

**MINUTES OF THE REGULAR MEETING OF THE  
MOUNT LAUREL TOWNSHIP MUNICIPAL UTILITIES AUTHORITY**

September 17, 2020

Chairwoman Coco-Capri called the regular meeting of the Mount Laurel Township Municipal Utilities Authority to order at 7:01 p.m. via videoconference. A sign with the call-in information was posted at the Elbo Lane Water Treatment Plant Facility Meeting Room and posted on the Authority's official website.

Those in attendance were:

Cheryl Coco-Capri	Chair
Dennis Riley	Vice Chair
Christopher Smith	Secretary
Elwood Knight	Member
John Francescone	Member

Also in attendance were:

William Long	Consulting Engineer
Jose Calves	Solicitor
Pamela Carolan	Executive Director
Russell Trice	Operations Engineer
David Wiest	Finance Director
Brian Scott	Human Resources Director
Theresa Trumbetti	Stenographer

Chairwoman Capri announced that the notice requirements of the "Senator Byron M. Baer Open Public Meetings Act" have been satisfied. Annual notice has been transmitted to two newspapers; it has been prominently posted on the Municipal Bulletin Board and filed with the Mount Laurel Township Clerk.

**Public Comment**

There was no public comment.

**Minutes**

Following a motion made by Mr. Smith and seconded by Mr. Francescone, the Board approved the minutes for the August 20, 2020 regular meeting, with affirmative votes from Mr. Francescone, Mr. Riley, Ms. Capri, Mr. Knight and Mr. Smith.

Total votes: 4 ayes, 0 nays, 1 abstention, 0 absent

**Developments/New Connections**

Following a motion made by Mr. Riley and seconded by Mr. Francescone, the Board unanimously approved Resolution No. 2020-09-70, Resolution Approving Performance Bond Released for Metro Storage, 3005 Route 38 – Project Number M-181-201-612, with affirmative votes from Ms. Capri, Mr. Francescone, Mr. Riley, Mr. Knight and Mr. Smith.

Total votes: 5 ayes, 0 nays, 0 abstention, 0 absent

**Operations**

**COVID-19 Update**

Ms. Carolan said that some employees are still working at remote sites and are working out childcare issues. Things are stable and there were no issues associated with businesses that re-opened.

Mr. Wiest compared billing and collections from March – August for this year and last year.  
2020 billing \$9.19M - \$8.9M collected  
2019 billing \$9.01M - \$9.2M collected

#### Water System Summary

Ms. Carolan reported that there were no water system leaks since the last meeting, but there were service line leaks – one at Spencer Park in Rancocas Woods and one at 1002 Augusta Circle that we have been chasing for a year that was finally found and repaired; the HOA repaired the leak but the MUA spent a lot of time searching for it – we will negotiate what to bill back to the HOA.

Ms. Carolan said we spent so much time searching because we didn't know where the leak was originating from as it was draining into the storm sewer.

Ms. Carolan noted that there was a sodium hypochlorite leak at the ASR which Authority employees repaired but the ASR was out of service in the interim.

Ms. Carolan noted that there is a VFD problem with well #6 and we are waiting on parts.

Ms. Carolan also noted that last September we entered into a revised water supply contract with Willingboro MUA and Evesham MUA and it was sent to DEP for review and approval; we expect that DEP will approve it in the next few weeks.

Mr. Trice reported that regarding the BSDW permit and the Gables project, the DEP has revised their methodology for calculating excess allocation and firm capacity and that there are errors on the permit issued by DEP for the Gables project. The errors resulted in lower excess allocation and firm capacity than which we believe are correct. Mr. Trice has appealed to DEP. The Authority's calculations are more difficult than other water suppliers because of the ASR well recharge year running from October to September rather than on a calendar year.

#### Sewer System Summary

Ms. Carolan reported that 4 pump stations are operating outside of normal parameters and there weren't any force main leaks since the last meeting but there were some ejector line leaks which property owners were not repairing. At 411 Mt. Laurel Road, the homeowner said that the leak was repaired, but it was not so we shut it off and contacted the Board of Health – it is a rental property.

Also, at 263 and 265 Mt. Laurel Road, there is a shared ejector line which leaked in 2019; the MUA intervened as it could not be isolated and had Henkels & McCoy repair. A bill was sent to the homeowners splitting the cost at 50% each. 263 paid, but 265 never did and we are pursuing payments through collections. The shared line for 263/265 is again leaking, but we with the 2019 repairs, we are now able to isolate it, so today we shut off sewer service to both properties and notified the Board of Health.

Ms. Carolan reported that at the sewer plant there is a problem with the grit removal at the headworks which is currently by-passed; Municipal Maintenance is waiting on parts.

#### Underdrains

Ms. Carolan noted that there were no verifications this month.

#### **Presentation of Engineer's Status Report**

Mr. Long presented the report.

#### Replacement of Briggs Force Main and Connection and Library Force Main Connection

This project includes replacement of Briggs Road force main from the pump station to the connection to the primary force main on Union Mill Road, and replacement of the Library force main connection to the primary. The Briggs force main, and Library connection projects were combined in one NJ Infrastructure Bank (NJIB) loan application with the Library force main replacement, Millstream connection, and Union Mill Farms Force Main Redirection projects.

A contract was awarded to Pioneer Pipe Contractors, in the amount of \$780,050.00 on May 21, 2020. The initial pre-construction meeting with the NJDEP loan program was held on June 15, another pre-con at the site was held with the Township and County on September 16, 2020. Shop drawings were reviewed and approved. Construction is scheduled to start on September 21, 2020.

#### Hartford Road-Marne Highway Force Main Connection Replacement

The Gables Development is required to reconstruct the Hartford Road/Marne Highway intersection as a condition of the County approval. At the intersection the Authority's 18" Devonshire force main connects to the 24" primary force main which continues to the plant along Hartford Road. The Authority had planned to replace this connection, which was originally installed in the late 1970's, as part of the Renewal and Replacement program. The Authority approached the developer about having their contractor perform the Authority's project while performing their other work. An agreement with the developer is forthcoming. Construction is scheduled for November 2020.

#### Hartford Road WPCF Tank Repairs

This project includes rehabilitation of the 2 primary clarifiers, secondary clarifier No. 2 and the sludge thickener tank at the sewage treatment plant. New clarifier drives, sludge and scum collection equipment, bar screens, electrical equipment, valves and other associated equipment or devices will be rehabilitated or replaced. A contract in the amount of \$1,882,000 was awarded to BR Welding, Incorporated, on August 15, 2019. Change order No 1 in the amount of \$12,232.66 was approved by the Authority during the April 2020 meeting and was also approved by NJDEP. New contract total is \$1,894,232.66. Change order No 2 for \$0 was approved by the Authority in June 2020 and extends the completion date by 125 days to October 31, 2020, following supply chain issues related to the state of emergency.

Construction is ongoing and is 50% complete. Primary Clarifier No. 1 is 95% complete. Work continues on the Thickener Tank. Primary Clarifier No. 2 construction will start in early October. The contractor is still waiting for material delivery for the Secondary Clarifier.

#### Hartford Road WPCF Roof Replacement and Lightning Protection

This project includes the replacement of roofs on five (5) buildings and lightning protection at the WPCF. These roofs are the original roofs installed when the buildings were constructed in 1996. This project will be funded using NJIB financing, bundle 1. Bids were opened on June 11. A bid protest was submitted by the apparent second low bidder. On June 18, 2020, the Authority awarded Contract No. 2018-17 to JH Williams Enterprises in the amount of \$360,500.00. A pre-construction meeting with NJDEP was held on July 16. A "job site" preconstruction meeting was held with Authority personnel on August 13.

Roof material shop drawings are reviewed and approved. Lightning protection shop drawings still need to be submitted. Construction is scheduled to on September 28, 2020.

#### Harford Road WPCF Lighting Replacement

This project is for the replacement of site lighting throughout the plant. Bids were received and opened on September 3, 2020. We recommend awarding the contract in the amount of \$102,040 to the low bidder, ABS Electric Inc.

#### Saint David Drive Water Main Replacement – Phase 2

This project includes the replacement of approximately 2,100 LF of 8" and 6" water main. Contract 2019-13 was awarded on March 26, 2020 to the Pioneer Pipe Contractors in the amount of \$523,526.00. The water mains and service connections have been installed. Final road restoration is required and is planned for October 2020.

#### Emergency Shower and Eyewash Facility Installation

This project includes the installation/replacement of emergency shower and eyewash equipment at 6 locations. Some of the facilities did not have shower/eyewashes and some of the facilities do have shower/eyewashes; however, they do not use tepid water as is required by current regulations. The Authority awarded Contract 2018-18 to Whitfield Schneider Enterprises, Inc. in the amount of \$193,100.00 on March 26, 2020.

Construction is on-going and is 70% complete. PSE&G gas service for ASR Well #7 is still needed but all other gas services have been installed.

#### Repainting of Elbo Lane Clarifiers

This project includes blasting and painting all the metal surfaces below and above the typical water surface elevation for both clarifiers at the Elbo Lane Water Treatment Plant. The plan is to complete one (1) clarifier in October 2020 and the other in November 2020.

Bids were received and opened on September 15, 2020. We recommend awarding Contract 2020-03 in the amount of \$189,700.00 to the low bidder, Brave Industrial Painting, LLC.

#### Redevelopment of Well #6

This project includes removal of the existing pump and internal piping, redeveloping the well (cleaning the casing/screen) and installing the pump and internal piping. The replacement material will come for Authority stock. The existing equipment will be rehabilitated and returned to the Authority for use in future projects.

Bids were received and opened on September 15, 2020. We recommend awarding Contract 2020-04 in the amount of \$87,130 to A.C. Shultes, Incorporated.

#### Atrium & Hooten Pump Station Upgrades

This project includes electrical and control system replacement and upgrades at both the Atrium and the Hooten Road stations. The Atrium station work will also include pump replacement and replacement of the emergency generator with which also connects to the adjacent Horizon Way Water Booster Station. This project was included in the first loan application for NJIB financing. Construction was originally scheduled to begin in FY20.

A meeting was held with the Authority to finalize the scope of the project. Improvements will be coordinated with the Devonshire PS Project. Plans, specifications and TWA application will be submitted to the Authority for review.

#### Devonshire Pump Station Upgrade

This project will include a major rehabilitation of the Devonshire Pump Station. The original pump station was constructed in 1977 as part of the Larchmont Village IV development. Although the station has been rehabilitated and upgraded a few times since it was constructed, major work is now required to the electrical and mechanical systems to keep the station operating acceptably.

The Devonshire Pump Station receives flow from some of the Larchmont sections and from the Timbercrest Pump Station and the Rancocas Woods Pump Station. The Mount Laurel Manor Apartments housing project in Rancocas Woods as well as existing commercial and residential properties currently on septic systems located on or near Creek Road will connect to the Devonshire Pump Station drainage area. Although the total wastewater flow that could be discharged to the Devonshire Pump Station is not known, it is assumed based on a flow metering study that the station will have sufficient capacity to handle these

new connections. Design and sizing of the collection system along Creek Road is sized to accommodate as many future connections as possible.

The plans and specifications are being revised to address Authority comments, including continuous ventilation of the wet well.

#### Hartford Road WPCF Orbal Aerator Repairs

No change in status. This project is for the repair of broken discs and hoods on some of the aerators located on the orbal tank. When the aerators are repaired, the Orbal cell channels will also be cleaned. The plans and specs are substantially complete. This project was included in the first loan application for NJIB financing, construction was originally scheduled for FY 2020. We are awaiting direction from the Authority on scheduling.

#### Pump Station Site Work

This project includes improvements at three pumping stations: Timbercrest, East Gate and Ethel Lawrence. The work includes replacement of gates, fencing, relocation of driveways and asphalt paving.

#### Union Mill Farms Force Main Replacement

This project will include installation of a new force main that will redirect the pump station discharge out of the primary force main in Union Mill road and into the gravity sewer collection system that discharges to the Holiday Village East Pump station. An existing adjacent isolation valve for the primary will also be replaced. This project was combined in one NJIB loan application with the Replacement of Library Force Main, Millstream Force Main Connection, the Briggs Road Force Main Replacement and Connection and Library Force Main Connection. The Planning Document has been submitted to the NJDEP. Plans and specifications are 90% complete. Documents will be submitted to the Authority for review.

#### Piping, Heat Tracing and Insulation Replacement at the Hartford Rd WPCF

No change in status. This project is for the replacement of various heat tracing and insulation that was originally installed on exposed piping at the Hartford Road WPCF when the plant was expanded in 1996. This project will be funded via a loan from the NJIB. Plans and specifications have been given to the Authority for review before submission to the NJDEP.

#### Door and Window Replacement – Various Locations

This project includes the replacements of doors and windows at various locations including Hartford Road WPCF, two (2) pump stations, 1201 South Church Street, and the Ark Road Booster Station.

Plans and specifications were submitted to the Authority for review. Comments were received and plans revised to address comments.

#### Church Street Water Tank Painting

This project will include blasting and painting of all interior surfaces and power wash, power tool clean and overcoat all exterior surfaces. In addition, an improved safety system will be installed including a handrail system, cable safety system and secure ladder gate.

Design is 25% complete. Received tank construction plans from the manufacturer which will be used as part of the bid package.

#### Replacement of Part of Library Force Main and Millstream Force Main Connection

No change in status. This project includes replacement of a section of force main for the Library PS beginning at the pump station and extending beyond the Rt. 295/NJ Turnpike crossing and replacement of the connection of the Millstream force main to the primary force main on Union Mill Road. The Library

force main and Millstream connection projects were combined in one NJ Infrastructure Bank (NJIB) loan application with the Briggs force main, Library connection and Union Mill Farms Force Main Redirection project.

The Planning Document was submitted to NJDEP and was approved. Other required submittals are being made to the NJDEP. We are awaiting direction from the Authority on scheduling.

#### Pump Station Monitoring System

This project includes updating of the alarm system at all sewage pumping stations. In addition, condition monitoring will be included with the system.

#### Hartford Road WPCF, Warehouse to Vehicle Storage Conversion

This project was the last of several related projects. The Authority has been storing its vehicles which require winter climate control inside the Commerce Water Tank for many years. The Authority explored several alternatives including constructing a building at the WPCF to house the vehicles. After the 81 Elbo building was purchased it was decided that the existing machine space at 81 Elbo could be converted to a warehouse and the existing warehouse at Hartford WPCF would be retrofitted to store the Authority's large sewer vehicles. Contract 2017-10 in the amount of \$341,000.00 was awarded to J.H. Williams Enterprises at the April 2019 meeting. With change orders, the total contract was \$348,577.32. Alaimo Associates performed the engineering design and inspection services under project number M-180-354 for \$132,160.69. The Authority funded the project via a low interest loan from the NJ I-Bank. Conversion of the facility was deemed substantially complete in November 2019. The maintenance bond will expire in November 2021.

#### Hartford Road WPCF Plant Laboratory

The operator lab was moved to the former chlorination room in the late 1980's, in a building that was constructed in 1970 as part of the original wastewater treatment facility at this location. All of the process equipment was moved out of the building, known as the blower building, with the plant upgrade/expansion that was completed in 1997. The blower building was to be converted to file storage and additional lockers rooms, but those projects were cost prohibitive. More recently, the roof began leaking in several locations and temporary repairs were made, with plans to demolish the building. Originally the WPCF was serviced by an individual on-site well as there was no water system in the area. A small water treatment facility was installed in 1997. In the early 2000's a water main was installed in Pike Road and several years later, the WPCF connected to it. The water treatment system was ultimately removed and the small building which housed it, was used for storage. Ultimately it was decided to relocate the operator laboratory into the well building. Contract 2018-07 in the amount of \$ 224,000.00 was awarded to J.H. Williams Enterprises at the April 2019 meeting. With change orders, the total contract was \$232,452.12. Alaimo Associates performed the engineering design and construction management under project number M-180-370 for \$76,797.77. The Authority funded the project via a low interest loan from the NJ I-Bank. Conversion of the facility was deemed substantially complete in November 2019. The maintenance bond will expire in November 2021.

#### Hartford Road WPCF Filter Press Control Panel Replacements

This project included the replacement of the filter press controls and filter press belt motors which were originally installed with the WPCF upgrade/expansion completed in 1997. Contract 2018-10 in the amount of \$183,750 was awarded to A.B.S. Electric, Incorporated on June 28, 2019. Project was to be completed by December 28, 2019. Notice of substantial completion was issued on May 8, 2020. Project was closed out in July 2020. Total construction cost with change orders was \$171,221.77. Alaimo Associates prepared the engineering design and construction management under project number M-180-374 at a cost of \$62,302.04. The Authority funded the project via a low interest loan from the NJ I-Bank, bundle #1. The project is on maintenance bond until June 23, 2022.

Harford Road WPCF Door Replacement

This project included replacement of most exterior doors on buildings which were constructed in 1988 and 1996 as part of previous upgrade/expansions of the WPCF. Contract No. 2018-15 was awarded to W.J. Gross, Inc in the amount of \$217,000.00 at the February 2019 meeting. Total construction cost with change orders was \$201,646.48. Alaimo Associates handled the design and inspection under project number M-180-375 for \$51,231.64. Construction was completed on January 7, 2020 and the maintenance bond expires on January 7, 2022.

Indigo Drive Water Main Replacement Phase 3

Mr. Trice provided an update regarding this project as it is being designed by Environmental Resolutions, Inc. (ERI).

The scope of the project includes replacement of the existing water main and house services from Hydrangea to the end of the cul-de-sac. The roadway will be milled and paved from curb to curb. A contract in the amount of \$187,809.00 was awarded to RTW Construction, Inc at the August 2020 meeting. The contractor still needs to submit additional paperwork. A preconstruction meeting is planned in 2 weeks.

Force Main Air Release Valves

Mr. Trice provided an update regarding this project as it being designed by Environmental Resolutions, Inc. (ERI).

The scope of the project includes rehabilitation of air relief valves on the high pressure sanitary sewer force main and addition of air release valve vaults at other locations on the high pressure force main.

Closed Session

A motion was made by Mr. Riley, seconded by Mr. Smith, voted on and unanimously approved to pass Resolution 2020-09-71 to close the meeting to discuss Regulatory Matters, Litigation and Potential Litigation, Personnel and Collective Bargaining Agreement which are exempt from open meetings under the Sunshine Law, at 7:45 p.m.

Total votes: 5 ayes, 0 nays, 0 abstentions, 0 absent

Regulatory Matters, Litigation and Potential Litigation, Personnel and Collective Bargaining Agreement –  
SEE CLOSED PORTION OF MEETING

The meeting was re-opened at 8:19 p.m., following a motion made by Mr. Riley, and seconded by Mr. Francescone and with unanimous agreement from Ms. Capri, Mr. Smith, Mr. Knight, Mr. Riley and Mr. Francescone.

Contracts

Following a motion made by Mr. Riley and seconded by Mr. Francescone, the Board unanimously approved Resolution No. 2020-09-72, Resolution Approving Award of Contract to ABS Electric, Inc. in the amount of \$102,040.00, following receipt of competitive bids for the HRWPCF Lighting Replacement Project, with affirmative votes from Ms. Capri, Mr. Francescone, Mr. Knight, Mr. Riley and Mr. Smith.

Total votes: 5 ayes, 0 nays, 0 abstention, 0 absent

Following a motion made by Mr. Smith and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2020-09-73, Resolution Approving Award of Contract to A.C. Schultes, Inc. for Well #6 Redevelopment, in the amount of \$87,130.00, with affirmative votes from Ms. Capri, Mr. Francescone, Mr. Knight, Mr. Riley and Mr. Smith.

Total votes: 5 ayes, 0 nays, 0 abstention, 0 absent

Following a motion made by Mr. Riley and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2020-09-74, Resolution Approving Award of Contract to Brave Industrial Painting, LLC for Elbo Lane Water Treatment Plant Clarifier Painting, in the amount of \$189,700.00, with affirmative votes from Ms. Capri, Mr. Francescone, Mr. Knight, Mr. Riley and Mr. Smith.

Total votes: 5 ayes, 0 nays, 0 abstention, 0 absent

Following a motion made by Mr. Francescone and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2020-09-75, Resolution Approving Appointment of Willis of New Jersey, Inc. to provide Property Insurance Coverage Including Boiler and Machine, Inland Marine, Crime, General Liability, Auto, Excess Liability and NJ PLIGA through the American Alternative Company, in the amount of \$198,850.00 for the Mount Laurel Township Municipal Utilities Authority, with affirmative votes from Ms. Capri, Mr. Francescone, Mr. Knight, Mr. Riley and Mr. Smith.

Total votes: 5 ayes, 0 nays, 0 abstention, 0 absent

Following a motion made by Mr. Riley and seconded by Mr. Smith, the Board unanimously approved Resolution No. 2020-09-76, Resolution Approving Appointment of Willis of New Jersey, Inc. to provide Public Officials Liability Insurance Coverage through Greenwich Insurance Group, in the amount of \$17,875.00 for the Mount Laurel Township Municipal Utilities Authority, with affirmative votes from Ms. Capri, Mr. Francescone, Mr. Knight, Mr. Riley and Mr. Smith.

Total votes: 5 ayes, 0 nays, 0 abstention, 0 absent

Following a motion made by Mr. Knight and seconded by Mr. Francescone, the Board unanimously approved Resolution No. 2020-09-77, Resolution Approving Appointment of Willis of New Jersey, Inc. to provide Cyber Liability Insurance Coverage through CSC/Lloyd's of London, in the amount of \$4,150.00 for the Mount Laurel Township Municipal Utilities Authority, with affirmative votes from Ms. Capri, Mr. Francescone, Mr. Knight, Mr. Riley and Mr. Smith.

Total votes: 5 ayes, 0 nays, 0 abstention, 0 absent

Following a motion made by Mr. Smith and seconded by Mr. Riley, the Board unanimously approved Resolution No. 2020-09-78, Resolution Approving Amendment to the Mount Laurel Township Municipal Utilities Authority AF00071 Benefits Plan (Wage Works), with affirmative votes from Ms. Capri, Mr. Francescone, Mr. Knight, Mr. Riley and Mr. Smith.

Total votes: 5 ayes, 0 nays, 0 abstention, 0 absent

### **Accounting and Financial**

Following a motion made by Mr. Francescone and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2020-09-79, Resolution Authorizing Sale of Solar Renewable Energy Credits (SRECs), with affirmative votes from Ms. Capri, Mr. Francescone, Mr. Knight, Mr. Riley and Mr. Smith.

Total votes: 5 ayes, 0 nays, 0 abstention, 0 absent

Ms. Carolan added that this is 10 months of SREC at an estimated value of \$120,000.

Following a motion made by Mr. Riley and seconded by Mr. Knight, the Board unanimously approved the Treasurer's Report for July 2020 and Payment Plan Status Report for August 2020, with affirmative votes from Ms. Capri, Mr. Smith, Mr. Riley, Mr. Knight, and Mr. Francescone.

Total votes: 5 ayes, 0 nays, 0 abstentions, 0 absent

Following a motion made by Mr. Smith and seconded by Mr. Riley, the Board unanimously approved Requisition #611 in the amount of \$286,554.25 for the accounts payable vouchers with affirmative votes from Ms. Capri, Mr. Smith, Mr. Riley, Mr. Knight, and Mr. Francescone.

Total votes: 5 ayes, 0 nays, 0 abstentions, 0 absent



There are no bills from the Acquisition and Construction list.

Following a motion made by Mr. Francescone and seconded by Mr. Knight, the Board unanimously approved Requisition #5083 through #5104, in the amount of \$271,960.47 from the Renewal and Replacement list with affirmative votes from Ms. Capri, Mr. Smith, Mr. Riley, Mr. Knight and Mr. Francescone.

Total votes: 5 ayes, 0 nays, 0 abstentions, 0 absent

**Comments:**

Ms. Carolan noted that annual fire hydrant flushing will begin on September 22<sup>nd</sup> and will continue 24/7 until finished in late October.

Mr. Wiest announced his retirement effective February 2021 and that Jonathan Sears has been hired as his replacement and will start on October 5<sup>th</sup>. Mr. Wiest reported that Mr. Sears was a staff accountant at Evesham MUA for 3 ½ years until moving on to the responsibilities of Finance Director for the Stoney Brook Regional Sewerage Authority from February 2016 to present.

Mr. Wiest noted that the state has extended the filing requirement for audits. The Authority has until December 31, 2020 to file its FY20 audit. Audit field work is expected to start late October, early November, which will allow Mr. Sears to be engaged in the process.

Mr. Wiest noted that Phase I of the Edmunds transition went live on September 10<sup>th</sup> for Accounts Payable and General Ledger. Payroll will go live with pay period ending September 21<sup>st</sup>. New reports from the Edmunds system for A/P and the monthly financials are expected to be submitted for the October board meeting.

Following a motion made by Mr. Knight seconded by Mr. Riley, and with unanimous agreement from the members, the meeting was adjourned at 8:36 p.m.