The Pickaway County Board of Commissioners met in Regular Session in their office located at 139 West Franklin Street, Circleville, Ohio, on Tuesday, May 17, 2022, with the following members present: Mr. Harold R. Henson, and Mr. Gary K. Scherer. April Dengler, County Administrator, was also in attendance. Mr. Jay H. Wippel was absent from today's session.

# In the Matter of Minutes Approved:

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the minutes from May 10, 2022, with corrections.

Voting on the motion was as follows: Commissioner Wippel, absent; Commissioner Henson, yes; Commissioner Scherer, yes. Voting No: None. Motion carried.

Attest: Angela Karr, Clerk

# In the Matter of Bills Approved for Payment:

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to adopt the following Resolution:

BE IT RESOLVED, that the bills have been found to be properly filed and their respective vouchers shall be cross-referenced to the approving pages dated May 18, 2022, in the Commissioners' Voucher Journal, the date in which checks will be cut; then,

BE IT FURTHER RESOLVED, that the Board of Pickaway County Commissioners orders the Auditor of Pickaway County, Ohio, to draw her warrant on this entry in the amount of <u>\$997,587.83 register</u> <u>#1 & \$246.01 register #2</u> on the County Treasurer to satisfy the same.

Voting on the motion was as follows: Commissioner Wippel, absent; Commissioner Henson, yes; Commissioner Scherer, yes. Voting No: None. Motion carried.

Attest: Angela Karr, Clerk

# In the Matter of Then and Now Certification Approved for Payment:

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to adopt the following Resolution:

BE IT RESOLVED, that the County Auditor certifies that both at the time that the following contracts or orders were made and at the time that a certification (Section 5705.41) was completed, sufficient funds were available or in the process of collection, to the credit of a proper fund, properly appointed and free from any previous encumbrance. The Then and Now Certification has been found to be properly filed and their respective vouchers shall be cross-referenced to the approving pages dated May 18, 2022, in the Commissioners' Voucher Journal, the date in which checks will be cut; then,

BE IT FURTHER RESOLVED, that the Board of Pickaway County Commissioners, as Taxing Authority are authorizing the Auditor of Pickaway County, Ohio, to draw her warrant on this entry in the amount of <u>\$291,512.12</u> on the County Treasurer to satisfy the same.

Voting on the motion was as follows: Commissioner Wippel, absent; Commissioner Henson, yes; Commissioner Scherer, yes. Voting No: None. Motion carried.

Attest: Angela Karr, Clerk

# In the Matter of Amended Certificate Approved:

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to adopt the following Resolution:

# Resolution No.: PC-051722-37

**WHEREAS**, the Pickaway County Budget Commission approved an AMENDED CERTIFICATE in the amount of \$46,437.13 to amend Rhoads Drainage Improvements Upfront Payments, fund #319,

**THEREFORE BE IT RESOLVED**, that the Pickaway County Board of Commissioners hereby appropriated the following sum for expenditure for period ending December 31, 2022:

# RHOADS DRAINAGE IMPROVEMENTS UPFRANT PAYMENTS FUND #319 \$46,437.13

Voting on the motion was as follows: Commissioner Wippel, absent; Commissioner Henson, yes; Commissioner Scherer, yes. Voting No: None. Motion carried.

Attest: Angela Karr, Clerk

# In the Matter of Appropriations Approved:

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the following requests for APPROPRIATION:

# \$200,000.00 – 201.3007.5506 - Auto License & Gas Tax Contract Projects – Engineer

\$669,509.00 – 936.304.5506 – Township & Municipal Contract Projects – Engineer

# \$3,470.28 – 319.6144.5901 -Rhoads Drainage Improvements Other Expenses - Commissioners

Voting on the motion was as follows: Commissioner Wippel, absent; Commissioner Henson, yes; Commissioner Scherer, yes. Voting No: None. Motion carried.

Attest: Angela Karr, Clerk

### In the Matter of Transfer and Reappropriations Approved:

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the following requests for TRANSFER AND REAPPROPRIATION:

#### \$6,151.98 – 936.3004.5401 – Township & Municipal Contract Services – Engineer TO 936 3004 5506 – Township & Municipal Contract Projects - Engineer

# 936.3004.5506 – Township & Municipal Contract Projects - Engineer

Voting on the motion was as follows: Commissioner Wippel, absent; Commissioner Henson, yes; Commissioner Scherer, yes. Voting No: None. Motion carried.

Attest: Angela Karr, Clerk

# In the Matter of Blanket Purchase Order Approved:

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the following requests for BLANKET PURCHASE ORDER:

### \$3,470.28 - 319.6144.5901 - Other Expenses Rhoads Drainage Improvement - Commissioners

Voting on the motion was as follows: Commissioner Wippel, absent; Commissioner Henson, yes; Commissioner Scherer, yes. Voting No: None. Motion carried.

Attest: Angela Karr, Clerk

# In the Matter of Building Department Commercial Building Permit Surcharge:

Commissioner Gary Scherer offered the motion, second by Commissioner Harold Henson, to approve the letter to Township Trustees along with payments collected regarding the 10% surcharge for all commercial building permits issued within individual township boundaries. Payment to the townships reflects the 1<sup>st</sup> quarter of 2022 collected.

Voting on the motion was as follows: Commissioner Wippel, absent; Commissioner Henson, yes; Commissioner Scherer, yes. Voting No: None. Motion carried.

Attest: Angela Karr, Clerk

# In the Matter of Dog Shelter Report:

- Mr. Custer received a donation of \$9,500 from an anonymous donor to be used for the pavilion concrete flooring and another donation for kennels.
- The replacement kennels doors are on order and Mr. Custer will be taking the better outdoor kennels to use for overflow.

# In the Matter of IT Department Report:

The following is a summary of the report provided by Robert Adkins, Pickaway County IT Department Director:

- Spectrum scheduled to port phones for Garage and for Dog Shelter on May 25<sup>th</sup>.
- SO Migration finishing up on WIFI deployment and still have the Jail side of network to migrate to new network. Network issues are already declining.
- Fairgrounds The connection is in place and ready to move the camera server over to our network. Ryan expects to be out next week to finish up.
- I have a SR from Mark Yarnell to discuss for the move to Horizon.
- I've asked for a quote for an e-line to the Prosecutor's office.
- Plan to upgrade our VMware environment to 7.0.
- Working with Pioneer to configure a web server for the Juvenile Court that will be similar to the Clerk of Courts Web portal for public viewing of court documents.
- Rick has been facilitating Pioneer's connection to implement eCitations for JV Court.
- Scheduled to install VEEAM Enterprise eval license next week.
- Zero Trust What is it and what does it involve?
- Zero Day Exploit -

# In the Matter of Maintenance Department Report:

The following is a summary of the report provided by Jon Brown, Maintenance Supervisor:

- Started a new employee last week and an additional employee is scheduled to start Monday. Brandon is showing interest in the electrical trade and the crew is teaching him the knowledge.
- There is a meter at the PDI building that in antiquated and trenching will take place to install a new meter. The roof is installed and waiting on final touches.
- The 29<sup>th</sup> should be the last weekend to do work at the Service Center.
- There was aluminum screening that had been compromised at the Service Center and there where around a dozen birds in the building. Repairs have been made to the screening.
- The flooring in adult probation is having some issues. Maintenance is going to install some drainage to help alleviate the moisture in the sandstone. Mr. Brown wants to temporarily move Adult Probation into the Recorder's old office while replacing the floors in Adult Probation.
- Mr. Brown had Custom Tree Service come to the Dog Shelter to have trees removed or cut. Waiting on scheduling to have the work done.

# In the Matter of Report Provided by Tim McGinnis:

The following is a summary of the report provided by Tim McGinnis, Planning and Development:

- Planning Commission:
  - No agenda items for June 14 meeting.
- Outstanding Plats:
- Lot Splits:
  - Approved 4 lot splits in the last week, 12 open applications currently.
- CDBG:
  - New Holland Playground Project contract with DWA Creation. (Not to exceed \$68,249.99)

# In the Matter of Community Development Block Grant PY20 Allocation and Neighborhood Revitalization Grant Contract with DWA Recreation for Village of New Holland Playground Project:

In reference to the bid opening conducted on May 3, 2022, referred to as Community Development Block Grant PY20 Allocation & Neighborhood Revitalization Grant Commissioner Gary Scherer offered the motion, second by Commissioner Harold Henson, to sign the contract with DWA Recreation, 1010 Harrison Avenue, Harrison, Ohio 45030, in the amount of \$68,249.99 for the Village of New Holland Playground Project.

Voting on the motion was as follows: Commissioner Wippel, absent; Commissioner Henson, yes; Commissioner Scherer, yes. Voting No: None. Motion carried.

Attest: Angela Karr, Clerk

# In the Matter of Executive Session:

At 9:36 a.m., Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to enter into Executive Session pursuant to ORC §121.22 (G) (1) to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation, etc., of a public employee with April Dengler, County Administrator, Marc Rogols, County Deputy Administrator and Robert Adkins, IT Director in attendance.

Roll call vote on the motion was as follows: Commissioner Wippel, absent; Commissioner Henson, yes; Commissioner Scherer, yes. Voting No: None. Motion carried.

Attest: Angela Karr, Clerk

At 9:50 a.m., the Commissioners exited Executive Session and Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to resume Regular Session.

Roll call vote on the motion was as follows: Commissioner Wippel, absent; Commissioner Henson, yes; Commissioner Scherer, yes. Voting No: None. Motion carried.

Attest: Angela Karr, Clerk

No Action taken.

# In the Matter of Pickaway County Sheriff's Office ISP Migration to Horizon:

Commissioner Gary Scherer offered the motion, second by Commissioner Harold Henson, to approve the Service Agreement with Yarnell Consulting for ISP Migration for the Pickaway County Sheriff's Office. The migration shall be from Spectrum to Horizon at the project start total of \$6,000.00.

Voting on the motion was as follows: Commissioner Wippel, absent; Commissioner Henson, yes; Commissioner Scherer, yes. Voting No: None. Motion carried.

Attest: Angela Karr, Clerk

# In the Matter of Report Provided by Marc Rogols:

The following is a summary of the report provided by Marc Rogols, County Administrator:

- There was one BWC claims, and two unemployment claims filed for the week. The BWC claim was a false claim for a former PCSO Corrections Officer (Clinton Township). Claim was removed from Pickaway County with the assistance from Sedwick.
- There are currently no auctions pending on Govdeals. To date Govedeals has sold \$398,308.83 in assets for the County.
- Mr. Rogols reported that one new hire packet was sent out (Health Department). Twenty-29 have been handed out year -to-date. The new Office Assistant for the Commissioners' Office and Maintenance position will start Monday, May 23<sup>rd</sup>. The P/T Custodial position is still posted with no applicants.
- The Mammobus is scheduled for this Friday, May 20<sup>th</sup> and there are 18 scheduled appointments. Highway Garage biometric screenings are finalized with Adena and will take place June 14<sup>th</sup> at 7:30 a.m.
- Mr. Rogols provided an insurance update.
- IPS is currently working on the installation of security cameras in the four additional barns at the fairgrounds.

# In the Matter of Report Provided by Gary Cameron:

The following is a summary of the report provided by Gary Cameron, EMA Director.

- This week Mr. Cameron will attend meeting with Southeast EMA Sector Meeting in Lawrence County, Pickaway Fire Chiefs Meeting and State EMA teams call.
- Next week Mr. Cameron will attend E911 Planning Committee meeting.
- General Information
  - National protests of the anticipated Supreme Court ruling on Roe v Wade continue but remain relatively peaceful.
  - Buffalo NY shooting suspect in custody after killing 10 and wounding another 3 persons. By all accounts, this was a hate crime directed at minority groups.

- County-wide programming of handheld radios continues.
- COVID admissions in Central Ohio area are higher but the increasing number of admissions are due to subvariants. Statewide nearly 16,000 new cases.
- o Continued reports of cyber-crime/hacking forwarded to IT
- EMA Projects
  - Full scale pipeline disaster exercise in planning stages. Scheduled for the last week of August at Deer Creek State Park.
  - Continued effort to train first responders in ICS and NIMS. Training is part of the overall FEMA operations.
  - EMA inventory audit slow progress. Old EMA files and radio parts have been mostly disposed of as obsolete or not original paperwork.
  - Continuing development of the Community Emergency Response Team CERT volunteer training this past weekend. Nine new applicants.
  - WLOH antenna installation delayed due to availability of parts.
- Issues requiring Commissioners Support/Notification:

# In the Matter of Rhoads Ditch Improvement Assessment:

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson to adopt the following Resolution:

# Resolution No.: PC-051722-38

**BE IT RESOLVED** that the Board of Commissioners, Pickaway County, Ohio, does hereby certify to the Pickaway County Auditor, Melissa Betz, that as of the 17<sup>th</sup> day of 2022, the following landowners are to be assessed 2022 special assessments on their tax duplicates for the Rhoads Drainage Improvement Ditch Construction Loan; and,

Carly Neff Rhoads & Brent Brett Rhoads Parcel #A0100010028100 1051 S.R. 56 East Circleville, OH 43113	\$26,996.35
Craig & Carrie McLaughlin Parcel #A0100050000600 1464 Kingston Pike Circleville, OH 43113	\$788.41
Scott Daugherty Parcel #A0100050000100 1520 Kingston Pike Circleville, OH 43113	\$3080.26

**BE IT FURTHER RESOLVED** that the County Board of Commissioners, Pickaway County, Ohio, requests the County Auditor, Melissa Betz, to place the assessments on the respective tax duplicates to be collected in the same manner as all other assessments.

Voting on the motion was as follows: Commissioner Wippel, absent; Commissioner Henson, yes; Commissioner Scherer, yes. Voting No: None. Motion carried.

Attest: Angela Karr, Clerk

#### In the Matter of Authorized Certifications for Ohio Public Works Commission Disbursements:

Commissioner Gary Scherer offered the motion, second by Commissioner Harold Henson, to authorize Commissioner Henson to execute the Authorized Certification for OPWC Disbursements. The

disbursement request certification is for CQ01Y, request number 2 in the amount of \$284,106.19. This request reflects project completion at an estimated 100%.

Voting on the motion was as follows: Commissioner Wippel, absent; Commissioner Henson, yes; Commissioner Scherer, yes. Voting No: None. Motion carried.

Attest: Angela Karr, Clerk

# In the Matter of County Administrator Report:

The following is a summary of the report provided by April Dengler, County Administrator:

- Ms. Dengler will be attending the pre-construction meeting scheduled for Wednesday, May 18<sup>th</sup> at 11:00 a.m. relative to the Building Department Porch Project.
- Ms. Dengler emailed McDonald's regarding donor wall at Heritage Hall. The donation for a large wall donor is \$50,000 or more for a logo and can be spread out between 3-4 years.
- The Chamber dinner is this Thursday at 6:00 p.m. being held at Heritage Hall.

### In the Matter of Contract for Project Referred to as the Pickaway County Building Department Porch Project:

In reference to the bid opening conducted on May 3, 2022, referred to as Pickaway County Building Department Porch Project and upon the written recommendation of Jason Funderburg, WDC Group, Commissioner Gary Scherer offered the motion, second by Commissioner Harold Henson, to approve and sign the Agreement with Drummond Construction, Inc, 201 Canal Street, P.O. Box 746, Lancaster, Ohio 43130, in the amount of \$62,300.00 for base bid (1A-General Work & Labor) which includes allowances/owner contingency \$1,625.00 for Labor Hours and \$1,000 for dumpsters.

Voting on the motion was as follows: Commissioner Wippel, absent; Commissioner Henson, yes; Commissioner Scherer, yes. Voting No: None. Motion carried.

Attest: Angela Karr, Clerk

# In the Matter of Resolution Authorizing American Rescue Plan Funds for Dog Shelter Kennel Doors Purchase:

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to adopt the following Resolution:

# Resolution No.: PC-042622-39

# DOG SHELTER KENNEL DOORS

Pickaway County received direct payments from the U.S. Treasury under the Coronavirus State and Local Fiscal Funds authorized by the American Rescue Plan Act, referred to as fiscal recovery funds. Pickaway County will use the funding in accordance with the American Rescue Plan Act and guidance from the U.S. Treasury.

On Tuesday, May 18, 2021, Pickaway County set up a special revenue fund to receive the funds and account for the use of the funds (**special revenue fund # 938 – American Rescue Plan Act Fund**)

TUESDAY, MAY 18, 2021 OFFICE OF THE BOARD OF COMMISSIONERS PICKAWAY COUNTY, OHIO In the Matter of Amended Certificate Approved: Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to adopt the following Resolution: Resolution No.: PC-051821-30 WHEREAS, the Pickaway County Budget Commission approved an AMENDED CERTIFICATE in the amount of \$5,677,293.50 to amend the budget due to fund

received for the American Rescue Plan, THEREFORE BE IT RESOLVED, that the Pickaway County Board of Commissioners hereby appropriated the following sum for expenditure for period ending December 31, 2021: AMERCIAN RESCUE PLAN ACT REVENUE FUND – 938.0000.4534 \$5,677,293.50 Voting on the motion was as follows: Commissioner Wippel, yes; Commissioner Henson, yes; Commissioner Scherer, yes. Voting No: None. Motion

The U.S. Treasury guidance as an interim rule was issued on May 10, 2021, and such guidance has been. Uses of the fiscal recovery funds based on the federal legislation can be to:

- 1. Respond to the public health emergency with respect to the COVID19 or its negative economic impacts, including assistance to households, small businesses, and non-profits, or aid to impacted industries such as tourism, travel and hospitality;
- 2. Respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to eligible workers of the county that are performing such essential work, or by providing grants to eligible employers that have eligible workers who perform essential work.
- 3. Allow for the provision of government services to the extent of the reduction in revenue (i.e., online, property or income tax) due to the public health emergency relative to revenues collected in the most recent full fiscal year of the county prior to the emergency (i.e., January 20, 2020); or
- 4. Make necessary investments in water, sewer or broadband infrastructure.
- 5. A resolution authorizing initial uses of American Rescue Plan fiscal recovery funding and approving appropriations form unappropriated funds for the County ARP fiscal recovery fund, **# 938** for managing ARP fiscal recovery funds, disbursing funds, and monitoring of contracts and grants associated with the ARP.

# As provided in the U.S. Treasury Interim Final Rule and Guidance for State and Local Fiscal Recovery Funds, Dated May 24,2021, an amended to Final Rule beginning April 1, 2022, an allowable use of ARP funds is for governmental services.

**WHEREAS**, the Pickaway County Commissioners approve ARP funds in the amount of \$29,458.10 to be paid to the Pickaway County Dog Shelter for new kennel doors. These funds will be used to replace the damaged kennel doors at the shelter.

# A resolution to approve an authorized use of American Rescue Plan fiscal recovering funding for the County ARP fiscal recovery fund #938, - to be paid from ARP line item #938.1123.5903 – ARP Governmental Services – Other Expense.

Voting on the motion was as follows: Commissioner Wippel, absent; Commissioner Henson, yes; Commissioner Scherer, yes. Voting No: None. Motion carried.

Attest: Angela Karr, Clerk

# In the Matter of Report Provided by Sheriff Hafey:

The following is a summary of the report provided by Sheriff Hafey, Pickaway County Sheriff.

- Sheriff Hafey reported the issue at Logan Elm High School that took place yesterday. The incident was secured and addressed accordingly.
- Eyes of Freedom was escorted to Columbus. The Sheriff's Office will be escorting next Thursday.

# In the Matter of Executive Session:

At 10:18 a.m., Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to enter into Executive Session pursuant to ORC §121.22 (G) (1) to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation, etc., of a public employee with April Dengler, County Administrator, Marc Rogols, County Deputy Administrator, Sheriff Hafey, Sargent Evans and Robert Adkins, IT Director in attendance.

Roll call vote on the motion was as follows: Commissioner Wippel, absent; Commissioner Henson, yes; Commissioner Scherer, yes. Voting No: None. Motion carried.

Attest: Angela Karr, Clerk

At 10:36 a.m., the Commissioners exited Executive Session and Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to resume Regular Session.

Roll call vote on the motion was as follows: Commissioner Wippel, absent; Commissioner Henson, yes; Commissioner Scherer, yes. Voting No: None. Motion carried.

Attest: Angela Karr, Clerk

No Action taken.

#### In the Matter of Executive Session:

At 10:37 a.m., Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to enter into Executive Session pursuant to ORC §121.22 (G) (1) to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation, etc., of a public employee with April Dengler, County Administrator, Marc Rogols, County Deputy Administrator, and Joy Ewing, JFS Director in attendance.

Roll call vote on the motion was as follows: Commissioner Wippel, absent; Commissioner Henson, yes; Commissioner Scherer, yes. Voting No: None. Motion carried.

Attest: Angela Karr, Clerk

At 10:41 a.m., the Commissioners exited Executive Session and Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to resume Regular Session.

Roll call vote on the motion was as follows: Commissioner Wippel, absent; Commissioner Henson, yes; Commissioner Scherer, yes. Voting No: None. Motion carried.

Attest: Angela Karr, Clerk

No Action taken.

### In the Matter of Job and Family Services Update:

Joy Ewing, Job and Family Services Director, met with the Commissioners to provide an update of JFS. Mrs. Ewing reported that JFS has four vacancies and new hires, Jeremy Turner, Victoria Washington and currently interviewing for two Children Services positions. Unemployment rate went down to 3.8% due to season help. Ohiomeansjobs went down with COVID and in March and April number had a significant increase. JFS has been out promoting jobs by building resumes and job skills.

#### In the Matter of Job and Family Services Title XX Social Services Block Grant:

Commissioner Gary Scherer offered the motion, second by Commissioner Harold Henson, to approve and authorize Commissioner Henson to execute the 2023 Social Services Block Grant County Profile Report Summary Estimate for Title XX for Job and Family Services.

Voting on the motion was as follows: Commissioner Wippel, absent; Commissioner Henson, yes; Commissioner Scherer, yes. Voting No: None. Motion carried.

Attest: Angela Karr, Clerk

# In the Matter of Job and Family Services SFY2022-2023 Sub Grant Agreement for Ohio Workforce Development Area 21:

Commissioner Gary Scherer offered the motion, second by Commissioner Harold Henson, to approve the SFY2022-2023 Sub-Grant Agreement between Ohio Workforce Development Area 21 and Pickaway County for Job and Family Services.

Voting on the motion was as follows: Commissioner Wippel, absent; Commissioner Henson, yes; Commissioner Scherer, yes. Voting No: None. Motion carried.

Attest: Angela Karr, Clerk

# In the Matter of Weekly Dog Warden Report:

The weekly report for the Wright Poling/Pickaway County Dog Shelter was filed for week ending May 14, 2022.

A total of \$880 was reported being collected as follows: \$195 in dog licenses; \$105 in dog license late penalty; \$120 in owner turn-ins; \$250 in adoptions and \$210 in private donations.

Four (4) stray dogs were processed in; five (5) dogs were adopted.

With there being no further business brought before the Board, Commissioner Scherer offered the motion, seconded by Commissioner Henson, to adjourn.

Voting on the motion was as follows: Commissioner Wippel, absent; Commissioner Henson, yes; Commissioner Scherer, yes. Voting No: None. Motion carried.

Jay H. Wippel, President {absent}

Harold R. Henson, Vice President

Gary K. Scherer, Commissioner BOARD OF COUNTY COMMISSIONERS PICKAWAY COUNTY, OHIO

Attest: Angela Karr, Clerk