

HUNTERDON COUNTY BOARD OF CHOSEN FREEHOLDERS
71 Main Street, Flemington, New Jersey 08822
June 06, 2017

The Hunterdon County Board of Chosen Freeholders convened in Open Session at 4:00 p.m. in accordance with the provisions of the Open Public Meetings Act.

PRESENT: MR. KING, MS. LAGAY, MR. WALTON, MR. LANZA.
ABSENT: MR. HOLT.

OPEN PUBLIC MEETINGS ACT

Director Lanza announced: "This meeting is being held in accordance with the provisions of the Open Public Meetings Act. Adequate notice has been given by posting throughout the year a copy of the notice on Bulletin Boards on the First and Second Floor of the Main Street County Complex, Building #1, Flemington, New Jersey, a public place reserved for such announcements. A copy was mailed on or before January 03, 2017, to the Hunterdon County Democrat, Star Ledger, Trenton Times, Courier News, TAPinto (online) and the Express Times, newspapers designated to receive such notices and by filing a copy with the Hunterdon County Clerk."

EXECUTIVE SESSION

Ms. Lagay moved and Mr. King seconded these:

See Page 6/6/17-1A **RESOLUTION**

RESOLVED, Executive Session to discuss an appointment to the Shade Tree Commission.

See Page 6/6/17-1B **RESOLUTION**

RESOLVED, Executive Session to discuss a backfill in the Health Services Division.

See Page 6/6/17-1C **RESOLUTION**

RESOLVED, Executive Session to discuss a backfill in the Prosecutor's Office.

See Page 6/6/17-1D **RESOLUTION**

RESOLVED, Executive Session to receive an update regarding unclassified Medicare Part B policy CWA update.

See Page 6/6/17-1E **RESOLUTION**

RESOLVED, Executive Session to discuss Unclassified 2016 salaries.

See Page 6/6/17-1F **RESOLUTION**

RESOLVED, Executive Session to discuss the potential acquisition of a Stanton Station property in Readington Township.

ROLL CALL: (AYES) MS. LAGAY, MR. KING, MR. WALTON, MR. LANZA.
(ABSENT) MR. HOLT.

The Hunterdon County Board of Chosen Freeholders went into Executive Session at 4:01 p.m., recessed at 4:39 p.m. and reconvened in Open Session at 5:30 p.m.

PRESENT: MR. LANZA, MR. KING, MS. LAGAY, MR. WALTON.
ABSENT: MR. HOLT.

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE

Director Lanza noted the anniversary of D-Day and the importance of its role in the United States' victory in World War II.

PUBLIC COMMENT

Director Lanza opened the meeting to the public.

There were no comments from the press or public at this time.

FINANCE

Mr. King moved and Ms. Lagay seconded this:

See Page 6/6/17-1G **INTRODUCTION**

RESOLVED, Bond Ordinance No. 2017-01, providing for various 2017 Capital Improvements; appropriating \$18,753,500, and authorizing the issuance of bonds or notes in the amount of \$17,860,472. Public hearing is scheduled for June 20, 2016 at 5:30 p.m.

ROLL CALL: (AYES) MR. KING, MS. LAGAY, MR. WALTON, MR. LANZA.
(ABSENT) MR. HOLT.

Ms. Lagay moved and Mr. King seconded this:

See Page 6/6/17-2A

INTRODUCTION

RESOLVED, Capital Ordinance No. 2017-02, providing for Open Space Preservation and projects, in the amount of \$6,161,123. Public hearing is scheduled on June 20, 2016 at 5:30 p.m.

**ROLL CALL: (AYES) MS. LAGAY, MR. KING, MR. WALTON, MR. LANZA.
(ABSENT) MR. HOLT.**

POLYTECH Update

Family, Career and Community Leadership Competition students; along with Natalie Guarino, Teacher. Kara Kitchen, Madison Trevaskiss, Emily Brigham and Jessica Rountree.

Kara participated in the Early Childhood Education event. She created a portfolio displaying her lessons and skills, prepared a lesson onsite and taught it to a group of three judges. Kara won 1st place gold.

Madison and Emily did a community service project called Chapter Service Display. The girls partnered up with an organization called "Derek's Hugs" and made over 150 tied fleece blankets that were donated to local hospitals. The girls won 2nd place gold.

Jessica participated in the Teach and Train event. Jessica created a teaching portfolio outlining her knowledge in the teaching process, lesson plans and job shadowing experience. Jessica won a 1st place gold medal.

PURCHASING

Mr. King moved and Ms. Lagay seconded this:

See Page 6/6/17-2B

RESOLUTION

RESOLVED, Authorizing the award of County Bid #2017-07, for Resurfacing and Drainage Improvements for County Route 523, in the Townships of Raritan and Delaware, with Glen G. Hale, Inc., in an amount not to exceed \$2,468,647.29.

**ROLL CALL: (AYES) MR. KING, MS. LAGAY, MR. WALTON, MR. LANZA.
(ABSENT) MR. HOLT.**

Mr. King moved and Ms. Lagay seconded this:

See Page 6/6/17-2C

RESOLUTION

RESOLVED, Approving Requisition #R7-02888, using State Contract #A-89851, with Software House International, for InfoShare Software, for the Prosecutor's Office, in the amount of \$397,000. (grant funded).

**ROLL CALL: (AYES) MR. KING, MS. LAGAY, MR. WALTON, MR. LANZA.
(ABSENT) MR. HOLT.**

PURPLE HEART COMMUNITY

Mr. King moved and Ms. Lagay this:

See Page 6/6/17-2D

PROCLAMATION

RESOLVED, Recognizing Hunterdon County as a "Purple Heart Community".

**ROLL CALL: (AYES) MR. KING, MS. LAGAY, MR. WALTON, MR. LANZA.
(ABSENT) MR. HOLT.**

The Hunterdon County Board of Chosen Freeholders presented a Proclamation declaring Hunterdon County a "Purple Heart Community". In attendance were Richard Betts – United States Navy, WWII veteran and D-Day survivor; Kevin Cahalan – United States Marine Corps, Vietnam veteran; Adam Mackow – United States Marine Corps, Vietnam veteran; Joseph Diaz – United States Army, Vietnam veteran; John Paulus – United States Marine Corps, Vietnam veteran.

SHADE TREE COMMISSION

Neil Hendrickson came before the Board to provide information and the status of the Emerald Ash Borer in Hunterdon County.

After a brief discussion, the Board directed the Shade Tree Commission come up with recommendations and a plan for future funding to address this issue.

Mr. King moved and Ms. Lagay seconded a request to expand the Shade Tree Commission to include two (2) alternate members, in addition to the current full members..

**ROLL CALL: (AYES) MR. KING, MS. LAGAY, MR. WALTON, MR. LANZA.
(ABSENT) MR. HOLT.**

FARMLAND PRESERVATION/OPEN SPACE PRESERVATION

Ms. Lagay moved and Mr. King seconded this:

See Page 6/6/17-3A

RESOLUTION

RESOLVED, Approving a Municipal Open Space Grant for High Bridge Borough, for debt service, at the recommendation of the Parks and Open Space Advisory Committee, for the Lake Solitude property acquisition, in the amount of \$10,843.48.

**ROLL CALL: (AYES) MS. LAGAY, MR. KING, MR. WALTON, MR. LANZA.
(ABSENT) MR. HOLT.**

Mr. King moved and Ms. Lagay seconded this:

See Page 6/6/17-3B

RESOLUTION

RESOLVED, Approving a Municipal Open Space Grant for Readington Township, at the recommendation of the Parks and Open Space Advisory Committee, for the Schley Farm easement, Block 14, Lot 1.01, estimated 21 acres, in the amount of \$70,513.80.

**ROLL CALL: (AYES) MR. KING, MS. LAGAY, MR. WALTON, MR. LANZA.
(ABSENT) MR. HOLT.**

Mr. King moved and Ms. Lagay seconded this:

See Page 6/6/17-3C

RESOLUTION

RESOLVED, Approving a Non-Profit Open Space Grant, with the New Jersey Conservation Foundation, at the recommendation of the Parks and Open Space Advisory Committee, for the Teetertown to Point Mountain Link, (Pelio property), estimated 245 acres, in Lebanon Township, in the amount of \$250,000.

**ROLL CALL: (AYES) MR. KING, MS. LAGAY, MR. WALTON, MR. LANZA.
(ABSENT) MR. HOLT.**

Mr. King moved and Ms. Lagay seconded this:

See Page 6/6/17-3D

RESOLUTION

RESOLVED, Approving a Cooperative Assistance Open Space Grant, with Lebanon Township, at the recommendation of the Parks and Open Space Advisory Committee, for the Teetertown to Point Mountain Link, (Pelio property), estimated 245 acres, in Lebanon Township, in the amount of \$750,000.

**ROLL CALL: (AYES) MR. KING, MS. LAGAY, MR. WALTON, MR. LANZA.
(NAY) MR. WALTON
(ABSENT) MR. HOLT.**

Mr. King moved and Ms. Lagay seconded this:

See Page 6/6/17-3E

RESOLUTION

RESOLVED, Approving a Deed of Easement and Grant Agreement with Maria Foster, Block 28, Lot 24, in Franklin Township, for 48.9130 acres, (SADC-\$224,999.80; County-\$68,478.20; Township-\$68,478.20), total of \$361,956.20.

**ROLL CALL: (AYES) MR. KING, MS. LAGAY, MR. WALTON, MR. LANZA.
(ABSENT) MR. HOLT.**

Mr. King moved and Ms. Lagay seconded this:

See Page 6/6/17-3F

RESOLUTION

RESOLVED, Approving a Deed of Easement and Grant Agreement with Charles Brown, Block 9, Lot 20.01 and Block 14, Lots 2 and 38, in Holland Township, for 123.379 acres, (SADC-\$444,164.40; County-\$111,041.10; Township-\$111,041.10), total of \$666,246.60.

**ROLL CALL: (AYES) MR. KING, MS. LAGAY, MR. WALTON, MR. LANZA.
(ABSENT) MR. HOLT.**

ADMINISTRATOR'S REPORT

County Administrator, Kevin P. Davis reported that Hunterdon County, so far, has been a wonderful place to work. He enjoys the staff and is especially grateful for the guidance and institutional knowledge of the County's Chief of Staff, George F. Wagner.

Mr. Davis is currently exploring savings in the County's Property and Casualty Insurance costs, which is a \$2.1 million dollar line item.

Mr. Walton commended Mr. Davis for bringing back the Administrators Report to the agenda. Mr. Walton is hopeful that the County will receive another low bid for these insurance costs.

PROJECT UPDATE

Frank Joseph Bell, AIA, County Project Administrator, came before the Board to provide an update on various County facilities and projects.

- Emergency Services Training Center, Design review meeting held with consultants, field survey work continuing.
- Generators – Rt. 12 Bldg 1, Rt. 12 Library, Mt. Airy & Everittstown Garages, All generators are online and operational.
- Everittstown Garage Salt Building Renovations and Addition, project is being rebid.
- Parks – Heron Glen, New Building Earthwork started to strip top soil, footings started as of May 30.
- Mt. Airy and Lebanon Fuel Tanks, Permits received for Lebanon Garage, orders placed for materials
- Justice Center - Criminal Justice Reform Renovations, Phase 3 out to bid end of June.
- Justice Center Exterior Renovations, Additional field work completed week of May 19.
- Park Dept Gazebo Renovations – Flemington, Construction permits applied for, materials ordered
- Rt. 31 HVAC Bldgs 2&3, Preparing for Bidding.
- Historic Courthouse Renovations, Preparing RFP for consultants.

CONSENT AGENDA

Director Lanza announced: "All matters listed under the Consent Agenda are considered to be routine by the Board of Chosen Freeholders of the County of Hunterdon and will be enacted by one motion in the form listed below. There will be no separate discussion of these items. If discussion is desired that item will be removed from the Consent Agenda and will be considered separately."

Items held at this time: Check #'s: 157657, 157647 and 157656.

Mr. King moved and Ms. Lagay seconded a motion to approve Check #'s: 157657, 157647 & 157656, in accordance with the Claims Register dated June 06, 2017.

**ROLL CALL: (AYES) MR. KING, MS. LAGAY, MR. LANZA.
(ABSTAIN) MR. WALTON.
(ABSENT) MR. HOLT.**

Mr. King moved and Mr. Walton a motion to approve Check #4871, in accordance with the Claims Register dated June 06, 2017.

**ROLL CALL: (AYES) MR. KING, MR. WALTON, MR. KING.
(ABSTAIN) MS. LAGAY.
(ABSENT) MR. HOLT.**

Mr. King moved and Ms. Lagay seconded a motion to approve the claims in accordance with the Claims Register dated June 06, 2017, absent check #'s: 157657, 157647, 157656, and 4871.

See Page 6/6/17 CLAIMS REGISTER

**ROLL CALL: (AYES) MR. KING, MS. LAGAY, MR. WALTON, MR. LANZA.
(ABSENT) MR. HOLT.**

Mr. King moved and Ms. Lagay seconded a motion to approve the regular and executive session minutes of May 16, 2017.

**ROLL CALL: (AYES) MR. KING, MS. LAGAY, MR. WALTON, MR. LANZA.
(ABSENT) MR. HOLT.**

Mr. King moved and Ms. Lagay seconded these:

See Page 6/6/17-4A RESOLUTION

RESOLVED, Kevin P. Davis, County Administrator appointed Hunterdon County Appointing Authority.

See Page 6/6/17-4B RESOLUTION

RESOLVED, Ruth Marie Cass appointed unclassified, full time Administrative Assistant, Office of the County Administrator.

See Page 6/6/17-4C RESOLUTION

RESOLVED, Samantha M. Varano appointed unclassified, full time Paralegal, Office of County Counsel.

See Page 6/6/17-4D RESOLUTION

RESOLVED, Aiden Beardsley appointed temporary, seasonal Summer Nature Program Assistant, Parks and Recreation Division, Department of Planning/ Economic Development/Land Use.

See Page 6/6/17-5A

RESOLUTION

RESOLVED, Alexander Dowd appointed temporary, seasonal Summer Nature Program Assistant, Parks and Recreation Division, Department of Planning/ Economic Development/Land Use.

See Page 6/6/17-5B

RESOLUTION

RESOLVED, Abigail Reid-Green appointed temporary, seasonal Summer Nature Program Assistant, Parks and Recreation Division, Department of Planning/ Economic Development/Land Use.

See Page 6/6/17-5C

RESOLUTION

RESOLVED, Emily Affeld appointed temporary, seasonal Summer Nature Program Assistant, Parks and Recreation Division, Department of Planning/ Economic Development/Land Use.

See Page 6/6/17-5D

RESOLUTION

RESOLVED, Christopher Kratzer appointed temporary, seasonal Summer Nature Intern, Parks and Recreation Division, Department of Planning/ Economic Development/Land Use.

See Page 6/6/17-5E

RESOLUTION

RESOLVED, Scott Brandle appointed temporary, seasonal Summer Nature Intern, Parks and Recreation Division, Department of Planning/ Economic Development/Land Use.

See Page 6/6/17-5F

RESOLUTION

RESOLVED, Brielle Morgan appointed temporary, seasonal Recreation Leader, Parks and Recreation Division, Department of Planning/Economic Development/ Land Use.

See Page 6/6/17-5G

RESOLUTION

RESOLVED, Madeline Yannuzzi appointed temporary, seasonal Recreation Leader, Parks and Recreation Division, Department of Planning/Economic Development/ Land Use.

See Page 6/6/17-5H

RESOLUTION

RESOLVED, Matt Majorossy appointed temporary, seasonal Recreation Leader, Parks and Recreation Division, Department of Planning/Economic Development/ Land Use.

See Page 6/6/17-5I

RESOLUTION

RESOLVED, Sierra Brooks appointed temporary, seasonal Recreation Leader, Parks and Recreation Division, Department of Planning/Economic Development/ Land Use.

See Page 6/6/17-5J

RESOLUTION

RESOLVED, Brigit Baumgarter appointed temporary, seasonal Recreation Leader, Parks and Recreation Division, Department of Planning/Economic Development/ Land Use.

See Page 6/6/17-5K

RESOLUTION

RESOLVED, John Petersen appointed temporary, seasonal Mosquito Extermination, Division of Vector Control, Department of Public Safety and Health Services.

See Page 6/6/17-5L

RESOLUTION

RESOLVED, Joseph Chiu appointed provisional, full time Road Repairer 1, Roads and Bridges Division, Public Works Department.

See Page 6/6/17-5M

RESOLUTION

RESOLVED, Albert Strunk Jr. appointed permanent, full time Mechanic, Division of Vehicle Services.

See Page 6/6/17-5N

RESOLUTION

RESOLVED, Suzanne K. Schaefer appointed full time Public Safety Telecommunicator Trainee, Division of Emergency Services, Department of Public Safety and Health Services.

See Page 6/6/17-5O

RESOLUTION

RESOLVED, Scott Brandle appointed Seasonal, as needed, Summer Nature Intern in the Division of Parks and Recreation, Department of Planning, Economic Development and Land Use.

See Page 6/6/17-6A

RESOLUTION

RESOLVED, Harlee Peterson appointed Seasonal, as needed, Recreation Leader in the Division of Parks and Recreation, Department of Planning, Economic Development and Land Use.

See Page 6/6/17-6B

RESOLUTION

RESOLVED, Rachel Kuchinski appointed Seasonal, as needed, Recreation Leader, Division of Parks and Recreation, Department of Planning, Economic Development and Land Use.

See Page 6/6/17-6C

RESOLUTION

RESOLVED, Gissel Aquino-Perez appointed full time Public Safety Telecommunicator Trainee, Division of Emergency Services, Department of Public Safety and Health Services.

See Page 6/6/17-6D

RESOLUTION

RESOLVED, Daniel D'Antico appointed full time Public Safety Telecommunicator Trainee, Division of Emergency Services, Department of Public Safety and Health Services.

See Page 6/6/17-6E

RESOLUTION

RESOLVED, Jared Feld appointed full time Public Safety Telecommunicator Trainee, Division of Emergency Services, Department of Public Safety and Health Services.

See Page 6/6/17-6F

RESOLUTION

RESOLVED, Brendan Mathew Mount appointed full time Public Safety Telecommunicator Trainee, Division of Emergency Services, Department of Public Safety and Health Services.

See Page 6/6/17-6G

RESOLUTION

RESOLVED, Samuel Baldrige appointed full time Public Safety Telecommunicator Trainee, of the Division of Emergency Services, Department of Public Safety and Health Services.

See Page 6/6/17-6H

RESOLUTION

RESOLVED, Approving Art Show waivers for the 43rd Annual Hunterdon County Art Show.

See Page 6/6/17-6I

RESOLUTION

RESOLVED, Approving an Emergency Operations Plan for the Division of Emergency Services, Department of Public Safety and Health Services.

See Page 6/6/17-6J

RESOLUTION

RESOLVED, Approving the appointment of Robert Becker to the Shade Tree Commission.

See Page 6/6/17-6K

RESOLUTION

RESOLVED, Approving appointments to the Public Alliance Insurance Coverage Fund.

See Page 6/6/17-6L

RESOLUTION

RESOLVED, Approving specifications for Resurfacing and Surface Treatment of various County Roads; and authorizing the Purchasing Agent to advertise for bids.

See Page 6/6/17-6M

RESOLUTION

RESOLVED, Approving the acquisition of a Maintenance Easement for County Structure R-21, from John Schley, on Block 14, Lot 1.01, in Readington Township, in the amount of \$537.90.

See Page 6/6/17-6N

RESOLUTION

RESOLVED, Approving Modification #1, to State Contract #TS17010, for the Transportation Block Grant, extending the term for an additional six month, for an increase of \$16,884.

See Page 6/6/17-6O

RESOLUTION

RESOLVED, Approving Modification #1, to State Contract #SH17010, for the Social Services Homeless program, extending the term for an additional six month, for an increase of \$64,884.

See Page 6/6/17-6P

RESOLUTION

RESOLVED, Approving a Professional Services Agreement for Medical Examiner Services, with Steven M. Diamond D.O., in the amount of \$144,317.26.

See Page 6/6/17-6Q

RESOLUTION

RESOLVED, Approving a Professional Services Agreement modification #1, for Engineering

Design Services for Inter-County Bridge L-25-W, a joint project with Warren County, with Malick & Scherer, P.C., in the amount of \$14,600. (Hunterdon Share-\$7,300; Warren Share-\$7,300).

See Page 6/6/17-7A

RESOLUTION

RESOLVED, Approving a release and indemnification agreement with Sky-Hy, Inc.

See Page 6/6/17-7B

RESOLUTION

RESOLVED, Approving a Memorandum of Agreement with CWA 1036.

See Page 6/6/17-7C

RESOLUTION

RESOLVED, Approving an addition to the Memorandum of Agreement with CWA 1036.

ROLL CALL: (AYES) MR. KING, MS. LAGAY, MR. WALTON, MR. LANZA.
(ABSENT) MR. HOLT.

Mr. Walton moved Mr. King seconded this:

See Page 6/6/17-7D

RESOLUTION

RESOLVED, Authorizing the County Administrator to implement a County e-newsletter program.

ROLL CALL: (AYES) MR. WALTON, MR. KING, MS. LAGAY, MR. LANZA.
(ABSENT) MR. HOLT.

GRANTS

Ms. Lagay moved and Mr. King seconded this:

See Page 6/6/17-7E

RESOLUTION

RESOLVED, Approving the re-granting of the County History Partnership program re-grant applications, in the amount of \$32,490.

ROLL CALL: (AYES) MS. LAGAY, MR. KING, MR. WALTON, MR. LANZA.
(ABSENT) MR. HOLT.

PROCLAMATIONS/RECOGNITION

Mr. King moved and Ms. Lagay seconded these:

See Page 6/6/17-7F

PROCLAMATION

RESOLVED, Recognizing the Hunterdon County Chabad Cteens for their programs.

See Page 6/6/17-7G

PROCLAMATION

RESOLVED, Declaring June 16 and 17, 2017 as Relay for Life Days in Hunterdon County.

See Page 6/6/17-7H

PROCLAMATION

RESOLVED, Recognizing Rosa Yoo for having served on the Hunterdon County Shade Tree Commission.

See Page 6/6/17-7I

PROCLAMATION

RESOLVED, Recognizing Elaine Malanga her expertise in the Senior Health and Fitness program for seniors.

ROLL CALL: (AYES) MR. KING, MS. LAGAY, MR. WALTON, MR. LANZA.
(ABSENT) MR. HOLT.

CORRESPONDENCE

A request was received from SAFE in Hunterdon to use the historic Court House and Jail for a Halloween Haunt fundraising event, all weekends in September and October. Also requesting permission to charge admission. Mr. King moved and Ms. Lagay seconded a motion granting permission provided this event is coordinated through the County's Cultural and Heritage Commission and the Division of Buildings and Maintenance.

ROLL CALL: (AYES) MR. KING, MS. LAGAY, MR. WALTON, MR. LANZA.
(ABSENT) MR. HOLT.

A letter was received from The Whitehouse Wind Symphony with the Hunterdon Harmonizers to use the Court Street park for a Flag Day Concert on Saturday, June 10th from 3 p.m. to 7 p.m., and use of the Courthouse for the same time period in the event of rain. Mr. King moved and Ms. Lagay seconded a motion granting permission provided this event is coordinated through the County's Cultural and Heritage Commission and the Division of Parks and Recreation.

ROLL CALL: (AYES) MR. KING, MS. LAGAY, MR. WALTON, MR. LANZA.
(ABSENT) MR. HOLT.

FREEHOLDERS COMMENTS/REPORTS

Mr. Walton reported on an item on last meeting's agenda for an internship. He has issue with the process of that hiring, as it was not advertised as all other employment opportunities. Doing this diminishes the credibility of the new County Administrator as well as the candidate who is ultimately hired. Mr. Walton would like to see a policy put in place for the hiring of interns.

Mr. Walton reported the Pittsburgh Pirates are three and a half games out of first place and the last time that happened they made the playoffs.

Deputy Director King reported that Veterans Recognition medal applications are available now; the applications can be found on the County's webpage. The Veterans' Ceremony is scheduled for August 23rd at 4:00 p.m. at the opening of the Hunterdon County 4-H Agricultural Fair.

Mr. King reported on the Clean Communities grant, which the County was recently in receipt of, in the amount of \$80,000. This puts Hunterdon as the seventh lowest recipient in the State.

Ms. Lagay reported on the success of PolyTech in the state competitions. It is very rewarding to see these students succeed.

Ms. Lagay also commented on how wonderful it was to have veterans in attendance at today's meeting.

Director Lanza reported on the County's Capital Plan stating the Ordinance that passed today continues to show the Board's commitment to maximizing Open Space.

There being no further business to come before the Board, Director Lanza adjourned the meeting at 6:25 p.m.

Respectfully Submitted,

Denise B. Doolan
Clerk of the Board

Transcribed by:

Dana A. Gootman
Deputy Clerk of the Board