



# BOFC Regular Meeting (1) Minutes

Wading River Fire District

1/13/2025 6:00 PMEST

@ 1503 N Country Rd Wading River, NY 11792

## **Attendance**

### **Present:**

Members: Tim Cangelieri, Commissioner Deveny, Commissioner Hegermiller, Commissioner McQueeney, Chairman Meyer, Greg Michalakopoulos, Amanda Telepan

Guests: Chief Donnelly, Paramedic Flood, Paramedic Manzella, Attorney Ring, Chief Ryan, Chief Whelan

### **Absent:**

Members: Chief ., Vice Chairman Wallace

Guests: Chief Gluck

## I. Procedural

The meeting of the Board of Fire Commissioners regular meeting was called to order by Commissioner Deveny at 18:00 hours with the Pledge of Allegiance and a moment of silence for all those that have made the supreme sacrifice, our military, police, firefighters, ems.

## II. Consent Agenda

### **Motion:**

Motion moved by Commissioner Deveny and motion seconded by Commissioner Hegermiller. Unanimously approved

### A. Adoption of Minutes

 [12/30/24 Minutes.pdf](#)

 [1/5/25 Work Session.pdf](#)

 [Organizational 2025 Minutes .pdf](#)

### B. Membership

- Cole Stasiukiewicz
- Anthony Chiamonte - Direct Transfer from Riverhead, tabled until February 10th BOFC Meeting.

### C. Personnel

#### **Salary Increases:**

- District Manager Gregory Michalakopoulos
- District Secretary Amanda Telepan
- Sr. Houseman James Pirnak
- Maintenance Mechanic Joseph Meyer
- Maintenance Mechanic Michael Teague

- Per Diem Paramedics
- Full Time Paramedics
- Shift Paramedics
- Per Diem EMT/Driver

### III. Public Comment

None at this time.

### IV. EMS Report

 [EMS Report BOFC Meeting 1-10-25.docx](#)

Discussion re QAQI and how narratives have improved.

PCR writing is not taught in school one of those things that you learn on the street. Set up a mock trauma and medical for all to learn.

Discussion re Video Laryngoscope for RSI.

Discussion re 12 lead class and employees, please have employees train on days they are working with Paramedic Schultz or Paramedic Flood.

#### A. EMS/Ambulance Response Breakdown - December 2024

- **Total Alarms – 108**
- **Transports – 104**
- **RMA's/ Cancelled/ No Patient – 4**
- **Mutual aid received-0**
- **Mutual aid given-5 (crew stand by for RVAC)**

#### B. Alarms Handled by Crews

- **Blended crew of volunteer and district personnel – 90%**
- **Volley only- 5%**
- **District only- 5%**
- **ALS- 44**
- **BLS-64**

#### C. Average Response Times (Responding ambulance form activation until signal 2)

- **Alpha, Bravo, Charlie Alarms Response – 9 Minutes**
- **Delta & Echo Alarm Response – 2 Minutes**

#### D. QAQI

**This month was a completely random pull of PCRs with no specified topic, there were no protocol violations or concerns with patient care. In addition, we are seeing improvements in the quality of the typed narratives as well as the completion of all fields in the vital signs section.**

#### E. Mileage as of 1/10/25

- **6-3-80 37,879**
- **6-3-16 74,454**
- **6-3-17 63,212**

## F. Other / Misc.

**Paramedic Desoiza:** Met with Boundtree rep and saw demo on new Intraosseous injection gun. New product has increased safety features to prevent accidental exposures as well as new features to ensure ease of use. The product has a lower price point than previous vendor of \$169 to \$139.99. shipping also improves from ordering through boundtree as we will get next day as long as the order is placed before 3pm instead of through Teleflex Ezio where its ups ground 3-day shipping and an added cost for next day shipping.

There will be minimal training needed before they go in service and will be set up on target solutions followed by a quick in person in-service.

I have just demoed a new video laryngoscope from bound tree the uescope. The price point is \$1800 and has disposable blades. It will record in 1080p definition and is a quality successor to the sunsetting king vision video laryngoscope which parts are currently unavailable. The uescope works as intended with great feel and ergonomics making for ease of use in a high stress situation. I am recommending purchase of this item.

**Paramedic Schult & Flood:** This month on the 26th, 6-3-32, Paramedic Schultz and Paramedic Flood have set up a BLS 12 lead class. The list of outstanding members has been sent to the DM and along to 6-3-32. Anyone who can't make it will be set up with one on one classes with either Paramedic. This then will conclude Wading River FD's compliance with BLS 12 Lead. All paperwork will then be handed over to the county. Looking ahead into February, we will also be starting our BLS CPAP classes. 6-3-32 and the Paramedics will produce dates for these trainings, and will notify the members. Paramedic Schultz and Paramedic Flood will also be working with Chiefs office to revamp Wading Rivers FD "Firefighter Rehab Policies".

- We will be getting together with the chiefs' office to begin training the EMS members for conversion from ESO to Health EMS for PCRs.
- Semiannual controlled substance report completed and submitted to Dr. Cangelosi and NYS DOH by D. Manzella. Controlled substance usage verification paperwork has been submitted to PBMC pharmacy department as well.

## V. Attorney's Report

Discussed letter to Mayor of Nissequogue, 12/19 letter to ADA with response to Subpoena, FD audits, Reviewed EPCR agreement, Ongoing Litigation.

Chairman Meyer - district secretary telepan please reach out to Cheryl Bliss re list from Attorney Ring

## VI. Secretary's Report

**Room Request** - F. Besold 2/2/25 2-5 SWR Cheerleader Send Off

**OSHA Public Comment Must be in by January 17th. (see attachment)**

**Final counts for FDIC and Mini Summit needed.**

**Installation Dinner**

- Due to influx in membership the current invite list is at 244 (total including guest count)
- Invitations for Installation Dinner should be here by Monday, January 13. Will be mailed out by January 21st at the latest.

 [Room Request.pdf](#)

 [OSHA Public.pdf](#)

## VII. Treasurer's Report

Bills Total updated to \$104,322.94

 [Meeting 1.13.25.pdf](#)

#### VIII. Chief's Report

 [Chief's Report BOFC Meeting - 01-13-25.docx](#)

 [386 - Fire Service Instructor 1.pdf](#)

 [451 - FF1.pdf](#)

 [451 - Basic Eterior FF & HM Ops.pdf](#)

 [449 - FF1.pdf](#)

 [449 - Basic Exterior FF & HM Ops.pdf](#)

 [431- Lost Equipment.pdf](#)

 [2025 Safety Officers.docx](#)

 [2025 Exposure Control Officer.docx](#)

 [Resignation 1-1-25 - 434.pdf](#)

 [PES Monthly Check 2024.xlsx](#)

 [Duty Crew report - 2024 - DEC.pdf](#)

 [Department Points 2024 EOY.pdf](#)

 [Department Points MONTH - Dec 24.pdf](#)

 [Alarm Summary - EOY 2024.pdf](#)

 [Alarm Summary - Dec 2024.pdf](#)

Are we all up to speed with state reports ? in process will be in compliance shortly.

Truck sheets will be updated and will have them for the next BOFC Meeting.

Discussion re resident who wants to donate a house to us for a training before they demo the house. Spoke with attorney ring pending information and paperwork from home owner to see what we can and can't do.

#### A. Past Month Alarm Totals -143 (DEC)

- Fire - 38
- EMS - 105
- SCM Reports Submitted, Websites and Sign updated.

#### B. YEAR TO DATE ALARM TOTALS – 1522 (EOY)

- Fire - 370
- EMS - 1522

- SCM Reports Submitted, Websites and Sign updated.
- **30 Alarms short of all time high – 1551 in 2022\***

### C. Training/Drills

- Dept. Mandated/Refresher – 2025 mandatory trainings have ben scheduled for 1/30/25
  - Hazmat – 2025 mandatory training has been scheduled for 3/02/25
  - Dept. Drill/Training –
  - Prior Month Actual – 3 held
  - Current Month Anticipated – 7
  - 01/02 - CPR
  - 01/09 – Company Drills
  - 01/12 - Sunday = CPR
  - 01/23 – FHT+ = PPE
  - 01/26 – Sunday = Small Group (tbd)
  - 01/30 – FHT+ = OSHA
  - Mutual Aid Drill/Training
1. Out of district drill/training (non FFI/EMT) – Approved members attending classes currently. (EMT)
  2. Specialized training (Medic, HazMat, Confined Space, Heavy Rescue, FFII, Etc.)
  3. BLS level 12 Lead and CPAP training started on 10/24. Additional classes will be held.
  4. # 449 & 451 Completed Basic Exterior FF, HazMat Operations and FF1
  5. # 386 Completed Fire Instructor 1
  6. # 316 Attended an online Fire Police class

#### **Other Details (include hours & member participation)**

- Standbys -NR
- Fire Police – NR
- Work Details – Companies continue to have an 2nd Thursday & drills
- Officers Meeting – Held 01/09 and have been scheduled monthly
- Company Drills – See Trainings
- Parades – NR.
- Funeral/Flag Details – NR
- Meetings Hosted – NR
- Meetings Attended –Multiple meetings attended by representatives and reported back to Chiefs.
- Fire Prevention & Events – Little Flower contacted me via RTFM (during annual inspection) and was referred to the district website to input a request.

### D. Monthly Crew Night/Day Schedule

- Duty Crew SOG Was rolled and is in effect as of 10/1/24.
- Prior Month Actual – 73% made requirements down from 94%. Expectation is this will rebound to normal levels with the start of the new year.

### E. Member Status

- Chief Availability/Delegation (out of town, vacation, etc.) – NR
- Change of Qualification/Status (new certification, expired) - NR
- Driver Qualifications – Working on reviewing and updating recent qualifications.
- Change of Address – No Change
- Medical Leave – Member #052 continues from OJA.

- Military Leave - None
- Probationary Member Report (New, FF1, EMT, Drills, Trainings, Alarms) – Officers working on a tracking book. New members have started. Meeting with all probationary members to be held in the future. Training committee is looking to schedule a training before the end of the month.

F. District Issued Personnel Equipment

- PESS – OSHA files have been updated for EOY

G. Vehicle & Equipment Maintenance Report

**Chief Vehicle Mileage**

- 30 = 29722
- 31 = 63825
- 32 = 68140
- 33 = XXXX

H. Miscellaneous

**OLD Business:**

- 1) EMS Cross billing with Mutual Aid Partners. (Council)
- 2) Working on EOY reports for the next meeting.
- 3) Working on truck check sheets. Taking a while and new officers will be working on it. 6-3-2 and 11 are the ONLY trucks that we have any starting point.

**NEW Business:**

- 1) Member # 434 submitted a resignation letter as of 1/1/25
- 2) Submitting “Lost Equipment” report for
- 3) Submitting training requests:
  - A) Members # 442, 450 & 457 - FF1 SCFA (No Cost)
  - B) Member # 433 – Heavy rescue SCFA (No Cost).
- 4) Submitting 2025 Exposure Control Officer and Safety Officers

IX. District Managers Report

 [DM Report BOFC Meeting 1-13-25.docx](#)

 [Fuel Log Report Dec 2024.pdf](#)

Discussion re elevator contract and removing TK Elevators as our vendor since they did not respond in a timely manner for an emergent call.

District map discussion - maps set for 1/15 at 5:00pm Chief Ryan wants to review a few more things and will be done Wednesday.

Discussion re districts 1,3,5 year plan went over with commissioners and brought Commissioner Hegermiller up to speed. Discussion re responder vehicle current responder vehicle will most likely become our spare / back up district vehicle.

A. Deposits

None

B. Material Requests

- Training Equip – Hose Bed Prop in the amount of \$1,000 (material only)
- FF Equip – 6’ steel NY Hooks with mounts qty 3 in the amount of \$1,500 Unit (6-3-4)
- FF Equip – 30” Pro Bar & 6lb flat head Axe with mounts qty 3 in the amount of \$725 Unit (6-3-4)
- Equip – Extrication tools mounts qty 5 in the amount of \$5,500 (Cutter, Spreader, Combi) Unit (6-3-4)
- Furniture Desk– Chief’s Office in the amount of \$1,489.95
- Equip – Laptop 6-3-33 in the amount of \$2,059.00

C. **Repair/Maintenance of Buildings**

**HQ Foundation Repair**

In progress, BBS representative Steve Walsh emailed commercial building application on 1/10. Completed district portion and BBS scheduled to deliver to the town on Tuesday 1/14.

**Access Control HQ Generator Building**

Generator building repairs completed on 11/10, building online.

**HQ Elevator**

Issues with elevator malfunctions on Thursday 1/2, TK elevator contacted but failed to provide services in a timely manner. Contacted new vendor Island Elevator which arrived the next morning and was able to get elevator working. As discussed in 2024 budget work session, current elevator electronics are end of life and upgrades/retrofit is requested.

Recommendation board move forward with retrofit in 2025 as planned. Estimated budget for retrofit is \$155k-240k.

Due to ongoing support issues with TK Elevators, requesting permission to work with legal counsel to cancel current contract and begin the process of replacing with new vendor once counsel advises.

D. **Repair/Maintenance of Equipment**

**6-3-13**

Repairs in progress, waiting on parts, vehicle remains out of service. 6-3-11 relocated to station 2 till repairs are completed.

**6-3-16**

Brake service completed on 1/3; master switch was swapped with rear while replace arrives.

**6-3-18B**

The boat is scheduled to be delivered on Friday 1/17 as per the last conversation with vendor. We will be relocating the boat to station 2 as per previous discussions with board and chief staff.

**6-3-33**

Spare district vehicle restriped back to chief’s vehicle and put back into service on 1/6.

E. **Personnel Report**

New Per-Diem Medic Gallo onboarding scheduled for Wednesday 1/15 with Paramedic Schultz.

F. **Permissive Referendum Project(s)**

**HQ – Building Renovations**

In progress, district staff continuing to interior doors, HVAC duct work, etc.

**Sta 2 Generator Project**

On hold, waiting for Cummins and vendor to complete 208v – 240v reconversion/reprogramming to complete project.

**HQ 2nd Floor Flooring Project**

Project began on 1/2 as scheduled. As reported installation crew has been smaller than originally discussed. After discussions with project manager and sales representative, we were

assured that the correct installation team starting 1/11. Vendor added additional installation date (Sunday 1/12 to makeup on installation progress. More accurate project completion state will be provided to board on upcoming meeting

## G. Budget Items

## H. Other

- New District Maps

Received updated changes on 1/6 from vendor, copy shared with chief staff for review. Chief Ryan requested an additional onsite meeting, scheduled for Wednesday 1/15 at 5pm

- District Policies & Department Procedures

In progress, the meeting was held on 1/8, no representation from chief staff due to scheduling conflict. The chief staff is looking to change the meeting time to the afternoons, working with Lexipol representative, secretary Telepan and chiefs to select a new time. No additional meeting scheduled at this time.

- EMS ePCR Software

Sansio implementation manager assigned on 1/10. Meeting scheduled for 1/22 at 11am with Kristin Maluso and district team to review the following: Agency introductions, Review project expectations, Question & Answer. Target live date is set for 3/1.

- ProClaim EMS Solutions & Billing Proposal

Onboard meeting completed on 1/9 with implementation team. Treasurer Cangelieri Secretary Telepan, and DM Michalakopoulos were in attendance from the fire district. We're working on the transition paperwork and have sent a live date for February 1st.

- Radio Portable and mobile alignment

IWT scheduled for onsite appointment on 1/15 & 1/16 to complete alignment of APX radios. IWT is completing the new pager profile and if time allows new pagers will be programmed during this visit.

- Medic SCBA Training

SCBA training for FT medics tentatively scheduled for Thursday 1/23

- Chief Vehicle Replacement

Requesting permissive referendum for the purchase of new chief's vehicle not to exceed \$110k based on current vehicle replacement plan.

- 1,3,5-year Plan Review

Requesting review of 1,3,5-year plan to reevaluate based on recent changes to buildings & equipment.

- Fuel Log

Submitting monthly fuel log for the month of December 2024

Requesting executive session for pending litigation.

## X. Commissioner & Committee Reports

### A. Chairman Meyer

Reminder Chief - no specialty pies please keep it to one topping.

Please keep in mind vehicles should be cleaned even with the bad weather. Discussion re drainage and washing vehicles in doors during the freezing weather. If the truck is completely filthy please wash it inside or outside.

Sign in sheets - we are not going to be accepting them after 30 days from the date of drill/call etc. as of 1/13/25.

Please remind members to close bay doors when leaving on alarms especially during the winter.

Post card program would like to discuss it a bit more with chief's office followed by the association.

Extrication tools - can we open the boxes please and verify what we ordered is here and please make sure warranty cards are filled out.

Personal escape webbing - did ask a few members what they thought of webbing and received great feedback followed by 1 feedback that kept coming up. I thought we were purchasing for all interior and exterior FF not just interior. Discussion with Chief re benefit for both exterior and interior FF's.

Wading River Motel starting to act up again - Chief staff monitoring it.

Do Not Enter - Yellow Caution tape discussion. What is off limits at this time. No exception for do not enter and caution tape. Everything is off limits outside the rec room/kitchen.

Work session update: SCM module update. Base radio training for probationary members, is there a training for that or will there be new training for members. Times or call type change by myself or only can do that by direction of Chief, Chief states as of now the base can change on there own. Please verify with members who are on dispatch.

Will start to remove the chief's out of SCM and will be going to Amanda to do. Discussion re what will be going through Amanda such as documentation for status change and update, example interior to exterior, medical leave etc.

Bulletin boards we will start to update through firehouse. Chief's will be able to update as well. Trying to get away from paper.

Truck check sheets update hand in to Amanda.

Amanda is going to start entering stuff in on finger readers such as trainings, meetings, drills etc. Drill plans to. Amanda and training chief will be the only ones with access.

Chief - please come up with some plans that will cover members if they are doing inhouse/off night drills. Blanket training drill plan can benefit everyone. All training should go through training chief.

Department website calendar - TeamUp app will start to be used across district/department. Talk to Amanda more about it as another form of communication.

Contemplating the idea of changing ambulance calls from % to hours. Ridge is already doing this if you know members there reach out for feedback please. Great benefits for this and will knock out alot of what members have to do.

Humidity issues - call is into HVAC vendor pending. Duct work condition? main trunk is smashed, should be replaced or put a catwalk or put something over it to its not smashed.

## B. Commissioner Deveny

Please give update on who will be attending installation dinner for suffolk county on March 8th at East Wind by next BOFC.

## C. Commissioner Hegermiller

Can i have a printed personnel list and vehicle list.

## D. Commissioner McQueeney

Name tag gear wrack

Labels for equip for 6-3-8 and 6-3-9 - Chief write up where and what you need mounted. Please give us a write up for next meeting of everything you need for these vehicles. Verify if swing out mirrors were found by houseman Pirnak

Heat in Library not working - thermostat is out and blank.

Medic staff when sta 2 ambulance gone please come to HQ

Send Paul from Neville email and CC them

Tim - Sick and vacation time and payroll register please start to send. (detail report, add to time card)

Chief please put 2 people in ambulance for safety.

## XI. Executive Session

- A. Motion to adjourn into Executive Session at 18:03 for the purpose of discussing proposed litigation and personnel. Reconvened at 19:34

**Motion:**

Motion moved by Commissioner Deveny and motion seconded by Commissioner McQueeney. Unanimously approved


XII. Material Requests / Training Requests

 [6-3-4 Material request for tool mounting.docx](#)

 [Hose Bed Prop .docx](#)

 [FF1- 442.pdf](#)

 [FF1 - 450.pdf](#)

 [FF1 - 457.pdf](#)

 [Heavy Rescue - 433.pdf](#)

- A. FF1 Member 442

**Motion:**

Motion moved by Commissioner Deveny and motion seconded by Commissioner McQueeney. Unanimously approved

- B. FF1 Member 450

**Motion:**

Motion moved by Commissioner Deveny and motion seconded by Commissioner Hegermiller. Unanimously approved

- C. FF1 Member 457

**Motion:**

Motion moved by Commissioner Deveny and motion seconded by Commissioner Hegermiller. Unanimously approved

- D. Heavy Rescue Member 433

**Motion:**

Motion moved by Commissioner Deveny and motion seconded by Commissioner McQueeney. Unanimously approved

- E. Material Request Hosebed prop

not to exceed \$1000.00 to be completed by maintenance staff.

**Motion:**

Motion moved by Commissioner Deveny and motion seconded by Commissioner McQueeney. Unanimously approved

F. Material Request 6-3-4 tool mounting

Hooks and Pipe poles on outside the truck - would be adding additional hooks and easier access for members

1. 3 - 6 foot steel New York Hooks and appropriate mounting.

**Fire Hooks Unlimited NY Roof Hooks 6'**

<https://thefirestore.com/Fire-Hooks-Unlimited-New-York-Roof-Hook>

\*\*\* Ziamatic SURE-GRIP Hook Tool Mounting Brackets(CAB) X2 and Ziamatic SURE-GRIP Tool Mount (Bumper) X2\*\*\*

<https://www.ziamatic.com/product/sure-grip-hook-tool-mounting-brackets/>

<https://www.ziamatic.com/product/sure-grip-tool-mount-3-4-to-1-3-4-diameter/>

Please see Photos for mounting reference.

2. Purchase of one Fire Hooks Unlimited 30" Pro Bar & 6lb flat head Axe

<https://thefirestore.com/Fire-Hooks-Unlimited-Pro-Bar-Halligan-Type-Forcible-Entry-Tool>

<https://thefirestore.com/Fire-Hooks-Unlimited-Flat-Head-Axe>

ounting a set of irons in the cab next to the 3 seat.

**\*(PAC Tool Ironslok Mounting Kit)\***

<https://thefirestore.com/Pac-Tool-Ironslok>

Please see the positioning of mounts in photos.

3. Tilt N Deploy for each of the extrication tools. (Cutter, Spreader, Combi)

**\*(Please find specific Models of our tools as they need to be specified)\***

Ram to be mounted on the back wall due to space limitations.

<https://polytechamerica.com/genesis-tilt-n-deploy/>

Please speak to officers about mounting positions and locations.

4. Mounting of new Milwaukee tools.

- Officers need a list of what tools were purchased for what vehicles and access to them if they are already at the firehouse.

5. Mounting of "Red 4" Grill number that is being donated by Lt. Donnelly and Lt. Como

Respectfully submitted,

Lt. Donnelly

**Motion:**

Motion moved by Commissioner Deveny and motion seconded by Commissioner Hegermiller. Commissioner McQueeney and commissioner Meyer opposed -

Commissioner Deveny rescinded original motion and motioned to table this item. Revisit for Jan 27th Meeting. All commissioners in favor.

Chairman Meyer amended motion for F2 set iron 3 for tilt 4 mounting for Milwaukee tools, 1 and 5 will be tabled for 1/27 and conversation. Commissioner Deveny seconded motion, unanimously approved by commissioners

G. Material Request Furniture Chief's Office

- Furniture Desk– Chief's Office in the amount of \$1,489.95

**Motion:**

Motion moved by Commissioner Deveny and motion seconded by Commissioner Hegermiller. Unanimously approved

H. 6-3-33 Laptop

Equip – Laptop 6-3-33 in the amount of \$2,059.00

**Motion:**

Chairman Meyer - Is this for the truck or desktop use? Do we need to have desktops and laptops? Discussion re use. Look into dock stations and update everyone to the same. Additional screens.

Motion moved by Commissioner Deveny and motion seconded by Commissioner Hegermiller. Unanimously approved

XIII. New Business & Action Items

A. Approval to pay bills total \$104,322.94

**Motion:**

Motion moved by Commissioner Deveny and motion seconded by Commissioner McQueeney. Unanimously approved

B. Approval for Vice Chairman Wallace and Chairman Meyer to attend AFDSNY Mini Summit

White Plains for rooms, tickets, and GSA meal rate not to exceed \$1800 for both.

**Motion:**

Motion moved by Commissioner Deveny and motion seconded by Commissioner McQueeney. Unanimously approved

C. Approval for Commissioner McQueeney, District Manager Michalakopoulous and District Secretary Telepan to attend Mini Summit

Friday Session Only - tickets total \$600

**Motion:**

Motion moved by Commissioner Deveny and motion seconded by Commissioner Hegermiller. Unanimously approved

- D. Approval for F. Besold to use room on 2/2/25 from 14:00 - 17:00 for SWR Cheer Send off

**Motion:**

Motion moved by Commissioner Deveny and motion seconded by Commissioner Hegermiller. Unanimously approved

- E. Approval for members/chief staff and commissioners to attend FDIC not to exceed \$25,000

**Motion:**

Motion moved by Commissioner Deveny and motion seconded by Commissioner McQueeney. Unanimously approved

- F. Approval to start permissive for chiefs vehicle not to exceed \$110,000.00

**Motion:**

Motion moved by Commissioner Deveny and motion seconded by Commissioner McQueeney. Unanimously approved

- G. Approval to start permissive for \$160,000 for elevator upgrade.

**Motion:**

Motion moved by Chairman Meyer and motion seconded by Commissioner Deveny. Unanimously approved

- XIV. Adjournment at 21:13.

**Motion:**

Motion moved by Commissioner McQueeney and motion seconded by Commissioner Hegermiller. Unanimously approved