

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE AUGUST 19, 2014 WORK SESSION**

Supervisor Stumbo called the meeting to order at approximately 5:00 p.m. in the Ypsilanti Township Civic Center Board Room, 7200 S. Huron River Drive, Ypsilanti Township.

Members Present: Supervisor Brenda L. Stumbo, Clerk Karen Lovejoy Roe, Treasurer Doe, Trustees Stan Eldridge, Jean Hall Currie, Mike Martin and Scott Martin

Members Absent: None

Legal Counsel: Wm. Douglas Winters

2013 AUDIT PRESENTATION

Rena Emmons provided an overview of the Charter Township of Ypsilanti's Audit and Financial Statements for the fiscal year ending December 31, 2013. She thanked the Board for allowing her to present the report during the Work Session. She also thanked the Department Heads and the Board for their support.

Supervisor Stumbo asked if there were any significant occurrences with the Township's Accounting.

Ms. Emmons reported there were no deficiencies or weaknesses encountered in their audit and since the department heads, specifically Ms. Neal and Deputy Treasurer Debbie Agdorny, do a nice job in their day to day work, resulting in current numbers at any given time, which allowed the Board to make good decisions on a monthly basis.

REVIEW AGENDA

Supervisor Stumbo requested to review New Business items first:

Veronique Liem introduced herself to the Board as a candidate for Washtenaw County Circuit Court on the November 4, 2014 Ballot.

Request of Karen Wallin, Human Resource Department to restore Part-Time Appraiser I/Clerk (Michigan Certified Assessing Technician) Position to a Full-Time Michigan Certified Assessing Officer (MCAO) Position

Karen Wallin, Human Resource Department provided a brief history of the part-time position that was approved by the Board last year and recently vacated. The titles are changed because the state certifications had changed.

**CHARTER TOWNSHIP OF YPSILANTI
AUGUST 19, 2014 WORK SESSION MINUTES
PAGE 2**

Linda Gosselin, Assessor stated this position would put the Assessing Department in compliance with the state review, since one of their main objectives called for review of residential properties. She said they had not been able to do as many as they'd like with their current departmental resources.

Karen Wallin explained this was a specialty position which the state required certification and training for some of the work.

Ms. Gosselin provided a report of the progress that had been made in the Assessing Department since 2009.

1st Reading Ordinance No. 2014-439, Sewage Disposal Rate Change

Jeff Castro, YCUA Director provided a brief overview of the rate increases.

Trustee Scott Martin reported rates had increased statewide and YCUA had kept the costs to a minimum.

Mr. Castro reported the preventative maintenance being performed by YCUA crews had really paid off during the major rain storms last week, resulting in no backups.

Supervisor Stumbo stated some of the credit was due to the current leadership and management staff as well as the infrastructure improvements.

Clerk Lovejoy Roe addressed a question regarding how the situation with the Detroit bankruptcy would affect YCUA.

Mr. Castro stated YCUA had a thirty year contract with the City of Detroit, however negotiations were taking place to create an Authority and he was confident things would work out.

Supervisor Stumbo voiced appreciation for the way that YCUA worked with residents regarding payment plans.

Request of Karen Wallin, Human Resource Department to approve Amendment to Non-Bargaining Employee Leave Time Policy

Supervisor Stumbo requested this item be effective as of July 1, 2014, in order to include Art Serafini, which would result in a savings for Ypsilanti Township.

Karen Wallin, Human Resource Department briefly explained the amendment stated that when an employee voluntarily terminated their employment, without giving notice, the balance of their PTO bank would be paid to them at 75% versus 100% going into the health savings plan. She stated, in case of the death of the employee, the balance of the PTO would be paid out at 100% to the beneficiary. Ms. Wallin clarified that all

**CHARTER TOWNSHIP OF YPSILANTI
AUGUST 19, 2014 WORK SESSION MINUTES
PAGE 3**

lump sum PTO payouts were considered non-MERS wages and would not go toward FAC.

Attorney Winters stated he had reviewed this item and requested the July 1, 2014 effective date.

Request of Jeff Allen, RSD Director to approve repair of Non-Motorized Trail in North Bay Park by Barrett Paving in the amount of \$20,196, budgeted in line item #212.970.000.997.000

Jeff Allen, Residential Services Director provided a brief explanation of the North Bay Park Trail repair.

Request of Jeff Allen, RSD Director to award Civic Center Parking Lot Repair Project to Barrett Paving Material, Inc. in the amount of \$70,235, budgeted in line item #101.970.000.976.007

Supervisor Stumbo explained this was going to be done in conjunction with paving Veteran's Drive but the bids had come in very high.

Jeff Allen explained that Matt Parks from OHM had recommended waiting until winter to bid paving Veteran's Drive in order to get a more competitive price. Mr. Allen explained that was why the request was only for cleaning the storm drains, work regarding the parking lot repair, as well as expansion of the parking area for the officials.

Discussion followed regarding rejecting the bids for Veteran's Drive.

Trustee Scott Martin explained the manhole or catch basin was the first to fail in any project and recommended a rapid seal for the next repairs. Discussion followed.

Request of Jeff Allen, RSD Director to approve OHM Construction Contract Administration Services Proposal for Civic Center Improvement Project in the amount of \$37,200, budgeted in line item #101.970.000.971.008

Jeff Allen explained the agreement provided for the oversight of the Civic Center Improvements.

Matt Parks, OHM provided a brief explanation of the costs.

Supervisor Stumbo asked if this was a not to exceed price and what the percentage of the total price was.

Mr. Parks stated it was slightly over 10%.

Discussion on the improvements followed.

**CHARTER TOWNSHIP OF YPSILANTI
AUGUST 19, 2014 WORK SESSION MINUTES
PAGE 4**

Clerk Lovejoy Roe asked Mr. Parks if there was a spec on what went into the mortar for the tuck point and if there was a warranty on it.

Mr. Parks stated there was a one-year maintenance and guarantee. He provided a brief explanation on the procedure regarding the tuck point.

Request for Ypsilanti Township to sign petition to join Storm Drain Project along Easterly Area of Whittaker Road from S. Huron River Drive to Ypsilanti District Library Retention Pond.

Supervisor Stumbo asked Mr. Parks if he was aware of the project.

Mr. Parks stated he had never seen the petition but had heard rumors of it and presumed it was an effort to make this a county drain. He provided an explanation regarding the watershed.

Clerk Lovejoy Roe briefly explained the process for getting a drain and she voiced concern that the letter being circulated basically stated Ypsilanti Township was going to pay for everything.

Joe Lawson, Planning Director stated the petition had been started by Mr. McHugh, an individual who had been in contact with Dennis Wojcik from the Water Resources Commission. Mr. Lawson said four signatures, of the ten needed, were on the petition to date and the question was how much it would cost.

Discussion followed on the source of the map and the fact that Ypsilanti Township was not even on the map.

Supervisor Stumbo voiced concern about signing the petition since the map was incorrect and the letter stating the Township was paying for the project.

Matt Parks recommended contacting the Water Resource Commission regarding the petition before any action was taken by the Township Board.

Supervisor Stumbo stated the Board would take no action on this agenda item

Set a Public Hearing date of Tuesday, September 16, 2014 at approximately 7:00 P.M. – Creation of Special Assessment District for Thurston Neighborhood Security Cameras

Supervisor Stumbo stated this would be the third one for this year. She reported Lakeview/Sugarbrook and West Willow had both been created and Oaklawn/Hawthorne was being circulated, as well as consideration by Holmes Road.

**CHARTER TOWNSHIP OF YPSILANTI
AUGUST 19, 2014 WORK SESSION MINUTES
PAGE 5**

Request of Mike Radzik, OCS Director to authorize expansion of Guardian Card Access Security System to include Law Enforcement Center located at 1501 S. Huron, not to exceed \$15,500, budgeted in line item #101.970.000.975.266

Mike Radzik, OCS Director provided a brief explanation regarding the need and cost effectiveness for retaining Guardian Card Access Security System for the Law Enforcement Center.

Trustee Eldridge asked if this option was cheaper than having keys and Mr. Radzik explained the problems that had been encountered with keys in the past, plus a software record is kept on every access to the building.

Supervisor Stumbo explained the annual maintenance cost of \$250 would be included in the Police Service budget.

Supervisor Stumbo acknowledged that Carl Girbach had entered the meeting and stated Treasurer Doe had a question for him.

Treasurer Doe asked how deep they dug the roots out on the bike path project.

Carl Girbach, Public Services Director explained they would dig almost a foot in some places, as deep as necessary to remove the root, then add stone, pave it up to the current pathway level and then overlay the whole thing.

Request of Joe Lawson, Planning Director to approve the agreement between Ypsilanti Township and RACER Trust and to authorize signing of the agreement

Joe Lawson, Planning Director explained the agreement would allow RACER engineers to install a ground water monitoring system on property owned by the Township, adjacent to Tyler Pond, in order to design a proper system. He stated RACER would remove the equipment at their expense when the study was completed.

Supervisor Stumbo reported RACER Trust, in conjunction with Washtenaw County and Ypsilanti Township, wanted to schedule a meeting to give the community and the Board an update regarding the demolition and their application for a TIGER Grant to develop the property for research and development for connected vehicles.

Joe Lawson provided a brief update regarding the importance of the storm water system for RACER as well as the Yankee Air Museum.

Discussion followed on the feasibility of pretreatment of the ground water which would involve Dr. Kang (with YCUA), MDEQ, and University of Michigan and be brought back to the Planning Commission. Discussion also confirmed that everything would be brought back to the Township Board when a Development Agreement was ready.

**CHARTER TOWNSHIP OF YPSILANTI
AUGUST 19, 2014 WORK SESSION MINUTES
PAGE 6**

Request to approve Animal Control Enforcement Contribution Contract Renewal with Washtenaw County in the amount of \$30,000 budgeted in line item #266.301.000.831.012 and to authorize signing of the contract.

Supervisor Stumbo explained this was a renewal of a contract already in place with the Humane Society.

Request to appoint Gloria Peterson to the Ypsilanti Township Planning Commission to fill vacancy created by the resignation of Nathan Reed

Supervisor Stumbo explained Gloria Peterson was retired and lived on the north side of the Township, which would represent a different part of the community.

Treasurer Doe stated she was a good choice and Trustee Scott Martin and Trustee Eldridge agreed.

1st Reading Ordinance No. 2014-439, Amending Ordinance No. 2013-433, Chapter 48, Entitled Property Maintenance, Article III, One and Two Unit Dwelling Rental Properties

Mike Radzik stated the proposed ordinance was requested by the Office of Community Standards and drafted by Attorney Angela King. He explained it would not change the rental inspection program in anyway, but it would give ability to add delinquent fees, associated with that program, to the tax bills. Mr. Radzik stated it would be changed to reflect addition to the tax bill if not paid in 45 days.

Budget Amendment #10

Javonna Neel, Accounting Director provided a brief review of the budget amendment.

OLD BUSINESS

2014 Master Plan Update

Joe Lawson voiced his appreciation to the Board for their patience regarding this item. He stated the Master Plan had been sent back to the Planning Commission to add the Automotive Heritage Trail Master Plan and the Re-Imagine Washtenaw Corridor Improvement Plan. He stated both of these items had been added to the Master Plan Update and approved by the Planning Commission, with their recommendation to the Board for approval.

**CHARTER TOWNSHIP OF YPSILANTI
AUGUST 19, 2014 WORK SESSION MINUTES
PAGE 7**

Supervisor Stumbo asked if Lakeshore Development had submitted anything to date and it was confirmed they had not. Discussion followed on the zoning and future land use regarding their plan.

Trustee Eldridge stated the Planning Commission was unanimous in their support of the Master Plan Update.

Mr. Lawson provided a presentation of the 2014 Master Plan Update.

Clerk Lovejoy Roe voiced her appreciation for Joe Lawson's professional approach.

Request of Karen Lovejoy Roe to purchase 2 years, 1 month of MERS Service Credits and authorize signing of the Resolution (TABLED AT THE JULY 15, 2014 REGULAR MEETING)

Arloa Kaiser voiced her opinion that Clerk Lovejoy Roe should not be able to vote on the request since it involved a financial aspect.

The following is typed verbatim:

Clerk Lovejoy Roe: "I didn't know if people had any questions, I tried to be - and I do apologize for not, like Supervisor Stumbo said about the two sets of minutes. I was just trying to go through the questions that were asked at the last meeting, to try to address those, I don't know if people had any questions. In response to Ms. Kaiser, I appreciate your comments, as always, but um..the Township Board had always voted, I think last year was the very first time that I can remember of us not even voting on our raises. I would probably agree in some respects, if we hadn't all voted in the beginning, like we voted to join MERS, we voted to allow all, I think Larry's time is nine years, mine was eight years and Brenda's was sixteen, so we all voted to allow us to purchase those, so I was just following suite to what--. So anyway if anybody had any other questions. We've kind of beat this one to death, I mean there has probably been more information provided on this agenda item, over the years, than any agenda item I can remember, in terms of what's in front of us. So my request, in a nutshell was to purchase the rest of my service credits for time served, when I was here for eight years as Supervisor. The Board, and I do appreciate, I just want to say to say that again, I really am grateful, because those five years of generic time that you did allow me to buy, allowed me to vest, but this is a request to purchase the rest of my time, still out there. I still don't have, I didn't get to purchase mine, unlike the other two officials. We did approve it and the only reason it's even back in front of us, is because of a technicality with MERS, which they do admit, it's in one of the emails that you have, where they say that 'Yes' she did have a right to purchase it, 'Yes', we did know the money was coming from somewhere else and they said they were sorry, but once it went to another division, we had to have this resolution. That is the only reason, if that division hadn't asked for that resolution, what we originally voted, to allow all three of us to purchase our time. So it's really just a technical reason, why this is even in front of us again."

**CHARTER TOWNSHIP OF YPSILANTI
AUGUST 19, 2014 WORK SESSION MINUTES
PAGE 8**

Arloa Kaiser: "Yes, my understanding that this started because of the last, because you didn't work here for awhile, so anyone else coming back for employment can buy time, even if they've taken their money out and that type of thing, that is permissible?"

Clerk Lovejoy Roe: "If I could answer it, Brenda. The answer to that question is yes, but that's not why I'm here for this. The answer to that question, if someone worked somewhere else or if they worked at another governmental facility, not even necessarily the Township, they do under our MERS policy, not ours, what MERS rule, they set up, with support of the Board Resolution, they are able to do that. I am in that same situation, but only because the original technical, the process of the time, from the time the money got there, they now said I could not be covered under the same ordinance that Brenda and Larry and I were originally covered. Because, originally all three of us were voted in, everybody voted on that and said, yes, you can join MERS, which even though the resolution/ordinance didn't say how many years, that was a given, you're joining MERS, you're joining a program that already has in it's rules that you can buy your service credits. So even though the ordinance or the resolution didn't say that, that's what the understanding was, but when it took time, from the time they told me when to get my money over there, by the time I got it there, then MERS said, unbeknownst to me, they actually lost my check once and that took six weeks. By the time the money finally got there, then they said, 'Oops, too long, a different division has to handle this.' Then they didn't handle it as all three of us joining as the same time, they now said, 'No, you have to be treated differently.' So under that question that you asked, yes, I'm being treated differently from Brenda and Larry by MERS, but from the rule of anybody else that comes in, that worked for the Township that wanted to buy, they have the right under the policy, with the Board, the MERS rules, with the Board approving the resolution.

Arloa Kaiser: "So if I worked at the Township, I belonged to MERS, I was no longer employed by the Township, I leave, I take my money, I come back then I can automatically come into MERS."

Clerk Lovejoy Roe: "I has to be within fifteen years. Like, for instance, we had some people that were at YCUA who ended up"

Supervisor Stumbo: "We were never in MERS, we were in John Hancock, so that argument about MERS does not apply."

Arloa Kaiser: "No, I'm asking for my clarification."

Supervisor Stumbo: "But that's for employees, which I'm not even sure if that's accurate and Karen Wallin's not here."

Arloa Kaiser: "Well, I'll tell you, I should come and work for the Township, with all the stuff you get, for retirement."

Clerk Lovejoy Roe: "I'm being treated, I am being treated that way under the MERS policy. MERS is saying, it's been less than a fifteen year break, MERS is treating me as if I was like other employees who came and joined."

**CHARTER TOWNSHIP OF YPSILANTI
AUGUST 19, 2014 WORK SESSION MINUTES
PAGE 9**

Supervisor Stumbo: "Which we are not. We were never in MERS, we are not like previous MERS members so it is dramatically different, what you're asking for."

Clerk Lovejoy Roe: "But MERS is requesting me to – requesting the Board to go through that process, as if I used to work here and I quit less than fifteen months and came back, even though our original, like I said if it wasn't for the time, I would be treated the same as Brenda and Larry, to join."

Supervisor Stumbo: "If you didn't have a break in service, you'd be treated the same as Brenda and Larry. You had a break in service, we did not."

Clerk Lovejoy Roe: "It had nothing to do with the break."

Supervisor Stumbo: "Everything to do with it."

Clerk Lovejoy Roe: "No it didn't, because MERS says it's fifteen years or less you can do-"

Supervisor Stumbo: "You weren't in MERS. You were in John Hancock, you were not – so quite talking about MERS. That doesn't apply."

Clerk Lovejoy Roe: "I agree with you wholeheartedly but they are treating me that way, they're saying, they're treating me as if my time served as Supervisor was, and now I buy that, but the reality is, I should be exactly the same, none of us were in MERS, we all had the right to buy our prior time, but because it didn't get there, I didn't get to. Brenda got sixteen, Larry got nine, the actual ordinance and stuff that was approved by the Board, originally allowed me to buy my entire eight years, because it took awhile for the money to get there, then they said-"

Supervisor Stumbo: "No-"

Clerk Lovejoy Roe: "Yes, that is what the emails say-"

Supervisor Stumbo: "The resolution adopted by this Township Board was very specific. We will take the funds from John Hancock and purchase our years of service. That's what it said."

Clerk Lovejoy Roe: "No, it didn't, read it to me, it doesn't say that anywhere."

Supervisor Stumbo: "I'm not reading-"

Clerk Lovejoy Roe: "No it doesn't say that anywhere, and you know that, so why you want to sit here and say that, that's not being honest."

Supervisor Stumbo: "Are you accusing me of not being honest Karen Roe?"

Clerk Lovejoy Roe: "The ordinance itself says, you know it doesn't say that. Matter of fact, you wrote a email and said, maybe we should take them all back to the Board

**CHARTER TOWNSHIP OF YPSILANTI
AUGUST 19, 2014 WORK SESSION MINUTES
PAGE 10**

because we never said that anybody could buy their time, what we did was say, John Hancock is closing, every Board Member can take their money, the Trustees, everybody. That's what we did and then we did another one, saying the three full-time officials can join MERS and they will pay the same rate as other employees. We never said anything about Brenda buying sixteen, Larry buying nine or me buying eight, it was assumed, because when you join MERS you can buy your time, that's the program we joined, so that was assumed. Nobody, no ordinance, no resolution, no motion, we never even discussed that because it assumed-

Supervisor Stumbo: "The first reading from November 17, 2009, '1st Reading Resolution 2009-46, Proposed Ordinance allowing full-time officials to participate in MERS Program and allowing Board Members to remove retirement funds from pension account. That's exactly what it says."

Clerk Lovejoy Roe: "It says you can remove it, but it doesn't say, it didn't say Brenda Stumbo has to buy her sixteen years, or that Larry, there is no tie between those two and we even had discussions, Brenda, I mean you were in the meetings, we had discussions, even MERS's letter, she said 'Yes' and the several meetings that we had, we knew that Karen Roe didn't have her money and we don't care where the money comes from, like you didn't have to roll your money over to buy that, you could have gotten the money from anywhere. The ordinance and resolution didn't require that, so, it didn't require it. At no time did anybody say that I was going to be treated differently and as I've said again and I said before, is that I would have been able to buy it, it had nothing to do with my money, my money came, they actually had my money for \$80,000 for some time to buy those eight years, but then by the time it went through – because they told me how much they needed and by the time it went through a different department said, 'Oh no, it's been too long' and now they treated me as Ms. Kaiser was asking about, now they said "Oh no, you're like an employee who comes back now, so now you have to go –' But if I had just took my money and just put it in there, regardless of where it came from, we wouldn't even be here, it would have happened automatically. It's because they lost my check, so that took like about six weeks for them, between the time to figure that out and have me reissue a check, by the time - . They even write in the emails that Dawn, from MERS said had that money been there, 'Yes I apologize for that but a different department had to look at it now'. So I just got caught up in a technical error, it had nothing to do and no one at the Board ever raised that at the time saying, 'Karen you can't buy your time.'

Supervisor Stumbo: "Right, it was in July 20, 2010 that you asked for clarification on the signing of the Municipal Employees Retirement Systems Letter of Agreement and Governing Body. It was a very detailed minutes, which were not included in your packet, which shows the history, which is what we wanted to show, is that you requested 7.5 years, I think it was. The Board voted to allow you to do five years like every other employee, that's what we voted for, back in July of 2010. In April 9 (year not given) and these minutes were not in your packet either, the minutes reflect the request of Karen Lovejoy Roe to purchase one year and ten months of previous, you made a motion, there was no support to do that. So I don't know how many times this issue has to come back before this Board. I'm baffled."

**CHARTER TOWNSHIP OF YPSILANTI
AUGUST 19, 2014 WORK SESSION MINUTES
PAGE 11**

Trustee Mike Martin: “Just one clarification, not a statement. On July 15, 2014 the Minutes stated that I stated my only concern was from a monetary aspect. I don’t believe that was absolutely correct, I don’t think it was my only concern, it was a major concern, or may have been my major, but it wasn’t the only one. I just wanted to clarify that up. And the other statement, I spent better than an hour looking at the emails and the chain of conversations going back and forth, or whatever they call them, and I’m telling you, it was like peeling back an onion. You read one and okay, that’s the direction it’s going and then you read the next one and no, it’s going in the other direction and it was difficult for me to discern with these emails, exactly what the intent of these emails were from the parties that were having the conversation. But, I do recall that at the Board meeting we made a motion to allow for five years and that was what you purchased. I don’t think that, I, we, at that time I assumed that settled the matter, and that’s where we’re at. I don’t know what the gist of these or the true, I don’t want to say true because I think they’re all true, but what the end result of these chain of emails and all this six pages of information that we got here, what it meant because it probably had to be in real time when all this stuff was discussed to really understand the emotion and everything behind it. As I read it, I’m going one minute, okay I understand, next minute, oh no that blows that one out of the water and I just can’t get to the bottom of reading those things, but I remember what the Board said, the Board voted on five years and that’s – and that’s – because I made that motion after pretty long debate and my concern is, this needs to be settled once and for all and how ever it goes, not be brought back up at the Board, because this is not becoming of a Township Board, sitting here cat fighting over some time. I mean, I know for a fact that was the motion that was made, that the Board would agree to allow you to buy five years because that’s what other people were allowed to buy, I think was the basis for that decision, regardless of what the emails say. Again, I read them and sometimes I’m going, okay I see Karen’s point and then I read the next one and I’m going, uh no that disputes that and so. I’m pretty good at reading that stuff, you know, but it’s kind of like I said, it’s kind of like peeling back an onion, but I do remember what the decision the Board made in I think it was 2012.

Clerk Lovejoy Roe: “I just said I appreciate that but the bottom line was the original request was with Brenda, Larry’s and mine and is it fair for me to get penalized because MERS messed up on my check and sent it back, so now I gotta go through a different process and the five years was for time served so to me it’s like well why would you give me five and not give me the rest of the time, and it’s not like everybody else. The difference, Mike, is that everybody else was time that they didn’t work, those five years that they got, with the exception of Dave Cooper got it for time served and he got ten years, so he did get more and then also, Vickie White, it was only like two years and stuff for time served, so the five years that you say everybody gets, that’s for like any of you, anybody that’s in the program, you know Larry and Brenda could come back and say I want five, what’s called generic, it’s not for time worked and that’s what, up until we researched this, what everybody gets with the exception of Dave Cooper and Vickie White got time served.

Treasurer Doe: “Madam Chair, you could also do that, because up until this last emails and everything, I thought that’s what we gave you was generic, when we did the five

**CHARTER TOWNSHIP OF YPSILANTI
AUGUST 19, 2014 WORK SESSION MINUTES
PAGE 12**

years, until I read the last email, which said not it was served, so virtually you could come and buy five more years generic.”

Supervisor Stumbo: “That is what you said”

Clerk Lovejoy Roe: “I said ...(inaudible).....”

Supervisor Stumbo: “What’s the difference?”

Clerk Lovejoy Roe: “I didn’t call you a liar, it was a misunderstanding of what you read, when you read it again, it was clear that what I said was accurate, Brenda.”

Supervisor Stumbo: “This concludes the Work Session.”

No other items were reviewed at this point in the Work Session

The meeting adjourned at approximately 7:00 P.M.

Respectfully submitted,
Karen Lovejoy Roe, Clerk