

**Minutes**  
**Indian Hills General Improvement District**  
**District Office**  
**3394 James Lee Park Rd. #A**  
**Carson City, NV 89705**  
**March 18, 2009**  
**6:00 P.M.**

**Trustees Present:** Chairperson Dianne Humble, Vice Chairperson Denise Pierini, Trustee Laura Lau, Trustee Brian Patrick

**Trustees Absent:** Secretary/Treasurer William Eisele

**Staff Present:** General Manager Jim Taylor, District Analyst Human Resources & Community Sandi Eisele, Accountant Stacie Hunter, Water Supervisor Dave Wright, Wastewater Supervisor Andy Joyner, Field Operations Supervisor John Lufrano, Administrative Assistant Karen Ziemer

**Others Present:** Attorney Scott Brooke, David Fournier, Ron Lynch, Art Baer, Kathryn Clark-Ross, Ron Kruse, Dale Morlan, Jerry Frederick, Jim Murphy, Pat Murphy, Debbie Neddenriep, County Manager Michael Brown, County Commissioner Mike Olson, Bill Moriarty

1. **Call to Order:** Chairperson Humble called the meeting to order at 6:00 P.M.

2. **Pledge of Allegiance:** Led by Trustee Patrick

3. **Approval of Agenda:**

*Chairperson Humble motioned to approve the Agenda as it stands. Trustee Patrick seconded. Motion carried 4-0. Secretary/Treasurer Eisele absent.*

4. **Public Interest Comment:** (none)

5. **Reports to the Board:**

- a. **General Manager's Report (Exhibit A):** General Manager Jim Taylor reviewed his report to the Board. Jim commented that the Parks and Streets Department is putting a program together to address illegal stop signs in the District that do not comply with standard size and height. Jim reported the Administration Building back door will be open from 7:30-8:30 AM each day and then locked. Jim and Field Operations Supervisor John Lufrano are working on a new street maintenance plan. Jim will be addressing the Vista Grande storm water ditch and ball park drainage issues. Jim advised the Board of issues with incorrect readings from the handheld meter reading units. The Board reviewed District policy with Jim Taylor regarding any expenditure over \$5,000.00, including budgeted items, must be brought before the Board for approval. The Board discussed the need for an IHGID logo on the new SUV purchased for the District. Trustee Lau asked Jim Taylor if he had any conversations regarding the District's Well Head Protection Program and if there were any changes to it. Jim replied the District has been building and placing signs on the wells, as they were instructed to do. Trustee Lau stated that her understanding was there may be some changes regarding the grant. Trustee Lau reminded Jim that if there are any changes

regarding the Well Head Protection Program they must be brought before the Board of Trustees to review. Trustee Lau asked Jim what the total amount of the OSHA compliance fine was. Jim Taylor stated it was \$6,200.00 or \$6,300.00 and it has been paid. Trustee Lau suggested Jim have an agenda item to ask the Board for approval and clarification of this amount since it was over \$5,000.00.

General Manager Taylor presented Chairperson Humble with a letter he received from Secretary/Treasurer Eisele. Chairperson Humble read the letter aloud which stated that Trustee Bill Eisele resigned from the IHGID Board of Trustees effective March 19, 2009.

- b. **District Analyst-Community & H.R. Report (Exhibit B):** Sandi Eisele reviewed her report to the Board. Sandi suggested changes to the Park Use Fee Schedule. The Board asked for a written history of how each location is being used annually, and summer versus winter use. Sandi will provide a written history report for an Agenda Item at the April 13, 2009 Board meeting regarding fees for park use and meeting room rental.
- c. **District Accountant Report (Exhibit C):** Accountant Stacie Hunter reviewed her report to the Board.
- d. **Engineer Report:** (none) Engineer Brian Randall absent.
- e. **Attorney Report:** Attorney Scott Brooke reported the District has been involved in litigation brought on by employee Josh Joyner. There was a settlement conference last week. Scott was advised that the matter was resolved at the conference. Scott has requested further details from the Attorney from Pool/Pact who represents the District and will advise the Board at their next meeting if he receives other information.

Attorney Scott Brooke commented regarding Trustee Eisele's resignation effective tomorrow. The District has 30 days to fill this vacancy. If the Board doesn't fill the vacancy, Douglas County Commissioners can appoint someone to fill it. Scott recommended the Board advertise for interested people, then fill the vacancy by selecting a replacement by a majority vote of the Board during a Board meeting. Scott stated that filling the vacancy of the Secretary/Treasurer Board position must be placed on the Agenda for a Board meeting.

**Public Comment:** Ron Lynch asked Attorney Scott Brooke if he would make public any information he could regarding litigation cases. Scott Brooke agreed to do so. Art Baer commented that the court proceedings are confidential and have been sealed by the Judge. Art stated the attorney present at the proceedings will contact individual board members to tell them what the settlement was.

**6. Discussion and possible action regarding the Arsenic Treatment Project:** See Item 7.

*No action was taken.*

**7. Discussion only regarding the proposed Arsenic treatment Project cost including maintenance, where the money will come from to pay for installation and maintaining the system, proposed system use at other water plants and its performance, possible purchase of water from Minden. (Exhibit D)** General Manager Jim Taylor combined Items 6 and 7.

Jim read responses to resident Ron Lynch's questions regarding the proposed Arsenic Treatment Project costs.

**Public Comment:** Ron Lynch suggested the District buy water from Minden. Ron commented if there is a problem with the water from Minden, it will affect all users and the cost will be shared. Ron thanked General Manager Taylor for his answers and for the Water Notice that was distributed to the public.

Trustee Patrick commented that if the pipeline were to run up to IHGID and we buy water from Minden, the ozone treatment plant we have treating our water currently would not be used. We would have savings because the treatment plant would be on standby and not running constantly. General Manager Jim Taylor commented that the District would not be pumping any longer, eliminated approximately \$100,000.00 per year in costs. Jim stated he would never count Browns Well out of the picture; he would leave what we have in place now. Trustee Patrick asked General Manager Jim Taylor for an update on the Browns Well rehabilitation. Jim reported the well was found to be pretty clean. The well was scrubbed, back flushed, and the motor pulled out to be examined. The spare motor was put back in the well and the old motor refurbished and put on standby. The well is working fine now.

Attorney Scott Brooke commented the District has water rights and any discussion for buying water from Minden should include the consideration of using the IHGID water rights at a different location.

Douglas County Manager Michael Brown extended an offer for the County to come speak with the Board about the pipeline project at any time.

**8. Discussion and possible action regarding a Water and Sewer Rate Study Committee.** General Manager Jim Taylor stated that he, Trustee Patrick and Trustee Lau have volunteered to be on the committee. Jim and Accountant Stacie Hunter will meet with Farr West Engineering this week regarding the budget and cost figures. Jim stated more support of figures is needed before he can come to the Board with rate increase suggestions.

*No action was taken*

**9. Discussion and possible action regarding review and approval of Petersen Construction Inc. Final Application and Certificate for Payment No. 5, in the amount of \$28,579.38, including all prior retainage, under the Hobo Lift Station and Emergency Power Installation contract:**

*Trustee Patrick motioned to approve payment in the amount of \$28,579.38 to Petersen Construction Inc. for Final Application and Certificate for Payment No. 5. Chairperson Humble seconded. Motion carried 4-0. Secretary/Treasurer Eisele absent.*

**Public Comment:** (none)

**10. Discussion and possible action regarding the Interlocal Contract between IHGID and Douglas County for Temporary Sewer Services. Request the County Commission rescind taking the sewer service of the North County from IHGID, which creates potential savings to the County in addition to lost income to the District:** Chairperson Dianne Humble stated the lost income to IHGID will be approximately \$187,000.00 if Douglas County takes the North County sewer service from IHGID. Dianne voiced concern that only one person

rather than the entire IHGID Board may have told the Douglas County Manager that IHGID didn't want the sewage due to it causing backup in our sewer treatment plant. Dianne stated she needed one of the County Commissioners to bring this up to the Douglas County Commission because the IHGID Board can't put an agenda item on the Commission's Agenda. Trustee Patrick stated that the IHGID interlocal agreement term with Douglas County runs through March 31, 2007. Chairperson Humble commented that Douglas County has been looking for a place they could dump sewage and has been in contact with Carson City, but no shovels are in the ground yet. Trustee Patrick asked County Manager Michael Brown if IHGID still has an interlocal contract with Douglas County and if it is continuing forward. County Manager Michael Brown responded regarding the District's concern with finances in their sewer funds. Mr. Brown stated that Douglas County in no way had any desire to put IHGID in a negative position. Mr. Brown commented that the contract is temporary due to IHGID concerns about accepting that type of sewage due to the impact on IHGID sewer treatment facility. The County requested the temporary interlocal contract since they didn't have a way to get the sewage to the North Valley Wastewater Treatment Facility. Mr. Brown's understanding from working with prior County Manager Dan Holler and Carl Ruschmeyer was that a previous IHGID Board of Trustees or a General Manager from IHGID, either Mr. Bentley or Mr. Longhofer, asked for the County to no longer use IHGID services. Mr. Brown's understanding via Mr. Longhofer was that IHGID was going to be doing some treatment testing at their facility and asked that the County get out of their sewage system in a 6 month timeframe. Mr. Brown commented that Douglas County looked at alternatives such as installing pipeline to the North Valley Treatment Facility. County Manager Brown went to Carson City to suggest the possibility to connect to their line because the County needed a quick response. Carson City accepted, and the Board of County Commissioners took formal action to hire a firm to do the design. Carson City took formal action as well. There was an agreement made with Carson City. County Manager Brown stated Douglas County is a week away from bid. Unless he is directed otherwise by the Board of County Commissioners, he will continue to honor that agreement. His understanding is the extension to the interlocal agreement with IHGID has ended. Mr. Brown commented that Carl Ruschmeyer from Douglas County had cautioned Mr. Longhofer about loss of income. Mr. Brown noted that with a reduction in sewage, IHGID expenses should be reduced. He suggested that the IHGID Board could ask a Douglas County Board member to bring this item back to the County Commission to be revisited. Mr. Brown commented that due to the County's bid process it might be challenging for the County Board to go back on the spirit of the agreement with Carson City. He reiterated there was no intent to put IHGID in a negative light in regards to the relationship between the County and the pipeline. County Manager Brown commented he hoped the County can be a resource to IHGID in their decision regarding the pipeline and Douglas County wishes to help IHGID.

Wastewater Supervisor Andy Joyner explained the interlocal agreement was started as a temporary agreement until Douglas County had the North Valley Treatment plant ready to take sewage from this end of the District. This happened when Jim Bentley was General Manager. Andy remembered Engineer Brian Randall brought this issue to the IHGID Board meetings on numerous occasions. The District had a meeting with NDEP approximately 1 year ago, when the Clear Creek project was going on. The District doesn't know what Clear Creek's status is and if they can build. Andy suggested that before IHGID can look at taking sewage from anyone else, we have to look at what is coming from Douglas County because IHGID will be at build out. Andy stated the District can deal with treatment problems. He noted if the District makes the interlocal agreement permanent and Clear Creek should ask the District to take their sewage with an offer of income, we cannot take it because we are at capacity. Andy stated

there was more involved previously than just telling Douglas County the District can't take their sewage anymore. It was a responsible thing to do to plan for future build out.

Douglas County Commissioner Mike Olson suggested the IHGID Board could write a letter to the County Commission and he would be willing to put it on their Agenda as an action item. Mr. Olson commented that he is not sure the Board will have an appetite to change their decision, but he would not have a problem bringing the item before the Board and allowing them to make a decision. Mr. Olson stated if the County Commissioners changed their decision it would still be temporary. He commented he believed part of the reason for a temporary agreement was that the Big George Ventures project will overload the IHGID capacity that is available. Mr. Olson believes Clear Creek will be going forward. Attorney Scott Brooke commented that the Douglas County Commission made their decision regarding Carson City at their meeting in October, 2008. Scott stated the IHGID Board knew about the meeting. Scott received a copy of a Douglas County staff report from October, 2008 which showed that Carson City would only charge Douglas County 25% of what they are currently paying for IHGID services. Scott Brooke reported that in the staff report by Carl Ruschmeyer of Douglas County, IHGID charges were \$12.67 per thousand gallons and Carson City would charge \$4.38 per thousand gallons. Attorney Brooke suggested IHGID do a thorough cost study on their end before going to the Douglas County Commission. Trustee Patrick asked County Manager Michael Brown what the lead time is for getting the sewage hook up to Carson City. Michael Brown responded he doesn't know what the exact timeframe for construction is, he'd have to look a bid documents. Mr. Brown commented that for Douglas County, part of the expansion to the North Valley Treatment Plant was for the County to be able to issue Will Serve letters to the development occurring in the North. Mr. Brown remembered that when the Casino, Riverwood, Big George Ventures and other projects were proposed, that are still in existence, Douglas County was under the gun to expand their plant. Mr. Brown explained that Douglas County wasn't prepared at the North Valley Treatment Plant at the time they went to Carson City to look for an alternative. Douglas County was not able to issue Will Serves at the time development was going to take place. Mr. Brown commented that in March or April of 2008, Douglas County was going to go out for a 6 million dollar bond to create a much larger plant. The county couldn't afford it because they didn't have a revenue stream to support a bond that large.

**Public Comment:** Art Baer commented IHGID will take hit for \$180,000.00. It will come from residents by means of a rate increase. There will be no savings to the District due to the loss of effluent.

*Chairperson Humble commented that there should be no letter from the Board, as it does not seem to be economically feasible.*

*No Action Taken*

**7:35 Recess**

**7:43 Reconvened**

- 11. Discussion and possible action to approve a Request for Proposal and advertisement of a Request for Proposal for outside support services to operate and maintain the water and wastewater operation of the District:** General Manager Jim Taylor asked the Board to review and discuss a Request for Proposal for Support Services for Water and Wastewater Facilities. Jim reported that one District employee who worked at the water treatment plant was lost last

week. Jim asked the Board for one or two months to monitor the operation of the water plant and wastewater plant with the 3 remaining employees in the two departments. One employee would work in water treatment, one in wastewater and one floating between the two plants. Chairperson Humble stated the Board needs figures to compare the cost of 3 employees versus what would be proposed from outside support services. Trustee Lau stated that looking for an outside firm for support services was not a full Board action and more information is needed. Trustee Lau suggested the Board listen to union representatives regarding elimination of employees. Trustee Patrick suggested putting this issue on hold for 3 months until after the Budget is done and to see how the 3 employees are working out, then review the situation.

**Public Comment:** Ron Lynch commented regarding micromanagement and treatment of employees. Bill Moriarty commented that full details are needed before a Request for Proposal can go forward. Wastewater Supervisor Andy Joyner commented regarding water and wastewater being in the hole. Andy explained that the enterprise fund has nothing to do with his salary. The enterprise fund is regulated by rates and is not the cause of a shortfall. Andy noted there are 10 people getting paid out of water and wastewater, not just the 3 that are being looked at. Jerry Frederick, Representative of employees of IHGID from Stationary Engineers Local #39, commented that IHGID is obligated by law to run the water plant. Jerry asked why the District is looking at those employees when they have obligations to the state. Jerry asked if the Board had looked into the legality matters regarding this issue. Jerry asked if any successful bidder would guarantee in writing that they will not allow their employees to unionize and go on strike. He advised that public employees are prohibited from going on strike. Jerry commented that the proposed Request for Proposal doesn't mention the scope of work, so a bidder cannot bid on it. Jerry noted that the IHGID January 21, 2009 minutes did not show this item as motioned on, or approved for action. Jerry stated that it doesn't seem correct to one month later be willing to approve a bid. Jerry asked General Manager Taylor if IHGID job descriptions allow employees to work in both the water and wastewater plants and offered to talk to Mr. Taylor about this. Trustee Pierini commented that she is concerned with existing and valued staff keeping their jobs yet cost savings need to be found. Andy Joyner suggested all employees could get together and figure out some cost savings. Chairperson Humble commented to Andy Joyner, Wastewater Supervisor that he and Dave Wright, Water Supervisor were asked to bring cost cutting ideas to the General Manager because they are Supervisors. Chairperson Humble remembered Andy stated in a previous meeting that he didn't care if he got a COLA and how this could save money. Andy Joyner stated he has not received a merit increase in two years, did not get an evaluation last year and has not asked the General Manager for a raise. Trustee Lau suggested the Board get comments from all District Employees regarding ways to save money.

*Chairperson Humble motioned to put this request aside for 3 months to allow General Manager Jim Taylor time to evaluate the projected expenses of 3 employees running the sewer and water plants, and to come back to the Board with costs. Trustee Patrick seconded. Motion carried 3-1, 3 ayes by Chairperson Humble, Vice Chairperson Pierini, Trustee Patrick; 1 nay by Trustee Lau. Secretary/Treasurer Eisele absent.*

12. **Discussion and possible action to approve the transfer of funding in the amount of \$25,000.00 from a Dump Truck purchase to upgrading the Kubota Tractor:** General Manager Jim Taylor explained a dump truck is not needed in parks. Jim recommended the purchase of turf tires in the amount of \$2,219.77 be purchased for the Kubota Tractor so it can be driven on grass areas in the parks. He recommended the purchase of a 3 point hitch aerator in the amount of \$2,100.00 to break up the hard pan in the fields and save on watering. Jim recommended the purchase of a commercial lawn thatcher in the amount of \$5,899.00 to help with watering issues. Jim would like to use \$3,700.00 for the purchase of a new, 12x 20 storage

shed to put equipment in out of the weather. The total of the described purchases is \$13,918.77. John Lufrano, Field Operations Supervisor explained the District doesn't own a thatcher and never thatched the lawn, which needs to be done annually. John explained what is happening with the turf is a 3" layer of thatch has built up that acts like a sponge and dries out. In the heat of summer the water is suspended in the thatch and cannot get down to the soil level, which causes roots to live in the thatch where the water stays. John showed the Board a piece of grass taken out of field 3 as an example. John recommended a vigorous aeration program to get water down to the soil. After thatching and aeration a sand based top dressing can be added. John noted that the District's current aerator was not meant for commercial use, it was a residential type aerator.

**Public Comment:** Ron Lynch commented that during fence post replacement in his yard, he found the hard pan to be 6" thick. He suggested the District ask the Genoa Lakes grounds person what is done with their lawn.

*Trustee Patrick motioned to allocate \$14,000.00 of the \$25,000.00 budgeted item for the equipment request made by the General Manager. Chairperson Humble seconded. Motion carried 4-0. Secretary/Treasurer Eisele absent.*

**13. Discussion and possible action regarding used equipment that IHGID owns that is not being used, may be costly to repair, or may not be repairable:** General Manager Jim Taylor described used equipment that is not being used. Jim suggested the used equipment be taken to an auction that will take place in four weeks.

**Public Comment:** Ron Lynch commented that taking items to an auction is a good move as you may get more money than expected. John Lufrano Field Operations Supervisor stated that the auction is on April 22, 2009.

*Chairperson Humble motioned to give the General Manager authority to sell at auction, used equipment IHGID owns that is not being used, may be costly to repair, or may not be repairable. Vice Chairperson Pierini seconded.*

*Trustee Patrick amended the motion to give General Manager Jim Taylor discretion to find other pieces of equipment for auction. Vice Chairperson Pierini seconded the amendment. Motion and amendment carried 4-0. Secretary/Treasurer Eisele absent.*

**14. Discussion and possible action regarding a designated, fenced in Dog Park, just for dogs and trainers of dogs:** General Manager Jim Taylor stated that there is \$5,000.00 available from Douglas County for a Dog Park. Jim stated there have been issues with Dogs being on the fields in James Lee Park. Jim suggested an area north of the tennis courts be used for a Dog Park. Jim commented that IHGID has about 300 ft. of fencing that can be used for the project. Chairperson Humble asked Attorney Scott Brooke what type of liability the District would face if while inside the fenced in area, a dog attacked another dog or attacked a person. Scott Brooke replied he would have to look into this matter and bring an opinion back to the Board. Scott suggested the Board would probably want to review, adopt and post rules for use and conduct in the Dog Park which would limit IHGID liability.

John Lufrano, Field Operations Supervisor, commented the proposed Dog Park would be 400 ft. x 200 ft. and shaped like the State of Nevada. John stated that Douglas County does not allow dogs in their facilities. John stated there is a big issue with dogs in IHGID parks,

especially with dogs allowed in the playground area. John reported he spoke with Janet Duzan from Douglas County Animal Control. Janet is 100% in favor of a Dog Park although it is not in her jurisdiction. If a dog bites another dog, the bitten dog is taken to the veterinarian and the bill is either paid, or both parties end up in small claims court. Janet told John that if a dog bites a person, Animal Control will get involved due to the quarantine factor. Douglas County Animal Control does not need to be involved in the creation of the Dog Park, but signs must be posted. Vice Chairperson Pierini suggested that John Lufrano or General Manager Taylor request input from residences in close proximity to the proposed Dog Park. Trustee Lau suggested that IHGID not spend any money on the Dog Park and use only the \$5,000.00 designated from Douglas County. John Lufrano stated there would be little maintenance necessary for the Dog Park. The Parks Department will place rocks and a fire hydrant, plant a couple of trees and have park benches installed. John commented that as far as cleaning up after the dogs, Park staff is doing that now in the Parks, but it will be channeled to one area with a Dog Park.

**Public Comment:** Pat Murphy commented on people not picking up after their dogs. Pat described a California Dog Park where large and small dogs were separated. Ron Lynch commented regarding residents who may or may not pick up after their dog. Kathryn Clark-Ross commented she was the IHGID Trustee who got the \$5,000.00 and had asked staff to hold the fence until a decision was made. Kathryn commented that the Dog Park site selection is small. She has been working with Douglas County and Carson City and attends their meetings. Kathryn suggested the District start with John Lufrano's proposal and go forward. General Manager Jim Taylor commented that material and installation of a 4 foot chain link fence would cost approximately \$5,700.00. The District has 300 feet of fence already and would only have to purchase about 150 feet.

*Chairperson Humble motioned to approve a designated, 200 foot x 400 foot fenced in Dog Park. Trustee Patrick seconded. Motion did not carry 2-2, 2-ayes by Chairperson Humble, Trustee Patrick; 2 nays by Vice Chairperson Pierini, Trustee Lau. Secretary/Treasurer Eisele absent.*

*Trustee Patrick motioned to designate the space north of the tennis courts as a fenced area for dogs and trainers of dogs, not until we have received \$5,000.00 from Douglas County and not to exceed the amount of money to be received from Douglas County. Chairperson Humble seconded. Motion carried 3-1, 3 ayes by Chairperson Humble, Trustee Lau, Trustee Patrick; 1 nay by Vice Chairperson Pierini. Secretary/Treasurer Eisele absent.*

**15. Discussion and possible action regarding forming a Recreation & Event Committee:** Sandi Eisele, District Analyst-Community & H.R., recommended the formation of a Recreation and Event Committee to allow for residents input for upcoming events in the District. Sandi suggested residents could meet with her before regular Board meetings to discuss ideas. Sandi has received interest calls from two residents to be on a committee.

**Public Comment:** Kathryn Clark-Ross commented she welcomed the idea to stay involved in events. Kathryn stated that last year the Summer Kickoff was held in conjunction with the Rummage Sale. She would like to split the two events and possibly charge sellers for space at the Rummage Sale. Kathryn reported that last years Outdoor Concert was a huge success. Kathryn found a band for this year that plays several types of music. She suggested having two concerts this summer. Trustee Patrick suggested a Farmers Market as an event idea.

*Chairperson Humble motioned to allow Sandi Eisele to form a Recreation and Event Committee. Trustee Patrick seconded. Motion carried 4-0. Secretary/Treasurer Eisele absent.*

- 16. Discussion and possible action on approval of Draft Minutes for the February 18, 2009 Board Meeting:** Chairperson Humble asked for a change to Page 3, second paragraph, to clarify Brian Randall's name. She requested a change to Item C on Page 3 to read "Dianne asked if IHGID was eligible for another bond without a water rate raise, or if eligibility required a water rate raise. Stacie stated it required a water rate raise".

*Trustee Patrick motioned to accept the minutes as amended. Chairperson Humble seconded. Motion carried 4-0. Secretary/Treasurer Eisele absent.*

- 17. Discussion and possible action to change the April 15, 2009 Board of Trustees' Meeting to Monday, April 13, 2009 due to filing the Tentative Budget with the Department of Taxation on April 15, 2009:**

The Board of Trustees agreed to change the April 15, 2009 Board of Trustees' Meeting to Monday April 13, 2009.

- 18. Chairman and Trustees Reports, Correspondence:**

Chairperson Humble stated she had already read Secretary/Treasurer Eisele's letter of resignation as of tomorrow, March 19, 2009. The Board asked General Manager Jim Taylor to proceed with filling the Trustee vacancy.

- 19. Adjournment:**

*Chairperson Humble motioned to adjourn the meeting. Trustee Patrick seconded. Motion carried 4-0. Meeting adjourned at 9:25 P.M.*

**FINAL APPROVED MINUTES AS PRESENTED**

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**Secretary/Treasurer  
Brian Patrick**