MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF COUNTY SANITATION DISTRICT NO. 2 HELD AT THE OFFICE OF THE DISTRICT; AT THE VERNON CITY HALL; AND AT THE KENNETH HAHN HALL OF ADMINISTRATION VIA TELECONFERENCE

July 10, 2024 1:30 o'clock, P.M.

The Board of Directors of County Sanitation District No. 2 of Los Angeles County met in regular session both in person and via teleconference.

There were Ali Sajjad Taj, Alternate Director from Artesia

present: Ali Saleh, Director from Bell

Marco Barcena, Alternate Director from Bell Gardens

Dan Koops, Director from Bellflower

Bruce Barrows, Alternate Director from Cerritos Hugo Argumedo, Director from Commerce Emma Sharif, Director from Compton

Suely Saro, Alternate Director from Long Beach Rick Ramirez, Alternate Director from Norwalk Annette Delgadillo, Director from Paramount Andrew Lara, Director from Pico Rivera

Tony Ding, Alternate Director from San Gabriel Maria Davila, Alternate Director from South Gate

Melissa Ybarra, Alternate Director from Vernon; via teleconference

Hilda Solis, Alternate Director from Los Angeles County; via teleconference

Cathy Warner, Chairperson, Alternate Director from Whittier

Absent: Sasha Perez, Director from Alhambra

Mario Trujillo, Director from Downey

Paul Krekorian, Director from Los Angeles City Scarlet Peralta, Director from Montebello Thomas Wong, Director from Monterey Park

Also present: Kimberly S. Christensen, Secretary to the Board

Jessica Lienau, District Counsel

CONSENT AGENDA

Upon motion of Director Davila, duly seconded and unanimously carried by a roll-call vote, the Consent Agenda was approved as follows:

RE: PUBLIC COMMENT

The Chairperson announced this was the time for any questions or comments by members of the public. There

were no public comments or questions to address the Board on any matters.

RE: DIRECTOR FROM CITY OF BELL

A certificate from the City Clerk of the City of Bell was presented to the Secretary stating that at a meeting of the City Council held April 24, 2024, Mr. Ali Saleh was

elected Mayor of the City of Bell, which is the designation of the presiding officer of the governing body of that city and automatically places Ms. Saleh on this Board, was accepted and ordered filed.

RE: ALTERNATE DIRECTOR FROM CITY OF BELL

A copy of an action taken by the City Council of the City of Bell at a meeting held April 24, 2024, was presented to the Secretary stating that Ms. Francis Flores, a

member of the City Council of the City of Bell, was appointed to serve as alternate Director from the city, was accepted and ordered filed.

RE: MINUTES

The minutes of the regular meeting held June 26, 2024, were approved.

District No. 2; Book 62; July 10, 2024; RM; Page 1 of 7

RE: DISTRICT EXPENSES

The following expenses for the month of April 2024 were presented and approved:

	District No. 2	<u>Joint</u> <u>Administration</u>	Technical Support	Joint Outfall System	Solid Waste System	Stormwater
Operations & Maintenance Capital Allocated	<u>\$28,474</u>	\$4,230,936 416,722	\$5,401,681 238,275	\$26,895,817 21,338,872	\$8,374,750 413,884	<u>\$289</u>
Expenses: Joint Administration Technical				4,547,775	1,517,980	
Support Total Expenses:	<u>\$28,474</u>	<u>\$4,647,658</u>	<u>\$5,639,956</u>	4,462,357 \$57,244,821	265,139 \$10,571,753	<u>\$289</u>

REGULAR AGENDA

RE: WASTEWATER MANAGEMENT CATIONIC EMULSION POLYMER REPORT ON BIDS AND AWARD OF ORDER On June 4, 2024, two bids were received at the District's office to Furnish and Deliver Cationic Emulsion Polymer. The Long Beach Water Reclamation Plant (WRP), Saugus WRP and Palmdale WRP use cationic

emulsion polymer for secondary sedimentation. The Districts solicited bids to furnish and deliver cationic emulsion polymer for a one-year period with the option of four 1-year renewals. Two vendors expressed interest and participated in the qualification process, and Polydyne was the lowest responsive bidder. The bid summary/recommendation to award was attached to the agenda. This item is consistent with the Districts' Guiding Principles of commitment to fiscal responsibility and prudent financial stewardship; and commitment to operational excellence (protection of public health and the environment, regulatory compliance, and cost effectiveness). A recommendation was made to authorize the Chief Engineer and General Manager, in his capacity as Purchasing Agent, to award a purchase order to the low bidder, Polydyne, Inc., in the amount of approximately \$877,200.

Upon motion of Director Davila, duly seconded and unanimously carried by a roll-call vote, the Purchasing Agent was authorized to issue a purchase order to the low bidder, Polydyne, Inc., to *Furnish and Deliver Cationic Emulsion Polymer*, in the amount of approximately \$877,200 and in accordance with the bids received June 4, 2024.

RE: FACILITIES PLANNING - TURF REMOVAL AND XERISCAPING AT VACANT PROPERTY LOCATED IN CITY OF INDUSTRY - REPORT ON BIDS AND AWARD OF ORDER On June 18, 2024, one bid was received at the District's office for *Turf Removal and Xeriscaping at Vacant Property Located in City of Industry* (City). The Districts own a 0.4-acre vacant property, which is traversed by several sewers in the City. As part of its

efforts to maintain greenbelts throughout its jurisdiction, the City irrigates and maintains the property, but recently indicated it would begin seeking reimbursement from the Districts. Staff met with the City, and it was agreed that the Districts would remove the turf and install xeriscaping to eliminate the need to irrigate and maintain the property. The bid summary/recommendation to award was attached to the agenda. Staff has determined that the activities described herein are exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to California Public Resources Code Section 21084 and Title 14 of the California Code of Regulations ("CEQA Guidelines") Sections 15301 and 15304. This item is consistent with the Districts' Guiding Principle of commitment to continual improvement. A recommendation was made to authorize the Chief Engineer and General Manager, in his capacity as Purchasing Agent, to award a purchase order to the sole bidder, Mariposa Landscapes, Inc., in the amount of approximately \$113,268.46.

Upon motion of Director Davila, duly seconded and unanimously carried by a roll-call vote, the Purchasing Agent was authorized to issue a purchase order to the sole bidder, Mariposa Landscapes, Inc., for *Turf Removal and Xeriscaping at Vacant Property Located in City of Industry*, in the amount of approximately \$113,268.46 and in accordance with the bids received June 18, 2024.

RE: SOLID WASTE MANAGEMENT LABOR SERVICES AT VARIOUS DISTRICTS' FACILITIES - AUTHORIZE ISSUANCE OF PURCHASE ORDER TO MINUTE MAN STAFFING Labor services are required at Districts' facilities to perform a variety of tasks including traffic direction, litter removal, cleaning duties, general labor, and grounds maintenance. In February 2024, the Districts issued a Request for Proposals to nine companies. Three

proposals were received and deemed responsive. Minute Man Staffing provided the highest rated and lowest cost proposal. The proposed purchase order would have a two-year term, with two additional two-year extensions upon mutual agreement, which would be subject to future Board approval. Under this purchase order, the cost is estimated to be approximately \$5,700,000 for the first two-year term. This item is consistent with the Districts' Guiding Principles of commitment to fiscal responsibility and prudent financial stewardship; and commitment to operational excellence (protection of public health and the environment, regulatory compliance, and cost effectiveness). A recommendation was made to authorize the Chief Engineer and General Manager, in his capacity as Purchasing Agent, to issue a purchase order to Minute Man Staffing in the amount of approximately \$5,700,000 for labor services at various Districts' facilities for a two-year period.

Upon motion of Director Davila, duly seconded and unanimously carried by a roll-call vote, the Purchasing Agent was authorized to issue a purchase order to Minute Man Staffing for labor services at various Districts' facilities for a two-year period, at a cost of approximately \$5,700,000.

RE: WASTEWATER MANAGEMENT
REHABILITATION OF BIOTRICKLING
FILTERS AT E-1 AND E-2 SKIMMINGS ODOR
CONTROL STATIONS AT A.K. WARREN
WATER RESOURCE FACILITY
CONFIRM PURCHASE ORDERS TO
STRONGWELL CORPORATION, GES BIOTEK,
LLC, AND MDJ MANAGEMENT AND
AUTHORIZE ISSUANCE OF PURCHASE
ORDERS TO STRONGWELL CORPORATION,
GES BIOTEK, LLC, AND MDJ MANAGEMENT

The two biotrickling filters (BTFs) at the E-2 Skimmings Odor Control Stations (SOCS) are used to remove foul odors from the headspace of Primary Treatment sedimentation tanks. The structures that support the existing lava rock media collapsed in BTF No. 1 on May 23, 2024, and in BTF No. 2 on June 24, 2024, due to the weight of lava rock and weakened internal media support structures. The BTFs are essential in reducing odors that can adversely impact the surrounding community. Therefore, at least one of these BTFs must be repaired and placed in service as soon as possible so that the E-2 SOCS can provide effective and continuous odor

control. The total cost for the emergency rehabilitation of BTF No. 1 is approximately \$273,711, which includes labor for the rehabilitation services provided by MDJ Management and other materials and supplies purchased directly from suppliers. Upon completion of the emergency rehabilitation of BTF No. 1, the contractor will proceed with work to rehabilitate BTF No. 2 at E-2 SOCS. In addition, the BTF at E-1 SOCS will also be rehabilitated, given the history of BTF failures. The total cost for these additional rehabilitations of BTF No. 2 at E-2 SOCS and the BTF at E-1 SOCS is approximately \$547,422. The scope of work for rehabilitation of all BTFs entails replacing portions of the media support structures and replacing the lava rock media with a highperformance light-weight media, Cell-Max, to prevent overloading of the refurbished media support structures. Pursuant to authority previously granted by the Board, the project will be completed utilizing MDJ Management through the Job Order Contracting Program which relies on pre-established competitively bid construction tasks that will accelerate project delivery and reduce administration and design costs. Staff has determined that the activities described herein are exempt or otherwise not subject to the provisions of the California Environmental Quality Act (CEQA) pursuant to California Public Resources Code Section 21084 and Title 14 of the California Code of Regulations ("CEQA Guidelines") Section 15301. This item is consistent with the Districts' Guiding Principles to protect financial and facility assets through prudent investment and maintenance programs; and commitment to operational excellence (protection of public health and the environment, regulatory compliance, and cost effectiveness). A recommendation was made for the Board to confirm the issuance of purchase orders to Strongwell Corporation in the amount of approximately \$42,554 for fiberglass grating for the emergency rehabilitation of BTF No. 1 at E-2 SOCS, and to GES Biotek, LLC, in the amount of approximately \$86,750 for Cell-Max media for the emergency rehabilitation of BTF No. 1 at E-2 SOCS, and to MDJ Management in the amount of approximately \$144,407 for the emergency rehabilitation of BTF No. 1 at E-2 SOCS at the A.K. Warren Water Resource Facility. Furthermore, a recommendation was made to authorize the Chief Engineer and General Manager, in his capacity as Purchasing Agent, to issue purchase orders to Strongwell Corporation in the amount of approximately \$85,108 for fiberglass grating to replace the media support grating in BTF No. 2 at E-2 SOCS and BTF at E-1 SOCS, and to GES Biotek, LLC, in the amount of approximately \$173,500 for Cell-Max media to replace lava rock in BTF No. 2 at E-2 SOCS and BTF at E-1 SOCS, and to MDJ Management in the amount of approximately \$288,814 for rehabilitation of BTF No. 2 at E-2 SOCS and BTF at E-1 SOCS at the A.K. Warren Water Resource Facility.

Upon motion of Director Davila, duly seconded and unanimously carried by a roll-call vote, the Board confirmed the issuance of purchase orders to Strongwell Corporation in the amount of approximately \$42,554 for fiberglass grating for the emergency rehabilitation of biotrickling filter No. 1 at E-2 Skimmings Odor Control Station, and to GES Biotek, LLC, in the amount of approximately \$86,750 for Cell-Max media for the emergency rehabilitation of biotrickling filter No. 1 at E-2 Skimmings Odor Control Station, and to MDJ Management in the amount of approximately \$144,407 for the emergency rehabilitation of biotrickling filter No. 1 at E-2 Skimmings Odor Control Station at the A.K. Warren Water Resource Facility. Furthermore, the Purchasing Agent was authorized to issue purchase orders to Strongwell Corporation in the amount of approximately

\$85,108 for fiberglass grating to replace the media support grating in biotrickling filter No. 2 at E-2 Skimmings Odor Control Station and biotrickling filter at E-1 Skimmings Odor Control Station, and to GES Biotek, LLC, in the amount of approximately \$173,500 for Cell-Max media to replace lava rock in biotrickling filter No. 2 at E-2 Skimmings Odor Control Station and biotrickling filter at E-1 Skimmings Odor Control Station, and to MDJ Management in the amount of approximately \$288,814 for rehabilitation of biotrickling filter No. 2 at E-2 Skimmings Odor Control Station and biotrickling filter at E-1 Skimmings Odor Control Station at the A.K. Warren Water Resource Facility.

RE: SOLID WASTE MANAGEMENT VACUUM TRUCK SUPPORT SERVICES AT MISSION CANYON LANDFILL CONFIRM PURCHASE ORDER TO NATIONAL PLANT SERVICES Vacuum and vactor truck services are required for routine maintenance and emergency response at Districts' solid waste facilities. In May 2024, runoff from a seep and high groundwater was discovered at Mission Canyon Landfill (MCLF). Districts' staff immediately contained this water and used a third-party contractor

with vacuum trucks to transport the water offsite for proper disposal. Concurrently, staff had this water tested and is evaluating options for the safe long-term disposal of the water. In the short-term, continued use of third-party vacuum trucks is expected. The costs are in line with typical costs for this service. This item is consistent with the Districts' Guiding Principle of commitment to operational excellence (protection of public health and the environment, regulatory compliance, and cost effectiveness). A recommendation was made for the Board to confirm the issuance of a purchase order to National Plant Services in the amount of approximately \$450,000 for vacuum truck support services at the MCLF.

Upon motion of Director Davila, duly seconded and unanimously carried by a roll-call vote, the Board confirmed the issuance of a purchase order to National Plant Services, in the amount of approximately \$450,000, for vacuum truck support services at the Mission Canyon Landfill.

RE: JOINT ADMINISTRATION RENEWAL OF DISTRICTS' FIRE AND THEFT INSURANCE COVERAGE - AUTHORIZE PAYMENT TO AON RISK SERVICES, INC. The proposed insurance provides coverage for the majority of the Districts' buildings and contents, with a combined insured valuation of \$604,135,452, with a \$100,000 deductible, and additional \$10,000,000 for business interruption coverage. Aon Risk Services, Inc.,

(Aon), the Districts' broker, requested quotes from several carriers. All but six facilities will be covered under one policy issued by Travelers Insurance up to the full value of those facilities at a rate of \$0.15 per \$100 in insured value. The Puente Hills Material Recovery Facility (PHMRF) will be under a separate Travelers Insurance policy with a coverage limit of \$20 million at a rate of \$3.27 per \$100 in insured value. A proposal for insurance for the Valencia Water Reclamation Plant (WRP) is pending and authorization is requested to procure a policy for \$20 million in insured value for approximately \$2.50 per \$100 in insured value, or approximately \$500,000. Compared to the primary Travelers policy, Valencia WRP and PHMRF policies cost significantly more per insured value and are limited in coverage due to fire risk at those facilities. Four District facilities are not covered under these policies: two facilities are self-insured and two have separate policies that renew in December. The overall cost per \$100 in valuation is approximately 14 percent higher than last year's premium. Insurance premiums continue to rise due to increased risks, especially for wildfires, combined with increasing construction costs. This item is consistent with the Districts' Guiding Principle of commitment to fiscal responsibility and prudent financial stewardship. A recommendation was made to authorize payment to Aon in the amount of approximately \$2,000,000 for the renewal of Districts' fire and theft insurance coverage for a one-year period.

Upon motion of Director Davila, duly seconded and unanimously carried by a roll-call vote, payment of \$2,000,000 was authorized for the renewal of Districts' fire and theft insurance coverage for a one-year period.

RE: RESOLUTION FOR 180-DAY WAIT PERIOD EXCEPTION - ADOPT AN EMPLOYMENT AGREEMENT WITH RETIRED ANNUITANT CONTRACT NO. 5641 - APPROVE A proposed resolution approving exception to the 180-day waiting period for hiring a retired annuitant, was presented. The Public Employees' Pension Reform Act of 2013 (PEPRA) made substantial changes to public employee pension laws in California. One of those changes requires retired annuitants to be separated

from employment for at least 180 days before returning to work for an employer in the same retirement system from which they receive a pension. An exception may be made if the governing body adopts a resolution to waive the waiting period for separation. The waiver allows an employer to hire a retired annuitant to perform work of limited duration. Attached to the waiver is a written employment agreement outlining the terms by which the Districts will hire Michael Sullivan. Mr. Sullivan is to return as a retired annuitant because he has the specific knowledge and experience regarding the County Sanitation District No. 2 of Los Angeles County's Tulare Lake Compost Facility and Farming Operations to assist in its related litigation cases, identified as

Westlake (San Luis Obispo County Superior Court Case Nos. 16CV-0244 and 16CV-0283 and Court of Appeal Case No. 2d Civil No. B322095) and Sandridge (San Luis Obispo County Superior Court Case No. 22CV-0653 and Kings County Superior Court Case No. 23CU0484), and to temporarily continue his service as a member of the Tulare Lake Basin Water Storage District and RD-761 Boards until a qualified replacement may be identified. A copy of the proposed Resolution was attached to the agenda. A recommendation was made to adopt the Resolution approving an exception to a 180-day waiting period for hiring a retired annuitant. Furthermore, a recommendation was made to approve and order executed an *Employment Agreement with Retired Annuitant* for hiring a retired annuitant.

Upon motion of Director Davila, duly seconded and unanimously carried by a roll-call vote, the Board of Directors of County Sanitation District No. 2 of Los Angeles County found and determined that it would be to the advantage of the District to enter into an *Employment Agreement with Retired Annuitant* with Michael Sullivan providing for the specific knowledge and experience regarding the County Sanitation District No. 2 of Los Angeles County's Tulare Lake Compost Facility and Farming Operations to assist in its related litigation cases, identified as Westlake (San Luis Obispo County Superior Court Case Nos. 16CV-0244 and 16CV-0283 and Court of Appeal Case No. 2d Civil No. B322095) and Sandridge (San Luis Obispo County Superior Court Case No. 22CV-0653 and Kings County Superior Court Case No. 23CU0484), and to temporarily continue his service as a member of the Tulare Lake Basin Water Storage District and RD-761 Boards until a qualified replacement may be identified, as set forth in the Agreement and under terms and conditions contained therein. All the terms and conditions of the *Employment Agreement with Retired Annuitant*, Contract No. 5641, dated July 10, 2024, were accepted and approved, and the Chairperson and Secretary were authorized to execute the Agreement on behalf of the District. Furthermore, the following Resolution was adopted:

RESOLUTION FOR 180-DAY WAIT PERIOD EXCEPTION (Gov. Code, §§ 7522.56 & 21224)
Resolution No. 2024-07-10
July 10, 2024

WHEREAS, in compliance with Government (Gov.) Code section 7522.56 of the Public Employees' Retirement Law, County Sanitation District No. 2 of Los Angeles County must provide CalPERS with this certification resolution when hiring a retiree before 180 days has passed since their retirement date; and

WHEREAS, Michael Sullivan, CalPERS ID 7621473910, will retire from County Sanitation District No. 2 of Los Angeles County in the position of Assistant Departmental Engineer, Technical Services Department, effective July 11, 2024; and

WHEREAS, Gov. Code section 7522.56 requires that post-retirement employment commence no earlier than 180 days after the retirement date, which is January 8, 2025 without this certification resolution; and

WHEREAS, Gov. Code section 7522.56 provides that this exception to the 180-day wait period shall not apply if the retiree accepts any retirement-related incentive; and

WHEREAS, the County Sanitation District No. 2 of Los Angeles County and Michael Sullivan certify that Michael Sullivan has not and will not receive a Golden Handshake or any other retirement-related incentive; and

WHEREAS, the County Sanitation District No. 2 of Los Angeles County hereby appoints Michael Sullivan as an extra help retired annuitant to perform the same duties of an Assistant Departmental Engineer, Technical Services Department for the County Sanitation District No. 2 of Los Angeles County under Gov. Code section 21224, effective July 11, 2024; and

WHEREAS, the entire employment agreement, contract, or appointment document between Michael Sullivan and the County Sanitation District No. 2 of Los Angeles County has been reviewed by this body and is attached herein; and

WHEREAS, no matters, issues, terms, or conditions related to this employment and appointment have been or will be placed on a consent calendar; and

WHEREAS, the employment shall be limited to 960 hours per fiscal year; and

WHEREAS, the compensation to be paid to Michael Sullivan will not be less than the minimum nor exceed the maximum monthly base salary paid to other employees performing comparable duties, divided by 173.333 to equal the hourly rate; and

WHEREAS, the maximum base monthly salary for this position is \$21,864 and the hourly equivalent is \$126.14, and the minimum base monthly salary for this position is \$17,649 and the hourly equivalent is \$101.82; and

WHEREAS, the hourly rate paid to Michael Sullivan will be \$126.14; and

WHEREAS, Michael Sullivan has not and will not receive any other benefit, incentive, compensation in lieu of benefit or other form of compensation in addition to this hourly pay rate; and

THEREFORE, BE IT RESOLVED THAT the County Sanitation District No. 2 of Los Angeles County hereby certifies the nature of the appointment of Michael Sullivan as described herein and detailed in the attached employment agreement and that this appointment is necessary to fill the critically needed position of Assistant Departmental Engineer, Technical Services Department for the County Sanitation District No. 2 of Los Angeles County by July 25, 2024 because Michael Sullivan has the specific knowledge and experience regarding the County Sanitation District No. 2 of Los Angeles County's Tulare Lake Compost Facility and Farming Operations to assist in its related litigation cases, identified as Westlake (San Luis Obispo County Superior Court Case Nos. 16CV-0244 and 16CV-0283 and Court of Appeal Case No. 2d Civil No. B322095) and Sandridge (San Luis Obispo County Superior Court Case No. 22CV-0653 and Kings County Superior Court Case No. 23CU0484), and to temporarily continue his service as a member of the Tulare Lake Basin Water Storage District and RD-761 Boards until a qualified replacement may be identified.

Adopted at a regular meeting of the Board of Directors of Los Angeles County Sanitation District No. 2 at Whittier, this tenth day of July 2024.

AYES: Directors Taj, Saleh, Barcena, Koops, Barros, Argumedo, Sharif, Saro, Ramirez, Delgadillo, Lara, Ding, Davila, Ybarra, Solis, and Warner

NOES: None

ABSTAIN: None

ABSENT: Directors Perez, Trujillo, Peralta, and Wong

RECUSED: None

RE: SOLID WASTE MANAGEMENT MODIFICATION TO GRANT AGREEMENT SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT - CONTRACT NO. 5426A - APPROVE The Board previously approved an agreement that provided for receipt of up to \$281,118 in funding from South Coast Air Quality Management District (SCAQMD) through their Carl Moyer Program for Infrastructure. Due to equipment delivery and

construction delays, the commissioning of electric vehicle charging infrastructure milestone could not be achieved. The revised contract terms extend the due date for commissioning and extend the duration of contractual commitments to January 15, 2028. There is no change to the funding amount. Staff has determined that the activities described herein are exempt or otherwise not subject to the provisions of the California Environmental Quality Act (CEQA) pursuant to California Public Resources Code Section 21084 and Title 14 of the California Code of Regulations ("CEQA Guidelines") Section 15301 and 15304. This item is consistent with the Districts' Guiding Principles of commitment to fiscal responsibility and prudent financial stewardship; and to provide leadership in our industry through innovation, compliance, and cost effectiveness. A recommendation was made to approve and order executed a *Modification to Grant Agreement* with SCAQMD related to funding for electric vehicle charging stations at the A.K. Warren Water Resource Facility and the Puente Hills Material Recovery Facility.

Upon motion of Director Davila, duly seconded and unanimously carried by a roll-call vote, an amendment to the agreement entered into with South Coast Air Quality Management District, Contract No. 5426 dated March 9, 2022, providing for an extenion of the due date for commissioning and extending the duration of contractual commitments to January 15, 2028, as set forth therein, was approved. All the terms and conditions of the *Modification to Grant Agreement*, Contract No. 5426, dated July 10, 2024, were accepted and approved, and the Chairperson and Secretary were authorized to execute the Amendment on behalf of the District.

ATTEST:	CATHY WARNER Chairperson	

Upon motion of Director Saleh, duly seconded and unanimously carried, the meeting adjourned.

KIMBERLY S. CHRISTENSEN Secretary

/ee