

17 November 2008 @ 7:00 P.M.

The Township Board of Commissioners held their regular monthly meeting on the above date and time at 629 N. Gov. Printz Blvd., Essington, PA 19029 with Michael J. Messina, President, presiding. Present:

Dennis R. Arthur, Vice-President
Thomas J. Giancristoforo, Jr., Commissioner
Joseph F. Wunder, Commissioner
Pat Barr, Commissioner
Jean L. McCoy, Secretary
Sam S. Auslander, Esq., Solicitor
James W. MacCombie, P.E., Engineer

President Messina called the meeting to order, all rose for the Pledge of Allegiance to the Flag.

ON A MOTION by Joseph Wunder, second by Thomas Giancristoforo, the minutes of the Commissioners Monthly Meeting were accepted and approved, by a unanimous voice vote.

President Messina reported that all members had received copies of the Treasurer's and Secretary's Report of Receipts. There being no questions;

ON A MOTION by Thomas Giancristoforo, second by Joseph Wunder, the reports were accepted and approved as submitted, by a unanimous voice vote.

President Messina reported that all members had received the list of bills for the month of November, 2008. There being no questions;

ON A MOTION by Thomas Giancristoforo, second by Pat Barr, the bill list will be paid for the month of November 2008 by a unanimous voice vote.

COMMITTEE REPORTS:

ADMINISTRATION, LAW, ORDINANCE, PUBLIC SAFETY AND FINANCE – Michael J. Messina, Chairman

Award of Bid – Renovations and Repairs to the Boy Scout Log Cabin

Mr. MacCombie said that we received five bids. I did review the bids. The lowest responsible bidder was L. J. Paolelo from Brookhaven. Their low bid was \$82, 870.00. They did provide all the documentation that is required under the bid regulations for the reward of a contract, but whether the Township's budgetary constraints allows that to move forward is up for discussion. The Board has ninety days from the Workshop Meeting to render a decision. The Township could just do the exterior and possibly have the Township fix the interior, which would lower the price to \$51,755.00. The way that the bid is written gives the Township flexibility to reject all bids, rebid it or award any item you want in the contract.

ON A MOTION by Thomas Giancristoforo, second by Pat Barr to table the decision on this project and to discuss with Mr. Godbey the availability of funds by a unanimous roll call vote.

Release #1, \$89,913.26, G. Antonini Construction, Inc. – 2008 Resurfacing & Street Improvements

Engineer's Comments

Mr. MacCombie said that the job is completed. We are satisfied with it. There will be one more release which will be the retainage. I would recommend that you consider releasing the funds.

ON A MOTION by Thomas Giancristoforo, second by Joseph Wunder to approve the Release #1, \$89,913.26 to G. Antonini Construction, Inc. for the 2008 Resurfacing and Street Improvements by a unanimous roll call vote.

AECOM (DMJM Harris) – Taxiway Emergency Service Road Runway 9L-27R Waivers – Storm Water Ordinance

They are asking for a waiver from the storm water ordinance.

Mr. MacCombie noted that applicant supplied the grading permit application, which was reviewed by our office. They meet the grading ordinance requirements for storm water, but they do not meet the infiltration because of the high ground water table. They did testing out at the site where the storm water systems are and elevations are approximately 5 and 4. They met all of the requirements, and I advised them in my letter to waive the infiltration component of the requirements, and ask for Board approval to waive that component. The applicant did come to the Workshop, and went over their issues in regard to why they needed the service road. It had a different configuration and at the time did note that it was anticipated to be approximately four inches of flooding during the 25 year storm over the service road. The Board had concerns with regard to that, had some questions, and asked why another realignment could not be made, possibly moving it to a higher elevation, so it would not flood. They have done that, so it would not be subject to the 25 year flooding. There would still be an infiltration component around the inlets, and there would be ponding around the inlets that are in the infield of it, so some water would infiltrate into the ground. But, they still would not be able to be in strict compliance with the infiltration requirements.

Mr. Messina said that when people have been asking for waivers we have been following certain practices concerning money being given towards our NPDES requirements. Do we have any idea what the initial cost for the installation of that project is?

Mr. MacCombie responded that the information has not been provided, nor has any dollars been offered towards the MS4 program. The applicant is here, but I do not believe that those issues have not been addressed as yet.

Mr. Messina said that he felt that the Board should have some time to review this process and table this for right now.

Mr. Pashanamaei said that the airport is open to some compensation for the waiver.

Mr. Messina said that we do not want to slow you down with your project; I would rather that we table this tonight until we have all of the proper discussions.

MR. Pashanamaei said that we are late now for this project.

Mr. Messina asked the Board to either table the motion until next month, or to allow the applicant to sign the application after we have dealt with the issue relevant to the standard practices in the past.

ON A MOTION by Thomas Giancristoforo to disapprove the request of AECOM, DMJM Harris for waivers from the storm water ordinance for the Taxiway Emergency Service Road Runway 9L-24R. There was no second.

ON A MOTION by Dennis Arthur, second by Joseph Wunder to table the vote on the request of AECOM, DMJM Harris for waivers from the Storm Water Ordinance for the Taxiway Emergency Service Road Runway 9L-27R by a majority roll call vote. Mr. Arthur, Aye; Mr. Wunder, Aye; Mr. Giancristoforo, Nay; Mr. Barr, Aye; Mr. Messina, Aye.

Ordinance No. 2008-827, Prohibiting the parking of cars on lawns or places other than driveways, streets, etc.

**TOWNSHIP OF TINICUM, DELAWARE COUNTY, PENNSYLVANIA
ORDINANCE NO. 2008 - 827**

AN ORDINANCE OF THE TOWNSHIP OF TINICUM, DELAWARE COUNTY, PENNSYLVANIA AMENDING AND/OR SUPPLEMENTING THE CODE OF THE TOWNSHIP OF TINICUM, CHAPTER 55 VEHICLES AND TRAFFIC, ARTICLE VI PARKING PROVIDING PART 12 PROHIBITING THE PARKING OF MOTOR VEHICLES IN FRONT YARDS WITHIN THE TOWNSHIP OF TINICUM

BE IT ORDAINED AND ENACTED by the TOWNSHIP OF TINICUM, County of Delaware, Commonwealth of Pennsylvania, that the Code of the Township of Tincum Chapter 55, Vehicle and Traffic is hereby amended as follows:

**ARTICLE VI
PART 12
PARKING PROHIBITED ON FRONT LAWNS**

§55-65.44 Purpose

The Board of Commissioners of Tincum Township finds that the parking of motor vehicles upon the front lawns are unsightly and create a safety hazard that is detrimental to the general safety and welfare of the public.

§55-65.45 Definitions

As used in this Article, the following terms shall have the following meanings indicated:

"Front Yard" means that portion of the lot extending from the front of the structure to the street line, excluding any driveway specifically intended for the parking of motor vehicles. In the case of a corner lot, the yards extending along any streets shall be considered front yards.

"Motor Vehicles" means one or more automobiles, including, vans, SUVs, trucks and motorcycles.

"Parking" means the standing of a motor vehicle on private property within the area designated as a front yard by any person or party who has direct control over such motor vehicle.

§55-65.46 Parking of Vehicles on Front Lawns Prohibited

From and after the passage of this Ordinance it shall be unlawful for any person owning or having control of a motor vehicle to stand or park such vehicle in the front yard of any property, or in any area in front of a residential or commercial property, within the Township of Tinicum, except upon driveways or improved parking areas.

§55-65.47 Exclusions

The provisions of this Ordinance shall not apply to emergency or public service vehicles, or where the motor vehicle is parked on a temporary basis for delivery, loading or unloading, which shall not exceed a period of four (4) hours per day.

§55-65.48 Permit

Parking in the front yard may be authorized for special events or circumstances by permit issued at the discretion of the Tinicum Township Board of Commissioners.

§55-65.49 Penalties

Any person, firm or corporation who shall violate any provision of this Article, upon conviction thereof, an action brought before a District Justice in the manner provided for the enforcement of summary offenses under the Pennsylvania Rules of Civil Procedure, shall be sentenced to pay a fine of not more than Twenty-five (\$25.00) Dollars, plus costs of prosecution. In default of payment thereof, the defendant may be sentenced to imprisonment for a term not exceeding ten (10) days. Each day or portion thereof that such violation continues or is permitted to continue shall constitute a separate offense, and each Section of this Article that is violated shall also constitute a separate offense.

§55-65.50 Repealer

All Ordinances or parts of Ordinances in conflict with the provisions of this Ordinance are hereby repealed to the extent of such conflict. The Township reserves the right at any time by Ordinance to amend or otherwise modify or repeal this Ordinance.

§55-65.51 Severability

Should any section, subsection, paragraph, sentence, laws or phrase of this Ordinance shall be declared invalid for any reason whatsoever, such decision shall not affect the remaining portions of this Ordinance which shall remain in full force and effect and for this purpose, the provisions of this Ordinance are hereby declared to be severable.

§55-65.52 Effective Date

This Ordinance shall become effective immediately upon its adoption.

ORDAINED AND ENACTED into an Ordinance and passed by the Tinicum Township Board of Commissioners on the 17th day of November, 2008.

TOWNSHIP OF TINICUM
BOARD OF COMMISSIONERS

BY: MICHAEL J. MESSINA, PRESIDENT
ATTEST: Jean L. McCoy, Township Secretary

Mr. Auslander said that it came to the attention of the Board of Commissioners that a number of residents in the community have been parking their vehicles on their front lawn creating safety hazards and is unsightly in terms of aesthetics to the community. This particular ordinance has been proposed prohibiting the parking on front lawns with some exceptions. Those exceptions would be on a temporary basis for loading and unloading for those people receiving deliveries or are moving. Also, for those who are having special events, there is an allowance for special requests for permitting from the Board of Commissioners. There are penalties within the ordinance for violation.

ON A MOTION by Dennis Arthur, second by Thomas Giancristoforo to adopt Ordinance No. 2008-827, amending the Tinicum Township Code, Chapter 55 Vehicles and Traffic prohibiting the parking of motor vehicles on front lawns within the Township by a unanimous roll call vote.

Tinicum Township Swim Club Property

- Proposal of Sale for Swim Club Property

Mr. Messina said that one of the big issues that came up was that the ultimate goal of the School Board has been to park school buses there. That is an absolutely major concern for the Tinicum Township residents who would have to deal with the starting up of one hundred and some buses every morning. I would be personally inclined to accept a motion to authorize the Tinicum Township Board of Commissioners to enter into that agreement of sale.

Mr. Auslander said that we had tenured an agreement to the Swim Club Representatives and their Council, and I received today the acceptance of the terms signed by the President of the Swim Club with due diligence provisions, right of first refusal and of course there is a deposit and title insurance requirements as well.

Mr. Giancristoforo said that he understood that the first right of refusal on the entire property was to be included.

Mr. Auslander said, "That is correct." With an offer we have thirty days to match that offer and 180 days to get the settlement date.

Mr. Messina said that the question came up initially was the school board's use for using other properties in town for sports. Has there been any issue with the Recreation Board in the past as far as the school board using our fields?

Mr. Barr said that the middle school girl's softball program has been using the Manor Property for quite a few years. There has not been an issue. I think that the Manor Property is a good area for the middle school to have their school programs there. There is more parking there, they don't have to cut down a bunch of trees, and it is easily accessible. That seems to be a much better alternative for all parties involved.

Mr. Auslander said that the purchase price is \$208,799.00 under the terms of the agreement, but at the time of closing, there will be additional costs pertaining to this settlement, specifically title insurance, Phase I Environmental Study and miscellaneous costs.

ON A MOTION by Dennis Arthur, second by Pat Barr to authorize the Tincum Township Board of Commissioners to enter into an agreement of sale with the Tincum Township Swim Club for 1.0017 acres of swim club property at a purchase price of \$208,799.00 plus standard and reasonable and necessary closing costs by a unanimous roll call vote.

Mr. Giancristoforo asked how much it would cost to fence this area off.

Mr. Arthur said that we plan to fence it off with an approximate cost of \$3,000.00 to \$5,000.00.

- Subdivision Application for Swim Club Property

Mr. Giancristoforo asked who was paying for the Subdivision.

Mr. Messina responded that it was the Township.

ON A MOTION by Dennis Arthur, second by Patrick Barr to authorize the Township Engineer to develop and submit a Subdivision/Land Development Application on behalf of the Tincum Township Swim Club, pursuant to the agreement of sale to be entered into between the Swim Club and the Township by a majority roll call vote. Mr. Arthur, Aye; Mr. Barr, Aye; Mr. Giancristoforo, Nay; Mr. Wunder, Aye; Mr. Messina, Aye.

Appointment of Township Open Records Officer

Mr. Auslander reported that as of January 1st, 2009, the Commonwealth of Pennsylvania has passed Act 3, which is the new Pennsylvania Right to Know Law. Basic provisions of the law remain the same as the existing Right to Know Law. The burden of proving public record is no longer on the requestor. The Act indicates that we must designate a Records Officer or a Right to Know Officer for each community. We have developed a general policy according to the provisions of the new law.

ON A MOTION by Joseph Wunder, second by Dennis Arthur to appoint Township Manager, David Schreiber, as the Township Open Records Officer pursuant to the new Pennsylvania Right to Know Law by a unanimous roll call vote.

Maintenance Contract for Tinicum Township Fire House

ON A MOTION by Joseph Wunder, second by Pat Barr to authorize the Board of Commissioners to enter into an Annual Maintenance Contract with A.J. Conrad, Inc. to provide general seasonal maintenance to the Fire House HVAC equipment for the next year in the amount of \$3,210.00 by a unanimous roll call vote.

Quotes received include:

- | | | |
|---|-------------------------|------------|
| - | A.J. Conrad | \$3,210.00 |
| - | H&H Commercial Services | \$4,600.00 |
| - | Tozer-Trane | \$5,764.00 |

Taxable Parcels at Airport

ON A MOTION by Pat Barr, second by Joseph Wunder to authorize the settlement stipulation with the City of Philadelphia, Delaware County and the Interboro School District, establishing three (3) new taxable parcels within the Philadelphia Airport with a total fair market value of ten million fifty thousand (\$10,050,000.00) dollars and an assessment of six million one hundred forty thousand five hundred fifty (\$6,140,550.00) dollars by a unanimous roll call vote.

The stipulation will provide for a required meeting of the principals to the litigation with the judge assigned to the case. The written stipulation shall not become final until approved by all the parties and judge assigned to the litigation.

Mr. Auslander said that at the Philadelphia Airport, the property within Delaware County is assessed in its entirety at 38 million dollars. We have identified and filed an objection to the tax exempt status of a number of the areas within the airport property itself. Because the Airport is

under one folio number, we presented a case before the tax assessment bureau on an appeal and because of the nature of the folio number, the entire parcel of the airport was indicated to be taxable. The appeal was then filed from the Delaware County Tax Assessment Bureau to the Board of Common Pleas challenging that a good bit of the property is reasonably necessary for airport operations and therefore exempt. We were able to carve out three significant parcels within the airport property itself that did not go to the basis of exemption, which are public purposes or reasonable necessary for airport operation. These three parcels have been appraised by our appraiser for market value purposes at ten million fifty thousand dollars. This matter was appealed and set for trial on November 10th before Judge Proud in Delaware County Courthouse. At the time of the proceedings, we were prepared and our appraiser was prepared to make a case establishing the 10 million dollar parcel. There are three parcels subject to this particular property. Using the common level ratio for 2008, the assessment for the three parcels value at ten million dollars is approximately \$6,140,550.00. This assessment for 2008 will result in approximately a \$20,000 gain to Tincum Township. The judge was very proactive with his stance with regard to this, and as part of this resolution, the judge has ordered that the principals in the case participate in discussions concerning other common issues relevant to the parties that may give rise in the future to litigation that he many have jurisdiction over. He has requested that it be included in any order that he is going to sign. If there is any change in the use for these three parcels or any other portion of the airport, then each party is free to again file the necessary appeals.

Mr. Giancristoforo asked if the only other property in limbo would be the postal facility, is that correct?

Mr. Auslander responded to the affirmative.

Mr. Auslander said this is separate from other litigations. This was initiated by us to carve out those three issues.

Code Enforcement Officer – October 2008 Report

The Code Enforcement Officer issued:

24 Certificates of Occupancy for a total of \$24,750.00

17 Building Permits for a total of \$39,314.00

COMMITTEE REPORTS:

Police, Fire, Buildings and Special Projects: Thomas Giancristoforo, Chairman:

POLICE REPORT:

Fines collected for the month of October, 2008

Township Fines \$8,470.37 Out of that amount \$315.00 were Parking Tickets

The department handled 897 incidents and made 39 criminal arrests.

35 of those criminal arrests were adult

4 of those criminal arrests were juveniles. Of the Juveniles:
3 of the juveniles were referred to criminal or adult court
1 of the juveniles was referred to Juvenile Court or Probation Department
8 animals were taken into custody

FIRE REPORT FOR THE MONTH OF OCTOBER, 2008

Tinicum Township Fire Company

October 2008

Tinicum Township Fire Company responded to a total of 42 Fire Alarms with 431 members responding. Hours in service 16 Hours and 53 Minutes with a property loss of \$0 and a content loss of \$0.

Fire Marshal Report - October, 2008

There is no Fire Marshal Report for October.

Public Works, Highways, and Railroads: Dennis R. Arthur, Chairman

Highway Department Report for October, 2008:

1. Leaf pick up has begun.
2. Trash truck has been repaired.
3. Rebuilt 2 snow plows.
4. Street sweeping is done for the season.
 - Total tons cleaned up – 68.43 tons
5. Trash removed for the month of October, 2008:
 - Regular Trash 187.90 tons
 - Heavy Trash 11.69 tons
 - Freon Removal 4 pcs.

Paper Recycling

Paper recycling will start on the 19th of this month. You can put your newspapers and magazines bundled up where you put your regular trash.

Sanitation and Airport: J. Wunder, Chairman:

Mr. Wunder reported:

Sanitation Report - October, 2008

Total Gallons Sewage Treated:	18,562,000 gallons
Average flow per day:	589,774 gallons
Total Raw Sludge Processed	226,841 gals.

Total dry solids	55,685 lbs
Total methane gas:	150,019 cu/ft
Total sludge removed	49,000 gallons, Solids 2.82 %

Southwest Phila. Plant

Sewer complaints

American sewer cleaned estimated 10,000 feet of sewers between Lester & Essington

Equipment Repairs:

10/23/08 Replaced utility water line from basement to aeration tank.
10/27/08 Installed conduit for new influent flow meter.

Operational Problems:

10/1, 4 & 5/08 Problem with grease in pumps at Comfort Inn Station. Sent sample to Test America lab and results were 137,000 m/kg

Plumbing Inspection:

None

Miscellaneous items:

10/08 Serviced all police vehicles
10/22/08 Worked on electric problem at Library and found it to be PECO, caused by trees hitting primary together. PECO trimmed trees so it does not do it during high winds.

Robert J. Bernauer
Superintendent

Health: Pat Barr, Chairman

Mr. Barr requested a moment of silence to honor Alice Doyle, our Health Inspector, who passed recently.

There is no Health Officer's Report or Board of Health Report for this month.

Mr. Barr noted that Alice Doyle served this township for a number of years as the Health Inspector. She did a very good job for the township. It will be difficult to replace her.

Presently, Ms. Fife is studying to get certified to take over that job. Temporarily, a gentleman from Aston has been making inspections for us.

In the process, we discovered that our health inspection fees are well below what they should be at this time. At the next Board of Health Meeting, we will be going over that information. If

anyone has any interest in that, they should show up at the Board of Health Meeting to make any comments on this issue. Also, there was a discussion as to whether a physician needs to be on the Board of Health. The First Class Township Code recommends it. It is not a requirement if a physician does not live in the Township. I would ask that we do an advertisement, in case there is a physician that lives in the Township, and would like to volunteer.

Recreation

Recreation had their banquet several weeks ago. It was very successful. Anyone who has not received trophies either for the 07 or 08 athletic seasons, please contact either myself or Tom Breslin, and we will make sure that if you should be getting a trophy you will get it.

Mr. Messina asked what we would be paying for this physician.

Mr. Barr said that the Board of Health is a voluntary Board. Don't expect to get many responses. The First Class Township Code says that they recommend that a physician with at least two years of experience is on the Board if one lives there.

Mr. Giancristoforo said that he understood that we must have a physician.

Mr. Barr said that the last sentence gives you the leeway to not have a physician if there is no one who lives in the town. We can always look for a physician that might not live in the town, but works here that might be acceptable. The Secretary of the Board of Health can be compensated for her work. If the Board feels that it is necessary for the Board to have a physician, then perhaps that could be a source of revenue.

Solicitor's Report – Sam S. Auslander, Esq.

Comcast Contract

Mr. Auslander said that we have begun and are continuing negotiations with Comcast at their request. There isn't a great rush in this since your existing contract does not terminate until 2011, but I think that Comcast is feeling some pressure by virtue of the Verizon FIOS Program, and they would like to lock us in to a new contract.

Sewer Authority Loan

Based on last month's approval of the sewer loan, we anticipate closing on that loan for \$1,150,000.00 to take place November 25th, 2008, and that was earmarked for specific sewer projects throughout the town.

Tax Assessment Appeals

There is an influx of a number of tax assessment appeals that are coming through the pipeline, and will be subject to negotiation trials in the coming months. It is a byproduct of our economy and the real estate valuations going down. We will have to aggressively take a look at the actual valuations on these properties.

Mr. Giancristoforo asked who pays the lion's share, beings that the school district gets the lion's share of the tax dollars out of the taxes.

Mr. Auslander said that in most cases the school district takes the lead on these appeals. When we use Jack Coyle, our real estate appraiser, a division of that cost is always allocated percentage wise.

Engineer's Report – James W. MacCombie, P.E.:

Smart Park Land Development Plan

Tomorrow I will be releasing my review letter for Smart Park Land Development Plan. Mr. Jackson called me several times today with regards to things that they wanted to accomplish. They were disappointed that my brother stopped them. Hopefully, they will address the comments and move forward with their project.

Eagle I Electric

Eagle I. Electric did submit a Revised Plan Submission. I have reviewed it, and that letter will be issued tomorrow, so that they can continue through the process. They are proposing to remove an existing garage and an existing trailer behind their property on Powhatan and replace it with a new 1,075 warehouse, garage structure.

Sewer Line Replacement on Massasoit Street

We had a problem with the sewer line on Massasoit Street. That is in the process of being replaced. It will be done shortly. Mr. Bernauer did a very good job. He got a contractor out there quickly and it should be done shortly.

Water Company

Mr. Giancristoforo asked about the water company. They have been a nightmare for the past six months. Where do we stand?

Mr. MacCombie said that the water company is proposing to mill and resurface Wanamaker Avenue in its entirety. The requirement for paving is that the temperature must be 40 degrees and rising. This week is not a good week for paving, but that is not to say that they cannot do it next week. Typically the cut off for paving is November 14th unless you get permission from the State. Typically the temperatures in November are in the fifties. I don't think that it is going to be a problem. It should be done shortly.

Superintendent Fife said that tomorrow they will have flagmen down there on Wanamaker Avenue to alleviate the traffic problem that we had down yesterday. They will only be blocking one lane.

Manager's Report – October, 2008

Township Manager Report
November 2008

2008 Flu Vaccines

Flu vaccines were administered at the Tincum Township Firehouse on Saturday, November 8. From 10:00am to 2:00pm a total of 466 people were vaccinated by the Delaware County Health Center. Feedback we received from the Health Center personnel was very positive.

Health Officer Inspections:

Ms. Fife and Mr. Talbot, the new interim Health Inspection Officers, are on schedule to review all the food establishments in Town by the end of the year so that all food health licenses are current.

2009 Budget

Residents are reminded that public budget meeting are scheduled for November 19, the first public reading on November 25, and second budget reading on December 15 and budget adoption on December 23.

Secretary's Correspondence

- Letter from Not-To-Be-Forgotten Foundation

This letter is a request from the Not-To-Be-Forgotten Foundation to use Governor Printz Park for a fundraising event.

ON A MOTION by Dennis Arthur, second by Pat Barr to approve the request of the Not-To-Be-Forgotten Foundation to use Governor Printz Park on May 16th, 2009 for a Turtle Race to be launched into the Delaware River, which is a fundraising event to help seniors with their home heating oil expenses by a unanimous voice vote.

- Letter from Tincum 8th Grade Class of 2009

ON A MOTION by Thomas Giancristoforo, second by Joseph Wunder to approve the request of the Tincum 8th Grade Class to hold a Bingo on Friday, February 6th, 2009 using the Community Room for approximately 3:30 p.m. until 11:00 p.m. for a fundraiser by a unanimous voice vote.

- Letter from Shelia Cooper for Joe Cooper & Crystal Taylor

ON A MOTION by Dennis Arthur, second by Pat Barr to table the request of Sheila Cooper to use Governor Printz Park on July 11th, 2009 for a wedding ceremony at approximately 5:00 p.m. with set up before the ceremony by a unanimous roll call vote.

OTHER BUSINESS

There was no other business.

ADJOURN OF BUSINESS PORTION OF MEETING

ON A MOTION by Thomas Giancristoforo, second by Joseph Wunder to adjourn the business portion of the meeting by a unanimous voice vote.