

**OLD BRIDGE MUNICIPAL UTILITIES AUTHORITY
REGULAR MEETING
AUGUST 21, 2024**

Call to Order: The Regular Meeting of August 21, 2024, was called to order at 11:00a.m. with the Pledge of Allegiance.

Announcement: Acting Chairman Blair announced that this meeting is in conformance with the Open Public Meetings Act. Notice has been published in the Asbury Park Press on December 31, 2023, and in the Home News Tribune on December 31, 2023. Notice of the meeting has been posted at 15 Throckmorton Lane, Old Bridge; at 71 Boulevard West, Cliffwood Beach; and on the OBMUA Website at www.obmua.com.

Roll Call: This Public Meeting is being recorded.

Present:

James Blair, Vice Chairman
Anita Greenberg, Treasurer (Via Phone) Joined at 11:12 a.m.
Edward Casserly, Secretary
Bruce Walker, Commissioner
Frank Weber, Commissioner (Via Phone)
Perry Simone, Second Alt. Commissioner

Absent:

Mark Razzoli, Chairman

Also Present:

Michael Roy, P.E., Executive Director
Michelle Smith, Comptroller
Mitchell B. Jacobs, Esq.

Previous Minutes: **Regular Meeting – May 15, 2024**

A motion to approve the Regular Meeting of May 15, 2024, was made by Mr. Casserly and seconded by Mr. Walker.

There was no discussion.

The voice vote was as follows:

All Commissioners were in favor.

No Commissioners were opposed.

Executive Session – May 15, 2024

A motion to approve the Executive Session of May 15, 2024 was made by Mr. Casserly and seconded by Mr. Walker.

There was no discussion.

The voice vote was as follows:

All Commissioners were in favor.

No Commissioners were opposed.

Regular Meeting – June 19, 2024

A motion to approve the Regular Meeting Minutes of June 19, 2024 was made by Mr. Casserly and seconded by Mr. Walker.

There was no discussion.

The roll call vote was as follows:

All Commissioners were in favor.

No Commissioners were opposed.

Chairman’s Report: Acting Chairman Blair said he has nothing to report at this time.

Executive Director’s Report: Michael Roy, P.E.

Mr. Roy said that he is going to discuss the status of various projects.

Mr. Roy said that the foundation construction of the Disbrow Road Elevated Water Storage Tank is continuing. There was a total of 160 stone piers installed that stiffen the soil prior to concrete foundation work. He said that it is stone that is pushed down forty feet in the ground and vibrated down continuously until they reach the surface for each pier. Mr. Roy said that this method strengthens the soil where the tank is going to sit before they form out a concrete ring wall. He said that the steel erection is expected to begin sometime this Fall with the tank completion in the

Spring. He said that the painting of the tank will be in the Spring, so we can put it into operation by next summer.

Mr. Roy said the Laurence Harbor Water Services Replacement project with Kiely Civil Construction is nearly complete. He said that we switched over all the old water services and now the 100-year 2" galvanized pipe that was interconnected with the 4" and 6" iron pipe in Laurence Harbor is being disconnected, and they are trying to find all the areas where it was interconnected with the 4" and 6" pipes throughout the years. Mr. Roy said that Kiely is working alongside with Wally Tier's crew to do the water line disconnecting. He said that when they finally get the 2" water line completely isolated from our water system, then we will retire it from service on our side of the water service to the homes.

Mr. Roy said that a relining project is a process where a resin impregnated felt pipe put into a sewer reach from manhole to manhole, and then it is cured in-place, and it forms a solid pipe. He said that work is being done in Leone Park on Van Ethal Drive and Edgar. Mr. Roy said that he has some samples of relining pipe to show what the liner looks like before it cures. It is impregnated with resin and installed from one manhole to the next manhole and gets inverted and then cured with heat. He said that then the liner gets as hard as a piece of pipe. We have done this process numerous places in town, but currently the work is taking place in Leone Park, and should be done by the end of the month or early next month.

Mr. Roy said that the sewer replacement on Rt. 516 near the High School was awarded to Z Brothers Concrete Contractors, and we are trying to get this work done this month, because we promised the Commissioners we would get it done before school starts.

Mr. Roy said that the contractor was ready to go August 7th, but the County is giving us a little bit of a hard time with the Road Opening Permit. He said that we made the work required to be done at night, so if we get the County to give us the Road Opening Permit and the Detour Plan which essentially goes around the new golf course, we will have it done this month at night. He said that even if it does go into September, the work will be done at night, and it will minimize the traffic. Mr. Roy said Wayne Simpson from Alaimo Associates has some connection with the County, and he is trying to expedite this.

Mr. Roy said that the replacement of the water main on Millburn Court is currently out for public bids, with the bid opening date set for August 30th, and will be recommended for award next month.

Mr. Roy said that both the Slope Stabilization project at Lakeridge and the replacement of the Rt. 34 force main project are currently out for public bids, with the bid opening date set for September 5th for both contracts, and the award of both contracts at our next month's meeting.

Mr. Roy said that is the update on some of our construction going on now.

Mr. Roy said the next item on the agenda for resolution is a Proposed Employment Contract. He said that there is a need to have part-time help with my responsibilities as Executive Director. He said that the Engineering Inspectors are my eyes in the field to help oversee the Developer's Contractors installing new water mains and wastewater collection systems throughout the Township. Mr. Roy said that he also has a need to have someone be my eyes in the field to help oversee the water and sewer operations.

He said that Guy Donatelli is perfect for this part-time job. Usually, employees with Guy's amount of institutional knowledge and experience, retire and are never seen from again. Mr. Roy said that the Authority is fortunate that Guy wants to continue to participate in the functioning of the Authority. Mr. Roy stated that he has always gotten along well with Guy. We have bounced ideas off each other, and have worked together for 37 years.

Mr. Roy said that he recommends authorizing a part-time employee contract with Guy Donatelli.

Attorney Jacobs said that we need a motion for resolution approving an employment contact with Guy Donatelli and authorizing Mike Roy to sign on behalf of the Authority.

A motion was made by Bruce Walker. It was seconded by Edward Casserly.

There was no discussion.

The roll call vote was as follows:

| | |
|---------|---|
| Ayes: | Blair, Weber, Walker, Casserly, Simone |
| Nays: | None |
| Absent: | Greenberg (Joined meeting by phone at 11:12 a.m.), Razzoli |

5 Ayes 0 Nays 2 Absent

Mr. Roy said that condolences are in order to Bill Stefanelli and his Family on the Passing of his brother, Frank Stefanelli, who was an OEM employee. Frank Stefanelli was 46 years old from Old Bridge.

Mr. Walker said that he has a question for Mike Roy. He asked how long will the construction of the Rt. 516 sewer line replacement going to take?

Mr. Roy said, hopefully, we can do it in one night.

Mr. Roy said it is 75 feet.

Dr. Greenberg joined the meeting at 11:12 a.m.

Engineering
Reports:

Michael Roy, P.E.

Report on Developer's Applications for Approval

2020 Real Estate Warehouse, A.K.A. JBS Warehouse – Irrigation/2020 Real Estate, LLC. W24-723 Minor Water – 9 EDCU's Irrigation

Mr. Roy said that this project is located on the east side of Rt. 9, south of the Jake Brown Dirt Road on the JBS Warehouse site. Mr. Roy said that it is for the construction of two lawn irrigation systems for the JBS Warehouse development currently under construction to be connected inside the warehouse building and at a meter pit connection into the on-site water main.

Mr. Roy said that Minor Review and Inspection Fees have been paid. Connection Fees and Construction Water Fees are due and payable at the time of an irrigation meter application.

Mr. Roy said that the Authority granted Final Water Approval in July 2023 for 2020 Real Estate (JBS) Warehouse without lawn irrigation. The applicant is now seeking approval for an irrigation system with a total of 9 EDCUs, consisting of two (2) separate connections via the Warehouse Mechanical Room and a meter pit near the on-site detention pond.

Mr. Roy said that based on the proposed number of units it was determined that the water distribution system can accommodate the

additional demand.

Mr. Roy said that based on a maximum flow of 60 gpm for each point-of-connection, two one-and one-half inch meters are needed for the irrigation service.

Mr. Roy said that this work is subject to approval by the Township Plumbing Sub-Code Official. He said that technical requirements sufficient for Minor Water Approval have been satisfied.

Mr. Roy said that he recommends Minor Water Approval subject to the five conditions in his report for 9 EDCU's Irrigation.

Attorney Jacobs said that a motion is needed for a resolution approving Minor Water Application No. W24-723 to 2020 Real Estate Warehouse subject to the comments and the five conditions in Mr. Roy's August 16, 2024, Engineering Report.

A motion was made by Mr. Casserly and seconded by Mr. Walker.

There was no discussion.

The roll call vote was as follows:

Ayes: Greenberg, Blair, Weber, Walker, Casserly

Nays: None

Absent: Razzoli

5 Ayes 0 Nays 1 Absent

Other Engineering Reports

Temporary Discharge Approval to Nappi Trucking

Mr. Roy reported that the Nappi Trucking Corporation has been operating the property at 541 Morristown Road as a trucking facility since 1965. The site previously contained eight underground storage tanks (3 – 10,000-gallon tanks and 5 - 2,000-gallon tanks) that contained various petroleum products of #2 Fuel Oil, Unleaded Gasoline, Motor Oil, Diesel Fuel and Waste Oil. As part of the NJDEP underground storage tank (UST) removal process and requirements, soil samples were collected from the excavation during the tank removals and tested for contamination. This requirement is necessary before a removed UST can

be considered properly closed out. The soil samples showed levels of contamination above acceptable limits, therefore, a Remedial Investigation Report and Remedial Action Workplan had to be prepared by Ransom Consulting, LLC.

Mr. Roy said that after further soil investigation was performed on the site utilizing a good number of soil borings, the extent of the soil contamination on the site was determined and an action plan was developed to remove and dispose of the contaminated soil. The action plan calls for the excavation of the plume of contaminated soils to a depth of between seven to fourteen feet which will require dewatering.

Mr. Roy said that the Middlesex County Utilities Authority (MCUA) has issued a temporary discharge permit to receive this groundwater at their treatment plant in Sayreville providing that the groundwater is pre-treated prior to discharge into the sewer collection system to remove chemical levels that would be harmful to MCUA's biological treatment process. The Contractor performing the soil removal and disposal will have an on-site water treatment system consisting of a frac-tank, particle filter bags and granulated activated carbon (GAC) filter units along with a water meter to measure the amount of groundwater flow into the sewage collection system.

Ransom Consulting, LLC will collect water samples after pre-treatment that will be sent to a NJ certified testing lab to report to MCUA on the level of contamination entering the sewage collection system. The Consultant will also test the groundwater for the levels of BOD, TSS and chlorine loadings entering the sewage collection system to demonstrate to the Old Bridge MUA that the groundwater will contain no wastewater loadings that are billable to the Old Bridge MUA from MCUA. The Old Bridge MUA has a groundwater remediation user charge in its Rate Schedule that will be used to charge Nappi Trucking for this groundwater discharge.

Mr. Roy said that based on the necessity for Nappi Trucking to perform this soil remediation work and the permit limitations imposed by MCUA's temporary discharge permit along with the short-term nature of this work, he recommends that this groundwater discharge to our sewage collection system be permitted on a temporary basis conditioned upon Nappi Trucking's payment to the Old Bridge MUA of the quantity of discharged groundwater in accordance with our Rate Schedule and conditioned upon the compliance with the temporary discharge permit issued by MCUA that includes pre-treatment and laboratory testing of the discharged groundwater.

Mr. Roy said that the Old Bridge MUA approval will be part of the appendix of that MCUA Permit.

Attorney Jacobs said that we need a motion for a resolution approving the Temporary Discharge Approval to Nappi Trucking in accordance with Mr. Roy's August 16, 2024, Report.

A motion was made by Mr. Blair and seconded by Mr. Casserly.

There was no discussion.

The roll call vote was as follows:

Ayes: Greenberg, Blair, Weber, Walker, Casserly

Nays: None

Absent: Razzoli

5 Ayes 0 Nays 1 Absent

Installation of Test Wells and I-BANK Coordination at the 143 Ticetown Road Property – Engineering Services to CME Associates

Mr. Roy said that the condemnation of the property has now been filed with the Courts. He said that this meeting's Bill Listing reflects the amount of money that will have to be posted with the Courts in connection with this condemnation process of the Ticetown Road Property. Mr. Roy said that once the money is posted with the Courts, it is our property, and we can start doing work on it.

He said that the next step we must do for the DEP is to install two (2) test wells and perform a pumping test. He said that previously with the monitoring wells we did a test of the static levels. He said that the next step is to see what happens hydraulically underground when pumping of these wells begins. Mr. said that we must have a test well in each aquifer, the Farrington Aquifer and the shallower one the Old Bridge Aquifer. He said that we will put them in locations where we can use them in the future when the treatment plant is built. Mr. Roy said that the test wells will show the pumping levels, and a report will be submitted to the DEP so that we can move the location of the existing four wells that we have at the Browntown Plant across Route 9 to this new location. He said that the next step is to get the DEP to sign off on moving those wells.

Mr. Roy said that CME has given us a proposal dated August 8, 2024. It involves the Design Phase with a Survey, Permitting Process, and Preparing Documents so that we can go out to bid for these two (2) test wells. He said that the construction cost of these wells is going to be over a million dollars. He said that the test wells must be designed and put out to bid. He said that this recommendation also authorizes some initial work and coordination with the NJ I-BANK because we will have to get a low

interest loan to build the treatment plant as well as all this preliminary work before we build the treatment plant including the test wells.

Mr. Roy said that once this design is done, we will come back to the Commissioners and ask for authorization to go out to bid and the future authorization for CME to do the construction services. Mr. Roy said that this authorization today is just for the design work and the coordination with the NJ I-BANK.

Mr. Roy said that he recommends that CME Associates be authorized to proceed with the engineering services for this project in accordance with their August 8, 2024, proposal and their February 7, 2024, Consulting Engineering Contract.

Attorney Jacobs said that a motion is needed for a resolution recommending CME Associates be authorized to proceed with the engineering services for the referenced project which is the Ticetown Road Water Treatment Plant Design of Test Wells and the NJ I-BANK coordination in accordance with Mr. Roy's August 16, 2024, Report.

A motion was made by Mr. Walker and seconded by Mr. Casserly.

There was no discussion.

The roll call vote was as follows:

| | | |
|---------|---|----------|
| Ayes: | Greenberg, Blair, Weber, Walker, Casserly | |
| Nays: | None | |
| Absent: | Razzoli | |
| 5 Ayes | 0 Nays | 1 Absent |

Annual Contract for Water and Sewer Supply Materials, Contract No. WS24-233, Award Contract Sections

Mr. Roy said that the following is his comments and recommendations after reviewing the sealed bids for the referenced contract, which were opened and read aloud on August 8, 2024, at 2:00 P.M. at the Authority's office.

Mr. Roy reported that this Water Supply Materials Contract contains nine different sections, each of which can be awarded separately under this contract. He said that there were three bidders. Ferguson Waterworks, Brent Material Company and Raritan Group.

Mr. Roy said that Ferguson Waterworks bid on everything except Section 2, and Section 7.

Mr. Roy said that Brent Material Company bid only on Section 1 and 5, and Raritan Group also only bid on Section 1 and 5.

Mr. Roy reviewed the Contract Sections.

Section 1 – Mueller Hydrants and Accessories

There were three bidders for this section of the contract. Brent Material Company's bid proposal this year on Section 1 is considered "non-responsive" because they did not list a unit price for every item within Section 1 as instructed by the Contract Documents. Omitting to submit a bid price for one of the items in Section 1 gives the bidder an unfair advantage over the other bidders, and therefore disqualifying their bid for Section 1.

With this lowest bidder disqualified, the second lowest bidder, Ferguson Waterworks, becomes the lowest responsive and responsible bidder. Ferguson submitted unit prices which are an average of four-point four percent (4.4%) higher than the unit prices in last year's contract with Brent Material Company.

Mr. Roy recommended awarding Section No. 1 of this contract to the lowest responsive and responsible bidder, Ferguson Waterworks of Howell, NJ, for the unit prices bid.

Section 2 – Kennedy Hydrants and Accessories

There were no bidders for this section of the contract. The Authority's Staff will utilize price quotes for Kennedy Hydrant products through the year and attempt to obtain bids next year. Some Kennedy Hydrant products have been discontinued which may have been the reason that we received no bids. If we can't find the parts, we may be forced into entirely replacing damaged Kennedy Hydrants rather than perform repairs on old Kennedy Hydrants.

Section 3 - Service Materials

There was one bidder for this section of the contract. The lone bidder, Ferguson Waterworks, submitted unit prices which are an average of five-point two percent (5.2%) lower than the unit prices in last year's contract with Ferguson Waterworks.

Mr. Roy recommended awarding Section No. 3 of this contract to the lowest responsive and responsible bidder, Ferguson Waterworks of Howell, NJ for the unit prices bid.

Section 4 - Repair Clamps, Bolted Couplings & Solid Sleeves

There was (1) bidder for this section of the contract. The lone bidder, Ferguson Waterworks, submitted unit prices which are an average of twenty-four-point nine percent (24.9%) lower than the unit prices of the same items in last year's contract with Ferguson Waterworks.

Mr. Roy recommended awarding Section 4 of this contract to the lowest responsive and responsible bidder, Ferguson Waterworks, of Howell, NJ for the unit prices bid.

Section 5 - Piping

There were two bidders for this section of the contract. The lowest bidder, Ferguson Waterworks, submitted unit prices which are an average of three-point six percent (3.6%) higher than the unit prices in last year's contract with Ferguson Waterworks.

Mr. Roy recommended awarding Section 5 of this contract to the lowest responsive and responsible bidder, Ferguson Waterworks, of Howell, NJ for the unit prices bid.

Section 6 – Valves and Accessories

There was (1) bidder for this section of the contract. The lone bidder, Ferguson Waterworks, submitted unit prices which are an average of four-point six percent (4.6%) lower than the unit prices in last year's contract with Brent Material Company.

Mr. Roy recommended awarding Section 6 of this contract to the lowest responsive and responsible bidder, Ferguson Waterworks, of Howell, NJ for the unit prices bid.

Section 7 – Specialty Check Valves

There were no bidders for this section of the contract. The Authority Staff will utilize price quotes or possibly cooperative pricing for specialty check valves if needed and attempt to obtain bids next year.

This section provided pricing and a procurement method to purchase check valves in case of check valve failures occurring within the thirty-five sewer pump stations of the Authority without the necessity of declaring an emergency.

Section 8- Tapping Sleeves and Valves

There was one bidder for this section of the contract. The lone bidder, Ferguson Waterworks, submitted unit prices which are an average of twelve-point six percent (12.6%) higher than the unit prices in last year's contract with Ferguson Waterworks.

Mr. Roy recommended awarding Section 8 of this contract to the lowest responsive and responsible bidder, Ferguson Waterworks of Howell, NJ for the unit prices bid.

Section 9- Sewer Service Materials

There was one (1) bidder for this section of the contract. The lone bidder, Ferguson Waterworks, submitted unit prices which are an average of seven-point one percent (7.1%) lower than the unit prices in last year's contract with Ferguson Waterworks.

Mr. Roy recommended awarding Section 9 of this contract to the lowest responsive and responsible bidder, Ferguson Waterworks of Howell, NJ for the unit prices bid.

Mr. Roy said that we had previous years where prices went up 30% and pipes went up 70%. He said we are not seeing that now. He said that one section went up over 10%, but for the most part everything went up a little bit or went down.

Mr. Roy said that Section 1 the previous price to this year's price went up 4.4%. It looks like it is a bigger percentage, but what we did in Section 1 was to add additional parts. To compare last year's prices to this year, we took the same items from last year and compared those to the new items. He said that in comparison the same items from year to year went up 4.4%, which is a reasonable number.

Mr. Roy said Section II is not being awarded.

Mr. Roy said that Section III – Service Materials went down from last year by 5.2%.

Mr. Roy said that Section IV – Repair Clamps, Bolted Couplings and Solid Sleeves went down. He said that a lot of new items were added so comparing items from last year to this year, the price went down 24.9% on average.

Mr. Roy said that Section V – Piping went up 3.6%.

Mr. Roy said that Section VI- Valves and Accessories went down 4.6%.

Mr. Roy said that Section VII – Specialty Check Valves there was no bid.

Mr. Roy said that Section VIII – Tapping Sleeves and Valves was the biggest increase of 12.6%.

Mr. Roy said that Section IX – Sewer Service Materials went down 7.1%.

Mr. Roy said that Attorney Jacobs has reviewed the bid packages and reviewed my recommendations.

Mr. Roy said that he recommends awarding seven (7) of the nine (9) sections to Ferguson Waterworks of Howell, NJ Sections 1, 3, 4, 5, 6, 8, and 9.

Attorney Jacobs said that for the record, both myself and Attorney John Napolitano reviewed the bids with Mr. Roy, and we concur with his recommendations. He said that a motion is needed for resolution awarding the contract sections of 1, 3, 4, 5, 6, 8 and 9 to Ferguson Waterworks of Howell, NJ.

A motion was made by Mr. Casserly and seconded by Mr. Walker.

There was no discussion.

The roll call vote was as follows:

Ayes: Greenberg, Blair, Weber, Walker, Casserly

Nays: None

Absent: Razzoli

5 Ayes 0 Nays 1 Absent

A motion to approve Mr. Roy’s Executive Director’s Report and Engineering Report was made by Dr. Greenberg and seconded by Mr. Casserly.

There was no discussion.

The voice vote was as follows:

All Commissioners were in favor.

No Commissioners were opposed.

Mr. Walker said that he thought that a manufacturer once they weren't going to make the product had to keep seven years of repair parts.

Mr. Roy said that could be true, but we think that because they are discontinuing this model, that is why we did not receive any bids. He said they did not even give us prices. Mr. Roy said that we will put it out to bid again for next year. He asked Wally Tier to see if we have those repair parts, but going forward without this contract will require us to get quotes if we don't have the parts on hand. Mr. Roy said that if we need to do that, we can stay under the bid threshold.

Mr. Tier said they probably stopped make this model more than seven years ago.

Superintendent's
Report:

Wally Tier, Superintendent – Distribution – Water Division

Mr. Tier said that his report has been submitted and asked if anyone had questions.

There were none.

A motion to accept Mr. Tier's Superintendent's Report was made by Mr. Casserly and seconded by Mr. Walker.

There was no discussion.

The voice vote was as follows:

All Commissioners were in favor.

No Commissioners were opposed.

Superintendent's
Report:

Ray Totten, Superintendent – Treatment – Water Division

Mr. Totten said that his report has been submitted and asked if anyone had questions.

Mr. Simone asked about the water test result that tested positive and wanted to know what the lab turnaround time was.

Mr. Totten said that when the lab reports the results to us, we have 24 hours to retest the original sample location plus one service within five services upstream as well as downstream plus all the wells that were in service for the week.

Mr. Totten said that the test results are available in 24 hours, and he retested the positive water sample location within an hour of being informed by the lab and had the results of those samples in 24 hours. He said that the next day everything was good.

A motion to accept Mr. Totten's Report was made by Mr. Casserly and seconded by Mr. Walker.

The voice vote was as follows:

All Commissioners were in favor.

No Commissioners were opposed.

Superintendent's
Report:

Walter E. Gillins, Superintendent – Sewer Division

Mr. Gillins was not present.

Mr. Bill Stefanelli, Deputy Superintendent, said that the Sewer Division report has been submitted and asked if anyone had questions.

There were none.

A motion to accept Mr. Gillins' Sewer Division Superintendent's Report was made by Dr. Greenberg and seconded by Mr. Casserly.

The voice vote was as follows:

All Commissioners were in favor.

No Commissioners were opposed.

Financial Report:

Michelle Smith, Comptroller

Mrs. Smith said that the only item on her report was to mention that Chris Volk, our Insurance Agent, presented her with two checks in the amount of \$44,390.96 and \$32,189.23 which represents the final 2021-2022 and

first 2022-2023 dividend from Selective Insurance Company New Jersey Municipal Pool. This is for our Commercial Liability and Workers' Compensation Policies.

Mrs. Smith said that these dividends represent approximately 8% return on our premium.

Mrs. Smith said that is all that she had to report.

A motion to accept Mrs. Smith's Financial Report was made by Dr. Greenberg and seconded by Mr. Casserly.

The voice vote was as follows:

All Commissioners were in favor.

No Commissioners were opposed.

Bills & Claims: Dr. Greenberg said the Bills and Claims are for a total of \$5,059,748.79.

A motion to approve the Bills and Claims was made by Mr. Weber and seconded by Mr. Casserly.

The roll call vote was as follows:

Ayes: Greenberg, Blair, Weber, Walker, Casserly

Nays: None

Absent: Razzoli

5 Ayes 0 Nays 1 Absent

Legal Report: Mitchell B. Jacobs, Esq.

Attorney Jacobs said that he doesn't have a Legal Report this month.

Old Business: None

New Business: None

Open to Public: Vice Chairman Blair opened the meeting to the public at 11:36. He said that it is limited to a maximum period of three minutes per person.

Seeing no public wishing to comment, Mr. Blair closed the public portion.

Executive Session: Attorney Jacobs said there is no Executive Session.

Adjournment: A motion to adjourn the meeting was made by Mr. Walker and seconded by Mr. Casserly.

The voice vote was as follows:

All Commissioners were in favor.

No Commissioners were opposed.

The meeting was adjourned at 11:35 a.m.

Respectfully submitted,

Edward Casserly, Secretary