

# MINUTE BOOK

BOARD OF COUNTY COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMR LIMITED E00718327LD

Minute No. 863

Washington County Commissioners

Washington, Pennsylvania, July 16, 2009

The Washington County Board of Commissioners met in a regular session in the Public Meeting Room, Courthouse Square, Washington, Pennsylvania, with the following members being present: Commissioners Larry Maggi, Bracken Burns. Absent being: Commissioner Diana L. Irely who was out of town. Also being present: Lynn DeHaven, Solicitor; Mary Helicke, Chief Clerk; Linda Belcher, Administrative Assistant; Scott Fergus, Director of Administration; Joy Sprowls and Sue Orrick, Commissioners' Office; Tim Kimmel, Human Services; Melanie Finney, Planning Commission; Manuel Yocolano, Mon Valley Leathernecks; Pastor Edward DeLair, Jr., Faith United Presbyterian Church; Tom Jess, Probation Services; office personnel from Adult Probation, Juvenile Probation and Community Services; Bill Sember and Alan Velicky, Washington County Authority; Kerry Fox, Redevelopment Authority; Carl Maggi, Dave Bober, John Adams, and Georgia Ballentine, interested citizens; Barbara Miller, Observer-Reporter; and Jim Jefferson, WJPA.

Chairman Maggi called the meeting to order at approximately 10:00 a.m.

Pastor DeLair led the meeting with a prayer.

Mr. Yocolano led the Pledge of Allegiance.

Chairman Maggi entertained a motion to approve Minute No. 862 dated June 18, 2009 as written.

Moved by Mr. Burns, seconded by Mr. Maggi, approving Minute No. 862 as written.

Roll call vote taken:

Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

## SPECIAL ORDER OF BUSINESS

The Commissioners read a Proclamation declaring July 19-25, 2009 as Probation and Parole Officer Week.

Moved by Mr. Burns, seconded by Mr. Maggi, adopting the foregoing Proclamation.

Roll call vote taken:

Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Mr. Jess accepted the Proclamation and thanked the Board for recognizing the probation officers and their staff. He introduced the staff members who were present at today's meeting and expressed his appreciation to the probation officers for all their hard work and dedication.

The Commissioners presented a check in the amount of \$1,300,000 to William Sember and Alan Veliky, of the Washington County Authority, for the Southpointe II Project that was obtained through the Local Share Account Program. Mr. Sember thanked the Board for their assistance in obtaining this necessary funding to move forward with the Southpointe II Project. He briefly explained the construction that has taken place up to this point in time, and talked about the Morganza Road and Southpointe Boulevard traffic improvements project.

(RECESS FOR PHOTOS)

# M I N U T E   B O O K

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## PUBLIC COMMENTS

Dave Bober, of Canonsburg, addressed the Board regarding issues with the Elections Office. Mr. Bober stated there are problems with the election register with names of deceased voters. He pointed out that for some reason the deceased names are listed and not removed from the voter registration. Mr. Bober also noted that the street lists are not quite accurate.

The Commissioners acknowledged Mr. Bober's concerns and indicated they were aware of the issue but has to follow the legal process.

Georgia Ballentine, of Washington, commented on her adjusted property taxes and the increase of city taxes. She stated that if there is a vacancy on the tax appeal board, she would be interested in serving as a member.

John Adams, of Avella, stated the economy is bad and citizens can not afford high taxes.

## OLD BUSINESS

Solicitor DeHaven recommended the Board ratify the authorization to reject all boiler and control systems bids of June 17, 2009 and authorize rebidding.

Moved by Mr. Burns, seconded by Mr. Maggi, ratifying authorization to reject all bids for the boiler and control system as per above.

Roll call vote taken:

Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Solicitor DeHaven recommended the Board award the bid for the Boiler and Control Systems to the following vendors:

### Boilers and Control Systems Replacement

Section I – Boiler Replacement-Courthouse Square

Awarded to: R & B Mechanical, Inc., Pittsburgh PA - \$117,950

Section II – Refurbishing of Courthouse Boilers -

Awarded to: Combustion Service & Equipment Co., Pittsburgh PA - \$152,950

Section III – Digital Control Systems –

Awarded to: Combustion Service & Equipment Co., Pittsburgh PA - \$23,900

All items have been awarded to the lowest most responsive and responsible bidders meeting specifications.

Moved by Mr. Burns, seconded by Mr. Maggi, awarding the foregoing bid for boiler and control systems.

Roll call vote taken:

Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Solicitor DeHaven recommended the Board award the bid for the Lab Drug Testing Services to Kroll Laboratory Specialists, Inc., Richmond VA. This service is for the clients of Probation Services, Correctional Facilities or any other department as requested by Purchasing. This contract is effective August 1, 2009 through July 31, 2011 with the option to extend for two additional years at a total yearly cost of approximately \$16,000. This contract is awarded to the lowest most responsive and responsible bidder meeting specifications.

Moved by Mr. Burns, seconded by Mr. Maggi, awarding the bid for the Lab Drug Testing Services as per above.

Roll call vote taken:

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Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

NEW BUSINESS

Chief Clerk presented to the Board for their consideration and approval to adopt a reimbursement resolution to reimburse itself for original expenditures to be paid by the County from general funds in connection with bond proceeds.

The maximum amount of debt expected to be issued is \$10,000,000 and is effective immediately.

Moved by Mr. Burns, seconded by Mr. Maggi, adopting the foregoing resolution.

Roll call vote taken:

Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval a travel request for Dan Briner, Information and Technology Director, to attend a conference in San Francisco, California from August 31-September 3, 2009. An estimated cost for the conference is \$1,300.

Moved by Mr. Burns, seconded by Mr. Maggi, approving the travel request as per above.

Roll call vote taken:

Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval to ratify a grant agreement for Starpointe Industrial Park in the total amount of \$2,000,000. No County funds are required.

Moved by Mr. Burns, seconded by Mr. Maggi, approving the ratification of the grant agreement for Starpointe Industrial Park.

Roll call vote taken:

Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval a grant application for Southwestern Pennsylvania Legal Services' Housing Counseling Initiative Southwest in the amount of \$125,000 through the Department of Housing and Urban Development. The grant provides assistance for low-income renters and home buyers. No County funds are required.

Moved by Mr. Burns, seconded by Mr. Maggi, approving the foregoing grant application.

Roll call vote taken:

Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval a request from the Coroner's Office to increase the fee for issuance of Cremation Authorizations from \$10 to \$30, effective July 1, 2009. The fee has not been increased since its inception in 1993.

Moved by Mr. Burns, seconded by Mr. Maggi, approving the request from the Coroner's Office as per above.

Roll call vote taken:

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Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the Hazardous Material Emergency Response Preparedness Assessment for 2008. This report is needed for the County to be eligible for potential additional funding. No County funds are required.

Moved by Mr. Burns, seconded by Mr. Maggi, approving the Hazardous Material Emergency Response Preparedness Assessment as per above.

Roll call vote taken:

Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval a grant application to DCNR under the Growing Greener II allocation for a multi-use shelter in Cross Creek Park. The total project is estimated at \$75,000 which includes a partially enclosed shelter and restroom facility. The costs will be paid 50% State and 50% County match including in-kind and cash.

Moved by Mr. Burns, seconded by Mr. Maggi, approving the grant application to DCNR for a multi-use shelter in Cross Creek Park as per above.

Roll call vote taken:

Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval a change order to increase the contract with Lane Construction Company in the amount of \$24,489.46 for repairs to Seminary Road. The revised contract amount of \$941,159.66 will be paid 100% State Act 26 funds.

Moved by Mr. Burns, seconded by Mr. Maggi, approving the foregoing change order with Lane Construction as per above.

Roll call vote taken:

Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval a task order with Michael Baker, Jr. Engineering, Inc. in the amount of \$60,000 to design security fencing and gates at the Washington County Airport. Costs will be paid 95% Block Grant and 5% (\$1,500) County funds.

Moved by Mr. Burns, seconded by Mr. Maggi, approving the task order with Michael Baker, Jr. Engineering, Inc. as per above.

Roll call vote taken:

Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

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JMR LIMITED E007183271D

Chief Clerk presented to the Board for their consideration and approval provider service agreements for the Child Care Information Services Office with the list of previously approved providers. The agreements will automatically renew until either party notifies the other party, in writing, of their intent not to renew under the current

Heather Kehn, Washington  
Patricia Schupp, Fredericktown  
Georgette Sapko, Stockdale  
La Shell Cohen, Washington  
Renee Kellerman, Bentleyville  
Debra Carroll, Daisytown,  
Trishia Miller, Canonsburg  
Claudette Mangan, Joffre  
Erica Hughes, Charleroi  
Samatha Briggs, Washington

Rebecca Dayak, Canonsburg  
Kaitlyn Mikush, South Park  
Debra Everly, Charleroi  
Christina's Bubbles, Bears to Books, Inc. Canonsburg (Site 2)  
Mary Hazelbaker, Brownsville  
Lyndsey Dellorso, Washington  
Christine Fine, Monongahela

Moved by Mr. Burns, seconded by Mr. Maggi, approving the foregoing Child Care Information Services provider agreements.

Roll call vote taken:

Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval an agreement with the Department of Public Welfare for the Homeless Assistance Program for the period of July 1, 2009 through June 30, 2010. No County funds are required.

Moved by Mr. Burns, seconded by Mr. Maggi, approving the agreement with the Department of Public Welfare as per above.

Roll call vote taken:

Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the following providers to provide homeless assistance services for the period of July 1, 2009 through June 30, 2010. No County funds are required.

Connect, Inc.		
<i>Emergency Shelter Services</i>		\$106,947
Washington Women's Shelter		
<i>Bridge Housing for DV Victims</i>	20,219	
<i>Emergency Shelter Services</i>	17,748	
Community Action Southwest		
<i>Rental Assistance</i>	72,200	
Washington City Mission		
<i>Case Management</i>	10,000	
	TOTAL	\$227,114

Moved by Mr. Burns, seconded by Mr. Maggi, approving the providers for the homeless assistance services program as per above.

Roll call vote taken:

Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval an agreement with the Department of Housing and Urban Development (HUD) for the Shelter Plus Care Program in the amount of \$102,192 for the period of

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May 1, 2009 through April 30, 2010. No County funds are required.

Moved by Mr. Burns, seconded by Mr. Maggi, approving the agreement with the Department of Housing and Urban Development as per above.

Roll call vote taken:

Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the following agreements with providers for housing and supportive services to homeless individuals and families in the total amount of \$1,117,868. No County funds are required.

<u>AGENCY</u>	<u>AMOUNT</u>	<u>GRANT YEAR</u>
Try Again Homes, Inc. – Can Do	\$ 162,050	5/1/09 – 4/30/10
SPHS, Connect, Inc. – Perm. Supp. Housing	197,510	5/1/09 – 4/30/10
SPHS, Connect, Inc. – Transitional Housing	142,417	5/1/09 – 4/30/10
SPHS, Connect, Inc. – Safe Haven	137,807	6/1/09 – 5/31/10
SPHS, Connect, Inc. – Safe Haven II	63,882	6/1/09 – 5/31/10
SPHS, Connect, Inc. – Supporting Living	91,636	6/1/09 – 5/31/10
Residential Recovery – Shelter Plus Care	102,192	5/1/09 – 4/30/10
Wash. Women’s Shelter, Inc. – Fresh Start	220,374	12/1/09 – 11/30/10
TOTAL	\$ 1,117,868	

Moved by Mr. Burns, seconded by Mr. Maggi, approving the agreements with the listed providers for supportive housing services as per above.

Roll call vote taken:

Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval agreements with the following providers to provide homeless assistance services for the period of July 1, 2009 through June 30, 2011. The funds are provided by the U. S. Department of Housing and Urban Development (HUD) through the Emergency Shelter Grant Program and no County funds are required.

Connect, Inc.	
<i>Emergency Shelter Services</i>	\$ 52,350
<i>Transitional Housing</i>	54,332
Washington Women’s Shelter	
<i>Transitional Housing</i>	12,131
<i>Emergency Shelter Services</i>	36,604
Washington City Mission	
<i>Emergency Shelter</i>	15,000
Interfaith Hospitality Network	
<i>Emergency Shelter</i>	14,000
TOTAL	\$184,417

Moved by Mr. Burns, seconded by Mr. Maggi, approving the foregoing provider agreements for homeless assistance services.

Roll call vote taken:

Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

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Chief Clerk presented to the Board for their consideration and approval the following purchase of service agreements for the Children and Youth Services Office for the period of July 1, 2009. No additional County funds are required.

<u>PROVIDER</u>	<u>AMOUNT</u>
SPHS Behavioral Health-Host Family	\$ 55,000
Western PA Childcare	600,000
National Mentor Healthcare LLC, d/b/a Pennsylvania Mentor	<u>25,000</u>
	\$680,000

Moved by Mr. Burns, seconded by Mr. Maggi, approving the purchase of service agreements for the Children and Youth Services as per above.

Roll call vote taken:

Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval of a purchase of service agreement with Allencrest Juvenile Detention Center for secure detention services for Washington County Juvenile Probation at a per diem rate of \$200 per day/per child. This agreement is effective July 1, 2008 through June 30, 2009 and no additional County funds are required.

Moved by Mr. Burns, seconded by Mr. Maggi, approving the purchase of service agreement with Allencrest Juvenile Detention Center as per above.

Roll call vote taken:

Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the following allocation adjustments for Children and Youth Services Office for the period July 1, 2008 through June 30, 2009. No additional County funds are required.

	<u>FROM</u>	<u>TO</u>
Auberle	\$ 650,000	\$ 750,000
Gannondale	135,000	150,000
Professional Family Care	75,000	85,000
NHS Youth Service	140,000	185,000
Holy Family Social Services	335,000	415,000
Bridges and Pathways to the Future	200,000	215,000
Mars Home for Youth	<u>145,000</u>	<u>175,000</u>
<b>TOTAL</b>	<b>\$ 1,680,000</b>	<b>\$ 1,975,000</b>

Moved by Mr. Burns, seconded by Mr. Maggi, approving the allocation adjustments for the Children and Youth Services Office as per above.

Roll call vote taken:

Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval two agreements with the University of Pittsburgh – School of Social Work. These agreements will allow Maureen Griffin and Bernadette Saylor, CYC caseworkers, to attend the university graduate education program for child welfare employees, Child Welfare

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Education for Leadership (CWEL). Both agreements shall commence on August 31, 2009 and end upon the student's graduation. No additional County funds are required.

Moved by Mr. Burns, seconded by Mr. Maggi, approving the agreements with the University of Pittsburgh – School of Social Work as per above.

Roll call vote taken:

Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval of the following provider agreements Mental Health/Mental Retardation Office for the period of July 1, 2009 through June 30, 2010. No additional County funds are required.

<u>PROVIDER</u>	<u>AMOUNT</u>
Achieva Support d/b/a COMPRO	\$ 2,606
Allegheny HealthChoices, Inc.	150,000
ARC Human Services, Inc.	264,457
Centerville Clinics, Inc.	798,561
Community Action Southwest	116,560
Crossroads Speech & Hearing, Inc. ( <i>Infants &amp; Toddlers</i> )	5,000
Crossroads Speech & Hearing, Inc. ( <i>Early Intervention</i> )	60,000
Delta T. Group Western PA, Inc.	89,376
Diversified Human Services, Inc.	353,594
Greene Arc, Inc.	21,565
Integrated Care Corporation	84,000
Early Intervention Specialists, Inc.	20,000
Keffer Software Development Services, LLC	10,000
Keystone Community Resources, Inc.	62,503
Life's Work of Western PA, Inc.	54,744
Residential Recovery Services	1,178,500
The Academy for Adolescent Health, Inc.	26,750
Wesley Spectrum Services, Inc.	<u>32,000</u>
<b>TOTAL</b>	<b>\$ 3,330,216</b>

Moved by Mr. Burns, seconded by Mr. Maggi, approving the provider agreements for the Mental Health/Mental Retardation Office as per above.

Roll call vote taken:

Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval of the following provider agreement for the Mental Health/Mental Retardation Office for the period of July 1, 2009 through December 31, 2009. No additional County funds are required.

<u>PROVIDER</u>	<u>AMOUNT</u>
B.H.R.S. Resources and Consulting	\$ 18,000

Moved by Mr. Burns, seconded by Mr. Maggi, approving the foregoing provider agreement with B.H.R.S. Resources and Consulting.

Roll call vote taken:

Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the Administrative Entity Operating

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~~Agreement between DPW, Office of Developmental Programs and Washington County MH/MR Program for~~

Consolidated and Person/Family Directed Support Waivers for the period July 1, 2009 through June 30, 2010. No County funds are required.

Moved by Mr. Burns, seconded by Mr. Maggi, approving the Administrative Entity Operating Agreement as per above.

Roll call vote taken:

Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the advertising of the following:

Asphalt Road and Parking Lot at Health Center – Repaving of existing road, dock areas, parking lot and the addition of the existing parking lot including paving, curbs, and storm inlets. Cost is estimated at \$150,000 and HVAC units for the Health Center and Court Automation Department.

Moved by Mr. Burns, seconded by Mr. Burns, approving authorization to advertise for bids as per above.

Roll call vote taken:

Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the renewal of the Software License agreement with Premier Election Solutions in the amount of \$25,255 for the period of June 1, 2009 through May 31, 2010.

All work on the hardware will be done “as needed” on a time and material basis.

Moved by Mr. Burns, seconded by Mr. Maggi, approving the renewal of the Software License Agreement with Premier Election Solutions as per above.

Roll call vote taken:

Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the following cell phone requests:

Children and Youth Services is requesting additional cell phones for one new caseworker. This cell phone is at \$7.03 per month plus 11 cents per minute through Cingular.

Parks Department for Ten Mile Park for the safety of the employees. This cell phone is at \$7.03 per month plus eleven cents per minute through Cingular.

These cell phones and the service are all covered under State Contract therefore it does not require bidding.

Moved by Mr. Burns, seconded by Mr. Maggi, approving the purchase of cell phones as per above.

Roll call vote taken:

Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the following purchases for Court

Automation:

Approve the purchase of a drive array from HP. This is to meet the requirements of the Courts Disaster Recovery Plan of maintaining a backup copy of select Court-related work product and critical document imaging systems. The cost of this purchase is \$13,144.52 and will be paid from the C-17 funds. No County dollars are required.

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Approve the purchase of Cisco equipment from Verizon for the replacement of the Courthouse Network Backbone. This is the main distribution switch that all of the switches of the Courthouse connect to via fiber optic connections on the various floors. All of the switches currently in use at the Courthouse were purchased in 2002 and are out of the recommended lifespan and/or warranty period(s). The total cost of this purchase is \$92,990.79 which will be paid as follows: \$28,952.84 paid out of C-17 funds and the remaining \$64,037.95 paid through capital funds. This has been approved by the Capital Expenditure Committee.

These purchases are being made through the PA COSTARS contract therefore does not require bidding.

Moved by Mr. Burns, seconded by Mr. Maggi, approving the foregoing purchases for Court Automation.

Roll call vote taken:

Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval to adopt a resolution approving the plan revisions and amendments to the Community Development block Grant Program which are part of the County's Consolidated Action Plan.

Moved by Mr. Burns, seconded by Mr. Maggi, adopting the foregoing resolution.

Roll call vote taken:

Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

#### ANNOUNCEMENTS

An executive session was held on July 15, 2009 immediately following the Agenda Meeting as an information session related to personnel.

The next scheduled Board of Commissioners Meeting will be held on August 20, 2009.

#### SOLICITOR

None

There being no further business, Chairman Maggi declared the meeting adjourned at approximately 10:50 a.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL

\_\_\_\_\_ August 3, 2009

ATTEST: Mary E Helicki  
CHIEF CLERK