

**Minutes of the
Regular Board Meeting
Of the Pittsburgh Water and Sewer Authority
Held on December 20, 2019**

This Regular Monthly Board Meeting of The Pittsburgh Water and Sewer Authority, having been duly advertised in accordance with the Sunshine Act, was called to order on December 20, 2019, at approximately 10:00 a.m., in the First Floor Board Room, 1200 Penn Avenue, Pittsburgh, Pennsylvania 15222.

Roll Call was held for the Monthly Board Meeting.

The following members of the Board were present: Deborah Gross, Margaret Lanier, Paul Leger, Jim Turner

Absent was Michael Domach and Chaton Turner.

Present from staff: Robert Weimar, Debby Gibson, Debbie Lestitian, Rick Obermeier, Edward Barca, Jennifer Presutti, Kelly Morgano, Julie Quigley, Jason Felser, Julie Ascioffa, Rachel Romano, James Stitt, Lee Haller, Alex Sciulli, Giuseppe Sciulli, Kate Mechler, Will Pickering.

Also present were Danny Cerrone and Allen Lopus of Clark Hill, Tim Dean of AECOM, Don Carpenter of Drummond Carpenter, Kari Mackenbach of MS Consultants, Charles Jordan of MS Consultants, Mark Buchenic of Prime AE Group, Brody Tunno of Monahloh Basin Engineers, Bryan Teschke of Lexis Group, Mallory Griffin of JMT, Matthew Smith of Red Swing/Purple Heart, David Borneman of Arcadis, Jason McBride of Wade Trim, Renee Scott of WRA, Alexis Meier of E Holdings, Janai Smith of E Holdings, Jamie North of DLZ, Ed Reese of GPD, Ralph Gilbert of Jacobs, Kathy Chavara of Mott MacDonald, Coreen Casadei of Collective Efforts, Bob Dengler of Gannett Fleming, Jeff Rossi of ATC Group Services, Phil Lucostic of Redstone, Tom Prusak of Hatch, Herb Higginbotham of HDR, Greg McDowell of CDM Smith, Heather McClain of One PA, Brad Duda of Baker, Glen Stephens of G. Stephens Inc, Sara Woida of Skelly and Loy.

EXECUTIVE SESSIONS

Chairperson Leger informed the attendees that an Executive Session was held prior to the start of the Regular Board Meeting wherein no votes were taken. Legal and personnel matters were discussed.

CALL FOR PUBLIC COMMENT Stephanie Tecza of Polish Hill discussed the recent relining of a sewer pipe along Brereton Street and the odor and health hazards created inside the homes along this street. She provided the Board with an article by Dr. Anthony Whelton. Alex Ball of East Pittsburgh discussed PWSA bills for sewage and Wilkinsburg Penn Joint bills for water. For an entire year, PWSA did not bill residents for their sewage and recently sent out large bills to the residents, most of which are tenants. He requested communication between the authorities regarding billing.

APPROVAL OF THE MINUTES

Chairperson Leger entertained a motion to approve the Minutes from the Regular Board Meeting held on November 22, 2019. Mr. Turner so moved, and Ms. Lanier seconded the motion.

No discussion held. The Minutes were unanimously approved.

FINANCIAL REPORT

Jennifer Presutti, Budget Director of the Finance Department, presented the report on the November financials. The total year-to-date receipts are up over this time last year. The operating expenses increased over the prior year. The two biggest increases are from water and sewer operations, which includes PWSA's urgent water and sewer contracts and its associated surface restoration contracts. On a cash basis for 2019, PWSA is still projecting a surplus for the year. PWSA continues to meet or exceed its financial metrics. Capital spending has been steady for the year. The Finance Department has filled the position of Performance Manager. This individual will oversee the performance metrics and report to the Board on the supplier diversity program.

ENGINEERING REPORT

Kate Mechler, Deputy Director of Engineering, explained the details of this report. Engineering highlights for 2019 are: Over 15 miles of water main replacement have been designed and advertised for construction (previously less than 2 miles were done); overall for the past 2 years, 5,858 public lead service lines and 3,631 private lead sewer lines have been replaced; the liners and covers for the Lanpher Reservoir and the south cell of the Herron Hill Reservoir have been replaced; and PWSA is expecting the operating permit any day from the DEP on the south cell of the Herron Hill Reservoir. The north cell liner will be replaced in the Spring of 2020. The design of the Highland No. 2 Reservoir is also underway. Design has advanced into the 60 percent for the Highland Reservoir Pump Station and Rising Main. Approximately 16 miles of small diameter sewer rehabilitation was designed and advertised for construction. Over 1,000 catch basins have been replaced. PWSA's stormwater improvements that are in design, construction and are complete are currently managing approximately 190 acres, and PWSA's GIS system was successfully updated to the current version of ARC GIS Enterprise.

Mr. Turner inquired as to the timing for the Highland 1 and MFP to be operational. Ms. Mechler responded that they anticipate that PWSA will be ready for PA DEP follow-up in February.

REPORT OF THE EXECUTIVE DIRECTOR

Robert Weimar, Executive Director, explained the details of his report. He stated that the overall organization has been transformed. We have the staff and the consultants to thank for that. The City and the PUC have also been very cooperative. The new website is up and running. He thanked everyone involved.

Mr. Turner stated that he would like someone to follow-up with Ms. Tecza regarding her complaint with the sewer lining and the odors she presented to the Board today. Mr. Weimar stated that PWSA is already following up on the issue she presented. He further stated that PWSA needs to look further into the contractor and to speak to the author of the article she presented. Ms. Gross noted that Ms. Tecza is in her district. She stated that residents on Ella Street were

complaining of the same odor. She acknowledged that PWSA has to line these sewers, but it also needs to prevent the styrene odor from permeating these residences.

No. 231 of 2019 Approving the Award of a Professional Services Agreement with Dollar Energy Fund to Administer PWSA's Low Income Assistance Programs

Funding: Operating Budget \$450,000.00

Julie Quigley, Director of Administration, explained the details of this Resolution. Dollar Energy has been the administrator of the bill discount, hardship cash assistance, and winter moratorium since their inception in late 2017. Dollar Energy currently administers hardship programs for more than 40 utility companies in the region and partner with over 450 community-based organizations.

Chairperson Leger entertained a motion to approve for discussion. Ms. Lanier so moved, and Ms. Gross seconded the motion.

Ms. Gross stated that PWSA's goal is to make sure all qualified customers are enrolled in the Low-Income Assistance Program. She asked for a reminder as to the other options. Ms. Quigley stated that there are not any other Administrators in the region. PWSA has over a hundred meetings with the community on a yearly basis, but at those meetings, PWSA is just an information provider. PWSA cannot enroll people. PWSA has worked with Dollar Energy in the last month, and they are specifically targeting training for PWSA's program to all of their CBO's. This is to help make sure PWSA is enrolling them in every opportunity available. Ms. Gross stated that if you are a customer who needs help, you have to call and enroll in each utility discount program separately. It ends up being a burden on the person. The money that PWSA is paying Dollar Energy could actually go to discounting the customers' bills directly. PWSA needs some help at different levels of government to help navigate this issue.

No further discussion held. Board unanimously approved and the Resolution was adopted.

No. 232 of 2019 Approving a Change Order for a Professional Services Agreement with Level One, LLC for Bill Print, Presentment and Payment Services

Funding: Operating Budget \$1,636,000.00

Julie Quigley, Director of Administration, explained the details of this Resolution. Customer Service is preparing a Request for Proposals for these services in January 2020. This one-year extension is necessary to facilitate monthly paper bill printing and mailing, eBilling, and telephone and online payment services while the bid process is underway.

Chairperson Leger entered a motion to approve for discussion. Ms. Lanier so moved, and Ms. Gross seconded the motion.

No discussion held. The Board unanimously approved, and the Resolution was adopted.

No. 233 of 2019 Approve and Adopt the MIS Change Control Policy

Jason Felser, Senior Manager of MIS, explained the details of this Resolution. The MIS Change Control Policy will help maximize the number of successfully implemented changes by ensuring that risks have been assessed, proper authorization has been obtained, processes have been created, and changes are scheduled, planned, and documented appropriately prior to implementation. PWSA's MIS team currently performs these methods. This policy would simply solidify these actions.

Chairperson Leger entertained a motion to approve for discussion. Mr. Turner so moved, and Ms. Gross seconded the motion.

No discussion held. Board unanimously approved, and the Resolution was adopted.

No. 234 of 2019 Approving the Award of a Professional Services Agreement for Annual Support and Maintenance Services, Cogsdale Corporation

Funding: Operating Budget \$268,177.66

Jason Felser, Senior Manager of MIS, explained the details of this Resolution. These support and maintenance services were a known annual expense when PWSA entered into the agreement with Cogsdale Corporation prior to the 2013 implementation. Support and maintenance are essential to the health of PWSA's financial and billing systems as it transitions to a true Enterprise Resource Planning (ERP) system.

Chairperson Leger entertained a motion to approve for discussion. Mr. Turner so moved, and Ms. Lanier seconded the motion.

Ms. Lanier inquired as to the time frame for converting to a new ERP system. Mr. Felser responded that PWSA currently has an RFP ready to go, but is investigating other options. He stated the time frame was two years.

No further discussion held. Board unanimously approved, and the Resolution was adopted.

No. 235 of 2019 Acknowledging Receipt of the 2019 Annual Report of the Consulting Engineer

Ed Barca, Deputy Director of Finance, explained the details of this Resolution. The consulting engineer prepares an Annual Report for the Pittsburgh Water and Sewer Authority (“PWSA”) as required by the Amended and Restated Trust Indenture dated November 1, 2017 and effective December 28, 2017. The conclusion of the annual report states that PWSA made significant progress in 2019 on improving the water, sewer and operational systems. The report continues by also stating that PWSA improved its project controls, financial controls and operational abilities, as well as adding key staff members. Lastly, the consulting engineer believes that the current rates, progress made in 2019, and PA PUC oversight will help the PWSA achieve its 2020 goals and objectives.

Chairperson Leger entertained a motion to approve for discussion. Ms. Lanier so moved, and Mr. Turner seconded the motion.

Mr. Turner inquired as to the importance rating agencies place on this kind of report. Mr. Barca responded that they mostly look at the conclusion. They will look at some of the specific technical pieces within the report. Investors may look into some of the details if they have specific questions about the system.

No further discussion held. Board unanimously approved, and the Resolution was adopted.

No. 236 of 2019 Awarding Extensions for Insurance Contracts

Funding: Operating Budget \$914,199.00

Ed Barca, Deputy Director of Finance, explained the details of this Resolution. The insurance contracts are bid out annually by PWSA’s insurance broker (Seubert & Associates). The insurance coverages are for: Property/Equipment, Boiler/Machinery, Crime/Cyber Risks, Business Auto, Workers Compensation, and Public Officials Liability/Employment Practice Liability.

Chairperson Leger entertained a motion to approve for discussion. Ms. Lanier so moved, and Mr. Turner seconded the motion.

Mr. Turner asked how PWSA can get MBE/WBE participation with these contracts in the future. Mr. Barca responded that on the brokerage side,

PWSA is looking to bid this out in 2020. He stated he thinks there is some significant opportunity on the brokerage side and that will be stressed in the bid when PWSA releases that. He further stated that he will need to do a little more research on the carriers that provide insurance.

No further discussion held. Board unanimously approved, and the Resolution was adopted.

No. 237 of 2019 Approving the Award of the 2020 Vehicle Purchases

Funding: Capital Budget \$2,168,139.00

Ed Barca, Deputy Director of Finance, explained the details of this Resolution. Approving the award of the purchase of a total of 24 vehicles. Purchases will be made via COSTARS contract #025 Municipal Work Vehicles, COSTARS contract #026 for Passenger Vehicles and Sourcewell Contract No. 032515-JDC for Heavy construction equipment. Those vehicles being replaced will be sold at auction.

Chairperson Leger entertained a motion to approve for discussion. Ms. Gross so moved, and Ms. Lanier seconded the motion.

No discussion held. Board unanimously approved, and the Resolution was adopted.

No. 238 of 2019 Authorizing the Executive Director to Enter Into a Structures Over Facilities and Cost Sharing Agreement with Duquesne Light for Sewer Rehabilitation, PWSA Project No. 2020-424-101-0

Funding: Capital Budget \$200,000.00

Julie Ascioffa, Business/Development Relations Manager, explained the details of this Resolution. Duquesne Light is constructing a new substation located along Boundary Street in Oakland. PWSA maintains a 68" combined sewer line through this parcel. As such, DLC is required to enter into a standard Structures Over Facilities Agreement. The agreement will include a cost-sharing provision for DLC to rehabilitate the combined sewer on behalf of PWSA.

Chairperson Leger entertained a motion to approve for discussion. Mr. Turner so moved, and Ms. Lanier seconded the motion.

No discussion held. Board unanimously approved, and the Resolution was adopted.

No. 239 of 2019 Approving the Award of PWSA 128-Bulk Diesel Fuel to Glassmere Fuel

Funding: Operating Budget \$193,000.00

Rick Obermeier, Chief of Operations, explained the details of this Resolution. This fuel is required to run the Godwin Bypass pumps for Highland Reservoir #1 and Bruecken Pump Station, or other locations as required. The pumps are necessary to provide water service to PWSA's customers during various outages or equipment failures while the Highland #1 Reservoir is out of service.

Chairperson Leger entertained a motion to approve for discussion. Ms. Lanier so moved, and Mr. Turner seconded the motion.

No discussion held. Board unanimously approved, and the Resolution was adopted.

No. 240 of 2019 Approval is requested for PWSA111-Pickup/Removal of Clean Fill-Option 1 and Change Order for 2019

Funding: Operating Budget \$381,375.00

Rick Obermeier, Chief of Operations, explained the details of this Resolution. The approval is requested for the pickup and removal of clean fill for 2020. Additionally, a change order is requested to pay the remaining 2019 invoices.

Chairperson Leger entertained a motion to approve for discussion. Mr. Turner so moved, and Ms. Lanier seconded the motion.

No discussion held. Board unanimously approved, and the Resolution was adopted.

No. 241 of 2019 Approval is requested for PWSA107- Debris Removal from the Howard Street DeWatering Pit Option 1 to Jet Jack, Inc.

Funding: Operating Budget \$137,402.00

Rick Obermeier, Chief of Operations, explained the details of this Resolution. The increase is due to the added amount of cleaning of sewer mains and the cleaning of catch basins by PWSA crews.

Chairperson Leger entertained a motion to approve for discussion. Ms. Lanier so moved, and Mr. Turner seconded the motion.

No discussion held. Board unanimously approved, and the Resolution was adopted.

No. 242 of 2019 **Approval is Requested for the Award of the Chemical Supply Contract PWSA 129-Sodium Carbonate Peroxyhydrate and Cationic Polymer to Biosafe Systems, LLC and Polydyne, Inc.**

Funding: Operating Budget \$139,598.40

Rick Obermeier, Chief of Operations, explained the details of this Resolution. The chemical supplies are to be used at the Water Treatment Plant.

Mr. Turner so moved, and Ms. Lanier seconded the motion.

No discussion held. Board unanimously approved, and the Resolution was adopted.

No. 243 of 2019 **Approval is Requested for a Change Order to PWSA122, Locating and Identifying Underground Facilities, to Allegheny Utility Solutions, LLC**

Funding: Operating Budget \$1,440,000.00

Rick Obermeier, Chief of Operations, explained the details of this Resolution. The increase is required as quantities are higher than anticipated. The increase is due to the added PA1 Call tickets required by the PUC and the Lead Service Line Replacements.

Chairperson Leger entertained a motion to approve for discussion. Ms. Lanier so moved, and Ms. Gross seconded the motion.

Ms. Gross inquired whether this was mostly right of way work or development on a private parcel. Mr. Obermeier responded that PWSA has to mark all of its facilities in the public right of ways whether it is private work on sidewalks or public work in the street.

No further discussion held. Board unanimously approved, and the Resolution was adopted.

No. 244 of 2019 Approving the Award of a Contract for the 2020 Large Water Meters, PWSA106, Option 1, Project No. 2020-325-101-0, to Neptune Technology Group, Badger Meter & LB Water.

Funding: Capital Budget \$1,117,450.00

Rick Obermeier, Chief of Operations, explained the details of this Resolution. The contract will replace 430 meters in 2020. This includes compound, turbine, fire, compound fire and hydrant meters. Additional approval is requested to change the funding source from the Operating Budget to the Capital Budget.

Chairperson Leger entertained a motion to approve for discussion. Mr. Turner so moved, and Ms. Gross seconded the motion.

Ms. Gross inquired as to how many PWSA has actually installed. Mr. Obermeier responded that he will get her those exact numbers. Mr. Turner inquired as to the typical life on one of these larger meters. Mr. Obermeier responded that an inch and a half and two inch, according to PUC regs, is every 8 years to test or replace and three, four and six inch are probably 5 years and greater. He stated it also depends on the location of the meter as to whether or not you have to pull it sooner. Mr. Leger inquired, just for informational purposes, as to how much a large meter costs Mr. Obermeier responded that an inch and a half and two inch are about \$300.00 to \$400.00. Three, four and six inch can range from \$2,000.00 to \$4,500.00.

No further discussion held. Board unanimously approved, and the Resolution was adopted.

No. 245 of 2019 Approving a Change Order of the 2019 Surface Restoration Contract, PWSA Project No. 2019-OPS-100-1, to A. Folino Construction

Funding: Operating and Capital Budgets \$1,210,000.00

Kate Mechler, Deputy Director of Engineering, explained the details of this Resolution. This IDIQ contract involves milling, asphalt placement, brick, landscaping and concrete restoration across the PWSA service area in support of the water and sewer line repair sites completed by PWSA's Operations Department, along with Capital and Lead Service Line restoration.

Chairperson Leger entertained a motion to approve for discussion. Ms. Lanier so moved, and Mr. Turner seconded the motion.

No further discussion held. Board unanimously approved, and the Resolution was adopted.

No. 246 of 2019 Approving a Change Order of 2019 Urgent Sewer Repair Contract, Project No. 2019-OPS-102-0, to A. Folino Construction

Funding: Operating Budget \$500,000.00

Kate Mechler, Deputy Director of Engineering, explained the details of this Resolution. This IDIQ contract is required for the emergency and urgent repair or rehabilitation of the public sewer system including storm, sewer, and combined sewer facilities.

Chairperson Leger entertained a motion to approve for discussion. Mr. Turner so moved, and Ms. Lanier seconded the motion.

No discussion held. Board unanimously approved, and the Resolution was adopted.

No. 247 of 2019 Approving a Change to Provisions of an Easement Agreement to Include Compensation for 7129 Willard Street (Parcel 126-R-122)

Funding: Capital Budget \$2,000.00

Kate Mechler, Deputy Director of Engineering, explained the details of this Resolution. An easement agreement from property owner is sought to allow temporary bypass pumping of sewage prior to construction of the Edgerton Avenue Sewer Repair. The permanent easement is for PWSA to install part of the replacement sewer on 7129 Willard Street property.

Chairperson Leger entertained a motion to approve for discussion. Ms. Gross so moved, and Ms. Lanier seconded the motion.

No discussion held. Board unanimously approved, and the Resolution was adopted.

No. 248 of 2019 Approving the Award of a Professional Services Agreement for 2020 SCADA Support Services, PWSA Project No. 2020-OPS-101-0, to EJM Automation

Funding: Operating Budget \$170,000.00

Kate Mechler, Deputy Director of Engineering, explained the details of this Resolution. The scope of services includes SCADA oversight and conceptual design assistance for ongoing and upcoming projects; providing on-call SCADA support to PWSA, including strategy guidance, technical reviews and interaction with various stakeholders; SCADA construction support, including shop drawing reviews, meeting attendance, inspections and startup/commissioning; and providing ad-hoc on-site support when requested.

Chairperson Leger entertained a motion to approve for discussion. Ms. Lanier so moved, and Mr. Turner seconded the motion.

No discussion held. Board unanimously approved, and the Resolution was adopted.

No. 249 of 2019 Approving the Award of Multiple Professional Service Agreements for 2020 Small Diameter Sewer Rehabilitation (Defined Sites), PWSA Project No. 2020-424-100-0 and 2020-424-100-1.

Funding: Capital Budget \$1,282,899.69

Kate Mechler, Deputy Director of Engineering, explained the details of this Resolution. PWSA will be rehabilitating approximately 15.6 miles of combined sewers, which includes performing excavated point repairs prior to installing cured-in-place pipe liners. The following neighborhoods and sewersheds have been identified for sewer rehabilitation: Brighton Heights (M-36 and M-37), Southside Slopes (M-16, M-21, M-27 & M-34), Homewood (A-42), and Squirrel Hill (M-29).

Chairperson Leger entertained a motion to approve for discussion. Mr. Turner so moved, and Ms. Lanier seconded the motion.

No discussion held. Board unanimously approved, and the amended Resolution was adopted.

No. 250 of 2019 Approving the Award of a Capital Contract for the 31st Ward Sewer System, PWSA Project No. 2017-424-100-0, to SAK Construction, LLC

Funding: Capital Budget \$2,959,215.00

Kate Mechler, Deputy Director of Engineering, explained the details of this Resolution. PWSA will be rehabilitating approximately 9.5 miles of sanitary sewer in the 31st Ward (M-42 Sewershed), including performing excavated point repairs prior to installing cured-in-place pipe liners. All sewer segments tributary to the Rogers Street and Mifflin Road Pump stations have been identified in the CIPP rehabilitation.

Chairperson Leger entertained a motion to approve for discussion. Mr. Turner so moved, and Ms. Gross seconded the motion.

No discussion held. Board unanimously approved, and the Resolution was adopted.

No. 251 of 2019 Approving a Change Order of a Professional Services Agreement for Woods Run Stream Inflow – Mairdale Avenue (Phase 1), PWSA Project No. 2017-424-108-0, to Civil and Environmental Consultants, Inc.

Funding: Capital Budget \$52,540.48

Kate Mechler, Deputy Director of Engineering, explained the details of this Resolution. Additional scope changes include additional stakeholder coordination efforts, tree coordination work with DPW, additional permitting efforts, and additional unforeseen design work (mainly the design of a structural wall as part of the project and splitting up the design package into separate bids).

Chairperson Leger entertained a motion to approve for discussion. Ms. Lanier so moved, and Mr. Turner seconded the motion.

No discussion held. Board unanimously approved, and the Resolution was adopted.

No. 252 of 2019 Approving the Award of a Professional Services Agreement for the Stormwater Code & Ordinance Review & Update, PWSA Project No. 2019-GI-107-0, to AKRF Environmental, Planning, and Engineering Consultants.

Funding: Operating Budget \$572,639.00

Kate Mechler, Deputy Director of Engineering, explained the details of this Resolution. The scope of this work is to provide technical analysis of system

needs, creation of a unified stormwater code, stormwater plan review and inspection process improvements, internal policy updates, stakeholder engagement, and expertise to review and evaluate all applicable regulatory and municipal stormwater policies, process, and codes for consolidation and improvement options across all agencies.

Chairperson Leger entertained a motion to approve for discussion. Ms. Gross so moved, and Ms. Lanier seconded the motion.

No discussion held. Board unanimously approved, and the Resolution was adopted.

NEW BUSINESS

No. 253 of 2019 Approving the Award of a Professional Services Agreement for 2020 Water Quality Support Services, PWSA Project No. 2020-LAB-100-0, to Ron Bargiel, LLC

Funding: Operating Budget \$134,000.00

Kate Mechler, Deputy Director of Engineering, explained the details of this Resolution. These services include providing a Chief of Water Quality for the Authority. The Chief of Water Quality oversees the Authority's Water Quality and Environmental Compliance group. The scope includes reviewing data and providing treatment recommendations, making recommendations regarding staffing, making comments and recommendations on ongoing and future projects as they relate to water quality and compliance, coordinating the Water Quality Advisory Committee Meetings, providing ad hoc on-site support when requested, and filling in for the Environmental Compliance Manager as needed.

Chairperson Leger entertained a motion to approve for discussion. Ms. Lanier so moved, and Mr. Turner seconded the motion.

No discussion. Board unanimously approved, and the Resolution was adopted.

No. 254 of 2019 Approving the Award of a Professional Services Agreement for 2019 Large Diameter Water Main Improvements (Rising Main 3 & 4), PWSA Project No. 2019-325-103-0, to Mott MacDonald

Funding: Capital Budget \$1,076,869.50

Kate Mechler, Deputy Director of Engineering, explained the details of this Resolution. This agreement to Mott MacDonald is being considered given their proposed technical approach, confidence in its small yet highly qualified team, and the expertise of the Project Manager/Technical Lead, including the Project Manager's historic work designing repairs for PWSA's large diameter mains in recent years.

Chairperson Leger entertained a motion to approve for discussion. Mr. Turner so moved, and Ms. Gross seconded the motion.

No discussion held. Board unanimously approved, and the Resolution was adopted.

ADJOURNMENT OF THE MONTHLY BOARD MEETING

Chairperson Leger entertained a motion to adjourn the Board Meeting. Ms. Lanier so moved, and Ms. Gross seconded the motion.

The next scheduled Board Meeting will take place on Friday, January 24, 2020 at 10 AM.

James Turner, Secretary