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**MINUTES OF SYMMES TOWNSHIP SPECIAL MEETING**

**MARCH 26, 2019**

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The meeting was called to order at 6:00 p.m. Elected officials present were: Mr. Phil Beck, Mr. Kenneth Bryant, Ms. Jodie Leis and Ms. Carol Sims.

Also present: Kim Lapensee – Administrator and Kevin McDonough – Law Director.

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

Mr. Beck made a motion to approve the Agenda. Mr. Bryant seconded the motion. Motion passes.

HEARING OF RESIDENTS

Mr. Joe Grossi, 11982 Paulmeadows Drive, stated that he continues to explore through public records request made to the township Fiscal Officer and they continue to have late fees and penalties. He stated that the most recent request was from December concerning the Ohio Public Employment Retirement System. He stated that he wants an explanation because he does not understand why we continue to have these late fees for routine items that are a part of her job.

Mr. Beck stated that this particular example has been straightened out and will be taken care of by the Administrator. Mr. Grossi stated that he is talking about the OPERS from December where there was a late payment which resulted in late fees and penalties. He stated that he understands that Ms. Sims does not do payroll anymore, but that still does not mean she does not have fiscal oversight over payroll. He stated that he still does not understand why there are late fees and/or penalties and that it continues to come out of the tax payer’s pockets. He stated that she sits there and answers nothing and there is never an explanation.

Ms. Leis stated that this is the first she has heard about any of this. She asked if Mr. Grossi could elaborate on what he is talking about. Ms. Leis asked if what he was saying is that we had late fees on our OPERS payments from 2018. Mr. Grossi stated yes. He stated that he has the documents that show it. Mr. Grossi asked for answers.

Ms. Sims stated that if Mr. Grossi wants to stop by her office, she will explain. She stated that she does not have the paperwork in front of her to explain. Mr. Grossi stated that he does not want to stop by her office and talk; he wants an answer now. Mr. Grossi asked again why there are penalties and late fees again. Mr. Grossi stated that she never has any answers and tells everyone to come to her office. Ms. Sims stated again that she did not have the paperwork in front of her and that he could come to her office and discuss it. Mr. Grossi stated that she knows what he is talking about. Ms. Sims stated that she has no comments at this time and she is done with all of this.

Mr. Beck stated that the Administrator will now make the payments for the OPERS and Deferred Comp. Mr. Grossi asked what will happen to the lost interest for the employees because the payments were not made. Mr. Beck stated that it won’t come out of the sky and it will be lost. He stated that it was part of our transition and part of the learning curve when we switched to Paycor. Mr. Grossi stated that it was a weak excuse.

Ms. Leis stated that if Ms. Sims decides in the future that she is no longer going to handle something that she has handled in the past, then she needs to tell the board so someone else can handle it. She stated that she would like it brought it up at the meeting. She stated that she was confused and the whole things was not clear. She is requesting that the entire board discuss this and a decision can be made about the next steps. She stated that she prefers it that way instead of writing an email to one person or putting a letter in our boxes. She feels that it could have been

handled better. She stated that Ms. Sims should have put together a list of items that she feels goes with payroll so everyone would have known from the beginning on how everything would work. She stated that she feels that this should not have happened to our employees and it was really unfair. She stated that she feels that it looks bad on us. She stated that she should have let us know what was going on instead of waiting until March.

Ms. Sims stated that she believes that she put up a good case of why she should handle payroll. She stated that the Board took that duty away and gave it to the Township Administrator. She stated that the first time Paycor did payroll, it was done incorrectly and social security was taken out instead of OPERS. She stated that there were deductions that should have not been taken out. She said that she asked several times for the Administrator to come over and explain all the paperwork to see what it meant. She stated that she did not respond. She stated that she sent an email to Mr. Beck to try and resolve the situation and she sent another email today because this has been going on since late December. Ms. Sims stated that she sent a memo in late January stating that she was no longer part of payroll and that the Administrator was no responsible for all payroll related items.

Ms. Leis stated that when she took over payroll, that there were no attempts from Ms. Sims office to help her transition over the payroll. She stated that she went in blind. She stated that instead of taking it out on the employees by not paying OPERS and Deferred Comp, she should have been a bit more open. She stated that all of this affects the employees and it is not fair to take it out on them when she is mad at the board. Ms. Leis stated that maybe its not in Ms. Sims interpretation of what happened, but it was definitely how the employees interpreted it. Ms. Leis stated that she got phone calls from the employees and they were very upset. She stated that she hopes in the future that if this happens again, she should communicate what she plans on doing.

Ms. Sims stated that she agrees, but it is the Administrator's fault because she won't talk to anyone. Mr. Grossi stated that it is always someone else's fault. Mrs. Lapensee stated that Ms. Sims did not provide the payroll reports when asked back in September and that it would have helped a lot when setting up the system. Ms. Sims stated that no one ever asked her to be part of the transition. She stated that it was just taken away from her and that no one asked her for help. She stated that Paycor is this big organization. She stated that she was unaware that no deductions were being made until late January when she got a memo saying they weren't. She stated that the Administrator should have come over and explained all the paperwork.

Mr. Beck asked Mrs. Lapensee if we have our arms wrapped around this issue now. Mrs. Lapensee stated yes. Mr. Beck asked if the late fees have been corrected from December that Mr. Grossi was referring to. Mr. Bryant stated that to his knowledge it has been corrected. Mr. Bryant stated that the penalties and interest was paid by Ms. Sims with a personal check to the township. Ms. Sims stated that she acknowledges that she made a mistake because she filed the report but did not make the payment. She stated that it was underneath some copies. Mr. Grossi stated that he wanted to clarify that Ms. Sims attempted to send a personal check to OPERS to make the payment without telling anyone and they sent it back because they only accept checks from governments. He stated that no one would have know otherwise. Ms. Sims stated that the only reason is because that letter was received by the Administrator and logged in. Mr. Grossi stated that he only knew because he made a public records request.

Mr. Grossi stated that he wants to clarify his public records request by stating that he would like to receive his next requests via email. He stated that he received a letter acknowledging that Ms. Sims received his request, but circled the email part. He wanted to make sure he gets it via email instead of paying for the paper copy. Ms. Sims stated that they are in a format where they can't be emailed. Mr. Gross stated that he does not accept that. Ms. Sims stated that she has to redact all the information from the request.

Ms. Sims stated that when she brings issues to the board to get resolved, she would appreciate some discussion and a response. She stated that this stuff has been going on for months and not one time has anyone approached her to ask what is going on.

Ms. Leis asked moving forward if she can bring these issues up in a meeting so they can be resolved in the future.

Ms. Sims stated that there is one more thing that has not been done and she mentioned it in a recent memo, there has been nothing coming over in the form of journal entries that states how much payroll was deducted from our checking account, the entries, etc. She stated nothing is coming over and nothing is getting booked. Mrs. Lapensee stated that this untrue. She stated that she does payroll every two weeks and prints all the available reports through Paycor and gives them to her for her to enter into her system. Ms. Sims replied that these are the same reports where she has asked Mrs. Lapensee to come over and explain the reports to her and she has not done. Mrs. Lapensee stated that she has explained the reports in email form and that they are self-explanatory. Ms. Sims stated that she is sick of Mrs. Lapensee's emails that she sends. She stated that she wants Mrs. Lapensee to come to her office and sit and talk with her about the payroll the same way she did today concerning the OPERS payments and Deferred Comp. Ms. Sims stated that she does not know what the reports contain or what they are. Mrs. Lapensee stated that she needs to look at the reports first. Ms. Sims stated that she is not looking at them until Mrs. Lapensee comes over and talks to her. Mrs. Lapensee stated that the reports that have been sent over are not difficult to understand, but you have to open them up and read them first. Mrs. Lapensee stated that Ms. Sims just refuses to look at the reports and read them like a normal person would. Ms. Sims stated that she is just waiting for the Township Administrator to do her job and come over and explain the reports and discuss them with her.

OLD BUSINESS

None

NEW BUSINESS

Mr. Beck made a motion to approve Resolution F2019-01 a Resolution Approving Permanent Appropriations for Fiscal Year 2019. Mr. Bryant seconded the motion. Discussion continued.

Mr. Bryant stated that there was a meeting set up to discuss the budget between Mrs. Lapensee, Ms. Sims and Mr. Pitman in anticipation of this meeting and the meeting got cancelled. He stated that the meeting was never rescheduled, and he wanted to know if there was anything that did not get included or added to the budget that was submitted before we vote on it. Ms. Sims stated that there are a couple of items that she did not include that was on the capital improvements list that she was provided. She stated that one of the items was \$5,000.00 for a beautification committee and \$5,000 for a wine tasting at Meade. She stated that these are both items she feels needs to be discussed and the Board can always go back and amend the appropriations when the final decision is made. She stated that all the major capital items have been included. Mr. Bryant stated that they are excluded from what fund. Ms. Sims stated that she did not know from what fund, but if they are going to be taken from the park fund, she did not think was a wise expenditure, but that it's the board decision. She stated that we could amend the special events line items to include it. Ms. Leis stated that those two expenditures were put there as place holders and we have not yet decided on them yet. Mr. Bryant wanted to know if those items were excluded. Ms. Sims stated that the reason she did not reschedule the meeting is because she had to reschedule her flight and then she was playing catch-up after being gone and then Mrs. Lapensee went on vacation. She stated that she was provided the capital improvement list and reviewed it prior to putting the budget together. Mr. Bryant asked Ms. Sims to the best of her knowledge is everything included in this budget. Mr. Bryant asked Mrs. Lapensee if she knew if anything that was missing. Mrs. Lapensee stated that she really does not know because she does not know which line items pay for certain items. Mr. Bryant asked about the mowing expenditures because it was brought to his attention that it was not included. Ms. Sims stated that she did eliminate it from the general fund, cemetery and safety center. She stated that when the bid packet came over for the mowing bid, those areas were not included. Mrs. Lapensee stated that we have a two-year contract with Y2K for mowing. Ms. Sims stated that since when do we do two-year contracts with the bid openings. Mrs. Lapensee stated that there was an option to do a two-year contract and Y2K exercised that option and a two-year contract was signed with them. Ms. Sims wanted to know if the Board approved this. Mrs. Lapensee stated yes, they accepted the bids, approved the resolution and the contract was signed for that amount. Ms. Sims stated that she felt it was funny that Y2K received a two-year contract but John Christian did not receive one. Mrs. Lapensee stated that he did not state that he wanted a two-year contract at the time of bidding/acceptance of bids. Mr. Bryant stated then where do we stand then since all the

mowing was removed. Ms. Sims stated that we can amend the document now.

Ms. Sims stated that the resolution before you tonight is part of the 2019 budget process. She stated that the temporary appropriations were based on budget with some changes. She stated that the total temporary budget was \$10,642,748.00 and the permanent appropriations will be \$11,704,893.00 plus the small items that we can add back in. She stated that 1-A-19 auditor charges were set up for \$15,000.00 based on the current audit, 1-A-26c Special Events were increased to \$17,500.00 to account for fireworks in Symmes Park, 1-A-26g Outside consultants was increased to \$30,000.00 to account for the land use plan, 1-B-1 was increased from \$170,000.00 to \$172,000.00 based on estimated payroll, 1-B-4 utilities was increased from \$30,000.00 to \$35,000.00 based on recent bills, 1-B-5 Maintenance and supplies was increased from \$3,000.00 to \$3,500.00 based on recent bills, 1-B-8 was increased to \$19,000.00 due to the cost increase for uniforms. Mr. Bryant stated that he would like to see breakdowns for the other categories when there is such a large number. Ms. Sims stated that the other category is a catch-all for all items that do not fit in the above listed categories. Mr. Bryant stated that he is requesting a list of the breakdown for next year's appropriations in the other category. She stated that 1-B-8a mowing contracts was added in for mowing for the township properties in the amount of \$4,000.00, no changes to page 2. Mr. Bryant wanted to know what the expenses were for under 1-E-1 Lighting. Ms. Sims stated that it was to pay for the lighting throughout the township on township roadways at intersections. Mr. Bryant asked where in the packet would the lighting district charges be. Ms. Sims stated that those are all listed under Fund 7. Ms. Sims stated that she was decreasing 1-J-4 legal services from \$5,000.00 to \$4,000.00 and increasing 1-J-5 other expenses from \$5,000.00 to \$6,000.00, 1-L-3 mowing contracts/state/county ROW increasing from \$15,000.00 to \$15,200.00 based on new mowing contract,

Ms. Sims stated that roads which are funds 2, 3, 4, 11B, 23 and 23B will all stay the same and she spreads out the costs of the general maintenance of the roadways within all of these funds. She stated that she will take advantage of the new fund 11B to pay for salaries in that fund for the road department and will decrease other salaries in 11. Ms. Sims stated that she increased 5-A-7 utilities based on recent bills for service from \$500.00 to \$1,000.00, 5-A-11 originally was decreased to \$10,000.00 but we will need to increase back to \$38,000.00 to account for the mowing in the cemetery.

Mr. Bryant asked if there was a need to advance funds to the lighting district fund anymore. Ms. Sims stated that she did not request a transfer last year, it was done by the Township Administrator and there has been no request this year for one. Mr. Bryant wanted to know if \$127,000.00 was enough to pay for the entire year. Ms. Sims stated that she anticipates it will be. Ms. Leis asked if the money was already in the account and so we won't have to worry about any advances. Ms. Sims stated that there was one issue that we may have to step around. Ms. Sims stated that on the original resolution for the assessments, it stated that any money collected had to be used to pay back the general fund. Ms. Sims stated that she was unable to transfer any money back to the general fund at the end of last year. Mr. Bryant stated that means that we do not need any advances this year then. Ms. Sims stated that eventually the general fund will need to be paid back the money and she will need to get those amounts from Staff because she is unaware of the amounts that need to be collected. Mrs. Lapensee stated that this can't be done because special revenue monies cannot be transferred to any other fund. Ms. Sims stated that she would not have transferred any money from the SR account to the GF because she just would have credited the receipt to the GF. She stated that since that money was not provided to her now an action has to be taken to get the money back to the GF. Mr. Bryant asked if we are going to get dinged on our audit for taking money from one fund to pay another and not pay it back. Ms. Sims stated that she will be meeting with the Auditor's Office to see how that can be paid back. Ms. Sims stated that she asked Mrs. Lapensee the amount of monies that was collected on the tax settlements for 2018. Mrs. Lapensee stated that she does not receive that information; Ms. Sims is the one who receipts all the money that is received from the county for property taxes and the like. Ms. Sims stated that Mrs. Lapensee is the one who assessed all the lighting districts. Mrs. Lapensee stated that she can tell her what is assessed, but does not know how much was actually collected. Mr. Bryant stated that it would be the difference in someone not paying their taxes. Ms. Sims stated that Mrs. Lapensee has requested that in the past. Mrs. Lapensee stated that Ms. Sims receives the EFT/ACH receipt from Hamilton County with the breakdowns; she receives nothing from the county to know how much was collected. Ms. Sims stated that she still will

need that information in order to pay back the fund. Mrs. Lapensee stated that she does not have the information and Ms. Sims does not provide revenue reports for the rest of us to see. Ms. Sims stated that there is a large amount of money sitting in the lighting district that needs to pay back the GF and she will be looking for a decision from the board in order to do so. Mr. Bryant asked his original question again asking if we will need an advance to the lighting fund. Ms. Sims stated no, there is enough money left in the account for several years to pay for lighting. Mr. Bryant wanted to know if we are paying our lighting district bills from the lighting district fund. Ms. Sims stated yes.

Ms. Sims stated that there are no changes to the police district. Mr. Bryant asked what the Special Improvement District was for. Ms. Sims stated that it is for the special district that the board approved for Five Seasons. Mr. Bryant wanted to know why we are encumbering \$93,000.00. Ms. Sims stated that this is a pass-through for those energy improvements they made to their building where the county collects the money through taxes, they pay to us, we pay the bank. Mr. Bryant wanted to know if all this incorporates our contract with Hamilton County. Ms. Sims stated yes. Mr. Bryant stated that we pay a portion of the police contract from Fund 9 Police District and the remainder from Fund 20 safety services. Ms. Sims stated yes. She stated that she did reduce the amount of gasoline from \$40,000.00 to \$35,000.00 (9-A-8) and 9-A-13 utilities was reduced to \$35,000.00 based on recent bills. Mr. Bryant stated that he thinks we will see an increase this coming year due to the gasoline tax. Ms. Sims stated that we spend well under the \$35,000.00.

Ms. Sims stated that the Fire District Fund 10-A-7 utilities was increased from \$60,000.00 to \$64,000.00 due to recent bills, 10-A-8 tools and equipment was increased from \$24,000.00 to \$32,000.00 based on the capital improvement list, 14-A-3 maintenance and improvement to sites (EMS) increased from \$33,000.00 to \$43,000.00 based on the capital improvement list, 14-A-6 increased from \$15,000.00 to \$18,000.00 based on recent bills, 14-A-8 was increased from \$8,000.00 to \$10,000.00 based on recent bills. Mr. Bryant asked if she was breaking up dispatch fees into two separate funds. Ms. Sims stated that she takes some of the fees from police and other part from the safety services fund.

Ms. Sims stated that the major change to Fund 11 road levy was under fund 11-C-3 contracts due to the contract with Hamilton County. She stated that it was increased by \$275,000.00 to account for paving of several county roadways where there will be a reimbursement. She stated that she also added that amount into the revenue side. Ms. Sims stated that highly recommends that we have a signed agreement with the County before awarding the contract for paving so that we receive the money within a timely fashion. She stated that sent them an invoice for Lebanon Road and the county asked her to re-date the invoice because the county just approved the expenditure. Mr. Bryant stated that we roughly have about \$600,000.00 in our paving budget this year just for the township for 2019. Mrs. Lapensee stated that is correct. Mr. Bryant asked about the \$400,000.00 for the sidewalk improvements. He wanted to know if that was a space holder. Ms. Sims stated that this was what was requested on the Capital Improvements Plan and normally this line item lists what the carryover is for that particular line item. Mr. Bryant wanted to know if we had \$400,000.00 in the sidewalk carryover. Mrs. Lapensee stated that it was more like \$111,000.00. She stated that we placed \$400,000.00 in there because we thought we were going to do Hopewell Sidewalks, but we don't exactly know what the price is going to be and we are still working on that. She stated that no one has made any decisions yet concerning sidewalks. Ms. Sims stated that if we spend all \$400,000.00, we will only have around \$320,000.00 dollars left in that account going into next year and we will only have half the amount of funds for paving in case the road levy does not pass.

Ms. Sims stated that we will need to be careful in the parks fund monies because we will begin digging into our park fund carryovers. She stated that 12-A-1 Salaries has been reduced from \$249,000 to \$200,000 based on last year's actual payroll, 12-A-2 OPERS was reduced from \$35,000 to \$28,000 due to the decrease in salaries, 12-A-3 utilities was increase from \$55,000 to \$60,000 based on recent bills, 12-A-5 tools and equipment was reduced from \$12,500 to \$2,500 because the lawn mower purchase was removed from the capital improvement list. Mr. Bryant asked why we removed the mower from the budget. Mrs. Lapensee stated that we contract out services for mowing now and we do not have the need to purchase a new mower. She stated that 12-A-6 supplies was increased from \$15,000 to \$20,000 due to recent bills, 12-A-9 contracts was

reduced from \$60,000 to \$44,000 due to the decrease in the mowing contracts, and 12-A-9B contracts mowing was reduced from \$17,550 to \$12,000 due to decrease.

Mr. Bryant asked about purchases from the TIF fund and if we had any CIP purchases coming from that fund. Ms. Sims stated that they already increased it to \$105,500 to account for 2 police cruisers this year.

Ms. Sims stated that Fund 14-J is the Hearthstone Performance bond. This was a bond presented to the board and we are still carrying it for the Hearthstone Subdivision. Mr. Bryant asked if we waived the requirements for them to install sidewalks. Ms. Sims stated that this was for sidewalks and to make sure all the sidewalks are in good condition. She stated that we have used some of the money to make repairs to sidewalks. Mr. Beck asked how long do we have to carry it. Ms. Sims stated that she believes that we have to carry it until the subdivision is finished.

Ms. Sims stated that Fund 20 is for the Safety Services Levy Fund. She stated that line items 20-A-1 were increased from \$148,000 to \$168,800 based on the capital improvement list, 20-A-8 is where the mowing needs to go and should go back to the original amount of \$37,000.00.

Ms. Sims stated that on page 10, the new Permissive Motor Vehicle Tax 23B is our new license plate fee that went into effect in 2018. She stated that she is showing that we could use \$100,000.00 for tools and equipment if we need to. She stated that took in about \$70,000 for new fees. Mr. Bryant stated that we estimated around \$90,000.

Ms. Sims stated that on page 6, Fund 11B Street Levy is where the new levy is coming from to pay from salaries for the road department. She stated that she moved salaries, OPERS, fees and materials over to this new fund. She stated that she decreased Fund 4. She asked the Board if they wanted to move down the \$17,500.00 from 11-B for the maintenance of sidewalks to 11-B-1-B. The Board agreed to move it down to 11-B-1-B.

Ms. Leis stated that we normally have a finance committee meeting prior to adopting the budget. Do you all think we should invite the committee members in and show them the budget. She stated that she wanted to make sure that the committee knows we are trying to be transparent. She asked if we should schedule a committee meeting to talk about this. Ms. Sims stated that she decided not to have a meeting with the committee because on March 1<sup>st</sup> she asked the Township Administrator if there were any major changes to the budget. She stated that unless there are no major changes, the temporary appropriations normally do not change. She stated that if she is not told of any changes to the budget, then all we have to do is some minor tweaking. She stated that if you notice, there are only 4 items that got changed because of the capital improvements list. She stated that there is no reason to call a meeting except to discuss the investments for those three companies that came in to do presentations. Ms. Leis would like Ms. Sims to send out communications to the finance committee to let them know what is going on.

Mr. Grossi asked how many times do we need to have the committee meet? Ms. Leis stated that we only have them meet when needed. Mr. Grossi asked how many times did they meet last year? Ms. Leis stated a couple of times. Mr. Grossi stated that it is important for everyone to know what is going on with the budget. He reminded everyone that he and all the other tax payers pay their salaries. He stated the taxpayers are owed answers to the questions when they get asked. He does not think the elected officials have the right to stay mute when asked a question.

Ms. Sims stated that the other sheets that she handed out are the worksheets and the ending balances. Mr. Bryant stated that we will be modifying these sheets by \$43,000.00 with all the changes we made. He stated that the bottom-line number is \$11,747,893.00. Ms. Sims stated that if we look at page 3a, it appears in 2020, we will only be short \$87,000.00. She stated that if you look on page 3, and look at the encumbrances carried over from last year, if we spend everything listed on the sheet, we will be short \$205,400.00 in 2020. She stated that on page 4 for the park fund, if we spend everything listed, we will only have \$132,000 left in 2020. She stated that this is a continuing levy. She also stated that since we had a carryover encumbrance from 2018, we will end up having a negative balance of \$53,000 in 2020. She stated that we need to watch our spending. She stated that she understands we will be getting the grants to offset the

costs. Mrs. Lapensee stated that this is how ODNR works. She stated that you have to spend the money up front and get reimbursed for the work. Mr. Bryant asked to go back to page 3a. He wanted to know what those carryover expenditures are for in the road fund. Ms. Sims stated that it is for Choice One Engineering (Hopewell sidewalk). Mr. Bryant asked about Blong Road project. Ms. Sims stated that she does not know off hand what the expenses are. Mr. Bryant wanted to know how much the Phase 2 improvements were going to cost again. Mrs. Lapensee stated around \$600,000.00. He wanted to know how much grant money we are getting. She stated \$294,000.00. Mr. Bryant stated that he questions the park improvements. Ms. Sims stated that the amount of \$700,000.00 is mostly for the park improvements.

Ms. Sims stated that we have over 1.7 million dollars left in the safety services levy by the end of 2020. She explained the last sheets and that the board is overspending by 2 Million if they spend all that is shown in the appropriation. She recommends that if we are going to spend any more large expenditures, that we need to look at all the fund balances first.

Mr. Beck amended his original motion to include all the changes discussed in the budget. Ms. Leis seconded the motion. Roll call vote was as follows: Mr. Bryant - 'aye'; Mr. Beck - 'aye'; Ms. Leis- 'aye'. Motion passes.

Roll call vote on the amended resolution was as follows: Mr. Bryant - 'aye'; Mr. Beck - 'aye'; Ms. Leis- 'aye'. Motion passes.

EXECUTIVE SESSION

Mr. Beck made a motion to go into Executive Session per ORC Section 121.22(G) (1) To consider the compensation of a public employee or official, (3) To have a conference with the Law Director concerning pending or imminent court action at 7:20 p.m. Ms. Leis seconded the motion and the roll call vote was as follows: Mr. Bryant - 'aye'; Mr. Beck - 'aye'; Ms. Leis- 'aye'.

Mr. Beck made a motion to return from executive session at 8:30 p.m. Mr. Bryant seconded the motion. Motion passes.

No action was taken.

Mr. Beck made a motion to adjourn the meeting. Ms. Leis seconded the motion and the roll call vote was as follows: Mr. Bryant - 'aye'; Mr. Beck - 'aye'; Ms. Leis- 'aye'.

Meeting adjourned at 8:31 p.m.

Approved:

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Phillip Beck, Board President

\_\_\_\_\_  
Jodie Leis, Vice-President

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Kenneth Bryant, Trustee