

The Hoke County Board of Commissioners convened for a regular meeting at 7:00 pm on May 18, 2020 in the Commissioners Room in the Pratt Building.

PRESENT:

Chairman James Leach
Vice Chairman Harry Southerland
Commissioner Tony Hunt
Commissioner Robert Wright
Commissioner Allen Thomas, Jr.

ALSO PRESENT:

County Manager Letitia Edens
County Attorney Grady Hunt
Clerk to the Board Gwen McGougan

ABSENT:

None

Chairman Leach called the meeting to order with a quorum present. Commissioner Hunt led the Pledge of Allegiance and gave the Invocation.

1. Adoption of Agenda

Hoke County
Board of Commissioners

227 N. Main Street
Raeford, North Carolina
28376



May 18, 2020
7:00 P.M.

Commissioner's Room
Pratt Building

A G E N D A

INVOCATION & PLEDGE: Commissioner Tony Hunt

ITEM

1. Adoption of Agenda
2. Consent Agenda
 - a. Minutes from Board of Equalization & Review meetings
 1. April 6, 2020
 2. April 20, 2020
 - b. Minutes from May 4, 2020 regular meeting
 - c. NC Vehicle Tax System Pending Refunds
 - d. Finance
 1. Budget Amendments: DSS
 2. Surplus Property Declarations: Economic Development & Sheriff's Dept
 - e. Architect contract
3. Tax Collector's Report
4. Tax Assessor: Consideration of process to release late penalties for 2020
5. Emergency Management Grant Subawards:
 - a. NC Tier II Grant FY 2019
 - b. EMPG-S FY 2020
6. Will Wright - Economic Development
7. Manager's Report
8. Closed Session
9. Adjourn

Chairman Leach asked if there were any changes needed to the agenda. County Manager Letitia Edens asked to add a grant letter for FAMPO funds under the Manager's Report. Vice Chairman Southerland asked to pull the Sheriff's Declaration of Surplus Property.

Motion: Upon motion by Commissioner Hunt and second by Commissioner Thomas the Board voted unanimously to approve the changes to the agenda.

2. Consent Agenda

- a. Minutes from Board of Equalization & Review meetings
 - 1. April 6, 2020
 - 2. April 20, 2020
- b. Minutes from May 4, 2020 regular meeting
- c. NC Vehicle Tax System Pending Refunds

North Carolina Vehicle Tax System																				
NCVTS Pending Refund report																				
Report Date: 5/20/20 12:24:08 AM																				
Owner Name	County	Vehicle ID	Address	Address 2	Address 3	Address 4	Address 5	Address 6	Address 7	Address 8	Address 9	Address 10	Address 11	Address 12	Address 13	Address 14	Address 15	Address 16	Address 17	Address 18
ALFONSO, ROSALBA	WAKE	2012-01-001	3022 S. 10th St																	
EJL DWYER	WAKE	2012-01-001	102																	
MATTHEW DAVID	WAKE	2012-01-001	284 DWYER DR																	
HODGE, CHARLIE ARLETTE	WAKE	2012-01-001	PO BOX 478																	
RAVENHILL, RONALD	WAKE	2012-01-001	271 NWOOD LN																	
RICHARDS, GORDON MARSHALL	WAKE	2012-01-001	121 WSAUND OR																	
SMALLS, BRUNO PAUL	WAKE	2012-01-001	401 BROCKE LN																	
SMALLS, BRUNO PAUL JR	WAKE	2012-01-001	401 BROCKE LN																	
SPREATH, MAURICE LYNN	WAKE	2012-01-001	281 FARMWOOD LN																	
Refund Total																			\$557.83	

Total Refunds \$557.83

North Carolina Vehicle Tax System																				
NCVTS Pending Refund report																				
Report Date: 5/20/20 12:36:48 AM																				
Owner Name	County	Vehicle ID	Address	Address 2	Address 3	Address 4	Address 5	Address 6	Address 7	Address 8	Address 9	Address 10	Address 11	Address 12	Address 13	Address 14	Address 15	Address 16	Address 17	Address 18
BANTA, SCOTT DEBRA	WAKE	2012-01-001	5100 PHEASANT RD																	
BROWN, ALAN ALAN	WAKE	2012-01-001	1871 ANGLA RD																	
JORGAN, ELLEN RICHARD JR	WAKE	2012-01-001	201 W. JEFFERSON DR																	
WHEAT, MICHAEL FRANK JR	WAKE	2012-01-001	342 POLLOCK WAY																	
EDDIE, HEATHER BEVERLY	WAKE	2012-01-001	PO BOX 1211																	
Refund Total																			\$125.54	

- d. Finance
 - 1. Budget Amendments: DSS, Gov Body and Schools

AMENDMENT TO THE HOKA COUNTY BUDGET ORDINANCE
2019/2020
Amendment

Section 1 of the Hoka County Budget Ordinance, pertaining to the General Fund operations of the County, shall be amended as follows:

Increase/Decrease Appropriations:

Public Assistance	8,381
Non- Departmental	(18,800)
Governing Body	15,000
Public Schools	3,800
Total	
	5 8,381

Section 2 of the Hoka County Budget Ordinance, pertaining to the General Fund operations of the County, shall be amended as follows:

Increase/Decrease Reserves:

Public Assistance	8,381
Total	
	5 8,381

This amendment:

- To record additional LEAP funds in the amount of \$8,381
Funding Source: State Funds
- to prevent overspending in Governing Body events line item
Funding Source: Lapse professional service in Non- Departmental
- To transfer funds to Public Schools in the amount of \$3,800 relating to Hoka High School Seniors graduation event
Funding Source: Lapse professional service in Non-Departmental



Submitted: 05/19/2020

Respectfully Submitted by:
[Signature]
Assistant Finance Director

Approved by:
[Signature]
County Administrator

- 2. Surplus Property Declarations: Economic Development & Sheriff's Dept.
The Sheriff's Surplus Property Declaration was pulled from the Consent Agenda.

R-2020-13

James Leach
Chairman

Harry Southerland
Vice Chairman

Tony Hunt
Commissioner

Allan Thomas, Jr
Commissioner



Robert Wright
Commissioner

Grady Hunt
County Attorney

Letitia Edens
County Manager

Gwen McGougan
Clerk to the Board

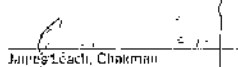
**RESOLUTION OF THE HOKE COUNTY BOARD OF COMMISSIONERS
DECLARING CERTAIN PROPERTY TO BE SURPLUS AND
AUTHORIZING THE DISPOSITION OF SAID PROPERTY**

WHEREAS, the Board of Commissioners of the County of Hoke, North Carolina desires to dispose of certain equipment from Hoke County Economic Development as listed below that has been determined as no longer needed by the County:

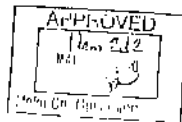
- 12x6x9 Area rug
- Wood chair (broken) Hoke Co Fixed Asset tag 3224

NOW, THEREFORE BE IT RESOLVED by the Hoke County Board of Commissioners that the above described property list is hereby declared to be surplus to the needs of the County and authorizes the disposition of the property in the best interest of the County of Hoke.

ADOPTED this the 18th day of May, 2020


James Leach, Chairman


Gwen McGougan, Clerk to the Board



e. Architect Contract

Commissioner Wright asked to pull this item for discussion. He had some questions about the contract.

Motion: Upon motion by Commissioner Wright and second by Commissioner Thomas the Board voted unanimously to approve Items a – d1 on the Consent Agenda.

Commissioner Wright expressed concern over the consultant fees shown in addition to the Architect fees on the contract. Commissioner Wright said he understood that all contractor fees would be included in the Architect fee. County Attorney Grady Hunt replied that there is the contract for the design of the building and separate contracts for the pool design and design of the roof over the pool.

Vice Chairman Southerland said that he understood that the maximum Architect fee is 5.8% of the project total, estimated to be \$15,000,000. He asked the attorney if the Architect fee exceeds that amount. County Attorney Grady Hunt confirmed that the Architect fee does not exceed 5.8% of the project total, but that amount does not include the fees for the consultants for the pool and related design elements. Commissioner Wright said that he was concerned that these fees will exceed \$1,000,000. Chairman Leach pointed out that the pool is a large part of the project and a consultant with that expertise is critical.

County Attorney Grady Hunt referred the Board to page 11 of the contract. On that page is breakdown of the professional fees:

Summary of Total Design Fee
\$870,000.00-Stipulated Fee
\$ 29,600.00-Roofing Consultant
\$ 82,875.00-Pool Consultant
\$ 22,500.00-Acoustics Consultant

\$1,004,975.00-TOTAL DESIGN FEE

Commissioner Wright said he's also concerned about overruns. County Attorney Grady Hunt said that overruns are possible if the architect or consultant is asked to do Additional Services outside the scope of the project. The fees of the three consultants are considered Additional Services. Commissioner Wright suggested that the Board establish a maximum (limit) dollar amount for overruns or Additional Services that cannot be exceeded or set a firm price for the consultants. Commissioner Hunt added that if there are changes outside the scope of the project and the allowable amount is changed, the contract must be amended. The fees are calculated using the size and cost of the building. The total amount of the project is affected by the construction bids that are received.

Commissioner Thomas asked if there was another consultant in the area that could design this project at a lower cost. Vice Chairman Southerland suggested that they "split the difference". He said that Commissioner Wright suggested \$875,000; the price is \$1,004,975. By splitting the difference the Board negotiated a price of \$945,000 total for consulting fees.

Motion: Upon motion by Vice Chairman Southerland the Board would set the fees for architects and other consultants at \$945,000. As the project cost is uncertain, this amount is based on a \$15,000,000 building. The motion died for lack of second.

Commissioner Thomas suggested a sliding fee that would allow the fees to be lower if the building cost was lower.

3. Tax Collector's Report

Tax Collector Daphne Dudley presented the Collections Report for April, 2020:

<u>HOKE COUNTY TAX COLLECTOR'S REPORT</u>		
May 18, 2020		
Tax Levy 2019		\$20,500,520.08
Additions to Levy YTD		\$1,085,756.58
Total 2019 Levy to Date		\$20,506,276.66
Refunds 2019		\$71,212.32
Releases/Abatements		\$20,264.57
Discounts		\$341,354.95
Adjustments		\$13,643.33
Write Offs		\$1,383.35
Advertising Charged 2019 Tax Bills		\$0.00
Collectable Levy to Date		\$29,579,861.50
Collected To Date		<u>\$28,107,660.30</u>
Uncollected Balance 2019 Tax Levy		<u>\$1,472,201.20</u>
Collections April 2020	<u>\$140,665.60</u>	
Releases April 2020	<u>\$36.00</u>	
Percent of Levy Collected (Receivables)	<u>95.02%</u>	
Percent of Levy Collected (Releases, Etc.)	<u>0.02%</u>	
Prior Years Tax Levy April 2020		\$2,140,903.70
Prior Years Collected in April 2020 To Date		<u>\$906,822.20</u>
Uncollected Balance Before Releases		\$1,235,281.50
Refunds		\$6,047.50
Releases/Abatements		\$5,643.18
Discounts		\$0.00
Adjustments		\$13,701.61
Write Offs/Insolvent		\$12,875.10
Uncollected Balance Prior Years		<u>\$1,222,720.90</u>
Prior Years Collected in April 2020	<u>\$60,260.01</u>	
Releases Prior Years April 2020	<u>\$102.82</u>	
Percent Prior Years Collected (Receipts)	<u>48.30%</u>	
Percent Prior Years Collected (Releases, Etc.)	<u>0.46%</u>	
Total Uncollected Taxes		<u>\$2,084,923.90</u>
2018 Taxes		
Tax Levy April 2019		\$26,740,030.88
Collections April 2019		<u>\$911,806.78</u>
Releases April 2019		\$280.73
Percent Collected (Receipts)	<u>86.86%</u>	
Percent Collected (Releases, Etc.)	<u>0.09%</u>	
Prior Years Tax Levy April 2019		\$2,205,627.31
Collections April 2019		<u>\$103,786.15</u>
Releases April 2019		\$19.48
Insolvent		
Percent Collected (Receipts)	<u>46.47%</u>	
Percent Collected (Releases, Etc.)	<u>0.30%</u>	

4. Tax Assessor: Consideration of process to release late penalties for 2020

Tax Assessor Jennie Gibson came before the Board to recommend a process to allow taxpayers to request release of the personal property late listing penalties for 2020 due to the COVID-19 pandemic. The NC Department of Revenue is recommending that Counties promote relief for the citizens during the current circumstances. NC General Statute requires that the late listing penalty be added to the bills. The taxpayer could then request a release.

Chairman Leach asked Mrs. Gibson to make this opportunity known to the public. Mrs. Gibson said she will have it placed on the County website. Vice Chairman Southerland recommended running an advertisement in the newspaper.

Mrs. Gibson added that the Board would need to decide if the release would apply to all personal property, which had a deadline of January 31, 2020, or only Business personal property, which has a deadline of April 15, 2020. Chairman Leach recommended the listing relief apply to all personal property. The new deadline for both would be December 31, 2020.

Motion: Upon motion by Commissioner Thomas and second by Vice Chairman Southerland the Board voted unanimously to allow all citizens and businesses to request the release of late listing penalties for the year 2020.

Item Return to P & R contract discussion

The County Attorney advised the Board that if they lowered the allowable fees from \$1,004,975 to \$945,000 the result would equal 5.4%. If this is the wish of the Board, the Board will need to approve the contract for sfL+a at 5.4%.

Motion: Upon motion by Commissioner Thomas and second by Commissioner Wright the Board voted unanimously to approve the contract with sfL + a at 5.4% for the James A. Leach Aquatic and Recreation Center.

5. Emergency Management Grant Subawards:

Emergency Management Coordinator Andrew Jacobs presented the Board with two grant awards that need to be formally accepted by the County:

- a. NC Tier II Grant FY 2019

This grant will provide funds for the Emergency Management team to conduct the required annual exercises at no cost to the County.

DocuSign Envelope ID: 4651E087-6HE-451-9BC3-C17799F0030



North Carolina Department of Public Safety
Emergency Management

Ray Cooper, Governor
Erik A. Hooks, Secretary

Michael A. Spangberg, Director

**NC Tier II Competitive Grant
Fiscal Year 2019
Grant #: 19-2019
Memorandum of Agreement (MOA)**

between

Grantor:
State of North Carolina
Department of Public Safety
Emergency Management

Recipient:
Hoke County
Inv. I24-IN #: 56-6001525
Duns #: 091563643

MOA #: 1975
DPS fund code: 1975-8044

Award amount: \$10,000.00
Period of performance: January 1, 2019 to December 31, 2019

1. **Purpose**
This grant award supports the hazardous material preparedness activities of Local Emergency Planning Committees (LEPCs) as defined in the Emergency Planning and Community Right-to-Know Act (EPCRA). These funds are to be used by your county's or region's LEPC for hazardous materials emergency response planning, training, and related exercises. See Attachment 1 for application with detailed scope of work.
2. **Authority**
In accordance with the provisions of N.C.G.S. §166A-29.1, North Carolina Emergency Management hereby awards to the foregoing Recipient a grant in the amount shown above.
3. **Compensation**
The Grantor agrees that it will pay the Recipient complete and total compensation for the services to be rendered by the Recipient. Payment to the Recipient for expenditures under this Agreement will be reimbursed after the Recipient's cost report, detailed invoices, and proof of payment are submitted and approved for eligible expenses. These documents must be submitted no later than January 31, 2020. The original signed copy of this MOA must be signed by the Official(s) authorized to sign below and returned to North Carolina Emergency Management no later than 45 days after the award date. The grant shall be effective upon return of the executed Memorandum of Agreement and final approval by North Carolina Emergency Management of the grant budget.
4. **Conditions**
The funds awarded under this grant must only be used by your county's or region's LEPC for the purposes of hazardous materials emergency response planning, training and exercises, as mandated in N.C.G.S. §166A-29.1. Furthermore, the use of these funds must meet one or more of the following criteria:
 - A. Support costs incurred facilitating LEPC meetings (e.g. printing, general office supplies, food and non-alcoholic beverages)
 - B. Support regional LEPC meetings and collaboration
 - C. Enhance LEPC outreach efforts or produce promotional materials
 - D. Host or support local and regional LEPC conferences

Motion: Upon motion by Commissioner Wright and second by Vice Chairman Southerland the Board voted unanimously to accept the \$10,000 Emergency Management Tier II Grant from the NC Department of Public Safety.

b. EMPG-S FY 2020

This grant will provide funds to address equipment needs as a result of COVID-19.

DocuSign Envelope ID: 52173B65-8414-4927-A127-7A220DF87048 Official Use Only



North Carolina Department of Public Safety
Emergency Management

Ray Cooper, Governor
Erik A. Hooks, Secretary

Michael A. Sprayberry, Director

**Emergency Management Performance Grant - Supplemental
(EMPG-S)**

Fiscal Year 2020

CFDA #: 97.042

Grant #: EMA-2020-EP-00016

**Memorandum of Agreement (MOA)
between**

Recipient:	Subrecipient:
State of North Carolina	Hoke County
Department of Public Safety	Tax ID/IRN #: 56-6091525 A
Emergency Management	DUNS #: 091563643
MOA #: 2025047	Award amount: \$12,695.45
Period of performance:	
January 27, 2020 to January 26, 2022	
DPS fund code: 1500 801C-311C0	

1. **Purpose**
The purpose of this Memorandum of Agreement (MOA) is to establish responsibilities and procedures to implement the terms of the US Department of Homeland Security (DHS) EMPG COVID-19 Supplemental (EMPG-S) Grant Program. A copy of the complete Federal grant instructions is available at www.fema.gov. This agreement is to set forth terms by which the State of North Carolina, Department of Public Safety, North Carolina Emergency Management (Recipient), may provide EMPG-S funding to the Subrecipient to fund projects related to public health and emergency management activities supporting the prevention of, preparation for, and response to the Coronavirus Disease 2019 (COVID-19) public health emergency. For a more detailed description of the approved Scope of Work please see Attachment 1.
2. **Program Authorization and Regulations**
This Agreement is authorized under the provisions of (1) Coronavirus Aid, Relief, and Economic Security (CARES) Act (Pub. L. No. 116-136, Div. B); (2) Section 662 of the Post-Katrina Emergency Management Reform Act of 2006 (PKEMRA), as amended, (Pub. L. No. 109-295) (6 U.S.C. § 762); (3) Title VI of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended (Pub. L. No. 93-288) (42 U.S.C. §§ 5121 et seq.); (4) the Earthquake Hazards Reduction Act of 1977, as amended (Pub. L. No. 95-124) (42 U.S.C. §§ 7701 et seq.); and (5) the National Flood Insurance Act of 1968, as amended (Pub. L. No. 90-448) (42 U.S.C. §§ 4001 et seq.). (6) the FY 2020 EMPG-S Notice of Funding Opportunity (NOFO) available at www.fema.gov; (8) applicable Grants Programs Directorate (GPD) Information Bulletins available at www.fema.gov; and (9) the NC Emergency Management Act Chapter 166A of the North Carolina General Statutes. The funds awarded under this grant must be used in compliance with all applicable state and federal laws to include compliance with N.C.G.S. §§143C-6-22 -23 and 69 NCAC 05M. By accepting this award, the Subrecipient agrees to use these funds in a manner consistent with state laws and regulations.
3. **Compensation**
Recipient agrees that it will pay the Subrecipient complete and total compensation for the services to be rendered by the Subrecipient. The original signed copy of this Award and MOA must be signed by the Official(s) authorized to sign below and returned to North Carolina Emergency Management no later than 45 days after award date. The grant shall
EMPG-S MOA 2020 1 of 13

Upon motion by Commissioner Wright and second by Commissioner Thomas the Board voted unanimously to accept the \$12,695.45 Emergency Management Performance Grant from the NC Department of Public Safety.

6. Will Wright - Economic Development

Economic Developer Will Wright advised the Board that he was following up on the Sunpath Products Revolving Loan Application.

County Attorney Grady Hunt told the Board that the property intended as collateral is owned by Patricia Thomas & Sons, LLC, therefore making them the borrowers that sign the Promissory Note and Deed of Trust. There is an existing Deed of Trust on the property, making the County's Deed of Trust subordinate to the first. The Deed of Trust includes language setting forth the term of the loan, 18 months, and the number of employees hired at 20. The Guarantee for Sunpath Products acknowledges Sunpath's responsibility to make the payments on the loan.

Motion: Upon motion by Vice Chairman Southerland and second by Commissioner Wright the Board voted unanimously to approve the \$200,000 Revolving Loan to Patricia Thomas & Sons, LLC d/b/a Sunpath Products.

6.2 Sheriff Hubert Peterkin regarding surplus property and K-9 Lexx

Sheriff Hubert Peterkin presented a list of items no longer needed by the Sheriff's Department and he requests the Board to declare them as Surplus:

R. 2020-12

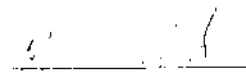
**RESOLUTION OF THE HOKE COUNTY BOARD OF COMMISSIONERS
DECLARING CERTAIN PROPERTY TO BE SURPLUS AND
AUTHORIZING THE DISPOSITION OF SAID PROPERTY**


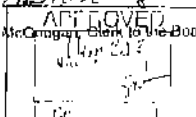
WHEREAS, the Board of Commissioners of the County of Hoke, North Carolina desires to dispose of certain equipment from the Hoke County Sheriff's Department as listed below that has been determined as no longer needed by the County:

ITEM	SERIAL NUMBER	HOKE CO#
Finger Print Machine		90001
Printer		
Printer		
BC-100	14100115	510599
BC-100	16010881	012773
BC-100	14100141	510581
BC-300	8F00478B3	0080
BC-300	8F00523B3	0079
Digital Camera	884383	N/A
Shop Vac		012779
Blk Office Chair		
Cannon Pixma Printer	AEWU93061	014130

NOW, THEREFORE BE IT RESOLVED by the Hoke County Board of Commis orlers that the attached described property list is hereby declared to be surplus to the needs of the County and authorizes the disposition of the property in the best interest of the County of Hoke.

ADOPTED this the 18th of May, 2020


James Leach, Chairman


Gwen McOmerry, Clerk to the Board


Motion: Upon motion by Vice Chairman Southerland and second by Commissioner Wright the Board voted unanimously to declare the listed Sheriff's Department property as surplus.

Sheriff Peterkin also presented a request to the Board to sell K-9 Officer Lexx to his handler. The dog has issues resulting from an injury during training. He has been checked by a Veterinarian and an Orthopedic Specialist and it was determined that with his limited mobility, he would be unable to perform 100% of his patrol duties.

Motion: Upon motion by Vice Chairman Southerland and second by Commissioner Wright the Board voted unanimously to declare K-9 Officer Lexx as surplus to the needs of the County.

Motion: Upon motion by Commissioner Wright and second by Vice Chairman Southerland the Board voted unanimously to sell K-9 Officer Lexx to his handler for \$1.

Sheriff Peterkin advised the Board that the NC Sheriff's Association sent a Resolution to Governor Roy Cooper asking that pastors be allowed to make the decision as to when it is safe to reopen their churches. The Resolution was followed up with a conference call with the Governor, but he did not approve the request. A Federal judge, however, did impose a 14-day stay so the churches can open with proper cleaning, requiring masks and social distancing.

6.3 Approval of Consent Agenda

County Attorney Grady Hunt reminded the Board that they did not make a motion to approve the Consent Agenda.

Motion: Upon motion by Commissioner Wright and second by Commissioner Thomas the Board voted unanimously to approve the Consent Agenda as amended.

7. Manager's Report

County Manager Letitia Edens advised the Board that Hoke County will receive \$1,148,675 in Coronavirus Relief Funds as part of the CARES Act. Counties are required to submit a plan to the State on how the county proposes to use its share of the funds. This report is due by June 1, 2020.

A portion of these funds can be used for loans to assist small businesses that have been affected by the Coronavirus shut-downs. The maximum amount a business can apply for is \$5,000. A Promissory Note will be required, but there will be no interest charged nor collateral required. The County Attorney will prepare guidelines to be used in the loan approval process. The Manager is proposing to use \$200,000-\$300,000 of the Relief funds for small business assistance. Vice Chairman Southerland suggested that, as the loans are repaid, the funds go to the County's fund balance.

County Manager Letitia Edens added that some of the Relief funds will be used to purchase thermal cameras that will check temperatures as people pass through. Those cameras will be placed in the Courthouse, Court Annex and DSS. Plexiglass barriers have been placed at customer service counters and plexiglass shields have been ordered for all desks. The Manager has also procured as much PPE as possible in preparation for a second wave of the virus.

The County will receive the keys for the Robert A. Wright building on May 26, 2020. Plans for the grand opening are subject to the Governor's Executive Order regarding mass gatherings.

Budget workshops are scheduled for May 26-28, 2020.

8. Closed Session

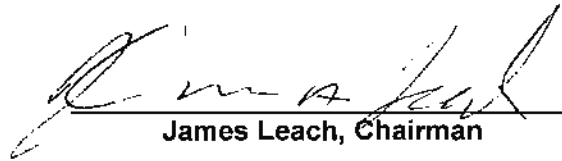
No Closed Session was held

9. Recess

Motion: Upon motion by Commissioner Wright and second by Vice Chairman Southerland the Board voted unanimously to recess the meeting until 11:00 am Tuesday, May 26, 2020. The meeting was recessed at 7:55 pm.



Gwen McGougan, Clerk to the Board


James Leach, Chairman