

CAMBRIA COUNTY BOARD OF COMMISSIONERS

Minutes

August 16, 2018

**Ebensburg, PA
July 26, 2018**

Commissioners Thomas C. Chernisky, B.J. Smith, and Mark J. Wissinger present.

**Ebensburg, PA
July 27, 2018**

Commissioners Thomas C. Chernisky, B.J. Smith, and Mark J. Wissinger present.

**Ebensburg, PA
July 30, 2018**

Commissioners Thomas C. Chernisky, B.J. Smith, and Mark J. Wissinger present.

**Ebensburg, PA
July 31, 2018**

Commissioners Thomas C. Chernisky, B.J. Smith, and Mark J. Wissinger present.

**Ebensburg, PA
August 1, 2018**

Commissioners Thomas C. Chernisky, B.J. Smith, and Mark J. Wissinger present.

**Ebensburg, PA
August 2, 2018**

Commissioners Thomas C. Chernisky, B.J. Smith, and Mark J. Wissinger present.

**Ebensburg, PA
August 3, 2018**

Commissioners Thomas C. Chernisky, B.J. Smith, and Mark J. Wissinger present.

**Ebensburg, PA
August 6, 2018**

Commissioners Thomas C. Chernisky, B.J. Smith, and Mark J. Wissinger present.

**Ebensburg, PA
August 7, 2018**

Commissioners Thomas C. Chernisky, B.J. Smith, and Mark J. Wissinger present.

**Ebensburg, PA
August 8, 2018**

Commissioners Thomas C. Chernisky, B.J. Smith, and Mark J. Wissinger present.

**Ebensburg, PA
August 9, 2018**

Commissioners Thomas C. Chernisky, B.J. Smith, and Mark J. Wissinger present.

**Ebensburg, PA
August 10, 2018**

Commissioners Thomas C. Chernisky, B.J. Smith, and Mark J. Wissinger present.

**Ebensburg, PA
August 13, 2018**

Commissioners Thomas C. Chernisky, B.J. Smith, and Mark J. Wissinger present.

**Ebensburg, PA
August 14, 2018**

Commissioners Thomas C. Chernisky, B.J. Smith, and Mark J. Wissinger present.

**Ebensburg, PA
August 15, 2018**

Commissioners Thomas C. Chernisky, B.J. Smith, and Mark J. Wissinger present.

Commissioners in Session.

Call to Order was made by President Commissioner Thomas C. Chernisky, at Adams Township Volunteer Fire Company No. 2, 849 Locust Street, Saint Michael, at 10:05 a.m.

Motion was made by Commissioner Wissinger to waive the reading of the Minutes of July 26, 2018, but to approve them and place them on file.

Motion was seconded by Commissioner Smith and passed unanimously.

Public Comment:

John DeBartola stated that he submitted a Right to Know Request regarding vehicle information from the Sheriff's Office. He also questioned the Commissioners' appointment to the Cambria County War Memorial Authority Board.

COMMISSIONERS

Motion was made by Commissioner Smith to approve moving Reese Avenue street improvements into the 2015 Community Development Block Grant funding cycle in order to use the remaining funds allocated to Cambria Township.

Motion was seconded by Commissioner Wissinger and passed unanimously.

Agreements:

Motion was made by Commissioner Smith to approve the 3-year Agreement with the Oneida Indian Nation for the Cambria County Prison to provide inmate housing at a rate of \$85.00 per day.

Motion was seconded by Commissioner Wissinger and passed unanimously.

Motion was made by Commissioner Wissinger to approve the Agreement with Remembering Adam to provide the Cambria County Prison with substance abuse prevention education sessions, from July 1, 2018, through June 30, 2019, at a rate of \$9,375.00.

Motion was seconded by Commissioner Smith and passed unanimously.

Motion was made by Commissioner Smith to approve the Lease Agreement with Laurel Highlands Historical Village for the rental of Duman Park, beginning September 14, 2018, and ending September 16, 2018.

Motion was seconded by Commissioner Wissinger and passed unanimously.

Motion was made by Commissioner Wissinger to approve the Agreement with Community Action Partnership of Cambria County with regard to the Pennsylvania Medical Assistance Transportation Program, effective July 1, 2018, through June 30, 2019, at a rate of \$24.70 per trip.

Motion was seconded by Commissioner Smith and passed unanimously.

Motion was made by Commissioner Wissinger to approve the Maintenance Agreement with the Cambria County Transit Authority.

Motion was seconded by Commissioner Smith and passed unanimously.

Contracts (Provided Funding is Available):

Motion was made by Commissioner Wissinger to approve one (1) Service Contract Amendment for Cambria County Children & Youth FY 2017-2018 Budget:

Pressley Ridge

Cert #	Unit ID	Service Provided	Rate	Title IV-E Unallowable	Title IV-E Allowable	Allow Maint	Allow Admin
332730	TD	Regular Foster Care	\$63.82				

Motion was seconded by Commissioner Smith and passed unanimously.

Motion was made by Commissioner Wissinger to approve one (1) Service Contract for Cambria County Children & Youth FY 2017-2018 Budget:

Family Pathways

Cert #	Unit ID	Service Provided	Rate	Title IV-E Unallowable	Title IV-E Allowable	Allow Maint	Allow Admin
413470	ZZ	Foster Care for Parenting Youth – One Child 0-21	\$74.91/day				
413470	AB	Foster Care for Parenting Youth – Two Children 0-21	\$99.91/day				
413470	AC	Foster Care Ages 0-21	\$49.89/day				
413470	AD	Medical Foster Care Ages 0-21 Level I	\$43.50/day				
413470	AE	Medical Foster Care Ages 0-21 Level II	\$49.87/day				
413470	AF	Medical Foster Care Ages 0-21 Level III	\$57.66/day				
413470	AG	Medical Foster Care Ages 0-21 Level IV	\$57.66/day				

Motion was seconded by Commissioner Smith and passed unanimously.

Motion was made by Commissioner Wissinger to approve ten (10) Service Contracts for Cambria County Children & Youth FY 2018-2019 Budget:

Beginnings, Inc.

Service Provided	Rate	Title IV-E Allow	Title IV-E Unallowable
Court Appointed Special Advocate Program (CASA) Actual expenses billed on a monthly basis	\$130.00 per child		
Ages & Stages Evaluation; maximum of 12 units of service within a 10 mile radius, greater than 10 miles, maximum of 20 units of service.	\$7.50 per 15 minute unit		

Alternative Living Solutions

Cert #	Unit ID	Service Provided	Rate	Title IV-E Unallowable	Title IV-E Allowable	Allow Maint	Allow Admin
441000	GY	Broad Street Apartments	\$197.95/day				
442110	GY	Georges Station Apartment 915	\$197.95/day				
444600	GY	Broad Street A Apartments	\$197.95/day				
443960	GY	Twin Run Apartment	\$197.95/day				
444610	GY	Broad Street B Apartments	\$197.95/day				
444620	GY	Georges Station Apartments 917A	\$197.95/day				
444640	GY	Georges Station Apartments 917B	\$197.95/day				
446300	IL	ALS Independent Living	\$197.95/day				

LifeSpan Family Services of PA

Cert #	Unit ID	Service Provided	Rate	Title IV-E Unallowable	Title IV-E Allowable	Allow Maint	Allow Admin
441380	FC	Foster Care	\$68.91				
441380	BC	Behaviorally Challenged Foster Care	\$87.74				
441380	MN	Medically Needy Foster Care	\$87.74				
441380	EP	Emergency Placement	\$95.51				
441380	RP	Respite	\$95.51				
441380	DC	Dependent with Child Placement	\$114.06				
441380	KN	Kinship Care	\$58.50				

Family Pathways

Cert #	Unit ID	Service Provided	Rate	Title IV-E Unallowable	Title IV-E Allowable	Allow Maint	Allow Admin
413470	ZZ	Foster Care for Parenting Youth – One Child 0-21	\$74.91/day				
413470	AB	Foster Care for Parenting Youth – Two Children 0-21	\$99.91/day				
413470	AC	Foster Care Ages 0-21	\$49.89/day				
413470	AD	Medical Foster Care Ages 0-21 Level I	\$43.50/day				
413470	AE	Medical Foster Care Ages 0-21 Level II	\$49.87/day				
413470	AF	Medical Foster Care Ages 0-21 Level III	\$57.66/day				
413470	AG	Medical Foster Care Ages 0-21 Level IV	\$57.66/day				

Pressley Ridge

Cert #	Unit ID	Service Provided	Rate	Title IV-E Unallowable	Title IV-E Allowable	Allow Maint	Allow Admin
473810	HH	Community Residential Rehabilitation Services	\$67.73				
421800	FC	Treatment Foster Care	\$89.01				
332730	TD	Regular Foster Care	\$63.82				

Brant's Driving School

Service Provided	Rate
Six hours of driver's education to completion.	\$65.00 per hour - Additional driving education needs will be billed at \$65.00 per hour.

Dr. John Jubas, Educational Decision Maker

Service Provided	Rate
Advocate to schools to ensure that issues concerning children's educational needs and stability are met.	\$25.00/hour
Mileage	Reimbursement at the regular Pennsylvania State reimbursement rate.

Victim Services, Inc.

Service Provided	Rate
Child Abuse Prevention Education Programs	\$53.00 per hour
Court Preparation and Accompaniment	\$20.00 per hour
Crisis Intervention & Interim Counseling for Children and/or Families	\$20.00 per hour

Professional Family Care Services, Inc.

Cert #	Unit ID	Service Provided	Rate
331020	FF	Foster Care Services	\$61.24/day
331020	II	Minor Parent & Child Foster Care	\$92.93/day
326080		Family Group Decision-Making Successful Conference: A family that has been referred for a FGDM conference in which a conference is coordinated and facilitated with nuclear family, extended family and/or identified supports of the family and has an approved plan (Max 30 hours)	\$2,400.00 Maximum of \$3,000.00 per conference, with County approval for identified extraordinary expense (i.e., out of town travel and/or lodging)
326080		Family Group Decision-Making Successful Referral: A family that has been referred for a FGDM conference in which coordination activities have occurred that directly correlate to the FGDM referral but does not result in a family conference (Max 10 hours)	\$1,000.00
326080		Family Group Decision-Making Unsuccessful Referral: A family that has been referred for a FGDM conference that does not result in any new engagement/activities due to a lack of engagement by the nuclear family and/or extended family members (Max 3 hours)	\$250.00
		Visit Coaching	\$12.50/ 15-minute unit
313790		Adoption Services (SWAN Affiliate Agency)	
		Family Profile	\$2,500.00 (after SWAN funds depleted)
		Child Profile	\$2,000.00 (after SWAN funds depleted)
		Child Preparation	\$2,000.00 (after SWAN funds depleted)
		Child-Specific Recruitment	\$3,000.00 (after SWAN funds depleted)

Perseus House, Inc.

Cert #	Unit ID	Service Provided	Rate	Title IV-E Unallowable	Title IV-E Allowable	Allow Maint	Allow Admin
418410	IT	Perseus House Male – Intensive Treatment Programs	\$264.67/day				
407390	SH	Perseus House Shelter – Male & Female	\$196.52/day				
475820	AH	Andromeda House Female – Intensive Treatment Unit	\$238.43/day				
433330	MO	Florence Crittenton – Pregnant or Parenting	\$243.82/day				
433330	BA	Florence Crittenton – For Babies	\$38.76/day				
433330	MB	Florence Crittenton – Mother/Baby Combined	\$282.58/day				

Motion was seconded by Commissioner Smith and passed unanimously.

Motion was made by Commissioner Wissinger to approve four (4) Service Contracts for Cambria County Drug & Alcohol FY 2018-2019 Budget:

VENDOR/CONTRACTOR	DESCRIPTION OF SERVICE	CONTRACTED RATE FY 2018/2019
<u>DLP – CONEMAUGH MEMORIAL MEDICAL CENTER - NEW VISIONS</u>	Partial Hospitalization	\$52.00/hour
	Intensive Outpatient	\$33.00/0.5 hour
	Outpatient – Group	\$51.00/hour
	Outpatient – Individual	\$41.00/hour
	Outpatient Co-Dependency	\$80.00/hour
	Drug Screen	\$41.00/0.5 hour \$78.00/hour \$50.00/9 panel test
<u>PYRAMID, HEALTHCARE Ridgeway Adolescent</u>	Short –Term Residential	\$268.03/day
	Long-Term Residential	\$194.27/day
	Partial Hospitalization	\$125.00/day
<u>Quakertown</u>	Short –Term Residential	\$250.00/day
	Long-Term Residential	\$250.00/day
	Short Term – Dual	\$295.00/day
	Long Term - Dual	\$295.00/day
	Partial Hospitalization	\$125.00/day
<u>Gratitude House</u>	Halfway House	\$120.00/day
<u>Tradition House</u>	Halfway House	\$109.00/day
<u>Pine Ridge Manor</u>	Halfway House	\$108.00/day
<u>Lehigh Valley</u>	Short-term Residential	\$275.00/day
	Long-term Residential	\$275.00/day
<u>Altoona Residential</u>	Detoxification	\$294.00/day
	Short-term Residential	\$226.00/day
	Long-term Residential	\$220.00/day
	Dual (Short/Long Term)Diagnosis	\$252.00/day
	Partial Hospitalization	\$125.00/day
<u>Belleville</u>	Inpatient (Short/Long Term) Residential	\$202.00/day
	Partial Hospitalization	\$125.00/day
<u>Pyramid Pittsburgh</u>	Detoxification	\$301.00/day
	Short-Term Residential	\$253.00/day
	Long-Term Residential	\$247.00/day
	Dual Diagnosis – Short-Term	\$307.00/day
	Dual Diagnosis – Long-Term	\$297.00/day
	Partial Hospitalization	\$125.00/day
<u>Altoona Outpatient</u>	Intensive Outpatient	\$80.00/hour
	Outpatient – Individual	\$80.00/hour
	Outpatient – Group	\$20.00/hour
	Urine Screen (drug and alcohol)	\$15.00/each
<u>Dolminus</u>	Methadone Maintenance	\$100.00/week
	Methadone Maintenance	\$14.29/day
	Urine Screen (drug and alcohol)	\$15.00/each
<u>UNIVERSAL COMMUNITY BEHAVIORAL HEALTH</u>	Information and Referral Services	\$15.00/call
<u>Pinnacle Treatment Center PA-III, LLC d.b.a. Alliance Medical Services, Inc.</u>	Center of Excellence	Maximum Amount \$500,000.00

Motion was seconded by Commissioner Smith and passed unanimously.

Motion was made by Commissioner Wissinger to approve three (3) Service Contracts for Cambria County Area Agency on Aging FY 2018-2019 Budget:

<u>VENDOR/CONTRACTOR</u>	<u>DESCRIPTION OF SERVICES</u>	<u>CONTRACT AMOUNT FY 2017-2018</u>	<u>CONTRACT AMOUNT FY 2018-2019</u>
Resta Home Health	Provide HS, PC, home health aide & home chore services	\$50,000.00 per year max	\$50,000.00 per year max
Interim Health Care	Provide PC & HS	\$75,000.00 per year max	\$75,000.00 per year max
Home Nursing Agency	Provide PC, HS & adult day care	\$225,000.00 per year max	\$225,000.00 per year max

Motion was seconded by Commissioner Smith and passed unanimously.

Motion was made by Commissioner Wissinger to approve fifteen (15) Service Contracts for Cambria County BH/ID & EI FY 2018-2019 Budget:

<u>SERVICE PROVIDERS</u>	<u>BRIEF DESCRIPTION OF SERVICES</u>	<u>CONTRACT AMOUNT</u>
Peer Empowerment Network	Consumer Drop-in Center which promotes consumer participation in meetings, task forces, and/or committees.	\$174,000.00
Kids First Affiliated Services, LLC	To provide initial and annual evaluations for the Early Intervention Program.	\$50,000.00
Goodwill of the Southern Alleghenies	Supported Employment for Behavioral Health Consumers.	\$80,000.00
Goodwill of the Southern Alleghenies	Supported Employment for Intellectual Disabled Consumers.	\$1,846.00
Allegheny & Chesapeake Physical Therapist d/b/a Pivot Physical Therapy of Western PA	To provide physical, occupational, and speech therapy including any special instructions for the Early Intervention Program.	\$60,000.00
Beginnings, Inc.	To provide physical, occupational, and speech therapy including any special instructions and social work for the Early Intervention Program.	\$260,000.00
Melissa Anne Hutzler	Physical Therapy.	\$7,000.00
Integrated Care Corporation	To provide physical therapy for the Early Intervention Program.	\$35,000.00
Lifestyle Support Services, Inc.	Residential Services and Community Participation Supports.	\$195,277.00
Mental Health Resources of Central PA	Long-Term Structure Residence primarily for transition from Torrance State Hospital.	\$1,193,404.00
Merakey Pennsylvania	Additional supports in the medical environment for when the medical staff is unable to provide for consumer due to their unique behavior or physical needs.	\$11,850.00
Service Access & Management, Inc.	To provide supports coordination to individuals of Cambria County in accordance to ODP Support Coordination Services Bulletin #00-10-06.	\$5,000.00
Skills of Central PA, Inc.	Adult Development Training Program and Drop-in Center.	\$115,420.00
Skills of Central PA, Inc.	Community habilitation services via care, support, skills training with supervision.	\$257,352.00
Stepping Stones, LLC	Supported Structured Living Arrangement with a Personal Care Boarding Home type structure 24-7 care.	\$417,151.00

Motion was seconded by Commissioner Smith and passed unanimously.

Motion was made by Commissioner Wissinger to approve one (1) Service Contract for Cambria County Human Services FY 2018-2019 Budget:

<u>SERVICE PROVIDERS</u>	<u>BRIEF DESCRIPTION OF SERVICES</u>	<u>CONTRACT AMOUNT</u>
Nutrition Inc.	Provides Adult Home Delivered Meals.	\$40,000.00

Motion was seconded by Commissioner Smith and passed unanimously.

Tax Appeal:

Motion was made by Commissioner Smith to approve the Settlement by Stipulation in the tax appeal of ADAR Johnstown, LLC, Gemini Johnstown Galleria S, LLC, and Gemini Johnstown Galleria H, LLC, Docket No. 2017-3738.

Motion was seconded by Commissioner Wissinger and passed unanimously.

Tax Refund:

Motion was made by Commissioner Smith to approve a 2016 tax refund for Abundant Life Ministry House of Prayer, Map No. 77-7-218, in an amount of \$723.12, due to the fact that the property was being used for a place of public worship.

Motion was seconded by Commissioner Wissinger and passed unanimously.

Appointment:

Motion was made by Commissioner Smith to approve appointing Ken Jubas to the Cambria County War Memorial Authority Board to fill an unexpired term beginning August 16, 2018, and ending December 31, 2021.

Motion was seconded by Commissioner Chernisky and passed unanimously.

Liquid Fuels:

Motion was made by Commissioner Smith to approve an additional 2018 Liquid Fuels Allocation to Dean Township in the amount of \$4,000.00.

Motion was seconded by Commissioner Wissinger and passed unanimously.

PERSONNEL ACTIONS

New Hires:

Motion was made by Commissioner Wissinger to hire Marrison Stanick, Per-Diem Department Clerk I for the Prothonotary's Office, (Paygrade 3-B/\$8.42 per hour), effective August 20, 2018. (Employment is contingent upon successful completion of pre-employment health screenings).

Motion was seconded by Commissioner Smith and passed unanimously.

Motion was made by Commissioner Wissinger to hire Alexandria Byers, Full-Time Domestic Relations Clerk I for Domestic Relations, (Paygrade 6-C/\$9.83 per hour), effective August 20, 2018. (Employment is contingent upon successful completion of pre-employment health screenings).

Motion was seconded by Commissioner Smith and passed unanimously.

Motion was made by Commissioner Wissinger to hire Kimberly Fogle, Full-Time Account Clerk I/Float for the Recorder of Deeds Office, (Paygrade 5-C/\$9.56 per hour), effective August 20, 2018. (Employment is contingent upon successful completion of pre-employment health screenings).

Motion was seconded by Commissioner Smith and passed unanimously.

Motion was made by Commissioner Wissinger to hire Alexis Kline, Full-Time Caseworker I for Children & Youth Service, (Paygrade 41-E/\$26,911.54 annually), effective September 4, 2018. (Employment is contingent upon successful completion of pre-employment health screenings).

Motion was seconded by Commissioner Smith and passed unanimously.

Motion was made by Commissioner Wissinger to hire Javon Howell, Full-Time Caseworker I for Children & Youth Service, (Paygrade 41-E/\$26,911.54 annually), effective September 4, 2018. (Employment is contingent upon successful completion of pre-employment health screenings).

Motion was seconded by Commissioner Smith and passed unanimously.

Motion was made by Commissioner Wissinger to hire Abigail Kline, Full-Time Caseworker I for Children & Youth Service, (Paygrade 41-E/\$26,911.54 annually), effective September 4, 2018. (Employment is contingent upon successful completion of pre-employment health screenings).

Motion was seconded by Commissioner Smith and passed unanimously.

Transfers:

Motion was made by Commissioner Wissinger to transfer William Ray, Per-Diem Correctional Officer I for the Prison, (Paygrade 26-A/\$11.71 per hour), to Full-Time Correctional Officer I for the Prison, (Paygrade 26-A/\$18.95 per hour), effective August 12, 2018.

Motion was seconded by Commissioner Smith and passed unanimously.

Motion was made by Commissioner Wissinger to transfer Cody Morgart, Per-Diem Correctional Officer I for the Prison, (Paygrade 26-A/\$11.71 per hour), to Full-Time Correctional Officer I for the Prison, (Paygrade 26-A/\$18.95 per hour), effective August 12, 2018.

Motion was seconded by Commissioner Smith and passed unanimously.

Motion was made by Commissioner Wissinger to transfer Kristin Moore, Per-Diem Correctional Officer I for the Prison, (Paygrade 26-A/\$11.71 per hour), to Full-Time Correctional Officer I for the Prison, (Paygrade 26-A/\$18.95 per hour), effective August 12, 2018.

Motion was seconded by Commissioner Smith and passed unanimously.

Motion was made by Commissioner Wissinger to transfer Alexia Frazier, Full-Time Correctional Officer I (Temporary) for the Prison, (Paygrade 26-A/\$18.95 per hour), to Full-Time Correctional Officer I for the Prison, (Paygrade 26-A/\$18.95 per hour), effective August 12, 2018.

Motion was seconded by Commissioner Smith and passed unanimously.

Motion was made by Commissioner Wissinger to transfer Warren Crilly, III, Full-Time Law Clerk for the Courts, (Paygrade 48-D/\$48,214.92 annually), to Full-Time Chief Deputy District Attorney for the District Attorney's Office, (Paygrade 59-B/\$58,407.70 annually), effective August 20, 2018.

Motion was seconded by Commissioner Smith and passed unanimously.

Motion was made by Commissioner Wissinger to transfer Jason Subich, Full-Time Telecommunicator III for the Department of Emergency Services, (Paygrade 35-F/\$17.93 per hour), to Full-Time Telecommunicator III/TAC Officer for the Department of Emergency Services, (Paygrade 38-C/\$18.83 per hour), effective August 20, 2018.

Motion was seconded by Commissioner Smith and passed unanimously.

Remove from Payroll:

Motion was made by Commissioner Smith to remove Codi Makin, Full-Time Correctional Officer I for the Prison, (Paygrade 26-A/\$18.95 per hour), effective July 31, 2018.

Motion was seconded by Commissioner Wissinger and passed unanimously.

Motion was made by Commissioner Smith to remove Christina Vaskovich, Full-Time Correctional Officer I for the Prison, (Paygrade 26-A/\$18.95 per hour), effective August 5, 2018.

Motion was seconded by Commissioner Wissinger and passed unanimously.

Motion was made by Commissioner Smith to remove Mara Layo, Full-Time Telecommunicator for the Department of Emergency Services, (Paygrade 35-F/\$12.78 per hour), effective August 20, 2018.

Motion was seconded by Commissioner Wissinger and passed unanimously.

Motion was made by Commissioner Smith to remove Carly Petney, Full-Time Caseworker II for Children & Youth Service, (Paygrade 43-C/\$28,571.66 annually), effective August 24, 2018.

Motion was seconded by Commissioner Wissinger and passed unanimously.

Motion was made by Commissioner Smith to remove Darrin Rice, Full-Time Watchman/Custodian for Maintenance, (Paygrade 9-D/\$12.90 per hour), effective August 13, 2018.

Motion was seconded by Commissioner Wissinger and passed unanimously.

Commissioner Smith thanked Adams Township Volunteer Fire Company No. 2 for hosting the meeting. He also thanked Ed Cernic, Sr., for sidewalk improvements that were performed in Creslo and announced the Forest Hills Festival to be held Labor Day Weekend.

Commissioner Chernisky stated that the next regular Commissioners' Meeting will be held on Thursday, September 13, 2018, at 10:00 a.m., at the Cambria County Courthouse.

Adjournment:

Motion was made by Commissioner Smith to adjourn the meeting.

Motion was seconded by Commissioner Wissinger and passed unanimously.

Michael Gelles, IV, Chief Clerk