



Scott Township Board of Commissioners Voting

Scott Township
Tuesday, November 25, 2025 at 7:30 PM EST
301 Lindsay Rd Carnegie Pa 15106 and Zoom

Interviews for the Assistant Township Manager position were conducted from 6:00 PM-6:45 PM.

Public Hearing

A public hearing on vacating the unopened alley bordering parcels 101-P-65, 101-P-52 and 101-P-60 with the intent that after the alley is vacated it would be part of the Russman Plat Adjustment Subdivision Plan as recommended by the Planning Commission was conducted at 7 PM

Call to Order, Moment of Prayer, and Pledge of Allegiance

Roll Call: Eileen Meyers - Present
Jane Sorcan - Present
Stacey Altman, President - Present
Samuel Dalfonso, Esq. – Present
Thomas Castello, Esq. - Present

Michelle Sedlak – Present
Nick Seibel – Present via Zoom
Kathleen Gazda - Present
Angela Wateska - Present

Also Present:

Denise Fitzgerald - Township Manager
Karla McGill - Finance Director
Marie Hartman - Engineer
John Vogel, Esq. – Solicitor
Mark Mox – Planning, Zoning and Enforcement Officer
Matthew Podsiadly, Chief of Police
Michael Rudolph, Interim Administrative Assistant

Meeting Details:

<https://us06web.zoom.us/j/81201902152?pwd=Iw659b1DFxRTXaY4M24egp1VbepjW6.1,+13863475053>

Meeting ID: 81201902152

Prayer and Pledge of Allegiance

Ms. Altman stated that she wished everyone a good evening and “welcome esteemed family and friends.” Ms. Altman called the meeting to order with a prayer and a pledge of allegiance.

Proclamation

Ms. Altman stated, “we have a very special proclamation for Ace Kowoalo.” Ms. Altman stated Mr. Kowalo retired from the Scott Township Police Department 33 years ago. Mr. Kowalo stated he retired 32 years ago. Ms. Altman stated “again thank you everyone for being here tonight.” Ms. Altman stated that Ms. Gazda is head of public safety and would read the proclamation.

Mr. Vogel stated "after that we will change the agenda for the item we want to add." Ms. Altman stated "yep."

Ms. Gazda read the proclamation:

Township of Scott Proclamation, Recognizing Chief John "Ace" Kowalo.

WHEREAS, the Scott Township Board of Commissioners wishes to recognize former Police Chief John "Ace" Kowalo for his decades of service to the residents of this Township; and

WHEREAS, John Kowalo joined the Police Department in 1959 as a Patrolman, rose to the rank of Lieutenant in 1969, was named Chief of Police in 1984 and entered retirement in 1993; and **WHEREAS**, early in his career Officer Kowalo was recognized for his heroism when he inched his way across a 14-inch wet girder 90 feet over Whiskey Hollow Run in high winds to lead a distraught man to safety, a testament to his dedication and readiness to serve in any capacity needed; and

WHEREAS, Chief "Ace" Kowalo was instrumental in introducing the DARE program to our schools and making Scott Township a central training center for annual police vehicle code and legal updates, among other accomplishments; and

NOW, THEREFORE BE IT FURTHER RESOLVED, with appreciation for thirty-three years of exemplary service, contributing to the safety and well-being of our community with unwavering commitment and professionalism, the Board of Commissioners extends sincere best wishes in the future.

Ms. Gazda gave Mr. Kowalo the proclamation. Ms. Altman stated "I have something else for you on behalf of the board of commissioners and managers." Ms. Altman stated to Mr. Kowalo "you have our sincerest condolences." Ms. Altman went to Mr. Kowalo and gave him a card and gift.

Dave Calabria also gave Mr. Kowalo a plaque with his face on it to be displayed in the police station.

Mr. Kowalo stated "he grew up here." Mr. Kowalo stated he married his wife in 1957 and joined the department in 1959. Mr. Kowalo stated that he spent his entire life in Scott Township and "couldn't ask for anything more" of it. Mr. Kowalo stated that he has "met so many people and have so many friends." Mr. Kowalo told the board "I cannot thank you enough" and "this is the most valuable gift that he has ever had."

Ms. Altman stated "there's no need to thank us we are honored to have you here tonight." There was then applause. Ms. Altman stated "we are going to continue with our meeting. We will not be offended if you guys don't want to stay for it."

Approval of Agenda

Mr. Altman requested a motion to approve the agenda. Mr. Vogel stated that they should amend it and then approve it. Mr. Vogel cited a recent State Supreme Court ruling of the 24 hour rule no longer being in effect. Mr. Vogel requested that the agenda be reworded to say

“motion to approve vacating the unopened alley bordering parcels 101-P-65, 101-P-52 and 101-P-60 with the intent that after the alley is vacated it would be part of the Russman Plat Adjustment Subdivision Plan. An Ordinance on the vacation will be considered in January.” Ms. Altman asked if there were any other amendments to the agenda. Ms. Altman then requested a motion to approve the agenda. Mr. Castello motioned and then Ms. Sedlak seconded the motion. Ms. Altman asked if there were any questions on the agenda.

Mr. Vogel stated that there needed to be a separate vote on the amendment. Mr. Castello motioned to approve the amendment. Ms. Sedlak made a motion to second it. Ms. Altman asked if there were any questions on the amendment.

All in favor

Motion Carries (9-0)

Ms. Altman requested an approval to submit the agenda as amended. Ms. Altman stated that Mr. Castello made the first and Ms. Sedlak seconded it. Ms. Altman asked Mr. Castello and Ms. Sedlak if they were both okay with that. Ms. Sedlak stated yes. Mr. Castello stated yes. Ms. Altman asked if there were any more questions from the board.

All in favor

Motion Carries (9-0)

Public Relations Report

Ms. Altman requested a motion to approve a proclamation for John "Ace" Kowalo. Ms. Gazda motioned. Ms. Sedlak seconded the motion.

All in favor

Motion Carries (9-0)

Public Comments on all Agenda Items Listed Below

No public comments were received.

Motion to approve

Ms. Altman requested a motion to approve the bill list for September in the amount of \$3,188,836.98. Motioned by Ms. Wateska, seconded by Mr. Castello.

All in favor

Motion carried (9-0)

Motion to approve

Ms. Altman requested a motion to approve the meeting minutes from October 28, 2025 and November 11, 2025. Motioned by Ms. Sorcan, seconded by Mr. Dalfonso.

All in favor

Motion carried (9-0)

Planning, Zoning and Code Enforcement

Ms. Altman requested a motion to appoint Mr. Trevor Tizzard to the Planning Commission to fill Ms. Sorcan's term that expires on September 1, 2027. Ms. Sorcan motioned, second by Ms. Sedlak. Mr. Dalfonso asked "was this the British gentleman?" Ms. Altman replied yes.

All in favor

Motion carried (9-0)

Motion to Approve

Ms. Altman requested a motion to approve the Russman Plat Adjustment Subdivision Plan to consolidate parcels 101-P-65, 101-P-52, 101-P-60 and the vacated unopened alley and then create a new boundary line, creating two parcels 101-P-60 and 101-P-52, as recommended by the Planning Commission, subject to satisfying the comments of the Township Engineer Review letter dated Oct. 22, 2025 and the Allegheny County Economic Development Review letter dated Oct. 3, 2025.

Mr. Vogel requested to table this because under the process we want to after the vote approving the vacation happens, it "goes down to the county. We have to submit some papers for that. After they approve the subdivision then we pass an ordinance vacating the alley formally." Ms. Altman told Mr. Vogel that he "should have said that before I read all that." Mr. Dalfonso motioned to table this. Mr. Castello seconded the motion.

All in favor

Motion is tabled. (9-0)

Motion to Ratify

Ms. Altman requested a motion to ratify the advertisement of the public hearing on vacating the unopened alley bordering parcels 101-P-65, 101-P-52 and 101-P-60 with the intent that after the alley is vacated it would be part of the Russman Plat Adjustment Subdivision Plan as recommended by the Planning Commission. Motioned by Mr. Castello, seconded by Ms. Meyers.

All in favor

Motion carries (9-0)

Motion to Approve

Ms. Altman requested a motion to approve the Yinzer Subdivision Plan to consolidate parcels 101-S-270 and 101-D-75 as recommended by the Planning Commission, subject to satisfying the comments of the Township Engineer Review Letter dated Nov. 3, 2025 and the Allegheny County Economic Development Review letter dated Oct. 8, 2025. Ms. Sedlak motioned, seconded by Ms. Sorcan.

All in favor

Motion carries (9-0)

Motion to Approve

Ms. Altman requested a motion to approve or deny the advertising of an ordinance for vacating the unopened alley bordering parcels 101-P-65, 101-P-52 and 101-P-60 with the intent that after the alley is vacated it would be part of the Russman Plat Adjustment Subdivision Plan as recommended by the Planning Commission. Mr. Castello motioned, seconded by Ms. Wateska.

All in favor

Motion carries (9-0)

Motion to approve

Ms. Altman deferred to Mr. Vogel to have him read the motion. Mr. Vogel stated that this was a motion to approve vacating the unopened alley bordering parcels 101-P-65, 101-P-52 and 101-P-60 with the intent that after the alley is vacated it would be part of the Russman Plat Adjustment Subdivision Plan. An Ordinance on the vacation will be considered in January. Motioned by Mr. Castello, seconded by Ms. Sedlak.

All in favor

Motion carries (9-0)

Solicitor's Report

Mr. Vogel did not have any updates.

Engineer's Report

Vote to approve

Ms. Hartman requested a motion to approve Partial Payment No. 2 submitted by LM&R Excavating, LLC in the amount of \$225,862.25 for work completed between October 1, 2025 and November 1, 2025 for the 2024 Stormwater Improvements Project. Motioned by Ms. Gazda, seconded by Mr. Castello.

All in favor

Motion carried (9-0)

Vote to Approve

Ms. Hartman requested a motion to approve Resolution 1109-25 authorizing Manager Denise H. Fitzgerald to execute the Chapter 105 Permit Application on behalf of Scott Township for the Scrubgrass Stream Restoration. Ms. Wateska motioned, seconded by Ms. Meyers.

All in favor

Motion carried (9-0)

Vote to Approve

Ms. Hartman requested a motion to approve the Invoice submitted by Jet Jack, Inc. dated October 31, 2025 in the amount of \$10,800 for preconstruction hydroexcavation completed for the North Wren Storm Sewer and Sanitary Sewer Improvements Project. Motioned by Ms. Wateska, seconded by Mr. Dalfonso. Ms. Wateska motioned, seconded by Ms. Meyers.

All in favor

Motion carried (9-0)

Vote to Approve

Ms. Hartman requested a motion to approve Resolution 1110-25 to request funding in the amount of \$920,000 from the Commonwealth Financing Authority LSA program for The Oaks Stormwater Improvements Project. Motioned by Ms. Sedlak, seconded by Ms. Sorcan.

All in favor

Motion carried (9-0)

Vote to Approve

Ms. Hartman requested a motion to approve Change Order No. 1 (Final) submitted by Mele & Mele & Sons, Inc. in the deduct amount of \$36,050.79 to reflect the measurement of final in-place quantities and work completed for the 2024 Roadway Improvement Program. Motioned by Mr. Dalfonso, seconded by Ms. Wateska.

All in favor

Motion carried (9-0)

Vote to Approve

Ms. Hartman requested a motion to approve Partial Payment No. 2 (Final) submitted by Mele & Mele & Sons, Inc. in the amount of \$87,781.92 for work completed for the 2024 Roadway Improvement Program. Motioned by Mr. Dalfonso, seconded by Ms. Wateska.

All in favor

Motion carried (9-0)

Vote to Approve

Ms. Hartman requested a motion to approve Change Order No. 1 submitted by El Grande Industries, Inc. extending the contract time of completion to perform outstanding milling, resurfacing and thermoplastic line striping on Carothers Avenue by May 15, 2026 at no cost; and installing temporary line striping and repair of the low spot. at Caro Street; for the 2025 Roadway Improvement Program. Ms. Hartman stated that this was discussed

Ms. Meyers asked when they would finish as she saw that they finished the line striping. Ms. Hartman stated she would follow up with them. Mr. Castello asked if this would fix the bumping problem, Ms. Meyers stated "correct me if I'm wrong but this is temporary." Motioned by Ms. Meyers, seconded by Mr. Castello. Mr. Dalfonso asked if May 1st was "really the earliest day they can start paving?" Ms. Hartman stated that it was the minimal day they could start, and that they can start earlier.

All in favor

Motion carried (9-0)

Vote to Approve

Ms. Hartman requested a motion to approve Change Order No. 1 (Final) submitted by Michael Facchiano Contracting, Inc. in the deduct amount of \$79,609.10 to reflect final in-place quantity adjustment and work completed for the Lindsay Road Phase II Project. Motioned by Mr. Castello, seconded by Ms. Sorcan.

All in favor

Motion carried (9-0)

Vote to Approve

Ms. Hartman requested a motion to approve Partial Payment No. 1 in the amount of \$119,075.98 submitted by Michael Facchiano Contracting, Inc. for work completed for the Lindsay Road Improvements Phase II Project. Motioned by Mr. Castello, seconded by Ms. Meyers.

All in favor

Motion carried (9-0)

Vote to Approve

Ms. Hartman requested a motion to approve Partial Payment No. 2 in the amount of \$144,967.87 submitted by Michael Facchiano Contracting, Inc. for work completed for the Lindsay Road Improvements Phase II Project. Motioned by Mr. Castello, seconded by Ms. Sorcan.

All in favor

Motion carried (9-0)

Ms. Hartman stated that “we will have payment request number 3 for the next meeting and will be able to close out Facchiano for this year.”

Vote to Approve

Ms. Hartman requested a discussion regarding Bid Opening held November 21, 2025 and Award for the Sewershed C-53 Source Flow Reduction and Sanitary Sewer Improvements Project. We had a bid opening Nov 21 for the C-53 project, which is a required Alcosan 10% project that we need to undertake for the consent order. We had 8 contractors pick up the bids. 3 submitted it. Low bid was submitted by Cronin Enterprises with a base bid of \$679,226.65, and an add alternate price of \$114,000. The add alternate was for additional manhole lining and waterproofing. Ms. Hartman stated that Cronin was the contractor on phase 2 of the Ponds Project and already working in the township.

Ms. Hartman stated “the second bidder was JetJack. We’ve had JetJack here before. The third bidder was Roto-Rooter Services Company. We’ve never had them on the job and their price was high at \$1.15 million. We are familiar with Cronin. If you so choose to make the motion you can award the base bid and the add alternate for this project.”

Ms. Altman requested a motion. Motioned by Mr. Castello, seconded by Mr. Seibel. Ms. Altman asked if the board had any questions. Mr. Seibel asked if Cronin had ever done any sewer work. Mr. Altman stated “I know that they are currently doing the sidewalk project on Greentree Road.” Ms. Hartman stated that they’ve had them on similar projects such as pipe replacement, pipe lining. Ms. Hartman stated that they typically subcontract to JetJack or State Pipes, both of whom have worked in the township. Ms. Hartman stated “I do not have any issues with Cronin. We need to decide if we are doing base bid or base and alternate.” Ms. Fitzgerald asked Ms. Hartman what the estimate on the project was. Ms. Hartman stated “I don’t have the estimate with me. Denise, we have... I think we should probably pull what we had the budget for before we finalize the number.”

Ms. Altman asked how soon the board wanted to award the bid. Ms. Hartman stated “It’s up to you.” Ms. Altman stated “We can wait. Anybody feel more comfortable getting more information? Does it put us behind?” Mr. Dalfonso stated “yeah, let's wait just to see what we

can budget, if we could do the alternate, if you're saying it's a good price, I don't want to not do it but let's make sure we have the money first. Ms. Hartman stated, "I'm totally fine with that." Ms. Altman stated "Nick and Tom if you two are okay we will table it." Mr. Castello and Mr. Seibel agreed to table the motion.

All in favor.

Motion tabled.

Vote to Approve

Ms. Hartman requested a motion to approve Concurring Resolution 1111-25 authorizing submission of a funding application to SHACOG in the amount of \$50,600 for the Scott Park Community Room ADA Doors. Motioned by Ms. Meyers, seconded by Ms. Sedlak.

All in favor

Motion carried (9-0)

Vote to Approve

Ms. Hartman requested a motion to approve Concurring Resolution 1112-25 authorizing submission of a funding application to SHACOG in the amount of \$78,100 for the Scott Park Lodge Restroom Improvements. Motioned by Ms. Sorcan, seconded by Ms. Sedlak.

All in favor

Motion carried (9-0)

Vote to Approve

Ms. Hartman requested a motion to approve Resolution 1113-25 requesting funding in the amount of \$749,800 from the Commonwealth Financing Authority LSA program for the Municipal Building Generator Renovation Project. Motioned by Ms. Gazda, seconded by Mr. Castello.

All in favor

Motion carried (9-0)

Vote to Approve

Ms. Hartman requested a motion to approve Resolution 1114-25 requesting funding in the amount of \$1,000,000 from the Commonwealth Financing Authority LSA program for the Municipal Building Renovation Project. Motioned by Mr. Dalfonso, seconded by Ms. Sedlak.

All in favor

Motion carried (9-0)

Vote to Approve

Ms. Hartman requested a motion to approve Funding Commitment Letter in the amount of \$495,000 for the Municipal Building Renovation Project. Motioned by Mr. Dalfonso, seconded by Ms. Sorcan.

All in favor

Motion carried (9-0)

Ms. Hartman stated that was all she had unless anyone had any questions. Ms. Altman asked if there were any questions for Marie.

Standing Committee Report - Finance

Motion to Approve

Mr. Castello motioned to approve the payment request from Acrisure Mid-Atlantic Partners Insurance Services, LLC for Actuarial Services from 10/01/2025 – 12/31/2025 for the Police Pension Fund in the amount of \$1,803.75 and the Non-Uniform Pension Fund in the amount of \$1,350.00 (to be paid from the respective Pension Trust Accounts). Seconded by Ms. Wateska.

All in favor

Motion carried (9-0)

Motion to Approve

Mr. Castello motioned to approve the payment request from Marquette Associates for investment consulting services from 05/01/2025 – 09/30/2025 for the Police Pension Fund in the amount of \$15,801.09, and the Non-Uniform Pension Fund in the amount of \$8,138.36 (to be paid from the respective pension trust accounts). Seconded by Ms. Meyers.

All in favor

Motion carried (9-0)

Motion to Approve

Mr. Castello stated "Okay, the next three motions have to do with the budget, and I just want to preface it by thanking everybody, Karla, Denise, all the staff, all the employees, department heads for, uh, making the budget much easier to develop this year. It's a good budget. All the departments sharpened their pens. Based on the current figures as of today, because Karla and Denise are always looking at the numbers, our end funding balance would be a surplus of \$53,651, which would go to our capital reserves. There is no tax increase in here, and I think it's very good and fair budget for all."

Mr. Castello motioned to approve the advertisement of the 2026 budget for public inspection, no tax increase proposed. Ms. Sedlak seconded the motion.

All in favor

Motion carried (9-0)

Motion to Approve

Mr. Castello motioned to approve the advertisement of the 2026 Tax levy ordinance that carries no tax increase on the tax levy. Seconded by Ms. Meyers.

All in favor

Motion carried (9-0)

Motion to Approve

Mr. Castello motioned to approve the advertisement of the 2026 budget ordinance. Seconded by Ms. Gazda.

All in favor

Motion carried (9-0)

Mr. Castello stated, "So what will happen is this will be on the agenda for the December 23rd meeting for vote." Ms. Altman thanked Mr. Castello

Standing Committee Report – Public Safety

Ms. Gazda stated that she did not have any updates.

Standing Committee Report – Public Works

Mr. Seibel stated that he did not have any updates.

Environmental Committee (Sewer Committee and MS4 Updates)

Ms. Wateska stated that she did not have any updates for the sewer committee.

For the Environmental Advisory Committee, Ms. Wateska stated that there was "a large amount of trash, I think it's by Ducky's, I'll get a better idea of the location." Ms. Wateska asked if the council members and herself could pick up the trash. Ms. Wateska stated "it can probably take us, like, no more than half an hour. It's far off the road, so we wouldn't need police." Ms. Wateska asked if she could put the collected garbage into the dumpster at Public Works. Mr. Vogel had concerns regarding trespassing. Ms. Fitzgerald stated that the township attempted to contact the owners of the property and they have not received a response.

Mr. Dalfonso stated “I still wanted to see a citation if they're not responding to it, they've got to be held responsible for that. Kudos to you guys.”

Mr. Mox stated that the property owners were cited by Ms. Wilshire.

Ms. Altman asked if these items would be able to be picked up. Ms. Wateska stated that she was unsure as she has not seen them in person. Ms. Fitzgerald stated that some of it would be able to be picked up but there were other items the environmental advisory board should not be picking up. Ms. Altman asked if Ms. Wilshire should reach out to the property owners again. Ms. Altman stated that they were just going to go and pick it up. Ms. Wateska stated one of the members was going to reach out to Bill Oliverio Premier Auto Sales to see if they could park in their lot. Ms. Wateska stated that the council intends on doing it by the 1st weekend of December. Mr. Castello stated, “it’s not in business anymore so I don’t think that should be a problem.”

Parks and Recreation

Ms. Meyers stated that she did not have any updates

Library Liaison Report

Ms. Sedlak stated the library is now accepting donations of used books for the next Friends of the Library book sale in May 2026.

Ms. Sedlak stated “the library has many programs planned for December, including Winter Reading Challenges for all ages. For more information visit www.scottlibrary.org.”

SHACOG

Mr. Seibel stated that he did not have any updates.

Standing Committee Report – Administration

Ms. Fitzgerald stated that she did not have any updates.

Conferences and Workshops

Motion to Approve

Ms. Altman requested a motion to approve attendance of the annual Spring Educational Conference of Allegheny League of Municipalities (ALOM) to be held at Seven Springs April 9, 2026-April 12, 2026, in the amount of \$350 per person for the full conference, \$275 for a two day conference, or \$175 for a one day conference. Meal plans are as follows: 3 day Meal Plan: \$297 per person, 2 Day meal plan: \$235 per person, and 1 day meal plan for \$110. (*Registration begins December 12, 2025*). Motioned by Ms. Sedlak, seconded by Mr. Castello. Ms. Altman asked if there were any questions. Ms. Wateska stated “do we still not have lodging prices?” Ms. Fitzgerald stated that she would find the amount. Ms. Altman stated “can I read the next motion and then we’ll come back to that?” Ms. Wateska nodded.

Motion to Approve

Ms. Altman requested for a motion to approve the ratification of approval for the Finance Director to attend the 2026 GFOA Conference April 26 – April 29, 2026, at the Lancaster Marriott in the amount of \$450.00 for conference registration plus \$165.00/night lodging +

parking + taxes & fees and hotel service charges (these are the early bird registration rates available now). Ms. Sedlak motioned. Seconded by Mr. Castello.

All in favor

Motion carried (9-0)

Public Comments on Items Not Listed on the Agenda

There were no public comments.

Commissioner's Request

Ms. Gazda stated, "I hope everyone has a happy and safe Thanksgiving."

Ms. Sorcan stated, "I hope everyone has a happy Thanksgiving. That's all."

Ms. Sedlak stated, "I have two things, just a reminder that turkeys don't fly and I was curious about the water drainage on 50." Ms. Fitzgerald stated that Mr. Kelley was online. Mr. Kelley stated, "Yes, uh, I went down there, I checked out the situation. When I was down there, everything was flowing. That's a really flat area down there and water does move slowly. I did call up PennDOT, and I asked them to come down and take a look also." Ms. Sedlak thanked Mr. Kelley.

Mr. Seibel stated, "just happy Thanksgiving."

Mr. Castello stated, "Feliz turkey." Ms. Altman stated, "what?" Mr. Castello stated, "happy thanksgiving in Spanish."

Mr. Dalfonso stated, "thank you for the opportunity to get to serve with you guys, and I'm looking forward to 2026, and thank you for that opportunity as well."

Ms. Meyers stated, "don't forget that our tree lighting is on the 6th from 4:30 to 7, and breakfast with Santa Cause is 12/13. 10 and 11:30 are the time slots. It is at The Lodge and you must sign up for it. Also, happy Thanksgiving!"

Ms. Wateska stated, "happy Thanksgiving. I'm thankful for Sam." Mr. Castello stated, "at least one of us is."

Ms. Altman stated, "I have nothing for tonight apart from happy Thanksgiving, and Denise cannot find the lodging. Can we approve it with a note that the lodging will not exceed a rough estimate?"

Ms. McGill stated that the price for lodging last year was \$549.45.

Ms. Altman requested a motion to approve attendance of the annual Spring Educational Conference of Allegheny League of Municipalities (ALOM) to be held at Seven Springs April 9, 2026-April 12, 2026, in the amount of \$350 per person for the full conference, \$275 for a two day conference, or \$175 for a one day conference. Meal plans are as follows: 3 day Meal Plan: \$297 per person, 2 Day meal plan: \$235 per person, and 1 day meal plan for \$110, with the lodging not to exceed \$650 per person. Ms. Altman asked if that was acceptable to everybody. Mr. Castello stated, "you got it." Ms. Altman stated the motion was made by Michelle and seconded by Tom. Ms. Altman stated, "are you guys good with keeping that?" Mr. Castello stated, "you got it."

All in favor

Motion carried (9-0)

Meeting adjournment

Ms. Altman requested to adjourn the meeting

All in favor

Meeting adjourned at 8:24 PM (9-0)

An executive session regarding personnel was conducted after the meeting.

Attest:

