

A special meeting of the East Amwell Township Committee came to order at 6:00 PM. Present were Mayor Richard Wolfe, Deputy Mayor Tim Mathews, and Committee members Kevin Ostrander, Peter Miller, and Chris Sobieski.

In compliance with the Open Public Meetings Act, Municipal Clerk Teresa R. Stahl announced that this is a special meeting, pursuant to the resolution adopted on January 2, 2019, with a meeting notice published in the Hunterdon County Democrat issue of January 10, 2019. A copy of notice of this meeting was filed in the Clerk's Office, posted on the bulletin board, and sent to the Hunterdon County Democrat, Times of Trenton, and Star Ledger on January 4, 2019. The purpose of this meeting is to discuss the 2019 budget with the CFO.

CFO Margaret Pasqua was present, and she previously provided an updated copy of the budget to the governing body members on January 7, 2019. She provided additional handouts, including a summary of individual departments and what they asked for in 2019, what they asked for in 2018, and what was paid out in 2018 and a summary of revenues. The Three Year Capital Plan was handed out including the list of six items that DPW Superintendent Silverthorn prioritized; a request for \$150,000 for chip seal or whatever work needs to be done was part of this list. Ms. Pasqua also asked what the plan was with the NJ DOT 2019 grant application. She said that the DPW Superintendent is trying to get an answer from the engineer on the amount required for the work. She explained that if the work was \$300,000 and the state only provides \$200,000, she asked how the Township planned to pay the difference, and the budget should reflect that. Ms. Pasqua also asked about purchasing any equipment, and she mentioned usually giving the DPW \$50,000-75,000 a year for general items.

Ms. Pasqua provided a sheet on the general ledger for the capital account, circling the balance in the capital improvement fund at \$41,136.40 and the fund balance at \$46,986.02. The capital improvement fund can be used for items such as down payments, while the fund balance has some restrictions but could be used for outright purchases. Ms. Pasqua would like to see more in the capital improvement fund, adding that if the Township saw that they were going to have bigger projects, she would like to set up reserves in advance.

Deputy Mayor Mathews said that with respect to the capital improvement page, it should show nine items rather than six, including security cameras, road repairs, and Linvale Road expenses.

Ms. Pasqua said that there was \$75,000 in the fund balance (surplus), which could be used for capital projects, if desired. She explained fund balance is excess in operations after revenues and expenses in current fund are entered. Ms. Pasqua said she usually uses \$175,000 from surplus to balance the budget, but she was suggesting using more of the surplus for the capital improvement fund, if the Township wanted, mentioning the Ridge Road project coming up.

Mayor Wolfe said that the plan is not to have any tax increase in 2019. He mentioned spending \$2.82 million in 2018 and projecting spending \$2.766 million in 2019, i.e., spending less but a higher tax rate. Ms. Pasqua explained that her assumption was that the Township is dropping \$5,000,000 in ratables. Mayor Wolfe spoke about the drop in the assessment of The Ridge, but in talking with the Assessor, there may be a bump of \$1.2 million in additional property taxes. Ms. Pasqua said that the figures would not be available until next week, and she was providing the worst case scenario.

Mayor Wolfe referred to page 6 in the pdf provided by Ms. Pasqua regarding the amount to be raised by taxation. In 2018 it was \$1,355,026 and for 2019 it was \$1,412,482, so his calculation was to "plug the hole" by cutting \$52,000 to get to a flat tax.

Ms. Pasqua also provided a sheet requested by the Deputy Mayor showing the amount budgeted in 2018, actual expenditures in 2018, and what departments asked for in 2019. Deputy Mayor Mathews thanked her for the work.

Deputy Mayor Mathews commented on summarizing what was said, i.e., there are lower requests from departments in 2019 than in 2018. Ms. Pasqua also noted that there was a bump in the budget last year for bond costs, adding that 95% of last year's budget was spent and it was a tight one. Mayor Wolfe questioned how the budget could be considered tight at 95%, and Ms. Pasqua said that there was no wiggle room although the Mayor thought that there was some wiggle in the budget.

The Committee began looking at the individual budget pages.

Page 1 – General Administration – The salaries for Farmland/Open Space and for IT will remain in the budget but put in separate categories.

A question was raised about a balance in General Administration, and there is about \$4,660 now without receipt of December bills. On a question about security cameras, Ms. Pasqua said that if they have a life of five years, they can be considered capital.

Ms. Pasqua provided a handout of old capital ordinances with balances. There was about \$16,000 in an old ordinance for municipal building improvements and repairs that might be able to be used for building work. Ms. Pasqua said that there were some road improvements ordinances that remained open, and she said that once the audit was complete, some of the money in the old ordinances could be cancelled and used elsewhere in the budget.

Deputy Mayor Mathews spoke about prioritizing the capital items, adding the following items to the six listed on the DPW Superintendent's list: 7) Security Lighting; 8) Linvale Road Phase II; and 9) General Road Repairs. The \$150,000 on the DPW Superintendent's list for chip seal was based on the list provided by him late last year. Mayor Wolfe said that the figure equated to #1, 2, 3, and 5 on the list and removing #4, Garboski Road.

Deputy Mayor Mathews asked where was the \$4,500 for IT that was on page 1; Ms. Pasqua said it was in a separate budget in Communications (page 5 ½) with a total budget of \$3,500; comments were made about getting the website up and running and designed and having a computer technician on call.

Deputy Mayor Mathews asked about the postage figure on page 1, asking if this was a good figure in light of providing written information on dog licensing requirements. The Clerk said that the Deputy Clerk condensed the mandatory mailing to decrease costs.

Miscellaneous for Open Space O/E was reduced from \$1,500 to \$750, noting that only \$450 was spent last year. Mayor Wolfe said that there was not much activity now but he hoped that would change.

Page 2 – Mayor and Committee – Mayor Wolfe said that Mr. Sobieski would not be taking a salary as a Committee member, and the budget should be cancelled. Ms. Pasqua suggested keeping a small amount in the line item in case there is any change throughout the year; \$250 will keep the line open.

Deputy Mayor Mathews asked about the reduction in the Clerk's salary for 2018; he was told it was because of the Clerk's absence for about a month. On a comment from the Deputy Mayor that it was an anomaly, the Mayor said that it would depend on whether the Clerk decides to get something else fixed next year.

A line in the budget was noted for the use of a shred truck; the Clerk believed that this would be a County expense and will check on this. Deputy Mayor Mathews said that if the County was not covering it, \$750 should be kept in the budget for this line.

Page 4A – Financial Administration – The part-time QPA will fall under this budget with a line item of \$6,000.

Page 5 – Auditor – Ms. Pasqua commented on a possible increase in cost to \$24,000 this year. Deputy Mayor Mathews asked if there was a statutory requirement to do an audit at a certain level or could it be adjusted. Ms. Pasqua said that an audit must be done. Deputy Mayor Mathews asked about changing the scope and wanted to know if there was a process for paper audits with a deeper, not shallower, review. Mayor Wolfe commented that audits are general in nature by taking a sampling of items to review.

Page 5 ½- IT – Committee members agreed that the \$1,000 for design and maintenance and \$2,500 for miscellaneous (video) was fine.

Page 6 – Tax Collector – Deputy Mayor Mathews asked about the salary for the Tax Collector; Ms. Pasqua said the figure was the Township’s part of the shared amount for the Collector’s salary, and her budget is flat.

On a question from the Deputy Mayor, Ms. Pasqua said that her salary figures represent a 2% increase in salary for employees.

On a question from Mayor Wolfe, the CFO said that the Vital line item was the tax program that the Collector uses for property tax information.

Page 7 – Tax Assessment Administration – Ms. Pasqua said that she left this budget flat. On a question from Deputy Mayor Mathews, he was told that about 90% of the \$74,776 on the professional services for tax appeals was for The Ridge at Back Brook. Mayor Wolfe said that \$38,000 was spent on The Ridge in 2017 and in 2016, only \$18,000 was spent on appeals. Deputy Mayor Mathews spoke about The Ridge appeal starting in 2017. Mayor Wolfe said that the Assessor has two residential appeals now and the possibility of not needing money for experts and attorneys. The Mayor will speak with Ms. Busher to see if the line could be reduced by \$10,000 to \$30,000. Some comments were made about final bills for The Ridge’s suit; Ms. Pasqua asked if the bill she received for \$12,000 was the final bill. Deputy Mayor Mathews suggested taking \$10,000 or more out of this line item if the Mayor gets an affirmative answer from the Assessor.

Page 8 – Legal Services – Mayor Wolfe said that the 2018 budget was \$60,000 and was being dropped to \$50,000, saying that last year only \$40,000 was spent and money was transferred out of this budget. He assumed that the Township would spend about the same amount this coming year, adding that \$5,000 of this line item would be for a labor attorney to review policies and procedures. Ms. Pasqua also commented on \$10,000 for the bond attorney last year that is not included in the 2019 budget. Some comments were exchanged by governing body members, and there was an agreement to leave the budget as shown.

Page 9 – Engineering Services – Mayor Wolfe will try to bring this budget down. He spoke about engineering work on Ridge Road in two phases going to the ordinances in place. This budget is for O/E, and Mayor Wolfe recommended cutting it to \$12,000.

Page 10 – Historic Sites Committee - The governing body asked for the details about this budget, and Ms. Pasqua referenced their memo with information on archiving Quick Collection records. On a question, the Clerk said that specific archival materials would be necessary. The governing body asked for more information from Historic Preservation about their O/E request for \$1700 Miscellaneous.

Page 11 – Agricultural Advisory – Ms. Pasqua said that half of the budget from last year remained because the Board didn’t meet. She mentioned it was easier to budget with salary rather than hourly employees. It was noted that board secretaries and administrators will now be asked to update their webpages as part of their job responsibilities; Mayor Wolfe said that this might entail a few hours here and there. He suggested reducing this budget to \$600.00.

Page 12 and 13 – Planning Board/Board of Adjustment and Zoning Officer – The budgets for these departments were merged except that a separate page remains for the Zoning Officer. Ms. Pasqua said that the problem is that the Planning Board usually goes over budget. There was \$1,000 for the Zoning Officer miscellaneous last year and more than that was spent last year. Ms. Pasqua suggested maybe more should be in the line. Mayor Wolfe said that the Planner, Joanna Slagle, was acting as the sounding board for the Zoning Officer. Ms. Pasqua cautioned that the budget for zoning was now stand alone and would not have a bigger budget like the Board of Adjustment to lean on.

Deputy Mayor Mathews asked about any legal budget for the Zoning Officer. Mayor Wolfe said that the Zoning Officer reaches out to him, and he doesn’t know if any time for the Planning Board Attorney Norman or Township Attorney Taylor was needed. He noted that the job is bigger than what was envisioned, at least this year, and they may revisit what she is being paid. On a question of the salary for the Zoning Officer at \$12,638, this was a full year salary for two zoning officers and the current officer has not been here a full year.

Deputy Mayor Mathews suggesting with some of the issues being dealt with, it might be a good idea to put \$1,000 in a legal line item.

Mayor Wolfe said that the Planning Board budget was a total of \$36,205 for planning expenses, including affordable housing. There was \$4,152 in meetings and conferences with pretty much all of it for Krista Parsons, who needed training for the positions. Deputy Mayor Mathews asked how much could be reduced since the affordable housing was no longer an issue. Mayor Wolfe also commented on the amount of money for affordable housing with a lot of time for Planner Slagle and Attorney St. Angelo involved. There was a consensus to leave the legal line item at \$12,000 because of The Ridge. Deputy Mayor Mathews asked about taking the planner line item down. Mayor Wolfe suggested holding off any changes in this budget until the end of the budget review, adding it was unknown if there would be any more expenses dealing with The Ridge.

Page 14 – Affordable Housing - Mayor Wolfe commented on looking at making Krista Parsons the Municipal Housing Liaison/Administrative Agent with some of her salary charged to the affordable housing fund. On a comment about administrative fees and classes for the administrator being covered by the fund, Ms. Pasqua said that she has to monitor administrative fees and would look if classes were covered. Mayor Wolfe said that compensation for the position had to be figured out and he was looking at the position. He said that he and Ms. Parsons talked about it last night, and he will talk with her again. He did not think it would be \$5,000, saying that there was a fair amount of paperwork, and \$4,000 would be fine. The Clerk mentioned that the current salary and wage ordinance had a range that was higher than the amount on the job posting. If the employee is hired lower than the range, the employee could not be paid until the salary and wage ordinance was amended.

Page 15 – Insurance – Ms. Pasqua said that the budget showed estimated figures and she would need to have the exact figures for 2019. The Clerk agreed to get the information from the agent.

Page 16 – Employees Group Insurance – Ms. Pasqua said that the health insurance budget could be decreased a bit since there wasn't much increase in rates. The amount will be reduced by \$6,000.

Page 17 – Public Safety – Ms. Pasqua asked if anything was being considered for police coverage, and some comments were exchanged. Ms. Pasqua suggested that if the Committee wanted, they could leave some "seed" money in the line, but it could not be spent until November if an agreement was reached. She was not sure if police departments would be happy to wait until transfers could be made.

Deputy Mayor Mathews said that even with negotiations, coverage would not be available until mid-year; based on \$15,000 paid last year and including a small increase, there was a consensus to put \$8,000 in this line item.

Mayor Wolfe also commented on possibly using the money to purchase another speed monitor.

Page 18 – Office of Emergency Management – Deputy Mayor Mathews will speak with OEM Coordinator Gary Myers about this budget.

Page 19 – Aid to Volunteer Ambulance – There was a consensus to leave the budget as stands and possibly revisit at the end of the budget review.

Page 20 – Fire Prevention Bureau – Ms. Pasqua said that the \$1490 is a set figure from the state. The \$2450 is revenue and is the payment for the smoke detector/carbon monoxide detector inspections. The Township takes in \$45 for each inspection and pays the inspector \$35.

Page 21 – Municipal Prosecutor – The salary remains the same with an anticipated 2% increase for employees.

Page 22 – Streets and Roads Maintenance – DPW salary lines reflected a 2% increase. The \$15,000 in the 2018 budget for demolition of an abandoned building was moved elsewhere in the budget for other use.

Deputy Mayor Mathews asked about lights at the soccer field; he was told that this would come out of the open space trust fund.

Page 23 – Solid Waste Collection – Ms. Pasqua commented on using Clean Communities money for salary, i.e., paying the salary and reimbursing from the funds after the fact. She also noted that costs for garbage pickup are much less than in the past and the funds can be used for this too. Ms. Pasqua explained that the current provider was used in the past, the provider was changed, and when they shopped for services again, the current provider gave a lower rate for service.

Page 24 – Buildings and Grounds – In the proposed budget, \$6,000 may be used for security cameras. Mayor Wolfe also said that cleaning and painting the municipal building may be done by volunteers.

Page 25 – Vehicle Maintenance – A \$1,000 transfer was made into this budget last year, so the budget was increased by \$1,000 for 2019.

Page 26 – Public Health Services – The Board of Health budget was dropped by a couple of thousand dollars. Some comments were made about the revenue portion of this budget.

Page 27 – Environmental Commission – There was a request for the secretarial salary line to increase from \$1750 to \$3000 because of additional responsibilities and more work. The budget request more than doubled in 2019, and some paperwork from the Environmental Commission was circulated on the dais. Mayor Wolfe spoke about the potential for an Environmental Commission-Green Team and the need for more money if combined. In reviewing the paperwork, a comment was made to take an item out. Mayor Wolfe said that the budget should read as salary and wage \$3,000; personal expenses/training \$100; meetings and conferences \$280; miscellaneous – reduce from \$1580 to \$700. He added that they would have a better sense of needs when the committees merge. Deputy Mayor Mathews also said that the budget should then read Environmental Commission – Green Team.

Page 28 – Administration of Public Assistance – The proposed salary was also based on a projected 2% increase in salary. The \$900 in the miscellaneous line was for mileage. A description of what this employee does was requested. The Clerk offered to send the current job description, and the Deputy Mayor also asked for a written explanation from the Local Public Assistance Director.

Page 29 – Stormwater Permit – Public Health – Ms. Pasqua said that this is a fixed number each year and she increased it in case the state increases their figure. A recommendation was made to drop the line from \$700 to \$600.

Page 30 – Recreation Services and Programs – Ms. Pasqua spoke about taking in money for the program and putting it into the Salary and Wage line, transferring \$4,200 from the Recreation Trust Fund.

Mr. Ostrander will continue as Liaison for this program. Deputy Mayor Mathews asked Mr. Ostrander to relay to the directors that he would like to have them promote the program earlier and get more enrollees. He would also like to determine how many counselors are needed, based on the number of enrollees. Mr. Ostrander agreed, saying based on figures they may have been able to cut one director last year, but they decided to increase fees and keep all the counselors.

Page 31 – Utility Expenses and Bulk Purchases – The budget will remain the same; after December bills are paid, some lines may be depleted. On a question from Deputy Mayor Mathews, street lighting in this budget does not pertain to the soccer fields.

Page 32 – Solid Waste Disposal Costs – The budget will remain the same as 2018.

Page 33 – Contingent – This budget will stay at \$1,000.00

Page 34 – Public Employee Retirement System – Ms. Pasqua said that this is a figure that we have to pay for employees in the system.

Page 35 – Social Security/Medicare – Ms. Pasqua said that this budget should be left where it is.

Page 36 – Unemployment Insurance – This budget will remain the same.

Page 37- Defined Contribution Retirement Plan – Ms. Pasqua explained the increase was because there are more part time employees in this program.

Page 38 – Recycling Tonnage Grant – The grant figure was down last year from \$4101.33 to \$3,150.10. Mr. Ostrander will check to see why the amount went down. Mayor Wolfe asked Recycling Chair Alison Castellano, who was in the audience, if she knew why. Ms. Castellano said it had to do with tonnage receipts but did not know anything further. Mr. Ostrander again said that he will check on this.

Page 39 – Clean Communities Grant – Ms. Pasqua said that the figure for 2019 is not yet available.

Page 40 – Matching Funds for Grants – This is a standard figure to keep the budget open.

Page 41 – Municipal Courts – The budget remains flat with a proposed 2% increase for salary. There is an increase for the violations clerk who has more hours. The budget is broken out with the shared services in other municipalities.

Mayor Wolfe asked about the pdf document provided earlier, specifically on page 3, asking if there was a new shared service this year; he was told no.

Mayor Wolfe referred to the OE section of the court budget saying that there was a year end balance, and Mr. Ostrander noted that this was reoccurring. A question was raised as to whether this line should remain at \$11,000, and Mayor Wolfe recommended decreasing the line to \$9,000 and revisiting it next year.

Page 42 – Public Defender – No changes in this budget.

Page 43 – Capital Improvements – Ms. Pasqua said that she put in \$150,000, plus set costs for debt service payments. She said that the governing body could put in what they wanted. Deputy Mayor Mathews asked what is the dynamic to the budget if they add or reduce the capital and how does it affect the tax rate. Ms. Pasqua said that it could be offset by putting in a revenue side or getting more surplus. If the governing body wanted to put \$250,000 in this budget, she would use \$100,000 more of surplus. On a question from the Deputy Mayor, Ms. Pasqua confirmed that this was out of cap.

Page 44 – Reserve for Uncollected Taxes – Ms. Pasqua said that this is a calculated amount that shows up on the annual financial page.

Page 45 – Deferred Charges – There were none.

Motion by Mr. Ostrander, seconded by Mr. Sobieski, and carried unanimously to open to the public.

Lisa Davis, 32 Stony Brook Road, said that she was listening when the Township Committee was discussing the Environmental Commission budget request, but she could not tell what they were cutting from the budget. She was told that it was the environmental resource inventory funding. Ms. Davis said that she was passionate about the inventory and would like to talk with the governing body at length about how indispensable the tool was for the township. She questioned why the Township was not willing to support the inventory and asked for the basis of why the \$500 was being cut.

Mayor Wolfe said that there was a lengthy discussion about this with David Wang-Iverson a while ago when the environmental resource inventory was explained. The Mayor was not convinced that it was necessary. First Mr. Wang-Iverson asked for \$2,500 to complete it and then the figure was reduced to \$500, and the request was rejected.

Ms. Davis suggested giving the Environmental Commission membership an opportunity to discuss the matter. She explained that she was new to the Commission when it was discussed last year, and she knows now how critical it is to towns for planning and conservation; she would like to have another conversation about it, i.e., the importance of having an environmental resource inventory, the importance of having it for the Master Plan and development of the town, identifying natural resources and figuring out where to develop in order to protect these resources. She said that municipalities in every region, including Hunterdon, Mercer, and Somerset Counties, have inventories, and they were redone within the last ten years; most municipalities believe it is vital to have one; she question why the Township Committee did not think that it was important.

Mayor Wolfe said that he would allocate 10-15 minutes at the next meeting for a critical, concise discussion with factual information. Mr. Ostrander suggested that Ms. Davis provide an example of material for review prior to the meeting. Ms. Davis said that she had a lot of information to share and will provide it.

Deputy Mayor Mathews said that if the inventory was vital, why did the township not miss it in the last 5-10 years, i.e., what would have been different if the township had an updated inventory in that time. He would like to know what would have changed if there was one. Ms. Davis agreed to have the material before the meeting.

Ms. Davis also referred to a personal expenditure she made on behalf of the Environmental Commission, which was discussed at the December 27th meeting. She provided an explanation to the Clerk, who forwarded it to the governing body. Deputy Mayor Mathews said that they read her explanation and the expense was approved. Mayor Wolfe said that there was no negative light on her, and the governing body was “okay” with the expense.

John Staats, President of the Larison Cemetery, was present. He asked about the removal of the \$15,000 from the budget for the demolition of the abandoned building adjacent to the cemetery.

Mayor Wolfe said that the building could not be demolished for anywhere close to \$15,000. There is asbestos in the structure, and the removal would be three times the amount in the budget. The Township did go out for quotes, and there was no response from vendors.

Mr. Staats brought a contractor along to the meeting with him, and Mayor Wolfe asked if there was an estimate from the contractor, saying it would be important to have an estimate.

Sumner Siecke, Hunterdon Horizons Excavating, was present. Mayor Wolfe recognized Mr. Siecke. Deputy Mayor Mathews said that a bid was done and expired without response. Mayor Wolfe said that he would like to hear from Mr. Siecke, adding that he had credentials.

Mr. Siecke said that he was asked by the cemetery group to visit the site. The front of the building looks solid, but in the back, there is an imminent entrapment issue – if someone was inside the place, they would never get out, adding a very windy day could take the structure down. In his professional opinion, he said it was very important for the Township to recognize the problem and he strongly recommended the demolition. Mayor Wolfe said that the Public Works Department said that the work could not be done for \$15,000. Mr. Siecke agreed that the work would be more than \$15,000 and if they re-bid the work, he would submit a bid, and it could be done for less than \$30,000, i.e., almost double the money, due in part to the asbestos in the building. On a question from the Deputy Mayor, Mr. Siecke did not bid originally because he was busy.

Mayor Wolfe asked what the cemetery organization was willing to contribute to the work. Mr. Staats said that once the property was cleaned up, they would maintain the property, commenting on the Township’s liability. Mayor Wolfe said that the Township does not own the property; the owner died and no heirs were found. Mr. Staats said that someone has to be liable, and the Mayor reiterated that the Township doesn’t own the property and has no liability. Prior Township lawyers prepared a memo on this, including information on taking ownership, but the Mayor was not rushing into this, adding that the budget is tight and there wasn’t \$30,000 for the work. He added that if the cemetery organization was willing to contribute, he wasn’t saying that the Township would not look for some money. Mr. Staats commented on the Township

having \$15,000 in the prior budget for the work; the Mayor said that the funds were used elsewhere, and the Township doesn't have the money. Mayor Wolfe asked if Mr. Staats was willing to chip in and to look for grants or other funding sources to assist.

Mr. Siecke asked if the Township was under any obligation or had any liability for not taking action. Mayor Wolfe said that he would have to ask the Township attorney. The Mayor said that he didn't think so, but he would ask the attorney. Mr. Staats said that if the house came down, the cemetery would have a problem; the Mayor said that the Township has limited money and they can't solve everyone's woes. He added that the cemetery's offer to maintain clean property was not enough. On a question of recourse, the Mayor again noted that he did not know if there was any liability on behalf of the Township, and perhaps the injured party would be able to take the land.

Deputy Mayor Mathews said that the representatives were welcome to stay for the regular meeting and speak at the next open to the public portion of the meeting.

Further comments were exchanged between Mr. Staats and the Mayor, with the Mayor saying that \$30,000 would mean a huge tax increase, and they are laboring over the budget now. He agreed that it was a terrible situation for the Township and the cemetery and the property was an eye sore; he suggested that the cemetery look for grants or a source of funding. Mr. Staats commented on reaching out to the Rockefellers since there is a family headstone in the cemetery. The Clerk mentioned applying for NJ DOT funding in the past but not receiving an award.

Motion by Mr. Ostrander, seconded by Deputy Mayor Mathews, and carried unanimously to close to the public.

Motion by Mr. Ostrander, seconded by Deputy Mayor Mathews, and carried unanimously to adjourn the special meeting at 7:36 p.m.

Teresa R. Stahl, RMC/CMC
Municipal Clerk