

**OFFICIAL
COMMISSION MINUTES
SEPTEMBER 7th, 2021 – 13th DAY OF
THE JULY ADJOURN TERM**

FORMAL AGENDA

The County Commission met in the Commission Hearing Room with Mike Scofield (present), Brandon Williams (present), and Sheila Wyatt (present).

PUBLIC COMMENT

None.

CALL COUNTY COMMISSION MEETING TO ORDER

Presiding Commissioner Mike Scofield called the meeting to order at 9:00 a.m.

COMMISSION REMARKS

None.

APPROVAL OF ACCOUNTS PAYABLE

Commissioner Wyatt moved to approve Checks #464758 through Check #464817, Warrants #7773 through Warrant #7774, and no Journal Entries/Transfers. Commissioner Williams seconded the motion. The motion passed by vote: Scofield (aye), Williams (aye), and Wyatt (aye).

APPROVAL OF PREVIOUS MEETING MINUTES

Commissioner Wyatt moved to approve Executive Session Minutes and Regular Session Minutes for August 30th, 2021. Commissioner Williams seconded the motion. The motion passed by vote: Scofield (aye), Williams (aye), and Wyatt (aye).

LETTER OF SUPPORT – OTC, TABLE ROCK CAMPUS

Commissioner William moved to approve the Letter of Support for Ozark Technical Community College Applications to MoExcels. Commissioner Wyatt seconded the motion. The motion passed by vote: Scofield (aye), Williams (aye), and Wyatt (aye).

LESO PROGRAM APPLICATION 2021 #21-101S

Presiding Commissioner Scofield referenced a letter from their attorney.

Commissioner Williams moved to approve Law Enforcement Support Office Program Application for the State Plan of Operation between the State of Missouri Public Safety and Taney County. Commissioner Wyatt seconded the motion. The motion passed by vote: Scofield (aye), Williams (aye), and Wyatt (aye).

**MISSOURI DEPARTMENT OF PUBLIC SAFETY
LESO PROGRAM APPLICATION
INSTRUCTIONS**

The Secretary of Defense is authorized by 10 § USC 2576a to transfer to Federal and State/Territory Law Enforcement Agencies (LEAs), personal property that is in excess to the needs of the U.S. Department of Defense (DoD) that the Secretary determines is suitable to be used by such agencies in law enforcement activities, with preferences for counter-drug/counter-terrorism, disaster-related emergency preparedness, or border security activities, under such terms prescribed by the Secretary.

The Secretary of Defense has delegated authority for management of this program to the Defense Logistics Agency (DLA). DLA defines law enforcement activities as activities performed by governmental agencies whose primary function is the enforcement of applicable Federal, State/Territory, and Local laws and whose compensated law enforcement officers have powers of arrest and apprehension. This program is known as the "Law Enforcement Support Office (LESO) Program" (formerly "1033 Program") and is administered by the DLA Disposition Services, LESO.

LEAs are eligible for the Missouri LESO Program if all the following is met:

1. The department is located within the State of Missouri.
2. The department has a valid ORI # associated with a physical street address within Missouri.
3. The department's primary function is the enforcement of applicable Federal, State, and Local laws.
4. The department's compensated¹ law enforcement officers have powers of arrest and apprehension.
5. The department is recognized by the Missouri State Highway Patrol (MSHP) as a law enforcement agency and by the Department of Public Safety, Peace Officers Standard and Training (POST) Unit as having licensed officers.
6. The department has at least one (1) compensated, full-time law enforcement officer employed by the department. (NOTE: Only compensated full-time and part-time law enforcement officers are authorized to receive property. Non-compensated reserve officers are not authorized to receive property.)

Missouri LEAs who wish to acquire and/or retain LESO Program property must be enrolled and authorized to use the LESO Program. Missouri's "LESO Program Application" consists of the following three (3) documents:

1. Contact Information
2. Law Enforcement Support Office (LESO) Application for Participation / Authorized Screeners Letter
3. State Plan of Operation (SPO)

To ease the paperwork process, reduce duplication of effort, and reduce common errors, data provided on the "Contact Information" form will populate into the "LESO Application for Participation / Authorized Screeners Letter" and the "SPO", but Section 2 of the "LESO Application for Participation / Authorized Screeners Letter" and the "SPO" will require additional attention to fields that didn't populate and/or to obtain physical signatures. Please review carefully.

Missouri's "LESO Program Application" is necessary for enrollment of non-participating LEAs (LEAs that have never participated in the LESO Program or LEAs previously terminated/deactivated from the LESO Program).

Missouri's "LESO Program Application" is also necessary in the event information supplied in the LESO Program Application changes during the course of participation in the LESO Program. Such changes include, but are not limited to: 1) change in LEA name, 2) change in LEA physical address or other agency information, 3) change in number of full-time or part-time officers, 4) addition, deletion, or other change in property screener and/or Armored Vehicle, Small Arms, or Aircraft Point of Contact, 5) change in Local Governing Executive Official (e.g. Mayor, City Administrator, County Executive, County Commissioner, Director), 6) change in Chief Law Enforcement Official (e.g. Chief, Sheriff, Director, Colonel, Marshal), or 7) release of a new version of the "SPO". If information supplied in the "LESO Program Application" changes, the LEA must submit, within 30 days of the change, a revised "LESO Program Application".

Once completed, the three (3) required documents, which comprise the "LESO Program Application", must be submitted via one of the following methods to the Missouri LESO Program for review and approval:

Email: MissouriLESO@dps.mo.gov
 Fax: (573) 526-1876
 Mail: MO Department of Public Safety, LESO Program, PO Box 749, 1101 Riverside Drive, Jefferson City, MO 6510

If you have questions, contact the Missouri LESO Program staff at MissouriLESO@dps.mo.gov or (573) 526-1930.

¹"Compensated" has been defined as being paid an hourly or annual salary, at a rate no less than the current hourly state minimum wage.

ESTIMATE FOR DRYER REPAIR #21-102M

Scott Terpening, Building and Grounds was present. Presiding Commissioner Scofield referenced a letter from their attorney.

Commissioner Williams moved to approve the estimate provided by Loomis Bros Equipment Company for the repair of a dryer. Commissioner Wyatt seconded the motion. The motion passed by vote: Scofield (aye), Williams (aye), and Wyatt (aye).

Quantity:	Parts	Each	Total
1	Oven Assy	\$805.89	\$805.89
1	Rear Electrical Panel	\$559.52	\$559.52
1	Computer Board Harness	\$73.27	\$73.27
1	Power Control Harness	\$40.01	\$40.01
1	Computer Board	\$657.33	\$657.33
1	Miscellaneous Wiring and Supplies	\$50.00	\$50.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
		Parts Total:	\$2,186.02
Quantity:	Travel	Each	Total
1	Local Trip Charge	\$95.00	\$95.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
		Travel Total:	\$95.00
Quantity:	Overnight	Each	Total
			\$0.00
		Overnight Total:	\$0.00
Quantity:	Labor (Regular)	Each	Total
8	Onsite Labor	\$105.00	\$840.00
			\$0.00
			\$0.00
			\$0.00
		Total:	\$840.00
Quantity:	Labor (Overtime)	Each	Total
			0.00
			0.00
			0.00
		Total:	0.00
		Total Estimate:	\$3,121.02



Laundry Equipment Sales & Service

St. Louis Corporate Office:
409 Biltmore Drive
Fenton, MO 63026
(800) 783-6665
(636) 343-8888
Fax (636) 343-1771

Kansas City Sales:
(800) 763-7094
(816) 452-4115

Indianapolis Sales:
(800) 783-6665
(317) 432-2648

Online at loomisbros.com

TAX & FRT NOT INCLD

Repair Estimate Approval:

Print Name	Mike Scofield
Signature	<i>Mike Scofield</i>
Date	09/07/2021
PO #	

Return Signed Estimate To
Lindsey Lyle
Service Department
Loomis Bros. Equipment Co
Phone# 800-783-6665
llyle@loomisbros.com

Date: 8/6/2021
Customer: Taney County Justice Center (1399540)
Model # MLE50V Serial # 633393

LEASE AGREEMENT WITH H AND A AIRCRAFT SERVICES, LLC #21-100AIR

Mike Mulnik M Graham Clark Airport Manager, Presiding Commissioner Scofield referenced a letter from their attorney.

Commissioner Williams moved to approve the lease agreement by and between Taney County and H and A Aircraft Services LLC. Commissioner Wyatt seconded the motion. The motion passed by vote: Scofield (aye), Williams (aye), and Wyatt (aye).

LEASE AGREEMENT

THIS AGREEMENT made and entered into this 7th day of September, 2021, by and between the Taney County Commission on behalf of Taney County, Missouri, hereinafter referred to as "County" or "Lessor," and H & A Aircraft Services, LLC, an Arkansas limited liability company in good standing, hereinafter referred to as "Lessee".

WHEREAS, Taney County, Missouri is the owner of Taney County Airport (hereinafter referred to as "Airport"), located in the County of Taney, State of Missouri; and

WHEREAS, County has space available for an aircraft maintenance operation, and said aircraft maintenance operation could be of use to customers of the airport; and

WHEREAS Lessee is desirous of securing and entering into an agreement (hereinafter referred to as "Agreement") to provide adequate facilities and services to meet the demands of the public, patrons, and other persons at the Airport for aircraft maintenance services;

NOW THEREFORE, the parties hereto, for and in consideration of the covenants and agreements hereinafter contained to be kept and performed and the consideration to be paid to County by Lessee, do agree as follows:

LEASED PREMISES, TERM, RENTAL

That in consideration of the covenants and agreements herein contained on the part of the Lessee to be observed and performed, the Lessor does hereby lease and demise unto the Lessee and the Lessee does hereby take, lease and hire from the Lessor the premises which consists of certain space at the Taney County Airport/M. Graham Clark Airfield, located at Point Lookout, Taney County, Missouri, said premises more particularly described as follows:

West half (1/2) of Hangar #1 for storage of up to three (3) aircraft

To have and to hold unto the Lessee, its successors and assigns, for the term of one (1) year commencing the 1st day of September, 2021, and ending on the 31st day of August, 2022. At the expiration of the term of this Agreement, the agreement may be extended or a new agreement entered into after negotiation, upon the approval, in writing, of both parties.

Lessee shall pay rent to Lessor in the amount of **FIVE HUNDERD DOLLARS AND ZERO CENTS (\$500.00)** per month. Said rent is due in advance on the first day of each month. The rent shall be paid at the office of the Airport Manager at the Taney County Airport or at such place designated by said Airport Manager.

LETTER OF REPRESENTATION 2020 #21-099A

Presiding Commissioner Scofield referenced a letter from their attorney.

Commissioner Wyatt moved to accept the letter and proceed with the Presiding Commissioner signing the Letter of Representation by KPM CPA's PC. Commissioner Williams seconded the motion. The motion passed by vote: Scofield (aye), Williams (aye), and Wyatt (aye).



County of **TANEY** State of Missouri

OFFICE OF
MIKE SCOFIELD
PRESIDING COMMISSIONER
BRANDON W. WILLIAMS
WESTERN DIST. COMMISSIONER
SHEILA WYATT
EASTERN DIST. COMMISSIONER

TANEY COUNTY COURTHOUSE
P.O. BOX 1086 • FORSYTH, MO 65653
Office: (417) 546-7204 • Fax: (417) 546-3931
www.taneycounty.org
commission@co.taney.mo.us

September 7, 2021

KPM CPAs, PC
1445 E. Republic Rd
Springfield, MO 65804

This representation letter is provided in connection with your audit of the financial statements of Taney County, Missouri, which comprise the respective financial position of the governmental activities, each major fund, the discretely presented component units, and the aggregate remaining fund information as of December 31, 2020, and the respective changes in financial position and the related notes to the financial statements, for the purpose of expressing opinions as to whether the financial statements are presented fairly, in all material respects, in accordance with the modified cash basis of accounting.

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement. An omission or misstatement that is monetarily small in amount could be considered material as a result of qualitative factors.

We confirm, to the best of our knowledge and belief, as of August 19, 2021, the following representations made to you during your audit.

Financial Statements

1. We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated January 6, 2021, including our responsibility for the preparation and fair presentation of the financial statements and for preparation of the supplementary information in accordance with the applicable criteria.
2. The financial statements referred to above are fairly presented in conformity with the modified cash basis of accounting and include all properly classified funds and other financial information of the primary government and all component units required by generally accepted accounting principles to be included in the financial reporting entity.
3. We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
4. We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
5. Significant assumptions we used in making accounting estimates, including those measured at fair value, are reasonable.

AGREEMENT FOR AUTOPSY AND TOXICOLOGY SERVICES #21-038CR

Presiding Commissioner Scofield referenced a letter from their attorney.

Commissioner Williams moved to approve the Agreement for Autopsy and Toxicology Services by and between Taney County and Southwest Missouri Forensics II LLC d/b/a Southwest Missouri Forensics. Commissioner Wyatt seconded the motion with discussion. The motion passed by vote: Scofield (aye), Williams (aye), and Wyatt (aye).

Presiding Commissioner MS; Eastern Commissioner SW; Western Commissioner W

AGREEMENT
for Autopsy and Toxicology Services

This Agreement for Autopsy and Toxicology Services (this "Agreement") is made this 7th day of September, 2021 (the "Effective Date"), between Taney County, a political subdivision of the State of Missouri, having its administrative offices at 132 David Street, Forsyth, Missouri 65653 ("County"), and Southwest Missouri Forensics II, LLC d/b/a Southwest Missouri Forensics, having its administrative offices at 1935 W. Boat St., Ozark, Missouri, 65721 ("Consultant") (each a "Party," and collectively, the "Parties").

RECITALS:

- A. County is required to inquire into the cause of all deaths that are sudden, unexplained, violent, or otherwise suspicious.
- B. County requires the services of a board-certified forensic pathologist to provide such services.
- C. County may retain independent contractors to perform such services as requested by the Taney County Coroner and/or a Taney County Deputy Coroner.
- D. Consultant is willing and able to perform the duties and render the services as more specifically outlined in this Agreement.
- E. County wishes to retain Consultant to perform such services.

In consideration of the matters described above, and of the mutual benefits and obligations set forth in this Agreement, the parties agree as follows:

SECTION ONE
TERM OF AGREEMENT

A. The initial term of this Agreement shall be for the period beginning May 3, 2021, through December 31, 2021 (the "Term"). This Agreement may be renewed beyond the initial Term for up to three (3) additional twelve (12) month periods (each a "Renewal Term") by County providing a notice of renewal to Consultant prior to the end of the Term, subject to the condition that there shall be no Fee increases for a Renewal Term, subject to the provisions of Section One, B., below.

B. If Consultant proposes any changes in the Fees charged for Consultant's services or the associated costs thereof, Consultant will notify the County of these anticipated changes by the end of November of the current calendar year so that any budget adjustments can be made prior to budgeting for the upcoming year, provided, however, that any proposed changes in Fees permits the County to terminate this Agreement at the end of the then current Term.

SECTION TWO
SCOPE OF SERVICES

A. Scope. Pursuant to the terms and conditions of this Agreement, Consultant shall provide a Board-Certified Forensic Pathologist to County to provide autopsies on all violent,

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ROUND MOUNTAIN ROAD BRIDGE PROJECT CHANGE ORDER NO. 2 #21-097RB
Devin Huff, Road & Bridge Administrator and Anne Pierce, Great River Engineering Bridge Engineer, were present. Presiding Commissioner Scofield referenced a letter from their attorney.

Commissioner Wyatt moved to approve Supplement Round Mountain Road Bridge Change Order No.2 file #21-097RB. Commissioner Williams seconded the motion. The motion passed by vote: Scofield (aye), Williams (aye), and Wyatt (aye).

CHANGE ORDER No. 2

CONTRACTOR: Hartman & Company, Inc. LPA: Taney County Commission
 PROJECT NAME: Taney Co. Bridge Replacement (Round Mountain Rd) PROJECT NO.: BRO-NBIL-B108 (001)

The Contractor is hereby directed to make the following changes from the contract:

1. DESCRIPTION AND REASON FOR CHANGE:											
Add a 16' gate to field entrance on Goodnight Hollow Road. Add 60 LF of split rail fence along MBSS property line to replace existing fence. Remove field entrance between the new bridge and box culvert that accesses MBSS property, gate will be relocated to the south end of MBSS split rail fence allowing access to land southeast of the bridge. Remove 135 LF of new barbed wire fence across from Franklin Road. The Contractor is requesting to move the completion date to 9/17/2021 due to rain days/flooding throughout the course of project.											
2. COST OF WORK AFFECTED BY THIS CHANGE ORDER.											
EST. CONTRACT LINE NO.	ITEM NO.	ITEM DESCRIPTION	UNITS PREVIOUSLY PROVIDED FOR	UNITS TO BE CONSTRUCTED	UNITS OVERRUN, UNDERRUN, CONTINGENT	UNIT PRICE	AMOUNT OF OVERRUN OR PLUS	AMOUNT OF UNDERRUN OR MINUS	CONTINGENT		
7	607	Gate	1.00	2.00	1.00	EA	\$990.00	\$990.00			
8	607	Fence	590.00	455.00	135.00	LF	\$11.45			\$1,545.75	
9	607	Split Rail Fence	583.00	643.00	60.00	LF	\$27.80	\$1,668.00			
9	607	Split Rail Fence (Marked Up)	0.00	643.00	643.00	LF	\$5.83	\$3,748.69			
10	611	Type 2 Rock Blanket	3175.00	3083.00	92.00	CY	\$60.00			\$5,520.00	
16	725	12in. Corrugated Metallic-Coated Steel Pipe	120.00	84.00	36.00	LF	\$37.35			\$1,344.60	
							TOTALS:	\$6,394.69	\$8,410.35		
3. SETTLEMENT FOR COST OF THE ABOVE CHANGE TO BE MADE AT CONTRACT UNIT PRICES, EXCEPT AS NOTED:											
N/A											
4 COMMENTS:											
5 COST ADJUSTMENTS TO THE CONTRACT:											
1. CONTRACT AMOUNT							\$1,602,000.00				
2. OVERRUN THIS ORDER				\$6,394.69							
3. OVERRUN PREVIOUS											
4. UNDERRUN THIS ORDER				\$8,410.35							
5. UNDERRUN PREVIOUS				\$2,509.50							
6. PROJECT TOTAL							\$1,597,474.84				
THE TERMS OF SETTLEMENT OUTLINED ABOVE ARE HEREBY AGREED TO:											
APPROVED: (OWNER)			DATE			APPROVED: (CONTRACTOR)			DATE		
<i>Mike Scofield</i>			09/07/2021			<i>John Stab</i>			8/16/2021		
APPROVED: MODOT			DATE			APPROVED: (CONSTRUCTION ENGINEER)			DATE		
						<i>[Signature]</i>			8-17-2021		

FILL DIRT AGREEMENT – JOAN BRAY
 Devin Huff, Road & Bridge Administrator was present.

Commissioner Williams moved to approve the Fill Dirt Agreement by and between Taney County and Joan Bray. Commissioner Wyatt seconded the motion. The motion passed by vote: Scofield (aye), Williams (aye), and Wyatt (aye).

FILL DIRT AGREEMENT

COMES NOW the Taney County Commission on behalf of Taney County, Missouri, (hereinafter "Taney County") and enters into this agreement with *Joan Bray* (hereinafter Owner), regarding the dumping of dirt fill on Owner's property, and the particulars of the agreement are as follows:

WITNESSETH:

WHEREAS, Taney County, Missouri's Road and Bridge Department would benefit from a location near ongoing construction to dump excess and unneeded fill dirt; and,

WHEREAS, having said location would save Taney County's Road and Bridge Department a considerable amount in hauling costs; and

WHEREAS, Owner will benefit from having needed fill dirt dumped on Owner's property;

NOW THEREFORE IT IS AGREED AND COVENANTED BETWEEN THE PARTIES AS FOLLOWS:

General Provisions.

Taney County, as the need arises, is granted permission by Owner to dump fill dirt upon locations on Owner's property that Owner has previously designated to receive such material.

Term and Notice.

The term of this agreement shall commence upon the first date upon which all parties have signed this agreement and shall continue until terminated by one party or the other.

Hold Harmless

Owner agrees that it will hold Taney County, its employees, representatives, heirs and assigns harmless from any claims arising from or relating to this agreement except for any gross negligence.

If 3 loads or less needs approval of the County Highway Administrator only.

Devin Huff
 Devin Huff County Highway Administrator

8-30-2021
 Date:

Presiding Commissioner *MS*; Eastern Commissioner *SW*; Western Commissioner *W* 475

FILL DIRT AGREEMENT – ROBERT J. BOYCE & MICKEY L BOYCE

Devin Huff, Road & Bridge Administrator was present.

Commissioner Williams moved to approve the Fill Dirt Agreement by and between Taney County and Robert J. Boyce and Mickey L. Boyce. Commissioner Wyatt seconded the motion. The motion passed by vote: Scofield (aye), Williams (aye), and Wyatt (aye).

FILL DIRT AGREEMENT

COMES NOW the Taney County Commission on behalf of Taney County, Missouri, (hereinafter "Taney County") and enters into this agreement with ROBERT J BOYCE + MICKEY L. BOYCE (hereinafter Owner), regarding the dumping of dirt fill on Owner's property, and the particulars of the agreement are as follows:

WITNESSETH:

WHEREAS, Taney County, Missouri's Road and Bridge Department would benefit from a location near ongoing construction to dump excess and unneeded fill dirt; and,

WHEREAS, having said location would save Taney County's Road and Bridge Department a considerable amount in hauling costs; and

WHEREAS, Owner will benefit from having needed fill dirt dumped on Owner's property;

NOW THEREFORE IT IS AGREED AND COVENANTED BETWEEN THE PARTIES AS FOLLOWS:

General Provisions.

Taney County, as the need arises, is granted permission by Owner to dump fill dirt upon locations on Owner's property that Owner has previously designated to receive such material.

Term and Notice.

The term of this agreement shall commence upon the first date upon which all parties have signed this agreement and shall continue until terminated by one party or the other.

Hold Harmless

Owner agrees that it will hold Taney County, its employees, representatives, heirs and assigns harmless from any claims arising from or relating to this agreement except for any gross negligence.

If 3 loads or less needs approval of the County Highway Administrator only.

Devin Huff
Devin Huff County Highway Administrator

8-31-2021
Date:

BOARD APPOINTMENT – SENIOR CITIZENS TAX BOARD

Commissioner Williams moved to accept the resignations of David Schmale and Bill Walley. Commissioner Wyatt seconded the motion. The motion passed by vote: Scofield (aye), Williams (aye), and Wyatt (aye).

Commission Williams moved to appoint Richard Baehr the Senior Citizens Tax Board to fulfill the open term through 12-31-23. Commissioner Wyatt seconded the motion. The motion passed by vote: Scofield (aye), Williams (aye), and Wyatt (aye).

Commission Williams moved to appoint Kendall Hayes to the Senior Citizens Tax Board to fulfill the term remaining 12-31-22. Commissioner Wyatt seconded the motion. The motion passed by vote: Scofield (aye), Williams (aye), and Wyatt (aye).

FALL CLEAN-UP DISCUSSION

Devin Huff, Road & Bridge Administrator, was present and discussed the Fall Clean-Up for October 22-23, 2021.

DISCUSSION OF PERSONNEL POLICY

Commissioner Williams moved to table the discussion of personnel policy until next week. Commissioner Wyatt seconded the motion. The motion passed by vote: Scofield (aye), Williams (aye), and Wyatt (aye).

RECESS: 9:20 A.M.

RECONVENE: 9:37 A.M.

DAILY STAFF REVIEW AND AGENDA REQUESTS

(Taney County Commission Conference Room)

Present: Presiding Commissioner Scofield, Commissioner Williams and Commissioner Wyatt.

Also present: Lesley Wallace, Commission Assistant, and Kim Lovelace, Deputy Clerk.

The commission met with their staff to review the day's business and go over the agenda requests.

ADJOURNMENT:

Commissioner Williams moved to adjourn. Commissioner Wyatt seconded the motion. The motion passed by vote: Scofield (aye), Williams (aye), and Wyatt (aye).

ADJOURN 9:48 A.M.

The minutes were taken and typed by Kim Lovelace, Deputy Clerk.

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