

JOHNSON VILLAGE TRUSTEE BOARD MEETING MINUTES
JOHNSON MUNICIPAL BUILDING
MONDAY, MARCH 11, 2019

Present:

Trustees: Gordon Smith, Walter Pomroy, Scott Meyer, Bob Sweetser, Phil Wilson

Others: Meredith Birkett, Troy Dolan, Dan Copp, Sharon Duffy, Tracy Myers, Elizabeth Emmons (Dufresne Group), Jim MacDowell, Megan Young (VT DEC), Joshua Lochhead (VT DEC)

Note: All votes taken are unanimous unless otherwise noted.

1. Call to Order

Gordy called the meeting to order at 6:00.

2. Changes, Addition to Proposed Agenda

Phil added an information item about the emerald ash borer meeting he recently attended.

3. Review and Approve Minutes of Trustee Meetings

Walter move to approve the minutes of February 11 and 25, 2019 and the motion was seconded and passed.

4. Treasurer's Report & Review and Approve Bills and Warrants

Walter moved to authorize Gordy to sign a water and sewer lien in the amount of \$704.52 for 264 Railroad Street and the motion was seconded and passed.

Walter moved to authorize Gordy to sign a water and sewer lien in the amount of \$277.23 for 21 Center Street, Bob seconded and the motion was passed.

Walter moved to authorize Gordy to sign a water and sewer lien in the amount of \$548.03 for 29 Center Street and the motion was seconded and passed.

5. Pearl Street Sidewalk Kick-off Meeting

Meredith said she and Elizabeth Emmons from Dufresne Group met today on site to talk about the Pearl Street sidewalk project. Elizabeth said she and Meredith are still working on getting the contract straightened out. Dufresne has a land surveyor on hold until the contract is worked out. In-house topographic surveyors will be here next week or the week after.

Gordy asked, we need approval of the select board since the project will be in the town right-of-way, correct? Meredith said yes. At minimum we will need a town right-of-way permit. Eric was at the information meeting about this project and she sent information to the town about the project but we have to go through the formal process of getting permission and we have to share the plan with them and make sure the curbing works for them.

Meredith said thinks the biggest challenge will be if we find out that the existing sidewalk isn't fully within the right-of-way. Elizabeth said based on the tax map information it looks like the right-of-way might be in the middle of the sidewalk but tax map information is often not accurate.

Gordy asked about the timeline for the project. Meredith said she thinks if there are no easement or right-of-way issues we should be in good shape to do the project this year. Elizabeth said she doesn't see any significant obstacles that would prevent the project from being constructed this year. Gordy said we should keep in mind that if the project took place at the end of August or in

September the area is used heavily by schoolchildren. Troy said he doesn't want to put the sidewalk in right before we need to start putting salt on it. He wants time for it to cure properly. Elizabeth said the village could always get bids this season and hold off on construction until next spring.

Walter said he thinks we might want to alert Tuesday Night Live that we might have issues with construction and their operations. We will be at the mercy of contractors and may not have too much ability to dictate the time frame so we should let Tuesday Night Live know this is coming. We could say in bid documents that on certain Tuesdays the contractor has to be out of there by 4:00. Elizabeth said most likely we will get a smaller contractor who is likely to be able to work with the village on things like that.

6. *Water/Wastewater Report and Action Items*

Dan said all wastewater samples met state requirements. The E-DMR & WR-43 reports were submitted for review. The early flood warning float and dialer were ordered and should be here by the end of the week. Delivery is being held up pending radio use approval by the certifying agencies. Portable plywood steps were built to safely get in and out of the plant when the floodgates are installed. Backflow preventers were inspected and certified. The alum tank was completely cleaned and we received a delivery of new alum. Two new belts were ordered for the press. The spare main belt developed a major tear and is going to be replaced this week.

There were no call outs for the water system. All coliform samples taken were negative. The two heaters from the Nadeau wellhouse were removed and dropped off at Gates Salvage. The hydrant at the Nadeau well was frozen. The well was thawed and yearly Gross Alpha and nitrate sampling were done. Yearly Gross Alpha, nitrate, fluoride, cyanide and metal sampling were done for the Osgood well. Water loss was 12%.

The heating system was also looked at. The air filter had an inch of dirt on it. There was no air flow. The circulation fan belt was off. Air is moving now. We may not have to hire anyone to work on the system. We may be able to do work ourselves. Maintenance hadn't been done for a long time. (*Sharon Duffy and Tracy Myers arrived at 6:22.*)

7. *Discussion of Wastewater Service at Route 15 West Property*

Sharon Duffy said her father recently passed away and she wants to move a trailer onto her parents' property. There is a sewer and functioning leach field. She needs to move from where she is now. It will take time to do what needs to be done to get hooked up to the village sewer system. Can she get an extension on that? The property is currently hooked up to village water and has electricity. The state said the property was grandfathered. The town doesn't have the paperwork Meredith said was needed.

Meredith said our sewer ordinance says if a property is within 500 feet of our sewer system the owner is required to connect. There is a hardship exception that applies if the cost of connecting would be more than two times the cost of constructing and permitting a new septic system on site. This situation is a little different because Sharon is not doing anything to the existing septic system. The belief is that the existing septic system is functioning. But because there is not an existing permit it is hard to prove it meets the state requirements.

Walter said her system has to be legal, which means we need the permit situation cleaned up.

Sharon said they are not trying not to hook up. Their plan is to hook up to the village. But the money for that is hard to come up with all at once on top of buying a home and moving it. It would be hard to do in the next few months.

Gordy said we have our CIG loan but we need collateral and a clear easement.

Meredith looked at the document Sharon had that she thought might be a permit. She doesn't know that it really is a permit for sewer. She feels the village needs something that demonstrates that what is there is functioning. There may be a cost to hire someone to evaluate the system and ensure the components are all working properly. Sharon said the state said it was grandfathered and she needed to go to the town for paperwork but the town has nothing on it. Meredith said the state may view it as being grandfathered if it was put in before the formal permit process was in place. If nothing is coming to the surface they may view it as permitted.

Walter said he needs legal clarification on this. The ordinance is clear that she needs to connect. He is willing to work with her to make it happen. (*Jim MacDowell arrived at 6:39.*)

Scott asked when the leach field there was last used. Sharon said she thinks it was used a couple of years ago when her sister had her camper there.

Scott said the ordinance talks about a hardship exception if the cost of hooking up to the village is more than 2 times the cost of a new septic system. For him to be comfortable that the leach field is not becoming a public health issue he feels she should have a contractor test it. She can find out the cost of testing and hooking up to the existing leach field and if that is two times lower than hooking to village sewer, it is fine according to our ordinance. As far as permitting, he is not sure how to clear that up but it is probably cheaper to hook up to a functioning leach field. But if it fails she will have to dig a trench to the sewer line. Maybe she can put money aside to make that happen when needed.

Meredith said she thinks Sharon could ask for a formal written communication from the state saying she is permitted because the property is grandfathered.

Sharon said Meredith has brought up the loan idea. But she can't ask her mother to go into debt. Could she get a loan using the trailer as collateral? Walter said if the trailer had sufficient value he would probably agree.

Gordy said we are trying to get away from people having sewer systems that are not on their own property. Scott asked if she would need an easement to get through other properties to the sewer. Meredith said no easement would be needed now but if the property were ever subdivided she would need an easement to cross the other parcel. Sharon said her sister is taking over her mother's property. (*Megan Young and Joshua Lochhead arrived at 6:50.*) It will stay in the family. Meredith said we would make it a condition of the permit that if the parcels are subdivided a new line would need an easement.

Meredith said she suspects there isn't a permit for the existing septic system because it was put in so long ago. We would need a document from the state saying it was proper to be used. Walter said

they do issue permits based on past usage. But there is no usage now. Meredith said they may require some testing. Walter said he feels the system might not pass if testing is done.

Walter asked if the property is in our wellhead protection area. That might have a bearing on the permit. Meredith said she will check. Walter said there are extra restrictions in that area because it is close to the village water source. Meredith said if it is in the wellhead protection area it is in the part of it with the least restrictions.

Meredith said if we let Sharon move forward with connecting to the existing system she should make sure to put in a stub to connect to the municipal system in the future so she doesn't have to dig up the pad.

Sharon asked if the board has anyone in mind that can do the inspection. Scott said the state should have a list of engineers and site techs.

8. *Request for Preliminary Approval for Increased Water and Wastewater Allocation*

Meredith said she had talked to Jim MacDowell about increased allocations for 2 Vermont Studio Center properties. Jim said both are part of the VSC master plan. The one at 24 Clay Hill will go under construction this fall. Currently it houses 9 residents; that will increase to 14. He is not sure when VSC will start moving forward with the other building but he thought he would permit both for increased sewer and water allocations now and attach connections at least to one side ahead of the upcoming sidewalk project. He doesn't have any engineering news about the sprinkler system but it will be bigger than the current system.

Meredith said the initial connection for those properties preceded the current permit system. She gave credit for the existing use and VSC is paying to increase the allocation from 9 to 14 for one building and from 12 to 15 for the other.

Walter said we do have a time limit where the permit could expire if VSC doesn't move forward. Jim said he would wonder about extensions. Meredith said it sounds like VSC would make the connections this year. Once the connections to our main are made whatever is done on the house side is okay and our permit is satisfied. VSA has one year to complete the connection after getting a permit. Meredith said we will give preliminary approval then they will get state approval and come back to us for final approval. We don't charge for sprinkler allocations but she does show them in the permit. She left a blank space for when we get the information from the engineers.

Meredith said the allocations for 24 Clay Hill will be increasing from 324 to 504 for water and from 450 to 704 for sewer. For 11 School Street the allocations will be increasing from 432 to 544 for water and from 600 to 650 for sewer.

Walter moved to grant preliminary approval to the Vermont Studio Center for increased water and wastewater allocations for 24 Clay Hill and 11 School Street, Scott seconded and the motion was passed. (Jim left at 7:06.)

9. *Water Asset Management Plan Update*

Megan Young said the state is offering up to \$50,000 of forgiveness for an asset management plan. Elizabeth Emmons said it feels like we are at a pretty good place with the asset management plan. We started with level of service agreements a few months ago. She, Dan and Steve have inventoried all the assets and they have been prioritized. Today Dan was provided with a list to

review priorities. Dufresne assigned estimated useful life based on their experience with water systems. Those things vary from system to system based on water quality. Dan, Steve, and Tim will review the priority list and useful lives. That will change how things show up in the priority list. Priorities are based not just on probability of failure but also on consequence of failure.

Elizabeth said hydrants are not included on the priority list but there is a list of hydrants. The GIS information for the town gives flow numbers for the hydrants but they appear to be incorrect. The village's insurance company uses flow for insurance rates and these numbers are not accurate. Dufresne will do flow tests and put them into their model. One recommendation will be to contact the insurance company and get them to correct the records regarding flow. A model has been built. They are waiting for better weather to test hydrant flow. It probably will be best to have that testing correspond with Troy's flushing of hydrants. Things will be on hold for a few months until then and then they will be able to evaluate the system as a whole.

Walter asked, when assets are prioritized and replacement costs are given, will the information be put into a capital asset management plan? Elizabeth said that is the end goal.

Walter asked if the plan identifies stopgap measures that can be used if something fails. Elizabeth said it is not an emergency plan. There will be risk mitigation recommendations, for instance on how to make the well pump last longer. That will only be done for high risk assets.

Gordy said the fire chief may have better information on hydrants. Elizabeth said Dufresne will still do their own tests.

Elizabeth said the pump station at the college is causing suction pressure on our system. She wants information about their pump for the model. She thinks it is having an adverse effect on our system. She has been trying to get hold of someone at the college. Megan said she will send Elizabeth contact information.

Scott said it makes him nervous if there is a backflow issue and our system could become contaminated. Dan said if there is a negative pull we could have infiltration from groundwater. Elizabeth said once we get information from the college we can incorporate it into our model. Megan said a drop in pressure shouldn't be as much of a problem as a total lack of pressure.

Megan said a question we had talked about in April is which computer would have CUPSS. Has the village figured that out yet? Meredith and Dan said the one at the plant. Megan asked if we have used CUPSS yet. Dan said no. The woman said we need to get access and play around with it and see if it works for us. It works really well for some water systems but not for others. Plenty of systems really liked it and plenty hate it and have spent time and money developing an asset management plan in CUPSS that they don't use because they hate it. She suggests not waiting until the end to find out if the village wants CUPSS. All this work will be updated frequently so the village needs to be really comfortable working with whatever program is chosen.

Gordy asked if Dan will need help to get started with this. Dan said the wastewater asset management plan was in CUPSS but the training on it was bad. He thinks if all the information could be put into Excel he would be all for it but he can't stand what he has seen of CUPSS so far. Meredith said it was made worse because it was put on a Chromebook. Dan said the navigation

was bad. Elizabeth said the information can all be exported to Excel. She can send directions. Dan said he thinks the Chromebook might be the biggest problem with it. He will try it on the computer. Troy agreed that the training on CUPSS was bad.

Megan asked how the village came up with the level of service goals. Meredith said Walter pushed us to be as aspirational as possible. We had a few meetings where the board talked about it. Elizabeth provided some examples to work from from other systems.

Megan said usually where you are now is shown as well as the end goal or target. For instance if a goal is to respond to complaints within x amount of time, are you currently at 100% or 98%? For all the goals we need to know where we are now and how we will know if we are hitting the goal and what held us back. We might find we are already meeting one and want to change goals. We can revise them if we are already doing better than one goal. It might be helpful to put in where we are now with each of these goals.

Megan said she and Joshua are here to check on asset management plan progress and see how it is working for the village so far. Dan said he thinks we are just at the point now where it is more in our hands to deal with. He hasn't seen this document before today. Meredith said other than discussion of level of service goals the work so far has been behind the scenes. She thinks we are all excited to have this document for future budgeting.

Megan said she encourages us to stop thinking of it as a document. It will constantly change. The village will probably print out a report at least yearly to review. Operators will need to update it every time they flush or change a valve, fix a broken pipe, etc. They will need to keep it updated, keep reviewing it and revising risk assessment. We should make sure we are not just focused on this year's plan but on the whole process. Johnson is far ahead of most state water systems. For a lot of them keeping track of work orders is not even on their radar. For Johnson the next step may be making plans based on work orders, maybe more preventive maintenance rather than everyday maintenance. *(Elizabeth, Megan, Joshua and Dan left at 7:53.)*

10. Foreman Report and Action Items

Troy said the replacement voltage regulator that was ordered by Just Send It Solar has arrived and will be put into service within the next few weeks. A short line outage will be scheduled once temperatures rise above freezing. The new 100-amp service was energized at 47 Gould Hill Road. The crew completed monthly meter readings, disconnects, and Dig Safes.

Walter asked how the training went for the two employees who were just sent for training. Troy said it went well. It was definitely beneficial training. He thinks the program they attend is better than the quality of the monthly NEPPA meetings. There have been a lot of complaints about NEPPA information being outdated. NEPPA is sending a new trainer this month.

This month the majority of the crew's time was spent clearing the sidewalks, sanding/salting, plowing, and maintaining the equipment. There was one callout during the past month at 104 Clay Hill. The water meter froze and had to be rebuilt. The crew turned on the curb stop and installed a new water meter at 47 Gould Hill Road. The crew completed the required annual CPR/first aid training during February's NEPPA safety meeting. Rubber gloves and sleeves were changed out this month and will be sent out for testing. Both bucket trucks and digger passed dielectric testing. Troy has been working with SunCommon on the possible installation of a solar array on Gould Hill

Road. Troy created an estimate to upgrade the overhead service from 100 amps to 200 amps at 21 Clay Hill Road.

It was agreed that Troy should check the batteries in the AED's. Scott said to follow the owner's manual, which may say that they need to be checked more often than annually.

Phil asked why water meters freeze up. Troy said that depends on the house. Sometimes there is cold air around the foundation. A lot of the ones that freeze are at mobile homes.

11. Village Manager's Report and Action Items

Meredith said she managed to get all of the budgets to balance. To get the general department budget to balance she removed the \$9,000 contribution to the reserve fund for the future Bobcat purchase. We don't have enough this year to contribute to the reserve fund. She thinks we can still manage to make that purchase next year. It would probably be in the fall of 2020. We have \$33,500 in the capital equipment fund, which is sufficient to cover the purchase. In the last version of the budget she put all the revenue for sale of the old dump truck into the general department budget but all departments contributed to the purchase so she put revenue from the sale into all the departments' budgets. She made a few other changes to get the general department budget to balance. She reduced the amount budgeted for holiday decorations to \$7,500. We may shrink the area in which decorations are placed. She reduced the beautification budget to \$3,250 from \$4,000. It still includes \$2,500 for gardening.

Gordy asked if we have heard from the town about their plans regarding gardening. Meredith said no. The budget includes \$2,500 for gardening, \$250 for welcoming sign refurbishing, and \$500 for the tree board.

Scott asked what one decoration costs. Meredith said she thinks the cheapest she has seen is \$350. Scott suggested giving people the opportunity to buy a decoration in memory or in honor of someone. Meredith said there is no reason we couldn't do a fundraising effort like that.

Meredith said she added \$2,400 from cash on hand to this year's budget and the bottom line is balanced.

Phil asked if tax revenues are declining. Meredith said she thinks the updated grand list figure won't come until after village meeting so she kept tax revenues level. She said it will be hard to level fund next year. Scott asked how many years we have level funded. Gordy said 5.

Meredith reviewed the sewer budget. She said last year the sewer budget finished about \$35,000 to the good. We had budgeted to take \$37,000 out of reserves and we didn't need to because we replaced the PLC this year. Those two things total about \$74,000. That is close to the \$87,000 we have to put in this year for the PLC and cupola projects. The cupola estimate has gone up to about \$30,000. We are putting \$87,000 from the reserve fund into the sewer budget but that is about the same as the money that was not spent last year. To balance the budget Meredith added revenue from the dump truck sale and reduced the amount to be taken out of the reserve for the cupola project by just enough to balance the budget. She is assuming revenue will be around the same as last year.

Meredith said we have a decision to make about how we present the electric budget. Gordy had suggested showing revenue from cash on hand so we can show a balanced budget rather than showing a deficit of \$27,000. Over the last few years we have presented a proposed budget with a deficit. We can show the cash as a revenue in order to show a balanced budget. She thinks there would be no problem with doing that.

Meredith said last year we had special jobs that brought in more revenue than anticipated. There were also a few big projects we had budgeted for and didn't do.

Walter said it is clear in the general department budget that cash on hand is being used to cover the deficit. He wants it to be obvious that we are using cash on hand to cover the deficit. The board agreed to add a line showing cash on hand revenue.

Meredith said she eliminated the contribution towards the future Bobcat purchase in the electric department budget. It didn't make sense because we don't have a reserve fund, just cash on hand.

Meredith reviewed the water budget. In the 2018 budget we planned to put \$6,000 into capital reserve but we ended the year \$18,000 to the bad so she is proposing not to do that. We would be taking money out of reserves to make a contribution to the reserves.

Walter said ultimately when a capital plan is put together we should have a number budgeted every year to add to it. That should become a permanent part of the budget.

Meredith said she added revenue from the sale of the dump truck and then increased expense for distribution system fixes to get the budget to balance.

Phil asked about bonding for the Lamoille View Drive work this fiscal year. Meredith said we have to talk about that.

Walter moved to approve the general fund budget as presented by Meredith tonight, Bob seconded and the motion was passed.

Meredith reminded the board that LCPC funded a gap analysis for the talc mill site. She put in the board packet the conclusions and recommendations from the gap analysis report. It is recommended that shallow soil impact should be investigated. She had a conference call with the consultants who did the report. They reiterated concern about redevelopment and also possible risk to town and village employees who are working at the site now. Since there is some lack of knowledge about shallow soil conditions she thinks it is a good idea to follow the recommendation and do additional sampling. LCPC is running out of Brownfields funds but they still have some left. Their EPA funds run out at the end of September. So now is the time to make the request. We could potentially get funding from another regional planning commission in the state if they have funds available. In terms of areas to look at, we have talked about the old mill house having the easiest potential for redevelopment. Meredith thinks that and the two buildings where staff spend the most time would be the highest priorities.

Phil asked, there is not enough money to test all the areas in the data gap analysis? Meredith said she thinks probably not. She can ask.

Walter asked if any of the funding can be applied to powerhouse testing. Meredith said we will need to do testing of soils there after the building is removed and that project will be competing for the same money. Walter said he would rather prioritize that.

Meredith said she went to the last Brownfields committee meeting and got money to do additional lead testing. She mentioned that the next step after the building comes down is additional soil testing but they won't reserve money for that. She would rather not wait to go after the money. She can tell Lea our number one priority is the powerhouse site. Maybe we can get a cost estimate for that and ask what we can do with the remaining dollar figure.

Gordy said he thinks additional testing at the talc mill site should be done for the safety of employees who are using those buildings because of the cost to move the garages he doesn't think we should be talking about redeveloping.

Phil asked why redevelopment of the talc mill property is being talked about. Meredith said it came up in the area wide plan. It is a property that we can control more than other properties. The people who did that plan loved the idea of a large piece of land near the rail trail where we could decide what we want to do and the old mill house seems like a perfect gateway right next to the rail trail.

Scott said he asked about the cost of moving the garages and that wasn't factored in. It was said that the town and village were not using this efficiently.

It was agreed to prioritize funding for testing at the powerhouse site. The board also supports testing around the buildings where employees work at the talc mill site – the village and town garages and the old mill house.

Meredith said she had provided board members with a scoring sheet for the bids for the merger study. She asked board members to score the bids and bring their scores to the joint meeting with the selectboard.

Gordy said the voters voted to spend up to \$4,000 on the merger study. None of the proposals are \$8,000 or under. He was approached by a couple of citizens who strongly did not want the village to spend one penny over \$4,000. Do we want to consider paying more? Scott said the village voters said \$4,000. Meredith said in the budget we just approved \$4,000 is budgeted. Gordy said if we are going to just go up to \$4,000 the selectboard will have to kick in a lot more.

Phil asked, the village meeting will presumably be before the joint meeting? Meredith said probably. Phil said we could talk about cost numbers at the village meeting and see what the voters want.

Gordy said we aren't pushing for this merger study; the selectboard is, and a handful of residents. Walter said unless the voters say otherwise we have a mandate to spend up to \$4,000. That is our cap until they say otherwise. Scott said as far as going above the cap, he is already paying for the study as a town resident. He is paying twice. As a village voter he doesn't have any appetite to spend more.

Gordy said the only drawback of not paying more money is that whoever pays the most money for the study will influence the report more. Phil said presumably we could keep from the consultant any knowledge of who paid what share of the cost.

Gordy said board consensus seems to be that we will spend only up to \$4,000 until the voters tell us to spend more. Meredith said she can let Brian know that the board had this discussion. Brian also brought up the idea of having college students do the study. She would prefer to have it done by professionals, but she thinks there is a lot of support on the selectboard for possibly working with a master's program on the study. Meredith said she will let the board know as soon as a joint meeting is scheduled.

Scott said he would love to take a deeper look at the data gap analysis report and, with his background, give his opinions on places to further look at. Meredith agreed to give him the report on a flash drive.

Meredith showed the board a draft annual report dedication and asked if anyone had memories to add to send them to her.

Gordy suggested authorizing expenditure of up to \$50 for a cake at the annual meeting to celebrate the 25th anniversary of the village. Walter suggested \$100 instead. The board agreed. Meredith said when she puts out information on the annual meeting she may suggest that people come at 7:00 for the anniversary celebration before the meeting.

12. *Emerald Ash Borer Update*

Phil said he attended the recent meeting on the emerald ash borer. South Hero has an infestation and Washington County does also. It is predicted that 99.9% of ash trees greater than 1 to 3 inches in diameter will be killed. There are 150 million ash trees in Vermont. The Conservation Commission identified 2,500 in our town right of way. The question is what to do with the ash trees. We can preemptively cut them down. Charlotte will attempt to do that, starting with 1 mile of right-of-way this summer. Other municipalities are setting aside money in a fund to deal with the cost. A representative from Vermont Electric Coop who was at the meeting said that utility workers in New York are getting injured cutting down ash trees once they are dead. Johnson is not doing anything currently. It will be some time before the emerald ash borer gets here. Trees won't be killed for two or three years once the borer gets here and they won't fall over for five years but the cost to remove them after they are dead is a lot more.

Troy said we cut everything on both sides of the right-of-way. At times we reach outside the right-of-way with landowner permission. His opinion is that trees are the property of the landowners. Walter said Charlotte is having one public hearing to deal with one mile of right-of-way. He said those trees outside the right-of-way are outside of our control. Phil said he thinks this is mostly a town issue at this point. Walter said if trees die they won't take out our infrastructure. Meredith said we have good reason to use all the money we have budgeted for right-of-way cutting and get as many trees as possible out.

Gordy asked, the wood can't leave the county? Phil said he thinks now that the whole state is quarantined wood can be moved out of the county. But once the trees are dead the wood shatters into many pieces.

13. Adjourn

Gordy said this is Walter's last meeting. He thanked Walter for all his years of service. He has enjoyed working with him. Walter said serving on the board has been a pleasure.

Walter moved to adjourn at 8:56 and the motion was seconded and passed.

Minutes submitted by Donna Griffiths

UNAPPROVED