

**HUNTERDON COUNTY EDUCATIONAL SERVICES COMMISSION  
EXECUTIVE COMMITTEE MEETING  
VIRTUAL MEETING HELD DUE TO COVID-19 SCHOOL CLOSURE  
October 6, 2020  
MINUTES**

**I OPEN PUBLIC MEETING STATEMENT**

**II ROLL CALL**

**BOARD MEMBERS PRESENT**

Charles Miller, President (EAST AMWELL)  
Seth Cohen (CLINTON-GLEN GARDNER)  
Mary Lyons (DELAWARE)

Joseph Somers (HOLLAND)  
Donna Herbel (KINGWOOD)  
Teresa Kane (MILFORD)

**ADMINISTRATION PRESENT**

Marie B. Gorey (SUPERINTENDENT)  
Christina Greaves (PARAPROFESSIONAL COORDINATOR)  
Fran Leddy (ABE COORDINATOR)

Corinne Steinmetz (SCHOOL BUSINESS ADMINISTRATOR)  
Heidi Gara (ASST SCHOOL BUSINESS ADMINISTRATOR)

**III CALL TO ORDER**

4:15 PM - President Charles Miller opened the meeting as an Executive Committee Meeting, due to lack of quorum. Action items will be ratified at next meeting

**IV CITIZENS ADDRESS THE BOARD OF DIRECTORS**

Charles Miller moved, seconded by Mary Lyons to approve consent agenda to:

**V APPROVAL OF MINUTES**

A approve Board of Directors Board Minutes September 1, 2020, as submitted by Board Secretary

[Attachment](#)

**VI FINANCIAL REPORTS**

- A approve the line item transfers and budget appropriations for the period of July 31, 2020 (Adj # 037-040)
- B approve the line item transfers and budget appropriations for the period of August 1 - 31, 2020 (Adj # 041-049)
- C approve the line item transfers and budget appropriations for the period of September 1 - 30, 2020 (Adj # 050-061)
- D approve the unaudited July 2020 Board Secretary Report
- E approve the unaudited August 2020 Board Secretary Report
- F approve the unaudited September 2020 Board Secretary Report

[Attachment](#)  
[Attachment](#)  
[Attachment](#)  
[Attachment](#)  
[Attachment](#)  
[Attachment](#)

**VII LIST OF BILLS**

A approve the following list of bills:

1	August 2020	\$112,955.53	Hand checks
2	August 2020	\$325,370.21	Payroll
3	September 15, 2020	\$1,955.50	Consultants
4	September 2020	\$232,340.52	Handchecks
5	September 2020	\$842,444.89	Payroll
6	July 2020	\$358.35	Handchecks
7	October 6, 2020 List of Bills	\$763,896.13	Computer Generated
8	October 6, 2020 ADDED List of Bills	\$296,370.56	Computer Generated
9	October 2020	\$2,600.00	Consultants
		<u>\$2,578,291.69</u>	TOTAL

[Attachment](#)  
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[Attachment](#)  
[Attachment](#)

**VIII CORRESPONDENCE / COMMUNICATION**

A August/September Cooperating Purchasing Newsletter

[Attachment](#)

**IX COMMITTEE MEETINGS**

- A Building and Grounds, did not meet
- B Programs and Services, did not meet
- C Public Relations, did not meet
- D Policy, did not meet
- E Personnel, did not meet
- F Finance, did not meet
- G Executive, October 5, 2020 10:00 am

**X POLICY**

A approve the following policies on second reading:

- 1 Policy 1250 Visitors (revised)
- 2 Policy 3150 Operation of Maintenance and Plant (Mandatory) (revised)
- 3 Policy 3541.33 Transportation Safety (Mandatory) (revised)

[Attachment](#)  
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- 4 Policy 5141.2 Illness (Mandatory) (revised) [Attachment](#)
- 5 Policy 5141.3 Health Examinations and Immunizations (Mandatory) (revised) [Attachment](#)
- 6 Policy 6173.1 Remote Learning (new) [Attachment](#)

**XI SUPERINTENDENT'S REPORT, presented by Marie B. Gorey**

Marie B. Gorey reviewed the agenda and updated the members on HCESC initiatives and our member district service needs

**A ADMINISTRATION**

- 1 accept 2020-21 Small Rural School Achievement Program (REAP) grant award of \$21,703
- 2 accept NJSIG Safety Incentive Grant of \$35,400
- 3 authorize Corinne Steinmetz, School Business Administrator to renew existing certificate of deposit with PNC Bank or to move funds to money market account with TD Bank, whichever is most advantageous

**B SCHOOLS** No Action Items

**C HOFFMANS CROSSING**

- 1 approve USA Architects as Architect of Record for Environmental Barn Project. Costs to be charged as additional rent to HCVSD.

**D TECHNOLOGY** No Action Items

**E ADULT BASIC EDUCATION** No Action Items

**F PARAPROFESSIONALS** No Action Items

**G LEASE PURCHASING** No Action Items

**H PURCHASING**

- 1 accept the following districts as members of the HCESC Purchasing Cooperative:

#	DISTRICT
647	Shamong Township Board of Education
648	Delran Township Board of Education
649	Bloomingdale, Borough of
650	West Deptford, Township of
651	Hope Academy Charter School

- 2 award, as authorized at the September 1, 2020 Board of Directors meeting the Physical Security Products bid #HCESC-Cat-20-12, effective September 28, 2020 through September 28, 2022 as follows:

Reliable Communication Systems	Various Discounts per attachment. Volume Discount over \$50,000 - 1%, Prompt Payment Discount - .5% within 21 days Basic Setup/Installation \$129/Hour
Excel Communications Worldwide	Various Discounts per attachment, Basic Setup/Installation \$150/Hour
CTCI Technology	Various Discounts per attachment, Basic Setup/Installation \$135/Hour
Gemba Security Solutions, LLC	Various Discounts per attachment, Basic Setup/Installation \$152/Hour
Philip M Casciano Asso. dba PMC Associates	Various Discounts per attachment, Basic Setup/Installation \$175/Hour
Metropolitan Data Solutions Management	Various Discounts per attachment, Basic Setup/Installation \$200/Hour
Technotime Busines Solutions	Various Discounts per attachment, Basic Setup/Installation \$120/Hour
School Specialty	Safety & Security Supplies - 30%, Safety & Security AV Tech & Accessories - 10%

- 3 award the Gasoline, Ultra Low Sulfur Diesel Fuel & #2 Fuel Oil bid #HCESC-Fuel-20-21, effective October 8, 2020 through October 8, 2021 per attachment.

- 4 award the Remediation Services bid #HCESC-Ser-20-14, effective October 7, 2020 through October 7, 2022 [Attachment](#)

- 5 authorize Administration to award General Construction Repairs & Carpentry Services bid #HCESC-Ser-20F

- 6 authorize Administration to award the Painting Services bid #HCESC-Ser-20E

- 7 authorize Administration to award the Plumbing Services bid #HCESC-Ser-20C

- 8 authorize Administration to award the Pest Control Services bid #HCESC-Ser-20G

- 9 authorize Administration to award the Tree Trimming, Pruning & Removal Services bid #HCESC-Ser-20H

- 10 authorize Administration to award the Technology Installation & Integration RFP #HCESC-Tech-20-13

- 11 renew the Custodial Supplies & Equipment bid #HCESC-Cat-19-02, effective February 13, 2021 through February 13, 2023 with no changes

- 12 renew the Facility Maintenance Equipment bid #HCESC-Cat/Ser-19-01, effective February 13, 2021 through February 13, 2023 with no changes

**I DEPARTMENT OF SCHOOL SERVICES** No Action Items

**J TRANSPORTATION**

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- 1 approve Interlocal Vehicle Sale Agreement with Bergen County Special Services BOE, effective September 14, 2020, for HCESC to sell their used vehicles, as needed, for an administrative fee of 10% of the sale price
- 2 approve Interlocal Vehicle Sale Agreement with Bergen County Technical Schools BOE, effective September 14, 2020, for HCESC to sell their used vehicles, as needed, for an administrative fee of 10% of the sale price
- 3 approve Interlocal Vehicle Sale Agreement with Robbinsville Public Schools BOE, effective September 14, 2020, for HCESC to sell their used vehicles, as needed, for an administrative fee of 10% of the sale price
- 4 approve Interlocal Vehicle Sale Agreement with West Milford Township Public Schools BOE, effective September 14, 2020, for HCESC to sell their used vehicles, as needed, for an administrative fee of 10% of the sale price
- 5 approve Parental Contracts for Transportation Routes for the 2020-2021 School Year, at the following annual rates:

August 27, 2020 to June 30, 2021				
Route#	Destination	Sending District	Contractor	Route Per Annum
JW2021	Voorhees H S	North Hunterdon - Voorhees	Holly McCallum-Young	\$8,500.00

- 6 approve Special Education Transportation Routes, as follows:

September 3, 2020 to June 30, 2021					
Route	Destination	Vendor	Sending District	Per Deim	Aide Cost
2101	Rock Brook	Alyft	Clinton Twp.	\$315.00	\$80.00
2102	Collier High	Joy	Hunterdon Central	\$380.00	N/A
2103	Hunterdon Prep	Krapf	Hunterdon Central	\$294.00	N/A
2104	Somerset Hills Learning	Joy	Hunterdon Central	\$375.00	N/A
2105	PCDI	Joy	Flem Rar, North Hunterdon	\$420.00	\$65.00
2106	Hunterdon Central	DVR	North Hunterdon	\$248.00	N/A
2107	Winston Preparatory	Cassidy	North Hunterdon	\$273.20	N/A
2108	Craig School	Cassidy	Tewksbury Twp.	\$273.00	N/A
2109	DLC, New Providence	Alyft	Readington Twp	\$289.00	\$73.00
2110	Hunterdon Prep	DVR	DVR, North Hunterdon	\$242.00	N/A
2111	Somerset Votec	DVR	North Hunterdon	\$345.00	N/A
2112	Montgomery	Cassidy	Readington Twp, North Hunterdon	\$293.44	N/A
2113	Center School	Joy	Delaware Twp.,	\$330.00	\$65.00
2114	Greenbrook	Joy	Hunterdon Central	\$340.00	N/A
2116	Yale, Cherry Hills	Alyft	HC, Toms River Regional	\$386.00	N/A
2118	Franklin Twp. School	HCESC	Hampton	\$218.00	\$65.00

- 7 approve Quoted Special Education Transportation Routes as listed:

September 1, 2020 to June 30, 2021				
Route#	Destination	Sending District	Contractor	Route Per Diem
2120T	Woodglen School	Franklin Twp.	Cassidy Bus	\$243.00

- 8 approve Special Education Transportation Routes with Morris ESC, as listed:

September 1, 2020 to June 30, 2021				
Route#	Destination	Sending District	Contractor	Route Per Annum
MKVT7	Morris Knolls Votech	Morristown	HCESC	\$57,117.60

- 9 approve Special Education Transportation Routes with Sussex Coop, as listed:

September 1, 2020 to June 30, 2021				
Route#	Destination	Sending District	Contractor	Route Per Diem
E0655	Millburn Reg. (Horizon)	West Orange	HCESC	\$394.64
E0667	Sawtelle	West Orange	HCESC	\$447.29

- 10 approve Joint agreement with Morris County School of Technology for the 20-21 School Year for Athletic Trips at a rate of \$75.00 per hour

- 11 approve the following Special needs Routes for the 2020-2021 School Year, at the following per diem rates:

Route#	Destination	Vendor	Sending District	Per Diem
GG5	Clinton Public School	HCESC	Clinton Public-Glen Gardner	\$168.00

- 12 approve the following Routes for the 2020-2021 School Year , at the following per diem rates:

Route#	Destination	Vendor	Sending District	Per Diem
NH18	North Hunterdon HS	GST Transport	NHVRHSD	\$164.75
V20	Voorhees HS	GST Transport	NHVRHSD	\$157.13
V21	Voorhees HS	GST Transport	NHVRHSD	\$157.13
L02	Lebanon Twp Schools	GST Transport	Lebanon Twp. School District	\$157.13
L08	Lebanon Twp Schools	GST Transport	Lebanon Twp. School District	\$157.13
U02	Union Twp. Schools	GST Transport	Union Twp School District	\$164.75
NH11	North Hunterdon HS	Kensington Bus	NHVRHSD	\$170.60
NH15	North Hunterdon HS	Kensington Bus	NHVRHSD	\$170.60
FB	Franklin Twp. School	Kensington Bus	Franklin Twp School District	\$170.60
FD	Franklin Twp. School	Kensington Bus	Franklin Twp School District	\$170.60
NH 1	North Hunterdon HS	Krafp Bus	NHVRHSD	\$171.87
NH 2	North Hunterdon HS	Krafp Bus	NHVRHSD	\$182.04
NH 4	North Hunterdon HS	Krafp Bus	NHVRHSD	\$171.87
NH 5	North Hunterdon HS	Krafp Bus	NHVRHSD	\$171.87
NH 6	North Hunterdon HS	Krafp Bus	NHVRHSD	\$171.87
NH 9	North Hunterdon HS	Krafp Bus	NHVRHSD	\$343.75

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NH13	North Hunterdon HS	Krafp Bus	NHVRHSD	\$195.26
NH16	North Hunterdon HS	Krafp Bus	NHVRHSD	\$195.26
NH17	North Hunterdon HS	Krafp Bus	NHVRHSD	\$343.75
NH19	North Hunterdon HS	Krafp Bus	NHVRHSD	\$343.75
NH21	North Hunterdon HS	Krafp Bus	NHVRHSD	\$343.75
NH22	North Hunterdon HS	Krafp Bus	NHVRHSD	\$171.87
NH23	North Hunterdon HS	Krafp Bus	NHVRHSD	\$171.87
NH24	North Hunterdon HS	Krafp Bus	NHVRHSD	\$171.87
NH29	North Hunterdon HS	Krafp Bus	NHVRHSD	\$171.87
NH30	North Hunterdon HS	Krafp Bus	NHVRHSD	\$171.87
N5 (3:15)	North Hunterdon HS	Krafp Bus	NHVRHSD	\$195.26
V05	Voorhees HS	Krafp Bus	NHVRHSD	\$368.15
V12	Voorhees HS	Krafp Bus	NHVRHSD	\$202.89
V16	Voorhees HS	Krafp Bus	NHVRHSD	\$202.89
V19	Voorhees HS	Krafp Bus	NHVRHSD	\$202.89
V1 (3:15)	Voorhees HS	Krafp Bus	NHVRHSD	\$202.89
V2 (3:15)	Voorhees HS	Krafp Bus	NHVRHSD	\$202.89
V3 (3:15)	Voorhees HS	Krafp Bus	NHVRHSD	\$202.89
V5 (3:15)	Voorhees HS	Krafp Bus	NHVRHSD	\$195.26
VC AM	Voorhees HS	Krafp Bus	NHVRHSD	\$202.89
U01	Union Twp. Schools	Krafp Bus	Union Twp School District	\$171.87
U03	Union Twp. Schools	Krafp Bus	Union Twp School District	\$171.87
U04	Union Twp. Schools	Krafp Bus	Union Twp School District	\$171.87
U05	Union Twp. Schools	Krafp Bus	Union Twp School District	\$182.04
U06	Union Twp. Schools	Krafp Bus	Union Twp School District	\$171.87
U07	Union Twp. Schools	Krafp Bus	Union Twp School District	\$171.87
U08	Union Twp. Schools	Krafp Bus	Union Twp School District	\$171.87
U09	Union Twp. Schools	Krafp Bus	Union Twp School District	\$171.87
FA	Franklin Twp. School	Krafp Bus	Franklin Twp School District	\$171.87
FE	Franklin Twp. School	Krafp Bus	Franklin Twp School District	\$171.87
NH 3	North Hunterdon HS	Krafp Bus	NHVRHSD	\$203.40
V01	Voorhees HS	Krafp Bus	NHVRHSD	\$203.40
V02	Voorhees HS	Krafp Bus	NHVRHSD	\$203.40
V03	Voorhees HS	Krafp Bus	NHVRHSD	\$203.40
V04	Voorhees HS	Krafp Bus	NHVRHSD	\$203.40
V06	Voorhees HS	Krafp Bus	NHVRHSD	\$203.40
V07	Voorhees HS	Krafp Bus	NHVRHSD	\$203.40
V08	Voorhees HS	Krafp Bus	NHVRHSD	\$363.07
V11	Voorhees HS	Krafp Bus	NHVRHSD	\$203.40
V17	Voorhees HS	Krafp Bus	NHVRHSD	\$363.07
V22	Voorhees HS	Krafp Bus	NHVRHSD	\$203.40
L01	Lebanon Twp Schools	Krafp Bus	NHVRHSD	\$159.67
L04	Lebanon Twp Schools	Krafp Bus	Lebanon Twp. School District	\$159.67
L05	Lebanon Twp Schools	Krafp Bus	Lebanon Twp. School District	\$159.67
L06	Lebanon Twp Schools	Krafp Bus	Lebanon Twp. School District	\$118.99
L07	Lebanon Twp Schools	Krafp Bus	Lebanon Twp. School District	\$159.67
L09	Lebanon Twp Schools	Krafp Bus	Lebanon Twp. School District	\$159.67
L11	Lebanon Twp Schools	Krafp Bus	Lebanon Twp. School District	\$159.67
L12	Lebanon Twp Schools	Krafp Bus	Lebanon Twp. School District	\$159.67
L14	Lebanon Twp Schools	Krafp Bus	Lebanon Twp. School District	\$159.67

13 award the sale of School Transportation Vehicles for Bid #21-03, as follows:

#	Year	Passenger	VIN #	Make/Model	Top Offer	Results
344	2016	54	4UZABRDT5GCGT5214	Thomas/Freightliner C2 Conventional	\$52,000.00	Trans-Ed
345	2016	54	4UZABRDT2GCGT5218	Thomas/Freightliner C2 Conventional	\$52,000.00	Trans-Ed
346	2016	54	4UZABRDT9GCGT5216	Thomas/Freightliner C2 Conventional	\$52,000.00	Trans-Ed
347	2016	54	4UZABRDT0GCGT5217	Thomas/Freightliner C2 Conventional	\$52,000.00	Trans-Ed
348	2016	54	4UZABRDT7GCGT5215	Thomas/Freightliner C2 Conventional	\$52,000.00	Trans-Ed

**K PERSONNEL**

approve the following personnel items, as recommended by the Superintendent:

1 Appointments\*

Name	Position	Location	Rate/Salary	Effective On or About
Barbara Pierone	Dispatch	Glen Gardner	\$17.35 / Hour	09/01/2020
MaryLu Dyer	Teacher Assistant	FRRSD	\$16.00 / Hour	09/01/2020

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Nancy Morera	Technician Level 1	Technology	\$30.00 / Hour	09/30/2020
Richard Trujillo	Bus Driver	Glen Gardner	\$23.55 / Hour	09/02/2020
Sugey Bonilla	Teacher Assistant	FRRSD	\$16.00 / Hour	09/17/2020
Rachel Dobrow	School Bus Monitor	FRRSD	\$16.00 / Hour	09/21/2020
Waffaa Ghobrial	School Bus Monitor	FRRSD	\$16.00 / Hour	09/21/2020
Henry Hill	School Bus Monitor	FRRSD	\$16.00 / Hour	09/21/2020
Dolores Radumski	School Bus Monitor	FRRSD	\$16.00 / Hour	09/21/2020
Rita Deluzio	School Bus Monitor	FRRSD	\$16.00 / Hour	09/21/2020
Anthony Watkoskey	School Bus Monitor	FRRSD	\$16.00 / Hour	09/21/2020
Sonja Mc Daniel Webster	School Bus Monitor	FRRSD	\$16.00 / Hour	10/13/2020
Sharon Ivansaukas	Teacher Assistant	FRRSD	\$16.00 / Hour	09/29/2020
Anthony Emilut	Teacher Assistant	FRRSD	\$16.00 / Hour	10/05/2020
Rachel Thurston	Teacher Assistant	FRRSD	\$16.00 / Hour	10/07/2020
Moraima Ortiz	Instructional Assistant	THRIVE	\$38,633.46 / Annual	10/16/2020

*\*pending completion of required paperwork*

- 2 to furlough the following West Orange Terminal Office Staff from 5 Days Per Week (1.0) to 2 Days Per Week (.4) as listed:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>	<u>End Date</u>
Gloria Smart	Dispatcher	West Orange	10/05/2020	TBD
Sharonda Thomas	Dispatcher	West Orange	10/05/2020	TBD

- 3 Resignations / Retirements / Terminations

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Reason</u>	<u>Effective On or About</u>
Rebecca Brinkofski	Teacher Assistant	Clinton Public School	Resignation	08/15/2020
Meredith Casola	Teacher Assistant	Lebanon Township	Resignation	09/01/2020
Martiis Daniel	School Bus Driver	West Orange	Resignation	09/11/2020
Claude Milord	School Bus Driver	West Orange	Resignation	09/11/2020
Barthelemy Alexandre	School Bus Driver	West Orange	Termination / RIF	09/11/2020
Dasson Issac	School Bus Driver	West Orange	Termination / RIF	09/11/2020
Jacques Jean	School Bus Driver	West Orange	Termination / RIF	09/11/2020
Jean Racine	School Bus Driver	West Orange	Termination / RIF	09/11/2020
Macksenon Sarelus	School Bus Driver	West Orange	Termination / RIF	09/11/2020
Guemps Dieurilus	School Bus Driver	West Orange	Termination / RIF	09/11/2020
Vladimir Etienne	School Bus Driver	West Orange	Termination / RIF	09/11/2020
Stephen Lous	School Bus Driver	West Orange	Termination / RIF	09/11/2020
Delta Love	School Bus Driver	West Orange	Termination / RIF	09/11/2020
Lener Pyrrhus	School Bus Driver	West Orange	Termination / RIF	09/11/2020
Claudy Jean-Jacques	School Bus Monitor	West Orange	Resignation	07/15/2020
Louella Anderson	School Bus Monitor	West Orange	Termination / RIF	09/11/2020
Mona Ferdinand	School Bus Monitor	West Orange	Termination / RIF	09/11/2020
Sherly Zulme	School Bus Monitor	West Orange	Termination / RIF	09/11/2020
Taylor Woods	Teacher Assistant	FRRSD	Resignation	09/25/2020
Jill Gordley	Teacher Assistant	FRRSD	Resignation	09/29/2020
Deborah Canonico	Teacher Assistant	FRRSD	Retirement	10/02/2020
Mina Bahrami	Instructor	Adult Programs and Services	Termination / RIF	10/07/2020
Kristina Kroll	Speech Therapist	School Services	Resignation	10/12/2020
Moraima Ortiz	Admin Assistant / Superintendent	Administration	Termination / Position Eliminated	10/16/2020

- 4 to rescind the following resignation approved at the September 1, 2020 Board of Directors meeting

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Reason</u>	<u>Effective On or About</u>
Sonu Khurana	Teacher Assistant	FRRSD	Resignation	9/1/2020

- 5 to approve additional hours, as needed, for Christina Greaves, Personnel Coordinator at an hourly rate of \$46.94

- 6 Leave of Absences\*

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Reason</u>	<u>Effective On or About</u>
James Fulmer	School Bus Driver	Glen Gardner	FMLA	9/10/2020 to 12/03/2020 58 Days Paid
Maria Osorio	School Bus Driver	West Orange	EPSLA	9/28/2020 - 10/09/2020 (paid)
Agnes Murray	Thrive Supervisor	Hoffmans Crossing	FMLA	10/1/2020 - 12/24/2020 52 Days Paid

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Linda Murray	School Bus Driver	Glen Gardner	EPSLA	10/02/2020 - 10/15/2020 (paid)
7 amend the following Leave of Absence at the Septmeber 1, 2020 Board of Directors meeting:				
Danielle Chemidilin	Administrative Assistant	Adult Programs and Services	FMLA	/24/2020 to 10/09/2020 16.75 Days Paid
To				
Danielle Chemidilin	Administrative Assistant	Adult Programs and Services	FMLA	/24/2020 to 09/25/2020 16.75 Days Paid 28.25 Days Unpaid

\*pending completion of required paperwork

**L PROFESSIONAL DEVELOPMENT**

approve the following travel expenditures for staff members to attend professional development conferences/workshops. This travel is deemed educationally necessary and fiscally prudent and all staff travel expenditures are directly related to and within the scope of the staff member's current responsibilities and the district's professional development plan.

<b>Position</b>	<b>Workshop</b>	<b>Date</b>	<b>Cost</b>
Payroll Administrator	NJASBO Academy 2020-21	9/29/20	\$100.00
Business Manager	NJASBO Academy 2020-21	9/29/20	\$100.00
Facilities Manager	COVID Response Series 2&3	9/19,10/7/20	\$178.00

**MOTIONS PASSED, pending ratification**

**XII UNFINISHED BUSINESS**

**XIII NEW BUSINESS**

**XIV CITIZENS ADDRESS THE BOARD**

**XV ADJOURNMENT**

Joseph Somers moved, seconded by Mary Lyons to adjourn the meeting. Since there was no further business to discuss, the meetin adjourned at 4:45pm

Respectfully submitted by

*CSteinmetz*

Corinne Steinmetz  
Board Secretary