

WESTFIELD TOWNSHIP TRUSTEES

Organizational/General Business

January 3, 2011

7:00 pm

Fiscal Officer, Martha Evans opened the meeting at 7:00 pm by asking for roll call.

Trustees present: Likley, Oiler, and Harris. Everyone was asked to stand and Pledge Allegiance to the Flag.

Fiscal Officer asked for nominations for chairperson for year 2011.

Trustee Harris nominated Ronald Oiler which Trustee Oiler accepted the nomination and seconded the nomination. Roll call: Likley, NO; Oiler, aye; Harris, aye. Motion carried 2 ayes 1 no.

The meeting was then turned over to the Chairman. Trustee Oiler asked for nominations for vice chairman.

Trustee Likley nominated Trustee Harris as vice chairman, seconded by Trustee Oiler. Roll call: Oiler, aye; Likley, aye; Harris, aye. Unanimous

GUESTS

Linda Paulick from the Auditor's office:

- The new property values are available on the web site by looking up your property on the property search and click on tax bill.
- Expect the treasurers' office to mail the tax bills mid January and due mid February.
- Dog license are due by January 31st @ \$12 after which they will be doubled.

RESOLUTION 2011-01 A RESOLUTION FOR OPEN MEETINGS UNDER SUNSHINE LAW

Trustee Harris made a motion to adopt Resolution 2011-01, seconded by Trustee Oiler.

Discussion: Trustee Likley: Zoning Commission has requested a meeting cancellation policy and asked if that was something we should look into putting that into this resolution. Fiscal officer: I believe they (zoning commission) can develop a policy at their organizational meeting. Trustee Likley asked if there is anything this board chooses to do about meeting cancellations. Trustee Oiler looked into putting a message on the greeting at the office and it was too clumsily and didn't see a need for the trustees to have a cancellation notice. Trustee Likley: The problem is notification to our residents. Some residents had some concern about that. I think this board should have some policy of notification-I think that is appropriate in this resolution. Trustee Harris: IF the sheriff declares road advisory at a level 2 then we wouldn't have a meeting that night. Sometimes the schools close in the morning but by afternoon the roads tend to clear but if by 3 or 4 pm the road advisory is still out then people would know the roads are not good. Trustee Oiler: We spend a lot to keep the township roads clear and most of the time they are clear so people can get to and from work; I will go whatever way the board wants to go. Trustee Likley asked if it is the desire for the board to have a cancellation policy in the sunshine resolution. Trustees Oiler and Harris said, no. Trustee Likley stated that each individual board can address that policy themselves as to how they want to handle meeting cancellation and notification.

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Roll call: Likley, aye; Harris, aye; Oiler, aye.

COMMITTEE CHAIRMAN

Trustee Oiler made a motion to keep the committee chairs the same as last year:

Cemetery & Park	James Likley	Resident Jill Daugherty serves on the park committee
Zoning	Gary Harris	
Fire	Ronald Oiler	Resident Heather Sturdevant on Fire Committee Trustee Oiler to Volunteer Fire Fighters Dependency Board
Roads	Ronald Oiler	

Trustee Likley seconded the motion. Roll call: Harris, aye; Oiler, aye; Likley, aye.

ROAD SUPERVISOR

Trustee Oiler made a motion to set the hourly pay scale for Lee Evans at \$21.20 per hour; 1 ½ times over 40 hrs. worked per week. Benefits: Hospital/Medical/Life/Disability Insurance; \$250 yearly uniform allowance; holiday, personal, vacation and sick pay as addressed in the Employee Handbook, seconded by Trustee Harris. Roll call: Harris, aye; Likley, aye; Oiler, aye.

RESOLUTION 2011-02 A RESOLUTION AUTHORIZING THE TOWNSHIP ROAD DEPARTMENT TO PROCEED IN CERTAIN INSTANCES BY FORCE ACCOUNT IN THE RECONSTRUCTION, IMPROVEMENT, MAINTENANCE AND REPAIR OF ROADS AND CULVERTS

Trustee Oiler made a motion to adopt Resolution 2011-02, seconded by Trustee Harris.

Discussion: Trustee Likley asked if there are any increases or changes in the parameters set. Trustee Oiler stated he was not aware of any. Fiscal Officer agreed she did not know of any changes.

Roll call: Oiler, aye; Likley, aye; Harris, aye.

TEMPORARY ROAD EMPLOYEES

Trustee Oiler made a motion to leave the wage scale for Temporary road employee rate at \$11.44 per hour and Emergency road employee rate at \$14.56 per hour; maintain emergency road help list; the road supervisor uses his judgment in calling out emergency road help and Trustee Oiler will sign the time sheets, seconded by Trustee Harris.

Discussion: Trustee Likley asked if there was not an increase in wage. Trustee Oiler replied, correct.

Roll call: Likley, aye; Harris, aye; Oiler, aye.

FISCAL OFFICER ASSISTANT as necessary:

Trustee Oiler made a motion to set Pay scale \$8.00-\$11.00 depending on duties performed. Part maybe expensed out of general fund and part from fire levy depending on duties, not bonded, 20 hours per week maximum with a 100 hour maximum per year, seconded by Trustee Harris.

Discussion: Trustee Likley asked:

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- 1) Does this position need to be bonded? Answer, No.
- 2) Is there a maximum of hours per week? Answer, 20 hours – as needed some weeks there will not be any.
- 3) The purpose of this position other than to assist. What do you see as the need for this assistance? Answer- Records need to be gone through as there are records back to 1995 and we need to get that room where we can move some of the records from my office and you need help to do that. You can't just tell someone because they would not know what to keep and you must be available to answer the questions.
- 4) What do you anticipate the maximum number of hours per year and what this would cost the township? Answer, 100 hours per year maximum.

Roll call: Likley, aye; Oiler, aye; Harris, aye.

Trustee Likley asked if the trustees wanted to set the wage for the fiscal officer assistant now. Fiscal officer replied that the pay would depend on the job duty performed. Possibly if there would be someone helping with the fire income and expenses. If you would prefer I could come back and tell you what they are going to do and run it by you in another meeting to set the wage. Trustee Likley stated he could live with that with Trustees Harris and Oiler agreeing.

ZONING INSPECTOR

Trustee Harris made a motion to increase the zoning inspector, Matt Witmer's salary to \$450 per month plus postage and mileage.

Trustee Harris stated that he felt Matt has done a very good job in his first year. He puts a lot of time into it and has gone to a lot of training and is very dedicated.

Trustee Likley seconded the motion.

Discussion: Trustee Likley is also impressed with his service within the community, his commitment to the job, taking extra time to meet the training, communication with the residents and with our boards. He comes to this board always prepared with a report that is clear and concise. Trustee Oiler concurred.

Roll call: Oiler, aye; Harris, aye; Likley, aye.

ZONING SECRETARY

Trustee Harris made a motion to keep the zoning secretary, Kim Ferencz salary at \$500 per month plus postage and other job related expenses, seconded by Trustee Oiler.

No discussion. **Roll call: Oiler, aye; Likley aye; Harris, aye.**

Trustee Likley: Mr. Harris and Mr. Oiler have provided job evaluations for Matt Witmer, Kim Ferencz and Lee Evans and it will part of the record.

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ZONING BOARDS

Trustee Harris made a motion to set the compensation for zoning commission and zoning board of appeals at the same rate of \$30 per meeting, seconded by Trustee Oiler. No discussion.

Roll call: Harris, aye; Likley, aye; Oiler, aye.

ZONING COMMISSION 5 YEAR APPOINTMENT

Trustee Harris made a motion to re-appoint Scott Anderson to a term on the Zoning Commission to expire 12-31-15, seconded by Trustee Oiler. Discussion:

Trustee Oiler: Found that Scott's integrity was good as was his faith and honesty and look forward to him being on the zoning commission board.

Trustee Likley: Is that your recommendation?

Trustee Harris: Yes. Scott has done a fine job and he has been here a long time. He has been here through the comp plan, text and map amendment and I would like to see him remain until those are completed.

Trustee Likley: Scott has been on the zoning commission for 20 years and experience is valuable. That experience should provide leadership not only in discussion but also in actions and in the processes of the board. I have clearly stated previously that I feel that Mr. Anderson should recuse himself from the application before him. Legal council has advised and I don't question that this board does not have the authority or the basis to require Mr. Anderson to recuse himself. But I do believe that he should. His proximity to the application boundaries of 450 feet causes some concern no matter how he votes. If he votes no it could be perceived that he is protecting his property from the encroachment of general business district in his back yard; if he votes yes it could be perceived as anticipation of expansion of that district to possibly his benefit. I believe the zoning commission chair or board also asked Mr. Anderson to recuse himself and he clearly stated that he will not and therefore I will not support Mr. Anderson's re-appointment on that basis. I feel that we have 2 very competent, equally trained, and informed alternate members that have attended the meetings, attended additional workshop sessions, have all the same information on the application before them so they are able to step up at any time to fill that open seat. I feel that Mr. Anderson should recuse himself and again, legally I find no reason or basis for this board to require him to recuse himself but this board does have the authority to appoint or re-appoint and it's in the best interest to not re-appoint Mr. Anderson to that position.

Roll call: Likley, NO; Oiler, aye; Harris, aye. Motion carried 2 ayes 1 no

BOARD OF ZONING APPEALS 5 YEAR APPOINTMENT

Trustee Harris made a motion to appoint Lee Evans for a term to expire 12-31-15 to the Board of Zoning Appeals. Lee has been the zoning inspector assistant, knows the zoning book quite well, he has taken a lot of training and I think he would be the person to put on the BZA. **Trustee Oiler seconded the motion.** Discussion:

Trustee Likley: What is the basis for not maintaining Mr. Tom Micklas on the BZA?

Trustee Oiler: When I vote the reasons will remain unspecified and also it is time for a change.

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Trustee Likley asked Mr. Harris his basis

Trustee Harris: I feel that Mr. Micklas' decision making process and his attitude are questionable and I would like to see someone more open-minded and I cannot support him at this time.

Trustee Likley: It has nothing to do with the e-mails that we have received from a resident?

Trustee Harris: No.

Trustee Likley: Is there a question of Mr. Micklas' attendance?

Trustee Harris: No

Trustee Likley: Has he attended the necessary training or required training for the position?

Trustee Harris: I do not know if he made all the training sessions that were available. I know he did have some training.

Trustee Likley: Have you seen the e-mails that we have received of 20 year members on the board of zoning appeals and also the chairman and members?

Trustee Harris: Yes.

Trustee Likley: In support of Mr. Micklas in that re-appointment?

Trustee Harris: Yes.

Trustee Likley: Also for the record all the e-mails we received will be part of the record. First of all Mr. Micklas has submitted his request or desire to be re-appointed to the position. That should be entered into the record. We have received an e-mail from Mrs. Fisher that I would ask to be placed in the record; in fact I will read that e-mail. (e-mails attached to minutes in the official minute record) When I get a letter like that with accusations and allegations I don't base any decision on such nonsense. So I contacted Mr. Buck Adams and asked that he e-mail me his response, I have a copy of that also and apply that to the record. Buck Adams who is the director of Emergency Management for Medina County (the e-mail was read and is also attached to the minutes). I add this to the record because of the comments that Mr. Micklas and Mr. Miller made regarding Buck Adams conversations and the question of their honesty and their remarks. I think this disputes those allegations and supports their comments. If these allegations or accusations are a basis for Mr. Oiler's choosing not to re-appoint Mr. Micklas I can't explain that. We also have letters of recommendation from Mr. Schmidt, Kevin Daugherty and Keith Simmerer all from the BZA. I am sure that you both have read them. I hope that you have. These letters do support Mr. Micklas' re-appointment to the board. I'll add that the chairman, Mr. Schmidt a 20 year member; Mr. Micklas' first meeting date as a sitting board member was appointed to be the liaison to the zoning inspector, at which time it was Mr. Harris that was zoning inspector. To try to insure that the applications, paper work that was submitted to the board that it was complete for the board to review.

Trustee Oiler: I will answer one question. My decision is not based on any allegations from the e-mail and it is purely my own decision.

Trustee Likley: I just asked for a basis for that decision as I presented my support for Mr. Micklas or my lack of support for Mr. Anderson. I think these members deserve to know what they have done wrong. If Mr. Micklas' presence at board meetings, comments as a resident are a reason or basis for this I think that needs to be explained in the job description of our board members that if you come before this

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board ask questions that aren't liked that you may not be re-appointed. The e-mails were submitted and Trustee Likley and Oiler thanked the gentlemen for their letters of support for Mr. Micklas.

Trustee Oiler: I have worked on the board with Tom Micklas in the past and I think we had a very good board and I appreciate your dedication and your service.

Roll call: Harris, aye; Likley, NO; Oiler, aye. Motion carried 2 ayes 1 no

TRAVEL EXPENSES

Trustee Oiler made a motion to pay \$.50 per mile for travel, pre-approval by the board of trustees for all expenses for workshops, conferences, etc. to be paid by the individual wanting to attend. The township will reimburse the individual for registration fee, overnight lodging, parking, and mileage with the proper documentation and receipts. Trustee Likley asked that the pre-approval clause be added to the motion. **Motion was seconded by Trustee Harris. Roll call: Likley, aye; Oiler, aye; Harris, aye.**

DUES

Trustee Oiler made a motion to authorize the Township to pay for elected officials' dues to the Ohio Township and Medina County Township Association as well as for employees as an associate member, seconded by Trustee Harris. No discussion. Roll call: Oiler, aye; Harris, aye; Likley, aye.

HALL OPENING AND CLOSING FEE

Trustee Likley made a motion to keep the same rate of \$20 per opening and closing, seconded by Trustee Oiler. No discussion. Roll call: Harris, aye; Likley, aye; Oiler, aye.

BILLS : THAT CAME IN AT THE VERY END OF THE YEAR IN THE AMOUNT OF \$1,339.86 (list is attached)

Trustee Oiler made a motion to pay the above bills, seconded by Trustee Harris. Roll call: Likley, aye; Oiler, aye; Harris, aye.

ROADS

Trustee Oiler reporting: An e-mail was sent to Didi concerning the grant for solar lighted signs for Buffham Road elementary school. We should hear something very soon.

RESOLUTION 2011-03 A RESOLUTION TO PARTICIPATE IN THE ADVANCE OF REAL ESTATE TAXES FOR THE FIRST HALF COLLECTION 2011

Trustee Oiler made a motion to adopt Resolution 2011-03, seconded by Trustee Harris.

Roll call: Oiler, aye; Harris, aye; Likley, aye.

OLD BUSINESS

- Trustee Likley speaking: Have we had any communication regarding the fire contract?

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Trustee Oiler: The contract was passed out to the council members and at tomorrow night's meeting he (the mayor) hopes to bring it up and hopefully come to an agreement.

- Trustee Likley: What is the bond collection status?

Trustee Oiler: I haven't heard anything.

Trustee Likley: Did Mr. Thorne have any response after our Dec. 20th meeting?

Trustee Oiler: I do not believe I brought it up to him. I will follow up on that.

- Trustee Likley: Yesterday afternoon I met with Brian Robbins at the cemetery and he successfully raised the flag on the new flag pole and the light is on. Trustee Oiler and Likley commented that it looks nice.
- Fiscal Officer: I am meeting with Tom Karris, Assistant Prosecutor January 5, 2011 @ 12:00 noon for a conference call with an IRS advocate to try to resolve this March 2007 issue. This classified as a public hearing, hopefully we have something resolved.

Trustee Likley asked if this conference call is considered a public hearing and fiscal officer answered, yes.

Trustee Likley asked that the call be recorded because he would not be able to attend and would like an audio of that conference call. The fiscal officer replied she will ask but there are times IRS will not permit a call to be recorded. The fiscal officer explained IRS took what was to be applied to the March 2007 quarter to years 2003,2004,2005 somewhere and they can't find it. I have documentation to prove that I paid it and timely. This has been going on for a couple years. Trustee Likley asked that minutes be taken but the fiscal officer explained that if it is not a trustees meeting minutes would not be mandated.

- Trustee Likley: requested that any communication that Tom Karris has with the bonding company be copied to this board so that we aware of where we are at on the collection on this bond.

Fiscal Officer: Mr. Karris will be coming to a trustees meeting very shortly to request an executive session.

Trustee Oiler will attend the conference call. Fiscal officer reminded the trustees that if two trustees were going to be here that would constitute a meeting and it must be advertised and minutes taken.

- Trustee Harris: At the last meeting I was asked to talk to Kim Ferencz about the missing audio disc for 10-12-10 meeting. At this time the disc has appeared and Martha has the disc. Trustee Likley reminded the fiscal officer if any requests for that audio are still open that they be filled. Fiscal officer stated all requests have been filled. Trustee Likley: I understand that we do not have an audio of the 12-21-10 zoning commission workshop as well as Ms. Ferencz was not present to take the minutes. I do not know how to address that. There was a meeting held and meeting minutes should be made available not only to the board but also to our residents. Somehow we have to acknowledge the fact unless board members can compile minutes. Heather Sturdevant: I don't know if this is possible but there was a resident here that night that taped that meeting. I don't know if it is acceptable or appropriate to use that and get minutes

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from. Trustee Likley: I would think that would be a start and then between yourself and other board members during the approval process of those minutes that they are as accurate to what you recall as possible. Heather: I personally have a typed list of questions that I asked. I can ask the other board members to do the same. I guess the question is there anything legal that the recording can't be the official part of the record to use it to type minutes from. I don't really know, that is something I wanted to ask you about tonight because that meeting provided extremely invaluable information- not only to the board but to the public. We need to be able to have something for people to see because it was very enlightening and very informative.

Trustee Likley: It was unfortunate that the recorder wasn't set to record- it happens. I don't personally have an issue with utilizing that recording as long as the board is very conscious of the conditions that the minutes were prepared from. Securitize them and be satisfied that it will be the official record. It is important that we have records from meetings not only for the board members but for the public. I had requested a copy of that meeting as well because I do recognize the importance of that work session. I wasn't able to get an audio so I will have to rely on the meeting minutes. I can call Bill and find out if we can use that to type our minutes and if we can use that as a part of the official record then we can send that out as the audio as long as we can get a copy of it, which the resident as agreed to do. Trustee Likley: The written minutes are the official record. Trustee Oiler stated as Trustee Likley suggested earlier we could bring the recording in and duplicate it on the DVD or if the recording could be put into a computer and burn it to disc.

- Trustee Likley is available evenings 7 days a week now. My morning schedule will be Friday instead of Monday.
- Trustees agreed to hold a special meeting Thursday, January 13, 2011 at 7:00 pm for the purpose to discuss Fire Levy, Budget, and General Business.

RESIDENT COMMENTS

Kevin Daugherty:

- Question: Wouldn't it be appropriate to appoint an alternate to fill an open position before we look outside?
- I don't have anything against Lee but at one time he was an alternate to the board and I'm trying to recall back then I think he was assistant zoning inspector and had a conflict of interest there for that reason I think he was taken off as an alternate. Trustee Likley agreed that he was an alternate for a short period of time. Kevin asked if he was still the assistant. All trustees answered, no he is not. Trustee Oiler: The board of trustees has the ability to appoint whomever they wish to the zoning boards and the alternates. I feel we have some good alternates and would like to keep them in place. Trustee Likley: I didn't agree with the motion, the second or the vote. Past cases and past history when there was an opening we have traditionally brought up the alternates, not a requirement per the ORC and it is the discretion of the board for the appointments. The majority rules, that's the way it is and I will accept it.

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Carolyn Sims:

- Disappointed in the outcome of the meeting this evening (board appointments and re-appointments) and am concerned in the direction we are going.
- Primary concern is the taxpayers' expense relating to a fiscal officer's assistant. We paid Kim Ferencz as a secretary to the trustees to organize the back room and you (fiscal officer) at last year's organizational meeting stated you did not need an assistant and Kim was relieved of that job description but stayed on as zoning secretary. I want to know how this position is going to be filled and I want to know if your neighbor is coming back to work. I would want to know why the board of trustees let go a capable person who is familiar with our records and now is looking to hire off the street to have someone else do the records. I will be watching that closely because I think that this is misappropriation of funds and township money and a waste of training. I am sure it will be a surprise to Ms. Ferencz that she was left go and now you are hiring someone else. Primary concern here is about is this person actually hired to assist Martha in doing the fire department funding and billing and other issues regarding the fire department that needs to be broken out separately now that this board has decided to pursue a district. I am disappointed that you let Kim go and hiring off the street and I will be very curious who will be sitting in that position and their relationship. You are dipping from the same gene pool frequently and I feel the same way about Mr. Evans appointment. You let Mr. Micklas go after being a capable board member for his opinions; I could only hope Mr. Evans job is secure if you disagree with his opinion as a board member; that came from the other board of trustees in the past too and that is part of the reason that Lee removed himself voluntarily in his participation as an alternate.

Karen Fisher:

- Regarding the hiring of Kim Ferencz. I think maybe we are forgetting how that came about. If I am not mistaken it was Ms. Sims that approached Ms. Ferencz and asked her if she would like to have the job. Mr. Likley and Ms. Sims got her into that position. Watch what you do because it will come back to bite you.
- I don't mind reading my letter in public because I stand behind what I wrote, Mr. Likley. But what I do want to remind you of is your first meeting as a trustee and I believe it was Marlene Oiler's re-appointment; where a lot of support came her way e-mails from the zoning boards that they wanted to have her retained and re-appointed. If I am not mistaken you were on record telling Ms. Sims that she was not listening to her boards and trying to tell the board that they wanted to have Marlene continue as the secretary and I thought that was really great that you stuck up for that. You are saying we should listen to our people and then the vote came and you voted not to re-appoint Marlene Oiler. So I just want all the facts to be out on the table.

Heather Sturdevant:

- Regarding training requirement. Medina County Planning Services lost some of their funding for training so they are not doing as much as they have in the past. They do provide some work sessions during the day however, they don't relate to zoning as much as they do to planning. If

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you can't go during the day it has become difficult to meet your training requirements. As for the zoning commission members, it has been relatively simple because we had work sessions with the prosecutor's office but that same opportunity has not been available to the BZA. I would ask that you support in order for us to make that training requirement going outside of the county. I know that it is a fiscal burden but unfortunately it has become a bit more difficult to do that and I don't feel it's fair to punish anyone for not making their training commitment where there is not as much opportunity to attend.

- To clarify once again that I did say that I spoke with Buck Adams. I said that I spoke with a woman that answered the phone and said that she would relay the message. The message did not get relayed. I have the phone records to support it. I have already written you guys a letter regarding this and I feel that it doesn't need to go any further than that but once again people need to realize as I mentioned in my letter that every member of my board has a right to bring in speakers. I can do the same thing. I just ask that a copy of the letter that I sent to you be put into the public record as well as Mr. Miller's response because I think that is important as well.

Matt Witmer:

- No permits issued in the month of December. (a report for the year is attached)
- Attended workshops
- Most complaints have been resolved
- Received a letter today from Medina Co Sanitary Engineers office to Mr. Carrasco regarding solid waste special collection days and asking for soccer events to better schedule traffic control. (copy is attached to these minutes and in the North Coast Soccer file) Trustee Likley: In review of the language "tournament schedule"; there was a question at the last BZA meeting. It might not be full tournament there may be almost as many participants. The dates that the Medina County Sanitary Engineers provided should be part of any discussion with the soccer to coordinate traffic control even if it is not a tournament. Both the soccer and solid waste facility coordinate organization and cost to have traffic control. Matt related that when he spoke with solid waste manager, and they would be receptive to coordinate with this traffic control. Trustee Likley stated that the soccer people would be receptive to work together also. Trustee Oiler suggested using a number not a term. Lafayette Twp. Will be having their clean-up days at the recycle center this year. I will call Lynda Bowers, Lafayette Twp. Trustee.

Dwayne Kramer:

- I feel a need to make a few comments about what has transpired here this evening.
- In regards to Mr. Micklas, I don't think the board can find anyone more dedicated or diligent or motivated than Mr. Micklas and his pursuit to actively do his job on the BZA. If you are not going to re-appoint I think reasoning should be given. If you have personal reasons Mr. Oiler that's fine, just say you have personal reasons for not re-appointing but I think he is more than qualified.
 - In regards to Mr. Anderson, with all the controversy that has behooved this township in the last couple of years, it's amazing to me that you would put this man back on the board. In my

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personal opinion he stands to personally profit from the actions that the board has control over. With everything that has gone on in the past, why would you want to feed into that and let that cloud hang over the board anymore than it already has. It was the hopes when you guys took office that this was a fresh new start and all this backroom politics and all this other ***** that had gone on over the past would end and I see now that is not the case and I think that in my own personal opinion and I can see in my best interest for me to serve this community would be as a community activist. I will therefore, inform you tonight that I will resign as an alternate of the BZA because I think I can better serve the community in other capacities than on this board. Trustee Likley and Trustee Oiler thanked Mr. Kramer for his service to the BZA as an alternate and commitment to the community.

Trustee Oiler made a motion to adjourn the meeting at 8:27 pm as there was nothing else to come before the board, seconded by Trustee Harris. Unanimous

Approved February 7, 2011