

CLAYTON COUNTY WATER AUTHORITY

1600 Battle Creek Road
Morrow, Georgia 30260

Regular Board Meeting, January 8, 2009

Chairman, Pete McQueen, called the meeting to order at 1:30 p.m.

Present at the meeting were: Chairman, Pete McQueen, Vice Chairman, Lloyd Joiner, Secretary/Treasurer, Marie Barber, and Board Members, Wes Greene, John Westervelt, John Chafin and Doug Bonner. General Manager, P. Michael Thomas, Deputy Manager, Mike Bennett, Department Managers, Guy Pihera, Herbert Etheridge, Teresa Adams, Terry Moy and Jim Poff, Program Management Engineer, Mike Buffington, Finance Director, Emory McHugh, MIS Director, Rodney Crowell, Stormwater Program Manager, Kevin Osbey, Customer Accounts Director, Morris Kelly, Human Resources Director, Ed Durham, Risk Manager, Karen Riser, Public Information Officer, Suzanne Brown, and Executive Secretary, Janet Matthews. Also present were: Legal Counsel, Steve Fincher of Fincher, Denmark & Williams, Jay Kirk and Steve Lavinder from CH2M Hill, Jay Byce from Spivey Club, LLC and the following employees: Charles Ecton, James Drake, and Erin Brooks.

Chairman McQueen called on Michael Shinn to give the invocation.

Approval of Minutes: Chairman McQueen called for any omissions or additions to the Regular and Executive Session Board Meeting minutes of Thursday, December 4, 2008. Hearing none, the minutes were approved as presented.

Financial and Statistical Report: Chairman McQueen called on Emory McHugh, Finance Director, to give our financial report. Mr. McHugh reviewed the financial information that was given to the Board for the seven-month period ending November 30, 2008.

Employee Recognition: Chairman McQueen called on Board Member, Marie Barber, who introduced Charles Ecton and James Drake, who have recently completed the eight (8) week Grassroots Leadership Institute training. The Grassroots Leadership Training is aimed at developing future community leaders.

Chairman McQueen called on Guy Pihera, Manager of Water Production, to present the 2008 Department of the Year Safety Award. Mr. Pihera explained

that the Safety Committee was formed in 1987 and continues to be an effective program to ensure that proper procedures are used to safeguard the Authority's employees.

Mr. Pihera called on Herbert Etheridge, Manager of Distribution and Conveyance to come forward to accept this year's award. Mr. Etheridge asked Charles Ecton, Wastewater Maintenance Coordinator, James Drake, Environmental Compliance Foreman and Erin Brooks, Sewer Cleaning Foreman to join him in accepting the 2008 Department of the Year Safety Award and thanked them for maintaining a level of safety which resulted in winning this year's award.

Spivey Club Lift Station Payment Proposal: Chairman McQueen called on Mike Thomas, General Manager, to present the Board a payment proposal on the Spivey Club Lift Station.

A new subdivision, known as Spivey Club, is under development off of Walt Stephens Road at the Lake Spivey Golf Course. In order to provide sewer service to these new lots, the developer received approval to install a sewer lift station. In October 2006, the CCWA Board approved the lift station contingent on payment of a \$61,500 maintenance fee. This fee included the standard \$50,000 maintenance fee to cover 10 years of operation and maintenance of the station, along with \$10,000 of O&M costs associated with the fact that flows from this new lift station will be repumped by two additional lift stations before reaching the Casey WRF. The remaining \$1,500 was for CCWA staff services in analyzing the impact of the lift station on our sewer system and pump stations. CCWA policy has been that the maintenance fee must be paid in full before CCWA will approve the subdivision water system and provide water service to the development.

Due to the current economic situation, the developer only plans to develop half of the 128 lot subdivision at this time. They have requested that they be allowed to pay \$50,000 with the development of Phase One and pay the remaining \$11,500 when they plat the remaining lots.

If the Board chooses to approve this payment arrangement, CCWA staff recommends that we require payment of the second installment of \$11,500 within two years of payment of the first installment. There is no guarantee that the developer would complete Phase Two any time in the foreseeable future, and this would insure that the full fee would be paid in a reasonable time frame.

Mr. Thomas acknowledged Mr. Jay Byce, the developer, who is present and stated that staff's recommendation is to collect the entire sixty-one thousand five hundred (\$61,500) dollars.

Vice Chairman, Lloyd Joiner, made a motion based on our current procedures and agreed with staff's recommendation, to collect the entire sixty-one thousand five hundred (\$61,500) dollars from the developer of Spivey Club.

After some discussion with the Board and Mr. Byce, Mr. Joiner withdrew his motion.

UPON Motion by Wes Greene and seconded by John Chafin it was unanimously

RESOLVED: to accept the recommendation of management to collect the standard maintenance fee of fifty thousand dollars (\$50,000) to be paid upfront and the payment of eleven thousand five hundred dollars (\$11,500) due on or before two (2) years from the date of the agreement.

Annual Fencing Contract Bid Recommendation: Chairman McQueen called on Teresa Adams, Manager of General Services, to present the Annual Fencing Contract Bid Recommendation to the Board.

Company: **Hatmaker Fence Co.** **C & C Fence Co.**

#	Description of Fencing	Unit Price (under 50)	Unit Price (51 - 150)	Unit Price (151-500)	Unit Price (under 50)	Unit Price (51 - 150)	Unit Price (151-500)
1.	Field Fence, barbed wire, 3-strand (per linear foot)	2.34	2.34	2.34	7.50	4.00	3.50
	Corner Brace (each)	65.00	65.00	65.00	85.00	85.00	85.00
					(375.00)	(375.00)	(375.00)
2.	Field Fence, barbed wire, 4-strand (per linear foot)	2.57	2.57	2.57	7.50	4.25	3.75
	Corner Brace (each)	65.00	65.00	65.00	85.00	85.00	85.00
					(375.00)	(375.00)	(375.00)
3.	Field Fence, barbed wire, 5-strand (per linear foot)	2.86	2.86	2.86	7.50	4.50	4.25
	Corner Brace (each)	65.00	65.00	65.00	85.00	85.00	85.00
					(375.00)	(375.00)	(375.00)
4.	Field Fence, "hog wire", 47" (per linear foot)	2.86	2.86	2.86	8.50	4.75	4.50
	Corner Brace (each)	65.00	65.00	65.00	85.00	85.00	85.00
					(375.00)	(375.00)	(375.00)
5.	Field Fence, "hog wire", 47" with 1-strand of barbed wire along	3.09	3.09	3.09			
	Top (per linear foot)	NB	NB	NB	8.50	4.90	4.65
	Corner Brace (each)	65.00	65.00	65.00	85.00	85.00	85.00
				(375.00)	(375.00)	(375.00)	
6.	Chain link, 4', 11 gauge (per linear foot)	6.76	6.00	5.76	6.25	6.00	5.77
	Terminal post (each)	26.00	26.00	26.00	37.00	37.00	37.00
	Walk gate (each)	60.00	60.00	60.00	95.00	95.00	95.00
	Drive gate (each)	120.00	120.00	120.00	184.00	184.00	184.00
					(375.00)	(375.00)	(375.00)
7.	Chain link, 6', Schedule 20 (per linear foot)	12.00	11.56	11.56	13.70	12.70	11.70
	Terminal post (each)	64.00	64.00	64.00	58.00	58.00	58.00
	Walk gate (each)	100.00	100.00	100.00	135.00	135.00	135.00
	Drive gate (each)	200.00	200.00	200.00	240.00	240.00	240.00
					(375.00)	(375.00)	(375.00)

Company:

Hatmaker Fence Co.

C & C Fence Co.

#	Description of Fencing	Unit Price (under 50)	Unit Price (51 - 150)	Unit Price (151- 500)	Unit Price (under 50)	Unit Price (51 - 150)	Unit Price (151- 500)
8.	Chain link, 6', Schedule 20 , barbed wire (per linear foot)	12.57	12.26	12.26	14.92	13.92	12.92
	Terminal post (each)	73.00	73.00	73.00	65.00	65.00	65.00
	Walk gate (each)	115.00	115.00	115.00	150.00	150.00	150.00
	Drive gate (each)	230.00	230.00	230.00	255.00	255.00	255.00
					(375.00)	(375.00)	(375.00)
9.	Chain link, 6', Schedule 40 (per linear foot)	13.00	12.32	12.32	15.50	14.50	13.50
	Terminal post (each)	86.00	73.00	86.00	85.00	85.00	85.00
	Walk gate (each)	125.00	125.00	125.00	165.00	165.00	165.00
	Drive gate (each)	250.00	250.00	250.00	286.00	286.00	286.00
					(375.00)	(375.00)	(375.00)
10.	Chain link, 6', Schedule 40, barbed wire (per linear foot)	14.00	13.32	13.32	16.72	15.72	14.72
	Terminal post (each)	93.00	93.00	93.00	88.65	88.65	88.65
	Walk gate (each)	135.00	135.00	135.00	159.00	159.00	159.00
	Drive gate (each)	270.00	270.00	270.00	333.00	333.00	333.00
					(375.00)	(375.00)	(375.00)
11.	Chain link, 8', Schedule 20 (per linear foot)	16.25	15.93	15.93	18.18	17.18	16.18
	Terminal post (each)	98.00	98.00	98.00	95.00	95.00	95.00
	Walk gate (each)	150.00	150.00	150.00	170.00	170.00	170.00
	Drive gate (each)	300.00	300.00	300.00	401.00	401.00	401.00
					(375.00)	(375.00)	(375.00)
12.	Chain link, 8', Schedule 20, barbed wire (per linear foot)	17.25	16.93	16.93	19.48	18.48	17.48
	Terminal post (each)	105.00	105.00	105.00	103.00	103.00	103.00
	Walk gate (each)	160.00	160.00	160.00	182.00	182.00	182.00
	Drive gate (each)	320.00	320.00	320.00	420.00	420.00	420.00
					(375.00)	(375.00)	(375.00)

Staff recommends that this contract be awarded to the lowest, responsive bidder, Hatmaker Fence Co.

This contract will be for one year and may be extended for a second and third year by mutual consent by both parties, with no changes to terms or conditions.

Funding Source: Operating Budget

UPON Motion by Marie Barber and seconded by Wes Greene it was unanimously

RESOLVED: to award the Annual Fence Installation and Repair Contract to Hatmaker Fence Company for the unit prices indicated in the above chart.

Revised Meter Fee Recommendation: Chairman McQueen called on Herbert Etheridge, Manager of Distribution and Conveyance, to present the Revised Meter Fee Recommendation to the Board.

Materials, including copper and meters, have increased significantly this past year and labor costs have increased slightly. In order to recover the cost of meter installation for new customers, the following rate increases are proposed.

	CCWA CURRENT RATE	PROPOSED 4/1/2009 RATE	INCREASE
Residential (no fire protection) Normal 5/8"	\$870.00	\$975.00	\$105.00
Residential (no fire protection) Prestubbed 5/8"	\$320.00	\$370.00	\$50.00
Non- Residential/Irrigation Normal 5/8"	\$940.00	\$1,050.00	\$110.00
Non- Residential/Irrigation Prestubbed 5/8"	\$370.00	\$420.00	\$50.00
Fire Connection- High Use Normal 5/8"	\$940.00	\$1,050.00	\$110.00
Fire Connection- High Use Prestubbed 5/8"	\$370.00	\$420.00	\$50.00
Residential (no fire protection) Normal 3/4"	\$900.00	\$1,020.00	\$120.00
Residential (no fire protection) Prestubbed 3/4"	\$350.00	\$415.00	\$65.00
Non- Residential/Irrigation Normal 3/4"	\$970.00	\$1,100.00	\$130.00

	CCWA CURRENT RATE	PROPOSED 4/1/2009 RATE	INCREASE RATE
Non- Residential/Irrigation			
Prestubbed 3/4"	\$400.00	\$465.00	\$65.00
Fire Connection- High Use			
Normal 3/4"	\$970.00	\$1,100.00	\$130.00
Fire Connection- High Use			
Prestubbed 3/4"	\$400.00	\$465.00	\$65.00
Residential (no fire protection)			
Normal 1"	\$970.00	\$1,155.00	\$185.00
Residential (no fire protection)			
Prestubbed 1"	\$400.00	\$465.00	\$65.00
Non- Residential/Irrigation			
Normal 1"	\$1,055.00	\$1,255.00	\$200.00
Non- Residential/Irrigation			
Prestubbed 1"	\$500.00	\$560.00	\$60.00
Fire Connection- High Use			
Normal 1"	\$1,055.00	\$1,255.00	\$200.00
Fire Connection- High Use			
Prestubbed 1"	\$500.00	\$560.00	\$60.00
Residential (no fire protection)			
Normal 1 1/2"	\$3,970.00	\$4,460.00	\$490.00
Non- Residential/Irrigation			
Normal 1 1/2"	\$3,970.00	\$4,460.00	\$490.00
Fire Connection- High Use			
Normal 1 1/2"	\$4,290.00	\$4,740.00	\$450.00
Residential (no fire protection)			
Normal 2"	\$4,215.00	\$4,820.00	\$605.00
Non- Residential/Irrigation			
Normal 2"	\$4,215.00	\$4,820.00	\$605.00
Fire Connection- High Use			
Normal 2"	\$4,590.00	\$5,075.00	\$485.00

UPON Motion by John Westervelt and seconded by Marie Barber it was unanimously

RESOLVED: to accept the proposed Meter Installation Fees, as presented, to be effective April 1, 2009.

SR54 @ I-75 Waterline Relocation Project Recommendation: Mr. Etheridge continued with the Waterline Relocation project.

In October 2008, the Georgia Department of Transportation (GDOT) began a project to widen SR 54 and Interstate 75 and to construct a bridge at Lee Street crossing I-75 in Morrow. CCWA has two major supply lines (24-inch and 16-inch) that are in conflict with the construction of the Lee Street Bridge. As these watermains are within a private easement parallel to I-75, the GDOT has verbally acknowledged that the CCWA will be reimbursed for all relocation activities related to these watermains. Over the past several months, our staff has worked with GDOT to identify the most practical way to relocate these watermains. This process will involve the following activities to relocate these mains from where they cross I-75 on the east side of the railroad and SR 54 to the west side of SR 54:

Relocate 1,520 linear feet of 16-inch watermain to include bores of 160 feet of 24-inch casing, 180 linear feet of 24-inch casing, and 380 linear feet of 30-inch casing.

Relocate 1,490 linear feet of 24-inch watermain to include bores of 160 feet of 36-inch casing, 180 linear feet of 36-inch casing, and 380 linear feet of 36-inch casing.

Our current estimate to complete this GDOT reimbursable work is \$1,050,000.00. CCWA is currently working with GDOT to execute a written agreement for this project, and work will not commence until this agreement is in place. This recommendation also negated our proposed addition of a 12-inch watermain within the new SR 54 Bridge that would have cost the CCWA approximately \$150,000.00 at our expense. During this relocation process, CCWA will be using a combination of our crews and contractors under annual contracts (Tom Davidson & Sons and Turpin Boring) to complete the required work.

Construction of 12-inch and 8-inch Watermains

In addition, we have budgeted funds in place to extend a 12-inch watermain along this project to replace an aging 6-inch watermain that is currently beneath the paved surface of SR 54. This work will consist of approximately 2,050 linear feet of 12-inch watermain and 210 linear feet of 8-inch watermain along with the relocation of 15 meters and 6

hydrants at an estimated cost of \$225,000.00. CCWA has recently completed the relocation of 450 linear feet of 20-inch watermain along Meadowbrook Drive at I-75 at a cost of \$70,893.00. This work was completed well ahead of schedule and \$30,000.00 under budget by our crews.

It is the recommendation of the CCWA staff to proceed with the relocation of the 24-inch and 16-inch watermains at an estimated cost of \$1,050,000, after an agreement is reached with GDOT, and construction of the 12-inch and 18-inch watermains at an estimated cost of \$225,000. This work will be funded from the Renewal & Extension Fund.

Upon Motion by Lloyd Joiner and seconded by John Westervelt it was unanimously

RESOLVED: to approve the recommendation of staff to proceed with the relocation of the 24-inch and 16-inch watermains at an estimated cost of one million fifty thousand dollars (\$1,050,000) after an agreement is reached with GDOT, and construction of the 12-inch and 18-inch watermains at an estimated cost of two hundred twenty-five thousand dollars (\$225,000).

On-Call Stormwater Services Task Order: Chairman McQueen called on Terry Moy, Manager of Program Management & Engineering, to present the On-Call Stormwater Services Task Order to support the Stormwater Utility.

The purpose of this Task Order is to provide supplemental technical services in support of ongoing stormwater utility implementation operations.

On Call Services have been provided to CCWA by CH2M Hill to address special needs and expertise in mobilizing stormwater utility operations. Examples of prior work include: regulatory and permitting assistance, hydraulic design and analysis, stormwater asset valuation and GIS/CMMS support.

Immediate needs to provide support include CCWA's stormwater permit reapplication and modifications to update and consolidate the Stormwater Management Plan (SWMP) in response to the recent Metro North Georgia Water Planning District (MNGWPD) Audit. Additional support in these and other areas will continue to be needed to supplement existing staff capabilities and experience. As with previous On Call Services, work will be authorized on an individual task by task basis, based on a negotiated scope of work.

Task Order Amount	\$75,000
Funding	Stormwater Revenues

UPON Motion by John Chafin and seconded by Wes Greene it was unanimously

RESOLVED: to approve the On-Call Stormwater Services Task Order- SW-08-03 provided to CCWA by CH2M Hill, in the amount of seventy-five thousand dollars (\$75,000).

GPS Rover Purchase Recommendation: Mr. Moy continued with the GPS Rover Purchase recommendation.

Program Management and Engineering is responsible for survey work to support CCWA design, construction and operations needs. Examples of typical work include:

- Establish x-y-z control in the field
- Monuments
- Design / construction surveys
- As-built surveys
- Property / pipeline easement surveys
- Bathymetric profiling (under water)
- Dam settlement monitoring

The existing Trimble 4800 Base & Rover system was originally purchased in 2001, is in need of repairs and is considered outdated technology. This system is also not compatible with the new HQ GPS Base station that has recently been installed.

Therefore, CCWA staff is proposing to purchase a Trimble R8 Rover system that provides access to additional satellites which will result in quicker setups, a broader coverage area of access and is also compatible with the next generation of satellites that will soon be deployed. This system is compatible with the HQ Base Station and can function as a backup system if the Base Station goes down.

This purchase is being proposed as a sole source procurement to maintain compatibility with existing survey software along with other CCWA equipment. Maintaining multiple software systems is not recommended due to upgrade, maintenance and licensing needs and has the potential to cause other issues like staff productivity, training and work accuracy.

CCWA staff recommends purchase of the Trimble R8 Rover system in the amount of \$19,995.00. This equipment was included in the approved 2008-2009 operating budget.

UPON Motion by Marie Barber and seconded by Lloyd Joiner it was unanimously

RESOLVED: to approve the purchase of the Trimble R8 Rover system in the amount of nineteen thousand nine hundred ninety-five dollars (\$19,995.00).

East Jester's Creek Phase 3 Stream Restoration Project Update & Bid Schedule:
Chairman McQueen called on Kevin Osbey, Stormwater Program Manager, who stated this project update & bid schedule is for informational purposes only.

The CCWA Watershed Management Plan identified East Jesters Creek as degraded due to historic land use practices that removed the natural vegetation that protected the stream banks. The channel does not promote suitable habitat for fish and macroinvertebrates resulting in poor water quality in the stream. East Jesters Creek is one of CCWA's water supply watersheds.

Previously, the East Jesters Creek Phase 3 Project included the restoration of two separate reaches of the stream consisting of approximately 2,200 linear feet as an "upper" segment and 3,000 linear feet as a "lower" segment along the stream route. The "upper" segment has been removed from this project and will be performed in conjunction with work being performed with the City of Lake City.

Georgia EPD has awarded a total of \$916,500 in grant funds for the design and construction of this work. CCWA plans to use a portion of this grant to fund the design of the project and the remainder for construction.

The project will involve constructing over 3,000 linear feet of stable stream channel, creating deep pools and riffles through rock/log vanes and to replant native vegetation along the channel. This is expected to improve the habitat conditions in the channel; improve water quality; stabilize the stream banks; reduce erosion; and promote growth and survival of fish and macroinvertebrates. This project also satisfies the requirement of CCWA's Watershed Management Plan as required by EPD and the Metropolitan North Georgia Water Planning District.

Project Managers:
CH2M Hill, Engineers – Phil Sacco
Clayton County Water Authority – Kevin Osbey

Estimated Construction Costs: \$1,400,000

Funding:
The project will be funded by EPD Grant and CCWA Stormwater revenues.

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Schedule:

Advertise for Bid	February 2009
Pre-Bid Meeting	March 3, 2009
Open Bid	March 17, 2009
Start Construction	June 2009

Pelletizing Improvements Project Update & Bid Schedule: Chairman McQueen called on Mike Buffington, Program Management Engineer, who stated this project update & bid schedule is also just for informational purposes only.

The W. B. Casey WRF Sludge Pelletization Facility was placed in operation in 1980 along with expansion and upgrade of the water reclamation facility. This 30-year old facility provides beneficial use of biosolids producing the product Agri-Plus 650. Some of the Pelletization equipment has been replaced over the years and portions of the facility need to be upgraded and modernized. The Solids Management and Capital Improvement Recommendations report completed in January 2008 included a phased approach to improvements to solids handling at the Casey WRF.

Construction documents for the first phase improvements are complete and ready for bidding. Improvements included in this project consist of electrical system upgrades; new instrumentation and control systems; safety; and odor control equipment; and architectural upgrades to the existing metal building, new control room, electrical room, laboratory, break room, and restrooms.

Project Managers:

CH2M Hill, Engineers – Greg Yarberry

Clayton County Water Authority – Mike Buffington

Estimated Construction Cost:

\$4,000,000

Funding:

The project will be funded by R&E Funds

Schedule:

Advertise For Bids	February 6, 2009
Pre-Bid Meeting	February 24, 2009
Open Bids	March 12, 2009
Start Construction	June 2009

Backflow Program Summary & Potential Changes: Chairman McQueen called on Mike Bennett, Deputy Manager, to give the Board a summary on the Backflow Program & Potential Changes to this program.

CCWA initiated a backflow prevention program in August 1997 to comply with a new state law on Safe Drinking Water 391-3-5-13 entitled Cross Connection. The new law required the supplier of water to be responsible for preventing any contaminants from entering the public water system. The 1997 CCWA Backflow Prevention Program identified a total of 546 existing backflow devices in the system and the need for an additional 3,100 backflow devices to be installed. In 1998, CCWA developed and implemented a backflow testing program also required by state law.

Since 1998, CCWA has installed approximately 2,700 1-inch and smaller backflow devices on existing commercial accounts. There are approximately 1,100 accounts with meter sizes ranging from 1 ½-inch up to 10-inch that need backflow devices installed.

This Board agenda item provides the current status of the CCWA Backflow Prevention Program and identifies alternatives for moving the program forward to completion and 100% compliance.

Upon Motion by Wes Greene and seconded by John Chafin it was unanimously

RESOLVED: that the Board adjourn into executive session for land, legal, and personnel issues. The Board reserves the right to return to open session.

The Board returned to open session.

Mr. Thomas stated that the City of Forest Park had inquired about installing a radio antenna on property within the city limits that the Authority owns. After some discussion from the Board, which included possibly the Authority putting a cell tower on the property, Mr. Thomas was asked to review alternatives and to bring this back before the Board at a later time.

Mr. Thomas stated that Commissioner Gail Hambrick would be coming to the Authority on Monday for a short orientation of the Authority and to answer any questions she may have.

Mr. Thomas asked about the budget workshop which is annually held in April.

The Board agreed that it would be a half day session held at the Smith Community Use Building this year. A date and time would be determined.

Mr. Thomas stated that he will be attending the Falcon Crest Subdivision Homeowners meeting on Saturday. Commissioner Singleton asked that Mr. Thomas attend to hear their concerns with septic tank issues and to discuss the feasibility of extending sewer service in their area.

Mr. Thomas stated that the Authority's credit card handler is Bill Matrix who has currently been charging three dollars and ninety-five cents (\$3.95) per transaction. There is a line in the contract that if Bill Matrix reached four thousand (4,000) transactions in a month they would lower the per transaction fee. Bill Matrix reached that level about a year ago, but none of us were aware of it. We brought this to their attention and involved our attorney, who reviewed the contract. Bill Matrix had agreed to lower the fee to three dollars and fifty cents per transaction (\$3.50), but agreed to compromise and lower the fee to three dollars and twenty-five cents (\$3.25) per transaction. We felt that this was a good compromise. Their contract runs out at the end of the year. We may be able to find those services for a lower price, so we will re-bid those services mid-year.

Mr. Bennett extended an invitation to the Board members for the January 28 Rotary luncheon at the Holiday Inn with Mr. Thomas as the guest speaker.

Upon Motion by Lloyd Joiner and seconded by John Westervelt it was unanimously

RESOLVED: to adjourn the regular session board meeting.

There being no further business to come before the open meeting, the meeting was adjourned.

Pete McQueen, Chairman

Walter Marie Barber, Secretary/Treasurer