

**SPRINGETTSBURY TOWNSHIP  
REGULAR MEETING**

**OCTOBER 9, 2014  
APPROVED**

The Board of Supervisors of Springettsbury Township held a Regular Meeting on Thursday, October 9, 2014 at 7 p.m. at the Township Offices located at 1501 Mt. Zion Road, York, PA.

**MEMBERS IN**

**ATTENDANCE:** George Dvoryak, Chairman  
Julie Landis, Vice Chairman  
Mark Swomley, Asst. Secretary/Treasurer  
Bill Schenck  
Kathleen Phan

**ALSO IN**

**ATTENDANCE:** Kristen L. Denne, Township Manager  
Charles Rausch, Solicitor  
John Luciani, Civil Engineer  
Dennis Crabill, Buchart-Horn, Inc.  
Patricia Lang, Director of Community Development  
Jack Hadge, Finance Director  
Betty Speicher, Director of Human Resources  
Dori Bowders, Manager of Administrative Operations  
Mark Hodgkinson, Director of Wastewater Treatment Plant  
Robert McCoy, YAUFRR Chief  
Lt. Todd King, Police Department  
Jean Abrecht, Stenographer

**1. CALL TO ORDER**

A. Opening Ceremony

**DVORYAK** Chairman Dvoryak called the meeting to order. He welcomed the attendees and led the Pledge of Allegiance.

**2. ANNOUNCEMENT OF EXECUTIVE SESSIONS**

**DVORYAK** Chairman Dvoryak announced that no Executive Sessions had been held since the last meeting. He announced that an Executive Session will be held following the meeting this date to discuss the Landis versus Bishop lawsuit.

**3. COMMUNICATION FROM CITIZENS**

**CRUMLING** Larry Crumling, 108 Lorenzo Court provided a handout for the board's review concerning engineering work by First Capital Engineering. His concern related to the township requirements for assuring elevations are performed correctly and the

cost of work performed by the Township Engineer for stake outs shown on contractor's drawings.

**CRUMLING** Mr. Crumling noted that he planned to further review the issue.

**TROTT** Dave Trott, 3360 Druck Valley Road brought forward several items concerning a difficult budget process for 2015. His concerns involved the higher state and federal regulations, Mercantile Tax revenues, ability to cut expenses for YAUFRR along with a suggestion to charge YAUFRR rent for its offices.

**HELLER** Jane Heller, Idylwyld Road questioned the status of the petition with 23 signatures concerning slowing down traffic on Memory Lane Extended/Idylwyld Road. Township advised that enforcement measures and an updated speed study would be completed, and vegetation would be trimmed for additional sight distance.

#### **4. ENGINEERING REPORTS**

A. Environmental Engineer – Buchart Horn, Inc.

**CRABILL** Dennis Crabill had provided his written monthly report. He had no additions or changes but offered to respond to questions.

**LANDIS** Ms. Landis had several questions regarding the new fire station. She asked about wet floors and proper drainage.

B. Civil Engineer – First Capital Engineering, Inc.

##### **Alpine Road**

**LUCIANI** Mr. Luciani presented a PowerPoint with regard to the Alpine Road renovation. The slides revealed showed Alpine Road before renovation. This was a PennDOT Liquid Fuels project.

- Estimate for renovation - \$96,000; low bid, D. H. Funk & Son - \$76,000. Notice to Proceed issued in September; completion date was October 15<sup>th</sup> and the job was completed early.
- Wetlands were involved; Public Works assisted in a lot of tree clearing and building a retaining wall.
- Pipe was lengthened by 2.6 feet, with a 3% change in cost of \$2,455.45.

##### **Topper Street**

**LANDIS** Ms. Landis had some questions regarding his report on Topper Street.

**LANG** Ms. Lang responded that Topper Street is a “paper” street, which has a defined width. The issues relate to dumping, illegal parking, mowing and removal of dead trees. Springettsbury has a right-of-way which provides access to a 37-acre township

park. Legal measures would include a formal street vacation process, and the adjoining property owners would need to file a Quiet Title Action. Community Development is reviewing this matter.

**Sentry Woods**

**PHAN**

Ms. Phan asked for an update on the Sentry Woods issue. Residents want to be advised of the status and responsibility for resolution. Tropical Storm Lee had dislocated a stream, and DEP had provided the township a permit to relocate the stream into its original stream bed. A pilot channel was constructed to direct all stormwater through Sentry Woods development; however, the resident's back yards are collecting the water. Some residents will be required to remove fencing and sheds from within the easement. Mr. Luciani will provide an update in his next Engineer's Report.

**First Capital Federal Credit Union**

**LUCIANI**

Mr. Luciani reported that a meeting was held this date with Ms. Denne, Ms. Lang, Attorney Rausch and himself with First Capital Federal Credit Union regarding the signal agreement at Northern Way and Eastern Boulevard. Following discussion points are summarized:

- PennDOT permit is required.
- Property is located in the Town Center Overlay. Sidewalks are being built out to the intersection.
- Cross walks are being built across Northern Way and across Eastern Boulevard.
- First Capital agreed to put in the ADA compliant curb ramps at northeast corner of Eastern Boulevard and Northern Way; also a pedestrian crosswalk south toward AAA building and west across Northern Way towards Little Caesars.
- First Capital will contribute \$5,000 toward battery backup and pre-emption upgrades.
- Pedestrian access buttons currently exist on some of the traffic light posts; First Capital agreed to make a contribution up to \$7,600 of the actual cost if those need to be upgraded.
- Anything further to be done will be township responsibility.

**MR. SWOMLEY MOVED TO APPROVE THE AGREEMENT AS STATED.**

**LANDIS**

Ms. Landis questioned how much the battery backup costs as she was aware it was more than \$5,000.

**RAUSCH**

Solicitor Rausch responded that the quotes are between \$50,000 and \$60,000 for the generator and battery backup. He added that Weaver Eye had contributed \$5,000.

**SWOMLEY**

Mr. Swomley commented that there may be other state money available as well.

**LANDIS** Ms. Landis questioned how they derived the \$5,000 figure.

**RAUSCH** Solicitor Rausch responded that they reviewed the traffic studies, and there had been no increase in traffic from the previous IRS building. During the Weaver Eye negotiations for their addition, that seemed a fair share contribution to which both sides agreed. There was no formula.

**MOTION UNANIMOUSLY CARRIED.**

**5. CONSENT AGENDA**

- A. Board of Supervisors Regular Meeting Minutes – September 25, 2014
- B. Authorization to Approve Tax Refund Request for Tax Year 2014 – Hartman Family Realty (Parcel #46-05-288) in the amount of \$13.11
- C. Authorization to Approve Tax Refund Request for Tax Year 2014 – John and Ruth Palmer (Parcel #46-35-28) in the amount of \$128.72
- D. Regular Payables as Detailed in the Payable Listing of October 9, 2014

**LANDIS** Ms. Landis requested that item A be removed for further discussion.

**MS. LANDIS MOVED TO APPROVE CONSENT AGENDA ITEMS B THROUGH D.  
MOTION UNANIMOUSLY CARRIED.**

**LANDIS** Ms. Landis brought forward her concerns with the Board of Supervisors Regular Meeting Minutes of September 25, 2014. Ms. Landis's comments related to Mr. Trott's Citizen Comments regarding the YAUFR cost of construction and operation of the new fire building and charging YAUFR rent for office space for revenue. In addition, she commented with regard to the Ambulance Staffing Support Agreement with Grantley, points which were documented in the September 25, 2014 minutes.

**MR. SWOMLEY MOVED TO REVISE THE MINUTES TO INCLUDE DETAIL IN  
SECTION 6 ON PAGE 5.**

**SCHENCK** Mr. Schenck commented that minutes are to record the actions taken at a meeting. With regard to the ambulance agreement, he agreed with noting highlights of that discussion. However, the notation of the union contract had nothing to do with the agreement. Mr. Schenck stated he did not think that discussion should be in the minutes.

**LANDIS** Ms. Landis stated that she wanted the fact that she had read parts of the contract, with which she had concerns, in the record. She felt it coincided with the Grantley Agreement and was concerned that it might place some liability on the township.

**SWOMLEY** Mr. Swomley commented that the Solicitor indicated the two had no bearing on each other. One was a temporary issue allowing Chief McCoy with a resource as necessary. The other agreement related more on terms of hiring and long-term employees, which were two separate issues.

**RAUSCH** Solicitor Rausch agreed. He stated that the Grantley Agreement was the same as the Memorial Agreement which had been in effect since 2009. This agreement would only be used when there is leave.

**LANDIS** Ms. Landis stated that there had been discussion with respect to the hiring and the applications that had been taken, and the board had given direction back in April.

**SWOMLEY** Mr. Swomley noted that both the Memorial Hospital Agreement and the Grantley Agreement are identical contracts. He stated that the Grantley Agreement is not intended to bring someone in for two years. It is the ability, during that two-year period, for Chief McCoy to have an additional resource if needed.

**LANDIS** Ms. Landis continued that she wanted answers with regard to hiring of EMT's.

**PHAN** Ms. Phan noted that was why she asked for an Executive Session. She did not want to confuse a union contract with the hiring issue. It will be in the best interest of the board to sit down and discuss the future with regard to hiring EMT's.

**LANDIS** Ms. Landis responded that she wanted the decision of the Executive Session to be brought back into a public meeting for the residents.

**MOTION UNANIMOUSLY CARRIED.**

**6. BIDS PROPOSALS, CONTRACTS, AND AGREEMENTS**

A. Authorization to Enter into 2015 Agreement with the York County SPCA for Animal Care and Housing in an amount not to exceed \$13,334

**DVORYAK** Chairman Dvoryak stated that item A is an annual agreement with the York County SPCA. There is no increase from 2013.

**MR. SCHENCK MOVED TO APPROVE THE 2015 AGREEMENT WITH THE YORK COUNTY SPCA. MOTION UNANIMOUSLY CARRIED.**

**7. SUBDIVISIONS AND LAND DEVELOPMENT**

A. SD-14-02 – Dollar General – 12/15/14 (Action)

B. LD-14-03 – Dollar General – 12/16/14 (Action)

**LANG** Ms. Lang reported that the two proposals, A and B are linked, and she intended to cover both the Subdivision and the Land Development at the same time. She stated that the project proposed to relocate an existing property boundary for lot #1 to the other side of the proposed access drive shared with lot #2 per the approved plan for Market Street Commons. This increases the size of lot #1 from 1.21 acres to 1.33 acres and decreases lot #2 from .88 acres to .76 acres (33,247.81 square feet) and allows Dollar General to obtain sole control of the access to their lot so instead of sharing that access will give them the rights to lot #2, the actual incorporating into part of Lot #1. Their project is to build a 9,100 square foot Dollar General on Lot #1. She provided a PowerPoint overview of the project showing the location, the site plan, the elevations, color scheme. A waiver was requested for their plan scale at 30' for a more legible plan. Most of the items are administrative having to do with procedures, plan recording, executing certificates and the shared access with lot #2. There are some conditions associated with the Land Development Plan:

- Request sidewalk on both sides of the access drive; to be done when lot #2 is developed.
- Stormwater management – A portion on lot #2; Pasch Associates will sign off and allow an easement.
- Traffic issues – Access for Turkey Hill in close proximity to access drive for lots #1 and #2.
- Original plan approved as right in, right out only; motorists not adhering and causing issues. Possibility to create a median to prevent left-hand turns out of Turkey Hill.
- Opening of Davies Drive could warrant a median; not at this time. Applicant agreed to make a contribution towards installation if that comes forth. Funds to be received at the time of the Building Permit. Construction could take place at this time even though not warranted.
- Place median on Capital Improvement Plan; \$5,000 will cover the cost based on previous similar medians.

**SWANK** Mike Swank of Steckbeck Engineering represented the project and stated that Ms. Lang had covered it very well. He noted, having a discussion with the Planning Commission, that the contribution for the median was unrestricted.

**SWOMLEY** Mr. Swomley responded that Dollar General was very good to work with and he appreciated all the discussion. The brick facing on the building is nicely done, and the ability and desire to work with the township was very much appreciated.

**MR. SWOMLEY MOVED TO APPROVE THE SUBDIVISION AND LAND DEVELOPMENT PLANS 14-02 AND 14-03 FOR DOLLAR GENERAL.**

**SCHENCK** Mr. Schenck noted that he did not see the \$5,000 the developer agreed to provide for the construction of the center median. It was in a comment but it might be worth having a Developers Agreement.

**RAUSCH** Solicitor Rausch suggested to place a condition in the motion.

**MR. SWOMLEY AMENDED HIS MOTION TO APPROVE THE SUBDIVISION AND LAND DEVELOPMENT PLANS 14-02 AND 14-03 FOR DOLLAR GENERAL CONDITIONED UPON PROVIDING \$5,000 TOWARD THE CONSTRUCTION OF A CENTER MEDIAN. MOTION UNANIMOUSLY CARRIED.**

C. Waiver Request – Eastern Boulevard/South Royal Street (SW Corner)

**LANG** Ms. Lang noted that the plan came to Community Development as a site plan. During the Building Permit proposal it was discovered that township ordinance defined it as a Land Development Plan. Discussion with the developer resulted in their agreement to everything that would be required in a Land Development Plan, which includes: curb and sidewalk along Eastern Boulevard and South Royal Street and a Rec Fee as a condition of the waiver request. They have obtained approval to build the two duplexes by going through the Building Permit process subject to these conditions. Dwellings in the surrounding area are residential and duplexes will cause no change to the landscape of Old East York. Ample parking is included in the plan. Residents who had questions had reviewed the plans and were satisfied.

**SCHENCK** Mr. Schenck commented that he thought it was a great resolution and appreciated Ms. Lang’s work. For the record he stated there are plenty of duplexes in Old East York, and the board is not opposed to duplexes.

**MR. SCHENCK MOVED TO APPROVE THE WAIVER REQUEST FOR THE EASTERN BOULEVARD SOUTH ROYAL STREET CORNER PROJECT TO APPROVE THE WAIVER OF SUBMISSION OF A FINAL LAND DEVELOPMENT PLAN CONDITIONED ON THEM COMPLYING WITH THE FOUR ITEMS BULLETIN IN THE BRIEFING MEMO. MOTION UNANIMOUSLY CARRIED.**

D. Historic Preservation Committee

1) Discussion on Draft Regulations – Trisha Lang

**LANG** Ms. Lang referred to the memo she had provided to the board. She reported that the Historic Preservation Committee did not meet over the summer. However, Steve Smith and other committee members had been hard at work. Personally Ms. Lang had been reviewing ordinances to provide a response to the board’s request for historic preservation. She was not asking for the board’s approval but rather to determine whether the committee was moving in the right direction.

**SCHENCK** Ms. Schenck responded that he agreed with moving it through the process.

**SWOMLEY** Mr. Swomley agreed that it looked good and should move through the process.

**DVORYAK** Chairman Dvoryak asked whether the document had been modeled after others already in place.

**LANG** Ms. Lang responded that there were several in nearby Lancaster County and several in the nation. However, she thought it was better to stay in Pennsylvania. There is a combination of Manheim, West Lampeter and a couple from western parts of the state. She picked items that showed up consistently which revealed they are important to include. There are areas where the ordinance is in place and used effectively. The value of moving it through the Planning Commission will be to vet each item and determine if it says the right thing and asks for the right information.

**LANDIS** Ms. Landis thanked Ms. Lang. She was aware of residents who had been asking for many years for an ordinance in place with regard to historic preservation. She appreciated everyone who had spent time preparing the draft.

**MR. SWOMLEY MOVED TO FORWARD THE DRAFT DOCUMENT THROUGH THE PLANNING COMMISSION. MOTION UNANIMOUSLY CARRIED.**

2) Update on Committee Activity – Steve Smith

**Historic Preservation Committee**

**SMITH** Steve Smith, Chairman of the Historic Preservation Committee reported on several items of interest within the HPC. They are summarized:

- Update is taking place of the list of 100 Historically Significant Properties; visiting several potential properties; should be finalized by the end of 2014.
- Updated list will form the basis for a Historic Resource Map of Springettsbury Township.
- Additional project is building stories of individuals of significance and where they lived within the township. As their properties go up for sale, realtors will be provided with stories associated with the historic structures.
- Springettsbury Township is one of the sponsors of a York Adams County Regional Smart Growth Coalition, which provided a special on historic preservation. More activity of this nature is planned.

**Camp Security**

**SMITH** Mr. Smith thanked Mr. Hodgkinson and the Public Works staff for the mulch parking lot they provided at Camp Security during the dig, which the volunteers really appreciated. He mentioned the new gate as well. Mr. Smith requested the board revisit a revision of a previously presented Ordinance. His concerns follow:

- Volunteers used metal detectors at the front end of the dig, and future supervised digs will continue with metal detector participation.
- Following the dig, information had come forward that unsupervised metal detection is going on at the site.
- Township Ordinance only indicates that property cannot be removed.
- Theft of property would be covered by the state Crimes Code; minimum value is \$50.00 and is a misdemeanor of the third degree with a one year prison sentence.
- York County took action toward banning metal detectors on county parks.
- Items that are found in supervised digs can provide clues as to the location of the camp. Removal of the clues extend the time of discovery of the camp.
- Solicitor Rausch to investigate options and legalities for next meeting.

**Spring and Fall Presentations**

**SMITH** Mr. Smith reported that the committee is planning a series of local township history presentations in spring and fall. Items covered may include landmarks, architecture, early residents, school histories, early industries. Depending on resident participation, the presentations may be held in the township building or moved to area churches.

**SCHENCK** Mr. Schenck suggested that he might discuss it with the Recreation Department. They have a system to register people, which would help to avoid a bigger crowd than anticipated. In addition, it could be published in the township newsletter and made a part of the Adult Enrichment program.

**8. COMMUNICATION FROM SUPERVISORS**

**PHAN** Ms. Phan thanked everyone who was involved in Saturday in the Park. She noted that everyone had dedicated a lot of time and effort even behind the scenes with the organizations and vendors involved, as well as all the clean up at the end. It was a great success; everyone had a great time.

Ms. Phan responded to Ms. Landis' comment concerning the floor in the fire house. She noted that the asphalt is new with oil that gets on the tires of the apparatus, which are heavy pieces of equipment. The flooring recently had some repainting of the red and yellow stripes. She had not heard anything about the bay. She stated she would continue to monitor the situation.

**LANDIS** Ms. Landis echoed Supervisor Phan's comments regarding Saturday in the Park. She thanked Mr. Wendell and all the volunteers. She commented that she was unclear with respect to how to become a volunteer.

**PHAN** Ms. Phan stated that there were forms that advertised for volunteers on Facebook.

**LANDIS** Ms. Landis mentioned the budget workshop dates: October 22, 27 and 29; November 5<sup>th</sup>, 12<sup>th</sup> and 17<sup>th</sup> all at 7 p.m. She noted the public was welcome and encouraged to attend.

**DENNE** Ms. Denne noted that the dates will be updated on the website and on the Facebook page.

**LANDIS** Ms. Landis asked Don Eckert for an update on the East Market Street fire station, i.e., whether it had been sold and whether the revenue was in hand.

**East Market Street Fire Station**

**ECKERT** Mr. Eckert provided the update which is summarized:

- Building had been sold for over two years.
- Developer recently entered into a tentative agreement to sell his interest to another developer; no change in price; due diligence taking place; no end date at this time.
- Money will not be received until the building is empty and the new developer is involved.
- Many of the original leases were lost due to the extended two-year delay in building the new fire station. Auto Zone remains interested.
- Volunteers paid \$18,000 in interest money during the delays.
- Completion of new building was delayed from end of July until late in August. Additional costs were paid out that should be liquidated damages. A number of items still remain to be addressed.
- Upon completion the volunteers will have \$1,480,000 invested in the building with the township. The notation in the newspaper that indicated it cost the taxpayer \$5 million was incorrect; it's more like \$3.7. The volunteers are paying the rest.
- Township is paying on a \$900,000 debt pending sale of East Market Street property.
- Discussion is ongoing with representatives from Auto Zone and GBT Realty (Dollar General).
- No liquidated damages in original agreement; developer has \$30,000 invested.

**Five Minute Meeting Rule**

**LANDIS** Ms. Landis addressed the five minute rule. She noted that neither the York County Commissioners nor York City have a time limit. Any citizen who had spoken during the Citizen Comments had been respectful, and she stated that taxpaying citizens are owed the same respect to their shared concerns, criticisms and compliments.

**9. SOLICITOR'S REPORT**

**RAUSCH** Solicitor Rausch stated he had nothing to add to his written report.

**10. MANAGER'S REPORT**

**DENNE** Ms. Denne had provided her written report. She noted it was in a different format than the board was familiar with, but if there was anything they wanted added or deleted to let her know.

**LANDIS** Ms. Landis had no questions on her report but she wondered whether there was an update with the Rail Trail issue.

**DENNE** Ms. Denne responded that the item was in her report. She had worked with worked with Commissioner Reilly and his office is putting a meeting together. They currently are in the process of scheduling some dates. The Executive Director of the Rail Trail was not available this week.

**11. ORDINANCES AND RESOLUTIONS**

A. Resolution No. 2014-59 - Appointment of Police Pension Fund Chief Administrative Officer

**MR. SCHENCK MOVED FOR THE APPROVAL OF RESOLUTION 2014-59. MOTION UNANIMOUSLY CARRIED.**

B. Resolution No. 2014-60 – Appointment of Non-Uniform Employee Pension Fund Chief Administrative Officer

**MR. SCHENCK MOVED FOR THE APPROVAL OF RESOLUTION 2014-60. MOTION UNANIMOUSLY CARRIED.**

C. Resolution No. 2014-61 – Disposition of Records

**MR. SCHENCK MOVED FOR THE APPROVAL OF RESOLUTION 2014-61, DISPOSITION OF RECORDS.**

**LANDIS** Ms. Landis questioned the disposition of records which related to EMS files, ambulance reports, trip sheets prior to 2007. She wanted to be sure that the documents had nothing to do with accurate figures, information or data on revenues and expenditures. She also asked about records that pertain to a minor and whether they had to be retained until the age of 18.

**DENNE** Ms. Denne responded that the records only pertain to the years 2005, 2006 and 2007 and follow the state's record category of ES3 which are their guidelines. They are just the physical trip sheets that are no longer retained.

**MOTION UNANIMOUSLY CARRIED.**

**12. OLD BUSINESS**

There was no Old Business for action.

**13. NEW BUSINESS**

There was no New Business for discussion.

**Pleasantrees Residential Development**

**MACNEAL** Attorney Stacy MacNeal presented an update on the Pleasantrees residential development. The plan had been in process for a decade. A lengthy discussion took place, which is summarized:

- Recreational parcel to be accepted for dedication; however, two storm water retention basins are on the parcel.
- Township ordinance indicates that if recreational parcel is identified and construction is 50% complete, the land must be dedicated prior to Certificates of Occupancy.
- Currently only one storm water basin, Basin A, is 95% complete. Basin B cannot be converted until another three lots have begun per York County Conservation District.
- Following discussions and options to resolve the matter, it was suggested that an agreement be set forth whereby the township agrees to continue to issue Certificates of Occupancy if (1) Basin A is converted by the end of the year; and (2) As soon as the third lot construction is started, an application will be made to York County Conservation District for approval to convert the basin; once approved, the second basin will be converted within the 90 days.
- As-built drawings will be provided for a final approval and inspection by the Township Engineer.
- A maintenance bond will be posted for an extra parking lot with a light, along with a walking path.
- A draft deed for dedication has been drafted.
- Above suggestions made to eliminate any liability issues for the basin conversions for the township and to proceed with completion of the project.
- Projection to build the third lot the first half of 2015; basin conversions by fall of 2015. Otherwise developer will come back to the board.

**SWOMLEY** Mr. Swomley understood Basin A would be completed by October 15<sup>th</sup>. He stated there had been an agreement between Mr. Bosovitch and the developer that their grading would be done so his grading could be done as well. That may be going on simultaneously.

**MACNEAL** Attorney MacNeal responded that he was correct. She had spoken with Bob Sandmyer at Site Design, who indicated he had forwarded drawings to the Township Engineer. There had been some concern that the board needed that because the pond will be owned by the township. They wanted to be sure it would be acceptable to the Township Engineer.

**LUCIANI** Mr. Luciani stated he sent emails to Mr. Sandmyer and to Mr. Gabriel indicating it was acceptable.

**LANDIS** Ms. Landis stated that her question had been answered with respect to a time line on the second basin.

**MACNEAL** Attorney MacNeal indicated it is for a period of 12 months with the ability for an extension. Otherwise they will come back to the board for further discussion.

**MR. SCHENCK MOVED TO APPROVE THE AGREEMENT WITH REGARD TO THE PLEASANT TREES DEVELOPMENT WITH THE STORM WATER BASIN PARK DEDICATION ISSUES. MOTION UNANIMOUSLY CARRIED.**

**14. ADJOURNMENT**

**DVORYAK** Chairman Dvoryak adjourned the meeting at 9:30 p.m.

Respectfully submitted,

Doreen K. Bowders, Secretary

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