

SOUTHEAST NEBRASKA DEVELOPMENT DISTRICT
BOARD OF DIRECTORS
MINUTES OF THE MARCH 17, 2011 MEETING

The regularly scheduled monthly meeting of the Board of Directors of the Southeast Nebraska Development District (SEND D) was called to order by SEND D Chair Bob Mueller at approximately 7:04 P.M. at the HYVEE Store upstairs meeting room located at 1601 North 84th Street in Lincoln. Items of SEND D business were as follows:

I. CALL TO ORDER

A. Chair Mueller began the meeting by stating the following: Pursuant to Section 84-1412(8) of the Nebraska Open Meetings Act, a current copy of the Open Meetings Act is posted in the meeting room and is available for viewing by the public.

B. Roll call: Roll call was taken by registration, which showed the following 17 Board members present: Mary Koci, Seward Co.; Leroy Hanson, Saunders Co.; Jim Davidson, Richardson Co.; Dave Bruning, Thayer Co.; Bill Wenz, Saline Co.; Steven Lade, Otoe Co.; Robert Curry, Johnson Co.; Brad Stake, Pawnee Co.; Bob Mueller, Fillmore Co.; Marvin Yost, Jefferson Co.; Bob Hutton, Nemaha Co.; Stephanie Shrader, NCAEDC; Doug Watts, Greater Wahoo Development; Jerry Divis, Divis Planning Services; Eric Leichty, Midwest Bank – Deshler; Jeff Reynolds, REAP; and Gus Brown, York (at large representative).

Staff members present were Dave Taladay, Craig Eberle, Jennifer Olds and Emily Bausch, Lincoln; Kevin Burnison, Humboldt.

Board members absent (8) include: Kurt Bulgrin, York Co.; Jim Peterson, Cass Co.; Rex Adams, Gage Co.; Mike Smith, Polk Co.; Mark Joy, State Bank of Table Rock; Cassie Seagren, YCDC; Daryl Long, Peru State College; and Lowell Daisley, Cedar Creek (at large representative).

C. Board Membership: At this time additional appointments were to be made to fill vacancies and non-elected positions to the newly expanded SEND D Board. These would be for appointments not currently on the SEND D Board membership roster. Taladay indicated that most of the Board membership roster spots have been filled, although some vacancies still remain. SEND D staff is currently working on obtaining more names to fill the remaining vacant spots.

Dave Taladay introduced the following two individuals to the existing SEND D Board:
Jeff Reynolds, Non-Governmental Representative (Stakeholder Organization) REAP
Gus Brown, Non-Governmental Representative (At-large Representative)

Both Jeff Reynolds and Gus Brown had agreed to serve on the SEND D Board prior to the meeting. Jeff and Gus personally introduced themselves to the existing SEND D Board members in attendance. Chair Mueller then asked all existing SEND D Board members and SEND D staff members present at the meeting to introduce themselves. These introductions included two recently appointed SEND D county representatives, Jim Davidson from Richardson County and Brad Stake from Pawnee County. These two individuals, as well as Rex Adams from Gage County (who was not present) are new to the SEND D Board. At the conclusion of the personal introductions, Chair Mueller called for a motion to appoint Jeff Reynolds as a "Non-Governmental Representative – Stakeholder Organization Representative" of the SEND D Board and Gus Brown as a "Non-Governmental Representative – At-Large Representative" of the SEND D Board. Moved by Yost, seconded by Shrader to appoint Jeff Reynolds as a "Non-Governmental Representative – Stakeholder Organization Representative" to the SEND D Board and Gus Brown as a "Non-Governmental Representative – At-Large Representative" to the SEND D Board. Motion passed unanimously on a vote by acclamation.

II. MINUTES

The minutes of the December 16, 2010 SEND D Board meeting, January 20, 2011 SEND D Executive Committee meeting and February 17, 2011 SEND D Executive Committee meeting were included in the meeting packet that was sent out to the SEND D Board. Taladay indicated that at the previous two SEND D Executive Committee meetings the Executive Committee reviewed and approved the December 16, 2010 and

January 20, 2011 meeting minutes. There was a brief discussion on whether the SENDD Board should approve the meeting minutes that were already approved by the SENDD Executive Committee. It was decided that a motion should be made the minutes of all three previous meetings. Chair Mueller asked the SENDD Board members in attendance if there were any corrections or additions to the previous meeting(s) minutes. With no corrections or additions from the SENDD Board, Vice Chair Mueller called for a motion. Moved by Wenz, seconded by Hanson to approve the minutes of the February 17, 2011 SENDD Executive Committee Meeting as presented, as well as approve the minutes of the December 16, 2010 SENDD Board meeting and January 20, 2011 SENDD Executive Committee meeting minutes (as presented and previously approved by the SENDD Executive Committee). Motion passed unanimously on a vote by acclamation.

III. AGENDA ADJUSTMENTS:

There were no agenda adjustments to discuss at this time.

IV. FINANCIAL

A. Check Registry: A copy of the February 2011 Check Registry was included in the meeting packet that was sent out to the SENDD Board. Taladay briefed the SENDD Board on the February Check Registry. He mentioned that there is a gap in the check sequence starting with check number 27174 and ending with 27197. This is noted on the Check Registry handout. This is due to expense checks being dated 1-31-11. These checks were listed on the January 2011 Check Registry. Taladay also mentioned that there is a gap in the check sequence starting with check number 27227 and ending with 27233. This is also noted on the Check Registry handout. This is due to payroll checks being cut on 3-1-11. These checks will appear on the March 2011 Check Registry. Chair Mueller then called for a motion. Moved by Lade, seconded by Koci to approve the February 2011 Check Registry as previously distributed. Motion passed unanimously on a vote by acclamation.

B. Revenue/Expense Report: A copy of the February 2011 Revenue/Expense report was included in the meeting packet that was sent out to the SENDD Board. Taladay and Eberle briefed the SENDD Board on the February 2011 Revenue/Expense report. Taladay indicated that this report represents two-thirds of the SENDD Fiscal Year. He stated that travel expense is high due to three SENDD staff members attending the November Regional EDA conference in St. Louis. Otherwise most other expenses are in line with budgeted figures. Taladay stated that the February 2011 Revenue/Expense report shows a monthly deficit of \$27,350.68. The primary reason for the monthly deficit is due to a delay in reimbursement of the current SENDD EDA planning grant funds. SENDD has incurred over \$40,000 of federal expenditures under this grant (as of 2-28-11), and they are currently owed \$45,750 from EDA for the past eight months of operations. SENDD has had great difficulty converting accounts in EDA's automatic payment system from River Country Economic Development District (RCEDD) to SENDD. EDA has also experienced turnover with key program contacts, including the project officer. This has delayed communication between EDA and SENDD on this planning grant. Eberle added that SENDD is very close to having these issues rectified. He anticipates that SENDD will receive these funds very soon. Eberle reassured the Board that SENDD is still showing a surplus in revenues compared to expenses after the first eight months of the 2011 Fiscal Year. After a brief discussion by the board, Chair Mueller called for a motion. Moved by Watts, seconded by Yost to approve the February 2011 Revenue/Expense reports as previously distributed. Motion passed unanimously on a vote by acclamation.

C. Mead – CDBG #10-PP-017 CDBG Administration: SENDD staff assisted the Village of Mead in preparation and submittal of an application to the Planning Category of the Community Development Block Grant (CDBG) Program at the Nebraska Department of Economic Development (NDED). The Village was recently awarded a grant in the amount of \$22,300 (out of a total project of \$30,000) to develop a Preliminary Engineering Report (PER) on the community wastewater system. SENDD has entered into a contract in the amount of \$1,500 for general administrative services. The Executive Director is requesting retroactive approval of this contract with the Village. Taladay provided a brief overview to the SENDD Board on this project. He indicated that SENDD staff member John Trouba worked on this grant with the Village. Chair Mueller then called for a motion. Moved by Hanson, seconded by Hutton to authorize retroactive approval for the Executive Director to enter into a contract with the Village of Mead for general administrative services in the amount of \$1,500. Motion passed unanimously on a vote by acclamation.

This project also includes a component for "Local Implementation Support Activities." For this activity, SENDD can assist the community in setting up project meetings, taking minutes, developing proposals and facilitating public participation/meetings during the project. SENDD will be proposing a contract in the amount of \$3,000 to accomplish those activities with the Village. The Executive Director is requesting authorization to negotiate and enter into a final contract with the Village.

Taladay briefed the Board on this component of the MEAD CDBG planning grant project. He indicated that this portion of the project is similar in scope to what Kevin Burnison proposed last month for the DuBois planning grant project. There seems to be a need in these projects for SENDD to provide direct implementation support for the communities. Implementation support can consist of facilitating communication between the engineers and Village staff, scheduling meetings, recording meeting minutes, and coordinating public participation. Entering into this type of contract with the Village of Mead will allow SENDD to have a more hands-on approach with the project and also spend more time in the community. After a brief discussion by the Board, Chair Mueller called for a motion. Moved by Koci, seconded by Lade to authorize the Executive Director to negotiate and enter into a contract with the Village of Mead for Local Implementation Support Activities in the amount of \$4,000. Motion passed unanimously on a vote by acclamation.

D. Humboldt – Energy Efficiency and Conservation Grant Administration: SENDD has been assisting the City of Humboldt in administration and development of EECDG #09/10-1099 for various energy efficiency projects in the community. When the original contracts for administration were approved, SENDD included statements that indicated the fees allotted under that EECDG of only 5% for those services might not be adequate to complete the project. SENDD staff has been deeply involved in this City project and indeed, the initial fee of \$4,888 has been expended. SENDD staff has negotiated with the City and the Executive Director has entered into a second contract for completion of the project with a maximum – not to exceed amount of \$5,000. The Executive Director is requesting retroactive approval of the contract with the City of Humboldt.

Kevin Burnison addressed the Board on this project. He analyzed where SENDD was at with this EECDG project. Currently they are about 1/3 of the way through the project, yet all of the allotted funds have been expended. Burnison stated that the \$4,888 of allotted funds under the EECDG were probably never sufficient to cover the size, scope and total requirements of the project. SENDD cannot subsidize the remaining services required for this project through local funds. The City of Humboldt approved this contract at their meeting on Tuesday, March 15. Chair Mueller then asked if SENDD will run into this in the future, and if this is the best way to proceed. Burnison responded that it is likely this issue will come up in additional communities of which SENDD is providing administrative services for EECDG awarded energy efficiency projects. It depends on the scope of each project, as some of these energy efficiency projects are very complex, and others not as much. Taladay stated that it is probably best for SENDD to proceed this way (with a second contract), that way we can show documented use of funds under the first contract. Burnison indicated that SENDD is keeping track of the costs, and will continue to provide updates to the Board. Once the discussion was complete, Chair Mueller called for a motion. Moved by Bruning, seconded by Shrader to authorize retroactive approval for the Executive Director to enter into a second contract with the City of Humboldt for general administrative services to complete the project with a maximum – not to exceed amount of \$5,000. Motion passed unanimously on a vote by acclamation.

E. Crete – CDBG #10-ED-011 CDBG Administration: SENDD staff assisted the City of Crete and a local business in preparation and submittal of an application to the Economic Development category of the Community Development Block Grant (CDBG) Program at the Nebraska Department of Economic Development (NDED). NDED will announce shortly award of a grant in the amount of \$237,000 (out of a total project of \$469,000) to leverage loans for the expansion of a local business involved in research and development for the pharmaceutical, biotech and agrochemical industries. SENDD will be proposing a contract in the amount of \$5,000 for general administrative services. The Executive Director is requesting authorization to negotiate and to enter into a contract with the City of Crete.

Eberle briefed the board on this project. He stated that Governor Heineman announced today that the City of Crete will receive \$237,000 in CDBG ED funding to assist NOVEL Chemical Solutions. The business will create seven new full time job positions. Eberle stated that this project took a long time to get to this point, as

the owner of NOVEL began working on this project with NDED over two years ago. Board member Shrader noticed that many of SENDD's CDBG administration contracts vary greatly, and asked if there is a set amount allocated on these contracts. Taladay answered by stating that NDED determines and places limits on certain CDBG projects. The amount allocated is based on the type of CDBG project and the amount of administration required. Once the discussion was complete, Chair Mueller called for a motion. Moved by Lade, seconded by Yost to authorize the Executive Director to negotiate and enter into a contract with for general administrative services with the City of Crete in the amount of \$5,000. Motion passed unanimously on a vote by acclimation

F. Pawnee City – Economic Development Loan Fund (EDLF) Administration: SENDD presently has an annual "renewable" contract to administer the Pawnee City EDLF in the amount of \$5,000. This contract amount has been in place for over 20 years. There has been significant activity in lending projects this year and the contract has been expended. SENDD staff has negotiated with the City and an amendment to the contract has been approved by the City and executed by the Executive Director to increase that maximum amount to \$10,000 per annum. The Executive Director is requesting retroactive approval of the amended contract with the City of Pawnee City.

Burnison stated that although some of the projects are small, the total amount of activity into the PAR-RLF has been greater this year. In past year of the contract, SENDD has occasionally exceeded the annual contract by a couple hundred dollars. This year with the increased activity (and future servicing requirements due to the increased activity) it is proper for SENDD to increase that amount to \$10,000 on an annual renewable basis. After a brief discussion by the Board, Chair Mueller called for a motion. Moved by Divis, seconded by Shrader to authorize retroactive approval of the amended Pawnee City EDLF administration contract to increase the amount to a maximum total of \$10,000 per annum. Motion passed unanimously on a vote by acclimation.

G. Hickman – CDBG Administration: The City of Hickman, located in Lancaster County, has asked for assistance in the completion of a CDBG Disaster Planning Grant. Apparently, City staff that were "certified" as CDBG Administrators have left employment there. The City is required by NDED to have a "certified" CDBG Administrator in order to assist in "close-out" and monitoring procedures. Emily Bausch of our Lincoln office had previously worked for the City of Hickman and is a "certified" CDBG Administrator. The Executive Director is requesting authorization to negotiate and to enter into a contract with the City of Hickman for administrative assistance in an amount not to exceed \$3,500.

Taladay briefed the board on this project. He stated that Lancaster County has already approached SENDD requesting assistance to administrate their CDBG Economic Development Loan Fund (CDBG-EDLF). Lancaster County approached SENDD in part because of an immediate need for administration assistance (due to the potential return of CDBG reuse funds to NDED). They also do not have staff at the County or Lincoln-Urban Development offices that are either qualified or willing to provide administration for this program. The SENDD Executive Committee at their last meeting (2-17-11) authorized the Executive Director to negotiate and enter into a final contract with Lancaster County for CDBG EDLF administration at either a maximum cost incurred – not to exceed amount of \$7,000 limited to a proposed project, or a maximum cost incurred – not to exceed amount of \$20,000 annually. SENDD is now working with Lancaster County on a \$20,000 annual contract. The amount of this contract is higher than SENDD usually charges for this type of service, in part due to Lancaster County being a non-member of SENDD. Taladay indicated that the City of Hickman now has a similar dilemma. They recently had a staff member leave that was providing administration for this program, which now needs to be closed out. Emily Bausch of the SENDD Lincoln office previously worked for the City of Hickman, and is qualified as a "certified" CDBG Administrator to finish the project. The City of Hickman is willing to budget for an increase of \$3,500 to pay SENDD for administrative assistance on this project. After a brief discussion by the Board, Chair Mueller called for a motion. Moved by Leichty, seconded by Lade to authorize the Executive Director to negotiate and enter into a contract with the City of Hickman for administrative assistance in an amount not to exceed \$3,500. Motion passed unanimously on a vote by acclimation.

At this time, a discussion ensued regarding contracts with Lancaster County and other non-member communities within the county. Taladay mentioned he was considering implementing an additional surcharge for special contracts with projects in non-member counties and communities, and provided the SENDD Board

possible percentages. A 15% surcharge was one of the proposed figures provided by Taladay. He advised that it is only appropriate for non-member counties/communities to pay more for special contract services than it is for member counties/communities.

Board member Wenz stated that there was a discussion held at the last SENDD Executive Committee meeting regarding possible membership from Lancaster County and communities within Lancaster County, excluding the City of Lincoln. It was discussed at the meeting that if SENDD performs well with the proposed Lancaster County CDBG EDLF administration contract, this may lay the ground work towards addressing Lancaster County/Community membership with SENDD in the future. Taladay added that SENDD has been contacted by a few Lancaster County communities over the years regarding potential services.

Board member Divis added to this discussion, asking if pursuing non-member contracts is proper given the existing SENDD staff workload. He does not want to see SENDD staff members get "burned out" with trying to handle too large of a workload. Taladay stated that SENDD staff is very busy, however many current projects will be nearing an end period. He is trying to cash flow as much items as they can to replace some of the projects that are nearing completion. Some of these proposed non-member contracts will fill those voids. Divis then asked if these projects are discussed with SENDD staff first. Taladay answered by stating that all projects are discussed with SENDD staff members to determine if they have available time to handle these projects. Board member Lade commented that in previous SENDD Executive Committee meetings, the SENDD Executive Committee members felt that as long as these additional non-member contracts do not interfere with work in current member counties and communities, they are okay with it.

At the conclusion of this discussion, Chair Mueller requested some sort of approval or affirmation from the SENDD Board for proposed implementation by the Executive Director of a 15% surcharge on special contracts with projects in non-member counties and communities. The Board agreed with Chair Mueller's request. Chair Mueller then called for a motion. Moved by Shrader, seconded by Watts to affirm the proposed implementation by the Executive Director of a 15% surcharge on special contracts with projects in non-member counties and communities. Motion passed unanimously on a vote by acclamation.

VI. OLD BUSINESS

A. Non-Profit Development Organization: Staff will review any new information concerning the development and formation of an NDO in the SENDD service area. Taladay provided the Board with an overview of what an NDO is and how the process works. SENDD staff are working on obtaining guidelines, procedures and cost estimates toward establishing a 501c(3) non-profit corporation. This is a requirement of the NDO. SENDD staff members have communicated with NDED staff and other Development Districts regarding the necessary steps needed to complete an application. It appears there are no established templates, however earlier this month NDED made some changes and revisions to the NDO application and application process. Taladay indicated that SENDD will continue to provide the Board with updates on the NDO process. He mentioned that an NDO has the potential to be a boon to all counties and communities in SENDD's service/membership area. Recently funded CDBG ED projects in Crete and Plymouth could have been funded under an NDO, had an NDO been established. No formal action was needed on the Non-Profit Development Organization (NDO) discussion and none taken.

B. Other Old Business: There was no other old business to discuss at this time.

VII. NEW BUSINESS

A. Budget/Nominating Committee:

1. *Appointment of a Budget Committee to assist the Executive Director in review and development of an annual Budget.* Taladay briefed the board on the need to appoint a Budget Committee to review and recommend the proposed SENDD budget for 2011-2012. This budget will be prepared by SENDD staff. Taladay mentioned that in the past the Budget Committee has consisted of a four member committee, primarily made up of SENDD Executive Committee members. It was suggested by the Board that the current Executive Committee membership serve as this year's Budget Committee. The Executive Committee consists of the following individuals:

Bob Mueller, Fillmore Co.; Leroy Hanson, Saunders Co.; Mary Koci, Seward Co.; Bill Wenz, Saline Co.; Marvin Yost, Jefferson Co.; Steve Lade, Otoe Co.; Eric Leichty, Midwest Bank-Deshler

After a favorable discussion, the members of the current SENDD Executive Committee were recommended and appointed by the SENDD Board to serve on the 2011-2012 SENDD Budget Committee. This seven member committee will review and provide a recommendation for the proposed SENDD budget for 2011-2012. No formal action was needed on the Budget Committee discussion and none taken

2. *Appointment of a Nominating Committee to assist in developing nominations for a slate of officers for potential election.* Taladay briefed the board on the need to appoint a Nominating Committee to assist in developing officer nominations for the 2012 SENDD Fiscal Year. These officer positions include the Chair, Vice-Chair, Secretary and Treasurer. Taladay mentioned that in the past the Nominating Committee has consisted of the same members appointed to the Budget Committee. It was suggested by the Board that the current Executive Committee membership serve as the Nominating Committee, since they were just recently appointed to the Budget Committee. The Executive Committee consists of the following individuals:

Bob Mueller, Fillmore Co.; Leroy Hanson, Saunders Co.; Mary Koci, Seward Co.; Bill Wenz, Saline Co.; Marvin Yost, Jefferson Co.; Steve Lade, Otoe Co.; Eric Leichty, Midwest Bank-Deshler

After a favorable discussion, the members of the current SENDD Executive Committee were recommended and appointed by the SENDD Board to serve on the SENDD Nominating Committee. This seven member committee will assist in developing nominations for a slate of officers for the 2012 SENDD Fiscal Year. No formal action was needed on the Nominating Committee discussion and none taken

B. Annual Meeting: The next meeting of the full SENDD Board of Directors scheduled for June 16, 2011. This meeting could be our Annual Meeting and may have several purposes:

1. *Election of officers*
2. *Dinner meeting for special presentation, speakers, celebration of another year for SENDD*

A discussion was requested by the Executive Director concerning activities, reports, location, etc. of this upcoming meeting. Taladay opened up this discussion to the SENDD board regarding possible ideas for an "Annual Meeting," which could take place at the June 16, 2011 full SENDD Board meeting. Board Member Divis suggested that to save cost we should just conduct the Annual Meeting as a regular SENDD Board of Directors meeting. The remaining Board members seemed to agree with this idea, stating they are pleased with the current full SENDD Board meeting setup. It was then recommended by the SENDD Board that the SENDD Board of Directors meeting scheduled for June 16, 2011, if considered an Annual Meeting, be conducted in a similar fashion to regular SENDD Board meetings. No formal action was needed on the Annual Meeting discussion, and none taken.

C. Other New Business: There was no other old business to discuss at this time.

VII. STAFF REPORTS AND REMINDERS

SENDD staff present at the meeting provided updates to the board on the following:

1. Monthly Newsletter – March 2011: Bausch had copies of the March 2011 SENDD newsletter available for SENDD Board members at the meeting. This newsletter will be distributed to communities/counties within the next few days. She indicated that SENDD staff members have been very helpful with providing story ideas and editing assistance. Bausch continues to encourage staff to take pictures when they are out in the field so that these pictures can be used in the newsletters. Board Member Reynolds stated that he is very impressed with the newsletters. He feels they provide good publicity for the organization.

2. Review of NDED Report on CDBG Investments and Success Stories: Taladay distributed copies of NDED CDBG 2006-2010 Investments, Impacts and Success Stories report. He mentioned that of the eleven economic development projects referenced in the Success Stories section, four were located in SENDD member communities. Taladay stated that SENDD is looking to put something similar together for the SENDD "annual report." This "annual report" would be submitted to SENDD counties and communities with the 2011-2012 membership renewal packets. Taladay indicated that they still plan on including county narratives with the report. These narratives are important as they describe direct SENDD staff contact with member counties and communities. It is not likely that SENDD will have the detailed "return on investment" spreadsheet calculations that have been provided to member counties and communities in the past.
3. New Staff for Housing Rehabilitation Position: Taladay provided an update on SENDD's attempts to hire a new housing rehabilitation person. Taladay informed the SENDD Board that solicitations were placed for the position, and by the deadline SENDD received over 50 applications. SENDD recently conducted interviews of four potential candidates. SENDD has narrowed down the search to two qualified individuals. Taladay anticipates that a decision should be made very soon.
4. Office Clean-up and Furniture: Taladay briefed the board on office clean-up and other improvements at the SENDD-Lincoln office. Taladay had his son come in and clean/paint both restrooms. SENDD staff members Emily Bausch and Sharon Taylor cleaned and painted the walls in the lobby and main hallway. They also cleaned out some old equipment and other items that were taking up space in the back storage room. Taladay mentioned that he recently had the carpets cleaned. He believes this is the first time that the carpets were cleaned since they moved into the building in 1989. Finally, Taladay stated that the existing reception desk was falling apart and beyond repair. A new modern reception desk was purchased to replace the old desk. Taladay invited all SENDD Board members to stop by any time to see the improvements.
5. Other Staff Reports and Reminders: SENDD staff member Jen Olds gave an update on the recently held SERN meeting in Hebron (March 9, 2011). She indicated that they are attempting to set up local officials training in June as part of the quarterly SERN meeting. Emily Bausch indicated that Dave Taladay and she are speaking on Monday (March 21) at the Nebraska Rural Water Association Conference in Columbus. Bausch also stated that she recently travelled to Polk County to visit with city and county staff. Taladay stated that Jen Olds and he have made a few trips to Thayer County recently. Dave is working with Gilead on a possible lagoon project, as well as possible survey assistance in Belvidere. Jen recently attended a board meeting in Carleton, and also moderated the SERN meeting in Hebron earlier this month.

VIII. ADJOURNMENT

There being no further business to come before the SENDD Board, Chair Mueller called for a motion to adjourn the meeting. This motion was moved by Lade, seconded by Brown and approved unanimously by the SENDD Board. The meeting was adjourned at approximately 8:16 P.M.

Respectfully Submitted:



Craig Eberle
Secretary Pro Tem