

## **FEBRUARY 21, 2005**

The Pender County Board of Commissioners met in a regular session on Monday, February 21, 2005, at the Pender County Public Assembly Room, 805 South Walker Street, Burgaw, North Carolina

**MEMBERS PRESENT:** Chairman Eugene Meadows, Vice Chairman Stephen Holland, and Commissioners Bill Moore, F.D. Rivenbark and David Williams

**OTHERS PRESENT:** Paul Parker, Interim County Manager; Cindy Jones, Interim Budget Officer; Trey Thurman, County Attorney; Melinda Knoerzer, Deputy Clerk to the Board.

### **CALL TO ORDER**

Chairman Meadows called the meeting to order at 4:00 p.m.

### **INVOCATION**

Mr. Williams offered the invocation.

### **PLEDGE OF ALLEGIANCE**

Mr. Meadows led the Pledge of Allegiance

### **PUBLIC INFORMATION**

#### **1. Pender County Schools – Surplus Land at Penderlea School**

David Smith of the Pender County Schools said that in the fall of 2004, a group of citizens from Northern Pender County asked the School Board to help site a location for a medical facility in Penderlea. He said they have determined that a site on the northern end of the property at Penderlea School, consisting of slightly less than 2 acres, would be appropriate. He said according to law, the school district must first offer this land to the County, and if the County is not interested, the school may then proceed to sell by auction, sealed bid, upset bid, or other negotiations. He said that many people from the community are supportive of this effort and they would like to help the community get these services. He presented a resolution approved unanimously by the Pender County Board of Education authorizing them to offer this land to the County and to dispose of it by any legal means if the County declines to purchase. He said Tri County is currently working out of the Ruritan Building in Penderlea, which is not suitable for the long term. He introduced representatives of Tri County present in the room and indicated that both Pender Memorial Hospital and Black River Health Services have provided letters of support for this facility.

Mr. Williams made a motion to decline the offer to purchase this land (thereby allowing them to proceed with the sale to Tri-County). This motion was seconded by Mr. Rivenbark and carried by unanimous vote of the Board.

#### **2. Debbie Bell, Parent Leader – Parent Corps: Middle School Resource Officers**

Mrs. Bell thanked Board for the opportunity to report to them today. She said that the Parent Corps is a new national effort dedicated to helping parents prevent their children from using alcohol, tobacco and illegal drugs. She said they are concerned that there are not enough Middle School Resource Officers in the schools and believe this is important. She said that in considering the \$56 million school bond referendum, which she supports, the matter of School Resource Officers should be addressed. She said she recently attended a "Safe and Caring Schools Conference" in Raleigh where they stressed the importance of Middle School Resource officers in preventing a substantial amount of violence, being established role models, and reporting crimes that otherwise go unnoticed. She said that as sworn law enforcement officers, they also teach law related education and share their expertise in the classroom. She presented a petition in support of SRO's in schools and urged this Board to work with the Board of Education and Law Enforcement to reinstate SRO's in middle schools and high schools. Mr. Williams said he spoke with Mrs. Bell in November regarding these concerns and encouraged her to wait until closer to budget time to make this presentation. He thanked her for her input.

### **CONSENT AGENDA**

Chairman Meadows presented the 6 items on the Consent Agenda and asked for any discussion. Upon a motion made by Mr. Rivenbark and seconded by Mr. Williams, the Board voted unanimously to approve the consent agenda as follows:

3. Approval of Regular Meeting Minutes: February 7, 2005
4. Resolution Approving Tax Releases and Refunds as Presented
5. Resolution Accepting Petition to Add Reynolds Drive in Rocky Point to the State Maintained System, & Authorizing the County Manager to Submit the Petition to N.C. DOT
6. Resolution of Support for Improvements to the Intersection of US 117 and NC 133 by the Pender County Board of Commissioners in Conjunction with the NC Department of Transportation
7. Resolution Approving Re-appointment of Hiram Williams to the Pender County Pridgen Board of Health
8. Resolution to Approve Increasing the Size of the County Vehicle Fleet  
Simmons

### **RESOLUTIONS**

#### **9. Resolution Asking Elected Officials to Restore Funding to Dredge New River Inlet and New Topsail Inlet**

Mr. Parker presented this item and said that it mirrors the resolution approved by the Topsail Chamber of Commerce. Upon a motion made by Mr. Holland and seconded by Mr. Rivenbark, the Board unanimously approved item number 9 as follows: that the County urgently requests that a concerted effort be made by our elected officials to restore funding to dredge New River Inlet and New Topsail Inlet on a regular basis, such that it will be maintainable on a year-round basis by the U.S. Army Corps of Engineers and thereby be useable by the many commercial, charter and recreational boaters who access the ocean via these inlets.

**10. Resolution Approving Addendum to the Three-Year Contract Extension with Maximus**

Mr. Jones explained that this is an addendum to an existing contract which the Board recently approved. Mr. Thurman said the addendum requires us to repay any monies we were reimbursed if the information we furnished to them is later determined to be inaccurate. Ms. Jones said she has no problem with this language and does not foresee this creating any additional liability, just restating and emphasizing the existing liability. Mr. Meadows asked if this is standard disclaimer language and Mr. Thurman said it merely requires the County to repay any reimbursed funds if we make a mistake in the information we furnish to them to calculate our reimbursement, and states that they are not responsible. Upon a motion made by Mr. Holland and seconded by Mr. Williams, the Board voted unanimously to approve item number 10 as follows: That the Pender County Board of Commissioners approves the addendum to the extended 3-year contract of MAXIMUS. The Chairman/County Manager is authorized to execute any/all documents necessary to implement this resolution.

**11. Budget Ordinance Amendment Transferring Funds for Unbudgeted Prosecutorial Primary - \$12,000**

Elections Director, Frances Pinion, said that in October she estimated the cost of this extra, unbudgeted election (that became necessary when the District Attorney retired in mid-term and an additional primary was required) to be approximately \$12,000. She said this resolution would allow her to formally transfer money that would pay for the special prosecutorial primary. She said this action is necessary to restore her budget. Upon a motion made by Mr. Williams and seconded by Mr. Holland, the Board voted unanimously to approve item number 11 as follows: that the FY 2004-05 Annual Budget Ordinance is hereby amended as follows:

Transfer from:

Non-departmental Reserves	660-405760	\$ 12,000.00
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Transfer to:

Board Members Salaries	430-400101	\$ 750.00
Salaries	430-400200	1,461.27
Temporary Wages	430-400400	1,923.23
FICA	430-400500	260.00
Telephone	430-401100	25.00
Postage	430-401200	2,485.03
Travel	430-401400	148.33
Rent	430-402100	140.00
Supplies	430-403300	2,416.22
Precinct Workers	430-404543	<u>2,390.92</u>
Total		\$ 12,000.00

Mr. Williams asked if this is cost of a possible bond referendum. Mrs. Pinion said it would be the minimum cost. When asked about the timetable involved in establishing an additional One-Stop Voting site, she said it cannot be done prior to May 3, 2005 due to filing and certifying regulations of the State Board of Elections.

**12. Resolution Authorizing Pender County to Participate in the Lower Cape Fear Stewardship Program**

Community Development Coordinator, Johnny Sutton, said this is an awards program honoring developers in the Lower Cape Fear Region that demonstrate outstanding environmental stewardship through the protection, conservation, improvement, and awareness of our natural resources. He said that Marilyn Meares of the Lower Cape Fear Resource Conservation and Development group made a presentation about this program to the Planning Board, who offered their endorsement. He said they will modify the contract language to offer the assistance of staff "as available," and that their obligation would be limited to passing out literature and making information available. He said this is a program that Pender County should participate in. Upon a motion made by Mr. Holland and seconded by Mr. Williams, the Board voted unanimously to approve item number 12 as follows: That the Pender County Commissioners approve a resolution authorizing Pender County to participate in the Lower Cape Fear Stewardship Development Program, as described herein. The Chairman and/or County Manager are authorized to execute any document necessary to implement this resolution.

**13. Resolution Approving a Contract with North Carolina Department of Environment and Natural Resources for Pender County to Issue Permits and Inspect Minor Coastal Area Management Act Projects**

Mr. Sutton said this is a routine annual contract with CAMA which enables the County to be reimbursed for projects the County inspects. He said that if the County does not participate, everyone who wishes to build anything in areas of environmental concern would have to apply out of the Wilmington Office. He said Pender currently has one Certified CAMA officer who can issue these permits, and the state reimburses the County a standard "capped" amount for each permit. He said this contract runs from July 2004 to June 2005 and was received late, or he lost it. He said that discussion regarding the cap in this contract caused additional delays. He said because the contract was never executed, the County has not yet received reimbursement for any permits issued this fiscal year, however, by proceeding now all that has been completed will be eligible for reimbursement. He said that if the County exceeds the cap, there is a provision to request additional funding. He said this is a service that the County should provide, and Tommy Garris is the CAMA officer involved. He said these projects occur all throughout Pender County; however, most occur on the eastern shoreline. Upon a motion made by Mr. Holland and seconded by Mr. Rivenbark, the Board unanimously approved item number 13 as follows: That the Pender County Board of Commissioners approve a contract with the North Carolina Department of Environment and Natural Resources for a term of one year, for inspection services in Areas of Environmental Concern for minor development permit approval. The Chairman/County Manager is authorized to execute any/all documents necessary to implement this resolution.

**APPOINTMENT**

**14. Resolution Approving Appointment of Citizen to the Pender County Board of Health**

Upon a motion made by Mr. Holland and seconded by Mr. Rivenbark, the Board voted unanimously to approve item number 14 as follows: That Dr. Naseem H. Nasrallah is

appointed to the Pender County Board of Health to serve a three-year term representing the Physician position, such term to expire January 31, 2008. The Chairman and/or County Manager are authorized to execute any/all agreements necessary to implement this resolution.

## **DISCUSSION/RESOLUTION**

### **15. Reading of Bond Orders for Introduction**

Chairman Meadows read the following bond orders aloud and indicated that both would be brought back for later action.

### **BOND ORDER AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION SCHOOL BONDS IN THE MAXIMUM AMOUNT OF \$51,475,000**

WHEREAS The Board of Commissioners of Pender County, North Carolina, by resolution adopted on January 18, 2005, has stated its proposal to issue general obligation bonds to pay capital costs of providing school facilities.

The County has applied to the North Carolina Local Government Commission for its approval of such bonds, and the Commission has accepted the County's application.

BE IT ORDERED by the Board of Commissioners of Pender County, North Carolina, as follows:

1. There are hereby ordered to be issued general obligation school bonds of the County to pay capital costs of providing school facilities, together with related financing and other necessary or incidental costs.
2. The maximum aggregate principal amount of the bonds issued for such purpose will be \$51,475,000.
3. Taxes will be levied in an amount sufficient to pay the principal of and interest on the bonds so issued.
4. A sworn statement of debt prepared by the County's Finance Officer has been filed with the Clerk to this Board and is open to public inspection.
5. This Bond Order will take effect when approved by the County's voters in the manner provided by law.

### **BOND ORDER AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION SCHOOL BONDS FOR PERFORMING ARTS FACILITIES IN THE MAXIMUM AMOUNT OF \$4,400,000**

WHEREAS The Board of Commissioners of Pender County, North Carolina, by resolution adopted on January 18, 2005, has stated its proposal to issue general obligation bonds to pay capital costs of performing arts centers at County high schools.

The County has applied to the North Carolina Local Government Commission for its approval of such bonds, and the Commission has accepted the County's application.

BE IT ORDERED by the Board of Commissioners of Pender County, North Carolina, as follows:

1. There are hereby ordered to be issued general obligation school bonds of the County to pay capital costs of providing performing arts centers at County high schools, together with related financing and other necessary or incidental costs.

2. The maximum aggregate principal amount of the bonds issued for such purpose will be \$4,400,000.

3. Taxes will be levied in an amount sufficient to pay the principal of and interest on the bonds so issued.

4. A sworn statement of debt prepared by the County's Finance Officer has been filed with the Clerk to this Board and is open to public inspection.

5. This Bond Order will take effect when approved by the County's voters in the manner provided by law.

**16. Resolution Setting Public Hearing and Authorizing Filing of Debt Statement.**

Mrs. Jones said that approval of this resolution would set the date of March 7, 2005 at 10:00 a.m. here in the Assembly Room as the date of the public hearing and would direct her to prepare and file a statement of net debt with the Clerk to the Board. She said Bond Council would attend the March 7<sup>th</sup> meeting and guide the Board through the necessary steps. Mr. Moore made a motion to set the hearing for March 7, 2005 and to authorize the preparation and filing of the Debt Statement. This motion was seconded by Mr. Rivenbark and carried by unanimous vote of the Board. Item number 16 was approved as follows: (1) that a public hearing on each such bond order will be held at 10:00 a.m. (or as soon thereafter as the matter may be heard) on March 7, 2005, in the Pender County Assembly Room, 805 South Walker Street, Burgaw, North Carolina, and (2) that the Clerk to this Board is authorized and directed to publish a notice of each such public hearing, in the form provided for in Section 159-56 of the General Statutes, one time, not less than six days prior to such hearing date, in a newspaper having general circulation in the County;

AND BE IT FURTHER RESOLVED that the County's Finance Officer is authorized and directed to prepare and file, prior to the publication of the notice of public hearing, a sworn statement of the County's net debt in the form prescribed by statute.

Mr. Williams stated that he has a prior commitment and cannot be present at the March 7<sup>th</sup> hearing.

## **DISCUSSION**

### **17. Annual Retreat: February 28 and March 1, 2005 – Agenda**

Mr. Parker presented a draft agenda for the retreat and indicated that the Town of Burgaw does wish to make a presentation and would be added to the list. He said that he and Cindy Jones met with John Bauer (County Manager arriving March 21, 2005) who is preparing some items regarding “out-year” planning. He said this is essentially the same format we used last year, with the Department Heads bringing their requests before the Board. Mr. Williams said that last year’s format worked well and it was the consensus of the Board to proceed in this fashion.

### **18. ITEMS FROM THE COUNTY MANAGER**

Mr. Parker presented the following items of interest.

He made special note of Tourism Director, Katherine Adams, recent success in receiving two awards for Tourism, and the response from Hampstead Volunteer Fire Departments, Lt. Joe Boyer, to the anonymous letter Mr. Williams forwarded regarding allegations against the HFD. Mr. Parker also noted that statistics from the Planning Department are included, the most notable of which places the population of Pender County at over 50,000.

With regard to the vacancies on boards and committees, Mr. Meadows asked if it crucial that these be filled from a certain district? Mr. Parker said that if people are interested in serving on a board or committee, they should apply at the County Manager’s Office and it would be at the discretion of this Board to appoint them. In an effort to create public interest, Mr. Meadows read the list of the vacancies.

### **ITEMS FROM THE COUNTY ATTORNEY**

Mr. Thurman stated, with respect to something handed to him by the HFD, that he does not know if this is a closed session item. He said he has to review it, but also stated that he has been in contact with the HFD and they will make a statement at the 7:00 p.m. session. He said he has referred them to another attorney as he cannot represent both the County and the fire department.

He said the County has been named in a lawsuit filed this week entitled “Robert Kilroy versus Tervo, et al, including Pender County. He said the basis of this 28 page complaint appears to regard development near and access to his home in Sloop Point Plantation.

Mr. Thurman reported that the County has also been sued by Farnell Shingleton and Gary Covil regarding the denial of the special use permit for borrow pit mining. He said he would be discussing both of these matters with the Board in closed session. He noted that none of them seem to seek monetary damages from the County.

### **ITEMS FROM THE COUNTY COMMISSIONERS**

Mr. Rivenbark presented a pamphlet from the Rural Economic Development Institute regarding an upcoming training session. He said that in the past all Commissioners went through this training and suggested that those who have not gone should go.

Mr. Meadows read in detail the press release regarding the Tourism awards and asked Tourism Director, Katherine Adams, to come forward. She explained the awards and updated the Board on the recent success of the Blueberry Pancake Breakfast, at which 316 plates were sold. She said the next Blueberry Festival is June 25, 2005.

Mr. Meadows said he had just received a letter from UNCW concerning their reassessment of community needs and priorities. He noted that the first of three meetings would be conducted today, with others occurring on Feb 23 and March 1, 2005. Mr. Williams said he communicated to them that 3 of the 3 dates are Commissioner meeting dates, making it impossible for them to attend.

Mr. Meadows pointed out that a public hearing on the Highway 53 Burgaw Bypass would be held on March 29, 2005. He said there is an informal segment from 4 to 7 p.m. and a formal hearing at 7 p.m. He read the public hearing announcement.

Mr. Meadows noted that the Topsail Island Shoreline Protection Commission had sent a letter asking for a monetary contribution of \$2,000 to cover their first year administrative costs. Mr. Williams noted that member, Mike Curley, is present, and Mr. Meadows called him to the podium. Mr. Curley said they appreciate the opportunity to work with Pender County. He noted that both Commissioner Williams and former County Manager, Andy Hedrick, have been very active in the Commission. Mr. Williams noted that this group has also commissioned a Washington DC lobbying firm, which is not inexpensive; however, they are not asking the Counties to contribute in any way to that cost, as the beach towns have agreed to handle that cost themselves. Mr. Williams asked that this item be considered at the retreat.

### **PUBLIC COMMENT**

Marivel Gomez of the Hampstead Health Center, an affiliate of Tri County, thanked the Board for their approvals that would allow them to proceed with the development of a facility in Penderlea. She said she would be leaving information out in the public area regarding the services they provide.

The Board then took a break.

### **CLOSED SESSION**

At 5:14 p.m., Mr. Rivenbark made a motion to enter into closed session pursuant to N.C.G.S. 143-318.11 (3) to preserve the attorney client privilege and to discuss two lawsuits: Kilroy versus Tervo, et al, including Pender County and Shingleton/Covil versus Pender County, (5) to discuss a potential real estate acquisition, and (6) to discuss a personnel matter. This motion was seconded by Mr. Williams and carried by unanimous vote of the Board.

### **OPEN SESSION**

At 7:00 p.m., Mr. Rivenbark made a motion to come out of closed session, which was seconded by Mr. Holland and carried by unanimous vote of the Board.

## **ANNOUNCEMENTS**

Mr. Thurman announced that the Board wishes to permit a 60 day period in which potential interested purchasers may come forward for the Hampstead Cape Fear Campus school property. He said the County has received a bid for \$1.15 million, which will be the floor offer. He said this period would go to April 21, 2005, after which staff and the attorney would evaluate any and all bids and present them to the Board. He said the County welcomes any and all offers, and an inspection of the property could be arranged through the County Manager's Office. Mr. Williams stated that the County is not obligated to accept any offer during those 60 days. Mr. Thurman concurred, stating that the acceptance of any offer would merely commence the upset bid process. He stated that the Community College has the full use of the property until Fall 2005, and under this schedule, a transfer of property could not realistically take place any earlier than September of 2005.

### **18. Ordinance Reassigning Street Numbers**

Mr. Williams said that he has agreed to meet with the folks who live at Jensen's Coastal Plantation and to bring other staff to discuss the necessity for this action. He said he has personally been through the ordeal of having to be readressed. He said this community is exclusively made up of retirees, many of whom are unable to drive at night. Mr. Williams then made a motion to continue this hearing until the March 7<sup>th</sup> meeting. Mr. Rivenbark seconded this motion and the matter was continued by unanimous vote of the Board.

Mr. Meadows asked Emergency Services Coordinator, Eddie King, to provide an update on debris pickup at the tornado site. Mr. King confirmed that all debris was picked up as of last Thursday morning.

### **Hampstead Volunteer Fire Department**

Mr. Meadows announced that they would deviate from the agenda slightly in order to accommodate a brief address by Lt. Joe Boyer of the Hampstead Fire Department, regarding recent events within the Fire Department. Mr. Boyer came forward and stated that he is Chairman of the Hampstead Fire Department Board of Directors. He said he reports these incidents with a heavy heart. Mr. Boyer then explained that as of November of 2004, the finances of the HFD had been taken over by a new Treasurer, Bob Reid. He said that Mr. Reid noted irregularities in the finances and he presented those facts to the Board of Directors. He said that on February 17, 2005, they held a meeting of the Board of Directors, and determined that for the safety of the Department and Chief Garvey, they should call for an investigation into the finances. He said they called their Commissioner, David Williams, who came to the meeting so they could advise him of their decisions. He said Commissioner Williams agreed with their analysis and informed them that he would be in contact with the Board of Commissioners and the County Attorney. He said that on the morning of February 18<sup>th</sup>, Chief Garvey was placed on administrative leave, which he accepted without hesitation. He said that an investigation is presently ongoing and any other comment would be inappropriate at this time. He said the investigation is being handled by the Pender County Sheriff's Department and it completely out of their hands. He said they would cooperate fully during this investigation.

He said he is still very proud to be member of the HFD. He assured the Hampstead Fire District Residents that the Department remains prepared to serve in any emergency. He said they recently celebrated over 50 years of service and they have 45 members of this organization who give of their time to protect the community.

Mr. Williams said he has spoken with some members of the HFD who have indicated a desire to have a third party audit conducted. Mr. Thurman said he spoke with Mr. Boyer prior to this presentation and learned that they are meeting with an attorney. He said they will likely need an accountant as well who can recommend some controls within the department. He said he believes this is a very wise move on the HFD's part. He said that operationally, there is no problem, and they are continuing to provide fire protection to their district.

**20. Zoning Map Amendment: Anton Tomassetti**

Mr. Sutton said this is a request for a Zoning Map Amendment request to go from FA, Flood Hazard Area, to RA, Rural Agriculture. He said the property is located on the east side of Highway 53, 0.4 miles South of Croomsbridge Road. He said this site is an area that was rezoned from RA to FA during the 2003 County wide rezoning one year ago and it was anticipated that detailed flood maps would be available shortly, thus that issue could be revisited. He said the State has not yet provided the new flood maps. He said this applicant provided an elevation certificate from a surveyor showing that the site where the building will go is above flood elevation. He said the Planning Board recommends approval, as well as does the staff. He said this rezoning is not inconsistent with the Land Use Plan or the 20/20 Growth Management Policies and reminded the Board that they previously approved a Special Use Permit for this facility.

Upon a motion made by Mr. Rivenbark and seconded by Mr. Williams, the Board voted unanimously to approve this rezoning.

**21. Special Use Permit for Expansion of a Multi Unit Retail Center**

Mr. Thurman swore the witness, Mr. Sutton, and Chairman Meadows opened the public hearing. Mr. Sutton said that this application is for the expansion of an existing shopping center which was approved late last summer. He said the applicant is Kenneth Lloyd and he has acquired an additional piece of land on the north side of the existing facility. He said the applicant has worked diligently getting this site plan prepared. He said this is not consistent with either of the plans or policies and they recommend approval with the conditions as presented. Upon a motion made by Mr. Williams and seconded by Mr. Holland, item number 21 was approved as presented.

**22. Special Use Permit: Convenience Store/Car Wash**

Mr. Thurman swore the witness. Mr. Sutton said this proposal is part of the Rocky Point Plaza and would be situated on a corner parcel next to the church. He said this facility as planned is a convenience store with an attached car wash. He said the store does not require a Special Use Permit, but the car wash does. He said that the Food Lion Shopping Center has allocated a portion of their sewer allotment for this purpose. He said the system proposed includes a reclaim system that will allow them to function

without using much of that allocation. He asked that if the Board approves this permit, that one additional condition be added as number 11, "that this is approved as a component of the Rocky Point Flood Lion Plaza." Mr. Meadows asked where the 1,000 gallons per day of sewer is coming from and Mr. Sutton responded, "Part of the Rocky Point Plaza." Mr. Parker said that the County allocated 5400 gallons of sewer capacity to Capital Centre Development. Mr. Sutton said that most of the water used will be recovered, with only 5% being discharged and 5% lost to evaporation. Mr. William Bostic, applicant, clarified that 5 gallons per wash would go into the sewer. Mr. Meadows asked how many gallons of water is used in this type of wash and Mr. Bostic responded that 85 gallons per vehicle is estimated. Mr. Meadows closed the public hearing at 7:26 p.m. and Mr. Rivenbark made a motion to approve this Special Use Permit with the conditions as presented and with the addition of condition #1, that the permit is approved for this facility as part of the Rocky Point Plaza. Mr. Holland seconded this motion and it carried by unanimous vote of the Board.

Mr. Meadows recognized Hampstead Fire Department Board Member (Commissioner appointee), Wayne Ulisnick. He thanked Mr. Ulisnick for his efforts as a Board member and asked him to remain on that board. Mr. Ulisnick thanked Mr. Meadows and said he appreciates this Board giving time to let these things happen. He agreed to remain on the Board, "for a little while."

**PUBLIC COMMENT**

No one came forward for public comment

Since there was no further business to come before the Board, Chairman Meadows adjourned the meeting at 7:28 p.m.

Respectfully Submitted,

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Melinda Knoerzer  
Deputy Clerk to the Board