

DOLGEVILLE CENTRAL SCHOOL
Dolgeville, NY 13329

Approved 8-16-2022

Tuesday, July 19, 2022

Regular Meeting

James A. Green School

PRESENT:

S. Hongo, President
J. Williams, V. President
J. Schmid
C. Williams
C. Spofford
T. Rutkowski
J. Izzo

ABSENT:

None

OTHERS PRESENT:

J. Gilfus
C. Chrisman
R. Leavitt
J. Radley
M. Primeau

S. Sherwood
(BOCES)

PRESIDING OFFICER:

Scott Hongo, President

The regular meeting was called to order at 6:00 p.m. in the high school library.

Call to Order

Mr. Hongo asked everyone to rise and recite the Pledge of Allegiance.

Pledge to the
Flag

MINUTES

Motion by Mrs. J. Williams, second by Mr. Spofford, to approve the minutes of July 12, 2022 (special meeting – BOE workshop), as presented.

Approve
Minutes
7/12/2022

Ayes All – Motion Carried 7:0

Motion by Ms. C. William, second by Mr. Spofford, to approve the minutes of July 12, 2022 (reorganization meeting) as presented.

Approve
Minutes
7/12/2022

Ayes All – Motion Carried 7:0

PUBLIC HEARING – Procedure Governing Use of Videoconferences for BOE Meetings

Mr. Gilfus outlined the procedure as attached and asked for public comment concerning same. No comments were heard. The board will consider adopting a resolution concerning the procedure Governing use of video conferences for BOE meetings.

Public
Hearing
Procedure
Video
Conference

CORRESPONDENCE

School Board Institute – The following certificates were presented:

Tiffany Rutkowski – New School Board Member Academy, Part II
Tiffany Rutkowski – Fiscal Oversight Trainings, Part I and Part II

Correspond.

FINANCIAL

Motion by Mr. Schmid, second by Mr. Spofford, to approve the following financial items:

Approve
Financials

That General Fund Schedule #A-3 in the sum of \$42,764.12; School Lunch Fund Schedule #C-1 in the sum of \$17.97, Special Aid Fund Schedule #F-1 in the sum of \$6,424.08; and Capital Fund Schedule # HO-1 in the sum of \$39,688.15 be approved and ordered paid pursuant to review of claims auditor, Jacqueline Hill.

Approve
Payment of
Warrants

To accept the Treasurer's Report for June 2022 as presented.

Treas.Rept.
6/2022

To accept the 4th Quarter Extraclassroom Report for school year 2021-2022 as presented and to accept the Year End Extraclassroom Report for school year 2021-2022 as presented.

Acpt. 4th Q. & Year End Extraclass. Reports

To approve the School Lunch Budget for school year 2022-2023 as attached.

Appr. School Lunch Budget

Ayes All – Motion Carried 7:0

REPORTS

Reports

Elementary School Report – Mrs. Chrisman – Attached

Elem. Rept.

Pleased with results of Science 4 testing with 86% of students achieving a score of 3 or 4. The first day of KinderKamp went well. Attendance at the Dolgeville-Manheim Library Program has been great. Looking forward to starting the new reading program – “The Reading League.”

High School Report – Mrs. Leavitt - Attached

HS Rept.

The graduation ceremony was great and very pleased with our keynote speaker, Mr. Michael Martinez. He did a nice job. The Regents results are coming in, with a full report at the August meeting.

CSE Director/Principal Report – Mrs. Primeau – Attached

CSE Rept.

Nothing further to report. It is nice to be back.

Dean of Students/Athletic Director Report – Mr. Zilkowski – Attached

Dean/AD

Superintendent’s Report – Mr. Gilfus

Supt. Rept.

Mr. Gilfus has been working on the opening of school – Open House and the two Superintendent’s Conference Days on August 31 and September 1. He has also been working with Eva Jones on the DEI Plan. Finally, the elementary grade level meetings have been going very well.

Buildings & Grounds Report – Mrs. Radley - Attached

Build/Grounds

Transportation Report – Mr. Stack – Attached

Transport.

Food Service Report – Mr. Dupuis – Attached

Food Serv.

Technology Report – Mr. Dy – Attached

Technology

Revenue Analysis/Expenditure Analysis Reports for June, 2022 – Mrs. Radley – Attached

Rev/Expend.

Motion by Ms. C. Williams, second by Mr. Spofford, to accept the above building reports as presented.

Acpt Bldg. Reports

Ayes All – Motion Carried 7:0

PRIVILEGE OF THE FLOOR

Privilege of Floor

Mrs. Sandra Sherwood – Mrs. Sherwood was in attendance and noted the clever bus driver recruitment sign on a school bus as you enter the Village.

Mrs. Alicia Rice – Mrs. Rice was in attendance and asked for a follow up the concerns posed by several teachers as last month’s meeting.

OLD BUSINESS - None

Old Business

NEW BUSINESS

- | | |
|---|--|
| | New Business |
| a. <u>Create 1:1 Aide Position for 2022-2023</u> Motion by Mrs. J. Williams, second by Ms. Izzo, upon the recommendation of the Superintendent of Schools, the Board of Education does hereby approve the creation of a 1:1 Aide position effective for the 2022-2023 school year, per attached memo of Mrs. Primeau. | Create 1:1 Aide Position |
| Ayes All – Motion Carried 7:0 | |
| b. <u>Create “2022-2023 Summer Substitute Working as a Teacher” pay rate.</u> Motion by Ms. C. Williams, second by Mr. Spofford, upon the recommendation of the Superintendent of Schools, the Board of Education does hereby approve the creation of a “2022-2023 Summer Substitute Working as a Teacher” pay rate at \$25.00 per hour, per attached memo of Mrs. Radley. | Create 22/23 Summer Sub Working as Teacher Rate |
| Ayes All – Motion Carried 7:0 | |
| c. The <u>District Code of Conduct for 2022-2023</u> was presented for review and 1 st Reading | 1st Reading District C of Conduct |
| d. The <u>Athletic Code of Conduct for 2022-2023</u> was presented for review and 1 st Reading | 1st Reading Athletic C of Conduct |
| e. The <u>District-wide School Safety Plan for 2022-2023</u> was presented for 1 st Reading and Public Comment. | 1st Reading District-wide Safety Plan |
| f. <u>Long Range Financial Analysis</u> – Mrs. Radley Mrs. Radley reviewed the attach analysis showing a positive financial future for the district with projected leveling out of the revenues and expenditures within the next five years. | Long Range Financial Analysis |
| g. <u>Resolution – Cooperative Purchasing with DCMO (Delaware-Chenango-Madison-Otsego) BOCES for 2022-2023.</u> | Resolution Coop. Purch. DCMO |

Motion by Mrs. J. Williams, second by Mr. Schmid, to adopt the following resolution for Cooperative Purchasing for school year 2022-2023:

Whereas,

The Cooperative Purchasing Service is a plan of a number of public school districts in the Delaware-Chenango-Madison-Otsego BOCES Area in New York, to bid jointly equipment, supplies and contract items, and

Whereas,

The Central School named below is desirous of participating with other districts in the Delaware-Chenango-Madison-Otsego BOCES in the joint bidding of the items mentioned above as authorized by General Municipal Law, Section 119-o, and

Whereas,

The Central School named below wishes to appoint the Delaware-Chenango-Madison-Otsego BOCES to advertise for bid, accept, tabulate bids and award bids on their behalf; therefore

Be It Resolved,

That the Board of Education of the Central School listed below hereby appoints the Delaware-Chenango-Madison-Otsego BOCES to represent it in all matters relating above, and designates the Evening Sun Newspaper as the legal publication for all Cooperative Purchasing bid notifications, and,

Be It Further Resolved,

That the Board of Education of the Central School listed below authorizes the Delaware-Chenango-Madison-Otsego BOCES to represent it in all matters leading up to the entering into a contract for the purchase of the above-mentioned commodities, and,

Be It Further Resolved,

That the Board of Education of the Central School listed below agrees to (1) assume its equitable share of the costs of the Cooperative Bidding; (2) abide by majority decisions of the participating districts; (3) abide by the Award of the BOCES Board; (4) and that after the award of the bid it will conduct all negotiations directly with the successful bidder(s).

Vote: Mr. Hongo – Aye
Mrs. J. Williams – Aye
Mr. Schmid – Aye
Ms. C. Williams – Aye
Mr. Spofford – Aye
Ms. Izzo – Aye
Mrs. Rutkowski – Aye

Motion Carried.

h. Resolution – Generic Bidding with DCMO (Delaware-Chenango-Madison-Otsego) BOCES for 2022-2023 Resolution
Generic
Bidding
DCMO

Motion by Mrs. J. Williams, second by Ms. C. Williams, to adopt the following resolution for Generic Bidding for school year 2022-2023:

Whereas,

It is a plan of a number of public school districts in the Delaware-Chenango-Madison-Otsego BOCES Area in New York, to bid jointly equipment, supplies and contract items, and

Whereas,

The Central School named below is desirous of participating with other districts in the Delaware-Chenango-Madison-Otsego BOCES Area in the joint bidding of the items mentioned above as authorized by General Municipal Law, Section 119-o, and

Whereas,

The Central School named below wishes to appoint a committee made up of participating schools to assume the responsibility for drafting of specifications, advertising for bids, accepting and opening bids, tabulating bids and providing the information to their Board of Education who will make the awards; therefore

Be It Resolved,

That the Board of Education of the Central School listed below hereby appoints the Delaware-Chenango-Madison-Otsego BOCES to represent it in all matters relating above, and designates the Evening Sun Newspaper as the legal publication for all Cooperative Purchasing bid notifications and,

Be It Further Resolved,

That the Board of Education of the Central School listed below authorizes the above committee to represent it in all matters leading up to the entering into a contract for the purchase of the above mentioned items, and,

Be It Further Resolved,

That the Board of Education of the Central School listed below agrees to (1) abide by majority decisions of the participating districts on quality standards; (2) that it will award contracts based on information provided from the bid; (3) and that after the award of the bid it will conduct all negotiations directly with the successful bidder(s).

Vote: Mr. Hongo – Aye
Mrs. J. Williams – Aye
Mr. Schmid – Aye
Ms. C. Williams – Aye
Mr. Spofford – Aye
Ms. Izzo – Aye
Mrs. Rutkowski – Aye

Motion Carried.

i. Resolution – Food and Cafeteria Supplies Bidding with DCMO (Delaware-Chenango-Madison-Otsego) BOCES for 2022-2023

Resolution
Food/Cafet.
Bidding

Motion by Mrs. J. Williams, second by Mr. Spofford, to adopt the following resolution for Food and Cafeteria Bidding for school year 2022-2023:

Whereas,

It is a plan of a number of public school districts in the Delaware-Chenango-Madison-Otsego BOCES Area in New York, to bid jointly Cafeteria supplies including but not limited to food and paper items, and

Whereas,

The Central School named below is desirous of participating with other districts in the Delaware-Chenango-Madison-Otsego BOCES Area in the joint bidding of the commodities mentioned above as authorized by General Municipal Law, Section 119-o, and

Whereas,

The Central School named below wishes to appoint a committee made up of participating schools to assume the responsibility for drafting of specifications, advertising for bids, accepting and opening bids, tabulating bids and awarding bids and reporting the results to the schools; therefore;

Be It Resolved,

That the Board of Education of the Central School listed below hereby appoints the Delaware-Chenango-Madison-Otsego BOCES to represent it in all matters relating above, and designates the Evening Sun Newspaper as the legal publication for all Cooperative Purchasing bid notifications, and,

Be It Further Resolved,

That the Board of Education of the Central School listed below authorizes the above committee to represent it in all matters leading up to the entering into a contract for the purchase of the above mentioned commodities, and,

Be It Further Resolved,

That the Board of Education of the Central School listed below agrees to (1) assume its equitable share of the costs of the Cooperative Bidding; (2) abide by majority decisions of the participating districts on quality standards; (3) that it will award contracts according to the recommendations of the committee; (4) and that after the award of the bid it will conduct all negotiations directly with the successful bidder(s).

- Vote: Mr. Hongo – Aye
 Mrs. J. Williams – Aye
 Mr. Schmid – Aye
 Ms. C. Williams – Aye
 Mr. Spofford – Aye
 Ms. Izzo – Aye
 Mrs. Rutkowski – Aye

Motion Carried.

j. Resolution – Authorizing Video Conferencing to Conduct Meetings in Extraordinary Circumstances

Resolution
VideoConf.

Motion by Ms. Izzo, second by Mr. Spofford, to adopt the following resolution:

WHEREAS, Public Officers Law §103-a permits Boards of Education to adopt a resolution authorizing the use of video/conferencing for Board meetings in extraordinary circumstances; and

WHEREAS, Public Officers Law §103-a also requires a public hearing on the use of video/conferencing; and

WHEREAS, Public Officers Law §103-a requires written procedures governing member and public attendance at meetings conducted by video/conference.

NOW BE IT RESOLVED, pursuant to Public Officer’s Law §103-a, as follows:

1. The Board of Education for the Dolgeville Central School District has facilitated the prerequisite public hearing and considered all information at its disposal including but not limited to public testimony on the matter.
2. The Board of Education for the Dolgeville Central School District authorizes the use of video/conferencing for board meetings in extraordinary circumstances as well as Board committees or subcommittees in accordance with Public Officer’s Law §103-a.
3. The prerequisite written procedures to use video/conferencing to conduct meetings have been discussed and are now approved.
4. The Board of Education for the Dolgeville Central School District directs the District Clerk to conspicuously post the written procedures on the District website.
5. This Resolution shall take effect immediately.

Vote: Mr. Hongo – Aye
Mrs. J. Williams – Aye
Mr. Schmid – Aye
Ms. C. Williams – Aye
Mr. Spofford – Aye
Ms. Izzo – Aye
Mrs. Rutkowski – Aye

Motion Carried.

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| <p>k. <u>Approve Agreement – Catholic Charities</u> Motion by Mrs. J. Williams, second by Ms. Izzo, to approve the Agreement between the Herkimer County Prevention Council at Catholic Charities of Herkimer County and the Dolgeville Central School District as attached for a full time Prevention Services Coordinator for the 2022-2023 school year.</p> | <p>Appr. Agree. Catholic Charities</p> |
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Ayes All – Motion Carried 7:0

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| <p>l. <u>Approve Agreement – The Liberty Partnerships Program Memorandum of Agreement</u> Motion by Mrs. J. Williams, second by Ms. C. Williams, to approve The Liberty Partnerships Program Memorandum of Agreement between SUNY POLY and the Dolgeville Central School District as attached for the period September 2022 through August 2027 to provide at-risk students with a broad range of services that are designed to increase their motivation and ability to complete secondary education and seek entry into post-secondary educational and meaningful employment.</p> | <p>Appr. Agree. Liberty Part. Program MOA SUNY POLY & DCSD</p> |
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Ayes All – Motion Carried 7:0

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| <p>m. <u>Approve Agreement – Dr. Katelyn S. Warner</u> Motion by Mrs. J. Williams, second by Mr. Schmid, to approve the Agreement between Dr. Katelyn S. Warner, PT, DPT and the Dolgeville Central School District for Injury Assessment Services for the 2022-2023 school year attached.</p> | <p>Appr. Agree. Dr. Katelyn S. Warner PT Services</p> |
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Ayes All – Motion Carried 7:0

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| <p>n. <u>BOE Committees</u> After discussion, the board outlined a tentative list of committees and committee members for review and approval at the August BOE meeting.</p> | <p>BOE Committees</p> |
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INFORMATION ONLY

- | | |
|--|-----------------------------|
| <p>a. a. NYSSBA Conference in Syracuse, NY – October 27-29, 2022</p> | <p>Information Only</p> |
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BOARD FORUM

Board Forum

The board members offered the following comments during Board Forum:

- Welcome to our new BOE member, Tiffany Rutkowski!
- Glad to see that summer school was well attended
- The Safety Committee met with several items discussed, including evacuation drills and the high importance of concussion protocol.
- Thank you to Mrs. Radley for the encouraging financial forecast report
- Congratulations to our graduates
- Thank you for your efforts in providing summer school for our children
- Mrs. Rutkowski thanked the board for welcoming her and she is excited to join the board
- Graduation was nice and the keynote speaker was great

EXECUTIVE SESSIONEnter
Executive
Session

Motion by Mr. Spofford, second by Mr. Schmid, to enter executive session at 7:01 p.m. to discuss items related to the medical, financial, credit or employment history of a particular person(s) or matters leading to the appointment, employment, promotion, demotion, discipline suspension, dismissal or removal of a particular person(s); and to discuss contract negotiations and ongoing litigations.

Ayes All – Motion Carried 7:0

Motion by Mrs. J. Williams, second by Mr. Schmid, to return to regular session at 8:25 p.m.

Return to
Regular
Session

Ayes All - Motion Carried 7:0

CSE/CPSE MINUTES AND RECOMMENDATIONSCSE/CPSE
Min. & Rec.
6/16/22 -
7/13/22

Motion by Mrs. J. Williams, second by Mr. Schmid, to approve the CSE/CPSE Minutes and Recommendations covering the period 6/16/2022 through 7/13/2022 as attached.

Ayes All – Motion Carried 7:0

PERSONNELPersonnel
Actions

Motion by Ms. C. Williams, second by Mr. Schmid, upon the recommendation of the Superintendent of Schools, to accept and approve the following personnel actions:

To approve the Non Contractual Assignments/Stipends for 2022-2023 as attached.

Non Contract
Assign/Stipends

To accept the resignation of Adam Jones as Driver Education Instructor for Fall 2022 and Driver Education Instructor for Spring 2023, effective July 20, 2022.

Acptt.Resign
A.Jones
Driver Ed.

To accept the resignation of Brandi Mosenthin as Jr. Class Co-Advisor for 2022-2023, effective July 20, 2022.

Acptt.Resign
B.Mosenthin
Jr.Class Adv.

To accept the resignation of Katlin Wolford as Yearbook Business advisor for 2022-2023, effective July 20, 2022.

Acptt.Resign
K. Wolford
Yrbk.Bus.

To approve the request of Justine Slawson to extend her leave through the 2022-2023 school year.

Appr Req.
J.Slawson
Extend Lv.

- To approve the request of Dionne Patrei to extend her leave through January 23, 2023. Appr.Req.
D.Patrei
Extend Lv.
- To accept the resignation of Kelsey Dowdall as Math Teacher, effective August 15, 2022. Acptt.Resign
K. Dowdall
Math Teach.
- To accept the resignation of Jessica Mitchell as Elementary Math Support Teacher, effective August 31, 2022. Acptt.Resign
J. Mitchell
Elem. Math
- To accept the resignation of Petra Moore as part time cleaner, effective July 29, 2022. Acptt.Resign
P. Moore
PT Cleaner
- To approve the appointment of Dillon Lyon as substitute bus driver, effective July 12, 2022. Appr.Appt.
D.Lyon
Sub.Driver
- To approve the appointment of Julie Castor to the following position, replacing J. Antonoff: Appr.Appt.
J. Castor
Teaching
Assistant
- Name:.....**Julie Castor**
 Position:.....Teaching Assistant – Primary Project
 Tenure Area:.....Teaching Assistant
 Type:10 Month
 Effective Date:.....8/31/2022
 Probationary Period:NA – Tenured
 Certification:Teaching Assistant, Level III – 9/1/2009
 Salary:.....Step 24 of the DTA Teaching Assistant Salary Schedule - \$30,457.00
 Course Credit - \$600.00
- To approve the appointment of McKensy Castor to the following position, replacing K. Cross: Appr.Appt.
M. Castor
Elem. Tea.
- Name:.....**McKensy Castor**
 Position:.....Elementary Teacher
 Tenure Area:.....Elementary
 Type:10 Month
 Effective Date:.....8/31/2022
 Probationary Period:2022-2023 is year 2 of a 4-year probationary period ending 8/31/2025
(Previously placed on a tenure track/probationary appointment during the 2021-2022 school year as Elementary Teacher (1 Year)
 Certification:Initial Certificate – Childhood Education (Grades 1-6) (4/23/21-8/31/26)
 Initial Certificate – Early Childhood Education (Birth-Grade 2)
 (4/23/21-8/31/26)
 Salary for 2022-2023.....Step 2 of the DTA Salary Schedule - \$44,921.00
- To accept the resignation of McKensy Castor as Elementary Teacher (1 Year) effective August 31, 2022, in order to accept the position of Elementary Teacher. Acptt.Resign
M. Castor
Elem. Tea.
(1 Year)
- To approve the appointment of Jessica Bladdek to the following position, replacing K. Cave/A.Jones: Appr.Appt.
J. Bladdek
Special Ed.
Teacher
- Name:.....**Jessica Bladdek**
 Position:.....Special Education Teacher
 Tenure Area:.....Special Education
 Type:10 Month
 Effective Date:.....8/31/2022

Probationary Period:.....2022-2023 is year 4 of a 4-year probationary period ending 8/31/2023
(2019-2020- LT Sub; 2020-2021-LT Sub; and 2021-2022-LT Sub)

Certification:.....Initial Certificate – Students w/Disabilities (Gr.7-12 Generalist)
6/18/22-8/31/27
Emergency COVID-19 Ext. – Students w/Disabilities-ELA (Gr.7-12)
7/20/22-8/31/27
Initial Ext.Annotation – Students w/Disabilities-ELA (Gr.7-12)
7/21/22-8/31/27

Salary for 2022-2023.....Step 5 of the DTA Salary Schedule - \$48,520.00

To approve the appointment of the following extraduty non-coaching positions for 2022-2023:

Appr.
Extra Duty
2022-2023

- Jessica Bladek – Battle of the Books (Jr. High) – (Step 3 @ .02)
- Derick Waters – Driver Education Instructor – Fall 2022 (pending receipt of Certificate from DMV) (Step 1 @ .06)
- Derick Waters – Driver Education Instructor – Spring 2023 (pending receipt of Certificate from DMV) (Step 1 @ .06)
- Jennifer Winkler – Yearbook Business advisor – Step 1 @ .04)

Ayes All – Motion Carried 7:0

ADDITIONAL NON RESIDENT STUDENT REQUEST FOR 2022-2023

Motion by Mrs. J. Williams, second by Ms. Izzo, to approve the following non resident student request for school year 2022-2023:

Additional
NonResident
Student
Requests

| | | |
|--------------------------|-------------------------|---------------------|
| David/Kathryn Monroe for | Darrius Monroe Grade 10 | CVA (Home District) |
| | Zoey Monroe Grade 7 | CVA |
| | Payton Monroe Grade 5 | CVA |
| | Sophia Monroe Grade 3 | CVA |
| | Lincoln Monroe Grade K | CVA |

Ayes All – Motion Carried 7:0

BOCES CAPITAL PROJECT – INTERMUNICIPAL AGREEMENT RESOLUTION

Motion by Mr. Schmid, second by Ms. C. Williams, to adopt the following resolution:

WHEREAS, Education Law, Section 1950(14) allows Boards of Cooperative Educational Services and their component school districts to enter into agreements providing for the acquisition, construction and reconstruction of facilities designed to house services to be provided by such BOCES and for the sharing of the cost of such acquisition, construction or reconstruction; and

WHEREAS, General Municipal Law, Article 5-G authorizes school districts and BOCES to enter into intermunicipal agreements to carry out any function or responsibility each has authority to undertake alone; and

WHEREAS, the Herkimer-Fulton-Hamilton-Otsego Board of Cooperative Educational Services (“BOCES”) is preparing for a capital project to improve, repair and renovate its buildings and facilities known as The William E. Busacker Education Complex, located at 352 Gros Boulevard, Herkimer, NY 13350, and The Remington Education Complex, located at 77 East North Street, Ilion, NY 13357; and

WHEREAS, the District has undertaken a reasonable review of the Capital Project and has determined that the project will benefit the District’s students; and

WHEREAS, the District desires to enter into an agreement with BOCES to share the cost of the Capital Project;

IT IS HEREBY RESOLVED, that the Dolgeville Central School Board of Education hereby approves the Intermunicipal Agreement for repairs, improvements and renovations to HFHO BOCES facilities, buildings and grounds dated June 8, 2022, and authorizes the Board President to execute the agreement and authorizes the payment of money as set forth therein.

Vote: J. Schmid – Aye S. Hongo – Nay
 C. Williams – Aye J. Izzo – Nay
 J. Williams – Aye T. Rutkowski – Nay
 C. Spofford – Nay

Motion Defeated.

FUTURE MEETINGS

Future
Meetings

Regular Meeting – Tuesday, August 16, 2022
Regular Meeting – Tuesday, September 20, 2022
Regular Meeting – Tuesday October 18, 2022
Regular Meeting – Tuesday, November 15, 2022

ADJOURNMENT

Adjournment

Motion by Mr. Schmid, second by Ms. Izzo, to adjourn at 8:28 p.m.

Ayes All – Motion Carried 7:0

Sandra L. Allen
District Clerk