

POLLUTION CONTROL FINANCING AUTHORITY
OF WARREN COUNTY

MINUTES OF REGULAR MONTHLY MEETING

November 18, 2024

Chairman Angelo Accetturo called the regular monthly meeting of the Pollution Control Financing Authority of Warren County to order at approximately 9:39 am.

Authority Members present: Angelo Accetturo, Rob Larsen, Walter Orcutt, and Dan Perez.

Mr. Accetturo asked to call the roll.

ROLL CALL:	Mr. Larsen	- Present
	Mr. Orcutt	- Present
	Mr. Perez	- Present
	Mr. Accetturo	- Present

Also present: Brian Tipton, General Counsel; Jonathan Knittel, Director of Operations; Jamie Banghart, Assistant Director and Mariann Cliff, Recording Secretary.

The Pledge of Allegiance was led by Mr. Accetturo.

Mr. Accetturo read the following statement: “Adequate notice of this meeting of November 18, 2024 was given in accordance with the Open Public Meetings Act by forwarding a schedule of regular meetings of the Pollution Control Financing Authority of Warren County (PCFAWC) to the Warren County Clerk, the Warren County Board of County Commissioners, The Express-Times, and by posting a copy thereof on the bulletin board in the office of the PCFAWC. Formal action may be taken by the PCFAWC at this meeting. Public participation is encouraged.”

MINUTES

Mr. Accetturo asked if there was a motion for M-1 the Regular monthly meeting minutes from October 28, 2024.

Mr. Perez stated that he would make the motion to approve M-1.

Mr. Orcutt stated that he would second the motion.

ROLL CALL:	Mr. Larsen	- Yes
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Mr. Orcutt - Yes
Mr. Perez - Yes
Mr. Accetturo - Yes

CORRESPONDENCE

Mr. Accetturo asked if Mr. Knittel had any correspondence.

Mr. Knittel replied that they would have to add one, it just came in from DEP. Mrs. Banghart and himself had a phone call with them last month about a litter violation during a high wind event and then a perceived leachate spill down at the tank area that was not a spill, it was rain water with pollen on it.

There was a third thing in which they cited us for improper daily cover on some trash on the old cell where the contractor was working. They had covered it with ash and they said that ash was not suitable for daily cover, which it is. They were wrong on two of the complaints, but they still gave us a fine for the litter. They did negotiate it with them, and got the fine reduced. Then he called other landfills and they said that the DEP currently seemed to be on an aggressive pattern of sending out fines over the last month or two. It was not just us; he spoke with other landfills.

Mr. Orcutt asked what kind of money.

Mr. Knittel replied they wanted \$24,000.00 for the fine, but he got it reduced to half \$12,000.00.

Mr. Accetturo replied that was still too much.

Mr. Knittel replied that he told the DEP that it was literally the whole budget for landscaping to hire litter-pickers once a month. That \$12,000.00 destroys the whole year, because it literally strips out the line-item dedicated to a four-man crew coming in from outside to help us after high-wind events. Mr. Knittel stated that they just had brutal winds over the last week. They may have noticed that we had 40 to 50 MPH winds in this area. They had put up some new litter fence, which was basically pressure treated posts from Tractor supply with wire mesh that lets the air go through but catches the litter. The DEP did appreciate that, but, of course they want more of that. so, they were going to put up more litter fencing and hopefully it doesn't get to that point again. It wasn't even that bad, they had drone footage before and after to show how much litter was there, the landfill is in better shape now than it has been in the last three years.

Mr. Accetturo asked to get the violation does the litter have to leave our property?

Mr. Knittel replied it doesn't, it just has to get outside the active cell. The DEP looked around and said to us 'you don't have a litter fence' but yes, they do, the PCFA has a permanent chain-link fence between the them and all neighbors. That was why they put up a perimeter fence. Then they said that litter could get from the cell to the pond #2 so they need to put up another internal fence to stop litter from going from the cell to the pond.

There was a quick discussion regarding the litter violation from the DEP.

Mr. Knittel stated that the part-time employee does help a lot around the site and with DEP liter compliance. They have enough budget to keep the part-time worker on through the end of the year and through next year. Mr. Knittel stated that they would talk about salaries later in executive.

Mr. Accetturo asked how it was done, if the DEP came around and took pictures of the litter?

Mr. Knittel replied yes, they come once a month.
More discussion followed regarding the litter and what kind of litter there was.

PUBLIC COMMENTS (AGENDA ITEMS ONLY)

Mr. Accetturo asked if there were any public comments for agenda items only.

FINANCE

Mr. Accetturo stated that next was the finance with Mr. Knittel and Mrs. Banghart.

Mrs. Banghart stated that finances were doing well, they did receive back two reimbursements from the state. That was for 2.5 million and it came in right after our last Board meeting on the 30th. There was a revised page, just an error of a decimal point on page 6.

Mr. Knittel stated that the reimbursement shows up on page 3, there was only one or two that were outstanding now, the 1.9 million and the one from this past month, which was \$725,251.58.

Mr. Knittel stated that the workers outside our window were mostly doing the soils, grass seed and erosion control matting, that coconut fiber. They were going to try to get to the end, that tip of the landfill over here to the right, by mid-December and wrap it up for the season. The soil work that they were able to see from the route 46 side would resume as soon as weather allows in the spring. They would continue around the corner if the weather cooperates in December. Mr. Knittel will leave it up to the engineers and the contractor to work out the details of when they stop for the season.

Mr. Knittel stated, that regarding the reimbursements, now that the two checks did come in, they have the funds available to bid the gas pipe header project. The engineer's estimate was around three-hundred to four-hundred, and they would now get that out to bid. They still do not have any official reply from the State on whether or not they could use closure funds for that gas pipe. So, until they do, we would have to use our own funds for the pipe, even though it would be here for 70 years from now. They were hoping to use closure funds, but if not, they would use their own funds.

Mr. Knittel stated that, work would probably happen in January if they bid it today. So, in next year's budget they do not have a line-item big enough to handle all of the gas budget. The funds were available in the water treatment plant and other engineering line items, and they were running a revenue surplus this year as you could see in A-1. So, he was hoping to use this year's revenue surplus to do the gas pipe, but because the delays in getting reimbursed from the state, it looks like they would be spending that money for the gas header in January (next year's budget). Mr. Knittel stated that he would update the Board on how he was going to handle that, there were several ways to take care of it.

Mr. Knittel stated that odor control was his number one priority for him to be successful at PCFA in the long-term.

There was a quick discussion regarding the odor control and how it was progressing.

Mr. Perez asked if they had been squared away with FEMA?

Mr. Knittel stated that they had been obligated the funds from all of IDA. 100 percent of the repairs and 100 percent of the money has been obligated from the Feds to New Jersey. The funds have been transferred into New Jersey's OEM account. Now they were in the final stages of paperwork, to get

the money from New Jersey to us. Once the funds have gone from the Feds to NJ, they are 100% ours, it's just a matter of finishing the paperwork.

Mr. Knittel stated that the accountant agreed that this money could be considered as revenue. In the budget that they submitted to the Board last month, they did not put any revenue in for FEMA. The accountant did say that now that the funds were officially obligated, they could count that as revenue for 2025.

Mr. Orcutt asked how much it was.

Mr. Knittel replied that it was 2.2 million dollars. There was a cost share of 90% for IDA so out of that 2.2 million we would probably see 1.8M of it in our bank account.

Mr. Knittel stated that he was not sure what happened to the remaining moneys, whether it stayed in NJ.

A quick discussion followed regarding the reimbursement from FEMA and the fact that the money has now been transferred to NJ and is safe.

Mr. Knittel stated that they did a resolution at the last Board meeting for our 2025 budget and it would be difficult to throw in another two million in revenue into the budget. This was reimbursement revenue, so it was money that we spent out of our own funds. So, it does not show up like our normal revenue appropriation.

Mr. Perez asked if it showed up as a plus. Mrs. Banghart stated that it does get tied onto the account that it was taken from previously just going through the budget lines.

There was a discussion regarding how this money would look in the accounts and what it could be used for. It was said that it could be a great start on the new cell 6A savings.

Mrs. Banghart stated that she had made some phone calls regarding the escrow accounts. She had called the State to see if they had a list and, they did not. She then reached out to Sussex County and they sent her this morning, a list of all of their contacts. She has one of the girls calling all the banks to see what they could do regarding our escrow accounts.

Mr. Accetturo replied thank you.

Mr. Knittel stated with that they also found a several page State form that you must fill out when you change escrow companies, because it was a Stated controlled account and they require the information. Banks like Valley Bank, your normal retail bank were not eligible. It has to be an investment off-shoot such as the one Fulton bank has (Fulton Financial Advisors).

Mrs. Banghart stated that Valley bank has one also and they were sending her the contact for it.

Mr. Knittel stated that they would not be able to get as high as the street rate but they invest it in a blend of bonds and CD's and that it is a restrictive list of approved investments. Unfortunately, the interest rates for that type of account seem to always be trailing behind the street interest rate but hopefully they could improve what they were currently getting.

Mr. Accetturo stated ok, and that they need a resolution to pay bills.

Mr. Perez stated that he would make a motion to approve R-11-01-24.

Mr. Orcutt stated that he would second the motion.

ROLL CALL: Mr. Larsen - Yes
 Mr. Orcutt - Yes
 Mr. Perez - Yes
 Mr. Accetturo - Yes

On a motion by **Mr. Perez**, seconded by **Mr. Orcutt**, the following resolution was adopted by the Pollution Control Financing Authority of Warren County at a meeting held on *November 18, 2024*.

RESOLUTION
R-11-01-24
To Pay Bills – November 18, 2024

WHEREAS, the Pollution Control Financing Authority of Warren County has been presented with invoices for services, supplies and other materials rendered to it or on its behalf;

NOW, THEREFORE, be it resolved by the Pollution Control Financing Authority of Warren County that the following bills be paid:

See Attached

ROLL CALL: Mr. Larsen - Yes
 Mr. Orcutt - Yes
 Mr. Perez - Yes
 Mr. Accetturo - Yes

We hereby certify Resolution to Pay Bills in the amount of **\$1,603,564.60** to be a true copy of a resolution adopted by the Pollution Control Financing Authority of Warren County on the *18 day of November, 2024*.

Mariann Cliff

Jonathan Knittel

Approved: 11/18/24

Mrs. Banghart stated that they would need the Budget transfer sheets approved by the Board.

Mr. Accetturo replied ok.

Mr. Orcutt stated that he would make a motion to approve the transfer sheets.

Mr. Accetturo stated that he would second the motion

ROLL CALL:	Mr. Larsen	- Yes
	Mr. Orcutt	- Yes
	Mr. Perez	- Yes
	Mr. Accetturo	- Yes

PERSONNEL

Mr. Accetturo asked Mr. Knittel if he had anything for personnel.

Mr. Knittel stated that he had nothing for public session.

PRESENTATIONS

Mr. Accetturo stated that there were no presentations.

REPORTS

Mr. Accetturo stated there were no reports.

FACILITIES/RECYCLING

Mr. Accetturo asked Mr. Knittel to go on with facilities and recycling.

Mr. Knittel stated that one of the big line items for the effort for next year was obviously the wastewater treatment plant and the leachate force main. They have flushed the force main from the mountain down to our facility and the line is clear and ready for camera work. They would be proceeding with getting some quotes for camera work from our wastewater treatment plant up to the top of the mountain where there was an airlock chamber. They had inspected the force main at the Covanta property as they de-commissioned it. We understand the condition was pretty good, it was four-inch PVC and it did not have cracks or damage. Covanta terminated the force main just inside the property line off East Quarry Road. They were happy with the condition of it. They had put a cap

on it, and it was ready for us to turn to the left of East Quarry Road and reconnect out on Jensen Drive.

The onsite treatment plant was evaluated as far as tanks, blowers, lines, and the high-pressure pumps to push over the mountain and they have a list of which ones pass with flying colors and which ones were questionable and which ones failed.

So far, most things were serviceable except for the two high-pressure discharge pumps, that pump over the mountain. Those were not extremely expensive but, they were substantial electric pumps that were able to pump leachate up over the mountain, a couple hundred feet in elevation.

Mr. Knittel stated that the initial evaluation phase was coming to a close with CP Engineering and one of the reasons that they had used CP Engineering was that he was the licensed waste-water engineer that designed our previous system, the Dynatec system. He also was the engineer on record for Oxford's Pequest River Municipal Utilities Authority plant.

As he finishes up that report, he will make a presentation to the Board on what was good and what was not and what his recommendations were.

Mr. Knittel stated that they have several options with engineering firms on who they would use in 2025 for taking a step past the evaluation and start replacing pumps, or any infrastructure that needs to be replaced or added. As they into next year, he would also like to meet with the capital committee and discuss the options as far as the various waste water technologies that were capable of doing what we need.

Mr. Knittel stated that the 20-acre cap was going well other than the contractor did have that one safety incident earlier on in the season. They have not heard any more about that at this point.

The construction was going fine, it was on time and under budget. Almost all the soils that they see outside the window today was from our property and it was screened here onsite. The orange soil (common fill) and the darker brown topsoil both were from our property. The gray material (drainage sand) was crushed sand that was being imported.

They were able to obtain so far, one million dollars in savings on import, and as they go around to the other half of the property in the spring, it would be about another million dollars in savings. They have most of the soil that they need for the spring already screened, they have a little more topsoil to screen over the winter. They would have all the common fill and the topsoil derived from onsite, which eliminated a couple thousand truckloads of material on NJ roads.

Mr. Knittel stated the last subject, the odor update. As he stated earlier, they now have the funds reimbursed to us from DEP so, they would go out to bid with the gas header. That has been sitting around for so long they probably will have to send it to Mrs. Fina for review.

Mr. Tipton asked Mr. Knittel to send it to them both.

Mr. Knittel replied ok, he would copy Mr. Tipton and Mrs. Fina on the gas bid. It was basically just changing the dates and making sure there were no new forms required.

Mr. Knittel stated that he did speak with a SWAC member, a former employee who had heard that there were still some occasional odors on Titman Road, but he has not received any official complaints. He does know on these very cold still nights they still get an odor drift, a little more than they want.

Mr. Knittel stated that he thinks it has improved since this cap is going on the old cell. For example, when they got all the liner down last month (which would keep all the gas inside of the landfill), the new liner started to balloon, which tells them that there was indeed gas escaping the old cell that they never picked up on with any of the technology they currently have. So, there was gas escaping that they are now collecting. To get rid of the balloon they ran a vacuum line over to it, they put a boot through the liner and connected it to the gas collection. Mr. Knittel thinks that this has improved odors a lot, he had originally thought all of the odor was coming from the new cell with fresh garbage, as the old cells have a lot of gas wells installed. He thinks that every system has its gaps, and the cap project helped us find some gas that was escaping.

Mr. Knittel stated that A-3 Waste Disposal Fee Schedule, no changes.

Mr. Orcutt asked sometime next summer, if there was grass growing, would they be able to see the hotspots if there were any?

Mr. Knittel replied yes it would kill the grass, however the gas cannot get through the liner, unless there was a flaw, a cut, or a boot-rip etc.

When they do surface emissions quarterly, they go to every penetration, because those points are your weak spots. Almost 99% of your leaks were going to be around boot-penetration through your cap. They would keep checking that quarterly, even though it may look like a state park, and we assume that there was no gas getting out, they still have to by law, check it every quarter.

Mr. Knittel stated that they do fly an infra-red drone occasionally (TetraTech pilot) and they would continue to fly it periodically or whenever we hear from neighbors. At certain times of the day they should be able to pick up on the warm spots with the infra-red drone.

Mr. Knittel stated that with the recycling, A-4, A-5 and A-6 all were going well and were running as expected. They did get a request from Dave Dech at the County for some assistance for people that still had tractor trailer or farm tires. They did find a couple of outlets, one of them was in Phillipsburg, it was a pay per tire type of fee. This was a tire company called Performance Tires and they have a set price for certain size tractor trailer or farm tires. It was not cheap but it was an outlet for County residents to dispose of tires.

A quick discussion was had regarding the recycling and disposing of large tractor tires.

Mr. Knittel stated that was it for facilities and recycling unless anyone had questions.

Mrs. Banghart stated that they also had sent out disposal contracts on Friday, just as an FYI.

Mr. Accetturo asked what they were doing with the storage facility.

Mr. Knittel replied that out of the 1300 boxes, they know that 600 of them are boxes that could immediately be gotten rid of. They were mostly scale tickets. They do have a price from them to do it, but he did not make any progress on getting the second option which was to hire a handy-man with a lift gate truck. Mr. Knittel apologized and stated that he would follow up with Access to make sure that they can have a full days' worth of boxes so that they could efficiently have a handy-man move those.

There was a discussion on how to get the information on how they could destroy the non-essential boxes, the cost, the time involved. Also, how they could be recycled or destroyed and who could do it cheapest. This discussion ended with the Board asking Mr. Knittel to get more information by the next meeting on all options.

GENERAL COUNSEL

Mr. Accetturo asked Mr. Tipton if he had anything for the general counsel's report. Mr. Tipton replied that he did not.

OTHER BUSINESS

Mr. Accetturo asked if there were any other business.

CLOSING PUBLIC COMMENTS

Mr. Accetturo asked if there were any closing public comments.

EXECUTIVE SESSION

Mr. Accetturo asked if there was a need for executive session.

Mr. Orcutt replied that there was.

Mr. Accetturo asked for what purpose.

Mr. Orcutt and Mr. Knittel replied that they wanted to talk about salaries.

Mr. Accetturo stated that he would make a motion to go into executive session.

Mr. Orcutt stated that he would second the motion.

ROLL CALL:	Mr. Larsen	- Yes
	Mr. Orcutt	- Yes
	Mr. Perez	- Yes
	Mr. Accetturo	- Yes

**Executive session was entered at approximately 10:09 am.*

RESOLUTION

R-11-02-24

AUTHORIZING EXECUTIVE SESSION OF THE POLLUTION CONTROL FINANCING AUTHORITY OF WARREN COUNTY FOR A MEETING NOT OPEN TO THE PUBLIC IN ACCORDANCE WITH THE PROVISIONS OF THE NEW JERSEY OPEN PUBLIC MEETINGS ACT, N.J.S.A 10:4-12

WHEREAS, the Open Public Meetings Act, N.J.S.A. 10:4-12, provides that an Executive Session, not open to the public, may be held for certain specified purposes when authorized by Resolution, and

NOW, THEREFORE, BE IT RESOLVED that this Board hereby excludes the public in order to discuss such matters. The general nature of the subjects to be discussed are as follows:

- (1) *Matters Required by Law to be Confidential:* Any matter which, by express provision of Federal law or State statute or rule of court shall be rendered confidential or excluded from the provisions of the Open Public Meetings Act.
- (2) *Matters Where the Release of Information Would Impair the Right to Receive Funds:* Any matter in which the release of information would impair a right to receive funds from the Government of the United States.
- (3) *Matters Involving Individual Privacy:* Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, Insurance and similar program or Institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the Individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any Individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly.
- (4) *Matters Relating to Collective Bargaining Agreements:* Any collective bargaining agreement, or the terms and conditions which are proposed for inclusion in any collective bargaining agreement, including the negotiation of the terms and conditions thereof with employees or representatives of employees of the public body.
- (5) *Matters Relating to the Purchase, Lease or Acquisition of Real Property or the Investment of Public Funds:* Any matter involving the purchase, lease or acquisition of real property with public funds, the setting of banking rates or investment of public funds, where it could adversely affect the public interest if discussion of such matters were disclosed.
- (6) *Matters Relating to Public Safety and Property:* Any tactics and techniques utilized in protecting the safety and property of the public provided that their disclosure could impair such protection. Any investigations of possible violations of the law.
- (7) *Matters Relating to Litigation, Negotiations and the Attorney-Client Privilege:* Any pending or anticipated litigation or contract negotiation in which the public body is, or may

become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer.

(8) *Matters Relating to the Employment Relationship*: Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance or promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all the individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting.

(9) *Matters Relating to the Potential Imposition of a Penalty*: Any deliberations of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party bearing responsibility.

BE IT FURTHER RESOLVED that the Board shall disclose to the public, as soon as practicable, the contents of the discussions after the final disposition of the matters discussed.

Moved By: Mr. Accetturo

Seconded By: Mr. Orcutt

ROLL CALL:	Mr. Larsen	-	Yes
	Mr. Orcutt	-	Yes
	Mr. Perez	-	Yes
	Mr. Accetturo	-	Yes

I hereby certify the above to be a true copy of a resolution adopted by the Pollution Control Financing Authority of Warren County on the date above mentioned.

Recording Secretary
Mariann Cliff

Dated: 11/18/24

*****Executive session ended approximately 10:40 am.***

Mr. Accetturo made a motion to come out of Executive Session, seconded by Mr. Orcutt.

ROLL CALL: Mr. Larsen - Yes
 Mr. Orcutt - Yes
 Mr. Perez - Yes
 Mr. Accetturo - Yes

Regular session resumed at approximately 10:41 am.

Mr. Orcutt stated that one thing, he would like to get onto the agenda for the next month or the month after that so we carry it forward, just very high-level look, at bringing the ravine into the mix. The solar field should be moved up onto the side slope or somewhere on the finished cell. This would open up another area.

Mr. Orcutt stated that they all know, that when they take in extra revenue, they would still have plenty of room to still keep our 38 years. That does not count their responsibility for the transfer station but who knows what that would look like in 38 years.

Mr. Knittel stated that they may not need it then, the technology may change enough and be so far advanced that it would not be necessary.

Mr. Orcutt stated that we should not be afraid to bring in extra revenue because there will be ways to last for our 38 years. Mr. Knittel replied that he understood.

Mr. Perez asked if we were doing the rock-crushing, that area?

Mr. Knittel replied that was in the corner of the site by Tilcon and that corner was a little too close to the fence for a cell. They were allowed to screen soil there and crush rock there but the cell would not be allowed that close. There were also approximate 300-foot set back from the Pequest River on two sides of the site. Taking in the river set-backs that were currently law and different things like that he would work out both scenarios and see.

Mr. Orcutt asked if they ever received the soil overburden from Tilcon.

Mr. Knittel replied that the PCFA was all set and ready to. Tilcon had done the tree removal which opened up visibility up on Hazen Road at the old Race's strawberry farm. If you stop at the stand, they had a resident there complain that she can now see us for the first time. She thought that the landfill got so much taller, but in reality, the landfill got 10 feet shorter as they were capping it.

Mr. Knittel stated that then it dawned on him that Tilcon took down some trees and her visibility was now possible during limited times per year to see the crest of the south slope of the cap project from the hilltop near the old strawberry farm.

Mr. Knittel continued, that Tilcon had shut down everything onsite just one day prior to start bringing overburden material to PCFA. Only just rumors as to why the Tilcon site was shut down when they said they were expanding the rock pit towards PCFA.

There was a discussion regarding why Tilcon shut down and why no one knew what happened. Nobody seemed to know anything but rumors.

The idea of acquiring some of Tilcon for the landfill was discussed if Tilcon was closed for good. The property is large, but has multiple water bodies on it. This was discussed primarily because they wondered if Cell-6 may be affected by water filling the nearby quarry pit, but the Hydrologist had previously been consulted and the answer was that the water filling the quarry would not affect the future of Cell 6.

There was also some discussion about things that used to happen here and, in the quarry. Then it was mentioned that there was a swath of land between Tilcon and the first resident on Mt. Pisgah Ave. for sale. It was 18-acres and they were asking 3.8 million dollars, it was a long narrow strip of land.

ADJOURNMENT

Mr. Orcutt asked if they wanted to make a motion to adjourn.

Mr. Accetturo stated that he would make a motion to adjourn.
Mr. Perez stated that he would second the motion.

ROLL CALL:	Mr. Larsen	- Yes
	Mr. Orcutt	- Yes
	Mr. Perez	- Yes
	Mr. Accetturo	- Yes

*****Meeting was adjourned at approximately 10:45 am***

Respectfully submitted by:

Mariann Cliff
Recording Secretary

Approved: