plan year. These amounts will be the obligation of the Township and must be paid by December 31, 2025. Payments may be made with general fund monies or combined with any General State Aid to Municipal Pensions.

Motion by Supervisor Brunell to approve the 2025 Minimum Municipal Obligations of the Township's two non-uniform pension plans and one uniform plan, totaling \$698,049.00 for the Non-Uniform Defined Benefit Plan; \$39,814.00 for the Non-Uniform Defined Contribution Plan; and \$919,428.00 for the Uniform Plan. Seconded by Chairman Fleischaker. Motion passed unanimously.

L. Authorizing Alcoholic Beverage Sales for Special Events

Mr. Griffiths stated that as the Township has planned Trunk or Treat, Barktoberfest, and Kid's Noon Year's Eve events that will be held from October to December and would like to partner with local businesses that would be able to provide the sale of alcoholic beverages at these events. Supervisor Brunell raised his concerns with alcoholic beverages being served at events that are kid friendly.

Motion by Chairman Fleischaker to authorize the sale of alcoholic beverages at specified Township events to include Barktoberfest on October 5, 2024, Trunk or Treat on October 18, 2024, and Kids Noon Year's Eve on December 31, 2024 conditioned upon all vendors being approved by Township Staff and the Township Solicitor, any contracts and proper certificates of insurance being presented and approved by the Township staff and solicitor and confirmation that all State, Federal, and Local municipal laws will be followed regarding the sale and consumption of alcoholic beverages. Seconded by Supervisor Brunell. Motion passed unanimously.

M. Authorizing the Township Manager to Enter into an Agreement between UMTPD and the PA Attorney General's Office

Chief Skoski stated that an agreement is necessary to allow officers to participate on an ongoing basis in investigations that may require officers to go outside of the Township. This agreement would allow the Office of the Attorney General to reimburse the Township for both salary and benefits.

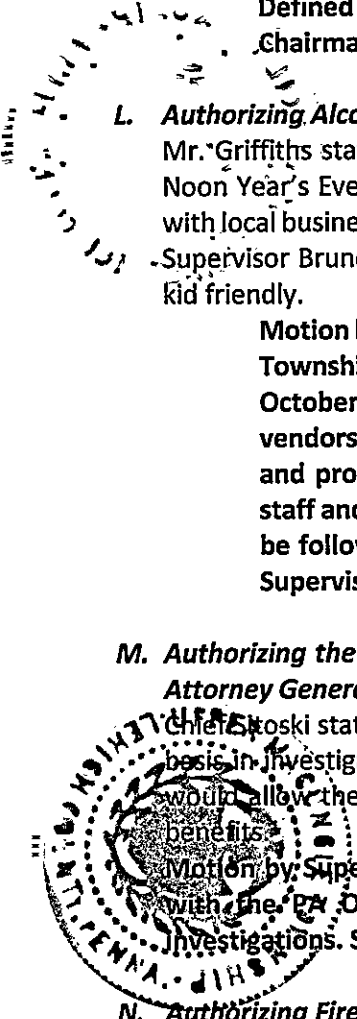
Motion by Supervisor Brunell to authorize the Township Manger to enter into an agreement with the PA Office of the Attorney General to allow selected officers to participate in investigations. Seconded by Chairman Fleischaker. Motion passed unanimously.

N. Authorizing Fire Police Assistance

Commissioner Christ stated that Fire Police Assistance requests have been received from event coordinators for Corey and Kimberly's Ride Continues, annual motorcycle ride, Topton Borough and the Emmaus Police Department for their Halloween Parades.

Motion by Supervisor Brunell to authorize Upper Macungie Township Fire Police to assist with traffic control along Route 100, on October 5, 2024, for an annual motorcycle event

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Corey & Kimberley's Ride Continues; the Tipton Halloween Parade to be held on October 12, 2024, on behalf of the Borough of Tipton; and the Emmaus Halloween Parade on October 19, with a rain date of October 20, 2024, at the request of the Emmaus Police Department. Seconded by Chairman Fleischaker. Motion passed unanimously.

O. Rejecting and Rebidding of Bids for the Community Center

Mr. Ibach stated that the bid received for PC-17 did not meet all bid requirements and the turf specifications in PC-19 will be changed for a different material.

Motion by Chairman Fleischaker to reject and rebid PC 17 for polished concrete that was previously provided by Advanced Polish Systems/Nova Crete in the amount of \$82,395.00 and to reject and rebid PC-19 artificial turf received by Sprinturf in the amount of \$633,175.00. Seconded by Supervisor Brunell. Motion passed unanimously.

IX. BOARD AND STAFF REPORTS

A. Director of Community Development and Assistant Township Manager

Mr. Spisarcz stated that there was an executive session that was held at 5:45 p.m. and the topic discussed was legal matters and personnel.

Commissioner Christ mentioned that on Friday, September 13, 2024, there will be a movie in the park that will be held at Grange Park. This movie will also be combined with the kickoff to fire prevention and emergency preparedness month.

C. Township Engineer

Mr. Alban mentioned that the Grange Road Roundabout Project should be completed by September 11, 2024. There will be reconstruction work that will take place on 1-78 from the Berks County line to Adams Road. JD Eckman will be doing the work, they will start eastbound with work estimated to be finalized by the end of 2024, and westbound should be finalized at the end of 2025. Mr. Alban also spoke in reference to the issues with traffic control at Sheetz. The establishment opposed changing the entrance due to the flow of traffic. Conversations with PennDOT were held and they will not approve any signage in their right-of-way. There was a request made to Sheetz to see if they would be open to placing wayfinding signage on their monument sign as well as on the Township's right-of-way.

D. Finance Department

Mr. Koller mentioned that the Township will be holding a shredding event that will take place on September 14, 2024 at Grange Park from 9:00 a.m. to 11:00 a.m.

E. Parks and Recreation

Mr. Griffiths reminded residents of the groundbreaking event that will be held on September 13, 2024 at Grange Park, as well as other events that will be held on Saturday September 14, 2024, that include a Luck of the Draw Pickleball Tournament at Grange Park, Miller Keystone Blood Drive at the Township Building, and the Curiosity Cube that will also be at Grange park. He also mentioned that the Comprehensive Parks, Rec, and Open Space Plan is underway and encouraged residents to participate in the public survey that can be accessed through the Uppermac.org website. The winter/fall newsletter is scheduled to be in homes by the end of September.

X. PUBLIC COMMENT/COURTESY OF THE FLOOR

Mike Sicinski was a spokesperson for a group that had concerns about the playground equipment being installed at Russett Park. The group also spoke regarding the rain garden that was installed in Russett Park as well and the drainage issues that have been seen. Mr. Rich Hause also expressed concerns on the rain garden. Mr. Ibach stated that the rain garden was installed as part of the requirements for the MS4 Permit. Jim Possaco questioned as to what testing was done on the soil prior to the installation of the rain garden. Mr. Paul McNemar questioned how many designs were seen prior to the selection of the design that was installed.

Supervisor Comments

Vice-Chairman Ghai spoke regarding the transparency that has been seen in the agendas as well as the meeting minutes. He suggested that the recording of the minutes be reassessed, following guidance from PSATS to ensure that a clear and accurate account of the meetings are being recorded. He also suggested that there be research done into surrounding municipalities to see how their minutes are handled.

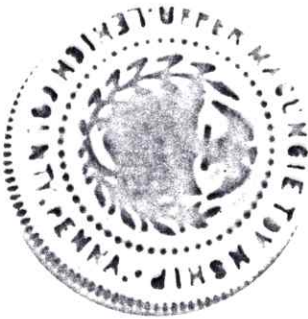
Chairman Fleischaker stated that the requirements for the taking of the meeting minutes have been met and the minutes comply. He stated that the research could be done, but he does not agree that the manner in which the minutes are being taken have to be overhauled.

XI. ADJOURNMENT

There being no other business, **Supervisor Brunell made a motion to adjourn the meeting at 11:43 p.m. Seconded by Chairman Fleischaker. The motion passed unanimously.**

Submitted by:

Kalman Sostarecz, Jr.
Assistant Township Secretary



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