

**BOARD OF FIRE COMMISSIONERS MEETING
JONESVILLE FIRE DISTRICT**

953 Main Street
Clifton Park, NY 12065

January 5, 2021 Organizational Meeting Minutes

The January 5, 2021, Organizational Meeting of the Jonesville Fire District was called to order at 7:03PM by Treasurer Parseghian.

Present were: Commissioner Boss, Commissioner Byrnes, Commissioner Miller, Commissioner Murphy, Commissioner Tobin, Chief Champagne, Secretary/Treasurer Parseghian, Purchasing Director Adams, and Station Keeper Bonesteel.

Guests present were: None.

Treasurer Parseghian asked for nominations for 2021 Chairman of the Board of Fire Commissioners. Commissioner Miller nominated Commissioner Tobin with a second by Commissioner Byrnes.

Resolution No. 1: BE IT RESOLVED TO appoint Jim Miller as Chairman of the Board of Fire Commissioners.

Motion: Tobin

Second: Byrnes

Abstained: Miller

ALL in favor; motion carried.

- Jim Miller accepted the nomination of Vice Chairman of the Board of Fire Commissioners.

Resolution No. 2: BE IT RESOLVED TO appoint Bob Boss as Vice Chairman of the Board of Fire Commissioners.

Motion: Miller

Second: Byrnes

Abstained: Boss

ALL in favor; motion carried.

- Bob Boss accepted the nomination of Vice Chairman of the Board of Fire Commissioners.

Resolution No. 3: BE IT RESOLVED TO appoint Mike Murphy as District liaison to the Town of Clifton Park Board.

Motion: Miller

Second: Tobin

Abstained: Murphy

ALL in favor; motion carried.

Resolution No. 4: BE IT RESOLVED TO appoint Mike Murphy as District liaison to the Town of Clifton Park Planning Board.

Motion: Miller

Second: Tobin

Abstained: Murphy

ALL in favor; motion carried.

- Mike Murphy accepted the nominations of District liaison.
- There was a brief discussion on the potential Training Facility project and next steps.

Resolution No. 5: BE IT RESOLVED TO appoint the Commissioner committee assignments as follows:

Apparatus:	Murphy	Tobin			
Buildings and Grounds:	Boss	Byrnes	Tobin		
Capital:	Boss	Byrnes	Miller	Murphy	Tobin
Equipment:	Boss	Murphy			
Personnel:	Boss	Miller			
Policies and Procedures:	Boss	Byrnes	Miller	Murphy	Tobin
SCABIT:	Murphy	Tobin			

Motion: Miller

Second: Tobin

ALL in favor; motion carried.

- There was a brief discussion on the District's insurance policy renewals. Dave Meager will be on Zoom at the February meeting to provide an update. Goal is to obtain better rates for the District.

Resolution No. 6: BE IT RESOLVED TO appoint District Staff as follows:

William Adams: Full-time Purchasing Director/Station Keeper; current hourly wage for a 40-hour work week (4 days, 10 hours); and any applicable benefits as listed in the Jonesville Fire District Employment Handbook.

Stephen Bonesteel: Full-time Station Keeper; current hourly wage for a 40-hour work week (4 days, 10 hours); and any applicable benefits as listed in the Jonesville Fire District Employment Handbook.

Nathan Fort: Part-time Station Keeper; current hourly wage for a 20-hour work week; and any applicable benefits as listed in the Jonesville Fire District Employment Handbook.

Breann Parseghian: Part-time Secretary/Treasurer; current hourly wage for a 17.5-hour work week; and any applicable benefits as listed in the Jonesville Fire District Employment Handbook.

Brandon Rowback: Part-time Station Keeper; current hourly wage for a 20-hour work week; and any applicable benefits as listed in the Jonesville Fire District Employment Handbook.

Kevin Sarsick: Part-time Station Keeper; current hourly wage for a 20-hour work week; and any applicable benefits as listed in the Jonesville Fire District Employment Handbook.

Motion: Miller

Second: Tobin

ALL in favor; motion carried.

Resolution No. 7: BE IT RESOLVED TO appoint Breann Parseghian as District Secretary for 2021.

Motion: Miller

Second: Byrnes

ALL in favor; motion carried.

Resolution No. 8: BE IT RESOLVED TO appoint Breann Parseghian as District Treasurer for 2021.

Motion: Miller

Second: Byrnes

ALL in favor; motion carried.

Resolution No. 9: BE IT RESOLVED TO appoint William Adams as Deputy Treasurer for 2021.

Motion: Miller

Second: Byrnes

ALL in favor; motion carried.

Resolution No. 10: BE IT RESOLVED TO appoint William Adams as District Purchasing Director for 2021.

Motion: Miller

Second: Byrnes

ALL in favor; motion carried.

Resolution No. 11: BE IT RESOLVED TO appoint Stephen Bonesteel as Deputy Purchasing Director for 2021.

Motion: Miller

Second: Byrnes

ALL in favor; motion carried.

Resolution No. 12: BE IT RESOLVED TO appoint Breann Parseghian as Records Management Officer for 2021.

Motion: Miller

Second: Byrnes

ALL in favor; motion carried.

Resolution No. 13: BE IT RESOLVED TO appoint William Adams as Public Information (FOIL) Officer for 2021.

Motion: Miller

Second: Byrnes

ALL in favor; motion carried.

Resolution No. 14: BE IT RESOLVED TO appoint William Adams as Respiratory Program Administrator for 2021.

Motion: Miller

Second: Byrnes

ALL in favor; motion carried.

- Purchasing Director Adams commented that the Oath of Office was administered by himself, Purchasing Director/Notary William Adams to Commissioner Michael Murphy and he will administer the oaths on January 6, 2021 to Secretary/Treasurer Breann Parseghian and have his oath administered by the Town of Clifton Park Town Clerk.

Resolution No. 15: BE IT RESOLVED TO approve the Company Officers, as presented by Chief Champagne.

Motion: Miller

Second: Byrnes

ALL in favor; motion carried.

Resolution No. 16: BE IT RESOLVED TO approve Hannigan Law Firm as legal advisor to the District for the year 2021.

Motion: Miller

Second: Byrnes

ALL in favor; motion carried.

Resolution No. 17: BE IT RESOLVED TO approve Bryans & Gramuglia as auditing firm for the District for the year 2021, plus additional fees for other auditing services throughout the year not to exceed \$1000.

Motion: Miller

Second: Byrnes

ALL in favor; motion carried.

- Treasurer Parseghian mentioned that the 5-year term for Bryans & Gramuglia expires June 2021 and that an RFP for auditing services will be needed in 2021.

Resolution No. 18: BE IT RESOLVED TO name Ballston Spa National Bank and the Bank of Greene County as District banks for the year 2021.

Motion: Miller

Second: Byrnes

ALL in favor; motion carried.

Resolution No. 19: BE IT RESOLVED TO name RBC Wealth Management as the custodian for the District's Length of Service Award Program for the year 2021.

Motion: Miller

Second: Byrnes

ALL in favor; motion carried.

Resolution No. 20: BE IT RESOLVED TO acknowledge procurement of Treasurer's Bond/Insurance for Treasurer and Deputy Treasurer with the filing of Bond or Declaration Page of Insurance Policy to be filed with the Town Clerk of the Town of Clifton Park.

Motion: Miller

Second: Byrnes

ALL in favor; motion carried.

Resolution No. 21: BE IT RESOLVED TO declare the Official Records of the District will be maintained in paper and/or electronic format for 2021.

Motion: Miller

Second: Byrnes

ALL in favor; motion carried.

Resolution No. 22: BE IT RESOLVED TO adopt the Retention and Disposition Schedule for New York Local Government Records (LGS-1) as follows:

RESOLVED, By the Board of Fire Commissioners of the Jonesville Fire District that *Retention and Disposition Schedule for New York Local Government Records (LGS-1)*, issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

FURTHER RESOLVED, that in accordance with Article 57-A:

(a) only those records will be disposed of that are described in *Retention and Disposition Schedule for New York Local Government Records (LGS-1)*, after they have met the minimum retention periods described therein;

(b) only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.

Motion: Miller

Second: Byrnes

ALL in favor; motion carried.

Resolution No. 23: BE IT RESOLVED TO declare Occupational Medicine as the District medical facility for 2021.

Motion: Miller

Second: Byrnes

ALL in favor; motion carried.

Resolution No. 24: BE IT RESOLVED TO declare ABS Solutions as the District's information technology company for 2021.

Motion: Miller

Second: Byrnes

ALL in favor; motion carried.

Resolution No. 25: BE IT RESOLVED TO set the 2021 Board Meeting nights as the second Tuesday of the month, starting at 7:00PM, at Station #1 (953 Main Street; Clifton Park, NY 12065).

Motion: Miller

Second: Byrnes

ALL in favor; motion carried

Resolution No. 26: BE IT RESOLVED TO name The Saratogian as the official/legal newspaper of the District for 2021.

Motion: Miller

Second: Byrnes

ALL in favor; motion carried

Resolution No. 27: BE IT RESOLVED TO declare www.jonesvillefire.org as the official website of the District.

Motion: Miller

Second: Byrnes

ALL in favor; motion carried

Resolution No. 28: BE IT RESOLVED TO designate the front door of Station #1 (953 Main Street, Clifton Park NY 12065) as the Public Location to be used for posting of Open Meetings Law Notices.

Motion: Miller

Second: Byrnes

ALL in favor; motion carried

Resolution No. 29: BE IT RESOLVED TO adopt spending procedures for District Staff and Committee Chairmen as follows:

The following people are authorized to make purchases without prior approval of the Board; subject to monthly audit and with the understanding that it is necessary for any purchase to be assigned a purchase order number before purchase is made:

- Committee Chairman: to expend up to \$3500 for emergency repairs.

- Chief to expend up to \$2500 for operational items, expendable firematic materials and replacement items.
- Committee Chairman to expend up to \$2000 between meetings for emergency purchases, not to exceed budgeted amount of property maintenance supplies and repairs for the year.
- Purchasing Director, to expend up to \$3500 for apparatus repairs, office supplies, postage, equipment, radio repair and maintenance supplies and hire part time workers within budget limits.
- Station Keepers to expend up to \$1000 for purchases without Board or District Manager approval. Receipts and necessary paperwork still required.

Motion: Miller

Second: Byrnes

ALL in favor; motion carried

Resolution No. 30: BE IT RESOLVED TO give the Treasurer permission to pay various bills, in between Board meetings, including fuel, lights, wages, federal and state taxes, postage, telephone, fax, internet, gas and diesel, heating oil, electricity and gas, and garbage pickup every month.

Motion: Miller

Second: Byrnes

ALL in favor; motion carried

Resolution No. 31: BE IT RESOLVED TO give the Treasurer permission to submit to the Board of Fire Commissioners, at the March Board Meeting, a copy of the Annual Report required by General Municipal Law Section 30, in lieu of a written statement showing receipts and disbursements from the preceding fiscal year.

Motion: Miller

Second: Byrnes

ALL in favor; motion carried

Resolution No. 32: BE IT RESOLVED TO override the 2% Property Tax Cap for the 2022 Jonesville Fire District Budget.

Motion: Miller

Second: Byrnes

ALL in favor; motion carried

Resolution No. 33: BE IT RESOLVED that the Jonesville Fire District may maintain membership in the following organizations:

- **Fireman's Association of the State of New York (FASNY)**
- **Association of Fire Districts of the Capital Area (AFDCA)**
- **Association of Fire Districts of the State of New York (AFDSNY)**
- **New York State Association of Fire Chiefs (NYSAFC)**
- **NFPA**
- **Saratoga County Fire Officers Association (SCFOA)**
- **Saratoga County Volunteer Fire Police Association (SCVFPA)**

Motion: Miller

Second: Byrnes

ALL in favor; motion carried

Resolution No. 34: BE IT RESOLVED TO appoint the ballot clerks, alternates, and election inspectors for 2021:

- **Matthew Cinadr**
- **Michael Cinadr**
- **Terry Bucci**
- **Mary Skillin**
- **Anne Cargile**
- **Jerry Reicharter**
- **Maureen Cinadr**
- **Gloria Callea**
- **Mickey Short**
- **Stephen Vasquez**

Motion: Miller

Second: Byrnes

ALL in favor; motion carried

Resolution No. 35: BE IT RESOLVED TO adopt a sound investment policy as follows:

- I. This Investment Policy applies to all monies and other financial resources available for investment on its own behalf.
- II. The primary objectives of this Fire District's investment activities are, in priority order:
 - to conform with all applicable federal, state, and other legal requirements.
 - to adequately safeguard principal.

- to provide sufficient liquidity to meet all operating requirements;
and
 - to obtain a reasonable rate of return.
- III. The Board of Fire Commissioners' responsibility for administration of the investment program is delegated to the Fire District Treasurer.
- IV. The Fire District Treasurer shall act responsibly as custodian of the public trust and shall avoid any transaction that might impair public confidence in the Jonesville Fire District. Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the safety of the principal as well as the probable income to be derived.
- V. It is the policy of the Jonesville Fire District to diversify its deposits and investments by financial institution, by investment instrument and by mature scheduling.
- VI. It is the policy of the Jonesville Fire District for all funds coming into the hands of the Fire District Treasurer to be deposited or invested within ten (10) days of receipt.
- VII. The banks and trust companies authorized for the deposit of monies up to the maximum amounts are:
- | Depository Name | Maximum |
|----------------------------|-------------|
| Ballston Spa National Bank | \$4,000,000 |
- VIII. All deposits of the Jonesville Fire District, including certificates of deposits and special time deposits, more than the amount insured under the provisions of the Federal Deposit Insurance Act shall be secured:
1. By a pledge of "eligible securities" as defined by General Municipal Law Section 10.

2. By an eligible "irrevocable letter of credit" as defined by General Municipal Law Section 10.
 3. By an eligible surety bond as defined by General Municipal Law Section 10.
- IX. Eligible securities used for collateralizing deposits shall be held by the depository named by the Board of Fire Commissioners subject to security and custodial agreements, all in accord with the applicable provisions of General Municipal Law Section 10.
- X. The Board of Fire Commissioners of the Jonesville Fire District authorizes the Fire District Treasurer to invest monies not required for immediate expenditure for terms not to exceed its projected cash flow needs in the following types of investments:
1. Special time deposit accounts.
 2. Certificates of Deposit.
 3. Obligations of the United States of America.
 4. Obligations guaranteed by agencies of the United States of America where the payment of principal and interest are guaranteed by the United States of America.
 5. Obligations of the State of New York.
 6. Obligations issued by any municipality, school district or fire district other than the Jonesville Fire District.
 7. Mutual funds or trusts investing in stocks, emphasis on US Blue Chips.
 8. Mutual funds or trusts investing in stocks, emphasis on US Chips allowed including Mid Cap, Small Cap, and Global International and other categories at the discretion of the Board of Fire Commissioners.

All investment obligations shall be payable or redeemable at the option of the Jonesville Fire District within such times as the proceeds for which the

monies were provided and, in the case of obligations purchased with the proceeds of bonds or notes, shall be payable or redeemable at the option of the Jonesville Fire District within two (2) years of the date of purchase.

- XI. The Jonesville Fire District shall maintain a list of financial institutions and dealers approved for investment purposes and establish appropriate limits as to the amount of investments, which can be made with each financial institution or dealer. The Fire District Treasurer is responsible for evaluating the financial position and maintaining a listing of proposed depositories and custodians. Such listing shall be evaluated at least annually.

Motion: Miller
Second: Byrnes
ALL in favor; motion carried

Resolution No. 36: BE IT RESOLVED TO adopt sound purchasing practices.

Motion: Miller
Second: Byrnes
ALL in favor; motion carried

Resolution No. 37: BE IT RESOLVED TO give the Treasurer authorization to sign checks, obtain certificates of deposits, money market certificates, treasury notes and savings accounts at area banks offering the best interest rates. Deputy Treasurer is authorized for same in the absence of the Treasurer.

Motion: Miller
Second: Byrnes
ALL in favor; motion carried

Resolution No. 38: BE IT RESOLVED TO adopt District policies and the District Policy Review Schedule as provided.

Motion: Miller
Second: Byrnes
ALL in favor; motion carried

Resolution No. 39: BE IT RESOLVED TO declare no Workplace Violence incidents were reported during the year.

Motion: Miller

Second: Byrnes

ALL in favor; motion carried

Resolution No. 40: BE IT RESOLVED effective January 1, 2021, reimbursement for mileage for fire calls, training, and district business will be \$0.56 per mile.

Motion: Miller

Second: Byrnes

ALL in favor; motion carried

Resolution No. 41: BE IT RESOLVED TO give the 2021 Chiefs authorization to take the Chief vehicles to work.

Motion: Miller

Second: Byrnes

ALL in favor; motion carried

Resolution No. 42: BE IT RESOLVED TO approve the use of apparatus, and equipment, for parades, wakes, fire prevention details, and other events upon approval of the Chief or his designee.

Motion: Miller

Second: Byrnes

ALL in favor; motion carried

Resolution No. 43: BE IT RESOLVED TO approve the Explorer Post Advisor, Assistant Advisors, and committee members as follows:

- **Explorer Post Advisor – Chief Champagne**
- **Committee Member – Bill Adams**

Motion: Miller

Second: Byrnes

ALL in favor; motion carried

Resolution No. 44: BE IT RESOLVED TO approve Commissioner Murphy to open the mail from the District banks and to reconcile the monthly bank statements.

Motion: Miller

Second: Tobin

Abstained: Murphy

ALL in favor; motion carried

PAYMENT OF THE CLAIMS:

Resolution No. 45: BE IT RESOLVED TO approve payment of Abstract #1 (voucher 021001 – 021025) from the General Fund, and any approved Reserve Funds to include those bills listed on the agenda and any presented at the meeting.

Motion: Byrnes

Second: Tobin

Abstained: Miller

ALL in favor; motion carried

APPROVAL OF THE MINUTES:

Resolution No. 46: BE IT RESOLVED TO approve the November 10, 2020 and December 8, 2020 minutes.

Motion: Byrnes

Second: Murphy

ALL in favor; motion carried

PRESENTATION OF NEW MEMBERS:

Resolution No. 47: BE IT RESOLVED TO approve the new members as follows: Frasier, contingent upon approval of the Jonesville Fire Company.

Motion: Miller

Second: Tobin

ALL in favor; motion carried

OPEN TO THE PUBLIC:

- There was no public present at the meeting.

PRESENTATION OF THE CHIEF'S REPORT:

- Chief requested approval to open the NYSAFC Hands-on Training Seminar opportunity to all members, excluding special services and fire police, at a cost of \$325 per member.
- Treasurer mentioned that while Chief Champagne was approved to attend the same training at the December meeting, a formal resolution was not passed.

Resolution No. 48: BE IT RESOLVED TO approve up to eleven (11) members to attend the NYSAFC Hands-on Training Seminar at a cost of \$325.

Motion: Tobin

Second: Byrnes

ALL in favor; motion carried

- The Chief presented the OSHA delinquencies for 2020, which was followed by a brief discussion. Purchasing Director Adams to coordinate with AC1 to confirm current records are up-to-date and complete.

Resolution No. 49: BE IT RESOLVED TO grant an extension for 2020 OSHA trainings to be completed until February 1, 2021. Personnel currently on military orders will complete the required trainings upon their return to duty.

Motion: Tobin

Second: Miller

ALL in favor; motion carried

- The Chief thanked the Board of Fire Commissioners for all that they did during the year.

Resolution No. 50: BE IT RESOLVED TO approve the Chief's Report.

Motion: Miller

Second: Byrnes

ALL in favor; motion carried

PRESENTATION OF DISTRICT STAFF REPORTS:

Station Keeper Report

- Station Keeper Bonesteel reported that a complete annual air compressor service will be performed at both stations at an approximate cost of \$1160.55. A discussion on the age of the compressors at each station followed and services last performed on them.

Resolution No. 51: BE IT RESOLVED TO approve payment for the annual air compressor service at both stations at a cost of \$1160.55.

Motion: Tobin

Second: Murphy

ALL in favor; motion carried

- Commissioner Miller commented that Jonesville Volunteer Fire Department was one of the first department's being given the COVID vaccine.

Purchasing Director Report

- Purchasing Director Adams presented the 2021 quotes for Occupational Medicine. After a brief discussion on preventive care and other potential services, the decision was tabled until the February meeting.
- Purchasing Director Adams requested approval for renewal of the 2021 EMS Program and mentioned there is a change online to the CME verbiage. There was a brief discussion.

Resolution No. 52: BE IT RESOLVED TO designate REBUS Consulting as the District 2021 EMS Program provider.

Motion: Miller

Second: Tobin

ALL in favor; motion carried

Resolution No. 53: BE IT RESOLVED TO approve payment to REBUS Consulting for EMS Program services in 2021 at a cost of \$13,500.

Motion: Miller

Second: Tobin

ALL in favor; motion carried

- Purchasing Director Adams noted he had all the proper documentation in order should Storm Gale be declared a disaster with potential monetary relief.

Treasurer Report

- Treasurer Parseghian noted training from the December meeting that was approved/discussed but not resolved.

Resolution No. 54: BE IT RESOLVED TO approve Chief Champagne to attend the NYSAFC Hands-on Training Seminar at the Verdoy Fire Department on February 6, 2021 at a cost of \$325 and to use the District vehicle for transportation.

Motion: Miller

Second: Tobin

ALL in favor; motion carried

- Treasurer Parseghian requested approval, if needed, to file for an extension for the FYE 2020 Annual Update Document.

Resolution No. 55: BE IT RESOLVED TO approve the Treasurer, if needed, to file for an extension for the FYE 2020 Annual Update Document.

Motion: Tobin

Second: Byrnes

ALL in favor; motion carried

- Treasurer Parseghian requested approval to pay the District dental bill on a quarterly basis.

Resolution No. 56: BE IT RESOLVED TO approve the Treasurer to pay the District dental bill on an annual basis.

Motion: Tobin

Second: Boss

ALL in favor; motion carried

- There was a discussion on the medical buyback program, with a decision to revisit the 2021 medical buyback program at the February meeting.

Resolution No. 57: BE IT RESOLVED TO approve the Treasurer to pay the medical buyback to eligible employees for the month of December 2020.

Motion: Miller

Second: Tobin

ALL in favor; motion carried

- Treasurer Parseghian mentioned that the District was given an extension until March 31, 2021, for the Recruitment and Retention grant.

Resolution No. 58: BE IT RESOLVED TO approve the District Staff Report.

Motion: Miller

Second: Murphy

ALL in favor; motion carried

PRESENTATION OF COMMITTEE REPORTS:

Apparatus

- Station Keeper Bonesteel gave an apparatus update, noting that Bulldog was facing delays due to a COVID related shutdown.
- Commissioner Miller presented the option of placing howlers on each of the med trucks.

Resolution No. 59: BE IT RESOLVED TO approve the purchase and installation of howlers on each of the med trucks at a cost not to exceed \$5,000.

Motion: Tobin

Second: Byrnes

ALL in favor; motion carried

Buildings and Grounds

- Purchasing Director Adams provided a progress update on the network upgrade and IT conversion project. Commissioner Murphy provided a progress updated on the fiber optic line portion of the project.
- There was a discussion on potentially replacing the computer in the Alarm Room at Station 2.

Capital

- It was noted that the plot plan for the potential Training Facility was dropped off.

Equipment

- None

Personnel

- To be discussed in Executive Session.

Policies and Procedures

- There was a discussion on the Driver Training Policy.

Resolution No. 60: BE IT RESOLVED TO increase the driver age on the larger apparatus to 21 and to leave the driver age of the med trucks to the discretion of the Driver Training Committee.

Motion: Miller

Second: Tobin

ALL in favor; motion carried

SCABIT

- Treasurer Parseghian noted that the cyber insurance policy was up for renewal on March 1st and presented the information from Amsure.

Resolution No. 61: BE IT RESOLVED TO approve the application and payment of the premium for the cyber insurance policy as recommended by Amsure.

Motion: Tobin

Second: Boss

ALL in favor; motion carried

SPECIAL TOPICS FOR DISCUSSION

- None

EXECUTIVE SESSION

- Commissioner Murphy made a motion to enter into Executive Session at 8:29PM.

Resolution No. 62: BE IT RESOLVED TO enter Executive Session to discuss matters related to the employment of a person.

Motion: Murphy

Second: Tobin

ALL in favor; motion carried

Resolution No. 63: BE IT RESOLVED TO exit Executive Session at 8:43PM.

Motion: Tobin

Second: Murphy

ALL in favor; motion carried

CHAIRMAN ADJOURNS THE MEETING

Resolution No. 64: BE IT RESOLVED TO adjourn the regular meeting at 8:43PM.

Motion: Byrnes

Second: Boss

ALL in favor; motion carried

Respectfully submitted,



Breann Parseghian
Treasurer/Secretary