

**TOWNSHIP OF STROUD**

**BOARD OF SUPERVISORS**

**MEETING MINUTES**

**RE-ORGANIZATIONAL MEETING, JANUARY 6, 2020, 7:00 P.M.**

Mrs. Wilkins called the meeting to order at 7:00 P.M., with the Pledge of Allegiance, at the Stroud Township Municipal Center, 1211 North Fifth Street, Stroudsburg, Pa. Also present were Supervisor, Jennifer Shukaitis; Supervisor Edward C. Cramer; Township Manager, Daryl Eppley; Township Solicitor, Todd Weitzmann; Administrative and Recording Secretary, Janice Willey.

Mrs. Wilkins said before our regular meeting agenda, we have our Re-organizational Meeting and she turned the meeting over to our Solicitor, Todd Weitzmann to open and close nominations for Chairperson. Mr. Weitzmann said as is the custom, the solicitor will open the floor for nominations for the position of Chairperson for Board of Supervisors and he asked if we have anyone who wants to nominate someone for the position. Mr. Cramer **nominated Christine A. Wilkins as Chairwoman of the Board of Supervisors.** Mr. Weitzmann asked if there were any other nominations, Mr. Weitzmann said that being there were no other nominations, called for a vote. All in favor of appointing Christine A. Wilkins as Chair of the Board of Supervisors, signify by saying aye. Mr. Cramer and Ms. Shukaitis voted aye. Mrs. Wilkins abstained from voting. Motion carried 2-0.

Mr. Weitzmann turned the meeting over to Township Manager, Daryl A. Eppley. Mr. Eppley asked for a motion to **elect Vice-Chairwoman.** Mr. Cramer moved to **nominate Jennifer Shukaitis as Vice-Chairwoman.** Mrs. Wilkins seconded the motion. Mr. Cramer and Mrs. Wilkins voted aye. Ms. Shukaitis abstained from voting. Motion carried 2-0. Mr. Eppley asked for a motion to **appoint and affirm Christine A. Wilkins, Secretary,** Ms. Shukaitis moved to **appoint and affirm Christine A. Wilkins as Secretary.** Mr. Cramer seconded the motion. Ms. Shukaitis and Mr. Cramer voted aye, motion carried 2-0. Mr. Eppley said we need to **appoint and affirm Assistant Secretary Jennifer Shukaitis.** Mr. Cramer moved to **appoint and affirm Jennifer Shukaitis as Assistant Secretary.** Mrs. Wilkins seconded the motion. Mr. Cramer and Mrs. Wilkins voted aye, motion carried 2-0. Mr. Eppley said we need to **appoint and affirm Supervisor/Assistant Treasurer, Edward Cramer.** Ms. Shukaitis moved to **appoint and affirm Supervisor/Assistant Treasurer, Edward C. Cramer.** Mrs. Wilkins seconded the motion. Ms. Shukaitis and Mrs. Wilkins voted aye, motion carried 2-0. Mr. Eppley said that we need to **appoint and affirm Daryl A. Eppley as Treasurer.** Mrs. Wilkins moved to **appoint and affirm Daryl A. Eppley as Treasurer.** Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously. Mr. Eppley said that we need to **appoint and affirm Daryl A. Eppley as Township Manager.** Mr. Cramer moved to **appoint and affirm Daryl A. Eppley as Township Manager.** Ms. Shukaitis seconded the motion. All voted aye. Motion carried unanimously. Mr. Eppley said that we need to **re-appoint Board of Supervisors Administrative and Recording Secretary, Janice Willey.** Mr. Cramer moved to **re-appoint Janice Willey as Board of Supervisor Administrative and Recording Secretary.** Mrs. Wilkins seconded the motion. All voted aye. Motion carried unanimously. Mr. Eppley said to **re-appoint and affirm Public Works Superintendent, Douglas Walker.** Mr. Cramer moved to **re-appoint and affirm Public Works Superintendent, Douglas Walker.** Ms. Shukaitis seconded the motion. All voted aye. Motion carried unanimously.

Mr. Eppley said that the following **re-appoint or appoint positions as follows:** **Vacancy Board Member – Hester Deetz.** Ms. Shukaitis **moved to re-appoint Hester Deetz as Vacancy Board Member.** Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously. **Zoning Officer & Code Enforcement Officer – H.M. Beers, Inc.,** Mr. Cramer moved to **re-appoint Zoning Officer & Code Enforcement Officer, H.M. Beers, Inc.** Ms. Shukaitis seconded the motion. All voted aye. Motion carried unanimously. **Re-appoint Planning Administrator and Staff Engineer – Donna Alker, P.E.** Ms. Shukaitis moved to **re-appoint Planning Administrator and Staff Engineer, Donna Alker, P.E.** Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously. **Re-Appoint H.M. Beers, Inc. As Township Sewage Enforcement Officer.** Mr. Cramer moved to **re-appoint H.M. Beers, Inc. as Township Sewage Enforcement Officer.** Ms. Shukaitis seconded the motion. All voted aye. Motion carried unanimously. **Re-appoint SFM Consulting, LLC As Zoning Officer and Code Enforcement Officer.** Ms. Shukaitis moved to **re-appoint SFM Consulting, LLC As Zoning & Code Enforcement Officer.** Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously. **Re-appoint Alternate Sewage Enforcement Officer – David Manter.** Ms. Shukaitis moved to **re-appoint alternate Sewage Enforcement Officer, David Manter.** Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously. **Re-appoint Emergency Management Coordinator**

– **Mark Philips.** Mr. Cramer moved to re-appoint Emergency Management Coordinator, Mark Philips. Ms. Shukaitis seconded the motion. All voted aye. Motion carried unanimously.

Mr. Eppley said that next we need to **appoint or re-appoint Volunteer Board Members for the year 2020:**  
**Planning Commission:** Mrs. Wilkins moved to re-appoint Taylor Wenck for a 4-year term ending 1-1-2024. Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously. Mr. Cramer moved to re-appoint John Christy for a 4-year term ending 1-1-2024. Ms. Shukaitis seconded the motion. All voted aye. Motion carried unanimously. **Zoning Hearing Board:** Mr. Cramer moved to appoint Kenneth Pickett, as voting member for a 2-year term ending 1-1-2022. Ms. Shukaitis seconded the motion. All voted aye. Motion carried unanimously. Ms. Shukaitis moved to appoint Timothy Malefyt as an alternate member to the Zoning Hearing Board for a 3-year term ending 1-1-2023. Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously. **Stroud Township Sewer Authority:** Mr. Cramer moved to re-appoint Robert Kelly for a 5-year term ending 1-1-2025. Ms. Shukaitis seconded the motion. All voted aye. Motion carried unanimously. **Environmental Advisory Council:** Ms. Shukaitis moved to re-appoint Daryl A. Eppley for a 3-year term ending 1-1-2023. Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously. **Uniform Construction Code Appeals Board:** Mr. Cramer moved to re-appoint Daniel Henning for a 1-year term ending 1-1-2021. Ms. Shukaitis seconded the motion. All voted aye. Motion carried unanimously. Ms. Shukaitis moved to re-appoint Robert W. Masten Jr. for a 1-year term ending 1-1-2021. Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously. Mr. Cramer moved to re-appoint Nate Oiler for a 1-year term ending 1-1-2021. Ms. Shukaitis seconded the motion. All voted aye. Motion carried unanimously. **Non-Uniform Pension Plan Board:** Mrs. Wilkins moved to re-appoint Edward C. Cramer for a 1-year term ending 1-1-2021. Ms. Shukaitis seconded the motion. All voted aye. Motion carried unanimously. Mr. Cramer moved to re-appoint Sharon Grover for a 1-year term ending 1-1-2021. Ms. Shukaitis seconded the motion. All voted aye. Motion carried unanimously. Mrs. Wilkins moved to appoint Douglas Walker for a 1-year term ending 1-1-2021. Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously. Ed Cramer moved to appoint Daryl A. Eppley for a 1-year term ending 1-1-2021. Ms. Shukaitis seconded the motion. All voted aye. Motion carried unanimously. **Stroud Area Regional Police Commission:** Ms. Shukaitis moved to re-appoint Rodney Baechtold for a 3-year term ending 1-1-2023. Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously. **Brodhead Creek Regional Authority:** Mr. Cramer Moved to re-appoint Taylor Wenck for a 5-year Term ending 1-1-2025. Ms. Shukaitis seconded the motion. All voted aye. Motion carried unanimously. **Hamilton-Stroud-Pocono-Stroudsburg Comprehensive Plan Update Committee:** Mrs. Wilkins moved to appoint Jennifer Shukaitis to a 2-year term ending 1-1-2022. Mr. Cramer seconded the motion. Mrs. Wilkins and Mr. Cramer voted aye, motion carried 2-0. Ms. Shukaitis moved to appoint Donna Alker, P.E. to a 2-year term ending 1-1-2022. Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously. Mr. Cramer moved to appoint Daryl A. Eppley to a 2-year term ending 1-1-2022. Ms. Shukaitis seconded the motion. All voted aye. Motion carried unanimously.

**Appoint or Re-appoint Departmental Administrators, Representatives or Liaisons for Year 2020.** Mrs. Wilkins moved to re-appoint Edward C. Cramer as Sewer Authority Liason for a 1-year term ending 1-1-2021. Ms. Shukaitis seconded the motion. Mrs. Wilkins and Ms. Shukaitis voted aye, motion carried 2-0. Mr. Cramer moved to appoint Christine A. Wilkins as C.O.G. Representative for a 1-year term ending 1-1-2021. Ms. Shukaitis seconded the motion. Mr. Cramer and Ms. Shukaitis voted aye, motion carried 2-0. Mrs. Wilkins moved to appoint Jennifer Shukaitis as Alternate C.O.G. Representative for a 1-year term ending 1-1-2021. Mr. Cramer seconded the motion. Mrs. Wilkins and Mr. Cramer voted aye, motion carried 2-0. Ms. Shukaitis moved to re-appoint Daryl Eppley as Township Physical Plant Director for a 1-year term ending 1-1-2021. Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously. Mr. Cramer moved to re-appoint Daryl A. Eppley as Planning Commission Liaison for a 1-year term ending 1-1-2021. Ms. Shukaitis seconded the motion. All voted aye. Motion carried unanimously. Mr. Cramer moved to re-appoint Daryl A. Eppley as Planning & Zoning Liaison for a 1-year term ending 1-1-2021. Ms. Shukaitis seconded the motion. All voted aye. Motion carried unanimously. Mr. Cramer moved to re-appoint Daryl A. Eppley as Open-Records Officer for a 1-year term ending 1-1-2021. Ms. Shukaitis seconded the motion. All voted aye. Motion carried unanimously. Mr. Cramer moved to re-appoint Sharon Grover as Assistant Open-Records Officer for a 1-year term ending 1-1-2021. Ms. Shukaitis seconded the motion. All voted aye. Motion carried unanimously. Mrs. Wilkins moved to re-appoint Edward C. Cramer as Chief Administrative Officer for Non-Uniform Pension Plan for a 1-year term ending 1-1-2021. Ms. Shukaitis seconded the motion. Mrs. Wilkins and Ms. Shukaitis voted aye, motion carried 2-0. Mrs. Wilkins moved to re-appoint Edward C. Cramer as Delegate to the Monroe County Tax Collection Committee for a 1-year term ending 1-1-2021. Ms. Shukaitis seconded the motion. Mrs. Wilkins and Ms. Shukaitis voted aye, motion carried 2-0. Mrs. Wilkins moved to appoint Jennifer Shukaitis as Alternate to the Monroe County Tax Collection Committee for a 1-year term 1-1-2021. Mr. Cramer seconded the motion. Mrs. Wilkins and Mr. Cramer voted aye, motion carried 2-0. Mr. Cramer moved to appoint Judy Magann as School District Liason for a 1-year term ending 1-1-2021. Ms. Shukaitis seconded the motion. All voted aye. Motion carried unanimously. Ms. Shukaitis moved to re-appoint Terry Eilber as School

District Liason for a 1-year term ending 1-1-2021. Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously.

**Attendance at County, State & National Associations Conventions for year 2020.** Mr. Eppley said next is to approve and authorize attendance of Supervisors, their guests, and designated staff at County, State & National Associations Conventions for year 2020. Mr. Cramer moved to approve and authorize attendance of Supervisors, their guests and designated staff at County, State & National Associations Conventions for year 2020. Ms. Shukaitis seconded the motion. All voted aye. Motion carried unanimously. Mrs. Wilkins moved to name Edward C. Cramer as Voting Delegate to State or National Convention for year 2020. Ms. Shukaitis seconded the motion. Mrs. Wilkins and Ms. Shukaitis voted aye, motion carried 2-0. Mrs. Wilkins moved to name Jennifer Shukaitis as Alternate Voting Delegate to State or National Convention for year 2020. Mr. Cramer seconded the motion. Mrs. Wilkins and Mr. Cramer voted aye, motion carried 2-0. Ms. Shukaitis moved to approve conferees attendance at their regular rate of compensation and other approved expenses for year 2020. Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously.

Mr. Eppley said that next is the **Adoption of Re-Organizational Resolutions as follows: 2020-01 – Ratify Year 2020 General Fund Budget – Apply Fund Balance Excess Moneys To Operating Reserve Fund.** Mr. Cramer moved to adopt Resolution No. 2020-01 ratify year 2020 General Fund Budget – apply any fund balance excess moneys to Operating Reserve Fund. Ms. Shukaitis seconded the motion. All voted aye. Motion carried unanimously. **2020-02 – Fix Tax Rate at 2.58 mils for year 2020 for the General Fund.** Ms. Shukaitis moved to adopt Resolution No. 2020-02 fix tax rate at 2.58 mils for year 2020 General Fund. Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously. **2020-03 – Authorizing Payment of Re-Occurring Monthly Bills (such as utilities, etc.) without individual approval each month.** Mr. Cramer moved to adopt Resolution 2020-03 authorizing payment of re-occurring monthly bills (such as utilities, etc.) without individual approval each month. Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously. **2020-04 – Approve Township Depositories for Year 2020.** Mr. Cramer moved to adopt Resolution No. 2020-04 approving Township Depositories for year 2020. Ms. Shukaitis seconded the motion. All voted aye. Motion carried unanimously. **2020-05 – Appointing Township Financial Auditor for Board of Supervisors for year 2020 – Campbell, Rappold & Yurasitis LLP, CPAs.** Ms. Shukaitis moved to adopt Resolution No. 2020-05 appointing Township Financial Auditor for Board of Supervisors for year 2020 - Campbell, Rappold & Yurasitis LLP, CPAs. Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously. **2019-06 – Appointing Sewer Authority Financial Auditor for year 2020 – Campbell, Rappold & Yurasitis LLP, CPAs.** Mr. Cramer moved to adopt Resolution No. 2020-06 appointing Sewer Authority Financial Auditor for year 2020 - Campbell, Rappold & Yurasitis LLP, CPAs. Ms. Shukaitis seconded the motion. All voted aye. Motion carried unanimously. **2020-07 – Setting Bond Amounts for Township Treasurer & Other Appointed Officials for year 2020.** Ms. Shukaitis moved to adopt Resolution No. 2020-07 setting bond amounts for Township Treasurer & other appointed officials for year 2020. Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously. **2020-08 – Appoint All Non-Uniform Non-Elected Employees To Current Positions, and Establishing Their Compensation For The Year 2020 As Set Forth On The Attached Schedule Of Non-Uniformed Employees 2020 Wages.** Mr. Cramer moved to adopt Resolution 2020-08 appointing all non-uniform non-elected employees to current positions and establishing their compensation for the year 2020 as set forth on the attached schedule of Non-Uniformed Employees 2020 wages. Mrs. Shukaitis seconded the motion. All voted aye. Motion carried unanimously. **2020-09 – Adopt Non-Uniformed Employee Benefits for Year 2020.** Ms. Shukaitis moved to adopt Resolution No. 2020-09 adopting non-uniformed employee benefits for year 2020. Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously. **2020-10 – Approve Volunteer Firemen and Volunteer Ambulance Workers, If Warranted, To Be Covered Under Workers Compensation Insurance for Year 2020.** Mr. Cramer moved to adopt Resolution No. 2020-10 approving volunteer firemen and volunteer ambulance workers, if warranted, to be covered under Workers Compensation Insurance for year 2020. Ms. Shukaitis seconded the motion. All voted aye. Motion carried unanimously. **2020-11 – Establishing Mileage Reimbursement for Year 2020 at the currently approved IRS Rate.** Ms. Shukaitis moved to adopt Resolution No. 2020-11 establishing mileage reimbursement for year 2020 at the currently approved IRS rate. Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously. **2020-12 Authorizing Employee Participation In Deferred Compensation & Savings Plan for Year 2020.** Ms. Shukaitis moved to adopt Resolution No. 2020-12 authorizing employee participation in Deferred Compensation & Savings Plan for year 2020. Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously. **2020-13 - Appoint Morgan Stanley Wealth Management as Depository & Fund Manager for Non-Uniform Pension Plan for Year 2020.** Mr. Cramer moved to adopt Resolution No. 2020-13 appointing Morgan Stanley Wealth Management as Depository & Fund Manager for Non-Uniform Pension Plan for year 2020. Ms. Shukaitis seconded the motion. All voted aye. Motion carried unanimously. **2020-14 – Appoint Edward C. Cramer to be Chief Administrative Officer for Non-Uniformed Employees Pension Board for year 2020.** Mrs. Wilkins moved to adopt Resolution No. 2020-14 appointing Edward C. Cramer as Chief Administrative Officer for the

**Non-Uniformed Employees Pension Board for year 2020** Ms. Shukaitis seconded the motion. Mrs. Wilkins and Ms. Shukaitis voted aye, motion carried 2-0. **2020-15 – Appoint Monroe County Tax Collection Committee as Tax Collector for E.I.T. and L.S.T. Taxes for year 2020.** Mr. Cramer moved to **adopt Resolution No. 2020-15 appointing Monroe County Tax Collection Committee as Tax Collector for E.I.T. and L.S.T. taxes for year 2020.** Ms. Shukaitis seconded the motion. All voted aye. Motion carried unanimously. **2020-16 – Approve Salary, Continuing Education and Supply Costs for Local Tax Collector Wendy Bogart-Shiffer for Collection of Real Estate Taxes for Year 2020.** Ms. Shukaitis moved to **adopt Resolution No. 2020-16 approving salary, continuing education and supply costs for local Tax Collector, Wendy Bogart-Shiffer for collection of real estate taxes for year 2020.** Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously. **2020-17 – Appoint A Tax Hearing Officer Under Act 50 of 1998 for Year 2020 - Monroe County Tax Collection Committee.** Ms. Shukaitis moved to **adopt Resolution No. 2020-17 appointing Tax Hearing Officer under Act 50 of 1998 for year 2020 - Monroe County Tax Collection Committee.** Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously. **2020-18 - Authorizing Tax Claim Bureau To Dispose Of Township Properties In The County Repository for Year 2020.** Mr. Cramer moved to **adopt Resolution No. 2020-18 authorizing Tax Claim Bureau to dispose of township properties in the county repository for year 2020.** Ms. Shukaitis seconded the motion. All voted aye. Motion carried unanimously. **2020-19 - Adopt Township Fee Schedule For Year 2020.** Mr. Cramer moved to **adopt Resolution No. 2020-19 adopting township fee schedule for year 2020.** Ms. Shukaitis seconded the motion. All voted aye. Motion carried unanimously. **2020-20 – Appointing Township Engineers for Year 2020 and adopt their respective 2020 fee schedules.** Ms. Shukaitis moved to **adopt Resolution No. 2020-20 appointing Township Engineers for year 2020 and adopt their respective 2020 fee schedules: Donna Alker, P.E., Staff Engineer; Reilly Associates, Primary Engineer; Reilly Associates, Traffic Engineer; RKR Hess Associates, Alternate Township Engineer; Reilly Associates, Sewer Authority Engineer; RKR Hess Associates, Bridge and Culvert Engineers and RKR Hess Associates, Joint Landfill Monitoring Engineer.** Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously. **2020-21 – Appointing Township Solicitors for Year 2020.** Mr. Cramer moved to **adopt Resolution No. 2020-21 appointing Township Solicitors for year 2020: Todd Weitzmann, Esq., Supervisors’ Primary Attorney; Richard E. Deetz, Esq., Supervisors’ Alternate Attorney; Joseph McDonald, Esq., ZHB Primary Attorney; Jeffrey Durney, Esq., Zoning Hearing Board Alternate Attorney; William B. Cramer, Planning Commission Primary Attorney; Todd Weitzmann, Planning Commission Alternate Attorney; Thomas Heimbach, Supervisors’ Labor Attorney; H. Clark Connor, Sewer Authority Attorney; Richard E. Deetz, Sewer Authority Alternate Attorney and Richard E. Deetz, Attorney, Building Code Appeals Board Solicitor.** Ms. Shukaitis seconded the motion. All voted aye. Motion carried unanimously. **2020-22 - Appoint Morgan Stanley Wealth Management as Depository and Fund Manager for the Chipperfield House Escrow Account for 2020.** Mr. Cramer moved to **adopt Resolution No. 2020-22 appointing Morgan Stanley Wealth Management as Depository and Fund Manager for the Chipperfield House Escrow Account for 2020.** Ms. Shukaitis seconded the motion. All voted aye. Motion carried unanimously. **2020-23 – Approve Joint Municipal Auction of Surplus Property for Year 2020.** Ms. Shukaitis moved to **approve Joint Municipal Auction of Surplus Property for year 2020.** Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously. **2020-24 – Establishing Meeting Dates & Times for Year 2020.** Ms. Shukaitis moved to **adopt Resolution No. 2020-24 establishing meeting dates & times for year 2020.** Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously. **2020-25 – Appoint Pocono Heritage Land Trust as Monitoring Agent for Land Conservation Easements within Stroud Township for 2020.** Mr. Cramer moved to **adopt Resolution No. 2020-25 appointing Pocono Heritage Land Trust as Monitoring Agent for Land Conservation Easements within Stroud Township for 2020.** Ms. Shukaitis seconded the motion. All voted aye. Motion carried unanimously. **2020-26 – Authorize Township Tax Collector to Charge Fees for Tax Certification Letters.** Ms. Shukaitis moved to **adopt Resolution No. 2020-26 authorizing Township Tax Collector to charge fees for tax certification letters.** Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously. **2020-27 – Appoint Building Code Inspector for the Year 2020 – SFM Consulting, LLC as Primary Inspection Company and Barry Isett & Associates, Inc. as Alternate Inspection Company.** Mr. Cramer moved to **adopt Resolution No. 2020-27 – Appointing SFM Consulting, LLC as Primary Inspection Company and Barry Isett & Associates, Inc. as Alternate Inspection Company.** Ms. Shukaitis seconded the motion. All voted aye. Motion carried unanimously. **2020-28 – Authorizing Transfer of Unencumbered Funds From One Township Account to Another.** Mr. Cramer moved to **adopt Resolution No. 2020-28 authorizing transfer of unencumbered funds from one township account to another.** Ms. Shukaitis seconded the motion. All voted aye. Motion carried unanimously. **2020-29 – Authorizing Transfer Of Unencumbered Funds From One Glen Brook Golf Course Account To Another.** Ms. Shukaitis moved to **adopt Resolution No. 2020-29 authorizing transfer of unencumbered funds from One Glen Brook Golf Course Account to another.** Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously.

Chairwoman said that concludes our **Re-Organizational Meeting for January 6, 2020 and called for a motion to close the meeting.** Mr. Cramer **moved to close the Re-Organizational meeting at 7:17 P.M.** Ms. Shukaitis seconded the motion. All voted aye. Motion carried unanimously.

Respectfully submitted,  
Janice Willey  
Administrative and Recording Secretary