

# MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMR LIMITED E00718327LD

Minute No. 962

Washington County Commissioners

Washington, Pennsylvania, January 9, 2014

The Washington County Commissioners met in regular session in the Public Meeting Room, Courthouse Square, Washington, Pa., with the following members being present: Commissioners Larry Maggi, Diana Irely Vaughan and Harlan G. Shober, Jr. Also being present: Pastor Rick Bruckner of Friendship Community Church, Washington, Pa.; American Legion Post 175 representative Dave Blose; Director of Administration Scott Fergus; Solicitor Lynn DeHaven; Chief Clerk Mary Helicke; Administrative Assistant Joyce Thornburg; Commissioner Administrative Assistants Joy Orndoff and Marie Trossman; Director of Veterans Affairs Barry Grimm; Planning Department representative Melanie Thomas-Finney; District Director at Penn State University Cooperative Extension Joseph Conklin; WJPA representative Jim Jefferson; Observer-Reporter Publishing Co. representative Barbara Miller; and concerned citizen Frank Byrd.

Mr. Maggi called the meeting to order at approximately 10 a.m.

Pastor Rick Bruckner led the meeting with a prayer.

Mr. Blose led the Pledge of Allegiance.

Mr. Maggi entertained a motion to approve Minute No. 961 dated December 19, 2013.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving Minute No. 961, as written.

Roll call vote taken:

Mr. Shober - Yes; Mrs. Vaughan; Mr. Maggi - Yes.

Motion carried unanimously.

(RECESS FOR PHOTOS)

PUBLIC COMMENTS

Mr. Conklin thanked the Commissioners for continuing their support of the mission of Penn State Cooperative Extension. He stated that 4-H activities are commencing with 45 clubs this year. A farm show bus will be leaving for the show in Harrisburg on Friday, January 10; a horticultural education class will be held in California University of Pennsylvania; a course is being offered for grocery stores and restaurants to get certified in food safety; a Marcellus Shale update will be held from 6:30 to 8:30 p.m. Thursday, January 9, for landowners; and a shale mineral management session for the landowner will be held on Wednesday, January 21. Mr. Conklin announced that from his district, he has approximately 50 students attending the Pennsylvania Farm Show that will be showing their animals.

OLD BUSINESS

BID AWARDS

Solicitor DeHaven recommended the Board, on behalf of Veterans Affairs, award the bid for flags and markers for veterans to the following vendors:

- Crowther & Porter, LLC, Guys Mills, Pa.
- CVS Systems, Marion, Ind.
- Metro Flag Co., Dover, N.J.

## MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMR LIMITED E00718327LD

This contract will be effective January 1, 2014 through December 31, 2014, with the option to extend for two additional one-year periods, at a total yearly cost of approximately \$30,000. This bid is being awarded to the lowest most responsive and responsible bidders meeting the specifications.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the bid award for flags and markers for veterans to the above vendors.

Roll call vote taken:

Mr. Shober - Yes; Mrs. Vaughan - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

### **BID CONTRACT EXTENSIONS**

Solicitor DeHaven recommended the Board, on behalf of the Washington County Correctional Facility, authorize the extension of the current repairs of kitchen and laundry equipment with Action Commercial Kitchen Repair, Hickory Pa., Martin Lambert Commercial, Monongahela, Pa., and Super Laundry, Pittsburgh, Pa., through February, 28, 2015. This extension is in accordance with the terms and conditions of the original bid contract. This extension for the correctional facility was approved at the Prison Board meeting held January 8, 2014.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the extension of the current repairs of kitchen and laundry equipment in the correctional facility.

Roll call vote taken:

Mr. Shober - Yes; Mrs. Vaughan - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Solicitor DeHaven recommended the Board, on behalf of Information Technology, approve the renewal of a support contract with Presidio Corporation to be effective January 1, 2014 through December 31, 2014. The Presidio contract provides for as-needed support of the county-wide Cisco network and IP telephony infrastructure, with a not to exceed amount of \$15,000. The total cost of any support utilized will be paid from the IT operating budget. This renewal is in accordance with the terms and conditions of the original bid contract.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the renewal of a support contract with Presidio Corporation.

Roll call vote taken:

Mr. Shober - Yes; Mrs. Vaughan - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

### **BID CONTRACT - CHANGE ORDER**

Solicitor DeHaven recommended the Board, on behalf of the Planning Department and Cross Creek Park, to approve the ratification of Swede Construction Corp. Change Order No. 2 with a net contract increase in the amount of \$7,800. This amount includes a deduction of \$5,600.00 including all

## MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMR LIMITED E00718327LD

labor and material to install approximately 972 sq. ft. of T-111 and framing and an addition for \$13,400.00 for all labor and material to install approximately 1620 sq. ft. of T-111 and additional framing, staining, and trim. This will increase the amount of their contract from \$228,000 to \$239,650 and will be through DCNR and oil and gas lease funds.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the ratification of Change Order No. 2.

Roll call vote taken:

Mr. Shober - Yes; Mrs. Vaughan - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

**NEW BUSINESS**

Chief Clerk presented to the Board for their consideration and approval, on behalf of the Redevelopment Authority, of an amendment to the professional service agreement with Delta Airport Consultants, Inc. for additional engineering services for the relocation of the existing 7-unit T- hangar. The amendment total is \$24,387 of which \$14,341 is the responsibility of the contractor and \$10,046 is the County's responsibility.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the amendment to the professional service agreement with Delta Airport Consultant, Inc.

Roll call vote taken:

Mr. Shober - Yes; Mrs. Vaughan - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval of a grant request in the amount of \$37,500 for Southwestern Pennsylvania Legal Aid, Incorporated's Mortgage Foreclosure Diversion Project and the Abuse/Homeless programs. These programs offer legal assistance to low income residents in need of representation.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the grant request for Southwestern Pennsylvania Legal Aid.

Roll call vote taken:

Mr. Shober - Yes; Mrs. Vaughan - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval of an amendment to the agreement with Goldfarb, Posner, Beck, DeHaven and Drewitz to conform to the 2014 County budget. The annual salary increases from \$119,406 to \$122,988.

## MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMR LIMITED E00718327LD

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the amendment to the agreement with Goldfarb, Posner, DeHaven and Drewitz, increasing the annual salary.

Roll call vote taken:

Mr. Shober - Yes; Mrs. Vaughan - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval to appoint Heike E. Mills, Esquire, to Chairman of the Washington County Farmland Preservation Board, replacing Sam Minor, who resigned from the Board.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the appointment of Heike E. Mills, Esquire, as Chairman of the Washington County Farmland Preservation Board.

Roll call vote taken:

Mr. Shober - Yes; Mrs. Vaughan - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of Court Administration, of an addendum to the agreement with L. Dawn Haber, Esquire, a child custody officer, who has exceeded her calendar year allocation by \$500. The addendum increases the 2013 contracted amount from \$21,500 to \$22,000.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the addendum to the agreement with Dawn Haber, Esquire.

Roll call vote taken:

Mr. Shober - Yes; Mrs. Vaughan - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of Public Safety, of travel for Jonathan Madaras to Huntsville, Ala., attend the I/CAD System Administration Boot Camp. Travel is estimated at \$96 and all costs are covered in the maintenance agreement for the CAD system.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving travel for Jonathan Madaras to Huntsville, Ala.

Roll call vote taken:

Mr. Shober - Yes; Mrs. Vaughan - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of the Planning Department, of the extension of the contract with Kymberly Seecret for animal control services in the parks for one additional year at the current contract price of \$3,600, payable at a rate of \$300 per month. The contract is effective through December 31, 2014.

## MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMR LIMITED E00718327LD

Moved by Mrs. Vaughan, seconded by Mr. Shober, the contract extension with Kymberly Secret for animal control services.

Roll call vote taken:

Mr. Shober - Yes; Mrs. Vaughan - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of the Planning Department, of a cooperation agreement between the County, National Wild Turkey Federation and Range Resources for the development of at least one habitat project in Cross Creek County Park and at least one outreach/educational event in Cross Creek County Park for wildlife habitat improvements.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving development of a habitat project and outreach/education event, both in Cross Creek County Park.

Roll call vote taken:

Mr. Shober - Yes; Mrs. Vaughan - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of the Finance Department, of a project modification for the Offender Day Treatment grant with the Pennsylvania Commission on Crime and Delinquency. The grant will increase from \$256,506 to \$281,289.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the project modification for Offender Day Treatment grant with PCCD.

Roll call vote taken:

Mr. Shober - Yes; Mrs. Vaughan - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of the Finance Department, of an agreement with Washington Drug & Alcohol Commission, Inc. to provide consulting services for the County's Restrictive Treatment Program. The agreement, in the amount of \$259,246 is for the period July 1, 2013 through June 30, 2014.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the agreement with Washington Drug & Alcohol Commission, Inc.

Roll call vote taken:

Mr. Shober - Yes; Mrs. Vaughan - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

## MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMR LIMITED E00718327LD

Chief Clerk presented to the Board for their consideration and approval, on behalf of the Human Resources Department, of the contract negotiated between the County of Washington and the Deputy Sheriff's Association effective

January 1, 2014 through December 31, 2017.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the contract negotiated between the County of Washington and the Deputy Sheriff's Association.

Roll call vote taken:

Mr. Shober - Yes; Mrs. Vaughan - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of the Child Care Information Services, of the following 2013-2014 provider service agreements with the list of previously approved providers.

Karen Sims, Aliquippa, Pa.	Julie Hobson, Beaver Falls, Pa.	Kid Biz, LLC, Washington, Pa.
Rhonda Cummins, Washington, Pa.	Stefany Ray, Houston, Pa.	Stephanie Haley, Aliquippa, Pa.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the above provider service agreements.

Roll call vote taken:

Mr. Shober - Yes; Mrs. Vaughan - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, of a Memorandum of Understanding (MOU) with Washington Health System, District Attorney's Office, SPHS C.A.R.E. Center, and Dr. Mary Carrasco, to operate A Child's Place in Washington. The entities of this MOU agree to respond jointly and effectively to any allegations of sexual abuse, serious physical abuse and serious physical neglect toward children in Washington County. No additional county funds are required.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the above Memorandum of Understanding with the above offices to operate A Child's Place.

Roll call vote taken:

Mr. Shober - Yes; Mrs. Vaughan - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of Children and Youth Services, its 2014 Special Budget in the amount of \$52,750. This budget will be used to cover supportive client services, child specific expenses, expenses related to the recruitment and retention of resource families, ancillary court expenses as well as meeting/event recognition expenses. No additional county funds are required.

# MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMR LIMITED E00718327LD

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the above 2014 Special Budget.

Roll call vote taken:

Mr. Shober - Yes; Mrs. Vaughan - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of Children and Youth Services, of the following purchase of service agreements for the period of July 1, 2013 through June 30, 2014. No additional county funds are required.

PROVIDER	AMOUNT
Three Rivers Adoption Council	\$25,000
Families United Network, Inc.	<u>160,000</u>
<b>TOTAL</b>	<b><u>\$185,000</u></b>

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the above purchase of service agreements.

Roll call vote taken:

Mr. Shober - Yes; Mrs. Vaughan - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of the Washington County Health Center, to have Merchant Dietary Managers Association/Association of Nutrition & Foodservice Professionals added to the approved list of associations. No county funds are required.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving Merchant Dietary Managers Association added to the approved list of associations.

Roll call vote taken:

Mr. Shober - Yes; Mrs. Vaughan - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of the Washington County Correctional Facility, to authorize the advertising for bids to replace the DVR's and add 35 additional camera's, including mounting, conduit and wiring routing in the correctional facility. This authorization was approved at the Prison Board meeting held January 8, 2014.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving authorization to advertise for bids to replace the DVR's and adding additional cameras.

Roll call vote taken:

Mr. Shober - Yes; Mrs. Vaughan - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

## MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMR LIMITED E00718327LD

Chief Clerk presented to the Board for their consideration and approval, on behalf of the Washington County Correctional Facility, authorizing the advertising for bids for law enforcement uniforms and accessories. This authorization was approved at the Prison Board meeting held January 8, 2014.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving authorization to advertise for bids for law enforcement uniforms and accessories.

Roll call vote taken:

Mr. Shober - Yes; Mrs. Vaughan - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of the Washington County Correctional Facility, to approve the estimate proposal from COM-TEC Security System under their current maintenance/upgrade agreement for the purpose of upgrading their security system. The proposal includes the conversion of hardwired control panels in Central Control, including security control PC's and touch screen monitors. The upgrading of UPS units in control electronics rooms, replacing Lexan panels, lights, & switches. Redesign the Nurse Call System and onsite training for all critical staff. The project cost for this portion is estimated at approximately \$100,000 of which has been approved for Act 13 monies. This estimate proposal for the correctional facility was approved at the Prison Board meeting held January 8, 2014.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the estimate proposal from COM-TEC Security System.

Roll call vote taken:

Mr. Shober - Yes; Mrs. Vaughan - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of Child Care Information Services, authorizing a one year lease agreement for a Konica Minolta multi-function printer, scanner, copier MFP – 49,000 pages per year from Pollocks Company, Inc., Beaver, Pa., effective February 28, 2014 through February 28, 2015. The yearly cost is \$426.30 plus \$0.0087 per copy in excess of contract. Lease amount includes maintenance, parts, labor and supply items (toner) except for staples & paper. This will be paid for from the 2014 CCIS Operating Budget.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the authorization agreement for a multi-function printer and copier.

Roll call vote taken:

Mr. Shober - Yes; Mrs. Vaughan - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of the Washington County Health Center, of the extension of the contract with Patricia L. Gould to operate the snack shop for the Washington County Health Center to continue through February 28, 2015. This extension is in accordance with the terms and conditions of the original bid contract.



## MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMR LIMITED E00718327LD

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the extension of the contract with Patricia L. Gould to operate the snack shop in the health center.

Roll call vote taken:

Mr. Shober - Yes; Mrs. Vaughan - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of Information and Technology, to ratify the renewal of the Cisco Smartnet Maintenance Agreement from Presidio, Pittsburgh, Pa. at a total cost of \$32,911.59, for the purpose of protecting our key operating components. This agreement includes hardware, as well as some software. This will be paid for from the 2014 IT operating budget. This purchase will be made from the State contract, and therefore, does not require bidding.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the extension of the ratification of the renewal of the Cisco Smartnet maintenance agreement.

Roll call vote taken:

Mr. Shober - Yes; Mrs. Vaughan - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of the Redevelopment Authority, to adopt a resolution approving the proposed amendments and revision to the Community Development Block Grant Program, which are part of the County's Consolidated Action Plan.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the adoption of the resolution approving the proposed amendments and revision to the Community Development Block Grant Program.

Roll call vote taken:

Mr. Shober - Yes; Mrs. Vaughan - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of the Redevelopment Authority, to authorize the execution of a lease with Range/EQT for 135.8799 acres of gas rights at the Washington County Airport.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the authorization to execute the lease with Range/EQT for 135.8799 acres of gas rights at the Washington County Airport.

Roll call vote taken:

Mr. Shober - Yes; Mrs. Vaughan - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

#### ANNOUNCEMENTS

An executive session was held on Wednesday, January 8, 2014, immediately following the Agenda Meeting, as an information session to discuss personnel and real estate. County offices will be closed Monday, January 20, 2014, in honor of Martin Luther King Jr. Day.

## MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMR LIMITED E00718327LD

SOLICITOR

Solicitor DeHaven presented to the Board for their consideration and approval of tax refunds in the amount of \$6,036.97.

SHARKADY PAUL & WANDA F  
230 E PITT ST  
CANONSBURG, PA 15317  
Tax Year: 2009  
District: CANONSBURG 3RD W  
Parcel: 110-043-00-00-0022-01  
Amount: \$4.94

SHARKADY PAUL & WANDA F  
230 E PITT ST  
CANONSBURG, PA 15317  
Tax Year: 2010  
District: CANONSBURG 3RD W  
Parcel: 110-043-00-00-0022-01  
Amount: \$5.75

SHARKADY PAUL & WANDA F  
230 E PITT ST  
CANONSBURG, PA 15317  
Tax Year: 2011  
District: CANONSBURG 3RD W  
Parcel: 110-043-00-00-0022-01  
Amount: \$5.75

SHARKADY PAUL & WANDA F  
230 E PITT ST  
CANONSBURG, PA 15317  
Tax Year: 2012  
District: CANONSBURG 3RD W  
Parcel: 110-043-00-00-0022-01  
Amount: \$5.75

VITALE JEFFREY T  
202 DIANE DR  
MONONGAHELA, PA 15063  
Tax Year: 2011  
District: CARROLL  
Parcel: 130-006-09-02-0017-00  
Amount: \$31.97

VITALE JEFFREY T  
202 DIANE DR  
MONONGAHELA, PA 15063  
Tax Year: 2012  
District: CARROLL  
Parcel: 130-006-09-02-0017-00  
Amount: \$31.97

VITALE JEFFREY T  
202 DIANE DR  
MONONGAHELA, PA 15063  
Tax Year: 2013  
District: CARROLL  
Parcel: 130-006-09-02-0017-00  
Amount: \$31.97

HELLER CLEVE A & CANDACE L  
522 PLEASANT VALLEY  
WASHINGTON, PA 15301  
Tax Year: 2013  
District: BUFFALO  
Parcel: 060-018-00-00-0001-23  
Amount: \$2.39

FAIRFIELD SOUTHPOINTE  
P O BOX 36  
BRIDGEVILLE, PA 15017  
Tax Year: 2013  
District: CECIL  
Parcel: 140-011-00-00-0043-00  
Amount: \$5,345.63

BORRIELLO CARLO  
104 MEADOW LN  
BELLE VERNON, PA 15012  
Tax Year: 2013  
District: NORTH CHARLEROI  
Parcel: 500-010-00-00-0003-01  
Amount: \$552.94

FUNTAL AMBER KAY  
53 SUNSET DR  
AMBER KAY MARODY  
DAISYTOWN, PA 15427  
Tax Year: 2013  
District: WEST PIKE RUN  
Parcel: 700-007-09-99-0004-03  
Amount: \$9.67

GARCIA KAREN  
P O BOX 284  
ATLASBURG, PA 15004  
Tax Year: 2013  
District: SMITH  
Parcel: 570-023-12-00-0007-00  
Amount: \$3.44

GARCIA KAREN  
P O BOX 284  
ATLASBURG, PA 15004  
Tax Year: 2013  
District: SMITH  
Parcel: 570-023-12-00-0008-00  
Amount: \$4.8

Moved by Mrs. Irey Vaughan, seconded by Mr. Shober, approving the tax refunds in the amount of \$6,036.97.

Roll call vote taken:

Mr. Shober - Yes; Mrs. Vaughan - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

There being no further business, Chairman Maggi declared the meeting adjourned at approximately 10:45 a.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

ATTEST: January 22, 2014  
Thary E Helicke  
CHIEF CLERK