

UPPER DELAWARE COUNCIL MEETING MINUTES

December 3, 2015

The Upper Delaware Council held its monthly meeting on Thursday, December 3, 2015 at the Council office in Narrowsburg, NY. Chairperson Alan Henry called the meeting to order at 7:00 p.m. The Pledge of Allegiance and roll call followed.

In attendance: Town of Hancock-Fred Peckham, Town of Fremont-Jim Greier, Town of Delaware-Harold Roeder, Town of Cochecton-Larry Richardson, Town of Tusten-Susan Sullivan, Town of Highland-Andy Boyar, Town of Deerpark-David Dean, Damascus Township-Jeff Dexter, Berlin Township-Alan Henry, Lackawaxen Township-John McKay, Shohola Township-Pat Jeffer, Westfall Township-Michael Barth, State of New York-Bill Rudge, Commonwealth of Pennsylvania-Tim Dugan, Delaware River Basin Commission-Steve Tambini, National Park Service-Kris Heister. Staff in attendance: Executive Director-Laurie Ramie, Resource Specialist-Travis O'Dell, Secretary-Cindy Odell. Also in attendance: Ginny Dudko-Deerpark Alternate, Debra Conway-Highland Alternate, Tony Ritter-Tusten Alternate. Absent: Town of Lumberland. Media: Dave Hulse, Peter Becker. Guests: Carla Hahn, Joe Hinkes, Larry Neal, Vince Pareago, Sue Currier, Heather Jacksy.

Presentation on the Status of NPS Law Enforcement Collaboration by Joe Hinkes, Delaware Water Gap Law Enforcement Operations Supervisor: Henry introduced Joe Hinkes, Delaware Water Gap (DEWA) Law Enforcement Operations Supervisor and former Chief of Law Enforcement of Upper Delaware Scenic and Recreational River (UDSRR or UPDE). Hinkes showed a PowerPoint presentation and provided details of the law enforcement collaboration between Delaware Water Gap and UDSRR. He noted the terminal objective of the collaboration is to “improve the efficiency and effectiveness of emergency and non-emergency services increasing public, employee safety and protection of property and resources.” He explained each of the Patrol Priorities which include: 1. Protect Lives; 2. Protect Property/Resources; 3. Active Criminal Investigations; 4. Service Calls; 5. Administrative & Program Management Tasks & Assignments; 6. Targeted Enforcement Operations, Projects and Special Assignments; and 7. Discretionary Patrol Operations. Hinkes spoke of the time involved with the administrative documentation associated with any issue. Hinkes provided the staffing levels of both park units during the summer season. UPDE staff included six Law Enforcement Officers (LEOs) and DEWA had eighteen. The incident volume statistics for both the UPDE and DEWA for the time period covering May 17th through September 7, 2015 were provided. UPDE saw 58 incidents and DEWA 888. Hinkes provided the historic incident volume back to 2011, noting that the nature of the patrol activity differs greatly in the two areas. One of the challenges of this collaboration has been seeing that Upper Delaware receives the attention and services that it deserves despite the high incident volume down at Delaware Water Gap. Hinkes reported that DEWA personnel spent 31 days working at UPDE; of which 21 of those days were spent on boat patrol working on the river. UPDE personnel spent 12 days at DEWA assisting on the river and with a number of special events. Hinkes spoke of the areas in Operations and Administration where the collaboration will continue. The advantages that have been seen so far in the collaboration include force multiplier, career development, emergent situations are easier to handle through non-emergent cooperation, and increased morale, understanding and respect, Hinkes reported. Upon entering this collaboration, it was hoped that it was not expected to be a dollar for dollar exchange of service. Hinkes does not feel that the success or failure can be based on who got the most or who paid what. This

perspective is shared by the superintendents of both UPDE and DEWA, he added. In the future, DEWA and UPDE will continue to seek out areas where greater efficiency and effectiveness can be gained through collaboration; maintain the current excellent cooperation with local, county and state agencies at UPDE and use that as a model for DEWA; look to avoid the fee for service or dollar for dollar mind set and look at bigger picture and long range advantages; and utilize Problem Oriented Policing approaches to more efficiently and effectively deal with law enforcement and visitor use management issues in both areas. Hinkes stated he is "pleased" with how the collaboration has worked and looks forward to continuing to build collaboration in the future in emergency services and law enforcement between the two park units. A brief question and answer session took place. Boyar asked Hinkes if the Park Service has any involvement with issues of dam safety. Hinkes said that NPS is part of the larger law enforcement and emergency services network that is involved with both notification of issues, as well as drills and exercises conducted with the dams. He added that NPS has made it a point to become partners with and be connected with partner law enforcement agencies to be part of the team that is providing public safety. Boyar questioned who has the primary responsibility of law enforcement for the dams. Hinkes told him that New York City has its own law enforcement presence at their reservoirs. Their primary mission is security and protection of their reservoirs. He added that Wallenpaupack has its own security measures in place. Overall emergency management and planning responsibilities differences between New York and Pennsylvania were explained. Richardson asked Hinkes if he has identified any areas of the collaboration that need to be changed significantly. Hinkes noted that he does not see anything that needs to be changed significantly, but noted the constant challenge is to balance the needs of both parks. Richardson stated that his concern would be that UPDE does not get left "high and dry" due to problems in DEWA. Heister stated that she does not feel that UPDE was left "high and dry" this year. The collaboration is a long-term effort and she hopes that need and response balances out over time. The effort will be evaluated annually and she expects the real results to come after five to ten years. Henry thanked Hinkes and the NPS law enforcement officers in attendance for their time. Heister said she would be providing Odell with a list of the 2015 UPDE law enforcement statistics for any interested members.

Approval of November 5 Meeting Minutes: A motion by Richardson, seconded by Greier to approve the November 5 meeting minutes was carried.

Public Comment on the Agenda: None

Committee Meeting Minutes Comments: Committee reports were provided. There was no November 17th Water Use/Resource Management Committee meeting due to a lack of quorum. Richardson reported on the November 24 Project Review Committee meeting and Henry reported on the November 24th Operations Committee meeting.

Status Reports

Delaware River Basin Commission: Tambini referred to the hydrologic report provided in members' packets. He reported that combined New York City Delaware River Basin storage was at 71.3% on November 30th with Cannonsville at 65.4% and Pepacton at 69.7% which is normal for this time of year.

Tambini reported that a meeting of the Delaware River Basin Commission (DRBC) Regulated Flow Advisory Committee (RFAC) took place earlier in the day at the Lake Wallenpaupack Environmental Learning Center in Hawley, PA. He noted that RFAC is an advisory committee to the DRBC. Regulated Flow is how flow gets managed up and down the river, Tambini added. RFAC is responsible for giving the Commissioners feedback relative to regulated flow issues. The Committee also serves as a working committee to support the parties to the 1954 Supreme Court Decree. The Decree parties include the four basin states and New York City. DRBC was not formed until 1961 and includes the four basin states and the federal government. In 1961, the four basin states and the United States enacted legislation known as the Delaware River Basin Compact. The compact granted to the DRBC the authority to perform an equitable allocation of waters throughout the basin. The DRBC and the Decree Parties have some overlapping membership and a long history of collaboration on planning and modeling issues within the Delaware River Basin. The Compact prohibits the DRBC from adversely affecting the releases or

diversions provided in the 1954 Decree without the unanimous consent of the five Decree Parties. Tambini spoke of the Flexible Flow Management Program (FFMP) intended to meet water supply demands, protect fisheries habitat downstream of the New York City (NYC) Delaware Basin reservoirs, enhance flood mitigation, and repel the upstream movement of salt water in the Delaware Estuary. He said he heard a lot of feedback from the meeting held earlier in the day and consensus of those he spoke with is that the FFMP needs to be improved. RFAC participation consisted of staffers from the environmental departments of New York, Pennsylvania, New Jersey, Delaware, and New York City, although it had been hoped that some of the designated principals from the four basin states and NYC who possess the authority through the 1954 U.S. Supreme Court Decree to take unanimous action on the FFMP would be in attendance. DRBC presented a good outline of the benefits of the current FFMP at today's meeting, Tambini stated. He shared a list of those benefits with members and added that a lot of feedback on how to optimize the Program was offered. Tambini feels there were certain objectives that were met at the meeting today. A lot of feedback was offered and the theme that he heard repeatedly was that the Principals need to hear from the stakeholders and need to come to an agreement on some key issues. Tambini said he would like feedback from those that were in attendance at the meeting. He noted the posturing between the members was obvious and it was pretty clear that there is some disagreement about certain key issues. Tambini stated he felt the meeting overall was a good one, but it did not resolve a lot of open issues. It did offer an opportunity for stakeholders locally to make their positions known. The Delaware River Basin Compact is available on the DRBC website. Tambini noted that the DRBC's role adapts and evolves, but it ultimately is based on law. He shared more details of the meeting and explained that water resource people, when looking to make decisions, will look at the worse-case scenario which would be a drought of record. Dugan asked for more information about the Decree Party Principals. Tambini advised him that much information is available on the Office of the Delaware River Master (ODRM) website. He noted that the delegate is someone appointed by each state's Governor. The DRBC and the Decree Parties have some overlapping membership, he added. O'Dell noted that the phrase "with or without pumping" was used often during the meeting. He asked for an explanation. Tambini said the 1954 U.S. Supreme Court Decree is available on the DRBC website. He said the Decree states that NYC's safe yield should be calculated without pumping. He stated the NYC Safe Yield Study is available on-line to those interested. The safe yield is different with and without pumping. O'Dell said he is not aware of any pumps in the Delaware system. Tambini said the issue goes beyond the Delaware system and offered a brief explanation. Boyar offered his feedback on the meeting. He felt that not having any of the Decree Party Principals there was a "slap" to many of those in attendance. He stated it's pretty clear that New Jersey wants major change. Boyar noted that speaker after speaker offered recommendations for improvements for such issues as cold water releases. The recommendations have not been able to move forward due to the failure of the various positions of Decree Parties to align, particularly New Jersey he noted. He said the unanimous consent of five parties could happen if you have five reasonable people, especially when the recommendations are for the common good. Ritter spoke of the June 6, 2013 presentation to the UDC by Thomas Murphy, Jr., Chief, New York City Environmental Protection Bureau of Water Supply, Reservoir Releases Policy Development. He spoke of the frustration of the advocacy groups such as Friends of the Upper Delaware River who had attended the meeting earlier in the day. Ritter said it is his opinion that you can provide New York City with all the recommendations that you want, but ultimately, they are going to do what they want to do.

Tambini reported that the DRBC continues to conduct their meetings under the new trial format where the public hearing is held one month prior to the business meeting. He stated that the quarterly public hearings and business meetings used to take place on back-to-back days. The new format allows the Commission more time to deal with the public comment.

Tambini reiterated that the DRBC's Flood Resources Portal on their website has been improved. He suggested members check it out as there is a lot of very good information available. The website is www.state.nj.us/drbc/hydrological/river/flood-portal/. Hahn questioned if the flood resources portal is based on natural flood conditions and if the DRBC would be alerted if there were an emergency situation such as a dam breach. Tambini said the DRBC would certainly have a communication role, but they would not have an emergency response role.

NYS Dept. of Environmental Conservation: Rudge referred to the press releases in members' packets. The first dated November 23, 2015 was titled, "DEC Announces \$2 Million Grant Program to Help Prevent

the Spread of Aquatic Invasive Species Statewide”. These grants are a good opportunity to obtain funding to combat aquatic invasive species and foster outreach to users of water bodies, install decontamination stations and provide steward training programs in high priority areas. He noted that the Delaware River as a whole would not be a targeted water body that would be eligible under this grant program. The parameters of the program require that the targeted water bodies must be located fully within New York State.

The second press release dated is December 2 and titled, “DEC Announces Over 100,000 Downloads of the New York State Fish & Wildlife Smartphone Application”. The “app” was launched a year and a half ago and provides up-to-date information on fishing, hunting, wildlife watching and other outdoor adventure opportunities in New York State.

Rudge stated that the DEC has been working in partnership with other agencies including Sullivan County Planning Department and the Delaware Highlands Conservancy to improve river access in Long Eddy. He deferred to Heather Jacksy, Associate Planner at the Sullivan County Division of Planning and Environmental Management, who was in attendance. Jacksy stated she was before the Council in July of 2014 to discuss the Local Waterfront Revitalization Program which included the improvement of six river accesses. Ferry Road in the Town of Fremont is currently the only public access to the Delaware River in the Town of Fremont. She said schematics were done for this site, but have since changed due to the fact that an adjacent parcel of land became available for sale. Jacksy said she experienced pushback on the most recent design from the town. As a result a number of public meetings took place, she added. Progress has been made in meeting the community needs and wants. Jacksy stated that the Long Eddy Fire Department has expressed interest in taking ownership of the property. A proposal is to be forthcoming. One of the contingencies would be that public access to the river must be available. Rudge reported that the Delaware Highlands Conservancy was able to resolve the title issue with the property and complete the acquisition of the property. Rudge said that his agency and the others involved continue to work to meet the needs of the community there. He added that they continue to look at both options of either the State of New York or Long Eddy Fire Department purchasing the property. Henry asked Rudge if New York State would manage the property if the Fire Department were to purchase it. Rudge said they don't have an interest in that, but he wouldn't rule that out. Henry asked if it would be a public access. Rudge said if the property is turned over to them, one of the conditions would be that it be open to public access throughout the year. Ritter asked about the parking at the access. Rudge clarified that there is no law that states whenever DEC purchases a property, they have to provide parking. If the Fire Department were to purchase the property, it would be under a condition that another location that is reasonably close be sought to provide for parking. Rudge said they are not giving up on trying to improve the parking situation in the community. Rudge noted that Sue Currier was also in attendance at the meeting and willing to answer any questions. Peckham questioned if the Conservancy owns the access. Rudge clarified that the current access is the town road named Ferry Street. The Conservancy has acquired a property adjacent to Ferry Road. Greier asked Currier if the Conservancy got a clear title to the property. Currier said they did.

Roeder stated that a lot of local hunting clubs have been concerned about the deer population. He knows of one or two clubs that have voluntarily not filled their doe permits due to the low numbers. Rudge stated that the state has a pretty good way of estimating the deer population on a state-wide basis and on a site specific basis with wildlife management units. He reported that in most of the state, the deer population is at or above the targeted level, but some areas are not. He stated that the targeted level is an agreed upon population level that is determined with stakeholders. Hahn questioned if he had any statistics for the local area. Rudge noted that one area where the population is really high is Orange County. Barth shared his deer population observation.

Ramie stated we were not aware that the DEC had a new Acting Commissioner. Rudge stated that Governor Cuomo has nominated Basil Seggos to serve as Commissioner for the New York State Department of Environmental Conservation. He added that he is “acting” now because becoming Commissioner of the DEC requires approval by the NYS Senate and the Senate is not in session currently. Rudge expects that the nomination will be addressed in January. He added that Joe Martens left the DEC and is back working for the Open Space Institute. Rudge said he would forward the press release regarding Seggos' nomination to the Council.

PA Dept. of Conservation & Natural Resources: Dugan said he does not have any new information regarding the Commonwealth's budget. He reported that the state parks and forests are still open with some

restrictions in place. Dugan explained that he does not incur any travel expenses when he travels here for Council meetings as he is still considered within his territory unlike the Commonwealth's alternate Rhonda Manning who would incur travel expenses as she is traveling from Harrisburg. He noted that is why he has been able to attend and she has not during the budget impasse. With the budget issue, he continues to see meetings, conferences, seminars, and trainings cancelled or postponed. Dugan stated that search and rescue is one of the functions his agency must still perform and it has been an active hunting season. He spoke of the search and rescue efforts on state forest lands in Pike County in the last several weeks.

Dugan referred to his handouts provided in members' packets. The first provides information on the state's Bureau of Forestry's revamped, interactive website that includes a wealth of maps, statistics and other information designed to make a hunter's search more enjoyable and rewarding. The second handout states "Governor Tom Wolf has signed Executive Order 2015-13 to formally establish both the Governor's Advisory Council for Hunting, Fishing and Conservation and the Governor's Youth Council for Hunting, Fishing and Conservation." Individuals who may be interested in volunteering for either council should send a resume and detailed cover letter explaining their desire to serve to Robb Miller, Governor's Advisory Council for Hunting, Fishing and Conservation, 400 Market St., 7th Floor, Harrisburg, PA 17101-2301. Individuals can also email their information to robmille@pa.gov. The selection process is expected to be competitive and the deadline for applications is January 1, 2016. The last handout was titled, "Hunters Sharing the Harvest Program Aiming for One Million Pound Mark of Venison Donated this Season." Hunters can take their deer to one of 115 participating meat processors throughout the state and donate any amount of their venison to the program, Dugan stated.

A brief discussion about the Pennsylvania bear season took place. Henry asked what the status of the Emerald Ash Borer is. Dugan said it is not moving right now as it is too cold.

National Park Service-Upper Delaware: Heister reported that a second design meeting with the Harper's Ferry Center Team for the new Visitor's Center at the Zane Grey House took place on November 3rd and 4th. She passed around the most recent draft design for members to view.

Heister reported that they finalized the Section 7 compliance of the Wild and Scenic Rivers Act for the Pond Eddy Bridge replacement. She stated that the final discussion was over the need for mussel relocation which was a mitigation measure required by the Park Service. A compromise was reached with the parties. She explained the compromise and provided a copy of a map showing current population and where they would be moved to. A brief discussion about the process of moving the mussels and the types that would be moved took place.

Heister said that earlier in the day she and staff reviewed the draft virtual park tour. The tour focuses on recreation, access, trails, and cultural resources. She would like to present it to the WU/RM Committee at its January meeting.

Heister noted that UPDE was awarded an "Every Kid in a Park" Transportation Grant in the amount of \$8,349 from the National Park Foundation to support connecting with fourth grade students during the Delaware and Hudson Canal Days event. She stated that if there is a school in a town or township that would like for their students to attend, but the money is not available for transportation, that is the purpose of the grant. Any interested school should contact NPS headquarters.

Dean questioned what it will cost to move the mussels as required by NPS for the Pond Eddy Bridge Replacement project. Heister is unsure of the cost, but noted it will likely take one to two days to accomplish it. The project will not delay the construction schedule. Heister added that she "thinks it is worth whatever it costs to move those mussels out of the way." Mussels are a critical element of the ecological Outstandingly Remarkable Values (ORVs) for this park.

UPDE was also awarded a 2016 Active Trails Grant from the National Park Foundation in the amount of \$6,411 for the project titled, "Experiencing Nature: Encouraging Underserved Youth and Senior Citizens to be a Part of Nature Through Guided Hikes, Canoe Trips, Biking, and Snowshoeing in One of America's National Parks", Heister stated. The program seeks to get residents outdoors and promote fitness year round. There will be a winter snowshoeing event, spring nature hike, summer canoe trip, and fall bike trip. The program is a follow up to a presentation at the Upper Delaware River Roundtable meeting regarding the dire situation Sullivan County has in terms of health and is being conducted in partnership with several other organizations.

Heister reported that as part of the Centennial celebration, NPS will be hosting a 3rd Bioblitz the last weekend of June. The program will be held at the Grassy Swamp Pond area in the Town of Tusten.

UDC Executive Director's Report: Ramie said that she and O'Dell attended the RFAC meeting held earlier in the day. Copies of the day's agenda and the two UDC statements they delivered were provided in members' packets. She stated that O'Dell covered the Thermal Release program and she covered the flows in general. The statements were based on previous resolutions and position papers that the UDC has done on these issues. Ramie spoke briefly about the meeting.

In terms of federal funding, Ramie reported that the Continuing Resolution is set to expire at midnight on December 11th. The UDC was entitled to a 19.63% share of the \$300,000 annual award. She provided the current balance. A brief discussion about the unrestricted funds took place.

Ramie stated that Dick Eckersley attended the November 24th Operations Committee meeting and provided the FY 2015 financial review report. Corrections to the draft Independent Accountants' Report and IRS Forms will be provided to Eckersley well in advance of the deadline of February 15 for federal and state filings.

Ramie reported that she is working on the Annual Report for FY 2015. A narrative format of accomplishments and various directories will get posted on the UDC's website.

Ramie noted that Governor Cuomo's announcement of awards under the Regional Economic Development Council (REDC) grants program is expected on December 9th. The only project in the river valley of Sullivan or Orange Counties to make the Mid-Hudson's REDC's Priority Projects list is the Callicoon Wastewater Treatment Plant Upgrade Study in the Town of Delaware because it advances the region's Cleaner Greener Sustainability goal. Ramie provided details on the "Other Regionally Significant Projects".

On or by December 16th, the Leadership Sullivan class is scheduled to make its decision on their 2016 Community Impact Service Project. The UDC submitted an application for a project at the NPS Corwin Farm D&H Canal site.

Ramie reminded members that January 16th is the deadline for accepting nominations of sites, attractions, businesses, activities, and experiences that are distinctive to the Upper and Middle Delaware River region in order to be considered for the May 2016 launch of the National Geographic website. The website to go to in order to make a nomination is www.DelawareRiver.natgeotourism.com. Over 250 people attended the community meetings that were held in the nine eligible counties November 4-6 to explain the site nomination process. Ramie has a pdf of the presentation that was given if anyone is interested, she stated. John Beljean from the National Parks Conservation Association has offered to speak to any interested groups.

Ramie noted that a list of names provided by NPS for Oral History interviews that do not have release forms was distributed via email to members. People are encouraged to provide contact information for anyone on the list or next of kin. Odell stated that all responses she received to date have been forwarded on to Lauren Hauptman, NPS Museum Technician.

Ramie reported that after the November full Council meeting, Heister provided information on sources of federal funds for broadband service. This subject will be further explored through our committee structure, she added, and thanked Heister for providing that information.

Ramie said that the deadline to respond to the Project Review Workbook Survey has been extended. That survey was reissued on November 25. The consultants working on the project hope to receive more feedback.

Ramie reminded members that all three committees will meet on Tuesday, December 15th beginning with Project Review at 6:30, Operations at 7:00, and Water Use/Resource Management at 7:30. January 7th will be the UDC's annual meeting and election of officers. The swearing-in ceremony and reception will take place on February 4th which will allow for the confirmation of our municipal appointments. A presentation of a Geological Resources Inventory project that will be conducted in the Upper Delaware will be offered at the January 7th full Council meeting. Heister said this project is a result of a Water Use/Resource Management Committee recommendation.

Ramie noted that the January calendar of UDC Meetings, Activities and Deadlines was provided in members' packets.

Boyar commented that the Council was well represented at the RFAC meeting held earlier in the day. He said the Executive Director and Resource Specialist were clear and succinct. They did a wonderful job and he was very proud, he added.

Old Business:

NYC DEP November 25, 2015 Response Letter: Public Safety Below Cannonsville, Pepacton and Neversink Reservoirs: Ramie noted that this response letter was circulated in advance of the meeting and it is being brought up now so that any follow ups can be discussed or referred to a committee. Ramie added that she circulated the letter very widely to include the river towns and townships. Town of Delaware Supervisor Ed Sykes responded that he would be interested “in a drill of all our towns’ emergency managers including fire departments, highway superintendents, radio and TV media, and supervisors. The EAP (emergency action plan) must consider the small amount of time that will be given.” Peckham stated that it would behoove the UDC to participate and encourage the river towns and townships to participate as well. Henry questioned if the letter answered members’ concerns. Heister noted the letter states that the responsibility for notification to the public lies in the hands of the local governments. She spoke of a conversation she had earlier with Joe Hinkes where it was discussed that there are many agencies involved in the emergency response process, but it seems that in large part, the ones that are the least involved are those that have the primary responsibility of notifying their own residents. She feels there is a significant role for the UDC in urging the agencies to continue to work together on the emergency response issue. Peckham suggested that New York City could help the local municipalities financially to set up emergency response notification systems. The difference between New York and Pennsylvania emergency response protocol was discussed. Henry suggested that individuals need to be observant and proactive when it comes to weather events. After a brief discussion, it was decided to refer the letter to the Water Use/Resource Management Committee for further discussion.

Other: None

New Business:

Nominating Committee Report: Speaking on behalf of the Nominating Committee, Dexter announced the following 2016 slate of officers for consideration at the Council’s annual meeting and election in January: Chairperson – Fred Peckham (Town of Hancock); Vice-Chairperson – Jeffrey Dexter (Damascus Township); and Secretary/Treasurer – Alan Henry (Berlin Township). Other candidates can be nominated from the floor and elections will be by ballot at the January meeting. Henry thanked the Nominating Committee membership of Dexter, Sullivan and Dean.

Other: Henry reported that he met with Palmira Miller, Program Coordinator in the Northeast regional office of the Pennsylvania Environmental Council earlier in the day. Her duties focus primarily on implementing a Community Environmental Project (CEP) to clean up illegal dumpsites in four Northeast Pennsylvania counties. Henry said that funding is available to accomplish this. For more information, Miller can be contacted at 570-592-7876 or via email at pmiller@pecpa.org.

Public Comment: None

Adjournment: A motion by Roeder, seconded by Peckham, to adjourn the meeting at 9:15 p.m. was carried unanimously.

Minutes prepared by Cindy Odell 12/14/15