

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

February 19, 2015

Vice Chairman Smith called the regular meeting of the Mount Laurel Township Municipal Utilities Authority to order at 6:07 p.m. in the Elbo Lane Water Treatment Plant Facility Meeting Room.

Those in attendance were:

Christopher Smith	Vice Chairman
Elwood Knight	Secretary
John Francescone	Member
Cheryl Coco-Capri	Member

Also in attendance were:

Anthony Drollas	Solicitor
Russell Trice	Consulting Engineer
Pamela Carolan	Executive Director
David Wiest	Finance Director
Brian Scott	Safety/Human Resources Director
Robert Adler	Operations Engineer
Theresa Trumbetti	Stenographer

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

**Closed Session I**

A motion was made by Mr. Knight, seconded by Mr. Francescone, voted on and unanimously approved to pass Resolution 2015-02-08 to close the meeting to discuss Reorganization, which is exempt from open meetings under the Sunshine Law, at 6:08 p.m.

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

Reorganization – SEE CLOSED PORTION OF MEETING

The meeting was re-opened at 6:15 p.m., following a motion made by Mr. Smith, and seconded by Mr. Knight and with unanimous agreement from Mr. Francescone, Mr. Smith, Mr. Knight and Ms. Capri.

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

**Annual Appointments**

Mr. Francescone nominated Mr. Smith for the position of Chairman of the Mt. Laurel Township MUA, and Ms. Capri seconded same.

Mr. Knight nominated Mr. Francescone for the position of Vice Chairman of the Mt. Laurel Township MUA, and Ms. Capri seconded same.

Mr. Francescone nominated Mr. Knight for the position of Secretary of the Mt. Laurel Township MUA, and Ms. Capri seconded same.

All nominations were unanimously voted on and approved.

**Public Comment**

None.

### **Contract**

Thomas Dickinson, Energy Advisor, L5E, LLC (5) was in attendance to explain Demand Response Capacity and Emergency Energy Services.

Mr. Dickinson reported that bids were received today and explained the demand response capacity and emergency energy services program to the Board. Mr. Dickinson noted that Energy Curtailment Specialists, Inc. (ECS) submitted the bid proposal most advantageous to the Authority and recommended award of the contract to ECS. Mr. Dickinson noted that the response time to shed electric load in the case of a called Event had been reduced to half an hour for this plan year. He has consulted with Authority staff and determined that this is operationally attainable. Mr. Dickinson explained that payment is made according to what portion of the payout made through the program the winning bidder is willing to pass through to the Authority, and ECS bid the highest percentage. Last year, the Authority made about \$17K in the program. If we hit the mark this year, that figure should increase to approximately \$48K.

Following a motion made by Mr. Francescone, and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2015-02-36 Resolution Approving Award Contract No. 2015-03 to Energy Curtailment Specialists, Inc. for Demand Response Capacity and Emergency Energy Services, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Capri and Mr. Francescone.

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

### **Minutes**

Following a motion made by Mr. Knight, and seconded by Mr. Francescone, the Board unanimously approved the minutes for the January 15, 2015 Regular Meeting, with affirmative votes from Mr. Knight, Mr. Smith and Mr. Francescone. Ms. Capri abstained from voting.

Total votes: 3 ayes, 0 nays, 1 abstentions, 1 absent

### **Annual Appointments**

The Board approved Resolution No. 2015-02-09 Resolution Establishing Regular Meetings of the Mount Laurel Township Municipal Utilities Authority, following a motion made by Ms. Capri, and seconded by Mr. Francescone and with unanimous votes from Mr. Smith, Mr. Francescone and Ms. Capri.

Mr. Knight voted nay.

Total votes: 3 ayes, 1 nay, 0 abstentions, 1 absent.

The Board approved Resolution No. 2015-02-10 Resolution Designating the Official Newspaper of the Mount Laurel Township Municipal Utilities Authority (**Burlington County Times**), following a motion made by Mr. Knight, and seconded by Mr. Francescone and with unanimous votes from Mr. Smith, Mr. Knight, Ms. Capri and Mr. Francescone.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent.

The Board approved Resolution No. 2015-02-11 Resolution Designating Depositories and Signatories for the Cash Management Plan, following a motion made by Mr. Francescone, and seconded by Mr. Knight and with unanimous votes from Mr. Francescone, Mr. Smith, Mr. Knight and Ms. Capri.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent.

The Board approved Resolution No. 2015-02-12 Resolution Designating Depository for the Mount Laurel Township Municipal Utilities Authority (**Sun National Bank**), following a motion made by Ms. Capri, and seconded by Mr. Francescone and with unanimous votes from Mr. Francescone, Mr. Smith, Mr. Knight and Ms. Capri.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent.

The Board approved Resolution No. 2015-02-13 Resolution Designating Depository for the Mount Laurel Township Municipal Utilities Authority (**Wells Fargo Bank**), following a motion made by Mr. Francescone, and seconded by Mr. Knight and with unanimous votes from Mr. Francescone, Mr. Smith, Mr. Knight and Ms. Capri.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent.

The Board approved Resolution No. 2015-02-14 Resolution Designating Depository of the Mount Laurel Township Municipal Utilities Authority (**Citizens Bank**), following a motion made by Ms. Capri and seconded by Mr. Knight and with unanimous votes from Mr. Francescone, Mr. Smith, Mr. Knight and Ms. Capri.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent.

The Board approved Resolution No. 2015-02-15 Resolution Designating Depository of the Mount Laurel Township Municipal Utilities Authority (**New Jersey Cash Management Fund**), following a motion made by Mr. Francescone, and seconded by Ms. Capri and with unanimous votes from Mr. Francescone, Mr. Smith, Mr. Knight and Ms. Capri.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent.

The Board approved Resolution No. 2015-02-16 Resolution Authorizing the Appointment of Solicitor for the Mount Laurel Township Municipal Utilities Authority (**Capehart Scatchard, PA**), following a motion made by Mr. Francescone, and seconded by Ms. Capri and with unanimous votes from Mr. Smith, Mr. Knight, Mr. Francescone and Ms. Capri.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent.

The Board approved Resolution No. 2015-02-17 Resolution Authorizing the Appointment of Labor Counsel for the Mount Laurel Township Municipal Utilities Authority (**Capehart Scatchard, PA**), following a motion made by Mr. Francescone, and seconded by Ms. Capri and with unanimous votes from Mr. Smith, Mr. Knight, Ms. Capri and Mr. Francescone.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent.

The Board approved Resolution No. 2015-02-18 Resolution Authorizing the Appointment of Bond Counsel for the Mount Laurel Township Municipal Utilities Authority (**Capehart & Scatchard, PA**), following a motion made by Mr. Francescone, and seconded by Ms. Capri and with unanimous votes from Mr. Smith, Mr. Knight, Ms. Capri and Mr. Francescone.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent.

The Board approved Resolution No. 2015-02-19 Resolution Authorizing the Appointment of Special Counsel Services for the Mount Laurel Township Municipal Utilities Authority – Water Supply Matters (**Saul Ewing, LLP**), following a motion made by Mr. Francescone, and seconded by Ms. Capri and with unanimous votes from Mr. Smith, Mr. Knight, Ms. Capri and Mr. Francescone.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent.

The Board approved Resolution No. 2015-02-20 Resolution Authorizing the Appointment of Special

Counsel Services for the Mount Laurel Township Municipal Utilities Authority – NJAWC (**Fornaro Francioso, LLC**), following a motion made by Mr. Francescone, and seconded by Ms. Capri and with unanimous votes from Mr. Smith, Mr. Knight, Ms. Capri and Mr. Francescone.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent.

The Board approved Resolution No. 2015-02-21 Resolution Authorizing the Appointment of Consulting Engineer for the Mount Laurel Township Municipal Utilities Authority (**Alaimo Group**), following a motion made by Mr. Francescone, and seconded by Ms. Capri and with unanimous votes from Mr. Smith, Mr. Knight, Ms. Capri and Mr. Francescone.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent.

The Board approved Resolution No. 2015-02-22 Resolution Authorizing the Appointment of Governmental Accountant/Auditor for the Mount Laurel Township Municipal Utilities Authority (**Bowman and Company, LLP**), following a motion made by Mr. Francescone, and seconded by Ms. Capri and with unanimous votes from Mr. Smith, Mr. Knight, Ms. Capri and Mr. Francescone.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent.

The Board approved Resolution No. 2015-02-23 Resolution Authorizing the Appointment of Financial Advisor for the Mount Laurel Township Municipal Utilities Authority (**Goldman, Beale Associates**), following a motion made by Mr. Francescone, and seconded by Ms. Capri and with unanimous votes from Mr. Smith, Mr. Knight, Ms. Capri and Mr. Francescone.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent.

The Board approved Resolution No. 2015-02-24 Resolution Authorizing the Appointment of Certified Laboratory Service Consultant for the Mount Laurel Township Municipal Utilities Authority (**QC Laboratory**), following a motion made by Mr. Francescone, and seconded by Ms. Capri and with unanimous votes from Mr. Smith, Mr. Knight, Ms. Capri and Mr. Francescone.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent.

The Board approved Resolution No. 2015-02-25 Resolution Authorizing the Appointment of Public Hearing Officer for The Mount Laurel Township Municipal Utilities Authority (**Parker & McCay, PA**), following a motion made by Mr. Francescone, and seconded by Ms. Capri and with unanimous votes from Mr. Smith, Mr. Knight, Ms. Capri and Mr. Francescone.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent.

The Board approved Resolution No. 2015-02-26 Resolution Authorizing the Appointment of Human Resources Trainer for The Mount Laurel Township Municipal Utilities Authority (**Parker & McCay, PA**), following a motion made by Mr. Francescone, and seconded by Ms. Capri and with unanimous votes from Mr. Smith, Mr. Knight, Ms. Capri and Mr. Francescone.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent.

The Board approved Resolution No. 2015-02-27 Resolution Authorizing the Appointment of Conflict Auxiliary Engineer for the Mount Laurel Township Municipal Utilities Authority (**Environmental Resolutions Inc.**), following a motion made by Mr. Francescone, and seconded by Ms. Capri and with unanimous votes from Mr. Smith, Mr. Knight, Ms. Capri and Mr. Francescone.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent.

The Board approved Resolution No. 2015-02-28 Resolution Authorizing the Appointment of Conflict/

Auxiliary Engineer for the Mount Laurel Township Municipal Utilities Authority (**T & M Associates**), following a motion made by Mr. Francescone, and seconded by Ms. Capri and with unanimous votes from Mr. Smith, Mr. Knight, Ms. Capri and Mr. Francescone.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent.

The Board approved Resolution No. 2015-02-29 Resolution Authorizing the Qualifications of Safety Trainer for the Mount Laurel Township Municipal Utilities Authority (**Certified Health and Safety, LLC**), following a motion made by Mr. Francescone, and seconded by Ms. Capri and with unanimous votes from Mr. Smith, Mr. Knight, Ms. Capri and Mr. Francescone.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent.

The Board approved Resolution No. 2015-02-30 Resolution Authorizing the Appointment of Occupational Medical Provider for the Mount Laurel Township Municipal Utilities Authority (**Virtua at Work**), following a motion made by Mr. Francescone, and seconded by Ms. Capri and with unanimous votes from Mr. Smith, Mr. Knight, Ms. Capri and Mr. Francescone.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent.

### **Operations**

The Board approved Resolution No. 2015-02-31 Resolution Approving Renewal of Mount Laurel MUA 2015 Water Conservation Guidelines, following a motion made by Mr. Francescone, and seconded by Mr. Knight and with unanimous votes from Mr. Smith, Mr. Knight, Ms. Capri and Mr. Francescone.

Total votes: 4 ayes, 0 nays, 0 abstentions, 1 absent.

### **Water System Summary**

Ms. Carolan reported that there have been 3 main breaks since the last meeting.

Ms. Carolan added that many homes have reported frozen internal pipes; we also experienced problems due to the extended cold period at the water plant, where all of the air relief valves froze and were damaged.

Ms. Carolan noted that there is 146 MG stored in the ASR and the goal is 225 MG throughout the winter and we will be re-charging through April.

### **Wastewater System Summary**

Ms. Carolan reported that there are 5 pumping stations operating out of normal parameters.

Ms. Carolan noted that there was a leak on the large force main at Church St and Elbo Lane. The leak started on Saturday, January 24<sup>th</sup> and emergency crews opened the road – this area experienced a number breaks prior to 2001, so a short section of HDPE replacement pipe was installed at that time.

Ms. Carolan said the leak was at the DIP/HDPE coupling and a repair clamp is not made for that type of transition so rags were inserted into the leaking area and covered with concrete as a temporary repair until a rebuild could be performed on January 31<sup>st</sup>; however the line began leaking again on January 28<sup>th</sup> and additional emergency measures were taken at that time.

Ms. Carolan noted that normally there are a couple of small force main leaks annually and we budget under \$200K; however, in the last 13 months we've had 6 leaks on the primary force main and 2 other smaller line leaks costing over \$400K in the current budget year. Two permanent repairs on the primary force main are scheduled for 2015 with an estimated cost totaling \$500K.

Ms. Carolan reported that we are still tanking from Hunters Crossing pumping station, but the project to replace the water main and force main has started.

Ms. Carolan also noted that the UV system is operating well.

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

Mr. Trice presented the report.

#### Orchard Sanitary Sewer Pumping Station Electrical Modifications

This project includes the replacement of electrical supply, pump motors and pump control equipment, the existing building roof and roof support system. The contract was awarded to Eagle Construction Services, Inc., the low bidder in the amount of \$306,415.00, at the Authority's April 2014 meeting. Punch list work remains to be completed.

#### West Berwin Way Water Main Replacement

This project includes the replacement of approximately 700 feet of 10" water main on Berwin Way in Holiday Village. The contract was awarded to South State, Inc., the low bidder in the amount of \$219,988.45 at the Authority's September 2013 meeting. All work has been completed. Final payment will be made at the March 2015 meeting.

#### 81 Elbo Lane Site Work

The contract was awarded to Ricky Slade Construction, the low bidder, in the amount of \$76,776.25 at the Authority's June 2014 meeting. The contractor has completed all work as required in the base contract and the full depth pavement crack restoration. The Authority is reviewing the contractor's quote to address a drainage problem at one of the driveways.

#### Hooten Road Water Main Replacement

The contract, in the amount of \$54,592.00 was awarded to Mac-Rose Contractors, Inc. at the Authority's January 2014 meeting. A letter dated December 23, 2014 was sent to the contractor, stating that they are considered to be in default because acceptable as-built drawings have not been submitted. On January 5, 2015 an email was received transmitting revised drawings. The revised drawings are unacceptable and comments were returned to the contractor on January 8, 2015.

#### 85 Elbo Lane and Fostertown Tank Electrical Upgrades

This project includes the replacement of electrical equipment that was installed in the early 1970's at the old Elbo Lane Water Treatment Plant, and supplying an emergency power supply for the Fostertown Road water storage tank. This contract, in the amount of \$77,912.00, was awarded to Dee-en Electrical Contracting at the Authority's November 2014 meeting. The contractor is waiting on delivery of equipment to start on-site work.

#### Elbo Lane WTP Clarifier Improvements

The project includes installation of ventilation equipment in the clarifiers, replacement of sludge control valves, guide rails and pump retrieval systems, and installation of local on/off pushbutton controls. This contract, in the amount of \$230,000.00 was awarded to Level-1 Construction at the Authority's November 2014 meeting. The contractor anticipates receiving the equipment needed to start work on the first clarifier the week of March 9<sup>th</sup>. Once work on the first clarifier is complete it will be put in service and work on the second clarifier will start. All work should be completed by the end of March 2015.

#### Liberty Road Water Main Replacement

The project includes the replacement of approximately 640 LF of 8" water main. The contract was awarded to T & W Construction Co., LLC, in the amount of \$194,252.00 at the Authority's July 2014 meeting. Final paving has been completed. Closeout documentation remains to be completed.

#### Country Lane Water Main Installation and Hunter's Pump Station Force Main Replacement

This project includes installation of 1,000 LF of 8" water main and the replacement of the Hunter's pump station force main which includes 1,800 LF of 4" pipe. Both mains will connect to existing lines in Church Street. This contract, in the amount of \$497,450.00, was awarded to DSC Construction, Inc. at the Authority's October 16, 2014 meeting. The contractor has been installing water main as weather permits.

#### Library Pump Station Force Main Replacement

We are preparing bid documents for the replacement of the Library pump station force main, which consists of approximately 1,450 LF of 6" force main. Estimated construction cost is \$337,000. We are working with the Authority to determine the location of the existing force main. This pipe was installed in the late 1980's and no as-built information is available.

#### Amsterdam Road Water Main Replacement

As a result of numerous water main breaks and the inclusion of Amsterdam Road in the Township's road program, the Authority has decided to replace approximately 1,700 LF of 6" water main. This contract, in the amount of \$337,050.00 was awarded to South State, Inc. at the Authority's December 18, 2014 meeting. Contractor anticipates starting work as soon as weather permits.

#### Hartford Road Final Clarifier No. 1 Rehabilitation

This project includes the replacement of the scum and sludge collection mechanism, the effluent weir cleaning system and lining the effluent trough. The existing scum and sludge collector mechanism jammed and various structural members broke. The mechanism was repaired; however, the structure is bent, cannot be adequately repaired and is operating without its algae sweep brushes. Bids were received on January 23<sup>rd</sup>. Blooming Glen Contractors submitted the low bid in the amount of \$396,997.00. Award is recommended.

#### Hartford Road WPCF and Elbo Lane WTP SCADA System Improvements

Preliminary design has begun. We have been coordinating with the Authority on various aspects of the design and bidding schedule. The preliminary schedule is to design and bid the project in the spring of 2015, and start construction in July (FY2016).

#### Well No. 6 Redevelopment and Pump Repair

This project includes the redevelopment of the well to restore its pumping capacity and repair/replacement of the well pump. This contract, in the amount of \$80,900.00, was awarded to Layne Christensen Company at the Authority's December 18, 2014 meeting. The contractor has completed cleaning and redeveloping the well. The new well pump is scheduled to be delivered the week of March 9<sup>th</sup> and the well should be back in service the following week.

### **Closed Session II**

A motion was made by Mr. Francescone, seconded by Ms. Capri, voted on and unanimously approved to pass Resolution 2015-02-32 to close the meeting to discuss Litigation, Potential Litigation and Personnel Issues, which are exempt from open meetings under the Sunshine Law, at 7:09 p.m.

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

Litigation and Potential Litigation – SEE CLOSED PORTION OF MEETING

The meeting was re-opened at 7:37 p.m., following a motion made by Mr. Francescone, and seconded by Mr. Knight and with unanimous agreement from Mr. Francescone, Mr. Smith, Ms. Capri and Mr. Knight.

### **Contracts**

Following a motion made by Mr. Francescone, and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2015-02-33 Resolution Approving Awarding Contract No. 2014-18 to Blooming Glen Contractors in the Amount of \$396,997.00 for Hartford Road WPCF Peripheral Feed Clarifier; No. 1 Rehabilitation Project, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Capri and Mr. Francescone.

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

Following a motion made by Mr. Francescone, and seconded by Ms. Capri, the Board unanimously approved Resolution No. 2015-02-34 Resolution Approving Awarding Contract No. 2015-01 to Vann Dodge Chrysler Jeep in the Amount of \$67,153.00 for Replacement of Vehicle U69 Chassis, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Capri and Mr. Francescone.

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

Following a motion made by Mr. Francescone, and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2015-02-35 Resolution Approving Awarding Contract No. 2015-02 to North American Pipeline, LLC in the Amount of 4 162,500.10 for Cleaning and Video of Sanitary Sewer Mains, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Capri and Mr. Francescone.

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

### **Accounting and Financial**

Following a motion made by Mr. Francescone, and seconded by Mr. Knight, the Board unanimously approved Resolution No. 2015-02-37 Resolution Rescinding Resolution 2014-10-112 Appointing Temporary Purchasing Agent, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Capri and Mr. Francescone.

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

Following a motion made by Mr. Knight, and seconded by Mr. Francescone, the Board unanimously approved the Treasurer's Report for December 2014 and Payment Plan Status Report for February 2015, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Capri and Mr. Francescone.

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

Following a motion made by Mr. Francescone, and seconded by Ms. Capri, the Board unanimously approved Requisition #544 in the Amount of \$568,638.65 approving Accounts Payable Vouchers, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Capri and Mr. Francescone.

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

Following a motion made by Mr. Knight, and seconded by Ms. Capri, the Board unanimously approved Requisition #4421 through #4427 in the amount of \$9,541.16 from the Acquisition and Construction List, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Capri and Mr. Francescone.

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

Following a motion made by Ms. Capri, and seconded by Mr. Francescone, the Board unanimously approved Requisition #2831 through #2856 in the amount of \$368,603.19 from the Renewal and Replacement List, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Capri and Mr. Francescone.

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

### **Comments:**

Ms. Carolan welcomed Ms. Capri to the Board.

Ms. Carolan noted that there are 2 pending NJAWC rate increases before the Board of Public Utilities (BPU): Purchased Water Adjustment Clause (PWAC) and base rate case. Respective proposed increased cost to the Authority is \$25K and \$21K per year. Ms. Carolan proposed and the Board agreed that our Special Counsel, Fornaro Francioso will intervene in the base rate case on the Authority's behalf.

Following a motion made by Mr. Francescone, seconded by Mr. Knight, and with unanimous agreement from the members, the meeting was adjourned at 7:55 p.m.