

November 8, 2021

A regular meeting of the Village Board held on the above date was called to order at 6:00 p.m. at the Village Hall, 1 West Main Street, Clifton Springs, NY 14432.

Presiding: Mayor James Keyes

Village Trustees Present: Jeff Linsner, Brian Rickerson

Village Trustees Absent: Earl Lincoln, Bryan Gray

Also Attending: Street & Water Supervisor Jason Lannon, Chief Sewer Operator Eric Merkley, Town of Manchester Supervisor Dave Phillips, village residents Bill and Donna Kramp

Minutes: The minutes of the meeting of October 11, 2021, were approved upon motion by Trustee Linsner 2nd by Trustee Rickerson. All members present voted AYE. Carried.

Vouchers: General, Water and Sewer Vouchers #350 through #435 were approved for payment by Trustee Rickerson 2nd by Trustee Linsner. All members present voting AYE. Carried.

General Fund =	\$ 141,612.21
Water Fund =	\$ 34,177.52
Sewer Fund =	\$ 35,359.12

**Public Hearing – Amending Chapter 120 - Zoning regarding
Not for Profit Recreational Facility Extension**

Mayor Keyes opened the public hearing. This was properly advertised in THE DAILY MESSENGER on October 21, 2021, posted on the Village website, posted on the sign board and posted on the front door of Village Hall due to Covid. This was also mailed to the Clerk for the Town of Manchester, the Clerk for the Town of Phelps, the Clerk for the Town of Hopewell and the Ontario County Clerk of the Board of Supervisors.

Donna Kamp addressed the Board and asked what is it that the Village wants to do? Mayor Keyes explained that the local law would allow the YMCA or any non for profit to have a recreational facility.

Donna Kramp asked if the recreational facility could go in the Light Industrial zone. Mayor Keyes explained that it would be permitted in the Light Industrial zone.

Donna Kramp asked about the parking and needing to make sure parking is provided. The Board reviewed paragraph F of the law that discusses parking. This section addressed parking for example if the YMCA expanded in its present location.

Donna Kramp is concerned about parking and traffic, if a recreation facility were to be built in the light industrial zone. Mayor Keyes explained that if that were to happen, that parking for the recreational facility would need to be addressed as part of the approval process for the building permit.

No other persons addressed the Board for this topic.

Motion was made by Trustee Rickerson 2nd by Trustee Linsner to close the public hearing at 6:10 pm.

**RESOLUTION OF THE VILLAGE BOARD OF THE VILLAGE OF CLIFTON SPRINGS,
ONTARIO COUNTY, NEW YORK,
DETERMINATION OF SIGNIFICANCE – LOCAL LAW NO. 2 OF 2021**

Meeting of November 8, 2021 continued:

WHEREAS, the Village of Clifton Springs Village Board, hereinafter referred to as Village Board, has determined proposed Local Law No. 2 of 2021 to be a Type 1 Action under the State Environmental Quality Review (SEQR) Regulations, and,

WHEREAS, the Village Board has reviewed and accepted the Environmental Record prepared on said action, and

WHEREAS, the Village Board has considered the potential impacts associated with said action.

NOW, THEREFORE, BE IT RESOLVED THAT the Village Board makes this Determination of Non-Significance based upon: the Long Environmental Assessment Form prepared for this action, Village Board Public Hearing Record on said action; and, the Environmental Record prepared on said action.

BE IT FURTHER RESOLVED THAT, the Village Board makes this Determination of Non-Significance based on the following reasons supporting this determination:

1. The Village Board considered the action as defined in subdivisions 617.2(b) and 617.3(g) of Part 617 of the SEQR Regulations; and,
2. The Village Board did review the EAF, the criteria contained in subdivision (c) of 617.7 and other supporting information to identify the relevant areas of environmental concern; and,
3. The Village Board did thoroughly analyze the identified relevant areas of environmental concern to determine if the action may have significant adverse impact on the environment; and
4. The Village Board did set forth its determination of significance in written form containing a reasoned elaboration and providing reference to all supporting documentation.

I, Lori Reals, Village Clerk of the Village of Clifton Springs do hereby certify that the aforementioned resolution was adopted by the Board of Trustees of the Village of Clifton Springs on November 8, 2021 by the following vote:

	Aye	Nay
James Keyes	X	
Earl Lincoln	was not present	
Jeffrey Linsner	X	
Brian Rickerson	X	
Bryan Gray	was not present	

Dated: November 9, 2021

Lori Reals, Village Clerk/Treasurer

SEAL

RESOLUTION AUTHORIZING ADOPTION BY THE BOARD OF TRUSTEES OF THE VILLAGE OF CLIFTON SPRINGS OF LOCAL LAW NO. 2 OF 2021

WHEREAS, a resolution was duly adopted by the Board of Trustees of the Village of Clifton Springs for a public hearing to be held by said Board of Trustees on November 8, 2021, at 6:05 p.m. at the Village Hall, 1 West Main Street, Clifton Springs, New York 14432, to hear all interested parties on a proposed Local Law Amending Chapter 120 (Zoning) of the Code of the Village of Clifton Springs;

WHEREAS, notice of said public hearing was duly advertised in the official newspaper of the Village of Clifton Springs, on October 21, 2021 and all other notices required by law to be given were properly served, posted or given; and

Meeting of November 8, 2021 continued:

WHEREAS, said public hearing was duly held on November 8, 2021, at 6:05 p.m. at the Village Hall, 1 West Main Street, Clifton Springs, New York, and all parties in attendance were permitted an opportunity to speak on behalf of or in opposition to said Proposed Local Law, or any part thereof; and

WHEREAS, pursuant to part 617 of the implementing regulations pertaining to Article 8 (State Environmental Quality Review Act) of the Environmental Conservation Law it has been determined by the Village Board that adoption of said Local Law would not have a significant effect upon the environment and could be processed by other applicable governmental agencies without further regard to SEQR; and

WHEREAS, the Board of Trustees of the Village of Clifton Springs, after due deliberation, finds it in the best interest of the Village of Clifton Springs to adopt said Local Law.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Village of Clifton Springs hereby adopts said Local Law No. 2 of 2021, entitled, "A Local Law Amending Chapter 120 (Zoning) of the Code of the Village of Clifton Springs", a copy of which is attached hereto and made a part of this resolution, and be it further

RESOLVED, that the Village Clerk be and she hereby is directed to enter said Local Law in the minutes of this meeting and in the Local Law Book of the Village of Clifton Springs, to publish an abstract of this local law in the Village's official newspaper and to give due notice of the adoption of said local law to the Secretary of State of New York.

I, Lori Reals, Village Clerk of the Village of Clifton Springs do hereby certify that the aforementioned resolution was adopted by the Board of Trustees of the Village of Clifton Springs on November 8, 2021 by the following vote:

	Aye	Nay
James Keyes	X	
Earl Lincoln		was not present
Jeffrey Linsner	X	
Brian Rickerson	X	
Bryan Gray		was not present

Dated: November 9, 2021

Lori Reals, Village Clerk/Treasurer

SEAL

Village of Clifton Springs

Local Law No. 2 of the year 2021

A local law Amending Chapter 120 (Zoning) of the Code of the Village of Clifton Springs

Be it enacted by the Board of Trustees

Village of Clifton Springs as follows:

Meeting of November 8, 2021 continued:

Section 1: Section B. (Institutional) of Table 21-2 (Permitted and Specially Permitted Uses), contained in § 120-21.3 (Permitted and specially permitted uses) of Article 21 (Commercial Districts) of the Zoning Law of the Village of Clifton Springs, is hereby amended with the insertion of a new subsection 8 to show “Not-for-profit recreational facility extension” to be a permitted use in the Village Center (VC), Neighborhood Commercial (NC) and Gateway Transitional (GT) Districts such that it will read as follows:

	Zoning District		
Use	VC	NC	GT
8. Not-for-profit recreational facility extension	P	P	P

Section 2: Section C. (Institutional) of Table 22-2 (Permitted and Specially Permitted Uses), contained in § 120-22.3 (Permitted and specially permitted uses) of Article 22 (Industrial District) of the Zoning Law of the Village of Clifton Springs, is hereby amended with the insertion of a new subsection 5 to show “Not-for-profit recreational facility extension” to be a permitted use in the Light Industrial (LI) District such that it will read as follows:

	Zoning District	
Use		LI
5. Not-for-profit recreational facility extension		P

Section 3: Section 120-51.7 (Minimum parking space requirements) of the Zoning Law of the Village of Clifton Springs is hereby amended with the insertion of a new paragraph F to read as follows:

F. A not-for-profit recreational facility extension shall not be required to provide any parking spaces when it is located within 500 feet of a pre-existing recreational facility that is owned and operated by the same not-for-profit entity.

Section 4: Section 120-70.2 (Definitions) of the Zoning Law of the Village of Clifton Springs is hereby amended with the insertion of a new definition (said new definition to be inserted alphabetically) to read as follows:

RECREATIONAL FACILITY EXTENSION, NOT-FOR-PROFIT – Recreational facilities, including indoor and outdoor recreational facilities, that extend the space, facilities, area and/or offerings of a pre-existing recreational facility that is already located within the Village of Clifton Springs, all of which are owned and operated by the same not-for-profit entity. A not-for-profit recreational facility extension does not need to be physically connected to or abutting the pre-existing recreational facility of which it is a part, nor does it need to be situated on a lot that abuts a lot on which the pre-existing recreational facility of which it is a part is located.

Section 5: If any clause, sentence, paragraph, section or part of this local law shall be adjudged by any court of competent jurisdiction to be invalid, such judgment shall not affect, impair or invalidate the remainder thereof, but shall be confined in its operation to the clause, sentence, paragraph, section or part thereof directly involved in the controversy in which such judgment shall have been ordered.

Section 6: This local law shall take effect immediately upon filing with the Secretary of State.

Meeting of November 8, 2021 continued:

PRIVILEGE OF THE FLOOR:

Jason Lannon – street and water report

Jason Lannon, Street & Water Supervisor appeared before the Board.

Street report: Significant flooding occurred October 26, 2021 in the Village. A large amount of rain fell in a short period. Crane Street and Kendall Street needed to be temporarily closed due to water. The fire department, police department, code enforcement, sewer department and DPW worked much of the night and next day resolving numerous water problems throughout the Village.

Resident S. Passamonte, 4 Ladue Avenue, had a lot of water come from his neighbor to the east driveway apron into his yard. Supervisor Lannon stated a little berm has now been placed there and additional work may be needed in this area in the spring.

Supervisor Phillips indicated the Board of Supervisors is gathering information to determine if a disaster might be declared for parts of Ontario County.

Supervisor Lannon is meeting with Hunt Engineering this week to discuss the water main configuration on Crane Street. It appears this will need engineering and Department of Health approval. The issue is in the street near the YMCA. Supervisor Lannon hopes this can be resolved in the Spring of 2022.

The crew is preparing for winter. The new tractor is in for repairs. One of the trucks has a hole in the oil tank. The crew will repair this.

CORRESPONDENCES:

Local Law 2-2021

Zoning change to allow not for profit recreational facility extension

Copy of Local Law 2-2021 – amending the zoning code to allow for “Not for profit recreational facility extension”.

Reviewed and adopted under the public hearing.

Sewer financing – draft timetable

From Bernard Donegan Financial – a draft timetable to assist the Village in meeting the deadlines for the sewer plant disinfection and possible headworks project.

Reviewed. These dates will change as the Board can not proceed with some of the paperwork this evening as four Board members need to be present. A special meeting will need to be held – date tentatively set for November 15, 2021.

Contract from Bernard P. Donegan, Financial Advisor for Services as Municipal Advisor and Financial Consultant

From Bernard Donegan – two contracts, one names Bernard Donegan as Municipal Advisor and one names Bernard Donegan as Financial Consultant. This is necessary for some of the grant funding.

Reviewed. Motion was made by Trustee Linsner 2nd by Trustee Rickerson to authorize Mayor Keyes to sign the Bernard Donegan contracts. All members present voting AYE.

Sewer financing – Bond Counsel

Information from Attorney Tim McGill, Bond Counsel . This includes the Bond Resolution, and text that are needed for permissive referendum.

Reviewed. This could not be completed this evening because four Board members need to be present. A special meeting will need to be held – date tentatively set for November 15, 2021.

Meeting of November 8, 2021 continued:

Sewer Project – Authorizing Resolution

Email from Bryan White – Engineer from Hunt Engineering. This paperwork includes three authorizing resolutions, one at 10% contingency, one at 20% contingency and one at 30% contingency. At the last meeting, the Board indicated they would like to go with 30%, but at this meeting they will need to select what contingency for the sewer plant project they want to select. The Board selected 30% contingency.

**2021 WATER INFRASTRUCTURE IMPROVEMENT ACT
RESOLUTION REGARDING
VILLAGE OF CLIFTON SPRINGS, ONTARIO COUNTY, NY
CLIFTON SPRINGS WASTEWATER TREATMENT PLANT IMPROVEMENT
PROJECT**

WHEREAS, the Village of Clifton Springs (hereinafter the “Village”) maintains a municipal wastewater treatment plant and collection system; and

WHEREAS, the Village of Clifton Springs is proposing to address mandated disinfection improvements including a new UV disinfection system, as well as other preferred improvements such as emergency generator, headworks replacement, scum holding tank for the secondary clarifier, and associated improvements and appurtenances thereof (collectively, the “Project”); and

WHEREAS, the Preliminary Engineering Report prepared by HUNT Engineers recommends securing the Project improvements with a total project cost estimate of \$2,329,200; and

WHEREAS, the Village of Clifton Springs is seeking financial assistance through the 2021 NYS Environmental Facilities Corporation’s Water Infrastructure Improvement Act Program; and

WHEREAS, the grant application requires that the applicant adopt a resolution that authorizes: the undertaking of the project and the maximum total cost of the project; expenditures for the project, including identification of any non-municipal source of funds; obligation of funds necessary to meet any required local match, including any cash and/or in-kind services; and when applicable, the submission of an application for financial assistance. The resolution must also designate a representative of the applicant who is authorized to sign the funding agreement with EFC and any associated documents.

NOW, THEREFORE, BE IT:

RESOLVED that the Village Board of the Village of Clifton Springs authorizes the undertaking of the Project and the maximum total cost of the project \$2,329,200; and when applicable, the submission of an application for financial assistance; and

RESOLVED that the Village of Clifton Springs authorizes preparation and submission of an application for grant funding under the NYS Environmental Facilities Corporation’s Water Infrastructure Improvement Act Program on behalf of the Village of Clifton Springs; and

RESOLVED that the Village Mayor is authorized to execute a Grant Agreement with the NYS Environmental Facilities Corporation and any and all other contracts, documents and instruments necessary to bring about the Project and to fulfill the Village’s obligations under the Water Infrastructure Improvement Act Grant Agreement; and

RESOLVED that the Village Mayor is authorized to execute expenditures for the Project under the NYS Environmental Facilities Corporation’s Water Infrastructure Improvement Act Program on behalf of the Village of Clifton Springs.

This resolution shall take effect immediately.

Meeting of November 8, 2021 continued:

Passed by the following vote of 3 AYES and 0 NAYS of the Village Board of Trustees of the Village of Clifton Springs Board Members voting in favor thereof: Mayor James Keyes voting AYE, Trustee Jeff Linsner voting AYE, Trustee Brian Rickerson voting AYE, Trustee Earl Lincoln was not present, Trustee Bryan Gray was not present.

Clothing Allowance discussion

Per the Board's request at the last meeting, information on boot and clothing allowances from surrounding municipalities, prepared by Clerk Reals.

Reviewed. Sewer Plant Chief Operator, Eric Merkley, informed the Board that the cost to the Village to "buy out" of the uniform contract is \$656.

Discussion was held on giving each DPW and WWTP employee \$500 annually for a clothing allowance. Clerk Reals informed the Board that they need to be careful as they cannot provide a gift to employees.

Discussion was held on the need for the clothing to be high visibility clothing, especially T-shirts, hoodies, sweatshirts, rain gear. Discussion was held that the \$500 could also include car harts and boots.

Discussion was held on the need to be very clear on what the clothing allowance would cover and would not cover.

Clerk Reals asked if a clothing allowance were going to be provided, did that mean that the Village would no longer be supplying any other clothing? The Board agreed that the clothing allowance would cover the needs of the employees and no additional clothing would be purchased by the Village.

Discussion was held on providing \$500 per DPW and WWTP employee for a clothing and boot allowance that would cover the fiscal year of June thru May annually. Employees would be required to purchase the high visibility hoodies, high visibility T-shirts, high visibility sweatshirts, high visibility rain gear, car harts and boots and supply receipts to the Clerk/Treasurer for reimbursement. The Village would no longer purchase any clothing items and the uniform contract would end. The Board members present were agreeable to this. The Board agreed there needs to be more clarification on exactly what will be and will not be covered by the clothing allowance.

Re-levy of unpaid taxes

Copy of the list of unpaid taxes for 2021. Clerk Reals informed the Board that ninety eight percent of the taxes were paid. Motion was made by Trustee Linsner 2nd by Trustee Rickerson to turn over the unpaid taxes.

RESOLVED, by the Board of Trustees of the Village of Clifton Springs, NY, pursuant to local law 6-1977 of the County of Ontario, a local law to provide for the collection of delinquent village taxes by the County Treasurer and methods of payment of such village property taxes so collected and that the Village Clerk be and she is hereby authorized and directed to transmit a detailed listing of unpaid village property taxes to the Treasurer of Ontario County, and that the Village Board of Trustees of the Village of Clifton Springs NY respectfully requests that the Treasurer of Ontario County collect all unpaid village property taxes as provided for in local law number 6-1977 to the County of Ontario.

All members present voting AYE. Carried.

Deferred payment for water due to Covid

Information from Ontario County Real Property regarding the deferred payments for water and water re-levy.

Reviewed.

Meeting of November 8, 2021 continued:

Request for an address change from Foster Avenue to Dewey Avenue

Letter from David Hamilton, 23 Foster Avenue, asking for renumbering on Dewey Avenue.

Clerk Reals is the addressing official for the Village and will look into this, as it does require two owners to change their house numbers and review and recommendation from Ontario County 911. Clerk Reals has sent this on to Ontario County.

YMCA Turkey Trot

Request from Clifton Springs YMCA to host a "Turkey Trot" on Thanksgiving Day.

Reviewed. Motion was made by Trustee Linsner 2nd by Trustee Rickerson to allow this walk/run. All members present voting AYE. In the future Mayor Keyes would like consideration given to closing the street.

Request to have ducks at 48 Pearl Street

Request from Eric Merkley, 48 Pearl Street, to have three ducks at his property.

Motion was made by Trustee Linsner 2nd by Trustee Rickerson to grant an animal permit for three ducks with the following conditions:

- 1) The permit is for up to three ducks.
- 2) The ducks are to be housed behind the home in a shed/chicken coop. No free range ducks.
- 3) The permit is good for one year from November 2021 until November 2022. As a reminder the Village code reads as follows: Section 49.1A, of the Village Code "Such special permit may be granted for a period of one year unless it shall appear from complaints of neighbors or otherwise that the keeping of the animal in question is objectionable or offensive by reason of noise, smell or other cause. Such a special permit shall be revocable at any time by the Board of Trustees."
- 4) After a one-year period, should the permit still be in effect, Mr. Merkley is responsible to appear or write to the Board for the permit to continue.

All members present voting AYE.

Sewer Project – Authorizing Resolution

Updated resolution from Hunt Engineering . The dollar amount in this is updated.

Reviewed and adopted earlier in the meeting, under correspondences.

Hunt Engineering – Contract for services

Agreement for services from Hunt Engineering.

Reviewed. This has been under review and amended based on recommendations from Attorney Jeff Graff and Insurance Agent Frank Stowell. All items have been resolved except an insurance indemnification. Motion was made by Trustee Linsner 2nd by Trustee Rickerson to authorize Mayor Keyes to sign the contract, once the indemnification paperwork is received. All members present voting AYE.

Sewer project – Attorney Tim McGill Bond Counsel contract

Copy of the contract from Bond Counsel Attorney Tim McGill.

Reviewed. Motion was made by Trustee Rickerson 2nd by Trustee Linsner to authorize Mayor Keyes to sign the contract with Attorney Timothy McGill for Bond Counsel for the sewer project. All members present voting AYE. Carried.

Updated resolutions regarding the borrowing for the sewer project

Updated resolutions, estoppel notice and notice from Attorney Tim McGill. The only change is in the increased dollar amount for the borrowing.

Meeting of November 8, 2021 continued:

The Board could not proceed with this because they need four Board members present. A special meeting will be held – tentatively scheduled for November 15, 2021.

Hunt Contract

Email from Frank Stowell and Attorney Jeff Graff with approval on the Hunt contract.

Reviewed.

STREET DEPARTMENT: This report was covered under privilege of the floor.

WATER DEPARTMENT: This report was covered under privilege of the floor.

SEWER DEPARTMENT: Trustee Rickerson report was also covered under correspondences.

Chief Operator Eric Merkley addresses the Board

Chief Operating Eric Merkley addressed the Board.

The tanks were recently cleaned, a process that happens every five years. 168 tons of grit were removed. Some of this grit was from the park manhole project that was completed last summer. This clean out happened during the flooding. One million gallons were processed during the flood. With the tanks having been down, the numbers at the plant are stable and the plant is running as it should be. JAMKO completed the tank cleaning, which took four days, two days per tank. Mr. Merkley took pictures during this process, and they will be sent on to the engineers to be used for the grant application for disinfection and possible upgrades at the plant. The aeration system is working as it should. Trustee Rickerson said that Chief Operator Merkley did an excellent job during the tank cleaning and with the flooding. Chief Operating Merkley said that Z. Watts, also did an excellent job during this as well.

Clifton Springs Hospital – Discharge permit

A zoom meeting was held with representatives from Clifton Springs Hospital, Chief Operator Eric Merkley, Trustee Brian Rickerson and Clerk Reals. Discussion was held that the New York State Department of Environmental Conservation would like the hospital to have a pre-treatment program. The hospital indicated that they do not want to build a pre-treatment facility. Operator Merkley explained that they can put processes in place to help with pre-treatment. In the meeting the hospital explained that they have put many processes into place to help with pre-treatment and discharge compliance. Operator Merkley asked the hospital to write a letter and explain what processes they have put in place and Operator Merkley will submit this to the NYS DEC. Operator Merkley explained that the sewer plant is still taking in grease. The hospital will be sending information on the grease trap and the cleaning of the grease trap.

Operator Merkley intends to issue the hospital and one year permit, which will be “under review”, per NYS DEC.

Discussion was held on when then hospital violates discharge limits. Operator Merkley explained that the violations have all been due to human error. Chief Operator Merkley will ask the hospital for a sampling schedule for 2022. Chief Operator Merkley explained that most of the errors occur during the summer and are because of the cooling towers.

Meeting of November 8, 2021 continued:

ZONING & PLANNING DEPARTMENTS: Trustee Gray was not present.

Short term rental – RV law

Clerk Reals reported that the short-term rental – RV law has been sent on to the Village Planning Board and the County Planning Board.

FIRE DEPARTMENT: Trustee Linsner reported the following:

Background Checks

Discussion was held on background checks for volunteer fire fighters. Trustee Rickerson will work on this with the Fire Department. Members will need to be approved by the Village Board prior to joining the department. This use to be the practice and the department stopped doing this years ago. Clerk Reals explained that it was not intentional. That over time with the change if the leadership of the department that leaders were probably unaware that Village Board approval was required.

PARK – YOUTH DEPARTMENT: Nothing was reported.

SOCIAL MEDIA: Nothing was reported.

POLICE DEPARTMENT: Nothing was reported

MAYOR KEYES REPORT: Mayor Keyes reported was covered throughout the meeting.

CLERK REALS REPORT: Clerk Reals provided the Board members a copy of the abstracts thru October and year to date revenue and expenses thru October and bank statement for October.

OTHER BUSINESS:

ARPA (Covid funds)

Clerk Reals recommends the Board form a committee to determine some of the best ways to utilize the ARPA (Covid) funds and any final decisions on this spending would to be made by the Board. The members present did not feel this was necessary.

Transfer of Funds

Motion was made by Trustee Linsner 2nd by Trustee Rickerson that Clerk Reals be and she is hereby authorized to transfer funds between the following appropriations as follows:

From A1990.4 to A3510.4	150.00
From A1990,4 to A9040.8	1,458.00
From A9010.8 to A9089.8	2,000.00
From G9060.8 to G9040.8	1,458.00
Increase A1620.4 by 15,000 from fund balance	

All members present voting AYE. Carried.

Court Audit

Clerk Reals reminded the Board that the court audit needs to be completed. Trustee Linsner intends to work with the court clerk to get this accomplished.

Adjournment

There being no further business to come before the Board, motion made by Trustee Rickerson 2nd by Trustee Linsner to adjourn. All members present voting AYE. Meeting adjourned at 7:04 p.m.

Respectfully submitted,

Lori A. Reals
Clerk/Treasurer