



Upper Delaware Council

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UPPER DELAWARE COUNCIL MEETING MINUTES

December 7, 2023

The Upper Delaware Council held its monthly meeting on Thursday, December 7, 2023. Chairperson Robinson called the meeting to order at 7:00 p.m. Roll call followed reciting the Pledge of Allegiance.

Attendees:

Shohola Township- Aaron Robinson, Town of Hancock- Fred Peckham (Zoom), Town of Highland- Andy Boyar, Damascus Township- Jeff Dexter, Town of Fremont- Dennis Bernitt, Town of Delaware- Harold Roeder Jr., Town of Cohecton- Larry Richardson, Town of Deerpark- Ginny Dudko, Berlin Township- Al Henry, Lackawaxen Township- Doug Case, Town of Tusten- Evan Padua, Town of Lumberland- Nadia Rajsz (Zoom), Delaware River Basin Commission- Kristen Bowman Kavanagh (Zoom), National Park Service- Lindsey Kurnath, New York State- Chris VanMaaren (Zoom), Commonwealth of Pennsylvania- Tim Dugan

Absent:

Westfall Township- Michael Barth

Staff:

Executive Director- Laurie Ramie, Resource & Land Use Specialist- Kerry Engelhardt, Administrative Support- Stephanie Driscoll

Media:

Peter Becker- Tri-County Independent (Zoom), Ruby Rayner-Haselkorn- River Reporter, WJFF Radio Catskills- Rosie Starr (Zoom)

Guests:

Town of Highland Supervisor Elect- John Pizzolato; Barbara Arrindell (Zoom); Christine Martin; National Park Service- Alex Garcia-Maldonado (Zoom); Matt McPhillips- Sullivan County District 1 Legislature Elect; Greg Triggs; Sullivan County Legislator and Sullivan Broadband LDC Chairperson- Michael Brooks; Sullivan County Commissioner of Information Technology Services- Lorne Green

Presentation: “Update on the Sullivan County Wireless Broadband Network” by Sullivan County Legislator and Sullivan Broadband LDC Chairperson Michael Brooks and Sullivan County Commissioner of Information Technology Services Lorne Green: Robinson welcomed Brooks and Green. Brooks thanked the UDC for having them back to present. He explained that they are currently laying the groundwork for “what’s to come.” Within the county they are waiting on grant funding. Most recently, they had put together an RFP to go out for a wireless provider. They had done this about a year ago and awarded the bid, but once they got the grant funding, they had to do it all over again. It was submitted in May and they just received the approval.

Their fiber partner, Archtop Fiber, provides fiber within the home, which is something you haven’t seen with companies like Spectrum. Archtop is a startup company based in Kingston, NY. There have been several press releases in the last few months and they have been buying a lot of inventory of fiber. The biggest obstacle they’ve been facing is pole permitting. Brooks believes they are out about a year, but the foundation is being laid. They are trying to help on the state level to speed up the process.

One recent press release was about micro-trenching. Micro-trenching is a technology they are looking to use in a lot of the areas. The width of the hole the fiber gets laid into is extremely small, and everything gets done at once. That will be helpful in certain areas as it will be faster than getting pole permits. Archtop has been very

aggressive, purchasing Hancock Telephone, Warwick Valley Telephone, and gTel. Brooks commented that Archtop has been a great partner and they've been meeting with them regularly for about the last year.

As they get moving through 2024, it looks like it will be an exciting year for Sullivan County Broadband. You may start to see some of the early service being provided, as long as the process goes the way they hope it will. They have started using the technology out in Kingston and Saugerties and visited a neighborhood in Saugerties to watch the fiber being installed. Brooks said it's exciting to have a company like Archtop with industry veterans in leadership. Green said there is a significant commitment to Route 97. Sullivan County is at the core of the entire lower Hudson Valley plan. Brooks said eventually we will have infrastructure here in place that is state-of-the-art.

Henry said with technology changing, will the micro-trenching last more than 5 years? Brooks said yes, this is futureproofed. Engelhardt asked how big the poles are. Brooks said they are existing poles, but they need to get approval. McPhillips asked what the benefit is for this against, for example, Starlink. Green said cost and speed; there's much greater speed with 1GB to the house. McPhillips asked if it will be extended to some more of the remote areas of Sullivan County. Green said that's the plan. The goal has always been 100% connectivity. Pizzolato asked if it was an objective of the county to put hotspots for Wi-Fi in more rural regions, mainly around the river with the increased drownings in the last few years. Brooks said the wireless that comes with this is a little different than the wireless internet you're used to in a house or business. The infrastructure is in place for something like that and could be entertained. The wireless they are talking about will go on a tower and there will be a base in the home to connect within a roughly 3-mile radius reach.

Brooks said when dealing with grant approval processes, it can be frustrating to stay patient since technology can move so quickly. That's something they will always be up against. Green said what's going in the ground now will be useful way into the future. He said it has been a slow process; it is a 5-year plus project. Richardson asked if there is federal infrastructure money going into the project? Green said the grant they are waiting on is federal. Most of the funding earmarked from the state comes from Government sources. Brooks said he's been impressed with the private equity Archtop has to get the process going, and that in itself is quite a commitment. He said he's had the pleasure of working with fiber optic cable in the past that has been in the ground for over 25 years that still works great. It's amazing how resilient it is.

Robinson asked since the project started, has technology improved? Brooks said there has been definite change in technology. Robinson said hopefully in a way that will facilitate a better system. Brooks said yes, at this stage it's a multi-year process but they expect to see a start in 2024. It's a great thing that a private company like Archtop has come in and proved to be a great partner. Richardson asked where it would start? Brooks said that's a question for Archtop, and one of the reasons they bought Hancock Telephone; it was an important acquisition for them. He's not sure how it'll be run. Richardson said there must be a starting point somewhere. Green said since Hancock Telephone was the first major acquisition made, and they know their customer service hub will be in Kingston, they need a major communication line between Hancock and Kingston. They are coming down into Narrowsburg, cutting over to Liberty down into Ulster County down Route 209 into Kingston.

Sullivan County has also been communicating to Archtop the desire and need to provide fiber connections to all the emergency service towers throughout the county, which would provide a large ring of fiber just connecting the emergency services. That would open up the ability to self service off of that while providing fiber for a commercial purpose. Green said to answer Richardson's question, the start would be in the Northern portion of the county, Narrowsburg/Roscoe heading down to Ulster. From there the emergency services towers will allow them to go down Route 17 to all 13 towers. Robinson said it's kind of a hybrid system with a node that transmits a wireless signal with antennas to receive; in a way a ground-based satellite system. Brooks and Green replied yes. Robinson asked if you could have remote modems to redistribute that on a Wi-Fi band. During the last Telecommunications Subcommittee meeting they talked about getting emergency communications on the Delaware River. Cell service becomes an issue since it was never provided in the RMP. But if there's a 3-mile range for wireless, couldn't you utilize that system to broadcast that 3 miles into the corridor where we have an

increased frequency of Wi-Fi nodes? Green clarified that the 3-mile radius is at a height of 150-250 feet in the air off one of the emergency services towers. Once they run the fiber line down 97, the ability to tap off of that with wireless access points is possible. B. Dudko asked how long Archtop is capitalized? Green said they are funded by a major company out of Sanford, CT that only does telecommunications. They put \$300 million into this already, making Archtop well capitalized. He doesn't believe they would have invested in this area if they didn't believe in it. Dugan asked if they can use the micro-trenching on dirt and gravel roads the same as paved roads. Green said there's no reason they wouldn't be able to. Engelhardt asked how easy it is to repair. Green said people are supposed to call before they dig. Case asked if it gets dug up and hit, it's able to get put back together? Brooks said yes.

Ramie asked Brooks if his role with Sullivan Broadband LDC is dependent on his role as a Legislator. Brooks said sometimes the LDC and the county get rolled into one, and there needs to be a distinction. When the LDC was first created, there was a board and it was all about wireless. They wanted to be the catalyst to get something done. Along the way they were trying to figure out how to do it without being a direct competitor to the private sector. The LDC's role has been almost non-existent now because of Archtop coming into the picture. The mission was to get highspeed broadband to as much of the county as possible, no matter how it happened. He said at the end of the month, his term is over and he doesn't know what the future may or may not bring. There's a foundation that is now laid with a partner that is fully engaged. Going forward, there's a lot that's going to happen. He feels he's done his piece thus far, and it's been great. He said there was a great visit to Archtop's headquarters with NY Senator Oberacker who said it was a very informative visit letting him know about challenges at the state level.

Robinson said it sounds like a wonderful progression and the UDC has been fortunate enough to stay updated. Brooks thanked the UDC for having them. Green said he's been watching these conversations about broadband since 2005 with no outcome. When this opportunity presented itself in 2018, they wanted to see it through to the end to provide something better than what's currently here. Everyone thanked Brooks and Green, wishing them the best of luck, and they left the meeting.

Approval of November 2th Minutes: A motion by Roeder seconded by Bernitt to approve the November 2, 2023 meeting minutes carried.

Public Comment on the Agenda: Robinson asked the guests to introduce themselves. Matt McPhillips introduced himself as the incoming county legislator in District 1, serving Bethel, Highland, a portion of Thompson, Liberty and Village of Jeffersonville. John Pizzolato introduced himself as the Town of Highland Supervisor Elect, and he and Christine Martin were at the meeting as prospective delegates after Boyar leaves the council at the end of this year. Martin said she was in attendance to learn more about the UDC as an organization. Rayner-Haselkorn is a reporter from the *River Reporter*. Peter Becker is a reporter with *Tri-County Independent*.

Barbara Arrindell asked if there were any updates or good contact info on broadband in PA. Dugan answered that the Commissioners of Wayne County would be a good contact. She asked for the name of the company in Kingston. Archtop Fiber. Dugan said he will reach out to Wayne County to let them know there's advances happening in New York and will relate what projects they have going on.

Committee Reports: There were no questions regarding previously distributed minutes: Water Use/Resource Management 11/21 (Ginny Dudko), Project Review 11/28 (Larry Richardson), Operations 11/28 (Aaron Robinson).

Status Reports:

Delaware River Basin Commission: Bowman-Kavanagh reported they had their 4th quarter business meeting yesterday (12/6), and there is a summary posted on the DRBC website. There were proposed amendments to their Rules of Practice and Procedure. Two hearings held in November received over 200 comments and they are addressing those in a comment response document. She posted some links in the

chat about the two hearings. There is no set date for voting on the proposed rule changes, but that will get noticed when it's available.

They are currently accepting comments on the methodology proposed to be used in the 2024 Delaware River and Bay Water Quality and Assessment Report. This report is something the DRBC does every 2 years and she posted a link in the chat to that.

There are two Advisory Committee meetings scheduled before the end of the year, the Monitoring Advisory and Coordination Committee on December 13th and the Advisory Committee on Climate Change on December 20th.

The DRBC is hiring a Water Resource Engineer or Scientist for their planning branch. She asked the council if anyone knows of a qualified individual, to send them information.

NYS Dept. of Environmental Conservation: VanMaaren gave an update on the Long Eddy Access; construction is slated to start next week and will take approximately three weeks. There will be some interference with public use of that site. He was involved with NYC's shutdown of the release out of Cannonsville related to belt work on Monday December 4 for approximately 16 hours. The DEP had asked them to time it in relation to some high flows from tributaries. The repair is complete and any serious impact with the fisheries was avoided. They are continuing to work with PA Fish and Boat Commission on the Fisheries Management Plan. He commented it is a long process and once they have a draft it will be sent out for public comment.

Pennsylvania Dept. of Conservation and National Resources: Dugan reported PA is heading into the end of the major hunting seasons. As they head into January, he reminded everyone that Pennsylvania fishing licenses run on the calendar year. The Commonwealth is in their planning phases, looking at budget proposals for the next fiscal year as well as end of year accomplishments, goals and priorities in the upcoming year.

The Pennsylvania Game Commission is doing several press releases on the Pine Martin re-introduction. G. Dudko asked where they are getting the Pine Martins. Dugan wasn't sure. The most recent post he's seen was a picture graph of beaver, otters, fishers, etc., that were all re-introductions. B. Dudko asked how the Sunday hunting was going in Pennsylvania. Dugan said there are three consecutive Sundays, the last day of archery season, the first Sunday of bear firearms, and the first Sunday of deer firearms. He hears mixed results; a vast variety of hunters continue to participate. The mass numbers of participants nationally of hunters have declined. Agencies like the Game Commission are trying to make hunting more attractive, but is proving to be a difficult task.

National Park Service: Kurnath introduced Carly Marshall, the new Community Planner for NPS in the Upper Delaware. Everyone welcomed her. Marshall said she is coming to the Upper Delaware from the Borough of Gettysburg where she worked as their Town Planner. Before that she worked for Adams County in South Central PA, and before that she worked for a private developer. She hasn't worked for the state yet, but she has ¾ of the perspective. Kurnath said Marshall and she will both come to meetings for a while before she hands it off to Marshall. With Hamilton's retirement at the end of the month you can expect to see more of Marshall and her in upcoming meetings.

The Regional Office has spearheaded a Delaware River Watershed working group for the NPS. That is not something that's historically been done. They've gotten together the managers of the upper, middle and lower regions and the regional hydrologist to make sure they are bringing a more regionally coordinated approach to awareness of different things happening on the Delaware River. She commented that it's good press for the Upper Delaware River.

NPS had demolished the Moran house behind Zane Grey Museum this past fall. B. Dudko said it was in rough shape. Both the Moran house and the cottage kitchen had been moved onto the property. Neither building was contributing to the landscape at that site and neither building was eligible for National Register of Historic Places. There was a partial collapse in June 2022 due to extreme rot. The buildings had fallen into disrepair and would have required extensive rehab. The removal of the non-essential structures eliminates the NPS need to maintain them and removes dangers like asbestos and mold. It allows NPS to restore the historic landscape that Zane Grey was drawn to, reflecting a better period of significance of why it's on the National Register of Historic Places.

She said there is a party to celebrate Hamilton's retirement at Rohman's Pub in Shohola from 6pm-10pm on December 9th. NPS is working on bringing someone in to fill Hamilton's position temporarily, and she'll give an update at the January meeting. They hope to have the position filled permanently by April or May. Hamilton has agreed to remain available for phone calls and questions. Mike Worley will be moving to Delaware Water Gap for a promotion, leaving an open position in the Upper Delaware for a Facilities Assistant. They also have two new Rangers finishing their basic training.

UDC Executive Director: Ramie said the UDC had been asked to comment on the demolition of the Moran house many years ago and expressed no objections to the justifications that were given. She pointed out the December and January calendars included in the packet for review. Monday (12/11) is the scheduled delivery of the newsletter. If you'd like to see it before then it is available on the UDC website. She reminded everyone that all three committees (Project Review, Operations and WU/RM) will meet on the same night for a half hour each on Tuesday (12/12), for the holiday schedule. There is a presentation lined up for the January 4th UDC meeting. The director of conservation for the Orange County Land Trust Kyle Sanduski will speak about a new initiative in 2024 called "Orange County's Last Remaining Wilderness" which refers to 35,000 acres that are located within the Delaware River Watershed. They are seeking organizations to sign on and she told them the UDC would like to hear more about it before we considered offering support. At the January meeting we will also have our Election of Officers. Typically, we wait until February for a reception to allow any changes in appointments that town and township reorganizational meetings may bring.

New Business:

- a. **Nominating Committee Report:** Richardson announced that, if elected, Virginia Dudko would serve as Chairperson, Jeff Dexter would serve as Vice-chairperson, and Al Henry would serve as Secretary Treasurer in 2024. Ramie added that if anyone else would like to run for any of the positions, they will take nominations from the floor at the January meeting.

- b. **Resolution 2023-08: Commendation for Don Hamilton, NPS:** Henry read the resolution aloud; "A Resolution of Commendation for Don Hamilton Upon His Retirement from the National Park Service. Whereas, Don Hamilton will retire on December 30, 2023 from a nearly 45-year career with the National Park Service (NPS) which included a remarkable 30-year tenure at the Upper Delaware Scenic and Recreational River. Whereas, Don's position as Natural Resources Program Manager fulfills a critical role to study, manage, and protect the outstanding natural qualities that contribute to the river valley's special character. Whereas, The Michigan native earned a Bachelor's degree in Natural Resources from Michigan State University (MSU), and did graduate coursework in stream ecology and aquatic entomology before completing his Master's and Ed.S. degrees in Education from MSU. Whereas, Don had worked at Sleeping Bear Dunes National Lakeshore (MI), Redwood National Park (CA), Lassen Volcanic National Park (CA), and Morristown National Historic Park (NJ) before joining the Upper Delaware Scenic and Recreational River staff in 1993 as a Natural Resources Specialist. Whereas, Don has been a valued advisory member of the Upper Delaware Council's (UDC) Water

Use/Resource Management Committee and highly knowledgeable information source for the UDC; earned the 2007 NPS Eastern Rivers Summit's Watershed Sciences Award for Outstanding Achievement; the 2012 "Lord High Admiral" title from the Delaware River Sojourn Steering Committee; the 2013 NPS Regional Director's Award for Natural Resources Management; and the UDC's 2014 Distinguished Service Award to recognize his tireless commitment, exceptional output, and effectiveness of his work that has included establishing an intensive water quality sampling program in collaboration with the Delaware River Basin Commission to define Existing Water Quality (EWQ) for the Upper Delaware River and most of its tributaries, introducing Continuous Monitoring Datasondes devices, securing funds to conduct science-based studies of key species and issues, and his educational contributions to activities such as World Fish Migration Day, Upper Delaware BioBlitzes, and youth and adult naturalist programs. Now, therefore, be it resolved that the Upper Delaware Council commends Don Hamilton for his outstanding career with the National Park Service leading to this well-deserved retirement. Council members and staff express sincere appreciation for Don Hamilton's dedicated advocacy, both professionally and personally, to ensure that the Upper Delaware Scenic and Recreational River's diverse natural ecosystem remains healthy and thriving." A round of applause in congratulations for Hamilton ensued. A motion made by Henry, seconded by Boyar to move Resolution 2023-08: Commendation for Don Hamilton, NPS carried.

- c. **Resolution 2023-09: Contract with Eckersley & Davis LLP for Fiscal Year 2024 Financial Review:** A motion by Richardson, seconded by G. Dudko, to move Resolution 2023-09: Contract with Eckersley & Davis LLP for Fiscal Year 2024 Financial Review carried.
- d. **Draft Letter to NPS re: UDC "Lobbying" Questions for DOI Solicitor:** Ramie said this came out of a discussion at the November 28th Operations Committee meeting. The draft letter was circulated in advance of tonight's meeting and a copy is included in the packet. There was a change on the second page in the last sentence. Robinson suggested changing the word guidance to opinion, to which she agreed that was a better way to phrase it. A motion by Boyar, seconded by Dexter, to send the letter to NPS with questions for the DOI Solicitor carried.

Ramie said there was a second letter that Robinson had proposed that did not make it on the agenda, but was included as a handout in the packet called "Follow up to Upper Delaware Council Funding Crisis." Robinson said this is a follow up letter on the conversations the UDC has had with federal PA representatives regarding funding that will be sent to the contacts we have for Senator Fetterman, Senator Casey and Congressman Cartwright. He has re-read the RMP multiple times to ensure the information in the letter is accurate. He intended to send the letter as the Chair of the UDC as well as a private constituent. Ramie expressed that she has concerns, and advised against sending the letter. She suggested discussing the letter in the 12/12 Operations Committee instead. Robinson said he wrote the letter because the council has to get some sort of funding. He looked at the 5-year plan; that 5-year plan is de-valued by \$60,000 5 years from now. He's afraid if we don't assert ourselves, the UDC will be on a rolling decline. As a constituent of these people, he's frustrated there has been no response. He had started this while chairing the UDC 5 years ago, and they were asking for additional funding then. Boyar thinks the letter is a good idea. Everyone who has been a Chairman of the UDC has probably sent a letter of this type.

Dugan said in the past when letters were sent within a certain amount of time, as the Representative of the Commonwealth, they would come across his desk. He hasn't heard anything about the letter that was sent to the PA governor about UDC funding shortfalls sent in November. It is a long process for letters like these to get through the correct offices. He's providing that information for clarity.

Richardson said he would defer to the Executive Director after bringing the letter to Operations Committee for discussion. If the committee approves the letter, it could be sent out from there while Robinson is still Chairperson.

Kurnath said she thinks it's insulting that the letter states the UDC has received no assistance from the NPS to secure the funds. She referenced the line in the letter stating "the UDC has repeatedly requested increased federal funding from our NPS partner...and the requests repeatedly have been denied." She has no record of anything formal in the NPS system being submitted from the UDC for federal funding. The letter is okay as a private resident of Shohola Township, but in his leadership role with the UDC she has concerns about what she sees as misinformation. Robinson said when the UDC and NPS discuss their contract and funding comes up, the NPS says it's not available verbally. Kurnath said that's true. Robinson said a partner should recognize there is a deficiency. The UDC is a lead agency and we need funding; operating on 1988 dollars is "ridiculous." The NPS has not been a good financial partner to the UDC. We are competing in the NPS budget for funds, as a line item in NPS budget. We don't have the funds we need to do what we do, the staffing and the services for the towns we promised in 1988. He said "if you look at the total picture", his words to say there has been a betrayal are not so farfetched. He asked Kurnath, "How has the NPS helped facilitate the RMP as it relates to the council? Has it fulfilled its charge?" Kurnath asked if that was the point of this letter. Robinson said the point is that the UDC is getting funded on 1988 dollars. Kurnath said if you want to send this letter and it makes its way to her, it would not help the UDC. It wouldn't help her spend the time to talk to the UDC about how we would request an operating increase through Upper Delaware's budget. Robinson said if you read the RMP, we don't need to justify anything; \$300,000 is irrational for the UDC to function. Kurnath said her point is not that the UDC needs additional funds. It's how the NPS is represented in the letter. Robinson said 37 years ago the towns and townships were supposed to get a lot more out of the RMP than they do today. Kurnath said she is not disagreeing on the additional funding for the UDC. She doesn't see the negative language about the NPS helping in any way, however. Robinson asked if she had time after the meeting to go over the wording and revise the letter to bring to the next Operations Committee meeting. Kurnath said she doesn't have time tonight. Robinson said he'd appreciate some input from the council.

Boyar said if there is language in the letter that is perceived as insulting, the language should be removed. The first he saw the letter was this afternoon. Based on his experience he feels differently after hearing comments from NPS. He thinks the letter should be worked on at Operations to make our point clearly. Robinson agreed, this was only a draft and his experience since his time on the council. Henry said he had told Kurnath when she started here as Superintendent that she had to "own this stuff." Even what Superintendents had done in the past, it takes a while for it to happen but it's finally caught up. When he started with NPS law enforcement in 1979 there was more money in the NPS budget. There's a lot of things in the NPS budget that people don't notice or don't know about. The NPS budget has increased in threefold over what the Upper Delaware NPS had started at. At the same time, he doesn't see any issue with sending a letter after revising the letter at Operations.

Richardson said he appreciates Robinson's passion on the funding crisis. If there is a way to reword the letter to make it more effective, that's the objective. Roeder said it's pretty rare to have a superintendent publicly acknowledge that we need more money. G. Dudko said to Kurnath that she wouldn't say that people in the past didn't know about the funding crisis. Former Superintendents have been here when it's been said there is no way the UDC can operate on \$300,000. Dugan added that at least the NPS has been providing funding, unlike the two states. There is probably a formal documented process with asking for budget adjustment through NPS.

Robinson said we have a 5-year renewable contract and at the last renewal he inquired about more funding, and he was told it's not possible. He thought that would be the best time to bring up a funding crisis. Boyar said the budget is controlled in Washington. Two and half years ago at the UDC banquet he had educated Rep. Cartwright about funding for the UDC; he had said he would take care of it. The election undermined that when he lost his chairmanship. We have to focus on our congressmen to advocate for us.

Robinson said there is no option within the RMP to replace the UDC. Roeder said all projects will have to be reviewed by the NPS within the river corridor if the UDC doesn't exist. The people who live within the corridor will suffer. Robinson said the tasks are delegated to the lead agency which is the UDC. Roeder agrees on working on the letter as partners.

The recommendation to send the letter to the Operations Committee for refinement made as a motion by Henry, seconded by Roeder, carried.

- e. **Other:** Dugan asked if the council has received any response from Pennsylvania. Ramie said no. Dugan said he hasn't either.

Old Business:

- a. **Personnel Subcommittee Report:** Henry announced there will be a Personnel Subcommittee meeting in advance of Tuesday, December 12, Project Review, Operations and WU/RM Committee meetings at 6pm for the annual performance appraisal for the Resources and Land Use Specialist, Engelhardt.
- b. **Upper Delaware Council 2024 Meeting Dates:** A handout was included in the packet with the dates listed for informational purposes. The Telecommunications Subcommittee will put its work sessions on hold until further notice starting in January.
- c. **Other:** None.

Public Comment: There was no public comment.

Adjournment: A motion by Roeder seconded by Bernitt to adjourn the meeting at 8:49 p.m. carried.

Minutes prepared by Stephanie Driscoll, 12/14/2023