

MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMR LIMITED E1607929LD

Minute No. 1055

February 15, 2018

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 Irey Vaughan and Harlan G. Shober. Also being present Rev. Janet Scott-Mace, Canonsburg First Christian Church, Canonsburg, Pa.; Marine Corps League Post 1138 representative Sandy Young; Solicitor J. Lynn DeHaven; Director of Administration Scott Fergus; Chief Clerk Cynthia B. Griffin; Administrative Assistant Joyce Thornburg; Executive Secretaries Joy Orndoff, Marie Trossman and Randi Marodi; Planning Department representative Gracie Abel; Finance Director Josh Hatfield; Human Resources Director Andrea Johnston; Veterans Affairs Director Susan Meighen; Observer-Reporter Publishing Co. representative Barbara Miller; WJPA representative Bruce Sakalik and concerned citizens Thomas Lonich, Mike Robb and Patrick Griffith.

Mr. Maggi called the meeting to order at approximately 10:00 a.m.

Rev. Janet Scott-Mace led the meeting with a prayer.

Ms. Young led the Pledge of Allegiance.

Mr. Maggi entertained a motion approving Minute No. 1054 dated February 1, 2018.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving Minute No. 1054, as written.

Roll call vote taken:

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

Motion carried unanimously.

SPECIAL ORDER OF BUSINESS

None.

(RECESS FOR PHOTOS)PUBLIC COMMENTS

None.

OLD BUSINESS

None.

NEW BUSINESS

Chief Clerk presented to the Board for their consideration and approval of the amendment of the letter of engagement with the law firm of Eckert Seamans, dated December 12, 2016, to include legal services regarding a bid protest filed on behalf of the county and Child Care Information Services, against the Department of Human Services. This amendment is under the same terms, conditions and rates as set forth in the December 12, 2016 letter of engagement.

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Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the amendment of the letter of engagement with Eckert Seamans.

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 the addition of the National Association for Presiding Judges and Court Executives to the approved list of County Associations. The membership fee is \$125.00.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the National Association for Presiding Judges and Court Executives to the approved list of County Associations.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk, on behalf of Behavioral Health and Developmental Services presented to the Board for their consideration and approval of the cost of training and all travel related fees, within the rules of the County's travel policy, for the program director to attend the 31st Annual Research and Policy Conference on March 4-7, 2018, in Tampa, Florida. The cost will be approximately \$2,000.00 and all fees will be covered by the SAMHSA grant.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving travel to Tampa, Florida.

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 Commission, of a division order with Range Resources associated with the National Pike trail property/tunnel as follows: Sheller Gene 113002H well in West Finley at a decimal interest of .00003764.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the division order with Range Resources.

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 Commission, of a memorandum of understanding with the Pennsylvania Resources Council for the household hazardous waste collection to be held on July 21, 2018. The county agrees to pay \$6,500.00 toward the event and provide a collection site and volunteers. Pennsylvania Resources Council will hire and

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pay the collector, secure necessary permitting, manage grant funds and provide food and beverages for volunteers.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the memorandum of understanding with Pennsylvania Resources Council.

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 Finance and Juvenile Probation, of a grant application with the Pennsylvania Commission on Crime and Delinquency (PCCD) for the Jobs Program in the amount of \$25,000.00. The purpose of the grant application is to extend the already awarded grant through February 28, 2018.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the grant application with the Pennsylvania Commission on Crime and Delinquency.

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 Human Resources, of a grant application with the Pennsylvania Counties Risk Pool (PCoRP) effective June 1, 2017 through May 31, 2018, for their loss prevention program. This grant in the amount of \$20,000.00 is designed to support the Safety Committee and to offset the costs of enhancing the safety, maintenance and risk management programs.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the grant application with the Pennsylvania Counties Risk Pool.

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, of the 2017-2018 provider service agreements with the list of previously approved providers.

Nicole Singletary, Aliquippa, Pa.

Cindy Newman, Charleroi, Pa.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the 2017-2018 new provider agreements listed.

Roll call vote taken:

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

Motion carried unanimously.

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Chief Clerk presented to the Board for their consideration and approval, on behalf of Children and Youth Services, of the following provider agreements for the period of July 1, 2017 through June 30, 2018.

<u>PROVIDER</u>	<u>AMOUNT</u>
Wesley Spectrum Services	\$140,000
NHS Pennsylvania	\$150,000
Outside In School of Experiential Education	\$150,000
TOTAL	<u>\$440,000</u>

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the provider agreements listed.

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 Purchasing Department and Public Safety, of a one-year extended warranty on the current contract with Sound Communications, Inc., Grove City, Ohio for the 911 digital recording system. This agreement will be effective January 21, 2018 through January 20, 2019. The contract authorization amount is \$26,920.32/year and will be paid from the Public Safety operating budget.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the extended warranty with Sound Communications, 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, on behalf of the Purchasing Department and District Attorney, of a renewal agreement with the Pennsylvania District Attorneys Institute (PDAI) for the maintenance and continuance of the Pennsylvania Statewide Automated Victim Information and Notification (SAVIN) program. The SAVIN program automatically notifies a victim 24/7 of an offender's escape, subsequent apprehension, date of release, work release, etc. PCCD will pay 100 percent of the maintenance and service fees for 2018 with no cost incurred for Washington County. This agreement is effective January 1, 2018 through December 31, 2018 with the option to renew annually. This was approved in the Prison Board meeting held Wednesday, February 14, 2018, Minute No. PB-2-14-18.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the agreement with the Pennsylvania District Attorneys Institute for the SAVIN program.

Roll call vote taken:

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

Motion carried unanimously.

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Chief Clerk presented to the Board for their consideration and approval, on behalf of the Purchasing Department and Building and Grounds, to enter into a water-treatment program agreement with Chem-Aqua, Inc., Irving, Texas, for the Courthouse/Courthouse Square buildings. This agreement is effective March 1, 2018 through February 28, 2019. The annual cost is \$6,400.00 and will be paid from their operating budget.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the agreement with Chem-Aqua, 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, on behalf of the Purchasing Department and Voter Registration, of a software license agreement with Dominion Voting, Denver, Colo., for the TSX voting system for the general, primary and special elections. The annual cost is \$87,990.00 and will be charged to their operating budget.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the agreement with Dominion Voting.

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 Purchasing Department, of a month-to-month agreement with Guttman Energy, Belle Vernon, Pa for the purchase of at the pump fuel products at retail cost minus taxes and fees. Guttman has agreed to provide and maintain the Fuelman gas card program at no cost to the county. This agreement will continue unless either party provides a 30-day written notice of cancelation.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the agreement with Guttman Energy.

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 Purchasing Department and Information Technology, of a three-year maintenance agreement with Vertiv Services, Inc., Westerville, Ohio, to include two preventative maintenance visits per year per site for the Emerson/Liebert UPS Systems located in the Courthouse, Courthouse Square and Public Safety. This agreement is effective from the date of agreement through December 31, 2020. The total cost is \$22,766.21 for year one; \$30,188.40 for year two; and \$30,188.40 for year three, and will be paid from IT and Public Safety operating budgets.

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Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the agreement with Vertiv Services, 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, on behalf of the Redevelopment Authority of Washington County, of a lease agreement extension between Washington County and the Redevelopment Authority for office space in Courthouse Square. This agreement will be effective March 1, 2018 through February 28, 2019, at the rate of \$14.50/sq. ft. plus 19 parking spaces at \$22.00/month. The total monthly rent is \$10,064.75. This contract extension is under the same terms and conditions as the original contract.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the lease agreement extension with the Redevelopment Authority of Washington County.

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 Purchasing Department and Information Technology, of an addendum to our three-year software license agreement with Service Express, Inc., Grand Rapids, Mich. for the purpose of including additional HP equipment for \$25.00 each and Cisco hardware components at a cost of \$37.00 each.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the addendum for additional equipment and components with Service Express, 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, on behalf of the Purchasing Department and the Planning Commission, of a 60-month lease including maintenance and toner with Canon Business Solutions, Inc. for a Canon ImagePress C750 copier. The monthly cost is \$1,973.00 plus \$0.0423 per copy for color and \$0.009 for black and white copies over the allotted 20,000 copy allowance for each and a CC-330 card cutter for \$179.00 a month. This lease agreement will replace the current agreement that will be expiring March 31, 2018.

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Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the lease agreement with Canon Business Solutions, 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, on behalf of the Purchasing Department and Building and Grounds, of the purchase of one 2018 Ford F-250 XL truck, including plow and salt spreader, at a cost of \$40,695.00. The proposed purchase would be made via DGS Costars 25, and therefore does not require bidding. The proposed vendor is Woltz and Wind Ford, of Heidelberg, Pa. The cost would be paid via capital funds.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the purchase of a Ford truck for Building and Grounds staff.

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 Purchasing Department and Building and Grounds, of the purchase of one wireless Mifi from Verizon Wireless for computer access to the county. The total cost is \$39.99/month and the Mifi equipment will be free with activation and will be paid from their operating budget. Also requested, a Samsung Galaxy S7 smart phone for the Housekeeper Supervisor at a cost of \$199.00 for the phone and \$59.99/month for data, text and unlimited voice.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the purchases with Verizon Wireless.

Roll call vote taken:

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

Motion carried unanimously.

ANNOUNCEMENTS

An executive session was held at 10 a.m. Wednesday, February 14, 2018, following the agenda meeting to discuss personnel. The regularly scheduled Salary Board and Retirement Board meetings will be immediately following the Board of Commissioners meeting. All county offices will be closed Monday, February 19, 2018, in observance of President's Day.

SOLICITOR

Solicitor DeHaven presented to the Board for their consideration and approval of tax refunds in the amount of \$3,991.75

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DERRICO JEFFREY P & DAVID P
429 WOODLAND ROAD
CANONSBURG, PA 15317
Tax Year: 2017
District WASHINGTON 4TH W
Parcel 740-001-00-01-0022-01
Amount \$8.29

KOMOROWSKI JOSPEH & STEPHANIE
672 MCKEE ROAD
WASHINGTON, PA 15301
Tax Year: 2018
District CANTON
Parcel 120-010-00-00-0026-01
Amount \$41.2

WIENER MICHAEL A & R CONSTANCE
304 PISGAH ROAD
BRUCETON MILLS, WV 26525
Tax Year: 2018
District CROSS CREEK
Parcel 210-005-00-00-0011-01
Amount \$129.31

PUCK ROBERT TODD & ELISABETH
ANN
944 BURNSVILLE RIDGE ROAD
CLAYSVILLE, PA 15323
Tax Year: 2018
District EAST FINLEY
Parcel 270-022-00-00-0008-00
Amount \$69.53

CUMBLIDGE MARK & BETTY JO
1135 ROUTE 18
BURGETTSTOWN, PA 15021
Tax Year: 2018
District HANOVER
Parcel 340-035-00-00-0001-11
Amount \$129.32

WEDDELL JAMES R & SANDRA LEE
414 HAMPTON AVENUE
PITTSBURGH, PA 15221
Tax Year: 2018
District HANOVER
Parcel 340-017-00-00-0001-00
Amount \$98.11

ENGEL JOHN D & MARY J
51 HORNHEAD ROAD
MCDONALD, PA 15057
Tax Year: 2018
District MT. PLEASANT
Parcel 460-010-00-00-0003-00
Amount \$117.41

MATOK JUDITH ANN & JOHN
MICHAEL
24100 COPPERLEAF BLVD
ESTERO, FL 34135
Tax Year: 2018
District NORTH STRABANE
Parcel 520-005-00-00-0005-00
Amount \$30.01

DURAN DONALD W & JOYCE M TR
546 RIMINI VISTA WAY
SUN CITY CENTER, FL 33573
Tax Year: 2018
District ROBINSON
Parcel 550-006-00-00-0004-00
Amount \$142.89

WELSH THOMAS E
30 BAKER LANE
WASHINGTON, PA 15301
Tax Year: 2018
District BUFFALO
Parcel 060-003-00-00-0002-00
Amount \$122.18

MILLER JOHN CRAVEN
190 REX ROAD
WASHINGTON, PA 15301
Tax Year: 2018
District CANTON
Parcel 120-004-00-00-0001-00
Amount \$141.94

WRIGHT ERIC & JESSICA
50 BAILEY ROAD
FREDERICKTOWN, PA 15333
Tax Year: 2018
District DEEMSTON
Parcel 220-007-00-00-0003-00
Amount \$106.22

HUBER FRED A & SHIRLEY ANN
7 HUBER ROAD
BENTLEYVILLE, PA 15314
Tax Year: 2018
District FALLOWFIELD
Parcel 320-012-00-00-0002-00
Amount \$60.48

HAWKINS ROBERT & LINDA
11 HAWKINS LANE
BURGETTSTOWN, PA 15021
Tax Year: 2018
District HANOVER
Parcel 340-003-00-00-0008-00
Amount \$98.59

EGLAR JAMES E ET AL
167 STATE LINE ROAD
BURGETTSTOWN, PA 15021
Tax Year: 2018
District JEFFERSON
Parcel 380-008-00-00-0002-00
Amount \$98.35

BUDINSKY EDWARD F JR & ANNA M
33 LINN FARM ROAD
CANONSBURG, PA 15317
Tax Year: 2018
District NORTH STRABANE
Parcel 520-009-00-00-0044-05
Amount \$100.73

JAMISON DOUG & LUELLEA
150 DYERS STONE DRIVE
EIGHTY FOUR, PA 15330
Tax Year: 2018
District NOTTINGHAM
Parcel 530-001-11-00-0031-00
Amount \$78.59

VERELST JOHN JR & MARK AARON
283 ATLAS CHERRY VALLEY ROAD
BURGETTSTOWN, PA 15021
Tax Year: 2018
District SMITH
Parcel 570-025-00-00-0001-00
Amount \$101.92

PRO SHERRI S & GEORGE J
45 MARK AVENUE
WASHINGTON, PA 15301
Tax Year: 2018
District CANONSBURG 1ST W
Parcel 090-009-00-02-0028-00
Amount \$1.67

SCHULTZ BERNARD L & KAY L
220 GALATI ROAD
MCDONALD, PA 15057
Tax Year: 2018
District CECIL
Parcel 140-003-00-00-0001-00
Amount \$110.02

MOORE CRAIG L D & SANDRA JEAN
653 LAKE ROAD
CLAYSVILLE, PA 15323
Tax Year: 2018
District DONEGAL
Parcel 230-017-00-00-0005-00
Amount \$1.2

PLAVETICH MARY ESTATE ET AL
C/O DR. WILLIAM BECK
585 PICKFAIR TERRACE
LAKE MARY, FL 32746
Tax Year: 2018
District FALLOWFIELD
Parcel 320-007-05-10-0005-00
Amount \$29.05

JAVORNICK ROGER W
147 COUNTY LINE ROAD
BURGETTSTOWN, PA 15021
Tax Year: 2018
District HANOVER
Parcel 340-019-00-00-0007-01
Amount \$104.78

PALLINI JAMES ET AL
24 DOMINIC DRIVE
COAL CENTER, PA 15423
Tax Year: 2018
District LONG BRANCH
Parcel 390-013-00-00-0001-00
Amount \$93.82

FICKINGER FRANK E & BONNIE
588 CHRISTY ROAD
EIGHTY FOUR, PA 15330
Tax Year: 2018
District NORTH STRABANE
Parcel 520-007-00-00-0004-02
Amount \$135.75

WEIMER GREGORY & LORI
143 REDWOOD DRIVE
VENETIA, PA 15367
Tax Year: 2018
District PETERS TOWNSHIP
Parcel 540-002-00-00-0054-00
Amount \$1.67

YODER KENNETH RAY & KRISTY M
40 TRANQUIL LANE
BULGER, PA 15019
Tax Year: 2018
District SMITH
Parcel 570-006-00-00-0001-00
Amount \$129.54

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BARNEY KENNETH & DORCAS R
311 AZZO ROAD
EIGHTY FOUR, PA 15330
Tax Year: 2018
District SOMERSET
Parcel 580-001-00-00-0015-00
Amount \$117.17

CAMERON ROBERT L & ELIZABETH S
293 LIVELY ROAD
EIGHTY FOUR, PA 15330
Tax Year: 2018
District SOMERSET
Parcel 580-002-00-00-0017-00
Amount \$89.3

FAWCETT GEORGE T JR
39 ALMOND ROAD
BENTLEYVILLE, PA 15314
Tax Year: 2018
District SOMERSET
Parcel 580-016-00-00-0024-00
Amount \$129.31

VAN VOORHIS F RICHARD
P.O. BOX 611
ELLSWORTH, PA 15331
Tax Year: 2018
District SOMERSET
Parcel 580-014-00-00-0029-00
Amount \$116.45

BEITLER BJORG G
45 MUNCE ROAD
WASHINGTON, PA 15301
Tax Year: 2018
District SOUTH STRABANE
Parcel 600-002-00-00-0006-00
Amount \$186.47

JOHNSON MARY A ET AL
317 WELLNESS WAY APT 310
WASHINGTON, PA 15301
Tax Year: 2018
District SOUTH STRABANE
Parcel 600-002-00-00-0003-00
Amount \$184.8

FISH MARY A
1178 MARIANNA LONE PINE ROAD
MARIANNA, PA 15345
Tax Year: 2018
District WEST BETHLEHEM
Parcel 660-021-00-00-0029-00
Amount \$152.88

SCHAFFER THOMAS N & THELMA E
46 HAINER ROAD
AMITY, PA 15311
Tax Year: 2018
District WEST BETHLEHEM
Parcel 660-024-00-00-0003-09
Amount \$66.67

SCHULER FAM TRUST BEVERLY A
DIURBA
156 MEREDITH DRIVE
P.O. BOX 803
MARS, PA 16046
Tax Year: 2018
District WEST BETHLEHEM
Parcel 660-024-00-00-0006-00
Amount \$153.12

FUNKA KEYSTONE TRUST
AGREEMENT SUSAN C & PETER &
THOMAS FUNKA TRUST
1123 WILLOW DRIVE
WAYNESBURG, PA 15370
Tax Year: 2018
District WEST FINLEY
Parcel 680-003-00-00-0021-00
Amount \$129.31

MOHR DONALD L JR & EMMA E
1176 WEST FINLEY ROAD
WEST FINLEY, PA 15377
Tax Year: 2018
District WEST FINLEY
Parcel 680-009-00-00-0012-00
Amount \$129.32

MONOVICH SANDRA ELAINE
P.O. BOX 116
BROWNSVILLE, PA 15417
Tax Year: 2018
District WEST PIKE RUN
Parcel 700-011-00-00-0003-01
Amount \$56.5

SUTCH JOSEPH A & DORIS A
542 WOODLAND ROAD
COAL CENTER, PA 15423
Tax Year: 2018
District WEST PIKE RUN
Parcel 700-004-00-00-0064-00
Amount \$83.1

EFAW CURTIS K & BRENDA J
479 SMITH RUN ROAD
AMITY, PA 15311
Tax Year: 2018
District AMWELL
Parcel 020-022-00-00-0016-02
Amount \$105.25

MULLINS NICHOLAS C & SALLY L
4714 STATE ROUTE 151
ALIQUPPA, PA 15001
Tax Year: 2018
District HANOVER
Parcel 340-022-00-00-0003-10
Amount \$9.53

There being no further business, Chairman Maggi declared the meeting adjourned at approximately 10:16 a.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

February 28, 2018

ATTEST:

Cynthia J. Huff

CHIEF CLERK