

REGULAR MEETING  
DUNCAN CITY COUNCIL  
CITY COUNCIL CHAMBERS, DUNCAN, OKLAHOMA  
SEPTEMBER 14, 2021  
5:15 P.M.

INVOCATION Pastor David Heitner, Good Shepherd Lutheran Church

FLAG SALUTE Vice-Mayor Nick Fischer

ROLL CALL Mayor Robert Armstrong HR Director, Kenzie Wheeler  
Vice-Mayor Nick Fischer City Attorney Jeff Archer  
Councilwoman Patty Wininger Deputy City Clerk, Christina Johnson  
Councilwoman Lindsay Hayes

ABSENT: Councilwoman Jennifer Smith

Presentation by Community Heart and Soul regarding their program and how it incorporates community engagement and ownership in the strategic planning process.

Eric Ortiz and Jane Lafleur briefly presented the Community Heart and Soul Program to the Mayor and Council. Community Heart & Soul is a resident driven process that engages the entire population of a town in identifying what they love most about their community, what future they want for it, and how to achieve it.

Following a brief presentation of the four phases of the program, Mayor Armstrong thanked Mr. Ortiz and Ms. Lafleur for the presentation.

ITEM #1: CONSIDER APPROVAL OF CONSENT AGENDA.

- a) Minutes of August 24, 2021.
- b) List of Claims
- c) Agreement with the Association of South Central Oklahoma Governments (ASCOG) for funding of City Highway Planning Projects.
- d) Agreements between the Stephens County Board of Commissioners of Stephens County and the City of Duncan to trim, remove, and/or eliminate nuisance of overgrowth at Walnut Hill and Odom Drive and authorize the Mayor to execute the agreement.

Councilwoman Wininger asked about Item #1(c) Agreement with the Association of South Central Oklahoma Governments (ASCOG) for funding of City Highway Planning Projects. She asked if the study would address the surrounding feeder streets as well and if the Council would have input into the study.

David Yeager, Electric Department Director, stated that the study would address the feeder streets and that the Council would have input in the study, but has found it is best to follow the study recommendations.

A motion was made by Vice-Mayor Fischer, seconded by Councilwoman Hayes to approve the Consent Agenda as presented. Upon roll call:

AYE: Fischer, Hayes, Wininger, Armstrong

NAY: None

ITEM #2: Consider approving the purchase of three (3) interactive Onescreen (SMART boards) with software for teaching and meeting purposes to be used at the Criminal Justice Complex and the Emergency Operations Center in the amount of \$19,600.72 from Standley Systems.

This item was presented by HR Director, Kenzie Wheeler, who advised that the Onescreen (Smart Board) is an interactive whiteboard that uses touch detection for user input (for example scrolling and right mouse-click) in the same way as normal PC input devices. It can accept touch input from a finger, pen or other solid object. Furthermore the Onescreen interactive whiteboard operates as part of a system that includes the interactive whiteboard, a computer, a projector, video conferencing platform, screen sharing, remote management, camera, six microphones, wireless keyboard, adjustable cart or wall mount. The components are connected wirelessly or via USB cable. Each board comes with a three year warranty and unlimited screen skill guru support. Two Smart boards will be installed in the classrooms at the Criminal Justice Complex for training purposes for Duncan Police and Fire Departments and one will be installed in the Emergency Operations Center at City Hall.

Councilwoman Wininger asked if this would be installed before the storm season and who would do the installation.

John Byers, IT Director, stated that this would be installed within two (2) weeks of approval by Standley Systems.

A motion was made by Vice-Mayor Fischer, seconded by Councilwoman Wininger to approve the purchase of three (3) interactive Onescreen (SMART boards) with software for teaching and meeting purposes to be used at the Criminal Justice Complex and the Emergency Operations Center in the amount of \$19,600.72 from Standley Systems. Upon roll call:

AYE: Fischer, Wininger, Hayes, Armstrong

NAY: None

ITEM #3: Consider awarding the Water Treatment Plant Tree Trimming and Removal Project to Miller Construction and Son's Inc. in the total amount of \$28,500.00.

This item was presented by HR Director, Kenzie Wheeler, who advised that bids for the referenced project were opened on August 30, 2021. Only one (1) bid was received from Miller Construction and Son's Inc. in the amount of \$28,500.00.

Mrs. Wheeler advised that this work consists of clearing, grubbing, removing and disposing of vegetation and debris on 4.6 acres for a Land Application Area.

Mrs. Wheeler advised that Staff recommends awarding the bid to Miller Construction and Son's Inc.

Councilwoman Wininger asked what the deadline to complete this project was

Buddy Hokit, Public Works Director, stated that the deadline would be thirty (30) days after the notice to proceed.

Vice-Mayor Fischer asked who would complete the final inspection.

Mr. Hokit advised that the Public Works office would complete the final inspection.

A motion was made by Vice-Mayor Fischer, seconded by Councilwoman Hayes to award the Water Treatment Plant Tree Trimming and Removal Project to Miller Construction and Son's Inc. in the total amount of \$28,500.00. Upon roll call:

AYE: Fischer, Hayes, Wininger, Armstrong

NAY: None

ITEM #4: Consider authorizing the use of Precision Underground for boring on the Electric System Improvements 2021 for Items F, G, H and J in the amount of \$58,337.00.

This item was presented by HR Director, Kenzie Wheeler, who advised that Duncan Power mailed out Invitation to Bids for four (4) Bore Projects on the underground distribution system described in the Invitation to Bid dated August 4, 2021 to three (2) bore companies, published in the Duncan Banner and Support/Dodge Report.

Mrs. Wheeler noted that the bid opening was held on August 26, 2021 with two (2) responsive bidders. Primrose T & D bid \$126,908.66 and Precision Underground bid \$58,337.00 and was the low bidder on all items.

Mrs. Wheeler advised that this project needs additional budgeted CIP funds in the amount of \$58,337.00.

A motion was made by Vice-Mayor Fischer, seconded by Councilwoman Wininger to authorize the use of Precision Underground for boring on the Electric System Improvements 2021 for Items F, G, H and J in the amount of \$58,337.00. Upon roll call:

AYE: Fischer, Wininger, Hayes, Armstrong

NAY: None

ITEM #5: Consider approving a Third Amendment to Resolution No. 1683 entering into a Project Agreement with the Oklahoma Department of Transportation for the Construction Phase One of the Heritage Trails Project.

This item was presented by HR Director, Kenzie Wheeler, who advised that on September 30, 2019, the City Council unanimously approved Resolution No. 1683, wherein the City entered into a Project Agreement with the Oklahoma Department of Transportation (ODOT) for Phase One of the Heritage Trails Project.

Mrs. Wheeler noted that on July 28, 2020, the City Council approved the Second Amended Resolution 1683, and entered into a new project agreement with the Oklahoma Department of Transportation (ODOT) for Phase One of the Heritage Trails Project.

Mrs. Wheeler noted that the estimated costs of the Amended Project Agreement have increased as a result of Change Orders due to requirements for additional curbing, railings and dirt work in the amount of \$155,493.35.

Mrs. Wheeler stated that the Oklahoma Department of Transportation has secured Federal Highway Administration Transportation Alternative Program (TAP) Grant Funds to cover the entirety of the additional project costs, resulting in a total of TAP Grant Funds for the Project of \$915,000.00.

Mrs. Wheeler advised that in order to secure the additional TAP Grant Funds, the Oklahoma Department of Transportation requires the City to enter into a new Project Agreement, TAP-269E(061)TP.

A motion was made by Councilwoman Wininger, seconded by Vice-Mayor Fischer to approve approving a Third Amendment to Resolution No. 1683 entering into a Project Agreement with the Oklahoma Department of Transportation for the Construction Phase One of the Heritage Trails Project. Upon roll call:

AYE: Wininger, Fischer, Hayes, Armstrong

NAY: None

ITEM #6: Consider awarding the 2021 Parking Lot Improvements Project in the total amount of \$95,340.68.

This item was presented by HR Director, Kenzie Wheeler, who advised that bids were opened on September 7, 2021. Staff received two (2) responsive bids being Blackburn Construction \$117,120.00 and WW Builders \$95,340.68.

Mrs. Wheeler stated the work shall consist of clearing and grubbing, grading placing and finishing pavement for Timbergate Park and Hillcrest Park.

Mrs. Wheeler stated that Staff recommends awarding the bid to WW Builders, Inc.

Councilwoman Wininger asked how many parking spaces this would add and when the project would be complete.

Buddy Hokit, Public Works Director, stated that this would allow for nine (9) additional parking spaces at each park with one (1) handicap space. He stated the project should be complete within sixty (60) days.

A motion was made by Vice-Mayor Fischer, seconded by Councilwoman Wininger to award the 2021 Parking Lot Improvements Project in the total amount of \$95,340.68. Upon roll call:

AYE: Fischer, Wininger, Hayes, Armstrong

NAY: None

ITEM #7: Consider awarding the bid to WW Builders, Inc. for the Plato Road Bridge Replacement 2021 Project in the total amount of \$463,140.24.

This item was presented by HR Director, Kenzie Wheeler, who advised that this project is to replace the timber bridge on Plato Road east of 5<sup>th</sup> Street. Bids were opened on September 7, 2021 with only one (1) bid received from WW Builders, Inc. in the amount of \$463,140.24.

Mrs. Wheeler advised that Staff recommends awarding the bid to WW Builders, Inc.

A motion was made by Vice-Mayor Fischer, seconded by Councilwoman Hayes to award the bid to WW Builders, Inc. for the Plato Road Bridge Replacement 2021 Project in the total amount of \$463,140.24. Upon roll call:

AYE: Fischer, Hayes, Wininger, Armstrong

NAY: None

ITEM #8: Consider authorizing Webber's Diesel Service, LLC to repair Dump Truck No. 4319 for the Street Department in the amount of \$24,352.52.

This item was presented by HR Director, Kenzie Wheeler, who advised that this dump truck is used practically daily for various projects in the Street Department.

Mrs. Wheeler noted that the Equipment Services Staff inspected the unit and the engine is not repairable. Estimate repair time 60 days.

Mrs. Wheeler stated that Staff received quotes from the following:

Webber's Diesel Services, LLC      \$24,352.52  
Hines Garage & Equipment Co, Inc.      \$28,238.66

Mrs. Wheeler advised that it is proposed to authorize Webber's Diesel Service, LLC to make the necessary repairs.

Vice-Mayor Fischer asked how old this dump truck was and if it would be better to replace the truck rather than repair it.

Buddy Hokit, Public Works Director, stated that the dump truck is a 2005. He advised it would cost over \$140,000.00 to replace the truck. He noted that the truck has been inspected by Equipment Services and that it is still in good condition and would be beneficial to repair the unit rather than replace it.

A motion was made by Vice-Mayor Fischer, seconded by Councilwoman Wininger to authorize Webber's Diesel Service, LLC to repair Dump Truck No. 4319 for the Street Department in the amount of \$24,352.52. Upon roll call:

AYE: Fischer, Wininger, Hayes, Armstrong

NAY: None

ITEM #9: Consider discussion and approving the compensation amount for the Duncan Municipal Judge.

This item was pulled from the agenda.

ITEM #10: OTHER COMMENTS:

a) By the Public

*Per State Statute the Mayor and Council will not be able to respond to any issues brought forward during this part of the agenda. The City Manager or the Staff will take your information and address the situation then reconnect with you. The Council Members are available before and after the meeting to address concerns on an individual basis.*

Randall Pitts addressed the Mayor and Council stating he was representing the United Pentecostal Church located at 1015 West Beech. He stated that when Plato Road was widened, the Church lost parking area. He stated he would like to get permission to set up cones on Sundays in order to add additional parking space.

Mayor Armstrong asked Mr. Pitts to leave his number with City Staff and they would contact him.

- b) By the Council-There were none.
- c) By the City Manager-There were none.

ITEM #11: Adjournment

A motion was made by Councilwoman Hayes, seconded by Vice-Mayor Fischer to adjourn the meeting. Upon roll call:

AYE: Hayes, Fischer, Wininger, Armstrong

NAY: None

  
Christina Johnson, Deputy City Clerk



  
Robert Armstrong, Mayor

REGULAR MEETING  
DUNCAN PUBLIC UTILITIES AUTHORITY  
CITY COUNCIL CHAMBERS, DUNCAN, OKLAHOMA  
SEPTEMBER 14, 2021  
5:15 P.M.

ROLL CALL                      Chairman Robert Armstrong                      HR Director, Kenzie Wheeler  
   Vice-Chairman Nick Fischer                      Authority Attorney Jeff Archer  
   Trustee Patty Winger                              Deputy Secretary, Christina Johnson  
   Trustee Lindsay Hayes

ABSENT:                      Trustee Jennifer Smith

ITEM #1:                      CONSIDER APPROVAL OF CONSENT AGENDA  
   a) Minutes of August 24, 2021.

A motion was made by Trustee Winger, seconded by Vice-Chairman Fischer to approve the Consent Agenda as presented. Upon roll call:

AYE: Winger, Fischer, Hayes, Armstrong

NAY: None

ITEM #2:                      Consider approving Marathon Electric as the provider of transformer reconditioning to be used in the Duncan Power Electric System.

This item was presented by HR Director, Kenzie Wheeler, who advised that an Invitation to Bid for Transformer Reconditioning was mailed out to five (5) bidders on August 4, 2021. Bids were opened on August 26, 2021 and one (1) qualified bid was received from Marathon Electric at the time of bid opening. The bid was reviewed and evaluated based on the lowest cost to repair and on the sizes of transformers we recondition the most.

Trustee Winger asked if this item was approving Marathon Electric to only be a provider at this time, as there was not an amount to consider.

Mrs. Wheeler stated that if approved this would only be approving Marathon Electric as a provider at this time.

A motion was made by Vice-Chairman Fischer, seconded by Trustee Winger to approve Marathon Electric as the provider of transformer reconditioning to be used in the Duncan Power Electric System. Upon roll call:

AYE: Fischer, Winger, Hayes, Armstrong

NAY: None

ITEM #3:                      Consider approving Jacobs Engineering Group, Inc. Pay Request No. 1 in the amount of \$11,742.10 for work completed on the Wastewater Treatment Plant Supervisory Control and Data Acquisition (SCADA) System Assessment Project.

This item was presented by HR Director, Kenzie Wheeler, who advised that the Wastewater Treatment Plant is currently under a consent order and on June 20, 2021 City Council approved an out-of-scope agreement with Jacobs Engineering Group, Inc. These services are incidental services required to evaluate and prepare a master plan to upgrade the SCADA System.

Mrs. Wheeler noted that the contractor has completed field investigation and system assessment.

A motion was made by Vice-Chairman Fischer, seconded by Trustee Hayes to approve Jacobs Engineering Group, Inc. Pay Request No. 1 in the amount of \$11,742.10 for work completed on the Wastewater Treatment Plant Supervisory Control and Data Acquisition (SCADA) System Assessment Project. Upon roll call:

AYE: Fischer, Hayes, Winger, Armstrong

NAY: None

ITEM #4:                      Consider approving Jacobs Engineering Inc. Pay Request No. 9 in the amount of \$25,461.17 for work completed on the Wastewater Treatment Plant Chlorination and De-chlorination Improvements Project.

This item was presented by HR Director, Kenzie Wheeler, who advised that the Wastewater Treatment Plant is currently under a consent order and on May 12, 2020 City Council approved an out-of-scope agreement with Jacob's Engineering Group, Inc. to develop plans and specifications for construction.



Mrs. Wheeler stated that the contractor has completed the bench-scale testing to evaluate the chlorine demand and disinfection requirements of the WWTP effluent going into the chlorine contract basin has been completed.

A motion was made by Vice-Chairman Fischer, seconded by Trustee Wininger to approve Jacobs Engineering Inc. Pay Request No. 9 in the amount of \$25,461.17 for work completed on the Wastewater Treatment Plant Chlorination and De-chlorination Improvements Project. Upon roll call:

AYE; Fischer, Wininger, Hayes, Armstrong

NAY: None

ITEM #5: Consider approving SEMA Construction Pay Request No. 10 in the amount of \$596,855.00 for construction services rendered in conjunction with the Clear Creek Lake Spillway Project.

This item was presented by HR Director, Kenzie Wheeler, who advised that on September 8, 2020 Mayor and Council approved a contract with SEMA Construction to provide construction services for the Clear Creek Lake Spillway.

Mrs. Wheeler advised that this pay request is for construction services rendered through August 25, 2021 and the percentage of the contract paid to date is 43.0%

A motion was made by Vice-Chairman Fischer, seconded by Trustee Wininger to approve SEMA Construction Pay Request No. 10 in the amount of \$596,855.00 for construction services rendered in conjunction with the Clear Creek Lake Spillway Project. Upon roll call:

AYE: Fischer, Wininger, Hayes, Armstrong

NAY: None

ITEM #6: Consider awarding the bid for the Trimming and Removal of Trees in specific areas of the Electrical Distribution System of Duncan Power at a total cost of \$30,600.00 to Tamez Tree Service.

This item was presented by HR Director, Kenzie Wheeler, who advised that in early July of this year we experienced several day after day outages and blink on the same circuit out of Elder Substation. These service interruptions were all due to trees that had grown into our power lines. Due to the extent of the tree growth in many locations along the circuit and the disruption it was causing customers and holding up our Work Schedule to send out our Crews to cut trees the General Manager approved Emergency Tree Trimming in alleys and easements on north 13th street. This contract work was effective in this one limited area and we have not experienced any call-backs where the Contractor worked.

Mrs. Wheeler noted the awarding of the Annual Tree Trimming and Removal Bid will be brought to the Trustees on the 28<sup>th</sup> of this month. The Annual Tree Trimming and Removal Bid will have until the end of the year to complete and on area was included so a new project could be started before the end of the year.

Mrs. Wheeler stated that this year we have experienced a greater than normal occurrence of tree caused power interruptions and outages. Duncan Power Crews have augmented the Emergency Tree Trimming Crews that worked on our system in July, but new tree growth continued after that and the tree interference problems are still increasing. Using a targeted location approach the Manager and Trustees can allow the Crew to start quicker and move through these areas quickly to reduce outages, customer call-outs, damage to our poles & wires and overtime.

Mrs. Wheeler advised that to combat these ongoing trouble areas and potential trouble areas, Staff is recommending 2021 Hot Spot tree clearing work. The Hot Spot areas will have a short timeframe to complete and to speed the process and to get work stated quickly Quotation Documents were sent out. Davey Tree Surgery and Tamez Tree Service picked up Documents and both submitted Quotes; Tamez Tree Service offered the lower quotes. Tamez Tree Service is a local, fully insured, professional, tree trimming company that has worked for us this year on our Emergency Tree Trimming.

Mrs. Wheeler noted that funding for trimming of trees comes from the Tree Trimming Line item and is a part of the approved 2021 budget; a sufficient account balance is available to fully fund this expenditure. Part 5 will not be awarded.

A motion was made by Vice-Chairman Fischer, seconded by Trustee Wininger to award the bid for the Trimming and Removal of Trees in specific areas of the Electrical Distribution System of Duncan Power at a total cost of \$30,600.00 to Tamez Tree Service. Upon roll call:

AYE; Fischer, Wininger, Hayes, Armstrong

NAY: None

ITEM #7: OTHER COMMENTS:

a) By the Public

*Per State Statute the Chairman and Trustees will not be able to respond to any issues brought forward during this part of the agenda. The General Manager or the Staff will take*

*your information and address the situation then reconnect with you. The Chairman and Trustees are available before and after the meeting to address concerns on an individual basis.*

There were no comments from the Public.

- b) By the Chairman and Trustees-There were none.
- c) By the General Manager-There were none.

ITEM #8: Adjournment

A motion was made by Vice-Chairman Fischer, seconded by Trustee Hayes to adjourn the meeting. Upon roll call:

AYE: Fischer, Hayes, Winger, Armstrong

NAY: None

  
Christina Johnson, Deputy Secretary

  
Robert Armstrong, Chairman



REGULAR MEETING  
DUNCAN ECONOMIC DEVELOPMENT TRUST AUTHORITY  
CITY COUNCIL CHAMBERS, DUNCAN, OKLAHOMA  
AUGUST 24, 2021  
5:15 P.M.

ROLL CALL: Chairman Robert Armstrong General Manager, Kimberly Meek  
Vice-Chairman Nick Fischer Authority Attorney David Hammond  
Trustee Patty Wininger Deputy Secretary, Christina Johnson  
Trustee Lindsay Hayes

ABSENT: Trustee Jennifer Smith

ITEM #1: CONSIDER APPROVAL OF CONSENT AGENDA  
a) Minutes of Jul y 27, 2021.

A motion was made by Trustee Wininger, seconded by Vice-Chairman Fischer to approve the Consent Agenda as presented. Upon roll call:

AYE: Wininger, Fischer, Hayes, Armstrong

NAY: None

ITEM #2: Consider approving the withdrawal of sales tax dollars in the amount of \$68,854.50 for payment to Hope Equipment and Construction Inc. for services rendered with the PGM Processing Expansion Project.

This item was presented by General Manager, Kimberly Meek, who advised that the DAEDF Board of Directors met to discuss and approve the PGM Processing expansion project. This project was approved by the Duncan Economic Development Trust Authority on May 25, 2021. Mrs. Meek noted that the request letter from DAEDF is included in the Council Packet for review. This is the second payment request for the project to Hope Construction.

A motion was made by Vice-Chairman Fischer, seconded by Trustee Wininger to approve the withdrawal of sales tax dollars in the amount of \$68,854.50 for payment to Hope Equipment and Construction Inc. for services rendered with the PGM Processing Expansion Project. Upon roll call:

AYE: Fischer, Wininger, Hayes, Armstrong

NAY: None

ITEM #3: OTHER COMMENTS:

a) By the Public

*Per State Statute the Chairman and Trustees will not be able to respond to any issues brought forward during this part of the agenda. The General Manager or the Staff will take your information and address the situation then reconnect with you. The Chairman and Trustees are available before and after the meeting to address concerns on an individual basis.*

There were no comments from the Public.

- b) By the Chairman and Trustees-There were none.
- c) By the General Manager-There were none.

ITEM #4: ADJOURNMENT

A motion was made by Trustee Fischer, seconded by Trustee Wininger to adjourn the meeting. Upon roll call:

AYE: Fischer, Wininger, Hayes, Armstrong

NAY: None

  
Christina Johnson, Deputy Secretary

  
Robert Armstrong, Chairman



SPECIAL MEETING  
DUNCAN ENHANCEMENT TRUST AUTHORITY  
CITY COUNCIL CHAMBERS, DUNCAN, OKLAHOMA  
AUGUST 24, 2021  
5:15 P.M.

ROLL CALL: Chairman Robert Armstrong General Manager, Kimberly Meek  
Vice-Chairman Nick Fischer Authority Attorney David Hammond  
Trustee Patty Wininger Deputy Secretary, Christina Johnson  
Trustee Lindsay Hayes

ABSENT: Trustee Jennifer Smith

ITEM #1: CONSIDER APPROVAL OF CONSENT AGENDA  
a) Minutes of June 22, 2021.

A motion was made by Trustee Fischer, seconded by Trustee Hayes to approve the Consent Agenda as presented. Upon roll call:

AYE: Fischer, Hayes, Wininger, Armstrong

NAY: None

ITEM #2: Consider approving amending the language throughout the Trust Indenture creating the Duncan Enhancement Trust Authority to clarify and distinguish between the supervisory committee members of the Trust and the Trustees themselves who are the City Council Members for the City of Duncan and amend the number of members on the advisory committee from seven (7) to five (5) persons.

This item was presented by General Manager, Kimberly Meek, who advised that the Duncan Enhancement Trust Authority is having difficulty meeting quorum requirements to allow for meetings to take place. Reducing the number of committee members will allow for the successful appointment of more individuals whom are willing to serve on the trust while allowing a quorum to be met. Further clean-up of language identifying the members of the Trust as supervisory committee members vs. Trustees on the City Council will give better guidance as to operational power of committee members.

Carolyn Rodgers, 2206 Caroline Drive, addressed the Chairman and Trustees stating that she was confused as it was her understanding that the Board would remain at seven (7) members as she was hoping that three (3) more members were being appointed at the meeting as the Board currently has four (4) members.

Trustee Hayes asked if this item needed to be tabled to make sure there was no confusion.

General Manager, Kimberly Meek, stated that the Board has been having trouble meeting due to the lack of a quorum with seven (7) members therefore reducing the number of Board members to five (5) would allow a quorum.

Mayor Armstrong thanked Mrs. Rodgers and the DETA Board for their hard work.

A motion was made by Vice-Chairman Fischer, seconded by Trustee Wininger to approve amending the language throughout the Trust Indenture creating the Duncan Enhancement Trust Authority to clarify and distinguish between the supervisory committee members of the Trust and the Trustees themselves who are the City Council Members for the City of Duncan and amend the number of members on the advisory committee from seven (7) to five (5) persons. Upon roll call:

AYE: Fischer, Wininger, Hayes, Armstrong

NAY: None

ITEM #3: OTHER COMMENTS:  
a) By the Public

*Per State Statute the Chairman and Trustees will not be able to respond to any issues brought forward during this part of the agenda. The General Manager or the Staff will take your information and address the situation then reconnect with you. The Chairman and Trustees are available before and after the meeting to address concerns on an individual basis.*

There were no comments from the Public.

- b) By the Chairman and Trustees-There were none.
- c) By the General Manager-There were none.

ITEM #4: ADJOURNMENT

A motion was made by Vice-Chairman Fischer, seconded by Trustee Hayes to adjourn the meeting. Upon roll call:

AYE: Fischer, Hayes, Winger, Armstrong

NAY: None

  
Christina Johnson, Deputy Secretary

  
Robert Armstrong, Chairman