

THE DULY ELECTED MEMBERS OF THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY, OHIO, MET IN REGULAR SESSION ON MARCH 1, 2012 IN ACCORDANCE WITH OHIO REVISED CODE 305.05, WITH THE FOLLOWING MEMBERS PRESENT: TIMOTHY C. IRVINE, PRESIDENT, CORA A. MARSHALL, VICE PRESIDENT, AND MEMBER STEVEN W. WEBER. THE MEETING WAS CALLED TO ORDER AT 9:00 A.M. BY THE PRESIDENT OF THE BOARD WITH THE PLEDGE OF ALLEGIANCE TO OUR FLAG.

Also attending were Administrator Paul Cunningham and Clerk Rick Peoples.

**COMMISSIONERS AGENDA
March 1, 2012**

9:00 Minutes
9:30 Michelle Hyer - Bid & Quote Openings, CDBG Projects
10:00 Barb Tergolina, CSEA
10:30 Dawn Rauch, Community Action
11:00 Darlene Lukshin, OSU Extension
1:00 Bud Miller, Watershed Assessment
1:30 Eric Skomra & Dana Spencer

UNFINISHED BUSINESS

EMA Memo of Understanding
Vacate Portion of Decatur Township Rd. 86
Project Review, Tri-County Career Center

NEW BUSINESS

Approve Agenda
Approval of previous meeting's minutes
Bills from various departments
Resolution Designating Representative to Certify Workers Comp Claims
Resolution to Donate Obsolete Equipment
Additional Appropriation - Mental Health
Transfer - Building & Grounds
Transfer - FCF
Then & Now's
Travel - CSEA
Travel - Auditor
Travel - Safety/Loss Coordinator
Travel - Sewer
Pooled Funding (2)
Contract between JFS and CSEA
Letter of Intent for FY2012 CHIP
ODNR's Floodplain Management Program Amendment
Certification of Finding of Continued Relevance, CDBG
Disadvantaged Business Enterprise (DBE) Program Policy Statement
Maintenance Agreement with CMI for 911 Equipment
Drawdown, CHIP
Agreement with Clemans, Nelson & Assoc.
Transfer of Property from Lawton Living Trust
Frost Law, Aurelius Township
Engineer - Request to Purchase Chipper
Engineer - Request to Purchase Used Trucks
Engineer - Request for Permissive Tax Funds, City of Belpre
Delinquent Sewer Account Letters
Delinquent Sewer Account Certification to County Auditor
Reversal of Delinquent Sewer Account Certification

INFORMATION

Relay for Life Fund-raiser, Spaghetti Lunch, Wednesday, March 7
Regular Meeting, Macksburg, 6:00 p.m., Thursday, March 15

RE: AGENDA

Ms. Marshall moved and Mr. Weber seconded a motion to accept the agenda.

A calling of the roll resulted in the following vote: Timothy Irvine aye, Cora Marshall aye, Steven Weber aye. Motion passed.

RE: APPROVAL OF MINUTES

Mr. Weber moved and Ms. Marshall seconded a motion to dispense with the reading of the February 23, 2012 minutes, and approve them as submitted.

A calling of the roll resulted in the following vote: Timothy Irvine aye, Cora Marshall aye, Steven Weber aye. Motion passed.

RE: PAYMENT OF BILLS

Ms. Marshall moved and Mr. Weber seconded a motion to approve the payment of bills from various departments.

A calling of the roll resulted in the following vote: Timothy Irvine aye, Cora Marshall aye, Steven Weber aye. Motion passed.

RE: RESOLUTION DESIGNATING WORKERS COMP REPRESENTATIVE

Ms. Marshall moved and Mr. Weber seconded a motion to adopt the following resolution:

***WHEREAS**, pursuant to 10 Ohio Admin. Code 4123-3-08(B), the Board of Washington County Commissioners through its designated representative may certify county employees' claims for workers' compensation benefits when the Board is not the appointing authority of the employee.*

***BE IT RESOLVED THAT**, Susan Burkhart, Safety Loss Coordinator, shall act as the designated representative for the Board of Washington County Commissioners for the certification of county employees' claims for workers compensation benefits.*

***BE IT FURTHER RESOLVED** that the Board of Washington County Commissioners may change this designation at any time in the future, if deemed appropriate.*

A calling of the roll resulted in the following vote: Timothy Irvine aye, Cora Marshall aye, Steven Weber aye. Motion passed.

RE: RESOLUTION TO DONATE OBSOLETE EQUIPMENT

Ms. Marshall moved and Mr. Weber seconded a motion to table a resolution to donate an oven from the Washington County Home to the Meigs County Senior Citizens until additional information is received from County Home Administrator Ted Williams.

A calling of the roll resulted in the following vote: Timothy Irvine aye, Cora Marshall aye, Steven Weber aye. Motion passed.

RE: ADDITIONAL APPROPRIATION

Ms. Marshall moved and Mr. Weber seconded a motion to approve the following additional appropriation:

MHAR

200-0610-53000 Contract Services \$ 500,000.00

A calling of the roll resulted in the following vote: Timothy Irvine aye, Cora Marshall aye, Steven Weber aye. Motion passed.

RE: TRANSFERS

Mr. Weber moved and Ms. Marshall seconded a motion to approve the following requests for transfers:

	<u>From</u>	<u>To</u>	<u>Amount</u>
Bldg. & Grounds	100-0190-53500	100-0109-53000	\$ 13,900.00
Family & Child. First	602-2034-55204	602-2034-52000	\$ 350.00

A calling of the roll resulted in the following vote: Timothy Irvine aye, Cora Marshall aye, Steven Weber aye. Motion passed.

RE: THEN & NOW'S

Ms. Marshall moved and Mr. Weber seconded a motion to approve the following Then & Now's:

<u>Dept.</u>	<u>Account</u>	<u>Vendor</u>	<u>Amount</u>
Commissioners	100-0101-5-3400	Eric Fowler	\$ 244.00
EMA	200-0315-5-3000	Treasurer Of State	\$ 240.00
Commissioners	300-0113-5-3001	Stantec	\$ 128.00
Commissioners	300-0113-5-3001	Stantac	\$ 18,064.30
Commissioners	300-0113-5-3001	Zemba Brothers, Inc	\$ 37,844.07
Probate-Juvenile Ct.	200-0223-5-7400	CORSA	\$ 1,678.00
Sheriff's Department	100-0381-5-3403	Van Meter & Assoc.	\$ 135.00
Commissioners	100-0101-5-3400	Eric Fowler	\$ 1,140.00
Commissioners	100-0101-5-3400	Eric Fowler	\$ 252.00
Commissioners	100-0101-5-3400	Eric Fowler	\$ 932.00
Engineer	200-0540-5-3502	Syn-Tech Systems Inc.	\$ 495.00

Sheriff's Department	600-0389-5-4400	Weiser & Cawley	\$ 1,139.40
Sheriff's Department	100-0381-5-4200	Bernard Foods Industries	\$ 456.00

A calling of the roll resulted in the following vote: Timothy Irvine aye, Cora Marshall aye, Steven Weber aye. Motion passed.

RE: TRAVEL REQUESTS

Mr. Weber moved and Ms. Marshall seconded a motion to approve the following requests for reimbursement of expenses for training and travel pursuant to the policies and procedures and in compliance with the Annual Appropriations for Fiscal Year 2012 and any and all amendments subsequent thereto:

CSEA

Betty Lynch & Barb Tergolina: Two-day trip to Columbus to attend CFIS Web Training; June 11 & 12 2012.

Auditor

Bill McFarland: One-day trip to Columbus to attend County Auditors Association meeting; March 27, 2012.

Safety & Loss Control

Susan Burkhart: One-day trip to Cambridge to attend CompManagement 2012 Annual Educational Seminar; May 1, 2012.

Sewer

Craig Barker: Two-day trips to Columbus to attend Wastewater Workshop and Water Workshop; on March 7/8 and March 27/28, 2012.

A calling of the roll resulted in the following vote: Timothy Irvine aye, Cora Marshall aye, Steven Weber aye. Motion passed.

RE: POOLED FUNDING REQUESTS

Ms. Marshall moved and Mr. Weber seconded a motion to approve two pooled funding requests, as recommended by Cindy Davis, Family & Children First Council.

A calling of the roll resulted in the following vote: Timothy Irvine aye, Cora Marshall aye, Steven Weber aye. Motion passed.

RE: CONTRACT BETWEEN JFS AND CSEA

Ms. Marshall moved and Mr. Weber seconded a motion to approve the Subgrant Agreement between the Washington County Department of Job and Family Services (JFS) and the Washington County Child Support Enforcement Agency (CSEA), allowing CSEA to re-establish and operate Visitation/Mediation Program, in the amount of \$14,000.00, for the period March 1, 2012 through September 30, 2012, as recommended by Barb Tergolina, CSEA, and Tom Ballengee, JFS.

A calling of the roll resulted in the following vote: Timothy Irvine aye, Cora Marshall aye, Steven Weber aye. Motion passed.

RE: LETTER OF INTENT, CHIP

Ms. Marshall moved and Mr. Weber seconded a motion to approve sending a Letter of Intent to David Brightbill, Washington/Morgan Community Action, notifying him of the selection of his agency to be the County's contract administrator for the proposed 2012 CHIP.

A calling of the roll resulted in the following vote: Timothy Irvine aye, Cora Marshall aye, Steven Weber aye. Motion passed.

RE: ODNR FLOODPLAIN MANAGEMENT PROGRAM AMENDMENT

Ms. Marshall moved and Mr. Weber seconded a motion to table a request from the Ohio Department of Natural Resources, Division of Soil and Water Resources, to amend the Special Purpose Flood Damage Reduction Resolution until additional information is obtained from the Building Department.

A calling of the roll resulted in the following vote: Timothy Irvine aye, Cora Marshall aye, Steven Weber aye. Motion passed.

RE: CERTIFICATION OF FINDING OF CONTINUED RELEVANCE

Ms. Marshall moved and Mr. Weber seconded a motion to approve the Certification of Finding of Continued Relevance for the Belpre Township Suzanne Street Lift Station project, B-F-10-1CY-1, as recommended by Bret Allphin, Buckeye Hills-Hocking Valley Regional Development District, and to allow Mr. Irvine to sign the Certification.

A calling of the roll resulted in the following vote: Timothy Irvine aye, Cora Marshall aye, Steven Weber aye. Motion passed

RE: DISADVANTAGED BUSINESS ENTERPRISE PROGRAM

Ms. Marshall moved and Mr. Weber seconded a motion to approve the Washington County Disadvantaged Business Enterprise (DBE) Program Policy Statement (on file in the Commissioners' Office), as recommended by Dawn Rauch, Community Action, and to allow Mr. Irvine to sign the Statement.

A calling of the roll resulted in the following vote: Timothy Irvine aye, Cora Marshall aye, Steven Weber aye. Motion passed.

RE: MAINTENANCE AGREEMENT WITH CMI

Ms. Marshall moved and Mr. Weber seconded a motion to approve the Annual Maintenance Agreement with Creative Microsystems, Inc. (CMI) for the maintenance of 911 System equipment located at the Marietta Police Department, for the amount of \$3,270.00, during the period January 1 through December 31, 2012, as recommended by Rich Hays, 911 Coordinator, and to allow Mr. Irvine to sign the Contract.

A calling of the roll resulted in the following vote: Timothy Irvine aye, Cora Marshall aye, Steven Weber aye. Motion passed.

RE: CHIP DRAWDOWN REQUEST

Ms. Marshall moved and Mr. Weber seconded a motion to approve the Request for Payment and Status of Funds Report (drawdown) for CHIP in the amount of \$7,723.00, for grant B-C-10-1CY-1, as requested by Gerry Spencer, Community Action, and to allow Mr. Irvine and Ms. Marshall to sign the Request.

A calling of the roll resulted in the following vote: Timothy Irvine aye, Cora Marshall aye, Steven Weber aye. Motion passed.

RE: AGREEMENT WITH CLEMANS, NELSON & ASSOCIATES, INC.

Ms. Marshall moved and Mr. Weber seconded a motion to approve the contract between the Washington County Home and Clemans, Nelson & Associates, Inc., for that vendor to provide consulting services to the County Home on an as-needed basis, at the hourly rates contained in the contract (on file in the Commissioners' Office), during the period March 1, 2012 through February 28, 2013, as recommended by Ted Williams, Washington County Home.

A calling of the roll resulted in the following vote: Timothy Irvine aye, Cora Marshall aye, Steven Weber aye. Motion passed.

RE: TRANSFER OF PROPERTY TO WASHINGTON COUNTY

Ms. Marshall moved and Mr. Weber seconded a motion to approve the transfer of Warranty Deed property consisting of 0.055 acres in Barlow Township, parcel #050013132000, for the consideration of \$10.00, by Charles E. Lawton, Jr. and Oleta F. Lawton, Trustees of the Charles E. Lawton and Oleta F. Lawton Living Trust.

A calling of the roll resulted in the following vote: Timothy Irvine aye, Cora Marshall aye, Steven Weber aye. Motion passed.

RE: FROST LAW IN AURELIUS TOWNSHIP

Mr. Weber moved and Ms. Marshall seconded a motion to approve enactment of Frost Law provisions in Aurelius Township, effective January 14, 2012 through March 30, 2012, corresponding to Washington County's Frost Law effective dates, as requested by the Aurelius Township Trustees.

A calling of the roll resulted in the following vote: Timothy Irvine aye, Cora Marshall aye, Steven Weber aye. Motion passed.

RE: REQUEST TO PURCHASE CHIPPER

Mr. Weber moved and Ms. Marshall seconded a motion to approve the purchase of a Vermeer BC1200XL Brush Chipper for the Washington County Highway Department, from Vermeer of Southern Ohio, utilizing the State of Ohio Cooperative Purchasing Program, for the amount of \$28,657.82, as recommended by County Engineer Bob Badger.

A calling of the roll resulted in the following vote: Timothy Irvine aye, Cora Marshall aye, Steven Weber aye. Motion passed.

RE: REQUEST TO PURCHASE USED TRUCKS

Mr. Weber moved and Ms. Marshall seconded a motion to approve the purchase of a 2002 International truck Model 4300, and a 2004 International truck Model 4300, from Greenleaf

Landscapes, Inc., for the amount of \$12,250.00 each, as recommended by County Engineer Bob Badger.

A calling of the roll resulted in the following vote: Timothy Irvine aye, Cora Marshall aye, Steven Weber aye. Motion passed.

RE: REQUEST FOR PERMISSIVE TAX FUNDS

Ms. Marshall moved and Mr. Weber seconded a motion to approve the release of \$60,000.00 in Permissive Tax funds to the City of Belpre, for use in their Farson Street improvement project, as recommended by County Engineer Bob Badger.

A calling of the roll resulted in the following vote: Timothy Irvine aye, Cora Marshall aye, Steven Weber aye. Motion passed.

RE: DELINQUENT SEWER ACCOUNTS

Ms. Marshall moved and Mr. Weber seconded a motion to approve sending letters to the following sewer account holders notifying them that their accounts are delinquent and that payment must immediately be made: Darren White, Timothy Vaughn, Darren Cox, James & Heather Hensley, Daniel & Keisha Murphy, Anthony & Melinda Hapney, Clifton Spencer, II, Mark Alexander, Melissa Treadway, Cheryl Latham Mackey, Michael O'Connor, Kenneth Miller, James Hearn, Jane Metcalf, Joseph Helm, Jr., Ismail & Mona Imam, Jesse Rowe, Eric Chamberlain, Donald Libhart, Charles & Martha Seevers, Luis J. Salas, T. Phillip Holland, Fei Wang, Steven Medley, Zhijie Mu, Roy Ross, William Rankin, Leonard Byrd, Katherine Pekruhn, Daniel Brown, Craig & Nicholas Medley, Robert Ellis, Marilyn Herb, Marc Coppernoll, Dan Turner, Hazel & Robert Way, Russell Webster, Tim Anderson, Steven Williams, Dan Turner & BAP, Inc., Kelly Ollom, Mike Higgins, Kenneth Fortney, Lester Seaman, Fred & Savannah Newlon, Norm's Garage, Joseph Gebczyk, III, Susan McCoy, Dave Burt (rentals), Billy Duty, Charles Seaman, Wesley Wittekind, Kelly Lang, Jason Knisley, Trish Twyman Rippetto, Kristy Haynes, Glen Flint, Mark & Cheryl Rockhold, John Tate, Katie Dickson, Karen & Kyla McConnell, Kelly Bollinger, Federal National Mortgage, Jeremy Kidder, Jason & Susan Blosser, Loren Kittle, Tammy Gearhart, Erica D. Hartshorn.

A calling of the roll resulted in the following vote: Timothy Irvine, Cora Marshall aye, Steven Weber aye. Motion passed.

RE: CERTIFICATION OF DELINQUENT SEWER ACCOUNTS TO COUNTY AUDITOR

Ms. Marshall moved and Mr. Irvine seconded a motion to notify County Auditor Bill McFarland that the following sewer accounts are delinquent, and that the delinquent amounts should be collected with property taxes: Christopher & Patty Carver, Kevin Reeder, Richard & Karen Best, Elizabeth Dee & Ann Barnett, Phillip McClay, Daniel & Karen Anstatt, P. Michael Cameron, Kelly Offenberger, Charles Jean & Mary Yost, Randy & Stephe Johnson, Curt Rhodes, Debora Wingrove, Jonathan Roynance, Phil Coyner, Timothy Myers, Birtha & James Kattell, John & Joann Edwards, Dan Turner & BAP, Inc., Keith & Angela Parker, Larry Carney, David Burns, Thomas Hart, Catherine Thor, Ernest Cornell, Patricia Eagle, Theresa Hescht, Richard A. Rohr, Jr., Chad & Jennifer Rowley, Dennis & Leann Bates.

A calling of the roll resulted in the following vote: Timothy Irvine aye, Cora Marshall aye, Steven Weber aye. Motion passed.

RE: REVERSAL OF DELINQUENT SEWER ACCOUNT CERTIFICATION

Mr. Weber moved and Ms. Marshall seconded a motion to request County Auditor Bill McFarland to reverse the certification of Harold and Sue Kesterson as being delinquent in their sewer account payments, as payment has since been made.

A calling of the roll resulted in the following vote: Timothy Irvine aye, Cora Marshall aye, Steven Weber aye. Motion passed.

RE: PROJECT REVIEW, TRI-COUNTY CAREER CENTER

Ms. Marshall moved and Mr. Weber seconded a motion to return to the table discussion of the Project Review for Tri-County Career Center.

A calling of the roll resulted in the following vote: Timothy Irvine aye, Cora Marshall aye, Steven Weber aye. Motion passed.

Ms. Marshall commented that she has talked with representatives from the Washington County Career Center (WCCC), and concluded that the Tri-County Career Center application for ARC funds in the amount of \$250,000.00 to develop a Regional Business Workforce Training Center in Athens apparently does not create competition for WCCC as like facilities are available in and around Marietta for use by local workforce.

Ms. Marshall moved and Mr. Weber seconded a motion to note "No Comments" on the Project Review Form for Tri-County Career Center's application for \$250,000.00 in ARC funds for its Regional Business Workforce Training Center Project and to allow Mr. Irvine to sign the document.

A calling of the roll resulted in the following vote: Timothy Irvine aye, Cora Marshall aye, Steven Weber aye. Motion passed.

RE: SEALED BID & QUOTE OPENING, CDBG PROJECTS

Michelle Hyer from Buckeye Hills-Hocking Valley Regional Development District facilitated the 9:30 a.m. opening of bids and quotes for four Community Development Block Grant (CDBG) projects. In addition to the Commissioners and the Clerk, attending were Keri Huck, Eric Skomra, Ronnie Warren, and Earl Carpenter. The Commissioners opened sealed bids as follows:

City of Belpre Sidewalk Replacement

Double E. Electric & Construction Co.	\$ 47,669.00
Larry Lang Excavating	\$ 28,205.20
Wolf Creek Contracting	\$ 39,228.00
D.V. Weber Construction	\$ 38,650.00

Watertown VFD Equipment

Miller's Communication	\$ 18,743.00
Finley Fire Equipment	\$ 20,846.00
The Fire House (partial bid)	\$ 5,676.00

The Commissioners opened quotes as follows (amounts are not included, as vendors quoted on specific items within the bid packet, rather than the entire project):

Little Muskingum VFD Equipment

Phillips
BuyEMP.com
Dill's Fire & Safety

L-A Fire and Rescue Association Equipment

Dill's Fire & Safety
Finley Fire Equipment
Warren Fire Equipment

Ms. Hyer explained the process of review and selection. Mr. Irvine passed the bids and quotes to her for appropriate review and recommendation.

RE: EXECUTIVE SESSION

Mr. Weber moved and Ms. Marshall seconded a motion to enter into Executive Session to discuss collective bargaining matters of County employees, and to invite Barb Tergolina, CSEA Director, and Paul Cunningham, County Administrator, to attend.

A calling of the roll resulted in the following vote: Timothy Irvine aye, Cora Marshall aye, Steven Weber aye. Motion passed, and at 10:05 a.m. the Commissioners entered Executive Session.

The Commissioners returned to Regular Session at 10:30 a.m.

RE: DAWN RAUCH, COMMUNITY ACTION

Dawn Rauch from Washington-Morgan Community Action provided to the Commissioners a draft of the agreement with them for her agency to provide administrative services for the 2012 CHIP, explaining the content of that agreement and the services they will provide. The agreement will be presented for final consideration upon confirmation of the 2012 CHIP for Washington and Morgan Counties.

Ms. Rauch also reviewed with the Commissioners the Disadvantaged Business Enterprise (DBE) Policy Statement for Washington County.

RE: MEMORANDUM OF UNDERSTANDING, OEMA

Ms. Marshall moved and Mr. Weber seconded a motion to approve the Memorandum of Understanding (MOU) between the State of Ohio Emergency Management Agency and Washington County Board of Commissioners for the State of Ohio/Snow Monitoring System (STORMS), to be used by the National Weather Service (NWS) in providing improved flood forecasting. Specifically, this MOU will allow for the placement of a rain gauge and antenna on county-owned property at 1059 Glendale Road, Marietta, Ohio, with OEMA repairing, maintaining, and monitoring the equipment. The MOU may be terminated by either party with sixty (60) days written notification.

A calling of the roll resulted in the following vote: Timothy Irvine aye, Cora Marshall aye, Steven Weber aye. Motion passed.

RE: DARLENE LUKSHIN, OSU EXTENSION

Darlene Lukshin of The Ohio State University Extension Office updated the Commissioners on several projects, including:

Tax Incentive Review Committee: The Committee will meet with participating businesses on March 21, 2012. Ms. Lukshin will let the Commissioners know how many of them should attend the meeting.

Township Road Repair: Ms. Lukshin has assisted Adams, Warren, and Watertown Townships with their applications for Ohio Public Works Commission grants to provide funds for the repair of township road slips.

AmeriCorps: The Extension Office is proceeding with efforts to secure two AmeriCorps workers to assist with foreclosures in the region.

Facilities: Ms. Lukshin asked the Commissioners to consider installation of a gutter on the county-owned building housing the Extension Office to collect rain water for gardening use. The Commissioners will talk with Building & Grounds Supervisor Tim Marty.

RE: BUD MILLER

Washington County resident Bud Miller talked with the Commissioners about the Muskingum Watershed Conservancy District assessment on his property tax bill. Joining him were Dan Schott and Jim Haas. Mr. Miller indicated his assessment has recently gone from \$6.00 per half year to \$192.00, and he can't understand or afford the increase. Mr. Haas indicated his, too, has increased for unknown reasons. Mr. Schott noted that he was able to have his assessment reduced by conversation and review by representatives of the Watershed Conservancy District office.

Ms. Marshall commented that although the County Commissioners have no control over this assessment, she will let Mr. Miller and Mr. Haas know who they can contact at the Watershed Conservancy District for advice.

RE: EXECUTIVE SESSION

Ms. Marshall moved and Mr. Weber seconded a motion to enter Executive Session to discuss confidential security matters, and to invite IT Director Eric Skomra and Lt. Dana Spencer from the Sheriff's Office to attend.

A calling of the roll resulted in the following vote: Timothy Irvine aye, Cora Marshall aye, Steven Weber aye. Motion passed, and the Commissioners entered Executive Session at 1:45 p.m.

The Commissioners returned to Regular Session at 2:15 p.m.

RE: OLD COUNTY GARAGE PROPERTY

IT Director reviewed with the Commissioners the revised site plan for the old county garage property, indicating a new proposed location for placement of an equipment storage building by Horizon, Inc. The County is in the process of removing structures and trees to allow for this building installation previously agreed-to by the Commissioners in consideration of internet services to be provided to the County by Horizon.

Ms. Marshall moved and Mr. Weber seconded a motion to approve the new site plan for the placement of the Horizon, Inc., building at the old county garage property on Colegate Drive in Marietta, as recommended by Eric Skomra, IT Director.

A calling of the roll resulted in the following vote: Timothy Irvine aye, Cora Marshall aye, Steven Weber aye. Motion passed.

RE: ADJOURNMENT

Ms. Marshall moved and Mr. Irvine seconded a motion to adjourn.

A calling of the roll resulted in a unanimous vote in favor. The meeting adjourned at 2:25 p.m.

_____, President

_____, Vice President

_____, Member

_____, Clerk

