

Minutes of the Special Meeting of the Board of Trustees of the Village of Lake George, NY, held at the Village Administration Building on Monday, October 23, at 9:00 a.m.

MEMBERS PRESENT: Robert M. Blais, Mayor
John Earl, Deputy Mayor
Joseph Mastrodomenico, Trustee
Ray Perry, Trustee
John Root, Trustee

Also Present: Darlene V. Gunther (Clerk-Treasurer), Deb McKinney (Deputy Clerk-Treasurer), Superintendent Dave Harrington, Thom Randall (Journalist),

At 5:30 p.m. Mayor Blais opened the Regular Meeting and led the Pledge of Allegiance.

Mayor Blais began with a request and price quotes from the Lake George Volunteer Fire Company. They would like to purchase and install an LED sign in front of the firehouse. The lowest price of \$12,610. was submitted by Sure Fire Sign Company. Doni Smith confirmed that the Company has raised \$6,000. as their share as agreed upon previously. She explained that the sign will be capable of multi-color displays and graphics, but the graphics will be simple and limited. Controlling the brightness of the sign was also discussed. The Village budgeted \$12,000. for the sign so some funds will have to be transferred for the purchase. Superintendent Harrington commented that the new sign will fit in the frame where the current sign is, and there is power available for it. Mayor Blais noted that the Village will own the sign and cover the cost of the wireless connection.

Trustee Earl, seconded by Trustee Perry, offered the following resolution:

RESOLUTION NO. 93, 2017

WHEREAS, the Fire Company has obtained three quotes for a LED sign for the firehouse, and

WHEREAS, Sure Fire was the lowest price at \$12,610. And the Fire Company has raised approximately \$6,000. Towards this purchase,

BE IT RESOLVED, that the Village Board hereby approves the purchase of a new LED sign from Sure Fire at a cost of \$12,610.

VOTING Ayes: 5 Blais, Earl, Mastrodomenico, Perry, Root
Nays: 0

RESOLUTION NO. 93, 2017 ADOPTED.

August 21, 2017

Mayor Blais presented the minutes from a Regular Meeting held on Monday, July 17, 2017. Trustee Root made a motion, seconded by Trustee Earl, carried by a majority to approve the minutes of July 17, 2017.

VOTING Ayes: 4 Blais, Earl, Root, Perry
Nays: 0
Abstentions: 1 Mastrodomenico
MOTION PASSED.

Monthly reports from the Sanitation Department, Code Enforcement, Fire Department, Caldwell Sewer District, Superintendent of Public Works, Meter Enforcement and Peace Officers, and REC Center were presented and made available for inspection.

Fire Chief Berry had the following action items:

- Due to personal reasons 1st Asst. Chief Scott Smith submitted his resignation. Chief Berry advised that the position will be filled at the September Fire meeting.

Mayor Blais made a motion, seconded by Trustee Root, unanimously carried to accept his resignation and thank him for his service.

VOTING Ayes: 5 Blais, Earl, Mastrodomenico, Perry, Root
Nays: 0

MOTION PASSED.

- Permission for Matt Oswald, Brandon Combs, Austin Gentner, Craig Underwood and Joe Oswald to take EMT-B beginning August 21st at the Lake George Fire Station at no cost.

Mayor Blais made a motion, seconded by Trustee Root, unanimously carried to approve the training.

VOTING Ayes: 5 Blais, Earl, Mastrodomenico, Perry, Root
Nays: 0

MOTION PASSED.

The following correspondence was reviewed:

- A thank you note came from Lake George Battlefield Park for the Village's support for the purpose of improving the Four Unknown Soldiers memorial site.
- A thank you came for the donation to "Remember Charlotte". They were able to cover the cost of some of the poster and handouts.

Mayor Blais presented a request from Pat Nugent, who recently had a high water bill. She sent a payment of \$200. and would like to set up a payment plan to pay off the balance.

Trustee Perry, seconded by Trustee Root, offered the following resolution:

RESOLUTION NO. 94, 2017

WHEREAS, Town Water Customer Pat Nugent had a leak in her sprinkler system generating a water bill in the amount of \$659.16,

BE IT RESOLVED, that the Village Board approves putting Mrs. Nugent on a payment plan to pay off the balance, as long as she keep current with new water bills, and

BE IT FURTHER RESOLVED, that Mrs. Nugent will not be relayed to Warren County in October when the other delinquent Town Water Customers are relayed.

VOTING **Ayes: 5** **Blais, Earl, Mastrodomenico, Perry, Root**
 Nays: 0

RESOLUTION NO. 94, 2017 ADOPTED.

August 21, 2017

Elan Planning & Design sent a Change Order in the amount of \$1,993.56 for Cutting Edge for necessary concrete work on the bridge approach at the Wood Park. Superintendent Harrington explained that a difference in the elevation had to be corrected. The project still came within the contingency budget.

Mayor Blais, seconded by Trustee Earl, offered the following resolution:

RESOLUTION NO. 95, 2017

BE IT RESOLVED, that the Village Board hereby approves Change Order No. One for Contract 6 with Cutting Edge Group in the amount of \$1,993.56 for necessary concrete work on the bridge approach which is part of the Wood Park project.

VOTING **Ayes: 5** **Blais, Earl, Mastrodomenico, Perry, Root**
 Nays: 0

RESOLUTION NO. 95, 2017 ADOPTED.

August 21, 2017

The following Special Event applications were considered:

- Adirondack Nationals Car Show on September 7-9, 2017. They will be using the Fort William Henry and the Festival Space with cruising on Friday and Saturday nights. There was a question as to if they need a parade permit. Superintendent Harrington commented that the Sheriff's Department takes care of the event, so no Village staff are needed those nights, except for garbage runs.

Trustee Perry, seconded by Trustee Mastrodomenico, offered the following resolution:

RESOLUTION NO. 96, 2017

BE IT RESOLVED, that the Village Board hereby approves a Special Event permit to the Adirondack Nationals Car show for September 7-9, 2017.

VOTING **Ayes: 5** **Blais, Earl, Mastrodomenico, Perry, Root**
 Nays: 0

RESOLUTION NO. 96, 2017 ADOPTED.

August 21, 2017

- Lake George Village Oktoberfest on October 6-8, 2017. Mayor Blais noted that they are requesting closure of Route 9, same as other years. He suggested that any Village business that wants to participate should be allowed to at no cost. Superintendent Harrington confirmed that the application for road closure has been submitted to the State.

Trustee Perry, seconded by Trustee Mastrodomenico, offered the following resolution:

RESOLUTION NO. 97, 2017

BE IT RESOLVED, that the Village Board hereby approves a Special Event permit to the Adirondack Pub & Brewery to hold their annual Lake George Village Oktoberfest on Canada Street between Montcalm Street and Amherst Street.

TOTAL FEES \$625??

**VOTING Ayes: 4 Blais, Earl, Mastrodomenico, Perry
 Nays: 1 Root**

RESOLUTION NO. 97, 2017 ADOPTED. August 21, 2017

Clerk-Treasurer Gunther requested that the Board set the price of PPs for the Adirondack Nationals Car Show. Last year the cost through Thursday was \$50; then \$35 for Friday, and \$25 for Saturday. Mayor Blais recommended setting the cost at \$50. for the whole time period with no reduced rate.

Mayor Blais, seconded by Trustee Earl, offered the following resolution:

RESOLUTION NO. 98, 2017

BE IT RESOLVED, that the Village Board hereby sets the price for a Preferred Parking Pass (PP) for the Adirondack National Car Show at \$50.00 which will be valid Tuesday, September 5 through Sunday, September 10, 2017.

**VOTING Ayes: 5 Blais, Earl, Mastrodomenico, Perry, Root
 Nays: 0**

RESOLUTION NO. 98, 2017 ADOPTED. August 21, 2017

Mayor Blais requested approval for a summer parking clerk, Janee Dorman @ \$10.00 per hour. Based on Mrs. Gunther's recommendation, Trustee Root made a motion, seconded by Trustee Mastrodomenico, unanimously carried to approve the seasonal employee.

**VOTING Ayes: 5 Blais, Earl, Mastrodomenico, Perry, Root
 Nays: 0**

MOTION PASSED.

Superintendent Harrington recommended hiring Tim Quinlan as a full-time Sanitation Department worker @ \$15.00 per hour with a start date of August 30, 2017. He commented that we need someone with a CDL, other employees are encouraged to get their CDL's as well.

Trustee Root made a motion, seconded by Trustee Mastrodomenico, unanimously carried to approve the new full time permanent employee, Tim Quinlan at a rate of \$15.00 per hour.

**VOTING Ayes: 5 Blais, Earl, Mastrodomenico, Perry, Root
 Nays: 0**

MOTION PASSED.

The following training sessions were considered:

- Deb McKinney and Dave Harrington to attend the Jaeger & Flynn 2017 Client

Conference about health insurance in Saratoga Springs on Monday, October 2, 2017 at no cost.

- Dave Harrington, Keith Lanfear, Mayor Blais, and any other board members or supervisors that would like to attend the NYCOM Public Works Training School in Lake George from October 16-18, 2017. The full program cost is \$270 per person.

Mayor Blais made a motion, seconded by Trustee Root, unanimously carried to approve the training.

VOTING Ayes: 5 Blais, Earl, Mastrodomenico, Perry, Root
Nays: 0

MOTION PASSED.

The following resolutions were considered:

- Mayor Blais announced the bid results for the REC Center property. The minimum allowable bid based on the current appraisal was \$125,000. One bid in the amount of \$136,000. was received. Mayor Blais inquired as to whether the Board would like to authorize our attorney to draft a contract for the sale. It is the intention of the bidder to use the property as a cold boat storage. Superintendent Harrington noted that the property will need to be subdivided, but the Town has granted permission for Dan Barusch to approve it upon request of the Village.

Trustee Perry, seconded by Trustee Root, offered the following resolution:

RESOLUTION NO. 99, 2017

VOTING Ayes: 4 Blais, Earl, Perry, Root
Nays: 1 Mastrodomenico

RESOLUTION NO. 99, 2017 ADOPTED. August 21, 2017

- Bid results for the Timber Cutting at the REC Center were reviewed.

Village of Lake George Bid Opening

Bid Item: 2017 TIMER CUTTING

Bid deadline Date & Time: 2:30 P.M. 8/16/17 Opening at 3:00 PM

Bid Opening Place: Village Hall, 26 Old Post Rd

Bid Opened By: Debra J. McKinney, CPPB Purchasing Agent

VENDOR NAME & ADDRESS	BID AMOUNT TOTAL LUMP SUM
Allard Lumber Co., Ward Mann, PO box 154, Forstdale, VT 05745 Noted: would like the right to negotiate term of payment	\$55,001.00
William Pidgeon, Jr, 95 Hollow Road, Hadley, NY 12835 518-696-2190	\$43,534.00
The A. Johnson Co, LLC Mark McLellan, 995 South 116 Road, Bristol, VT 05443	\$50,936.00
G&T Enterprises, PO Box 34, 39 Oven Mt. Rd, Johnsbury, NY 12843	\$59,893.20

Prentiss & Carlisle Mgt. Co, Damon Hartman, 191 Glenwood Drive, Saranac Lake, NY 12983 518-669-4524 Noted: would like 2 year contract and prices kept confidential.	\$37,218.00
Present at Opening:	
Debra McKinney, David Harrington, & Darlene Gunther	

- G&T Enterprises was the high bidder in the amount of \$59,893.20. Superintendent Harrington remarked that the forester, Chris Gearwar has marked the trees; this area has not been logged in 15 to 20 years. He noted that a buffer zone will be left near the trails. Mr. Gearwar will be managing and inspecting the job. The completion date is set for August of 2018, but Dave recommended that there be no logging during spring and winter. Mayor Blais noted that the bid came in higher than the anticipated budgeted revenue.

Mayor Blais, seconded by Trustee Earl, offered the following resolution:

RESOLUTION NO.100, 2017

APPROVAL TO ALLOW CHRIS TO PREPARE THE CONTRACT

VOTING Ayes: 5 Blais, Earl, Mastrodomenico, Perry, Root
Nays: 0

RESOLUTION NO. 100, 2017 ADOPTED. August 21, 2017

- Authorize Mayor to sign Memorandum of Understanding with the FUND for Lake George regarding financial management and responsibilities.
 Mayor Blais reported that he has organized and operated two fundraising events, the Fishing Derby and the SAVE the Lake Fest for the past few years. The FUND has agreed to take over the management of the funds, which will be transferred from the Village's Trust and Agency account. Mayor Blais confirmed that he will continue to plan and promote the events.

Trustee Root, seconded by Trustee Perry, offered the following resolution:

RESOLUTION NO. 101, 2017

BE ITRESOLVED, that the Village Board of Trustees hereby authorize Mayor Robert Blais to sign a Memorandum of Understanding with the Fund for Lake George regarding financial management and responsibilities for the SAVE money raised.

VOTING Ayes: 5 Blais, Earl, Mastrodomenico, Perry, Root
Nays: 0

RESOLUTION NO. 101, 2017 ADOPTED. August 21, 2017

- Amend budget for donations to the Student Connection.
 Mayor Blais pointed out that the Village has received contributions for the Connection from the Towns of Lake George, Bolton, and Queensbury which need to be put into the expenditure account.

Mayor Blais, seconded by Trustee Mastrodomenico, offered the following resolution:

RESOLUTION NO. 102, 2017

WHEREAS, the Village of Lake George has received commitments from the Town of Bolton, Town of Queensbury and the Town of Lake George for the Student Connection expenses which were not budgeted,

BE IT RESOLVED, that the Board of Trustees of the Village of Lake George, NY authorizes the following changes to the General Fund budget to pay for the expenditures.

Increase of Revenue and Expenditures:

DR A6292.4 Job Train & Services, Contr. Expenses \$4,000.00

CR A2706	CHIPS – Grants from other local gov't	\$4,000.00
-----------------	--	-------------------

VOTING Ayes: 5 Blais, Earl, Mastrodomenico, Perry, Root
Nays: 0

RESOLUTION NO. 102, 2017 ADOPTED. August 21, 2017

Mayor Blais noted that it was brought to his attention that one of the foreign students was recently hit by a car and has a broken leg. The student has been having hard time getting back and forth to his job. Mayor Blais has purchased a pass from the Greater Glens Falls Transit so that the student has access to ride the trolley as needed.

Mayor Blais reported that he recently met with the Department of Labor in regards to some complaints by foreign students that they had not been paid fairly. The DOL visited two properties and are in the process of reviewing three years of records. If they find inconsistencies, the students could receive retro pay. Also, the employers may face penalty.

- Amend budget for additional CHIPS revenues. Superintendent Harrington noted that we received \$6,000 more than anticipated. We were not aware that we would get the Emergency Winter Recovery funds again this year.

Trustee Perry, seconded by Trustee Mastrodomenico, offered the following resolution:

RESOLUTION NO. 103, 2017

WHEREAS, the Village of Lake George was notified that we have been allocated additional CHIPS revenues for paving,

BE IT RESOLVED, that the Board of Trustees of the Village of Lake George, NY authorizes the following changes to the General Fund budget to pay for the expenditures.

Increase of Revenue and Expenditures:

DR A5110.41 Paving	\$6,000.00	
CR A3502	CHIPS – Capital revenues	\$6,000.00

VOTING **Ayes: 5** **Blais, Earl, Mastrodomenico, Perry, Root**
 Nays: 0

RESOLUTION NO. 103, 2017 ADOPTED. August 21, 2017

- Approve applications for Occupancy Tax Funds from Village.
The Next Gen Nationals Club show has been cancelled; they are withdrawing their application.
- Consider proposal from Chazen for the Water Valve Replacement Project.
Superintendent Harrington explained that as a result of the last water break, it is necessary to replace some valves in the area of Phillips Street, Mohican, Cooper and Dieskau Street. This will make it possible to isolate the shut offs and have more control of the water system. Chazen submitted a proposal to prepare a bid specification.

Trustee Root, seconded by Trustee Earl, offered the following resolution:

RESOLUTION NO. 104, 2017

VOTING **Ayes: 5** **Blais, Earl, Mastrodomenico, Perry, Root**
 Nays: 0

RESOLUTION NO. 104, 2017 ADOPTED. August 21, 2017

- Need to establish new capital project for Lower Amherst Stormwater.
Superintendent Harrington pointed out that this is for the grant that Beth Gilles facilitated. The intention is to use a contractor for the work with Village staff support.

Mayor Blais, seconded by Trustee Earl, offered the following resolution:

RESOLUTION NO. 105, 2017

WHEREAS, the Village of Lake George has been awarded a grant for the Lower Amherst Stormwater Separator Project, and

BE IT RESOLVED, that the Board of Trustees of the of Village of Lake George, NY instructs the Village Clerk-Treasurer to establish a new capital project known as the “the Lower Amherst Stormwater Separator Project” and

BE IT FURTHER RESOLVED, a budget to establish this project will be as follows:

Estimated appropriations:	\$88,000.00
HN 8140.2 Stormwater expenses	\$76,000.00
HN 1440.2 Engineering expenses	\$12,000.00

Estimated revenues:	
Transfer from the General Fund 2017-2018 Budget	\$88,000.00

VOTING **Ayes: 5** **Blais, Earl, Mastrodomenico, Perry, Root**
 Nays: 0

RESOLUTION NO. 105, 2017 ADOPTED. August 21, 2017

- Application to waive liquor license for September 24 at Wood Park.
Mayor Blais announced that Dave Ehmann has booked the Marshall Tucker Band for Wood Park.

Trustee Root, seconded by Trustee Mastrodomenico, offered the following resolution:

RESOLUTION NO. 106, 2017

VOTING Ayes: 5 Blais, Earl, Mastrodomenico, Perry, Root
Nays: 0

RESOLUTION NO. 106, 2017 ADOPTED. August 21, 2017

Mayor Blais asked if anyone in the audience had any comments. Gail Freiberger inquired as to what the test results of her water test were. Superintendent Harrington reported that the final coliform testing came back negative.

Mayor Blais reported that the American Music Fest organized by Robert Millis has been cancelled.

Mayor Blais proposed interim raises to show appreciation for the hourly full-time year round employees. He noted that the Village has some recent unanticipated revenues, and he would like give the hourly employees a \$.25 per hour raise and the Department heads a \$500. increase. He praised the staff. He remarked that we've been losing good staff to other communities. Trustee Root commented that he totally agrees; the Village has dedicated employees.

Trustee Perry, seconded by Trustee Mastrodomenico, offered the following resolution:

RESOLUTION NO. 107, 2017

BE IT RESOLVED, that the Village Board hereby authorizes a \$.25 per hour raise for all full-time permanent employees and an additional \$500.00 for Department Heads on salary to be effective August 16, 2017 which was the beginning of the new pay period which we are in the middle of current.

VOTING Ayes: 4 Blais, Mastrodomenico, Perry, Root
Nays: 0
Abstentions: 1 Earl

RESOLUTION NO. 107, 2017 ADOPTED. August 21, 2017

Mayor Blais reported that the hot dog cart vendor for Shepard Park has had some delays in getting her new cart and getting it inspected by NYS Department of Health. He would like to reduce her fee from \$1,500. to \$500 because of the shortened time that she will be actually be able to vend. Superintendent Harrington commented that the cart was actually there today.

Mayor Blais, seconded by Trustee Root, offered the following resolution:

RESOLUTION NO. 108, 2017

WHEREAS, Tamara Barrett who awarded the bid for the Shepard Park Hot Dog Cart was not able to get her new cart inspected until this week,

BE IT RESOLVED, that the Village Board will accept her down payment of \$500.00 as payment in full for this summer season.

**VOTING Ayes: 5 Blais, Earl, Mastrodomenico, Perry, Root
 Nays: 0**

RESOLUTION NO. 108, 2017 ADOPTED. August 21, 2017

Mayor Blais wanted to follow up on the story about Sayuti Sulemana from Ghana, Turkey. "Sule" went back home and has secured the property for a private school, which will be named in honor of Lake George.

Mayor Blais announced that there has been a meeting set up with the agencies that work with the foreign student program. There are five sponsors, including the Department Labor, and the meeting is scheduled for September 20.

Mayor Blais commented that he's had a request to place a bench with the name/advertising tag at the Dog Park. The Board discussed different options for benches, signs, banners, etc. Mayor Blais agreed to follow up with some different ideas and prices.

Dave Ehmann submitted a request for \$3,000. in Occupancy Tax for the September 24th Marshall Tucker concert at the Festival Space. Mayor Blais remarked that the Town of Lake George has granted him \$3,000. as well.

Mayor Blais, seconded by Trustee Mastrodomenico, offered the following resolution:

RESOLUTION NO. 109, 2017

BE IT RESOLVED, that the Village Board hereby approves a \$3,000.00 payment in Occupancy Tax Funds to Dave Ehmann for his September 24, 2017 Marshall Tucker Band concert in Wood Park.

**VOTING Ayes: 5 Blais, Earl, Mastrodomenico, Perry, Root
 Nays: 0**

RESOLUTION NO. 109, 2017 ADOPTED. August 21, 2017

Robert Merchant of Back Street BBQ submitted an event application for the "Bikers Love Nurses Block Party" to be held on September 23 and 24. He is requesting that Dieskau Street from McGillis to Mohican be closed for this event. He plans to use it for bike parking only. Mayor Blais pointed out that the Marshall Tucker Band is playing and the Moon glow will be going on in the Village that weekend as well. The Board had some discussion about the pros and cons of closing the street and decided it would not be a good idea to close the street.

Trustee Root, seconded by Trustee Earl, offered the following resolution:

RESOLUTION NO. 110, 2017

TO APPROVE THE EVENT, BAG THE METERS AND MAKE THEM FOR BIKE ONLY, DENY THE REQUEST FOR STREET CLOSURE

VOTING Ayes: 4 Earl, Mastrodomenico, Perry, Root
Nays: 1 Blais

RESOLUTION NO. 110, 2017 ADOPTED. August 21, 2017

Mayor Blais introduced Dave Wick, Executive Director of the Lake George Park Commission. Mr. Wick spoke about the Commission's desire to update their stormwater regulations. He noted that the regs have not been updated in about 20 years. The Village of Lake George, along with the Towns of Queensbury, Bolton and Lake George have adopted the Commission's model stormwater regulations and have assumed jurisdiction and administration of them. It is the Commission's intent to enhance protection of the Lake while balancing the impact on the community. The proposed revisions are based on stormwater management science. He laid out a plan to seek feedback during 2017; schedule hearings during 2018; and to implement the new regulations in 2019.

Mr. Wick explained the five proposed changes detailing the action and the proposed change. The following items were addressed:

- Logging Permits
- Reduced Setback for Stormwater Facilities for Residential Projects
- Stormwater Retrofits for "Minor" Project Applications
- 35-Foot Stream Buffers
- Fertilizer Applications.

Mr. Wick took questions, comments, and suggestions during the presentation. He remarked that they are looking for other ideas and want to make it the best program they can. The presentation ended at 7:40 p.m.

Mayor Blais then continued on with the agenda and presented a proposed local law to amend the dog park rules. Our insurance carrier, NYMIR, is requesting some revisions. The Board had a brief discussion about license tags and current vaccinations and asked for a couple of edits in the draft. Mayor Blais made a motion, seconded by Trustee Mastrodomenico, unanimously carried to set a public hearing at their next regular meeting scheduled for 6:30 p.m. on September 18, 2017.

VOTING Ayes: 5 Blais, Earl, Mastrodomenico, Root, Perry
Nays: 0

MOTION PASSED.

Superintendent Harrington reported that the EV charging stations, both the Village's and the Town's are up and running. The James Street unit has been pretty popular since it became operational.

Trustee Perry, seconded by Trustee Root, offered the following resolution for water changes:

RESOLUTION NO. 111, 2017

8/17/2017	General	\$85,530.89	180410-180418	30276-30283
	Water	<u>\$12,027.20</u>	180461-180465	
		\$97,558.09		
8/21/2017	General	\$380,610.55		
	Water	\$13,149.19	180345-180409	30284-30412
	Gaslight Village (HG)	\$2,844.25	180419-180460	
	Sewer Plant Improv (HK)	\$3,236.25	180466-180548	
	L. Amherst			
	Strmwater(HN)	\$395.00		
	Water Improv (HO)	\$6,467.75		
	Wood Park (HP)	\$385.00		
	West Side Canada (HS)	<u>\$2,280.00</u>		
		\$409,367.99		

VOTING Ayes: 5 Blais, Earl, Mastrodomenico, Perry, Root
Nays: 0

RESOLUTION NO. 112, 2017 ADOPTED.

August 21, 2017

Motion by Mayor Blais, seconded by Trustee Perry, unanimously carried, to enter into an Executive Session at 8:07 p.m. to discuss matters leading to promotion and replacements of employees.

Motion by Mayor Blais, seconded by Trustee Perry, unanimously carried, to exit Executive Session at 8:30 p.m.

There was no action taken.

There was a motion by Trustee Perry to adjourn at 8:34 p.m.

Respectfully submitted,

Debra J. McKinney, CPPB
Purchasing Agent
Deputy Clerk-Treasurer