**REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE**

**VILLAGE OF WATKINS GLEN HELD MONDAY, JANUARY 7, 2019**

PLEDGE OF ALLEGIANCE

The public session of the meeting was called to order at 6:00 pm by Mayor Samuel Schimizzi who led the assembled in the pledge of allegiance. Present were Mayor Samuel Schimizzi, Trustee Gary Schmidt, Trustee Anthony Fraboni, Trustee Laurie DeNardo, Trustee Nan Woodworth (via Skype), Sergeant in Charge Steven Decker, Village Clerk Lonnie Childs and Treasurer Rhonda Slater. Also present were Water Supervisor Martin Pierce, Sewage Treatment Plant Supervisor Terry Wilcox, Code Enforcement Officer Greg Larnard and Fire Chief Charlie Smith. There were approximately fifteen other persons in attendance.

Absent: Superintendent of Streets, Parks and Cemeteries Don Perry and Parks Supervisor Michelle Hyde.

PUBLIC BE HEARD

Schuyler County Planning Director Kristin VanHorn was there to update The Board on the Clute Park Redevelopment Project. The County received 15 proposals from Architectural and Engineering teams to provide professional consulting services for design, preparation of bid documents and construction support for the Clute Park Redevelopment which will include a new pavilion, bathhouse, and ice rink/splash pad. She went onto explain that a local committee composed of Village and County officials will review the proposals on January 15, 2019. Construction is anticipated to start in the fall of 2019 and continue through 2020. Village resident Mary Churchill responded with concerns about losing green space and trees. Kristin VanHorn went on to explain that we will be gaining more organized green space and that if any damaged or diseased trees are removed, they will be replaced with three new mature trees.

Village Resident and Italian American Festival President Louis Perazzini submitted an application for the 2019 Italian American Festival. This will be its 40th anniversary and the last year as it has been known. Louise went on to say that the committee will remain intact, take 2020 off and then determine, based on the ultimate Clute renovations, what it might do in the future.

REPORTS

[Parks Report](http://www.watkinsglen.us/usr/board%20meetings/190107/01.07.19_-_Parks.pdf); Streets Report; [Code Report](http://www.watkinsglen.us/usr/board%20meetings/190107/01.07.19_-_Code.pdf); [Water Report](http://www.watkinsglen.us/usr/board%20meetings/190107/01.07.19_-_Water.pdf); [Sewer Report](http://www.watkinsglen.us/usr/board%20meetings/190107/01.07.19_-_Sewer.pdf); Electric Report; Superintendents Report; [Police Report](http://www.watkinsglen.us/usr/board%20meetings/190107/01.07.19_-_Police.pdf); Fire; Treasurer’s Report

Trustee Laurie DeNardo then made the motion to approve the Department Heads’ reports as presented. Trustee Gary Schmidt seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

Village Treasurer Rhonda Slater informed the Board that the invoices for the Route 14 watermain project have come in and the project is currently overbudget by approximately $80,000.00. The Village will have to increase the Bond amount and a resolution for approval will be submitted at the next meeting.

VOTING ITEMS

Resolution – Adopt a Service Award Program and Program Point System for Active Volunteer Firefighters (LOSAP)

Trustee Laurie DeNardo made the motion to approve the following resolution to establish a LOSAP program and adopt the program point system. Trustee Gary Schmidt seconded the motion. The Board voted on the motion to approve and all were in favor. Motion Carried.

**Resolution to Establish a Watkins Glen Fire Department Service Awards Program**

**WHEREAS,** a proposal has been made to establish a Service Award Program for active volunteer fire fighter members of the Watkins Glen Fire Department; now, therefore, be it

**BE IT RESOLVED,**

***Section 1*** The Village Board of Trustees of the Village of Watkins Glen, as authorized by Article 11-A of the New York State General Municipal Law, directs that there shall be a public referendum of eligible voters within the Village of Watkins Glen at the Village election to be held on March 19, 2019 to determine whether such Service Award Program shall be established effective January 1, 2019.

***Section 2*** In accordance with Article 11-A of the General Municipal Law, the Village of Watkins Glen shall be the Service Award Program Sponsor. The New York State Office of the State Comptroller or its designee(s) shall be the Program Administrator and the Program Trustee and shall hold and invest the Program assets.

***Section 3*** The type of program shall be a defined contribution plan as described in Section 218 of Article 11-A. All active volunteer firefighter members of the Watkins Glen Fire Department who are at least 18 years old shall be eligible to become Service Award Program Participants. Unless participation is waived, an eligible volunteer shall become a Participant on December 31 of the first calendar year after calendar year 2018 during which he or she earns a year of Service Award Program service credit (see Section 5 of this resolution).

***Section 4***Active volunteer firefighter members shall have the opportunity to earn pension-like benefits, as well as pre-Entitlement Age death and disability benefits, under the Service Award Program. For each year of Service Award Program service credit earned not in excess of 40 years, a $500 contribution shall be credited to a Participant’s Service Award Program account. Investment income earned on and investment/administrative expenses paid from the Service Award Program trust fund assets shall be allocated to each Participant’s Service Award Program account. The Participant’s Service Award Program account balance at any time shall be the Participant’s “Service Award” earned as of that time.

A Participant may apply for payment of his or her Service Award upon attainment of age 60, the “Entitlement Age”. No Service Award shall effectively be paid to any Participant before January 1, 2020. A Participant shall be paid his or her Service Award in the form of a lump-sum payment or in any other equivalent forms of payment selected by the Participant as may be permitted under the terms and conditions of the program document.

The pre-Entitlement Age death benefit shall be a lump-sum payable to the Participant’s designated beneficiary equal to the Participant’s Service Award. No death benefit shall be payable unless the Participant had acquired a non-forfeitable right to a Service Award (see Section 7 of this resolution).

A Participant shall be eligible to be paid a pre-Entitlement Age disability benefit payment under the Service Award Program if such Participant is granted a total and permanent disability by the Social Security Administration, or by any entity which pays benefits under the Volunteer Firefighters’ Benefit Law, or by any other authority approved by the Program Administrator. Such disability benefit shall be a lump-sum payment equal to the Participant’s Service Award.

***Section 5*** A year of Service Award Program service credit shall be earned by an eligible volunteer for each calendar year after 2018 during which the eligible volunteer earns at least 50 “points” for participating in volunteer firefighter activities as set forth by the Village of Watkins Glen in the Service Award Program Point System, as authorized by Section 217 of Article 11-A of the General Municipal Law, and during which the volunteer agrees to participate in the Service Award Program. A copy of the Point System is attached to this Resolution. The Board of Trustees of the Village of Watkins Glen may amend the Point System from time to time, provided such amendments are adopted in accordance with and are allowable under all applicable statutes, rules and regulations. In the event the Point System is amended by the Village of Watkins Glen, a written explanation of the changes shall be distributed to active volunteer firefighter members within six months of the later of the date such changes are adopted or effective.

***Section 6*** Persons who become or continue to be active volunteer firefighter members of the Watkins Glen Fire Department after attaining the Entitlement Age shall continue to have the opportunity to earn service credit under the Point System even if they have been paid a Service Award. Any $500 annual post Entitlement Age contribution earned by a Participant shall be credited to the Participant’s program account and subsequently paid to the Participant or the Participant’s beneficiary in accordance with the applicable provisions set forth in the program document.

***Section 7*** A Participant’s Service Award shall become fully vested (i.e. a Participant shall obtain a non-forfeitable right to his or her Service Award) after the Participant: earns at least five (5) years of Service Award Program service credit; attains the Entitlement Age or any subsequent age while an active volunteer firefighter member of the Watkins Glen Fire Department; or, is awarded a Service Award Program total and permanent disability benefit payment.

***Section 8*** As of December 31 of the year a non-vested Participant ceases to be an active volunteer firefighter member, such non-vested Participant’s Service Award and earned Service Credit shall be forfeited. The forfeited earned Service Credit and Service Award shall be restored if such individual again becomes an active volunteer firefighter member of the Watkins Glen Fire Department within five years and subsequently earns at least one year of Service Credit under the Point System.

***Section 9*** The total annual cost of funding the Watkins Glen Fire Department Service Award Program benefits for current volunteers is estimated to be as much as $20,000 or about $500 per active volunteer firefighter member, including the cost of administration. The estimated annual cost to administer the program is about $1,720 for current active volunteer firefighter members.

***Section 10*** The Watkins Glen Fire Department Service Award Program benefit payments shall commence to Participants after December 31, 2019 when they and/or their beneficiaries qualify for payment.

***Section 11*** All other provisions of the Watkins Glen Fire Department Service Award Program shall be in accordance with Article 11-A of the General Municipal Law as amended from time to time and any and all related rules and regulations issued by the New York State Comptroller as well as any federal statutes and regulations applicable to Service Award Programs.

**Watkins Glen Fire Department Service Award Program Point System**

This is the Watkins Glen Fire Department Service Award Program Point System adopted by the Board of Trustees of the Village of Watkins Glen. The Point System is intended to comply with Article 11-A of the General Municipal Law of the State of New York.

The Watkins Glen Fire Department has the responsibility to maintain their Point System records. It is imperative that all Active Members strictly comply with the Village approved procedures for verifying attendance at drills, meetings, calls, etc. These attendance verification documents/records must be produced upon demand when the Service Award Program records are audited.

Only the Board of Trustees of the Village of Watkins Glen has the authority to change the Point System but may do so only if the changes comply with all governing rules, regulations, and laws. In the event that the Point System is changed, a written notice of change must be given to all Active Members within one hundred eighty (180) days of the adoption of such change.

When reading this document, an Active Member should keep in mind that the intent of the Point System is to provide Active Members with ample opportunity to earn benefits under the Service Award Program. An Active Member who for whatever reason (such as regular work hours) cannot earn as many points under one or more categories as other Active Members should focus on the total number of points he or she could earn from all categories of allowable point accumulation activities.

The Point System contains categories of activities for which Active Members can earn points. To earn Service Award Program service credit for a calendar year, an Active Member must earn at least 50 points under this Service Award Program Point System during the calendar year and must be an “active volunteer firefighter” as that term is defined in Article 11-A.

The Points System is as follows:

**1. Training (other than drills) – 25 point per year maximum**

Based on duration of training courses as follows:

1. Under 20 hours: One (1) point per hour; no more than five (5) points per course.
2. 20-45 hours: Five (5) points plus one (1) point per hour for each hour over twenty hours; no more than ten (10) points per course.
3. 46-100 hours: Fifteen (15) points per course.
4. Over 100 hours: Twenty-five (25) points per course.

**NOTE:** Training courses should be satisfactorily completed (with acceptable documentation) and designated as approved courses by the Fire Department Board. Active Members who are paid to attend training courses as part of their job or profession will not receive credit in the Service Award Program for attending such courses.

**2. Attendance at Drills – 20 points per year maximum**

One (1) point per drill (minimum two hours duration). Drills of four (4), six (6) or even longer hours are sometimes treated as two or more separate drills of at least two (2) hours duration each.

**3. Stand-by Sessions – 20 points per year maximum**

*Stand-by Session:* One (1) point for each session (four-hour minimum duration); a stand-by is defined as line of duty activity of the volunteer fire company, lasting for four (4) hours, not falling under one of the other categories.

**4. Holding a Specific Elected or Appointed Position – 25 points per year maximum**

Points are earned upon the completion of a one-year term in an elected or appointed position as follows:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Title** | **Points** |  | **Title** | **Points** |
| Chief | 25 |  | President | 25 |
| Assistant Chief | 20 |  | Vice President | 15 |
| Deputy Chief | 15 |  | Directors | 20 |
| Safety Officer | 15 |  | Secretary | 15 |
| Lieutenants | 10 |  | Captains | 10 |

**Active Members holding more than one office:** Points are awarded annually, up to a maximum of twenty-five (25) points, for an Active Member who simultaneously completes a one-year (twelve month) term in more than one office.An officer shall be required to have fulfilled the duties of the office before points are granted, as determined by the Fire Department Board.

**5. Attendance at Meetings – 20 points per year maximum, no minimum.**

Attendance at any official meetings of the Fire Department - one (1) point per meeting.

**NOTE:** Must be an official Watkins Glen Fire Department Meeting (regular or special) called by the President or Chief that all Active Members of the Fire Department are expected to attend. This does not include committee meetings.

**6. Participation in Department Responses – 25 points per year**

Points are credited on an all or nothing basis for attending the minimum percent of the total responses (or calls) of the Fire Department during the calendar year as outlined below.

* 10% of total calls if the Fire Department responds to less than 500 calls during the year.
* 7.5% of total calls if the Fire Department responds to at least 500 but less than 1,000 calls during the year.
* 5.0% of total calls if the Fire Department responds to at least 1,000 but less than 1,500 calls during the year.
* 2.5% of total calls if the Fire Department responds to 1,500 or more calls during the year.

Example: If the Fire Department responds to 375 calls during a calendar year, an Active Member must respond to a minimum of 38 calls during the calendar year to earn 25 points (375 x 10% = 37.5 calls, which must be rounded up to 38).

**7. Miscellaneous Activities – 15 points per year maximum (1 point per each)**

Participation in activities covered by the Volunteer Firefighters’ Benefit Law and listed below for which points cannot be earned otherwise - one (1) point per activity including:

## Activity

Fundraising Activities

Work Details

Gear Inspections

Fire Prevention Activities

Teaching fire safety, first aid, CPR, etc.

**8. Teaching Fire Prevention Classes – 5 points per year maximum**

One point per class for an Active Member who at the direction of the Watkins Glen Fire Department, and for no remuneration, presents a public education class on fire prevention to a school, not-for-profit corporation, or civic organization organized and existing under the laws of the State of New York or authorized to conduct activities in New York State.

**9. Line of Duty Disability – 60 points maximum (5 points per month)**

In the event that an Active Member is either totally and temporarily disabled, or partially and permanently disabled, as certified by the Workers’ Compensation Board or other competent authority approved by the Village of Watkins Glen, and the disability occurs during the course of service as a volunteer, while actively engaged in providing line of duty services, as defined in subdivision one of section five of the Volunteer Firefighters’ Benefit Law, the Active Member shall receive five points for each complete calendar month of such disability. However, if such disability becomes a total and permanent disability, then no future points shall be credited under this line of duty disability provision after the date that such disability became a total and permanent disability.

Resolution –Adopt an Anti-Sexual Harassment Policy

Trustee Laurie DeNardo made the motion to approve the following resolution to adopt an Anti-Sexual Harassment Policy. Trustee Nan Woodworth seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

**WHEREAS,** the 2018-2019 New York State budget legislation requires all employers to create and/or modify an anti-sexual harassment policy to meet the requirements provided by New York State; and

**WHEREAS,** pursuant to the requirements set out in the 2018-2019 New York State budget legislation, the Village of Watkins Glen shall adopt this resolution establishing a compliant anti-sexual harassment policy; and

**WHEREAS,** all prior existing sexual harassment policies of the Village of Watkins Glen shall be superseded by the Anti-Sexual Harassment Policy adopted by this Resolution; and

**WHEREAS,** should any section or provision of this Resolution or the adopted Anti-Sexual Harassment Policy be declared to be invalid, that decision shall not affect the validity of this Resolution or adopted Anti-Sexual Harassment Policy as a whole or any part thereof, other than the part so declared to be invalid; and

**NOW, THEREFORE, BE IT RESOLVED,** by the Village of Watkins Glen the following:

Section 1. The Anti-Sexual Harassment Policy, included as Exhibit A to this Resolution, is hereby adopted.

Section 2. This Resolution shall be in full force and effect after its passage and publication as provided by law.

Resolution –Execute a Utility Easement Application for DEC

Trustee Anthony Fraboni made the motion to approve the following resolution to execute a Utility Easement application for DEC. Trustee Laurie DeNardo seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

**WHEREAS**, the Village of Watkins Glen and Village of Montour Falls have commenced a joint effort to address the aging wastewater treatment infrastructure in each Village by agreeing to support the construction of the proposed Regional Wastewater Treatment Facility (the “Project”), which will provide significant environmental benefits to the region by reducing the current levels of nutrient loading in Seneca Lake; eliminate on-going chlorine usage/discharges and odor concerns at the existing wastewater treatment facilities; and provide a comprehensive, long-term solution to the wastewater treatment challenges facing both Villages; and

**WHEREAS**, after comprehensive analysis of alternative locations for the Project, the Villages have determined the NYS Canal Corporation’s historical Upland Disposal Site (“UDS”) 6-25-H located in the Village of Watkins Glen, south of Clute Park, along the Barge Canal (“Project Site”) is the most appropriate location for the Project, and

**WHEREAS**, the Board of Trustees have previously issued Negative Declaration pursuant to the New York State Environmental Quality Review Act for the Project; and

**WHEREAS**, the sewage force main alignment through the Catharine Valley Trail property was included in said State Environmental Quality Review and Negative Declaration; and

**WHEREAS**, new means of conveying sewage to the planned Regional Wastewater Treatment Facility are necessary; and

**WHEREAS**, application for easement must be applied for by the Village of Watkins Glen, as the Grantee and submitted to and approved by the NYSDEC as Grantor;

**NOW, THEREFORE, BE IT RESOLVED,** by the members of the board of trustees of the Village of Watkins glen as follows:

Samuel Schimizzi, Mayor, is hereby authorized to sign applications of easement and associated letters of intent, as may be required by NYSDEC, for the purposes of securing an easement along the Catharine Valley Trail, for construction, operation, and maintenance of necessary sewage force main utilities.

CDBG Grant – Approval for the Mayor to Sign Contract

Trustee Anthony Fraboni made the motion for approval for the Mayor to sign the NYS Community Development Block Grant (CDBG) contract and to sign all necessary documents pertaining to said grant. Trustee Laurie DeNardo seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

CDBG Grant – Approval to Set Up a Non-Interest-Bearing Financial Account

Trustee Laurie DeNardo made the motion to approve Village Treasurer Rhonda Slater to set up a non-interest-bearing financial account with Community Bank as required by the CDBG Grant for the deposit and disbursement of funds. Trustee Gary Schmidt seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

RFP Release – Street Lighting

Trustee Laurie DeNardo made the motion to approve the release of the RFP for the Street Lighting project. Trustee Anthony Fraboni seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

Implement New Policy – Employee Training and Reimbursement

Trustee Laurie DeNardo made the motion to approve the implementation of a new Employee Training and Reimbursement Policy. This policy will require employees to pay back the cost of courses if they do not remain employed by the Village for a period of four (4) years after completion. Trustee Gary Schmidt seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

Amend Procurement Policy –NYS Sexual Harassment Requirements for Competitive Bids

Trustee Anthony Fraboni made the motion to revise the procurement policy per State Finance Law 139-L, which was amended by the 2018-2019 budget legislation, where competitive bidding is mandated by a statute, rule or regulation, the bid must contain the following language/certification:

*"By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that the bidder has and has implemented a written policy addressing sexual harassment prevention in the workplace and provides annual sexual harassment prevention training to all of its employees. Such policy shall, at a minimum, meet the requirements of section two hundred one-g of the labor law."*

Trustee Laurie DeNardo seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

Late Fee Waiver Request – Tops Markets

Trustee Anthony Fraboni made the motion approve a request from Tops Markets to waive two months late fees totaling $84.12 due to their transitioning from Tops Markets, LLD to Capturis. Trustee Laurie DeNardo seconded the motion. Discussion followed where the Board decided there was precedence to deny the request. The Board then voted on the motion to approve. The vote was as follows:

Ayes: none

Nays: Trustee Anthony Fraboni, Trustee Laurie DeNardo, Trustee Gary Schmidt, Trustee Nan Woodworth

Motion Failed

Sewer Credit Request – Town of Dix

Trustee Laurie DeNardo made the motion to approve a sewer credit to a Town of Dix customer due to a water heater break. The credit would be for 1002 gallons for a savings of $16.67. Trustee Gary Schmidt seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

Resolution – Notice that There Will Not be a Village Registration Day and to Identify the Polling Place and Hours for the March 19, 2019 Village Election

Trustee Laurie DeNardo made the motion to approve the following resolution regarding no Village Registration Day and to identify the polling place for the March 19, 2019 Village Election. Trustee Anthony Fraboni seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

**BE IT RESOLVED,** that the Board of Trustees of the Village of Watkins Glen, New York hereby declares there will not be a Village Registration Day and also designates that the Community Center in Clute Park, 155 S. Clute Park Drive, Watkins Glen, NY will be the Election Day polling place for the entire Village of Watkins Glen on March 19, 2019. The hours the polls will be open are 12:00 Noon until 9:00 p.m. for the purpose of the Village Elections.

CONFERENCE REQUESTS

Field Training Officer Course – Micah Swarthout

Trustee Laurie DeNardo made the motion to approve Micah Swarthout to take the Field Training Officer Course from January 28, 2019 – February 8, 2019 at the Southern Tier Law Enforcement Academy at no cost to the Village other than payroll to backfill his shift. Trustee Gary Schmidt seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

Watkins Glen Chamber of Commerce Winter Gala – Board of Trustees

Trustee Laurie DeNardo made the motion to approve the request for the Board of Trustees to attend the 2019 Winter Gala at the Watkins Glen Harbor Hotel on January 26, 2019 in the amount of $100.00 per Board member. Trustee Gary Schmidt seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

**AUDIT**

General Audit

Trustee Laurie DeNardo made the motion to approve the audit in the following amounts. Trustee Anthony Fraboni seconded the motion.

|  |  |  |  |
| --- | --- | --- | --- |
| General | $34,998.87 | Sewer | $12,828.57 |
| Electric | $188,117.11 | Water | $35,145.06 |
| |  |  | | --- | --- | | Capital Project – Rt. 14 | $0.03 | | $0.03 |  |  |

The Board then voted on the motion to approve and all were in favor. Motion Carried.

Online Payments Audit

Trustee Laurie DeNardo made the motion to approve the online payments in the following amounts. Trustee Anthony Fraboni seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

Office of State Comptroller - fines & fees $8,136.00

NYS Department of Taxation – December sales tax $4,193.48

USDA – Sewer Rehab Program (automatic withdrawal) $12,818.75

BOARD CONCERNS

Village Clerk Lonnie Childs updated the Board regarding the Fire Department Pumper repair estimate. Travelers estimate came in at $68,858.50 after the initial assessor inspection. The truck still needs to go into the 4 Guys Fire Trucks shop to have the body/pump/tank inspected and the chassis will still need to go to Spartan Chassis in Michigan for an estimate for that portion.

Village Clerk Lonnie Childs informed the Board that she received an email from Larson Design Group reminding the Village that the Regional WWTF project is at a point where the electric utility needs to be installed. This is the Village of Watkins Glen’s responsibility and it needs to be substantially in place by the end of February.

Village Clerk Lonnie Childs asked the board how they would like to proceed with RFP’s for the new Kayak Launch. It was suggested to get the RFP out ASAP.

Trustee Laurie DeNardo reminded the Board that a fund has been created under the DRI to redevelop select buildings within the Village, it will fund up to ten additional projects. The projects will vary in size from complete reconstruction to façade work and will range in project costs from $50,000 to over $1,000,000. The projects are funded in part by matching grants, with the funding coming from New York State Office of Community and Housing Renewal through the DRI. The exact funding and projects costs have yet to be determined.

Trustee Anthony Fraboni made note that the next Board of Trustees Meeting will be on Tuesday, January 22, 2019 due to Monday, January 21, 2019 being a holiday.

**EXECUTIVE SESSION**

Trustee Laurie DeNardo made the motion to exit public session and enter executive session at 7:24pm for personnel matters brought forth by Trustee Laurie DeNardo, Mayor Samuel Schimizzi, Trustee Anthony Fraboni and Village Clerk Lonnie Childs. Trustee Anthony Fraboni seconded the motion and all were in favor. Motion Carried

**ADJOURNMENT**

With no further business to come before the Board, Trustee Laurie DeNardo made the motion to exit executive session and adjourn the meeting at 8:11pm. Trustee Gary Schmidt seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

Meeting Adjourned.

Respectively Submitted,

Lonnie M. Childs