

Minutes of the Regular Meeting of the Pine Hill Borough Municipal Utilities Authority held Wednesday, April 19, 2017 at 7:30 PM at the PHBMUA Building, 907 Turnerville Road, Borough of Pine Hill, County of Camden, State of New Jersey.

Mr. Buscher called the meeting to order with the Pledge of Allegiance to the Flag and the reading of the Open Public Meeting Act.

Roll Call:

Present: Mr. Buscher, Mr. Hartman, Mr. Green, Mr. Knott, Mr. Odenath, Mrs. Burke, Mr. Shultz

Absent: None

Also in attendance Mrs. Corson, Executive Director, Mr. Toal, Operations Manager, Mr. Long, Solicitor and Mr. Dougherty, Engineer.

Mr. Knott made a motion to open the floor to the public, seconded by Mr. Odenath. On voice vote, motion carried.

There was no one in the audience to address the Board.

Mr. Hartman made a motion to close the floor to the public, seconded by Mr. Shultz. On voice vote, motion carried.

Minutes:

The Minutes of the March 15, 2017 meeting.

Mr. Hartman made a motion to approve the minutes of the March meeting, seconded by Mr. Buscher. On voice vote, motion carried. Mr. Green, Mr. Knott and Mr. Odenath all abstained.

Correspondence:

1. From Pennoni re: Maintenance Bond Greenwood
2. To D.Warrington/District Council 71 re: Contract Negotiations
3. From Dave Patterson re: Amboy Bank Mediation
4. From Civalier Engineering re: TWA Permit Extension
5. To 1807 Bromley Estates LLC re: Sewer Backup
6. To James Zimmerman re: 1902 Bromley Theft of Service
7. To Michael Wilson re: 240 Erial Rd Theft of Service
8. To David Wark re: 201 Cross Keys Rd Sewer Backup
9. From AFSCME re: Administrative Change
10. From Pennoni re: TWA Permit Extension Third Fairway

The Board reviewed the correspondence.

Mr. Hartman made a motion to accept the correspondence, seconded by Mr. Knott. On voice vote, motion carried.

Engineer's Report:

I. Active Projects

1. Madison Ave. PS /CCMUA Atlantic Basin Interceptor (PHMU 0910)
 - a. Awarded to Level-1 Construction; NJEIT FY2016 funding.
 - b. NTP March 15, 2017; Contract end date is June 13, 2017.
 - c. Force main construction underway.
 - d. Revised estimated project cost: \$520,500.
 - e. Closing on NJEIT Loan: November 2017.
2. Various Water Projects for Consideration for NJEIT Loan
 - a. Asset Management Plan
 - 1) Required with loan application.
 - b. Erial Road Waterman Rehab
 - 1) 2017 Cloverdale Avenue drainage project.
 - 2) County 2018 project remainder of Erial Road.
 - 3) Echologics Report: no leaks.
 - 4) Approximately sixty (60) water service replacements.
 - 5) 3,500 LF of ACP water main suspected to be in "poor" condition.
 - 6) Pennoni proposal for loan application and design for lining services.
 - c. Branch Avenue Fire Flow and 3rd Ave Loop
 - 1) MUA to install watermain at 3rd Avenue.
 - 2) PRV design by Pennoni.
 - d. New Well and Well 6 & 7 Decommissioning
 - 1) NJDEP inspection
 - 2) Abandon Wells.
 - 3) Must construct new well to maintain Firm Capacity.

- e. Generator at Turnerville Road Plant
- 3. Water Allocation Permit
 - a. Permit expires September 30, 2017.
 - b. Pennoni authorized to prepare application.
- 4. Turnerville Road Emergency Repairs
 - a. "Pipe Bursting" repair complete by AP construction and AmeriDrill.
 - b. Settlement issues to be revisited in the Spring.
 - c. County to TV storm sewer.
- 5. Map Updates
 - a. 2017 updates.

II. Other Projects

- 1. Amboy Bank/Foxmoor (Townhomes) (PHMU 1202)
 - a. Amboy Bank looking to construct 90 Townhomes.
 - b. Amboy Bank agreement negotiations.
- 2. "Pine Hill Partners" (Lakes at Pine Hill) (PHMU 0612)
 - a. Pennoni issued bond release recommendation (release not recommended).
- 3. The Greens at Pine Hill (Pine Hill Gardens) (PHMU 1306)
 - a. Inspection escrow has been posted; performance bond waived.
 - b. Awaiting construction schedule from SGC Engineering.
- 4. Annual Water Bond Trustee Report
 - a. Report submitted February 24th.
- 5. Long Term Capital Projects
 - a. Lining projects ,valve replacements, fire hydrant replacements.
 - b. Eliminate Dead-end loops; consider C-900 pipe.
 - c. Meter replacements: investigate programs for funding.
- 6. Identify Funding Sources
 - a. NJEITF (Loans) now accepting rolling applications.
- 7. Tank Antenna
 - a. ATT: New installation at Mt Clement.
 - b. ATT: Turnerville.
 - c. Cellco/Verizon: New Installation at Mt. Clement (hold).
 - d. Cellco/Verizon: Turnerville.
 - e. T-Mobile/MetroPCS: T-Mobile on Mt Clement; new work.
 - f. T-Mobile/MetroPCS: Turnerville.
 - g. Sprint: Mt. Clement.
- 8. Maintenance Bonds
 - a. Greenwood Avenue expires January 17, 2019.
- 9. Third Fairway (Trump Philadelphia)
 - a. One-year TWA permit extension request.

Mr. Dougherty reviewed his report with the Board.

Mr. Hartman stated that the Engineer should be present during the completion of the Turnerville Road Repairs and TVing of storm sewer. Mr. Dougherty estimated 40 hours for an Inspector.

Mr. Hartman made a motion to appropriate funds not to exceed \$4,000, seconded by Mr. Odenath.

RESOLUTION #17-50
Engineering Inspector
Turnerville Rd & Estates Rd

Mr. Hartman made a motion to accept the resolution, seconded by Mr. Odenath

Roll Call:

Ayes: Mr. Buscher, Mr. Hartman, Mr. Green, Mr. Knott, Mr. Odenath

Nays: None

Abstain: None

Mr. Knott made a motion to accept the Engineer's Report, seconded by Mr. Odenath.

On voice vote, motion carried.

Solicitor's Report:

Mr. Chris Long stated that there is no need to go into closed session this evening regarding the employee's union contract. Mr. Long and Mrs. Corson will meet to create a list of items to add or remove from contract. Board members should review contract and address any questions or concerns to Mrs. Corson or himself via e-mail. Regarding the lease agreement with AT&T for the water tower at 907 Turnerville Road, Mr. Long explained the new contract terms. He prepared a resolution for said agreement.

Mr. Knott made a motion to approve the Solicitor's Report, seconded by Mr. Odenath.
On voice vote, motion carried.

Operations Manager's Report:

The Board reviewed Mr. Toal's Report. Mr. Toal explained the Erial Road water line issues between Clementon and Pine Hill.

Mr. Hartman made a motion to accept the Operations Manager's Report, seconded by Mr. Odenath. On voice vote, motion carried.

Executive Director's Report:

Mrs. Corson reminded the Board of the extended deadline for completing the Financial Disclosure Statements. Mrs. Corson stated the new truck should be delivered in the next two weeks. She stated that she spoke with Mr. Welding regarding the rate study; it was decided to wait until the end of June to begin. Also the NJEIT loan has been postponed to November 2017 and Mr. Welding suggested a Cash Flow Analysis be conducted.

Mr. Knott made a motion to approve and appropriate funds not to exceed \$2,500 for the Cash Flow Analysis, seconded by Mr. Buscher.

**PINE HILL BOROUGH MUNICIPAL UTILITIES AUTHORITY
RESOLUTION AUTHORIZING A CASH FLOW ANALYSIS STUDY
RESOLUTION #17-51**

WHEREAS, the Pine Hill Borough Municipal Utilities Authority ("PHMUA" and/or "Authority") has been notified that the New Jersey Environment Infrastructure Trust ("NJEIT") has delayed closing on the Authority's loan application from the original date of May 2017 until November 2017; and

WHEREAS, because of this delay, the Authority's auditor has recommended the Authority undertake a Cash Flow Analysis to be conducted by Michael Welding; and

WHEREAS, the Chairman and Board Members of the Authority concur with said recommendation.

NOW, THEREFORE, BE IT RESOLVED by the Chairman and Board Members of the Pine Hill Borough Municipal Utilities Authority as follows:

1. The provisions of the WHEREAS clauses set forth above are incorporated herein by reference and made a part hereof.
2. The Executive Director and/or her designee are authorized to take any and all necessary steps to allow for the Cash Flow Analysis to be conducted by Michael Welding in an amount not to exceed \$2,500.00.

Mr. Knott made a motion to approve and appropriate funds not to exceed \$2,500 for the Cash Flow Analysis, seconded by Mr. Buscher.

Roll Call:

Ayes: Mr. Buscher, Mr. Hartman, Mr. Green, Mr. Knott, Mr. Odenath

Nays: None

Abstain: None

Mrs. Corson stated that there is a need for an extension of the water permit for Third Fairway.

Mr. Odenath made a motion to approve the Third Fairway Water Permit Extension, seconded by Mr. Knott.

**PINE HILL BOROUGH MUNICIPAL UTILITIES AUTHORITY
RESOLUTION AUTHORIZING TIME EXTENSION FOR THE SIMPLIFIED WATER MAIN
EXTENSION PERMIT – THIRD FAIRWAY ESTATES
RESOLUTION #17-52**

WHEREAS, the Simplified Water Main Extension Permit, which grants permission to construct 946 LF of 8" CLDIP water main from Branch Avenue to serve a proposed residential development located along

Branch Avenue for the Third Fairway Estates project (Permit No. WCP120001) on behalf of the Pine Hill Borough Municipal Utilities Authority ("PHMUA" and/or "Authority") will expire on August 3, 2017; and WHEREAS, the developer seeks a two (2) year extension on the permit; and

WHEREAS, the developer requires a certification from the Authority on application forms BWSE-PA-02 and BWSE-PA05 confirming that there has been no significant change to the water allocation or firm capacity since the original permit; and

WHEREAS, there has been no significant change to the water allocation or firm capacity since the original permit; and

WHEREAS, the Chairman and Board Members of the Authority wish to grant the two (2) year extension to the permit, contingent upon approval from the Authority Engineer.

NOW, THEREFORE, BE IT RESOLVED by the Chairman and Board Members of the Pine Hill Borough Municipal Utilities Authority as follows:

1. The provisions of the WHEREAS clauses set forth above are incorporated herein by reference and made a part hereof.
2. The Executive Director and/or her designee are authorized to take any and all necessary steps to grant the two (2) year extension for the Simplified Water Main Extension Permit

(Permit No. WCP120001) contingent upon approval from the Authority Engineer.

Roll Call:

Ayes: Mr. Buscher, Mr. Hartman, Mr. Knott, Mr. Odenath

Nays: None

Abstain: Mr. Green

Mr. Knott made a motion to approve the Executive Director's Report, seconded by Mr. Odenath.

On voice vote, motion carried.

New Business:

None

Old Business:

None

Resolutions:

**PINE HILL BOROUGH MUNICIPAL UTILITIES AUTHORITY
RESOLUTION AUTHORIZING APPROVAL AND EXECUTION OF SECOND AMEND TO OPTION
AND LEASE AGREEMENT BETWEEN THE PHMUA AND NEW CINGULAR WIRELESS PCS,
LLC FOR CERTAIN PREMISES THAT ARE A PORTION OF THE PROPERTY LOCATED AT 907
TURNERVILLE ROAD, PINE HILL, NJ 08021**

RESOLUTION #17-53

WHEREAS, the Pine Hill Borough Municipal Utilities Authority ("PHMUA" and/or "Authority") and New Cingular Wireless PCS, LLC ("New Cingular") entered into an Option and Lease Agreement dated July 2, 1999, as amended by a First Amendment to Option and Lease Agreement dated February 23, 2012, whereby PHMUA leased to New Cingular certain Premises that are a portion of the Property located at 907 Turnerville Road, Pine Hill, NJ 08021; and

WHEREAS, the Parties desire to extend the Term of the Agreement with certain modifications to the rent payable as well as certain other Terms and Conditions; and

WHEREAS, the Parties have negotiated a Second Amendment to Option and Lease Agreement, which is attached and made a part hereof; and

WHEREAS, the Second Amendment to Option and Lease Agreement has been reviewed by the Authority's General Counsel and the Executive Director who recommend that the Second Amendment to Option and Lease Agreement be approved and executed by the Authority; and

WHEREAS, the Chairman and Board Members of the Authority concur with said recommendations and desire to execute the Second Amendment to Option and Lease Agreement.

NOW, THEREFORE BE IT RESOLVED by the Chairman and Board Members of the Pine Hill Borough Municipal Utilities Authority as follows:

1. The provisions of the WHEREAS clauses set forth above are incorporated herein by reference and made a part hereof.
2. The Executive Director and/or her designee are authorized to take any and all necessary steps to execute the Second Amendment to Option and Lease Agreement as attached.

Mr. Odenath made a motion to approve Sewer General for Greenwood Engineering, seconded by Mr. Knott.

Roll Call:

Ayes: Mr. Buscher, Mr. Hartman, Mr. Green, Mr. Knott, Mr. Odenath

Nays: None

Abstain: None

RESOLUTION #17-54A

Closed Escrow Refund

WHEREAS, the Pine Hill Borough Municipal Utilities Authority is presently holding funds for David & Linda Parks, 80 Little Mill Road, Gloucester Township, NJ who has requested that the account be closed and the funds be returned as the project has been completed; and

WHEREAS, there are no outstanding invoices for any professional services and no additional professional services are required.

NOW, THEREFORE BE IT RESOLVED by the Chairman and Commissioners of the Pine Hill Borough Municipal Utilities Authority that for the above stated reason, David & Linda Parks Escrow Account is hereby closed and any funds remaining in said Account are hereby authorized to be refunded to the applicable homeowner.

Mr. Odenath made a motion to approve refund of closed escrow account, seconded by Mr. Hartman.

Roll Call:

Ayes: Mr. Buscher, Mr. Hartman, Mr. Green, Mr. Knott, Mr. Odenath

Nays: None

Abstain: None

RESOLUTION #17-54B

Sewer General Greenwood Engineering

WHEREAS, the Pine Hill Borough Municipal Utilities Authority had determined the need to replace Greenwood Avenue Pump Station; and

WHEREAS, it will be necessary to appropriate funds from the Sewer General Fund for engineering and permits.

NOW, THEREFORE BE IT RESOLVED by the Chairman and Commissioners of the Pine Hill Borough Municipal Utilities Authority that the appropriation of \$18,991.00 from the Sewer General Fund, which is required for this work, and is hereby authorized; and

BE IT FURTHER RESOLVED, that this resolution shall take effect immediately and that certified copies of this resolution be forwarded without delay to the Authority Trustee, Secretary/Treasurer and Financial Clerk.

Mr. Hartman made a motion to approve Sewer General for Greenwood Engineering, seconded by Mr. Knott.

Roll Call:

Ayes: Mr. Buscher, Mr. Hartman, Mr. Green, Mr. Knott, Mr. Odenath

Nays: None

Abstain: None

**PINE HILL BOROUGH MUNICIPAL UTILITIES AUTHORITY
RESOLUTION APPROVING A TREATMENT WORKS APPROVAL (TWA) PERMIT TIME
EXTENSION (PERMIT NO. 12-0176) FOR THIRD FAIRWAY ESTATES LOCATED AT BLOCKS
28/29, LOTS 1-23 (ODD) 2-28 (EVEN)/109 (ODD) AND 2-28 (EVEN) IN THE
BOROUGH OF PINE HILL, COUNTY OF CAMDEN AND STATE OF NEW JERSEY
RESOLUTION #17-55**

WHEREAS, pursuant to the New Jersey Permit Extension Act, the Treatment Works Approval (“TWA”) for the above entitled project will expire on June 30, 2017; and

WHEREAS, the permit grants permission to construct and operate a **sanitary sewer extension** consisting of 583 linear feet of 8-inch P.V.C. to serve a proposed residential development to be located along Branch Avenue in the Borough of Pine Hill, Camden County; and

WHEREAS, the applicant seeks a one-year time extension to the TWA permit; and

WHEREAS, on April 13, 2017, the Pine Hill Borough Municipal Utilities Authority (“Authority”) received correspondence from Pennoni Associates, Inc. (“Pennoni”) expressing no objection to the PHMUA granting the requested time extension for Permit No. 12-0176 currently being made to the New Jersey Department of Environmental Protection by the owners of Third Fairway Estates; and

WHEREAS, the Solicitor has reviewed the request and determined that the request is consistent with and in compliance with State Law.

NOW, THEREFORE, BE IT RESOLVED, by the Chairman and Board Members of the Pine Hill Borough Municipal Utilities Authority as follows:

1. The provisions of the WHEREAS clauses set forth above are incorporated herein by reference and made a part hereof.
2. The PHMUA hereby authorizes, grants and endorses a one-year extension for Permit No. 12-0176 as set forth herein.

Mr. Hartman made a motion to approve Sewer Permit Extension, seconded by Mr. Odenath.

Roll Call:

Ayes: Mr. Buscher, Mr. Hartman, Mr. Knott, Mr. Odenath

Nays: None

Abstain: Mr. Green

**Resolution #17-56
Water Billing Adjustments**

BE IT RESOLVED BY THE PINE HILL BOROUGH MUNICIPAL AUTHORITY that the following accounts be adjusted for billing:

2933000-0	\$111.60	226 Floyd Avenue	Incorrect Multiplier 2016 3 rd qtr.
2933000-0	\$241.80	226 Floyd Avenue	Incorrect Multiplier 2016 4 th qtr.
2933000-0	\$223.20	226 Floyd Avenue	Incorrect Multiplier 2017 1 st qtr.
2295000-0	\$424.70	Albert Bean School	Lense scratched incorrect reading 17/1

Mr. Hartman made a motion to accept the water billing adjustments, seconded by Mr. Buscher.

Roll Call:

Ayes: Mr. Buscher, Mr. Hartman, Mr. Green, Mr. Knott, Mr. Odenath

Nays: None

Abstain: None

**Water Operating
Resolution #17-57**

BE IT RESOLVED by the PINE HILL BORO MUNICIPAL UTILITIES AUTHORITY, that the following requisitions are hereby approved and authorized for payment out of the Revenue Fund.

MC6949	730.24	BMEU Clerk, Dept USPS	Supplies - Office
MC6950	374.10	NJ State PWT	State Water Tax
6951	6,609.70	Atlantic City Electric	Utilities - Operating
6952	104.63	Acme Uniforms	Supplies - Operating

6952	27.75	Acme Uniforms	Supplies - Office
6953	85.04	All Industrial Safety Prod.	Supplies - Operating
6954	25.00	Allied Meter Service	Repair/Maintenance - System
6955	58.94	Alpha Message Center Inc.	Repair/Maintenance - Office
6956	12,692.55	Amerihealth Insurance Co, NJ	Health Insurance
6957	20.00	Authenticom Services, LLC	Supplies - Office
6958	37.50	C M Easy Computers	Supplies - Office
6959	145.49	Casa Payroll Services LLC	Supplies - Office
6961	397.19	Citgo Fleet Inc.	Automotive Expense
6962	145.88	Comcast Inc.	Supplies - Office
6964	100.00	Debbie Corson	Miscellaneous - Office
6964	29.25	Debbie Corson	Training/Education - Admin
6965	160.00	Coverall of Philadelphia Inc	Supplies- Office
6966	1,667.50	Eurofins QC, Inc.	Laboratory Testing
6967	42.00	Thomas Hassett	Health Insurance
6968	357.75	Horizon Blue Cross/Blue Shield	Health Insurance
6969	878.50	Wade, Long, Wood & Long	Legal Fees
6970	30.00	Lethal Pest Solutions	Repair/Maintenance - Office
6971	47.20	Mechanics Auto Parts Inc	Automotive Expense
6972	694.08	Miracle Chemical Co., Inc.	
6973	49.75	National Paving Company, Inc.	Supplies - Operating
6974	67.74	Nextel/Sprint Inc.	Telephone - Operating
6975	19,970.36	New Jersey American Water	Water Agreements
6976	10,280.89	NJ Utilities Authority JIF	Insurance
6977	66.88	One Call Concepts Inc.	Repair/Maintenance - System
6978	1,929.75	Pennoni Associates Inc.	Engineer Fees
6979	41.17	Pat Garvey (Petty Cash)	Supplies - Office
6980	120.34	Pine Hill Hardware Inc.	Supplies - Operating
6982	4,947.00	Rio Supply Inc.	Meters/Connections
6983	350.00	Rutgers, State University	Training/Education - Admin.
6984	95.89	South Jersey Gas Co., Inc.	Utilities - Office
6984	365.49	South Jersey Gas Co., Inc.	Utilities - Operating
6985	60.00	SNJ Chapter NIGP	Training/Education - Admin.
6986	198.00	Terminix Inc.	Repair/Maintenance -Building
6987	122.34	United Electric Supply Co.	Supplies - Office
6988	100.66	Verizon Inc.	Repair/Maintenance - System
6989	45.00	Deborah Warrington	Health Insurance
6990	76.18	Xerox Corp.	Supplies - Office

Mr. Knott made a motion to accept the payment of the water bills to be found true and correct, seconded by Mr. Odenath.

Roll call:

Ayes: Mr. Buscher, Mr. Green, Mr. Knott, Mr. Odenath

Nays: None

Abstain: Mr. Hartman

Sewer Operating

Resolution #17-58

BE IT RESOLVED by the PINE HILL BORO MUNICIPAL UTILITIES AUTHORITY, that the following requisitions are hereby approved and authorized for payment out of the Revenue Fund.

MC6948	1,000.00	Connell Foley LLP	Legal Fees
MC6949	730.23	BMEU Clerk, Dept USPS	Supplies - Office
6951	4,665.43	Atlantic City Electric	Utilities - Operating
6951	248.37	Atlantic City Electric	Utilities - Office
6952	104.62	Acme Uniforms	Supplies - Operating
6952	27.75	Acme Uniforms	Supplies - Office

6953	85.04	All Industrial Safety Products	Supplies - Operating
6955	58.94	Alpha Message Center Inc.	Repair/Maintenance - Office
6956	8,461.69	Amerihealth Insurance Co., NJ	Health Insurance
6957	20.00	Authenticom Servies, LLC	Supplies - Office
6958	37.50	C M Easy Computers	Supplies - Office
6959	145.48	Casa Payroll Service LLC	Supplies - Office
6960	88.00	Camden County MUA	Supplies - Office
6960	88.00	Camden County MUA	Supplies - Operating
6961	397.19	Citgo Fleet Inc.	Automotive Expense
6963	2,638.30	Consolidated Rail Corp.	Railroad Rental
6964	29.24	Debbie Corson	Training/Educ - Admin.
6967	28.00	Thomas Hassett	Health Insurance
6968	238.50	Horizon Blue Cross/Blue Shield	Health Insurance
6969	410.50	Wade, Long, Wood & Long	Legal Fees
6971	47.20	Mechanics Auto Parts Inc.	Automotive Expense
6973	49.75	National Paving Co., Inc.	Supplies - Operating
6974	67.73	Nextel/Sprint Inc.	Telephone - Operating
6976	10,280.88	NJ Utilities Authority JIF	Insurance
6977	66.87	One Call Concepts Inc.	Repair/Maintenance - System
6978	108.75	Pennoni Associates Inc.	Engineer Fees
6979	41.16	Pat Garvey (Petty Cash)	Supplies - Office
6980	120.34	Pine Hill Hardware Inc.	Supplies - Operating
6981	27.00	ProGas Inc.	Chemicals
6983	323.00	Rutgers, State University	Training/Educ. - Admin.
6984	31.07	South Jersey Gas Co.	Utilities - Operating
6985	60.00	SNJ Chapter NIGP	Training/Educ. - Admin.
6986	198.00	Terminix Inc.	Repair/Maintenance - Building
6987	122.34	United Electric Supply Co.	Supplies - Office
6988	176.18	Verizon Inc.	Repair/Maintenance - System
6990	76.18	Xerox Corp.	Supplies - Office
6991	356.70	Xtel Communications Inc.	Telephone - Office
6991	179.49	Xtel Communications Inc.	Telephone - Operating
		Sewer General	
		Resolution #17-59	
MC6947	350.00	Centerpoint Associations Inc	Greenwood P/S Replacement
6978	2,666.65	Pennoni Associates Inc.	CCMUA/Madison P/S
6978	6,289.55	Pennoni Associates Inc.	Greenwood Ave P/S Engineer

Mr. Odenath made a motion to accept the payment of all sewer bills to be found true and correct, seconded by Mr. Hartman.

Roll call:

Ayes: Mr. Buscher, Mr. Hartman, Mr. Green, Mr. Knott, Mr. Odenath

Nays: None

Abstain: None

Mr. Hartman made a motion to adjourn the meeting, seconded by Mr. Odenath.

On voice vote, motion carried unanimously. Meeting adjourned at 8:20 pm.

Respectfully submitted,

Patricia Garvey
Recording Secretary

