

A meeting of the Board of Directors of the Municipal Authority of the Borough of Portage was held on Thursday, December 5, 2019, at 7:00 p.m., in the Conference Room at 606 Cambria Street.

Those in attendance were:

Mark Castel, Chairman
Craig Castel
John Gartland
Brent Kinley
Jerome Yetsko

Also present were: Ron Cadwallader, Supervisor; Joe Beyer, The EADS Group; Attorney William Barbin, Solicitor; Mike Barton, Forester; Ron Portash, Mainline Newspapers; John Bilofsky and Doug Wagner, ATV Club.

I. CALL TO ORDER

Mr. Mark Castel, Chairman, called the meeting to order at 7:00 p.m., which was followed by the Pledge of Allegiance and Roll Call.

II. RECOGNITION OF GUESTS

Mr. Mark Castel recognized Mr. Portash.

Mr. Mark Castel then recognized Mr. Bilofsky and Mr. Wagner. Mr. Bilofsky commented that he and Mr. Wagner wanted to make the Board aware that, in follow-up of Mr. Hayes' comments at the last meeting, Mr. Hayes does not speak for or represent the ATV group in any form. Mr. Yetsko questioned if Mr. Hayes is a member of the ATV group, to which Mr. Bilofsky replied that Mr. Hayes is a member of the group; however, Mr. Hayes is not an officer or voting member of the group and he does not represent the group's views nor does he speak on behalf of the group.

Mr. Wagner questioned the Board as to the status of the ATV group's proposal as presented at a previous meeting, to which Mr. Mark Castel replied that the Board came to the conclusion that there will be no ATV activity on the watershed property and that the Authority would like to allow nature to take its course and allow the property to renew. Mr. Mark Castel pointed out that the Authority realizes that there are still some ATVs running on the property; however, we have noticed a difference in the condition of the property. He stated that he realizes this is a difficult decision for the ATV group. Mr. Wagner commented that he understands it if this is the decision of the Board; however, he did not see how what the group was proposing created any issues with public health and the steps they would take would have any impact on the water system. Mr. Wagner indicated that the ATV group was not creating any issues with the water system. The group understood the boundaries the Authority defined; and they put forth a proposal based on those boundaries. One of the trails as noted in the forestry report, Mr. Wager commented, has no impact on the water supply area. Mr. Wagner pointed out that the Authority has the capacity to be a lessee or lessor for projects such as proposed.

Mr. Bilofsky questioned if the Board would be willing to revisit this matter in the future, to which Mr. Mark Castel replied that it may be possible in the future. Attorney Barbin pointed out that the ATV group would always have the right to come to a meeting and make suggestions. Mr. Wager emphasized to the Board that the ATV group was not looking for an immediate answer as the group would have a lot of coordination to do relative to the project. He stated that the

group was looking to at least March to begin the project in order to coordinate the financial and equipment resources. Mr. Mark Castel explained that, at this time, there is no commitment on the part of the Board for anything; and the decision of the Board will stand for this time. Mr. Kinley stated that the Authority is in the beginning stages of seeing what the reduced ATV traffic will do to the property; and the employees at the plant are seeing some changes. Once we get rain and growth in the spring, Mr. Kinley commented, we will see what happens when the ground comes back; and perhaps there may be a way to incorporate some of the things that the ATV group is suggesting. Unfortunately, Mr. Kinley noted, there is nothing that can be done over the winter. Mr. Wagner noted that the proposed trails are far away from everything and not near anyone's property; and it is about 1.5 miles upstream. The area the Authority is looking at growing back, Mr. Wagner indicated, is on the hillside and at the bottom where the runoff is.

Mr. Mark Castel emphasized that the entire area is watershed property; and it is difficult to just take out a piece of it. Mr. Kinley agreed indicating that the individuals representing the snowmobile club also attended the meeting; and, unfortunately, once someone sees someone on the outside border of the property, they might think that the Authority is allowing ATVs on the property. Mr. Wagner stated that he understands this; however, this is the type of mentality that needs to be broken because it is like saying that one person reflects the actions of everyone. He pointed out that this is why the Game Commission is monitoring the property and that is why the ATV group is willing to help. The ATV group understands the extent of graciousness that was being extended by the Authority to the group. Mr. Wagner stated that the ATV group appreciates the fact that the Authority would be willing to reconsider in the future but it makes it hard for the group because they need time to pull together resources. Without the trails, Mr. Wagner commented, there is nothing to bind the ATV group together. The proposal set forth to the Authority, he indicated, was something that was going to bring unity to the group. Mr. Wagner explained that there were people from outside the community coming here for different ATV runs; and now this will not be happening. He commented that the group has 540 members; and some do not understand because they are not the ones doing the destruction on the property. Mr. Wagner emphasized that the ATV group did make a valiant effort of educating members as to the boundary lines; and he believes that between the Authority posting the property and the group informing its members, this worked out well for all as it relates to ATVs entering the property.

Mr. Gartland joined the meeting at this time.

Mr. Bilofsky and Mr. Wagner thanked the Board for their time and consideration and departed the meeting at this time.

III. CORRESPONDENCE

Mr. Mark Castel noted that the following Correspondence was received:

- Notice received that Highland Sewer & Water will be raising their water rates by 10%.
- Thank you note received from Mary Elchin relative to the Christmas bonus received.

IV. APPROVAL OF MINUTES

ON MOTION OF MR. KINLEY, SECONDED BY MR. GARTLAND, THE BOARD UNANIMOUSLY AGREED TO DISPENSE WITH THE READING OF THE NOVEMBER 2019 MINUTES BEING THAT THEY WERE DISTRIBUTED IN WRITTEN FORM AND UNANIMOUSLY ACCEPTED THE MINUTES AS PRESENTED. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR.

CRAIG CASTEL, MR. MARK CASTEL, MR. GARTLAND, MR. KINLEY AND MR. YETSKO.

V. AGENT'S EXPENDITURES

No Agent's expenditures to be presented.

VI. INVOICES

Brent Kinley	45.00
Cambria Mailing Services, Inc.	76.13
Cambria Systems, Inc.	2,074.12
Cintas	76.91
CMPA	1,000.00
Craig Castel	45.00
Cummins Bridgeway, LLC	2,547.80
Davis Excavating LLC	317.00
EADs Group	1,251.88
Fairway Laboratories Inc.	333.00
Fisher Scientific	300.00
Foster F Wineland, Inc.	287.27
Galeton	25.59
Groff Tractor & Equipment	240.64
Helsel Excavating	710.00
John Gartland	45.00
L/B Water Service, Inc.	12,225.90
Long's Equipment	338.00
Mark Castel	45.00
Mary L Elchin	325.00
Mosholder Insurance Agency	3,403.00
New Enterprise Stone & Lime Co Inc.	1,391.42
Northern Safety & Industrial	60.10
Peoples Natural Gas Company	231.89
Portage Auto Parts	144.64
Portage Post Office	150.00
Portage Service Center	628.00
Ray Oil & Gas Co	1,707.93
RDM – Johnstown LLC	830.00
Ronald J Cadwallader Jr	20.00
Sharon Squillario	50.00
Smithmyer's Electronics Inc.	274.18
Stager's Store	46.50
USA Blue Book	521.85
Wicklow, Inc.	199.00
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	\$31,967.75

Paid Bills

DEP	\$ 135.00
PA Once Call System	45.34
Visa – 1 st Summit	1,155.50
Anthony Casale	100.00

Comcast	316.42
Dorian Lozano	100.00
Larry Piper	100.00
Lowe's	504.24
Penelec	1,357.72
Robert Williams	100.00
Verizon	489.46
Aflac	139.84
Mainline Newspaper	97.00
Pro Disposal, Inc.	161.00
REA Energy Cooperative Inc.	1,218.79
Sheetz Fleet Services	410.98
Staples	109.96
SwiftReach Networks, Inc.	183.60
Verizon Wireless	95.32
	\$ 6,820.17

ON MOTION OF MR. CRAIG CASTEL, SECONDED BY MR. KINLEY, THE BOARD UNANIMOUSLY AGREED TO ACCEPT AND PAY INVOICES IN THE AMOUNT OF \$65,351.83 (REGULAR BILLS, \$31,967.75; PAID BILLS, \$6,820.17; PennVEST, \$3,896.36 AND \$5,508.55; USDA, \$16,051.00; 1ST SUMMIT, \$1,108.00). BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. CRAIG CASTEL, MR. MARK CASTEL, MR. GARTLAND, MR. KINLEY AND MR. YETSKO.

VII. TREASURER'S REPORT

ON MOTION OF MR. CRAIG CASTEL, SECONDED BY MR. KINLEY, THE BOARD UNANIMOUSLY AGREED TO DISPENSE WITH THE READING OF THE NOVEMBER 2019 TREASURER'S REPORT AS IT WAS PREVIOUSLY DISTRIBUTED IN WRITTEN FORM AND UNANIMOUSLY ACCEPTED THE REPORT WITH A BALANCE OF: BEGINNING CASH, \$1,761,554.37; CASH IN, \$202,864.50; CASH OUT, (\$235,220.36); ADJUSTMENT, \$8.00; ENDING CASH, \$1,729,206.51. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. CRAIG CASTEL, MR. MARK CASTEL, MR. GARTLAND, MR. KINLEY AND MR. YETSKO.

VIII. SUPERINTENDENT'S REPORT

Mr. Mark Castel noted that Mr. Cadwallader's report was distributed to the Board members prior to the meeting; and he asked the Board if there were any questions regarding the report.

Mr. Cadwallader commented that he had discussed at a previous meeting relative to videotaping of the line. While this was going on, they went down into the intake tower. There are rungs built into the concrete, similar to those in manholes. Mr. Moore went down into the area; and three of the rungs left loose as Mr. Moore was entering and he fell. Mr. Moore did feel a pull in his shoulder and he will have an MRI performed. Mr. Moore has been at work; and Mr. Cadwallader will keep the Board apprised. Attorney Barbin questioned what will be done about the rungs, to which Mr. Cadwallader replied that safety measure have been taken as a result and the crew will be using an extension ladder from now on. Mr. Cadwallader indicated that safety harnesses will also be used. Mr. Mark Castel questioned if there was any procedure in place prior to this incident, to which Mr. Cadwallader replied that the employees have gone to

school relative to the use of the safety harnesses but we did not have them. The safety harnesses have been purchased and will now be used. Prior to the purchase of the harnesses, Mr. Cadwallader pointed out, the employees did borrow equipment from the Sewer Authority to complete the project. Mr. Mark Castel questioned if the camera work is completed, to which Mr. Cadwallader replied that the cables on it did not take so we will have to do it again in the spring but it will be done in a different direction so we do not have to go into the intake tower.

Mr. Cadwallader apprised the Board that the FPP results were received, which were satisfactory. However, there were a few notations in the report. Mr. Cadwallader pointed out that the paddle drives at the plant have not been used in a long time. They work like the back of a steamboat; and they were shearing the flock and forcing it back through. The DEP representative looked at it and said that it has to be changed. The DEP representative indicated that a call would need to be made to Pittsburgh regarding this because she said the reasons she could see there was carry over of the aluminum (Dell Pack) was because it was not getting mixed up enough. Rather than trying to place something mechanical, Mr. Cadwallader explained, we placed a piece of the egg shells that was left over; and, as a result, you can definitely see a big difference in the flow of the water coming through.

Another item in the report, Mr. Cadwallader explained, was the combined filter affluent. The DEP representative placed a turbidity meter; and where the meter was placed, there are chemicals induced right before it. Therefore, we are unable to get a combined affluent reading. The Scada representatives were contacted. They put an algorithm in; and this matter has been addressed as a result of the algorithm.

Mr. Cadwallader indicated that the report also requests that a filter media evaluation be done; i.e., an acid solubility and SIV test. Mr. Cadwallader did obtain information from two companies that can provide this testing; i.e., Hawk Mountain Lab in Hazelton, PA, and Geo-Science Engineering and Testing in Jessup, PA. The testing would need done every five years. To be tested would be one filter out of Benscreek and one filter out of Martindale, which is actually three cells (three filter in Martindale, each consisting of three cells). The quote received from Hawk Mountain would be \$170 for Benscreek and \$510 for Martindale, plus \$75 for the acid solubility and \$95 for the SIV analysis, for a total of \$950. For the same testing for both plants, the quote received from Geo-Science was a total of \$1,160. Mr. Cadwallader questioned if the Board wanted to take care of this now or wait until January under the new budget. Mr. Mark Castel questioned if this is required by DEP, to which Mr. Cadwallader replied affirmatively. Mr. Cadwallader commented that DEP used to do this testing in their lab; however, they are no longer doing it. He noted that there would be a five-year turnaround for testing of all of the filters.

Mr. Cadwallader noted that there are still monies left in Account #455.1 and Account #455.2 to do this in this year's budget. Mr. Kinley noted that we also have the funds from the scrap metal that could be used. Attorney Barbin pointed out that it is best to address the requests of DEP as soon as we can. Mr. Craig Castel questioned if Mr. Cadwallader felt that the services from Hawk Mountain would be sufficient, to which Mr. Cadwallader replied affirmatively.

ON MOTION OF MR. CRAIG CASTEL, SECONDED BY MR. YETSKO, THE BOARD UNANIMOUSLY APPROVED THE QUOTE RECEIVED FROM HAWK MOUNTAIN LAB AS OUTLINED ABOVE, WITH THE TESTING TO BE DONE THIS YEAR, AND AGREED TO USE THE MONIES RECEIVED FROM THE SCRAP METAL TO BE PLACED TOWARD THE TOTAL COST. BOARD

MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. CRAIG CASTEL, MR. MARK CASTEL, MR. GARTLAND, MR. KINLEY AND MR. YETSKO.

Mr. Kinley commented that he noticed in the FPP report that there were three levels of performance; i.e., need improvement, satisfactory and commendable; and the Authority received a "satisfactory." He pointed out that a commendable rating could probably have been received if we showed some of things we are doing, such as cleaning of the filters, installing alarms, etc. He stated that not included in the report is the fact that the Authority is no longer allowing ATV activity on its property. Attorney Barbin stated that it would be seen that the Authority's actions had an immediate result. Mr. Kinley pointed out that perhaps next year this could be changed by showing the actions we are taking. Mr. Cadwallader agreed and stated as well that the plant employees are striving at 110% in their daily actions to address any concerns; and they are doing a great job. He noted that the plant personnel were present when the meeting was held with DEP to review the report.

Mr. Cadwallader commented that all of the Board members received information relative to the generator. There was a problem with the generator as a result of a power failure. The plant operators got the generator running; however, it was not running correctly. Cummings Bridgeway was contacted; and they found that there was a bad valve on the generator. The part was ordered and replaced; and the generator is running perfectly now. Mr. Cadwallader stated that the generators at both plants are tested every Monday. We did receive a price break on the cost of the parts because of the service agreement we have.

Mr. Cadwallader noted that if anyone is interested in attending the Borough Christmas party, please contact either himself or Mrs. Ringler.

Mr. Cadwallader informed the Board that there are two CDs that are up for renewal at Summit Bank at a current rate of 1.4%. S&T is offering 1.65% for 18 months; and Summit is offering 1.6% for 12 months. Mr. Cadwallader noted that the CDs were previously on a five-year term; however, now they are not.

ON MOTION OF MR. CRAIG CASTEL, SECONDED BY MR. KINLEY, THE BOARD UNANIMOUSLY AGREED TO RENEW THE TWO CDs AT SUMMIT BANK FOR A PERIOD OF 12 MONTHS AT A RATE OF 1.6%. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. CRAIG CASTEL, MR. MARK CASTEL, MR. GARTLAND, MR. KINLEY AND MR. YETSKO.

Mr. Cadwallader presented a request for an adjustment for 709 Main Street (valve in hot water tank was leaking; has been repaired). Amount billed: \$332.12; less average bill, \$173;.60; subtotal: \$158.52; 50%, \$79.26; adjusted bill, \$252.86 (total consumption, 34,500 gallons; average consumption, 16,550).

ON MOTION OF MR. CRAIG CASTEL, SECONDED BY MR. KINLEY, THE BOARD UNANIMOUSLY APPROVED THE ABOVE REQUEST FOR ADJUSTMENT AS PRESENTED. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. CRAIG CASTEL, MR. MARK CASTEL, MR. GARTLAND, MR. KINLEY AND MR. YETSKO.

Mr. Cadwallader informed the Board that a letter was received from EPA stating a new requirement under the Infrastructure Act for each Pennsylvania water system to conduct a risk and resilience assessment. Certification for completion would be required to be sent to EPA. The certification requirement for completion of the risk assessment for a water source of the

Authority's size (serving between 3,300 and 10,000) is June 30, 2021. In addition, an emergency response plan certificate is due within six months from the date of submission of the risk assessment certification. Mr. Cadwallader apprised the Board that both of these have been completed. He did spend six hours to complete the assessment for EPA and submitted the certification, along with the certification for the emergency response plan. Mr. Cadwallader explained that there is also an item mentioned in the letter relative to a bioterrorism vulnerability assessment that was already completed and submitted by the Authority in 2002; and it was questioned if the Authority wanted this back or whether it should be destroyed. Mr. Cadwallader did request to have it back to keep on file.

Mr. Cadwallader showed the Board boxes containing testing results that have been done for the EPA each quarter; and the results have been satisfactory. The samples have been taken from both the raw and finished sides and one from the system (one at Cassandra Fire Hall and one from Mr. Bilchak's residence). The samples are taken to FedEx to send to EPA; and the testings are done at no cost to the Authority.

Mr. Mark Castel stated that there were letters received from the employees relative to the carry-over of vacation hours into 2020. The maximum allowable carry-over is 80 hours. The following requests were received:

Joy Powers:	4.5 days
Chris Ringler:	2.5 days
Chuck Gouse:	5 days
John Bilchak:	8 days
D. J. Moore:	10 days

ON MOTION OF MR. CRAIG CASTEL, SECONDED BY MR. KINLEY, THE BOARD UNANIMOUSLY APPROVED THE ABOVE REQUESTS FOR CARRY-OVER OF VACATION HOURS AS RECEIVED. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. CRAIG CASTEL, MR. MARK CASTEL, MR. GARTLAND, MR. KINLEY AND MR. YETSKO.

Mr. Kinley noted that, going back to the meeting last December with Borough Council, he questioned whether the Authority should consider developing an annual report for Borough Council outlining the accomplishments of the Authority over the last year. Mr. Cadwallader noted that we could include in the report information relative to grants submitted and approved since 2014-present, the amount of new water lines placed and the footage, the letters of support the Authority has received for the grants, etc. Mr. Kinley commented that we could also include projects being considered for the coming year. Mr. Cadwallader noted that he would begin to develop this report.

Mr. Cadwallader presented to the Board the Standard of Practice, Procedure on Reading Meters for Monthly Billing, for the Board's approval.

ON MOTION OF MR. KINLEY, SECONDED BY GARTLAND, THE BOARD UNANIMOUSLY APPROVED THE ABOVE STANDARD OF PRACTICE AS PRESENTED. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. CRAIG CASTEL, MR. MARK CASTEL, MR. GARTLAND, MR. KINLEY AND MR. YETSKO.

Mr. Cadwallader questioned if there was a Standard of Practice that the Board would like to address next, to which Mr. Mark Castel noted that perhaps we should look at the standard for daily water testing.

IX. ENGINEER'S REPORT

A copy of the Engineer's Report was distributed to the Board prior to the meeting.

Mr. Beyer informed the Board that there has been no change on the status of the Emergency Action Plan.

As it relates to the NPDS permits, Mr. Beyer commented that he has not received any notification. Mr. Cadwallader noted that the NPDS permit has been received for the Martindale plant; however, the Benscreek permit is under the 30-day review period.

Mr. Beyer apprised the Board that the three grants, as discussed at the last meeting, have been submitted. Mr. Mark Castel questioned the time limits on the grants, to which Mr. Beyer replied that all of the grant applications had to be submitted by December 12.

X. SOLICITOR'S REPORT

Attorney Barbin indicated that he submitted his report prior to the meeting and that he had nothing further to report.

XI. FORESTER'S REPORT

Mr. Barton apprised the Board that he ordered the paint for the boundary lines. Because of the recent ice storm, this project is on hold.

Mr. Barton commented that we had ATVs on the watershed property every day, but we have stopped that. He indicated, however, that he does not want the Board to get a false sense of security. There will always be concerns that will come up from time to time; and these concerns manifest themselves and get worse if they are not rectified. Part of the work the ATV group recommended to do, Mr. Barton pointed out, in his opinion still needs done. The areas that are located up-stream need some work done; and there is an opening behind the Benscreek plant that needs attention and could be done in-house. Mr. Barton stated that, if we get a few high water events, some of the problems are going to rear their heads from time to time; and the Board should not be surprised when that happens and they can be addressed. When walking through the watershed, Mr. Barton indicated, he may see some things that he will bring to the Board's attention.

Mr. Mark Castel questioned if there are any roads being shut down, to which Mr. Barton replied that there were some roads in the area shut down. Mr. Barton stated that one of the things he was worried about is someone, such as a worker, in the area and they got hurt and we had blocked off the road. Mr. Mark Castel commented that most of the trails are not access trails. Mr. Barton agreed stating, however, that the trails that were critical were blocked off over a year ago and he can review those areas. He indicated that, if we know where someone is coming in at, we can put stop to it by blocking the trail.

Attorney Barbin questioned if we have equipment that can carry stone up deep into the watershed, to which Mr. Barton replied negatively; however, we could do it with a bulldozer. Mr. Cadwallader noted that we do have the blade part on the excavator that could be used. Mr.

Barton emphasized to the Board that he would highly recommend that something be done to the area behind the Benscreek plant as he mentioned earlier because if we get a heavy rain (3-4" of rain), the reservoir is going to fill up with mud. Mr. Kinley questioned if Mr. Barton has everything that needs to be done in the forestry report that he had provided, to which Mr. Barton replied affirmatively. Mr. Kinley questioned Mr. Barton his thoughts of what is needed after everything is addressed that is contained in the forestry report and what the ATV group proposed. Mr. Barton replied that what the ATV group proposed for the trails is probably approximately \$30,000 worth of work. In Mr. Barton's opinion, what was in the group's proposal would not have affected the water negatively at any point going forward with what they were proposing to do. Mr. Mark Castel commented that some of the concern was that the group wanted to charge to ride on the trail; and the local people who are not members of the group would have a concern with that. Attorney Barbin pointed out that you have to follow a fair and open policy and make the trail available to others as well. If the Authority is going to give access, Attorney Barbin explained, they can, legally, give access to one group and lease it to that group; however, they would have to follow an open and fair process in doing so. You could have groups providing proposals; and the Authority could decide what the best offer is. Mr. Barton noted that, if the Authority wanted to move forward, that would be a good policy. Attorney Barbin stated that the idea of closing the area to a limited group, however, will make a lot of other people unhappy and you do not want to show favoritism of any kind.

XII. UNFINISHED BUSINESS

No Unfinished Business to be presented.

XIII. NEW BUSINESS

- CD Renewal

Discussed earlier in the meeting.

- Filter Media

Discussed earlier in the meeting.

- Standard of Practice

Discussed earlier in the meeting.

- Vacation Carryover

Discussed earlier in the meeting.

XIV. GOOD OF THE ORDER

- Scrap Metal Revenue

Discussed earlier in the meeting.

- Request for Adjustment

Discussed earlier in the meeting.

- Christmas Party

Discussed earlier in the meeting.

XV. GENERAL DISCUSSION

- Update on Pump Station

Mr. Cadwallader informed the Board that, as it relates to the pump station project, there is 500 more feet of pipe to install. He noted that the Sewer Authority staff has been assisting with the project. Mr. Cadwallader commented that there was 200 feet of pipe laid during the recent snow storm. He indicated that we are trying to get the pipe laid so that we can bore underneath the road before the ground gets solid. Mr. Cadwallader emphasized that a lot of time is going to be dedicated to this project in the next week or so (300 feet of pipe needs to be installed before the bore in the road is needed).

- Fire Hydrant

Mr. Yetsko questioned the status of the fire hydrant at the corner of Farren Street and Park Avenue, to which Mr. Cadwallader replied that it has been repaired and is operational. Mr. Cadwallader noted that the only fire hydrant that is out of service is the one on Prospect Street because we did not want to do anything during the winter months. He emphasized that this will not cause any fire protection concerns.

XVI. ADJOURNMENT

THERE BEING NO FURTHER BUSINESS, ON MOTION OF MR. KINLEY, SECONDED BY MR. YETSKO, THE BOARD ADJOURNED THE MEETING AT 7:57 P.M. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. CRAIG CASTEL, MR. MARK CASTEL, MR. GARTLAND, MR. KINLEY AND MR. YETSKO.

XVII. NEXT MEETING

The next meeting will be held on Thursday, January 2, 2020 at 7:00 p.m.

Respectfully submitted,



Sharon Squillario
Recording Secretary