

**Franklin Township Sewerage Authority**  
**ANNUAL RE-ORGANIZATION MEETING**

**PROPOSED**

Minutes of Meeting

February 3, 2026

**PRESENT**

The Annual Re-Organization meeting of the Township of Franklin Sewerage Authority was called to order at 6:07 PM by Brian Hak, General Counsel and Temporary Chairman (by video). The following Commissioners were present: Mr. Anbarasan, Mr. Farooqi, Ms. Ford, Mr. Schmidt, Mr. Kovacs, and Ms. Davenport. (all by video). In attendance were also: Joseph Danielsen, Executive Director and Special Project Manager (in person); Dr. Apryl L. Roach, Administrative Manager / Chief Human Resources Officer (in person); Scott Nocero, Operations Manager and Stephen Holzinger, Foreman (by video); Howard Matteson, Michael McClelland, and William Korosec Consulting Engineers (all by video).

**ROLL CALL**

Mr. Anbarasan	-	Aye
Mr. Farooqi	-	Aye
Ms. Ford	-	Aye
Ms. Francois	-	Absent
Mr. Schmidt	-	Aye
Mr. Kovacs (Alt #1)	-	Aye
Ms. Davenport (Alt #2)	-	Aye

**PLEDGE OF ALLIGIANCE**

**OATHS OF OFFICE – Brian Hak, Esq.**

1. Teresa Ford
2. Arnold Schmidt
3. Robert Kovacs

**REORGANIZATION**

**TEMPORARY CHAIRMAN’S STATEMENT:**

Mr. Hak stated that, in accordance with provisions of Chapter 231 of the “Open Public Meetings Act”, all requirements of said Act had been met.

**CHAIRPERSON**

Mr. Hak opened up nominations for the Chairperson.

Mr. Anbarasan made a motion to nominate Mr. Farooqi, seconded by Mr. Schmidt.

All Commissioner present voted “Aye” with none opposed.

**ELECTION OF CHAIRPERSON**

A roll call was taken as follows:

Mr. Anbarasan	-	Aye
Ms. Ford	-	Aye
Ms. Francois	-	Absent
Mr. Schmidt	-	Aye
Mr. Kovacs (Alt #1)	-	
Ms. Davenport (Alt #2)	-	
Chairman Farooqi	-	Aye

**R E S O L U T I O N**

02032026 - 1

BE AND IT IS HEREBY RESOLVED by the Township of Franklin Sewerage Authority in the County of Somerset that TAMIZ FAROOQI be and is hereby elected Chairperson of the Township of Franklin Sewerage Authority and shall hold office until the 3rd day of February, next ensuing and/or until his respective successor shall have been appointed and have qualified.

Mr. Farooqi was declared Chairman.

Mr. Hak chaired the remainder of the meeting.

**VICE CHAIRPERSON**

Mr. Farooqi made a motion to nominate Ms. Ford; Ms. Ford declined the nomination.

Mr. Schmidt made a motion to nominate Mr. Anbarasan, seconded by Ms. Ford.

A roll call was taken as follows:

VOTE:

Mr. Anbarasan	-	Aye
Ms. Ford	-	Aye
Ms. Francois	-	Absent
Mr. Schmidt	-	Aye
Mr. Kovacs (Alt #1)	-	
Ms. Davenport (Alt #2)	-	
Chairman Farooqi	-	Aye

**RESOLUTION**

02032026 – 2

**BE AND IT IS HEREBY RESOLVED** by the Township of Franklin Sewerage Authority in the County of Somerset that SIVARAMAN ANBARASAN be and is hereby elected Vice-Chairperson of the Township of Franklin Sewerage Authority and shall hold office until the third (3<sup>rd</sup>) day of February next ensuing and/or until her respective successor shall have been appointed and have qualified.

**SECRETARY / TREASURER**

Mr. Farooqi made a motion to nominate Mr. Kovacs seconded by Mr. Schmidt.

All Commissioners present voted “Aye” with none opposed.

**ELECTION OF SECRETARY / TREASURER**

A roll call was taken as follows:

VOTE:

Mr. Anbarasan	-	Aye
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Ms. Ford	-	Aye
Ms. Francois	-	Absent
Mr. Schmidt	-	Aye
Mr. Kovacs (Alt #1)	-	
Ms. Davenport (Alt #2)	-	
Chairman Farooqi	-	Aye

**RESOLUTION**  
02032026 - 3

BE AND IT IS HEREBY RESOLVED by the Township of Franklin Sewerage Authority in the County of Somerset that ROBERT KOVACS be and is hereby elected Secretary-Treasurer of the Township of Franklin Sewerage Authority and shall hold office until the third (3rd) day of February next ensuing and/or until his respective successor shall have been appointed and have qualified.

Mr. Kovacs was declared Secretary / Treasurer.

**ASSISTANT SECRETARY / TREASURER**

Mr. Schmidt made a motion to nominate Ms. Davenport. Ms. Davenport declined.

Mr. Anbarasan made a motion to nominate Mr. Schmidt. Mr. Schmidt declined.

Mr. Schmidt made a motion to nominate Ms. Ford, seconded by Ms. Davenport.

All Commissioners present voted “Aye” with none opposed.

**ELECTION OF ASSISTANT SECRETARY / TREASURER**

A roll call was taken as follows:

VOTE:

Mr. Anbarasan	-	Aye
Ms. Ford	-	Aye
Ms. Francois	-	Aye
Mr. Schmidt	-	Aye
Mr. Kovacs (Alt #1)	-	
Ms. Davenport (Alt #2)	-	Absent
Chairman Farooqi	-	Aye

**RESOLUTION**  
02032026 - 4

BE AND IT IS HEREBY RESOLVED by the Township of Franklin Sewerage Authority in the County of Somerset that TERESA FORD be and is hereby elected Assistant Secretary-Treasurer of the Township of Franklin Sewerage Authority and shall hold office until the third (3<sup>rd</sup>) day of February next ensuing and/or until her respective successor shall have been appointed and have qualified.

Ms. Ford was declared Assistant Secretary / Treasurer.

**APPOINTMENT OF THE CONSULTING ENGINEER**

Mr. Hak asked for a resolution for the appointment of the Consulting Engineer.

The resolution was moved by Mr. Anbarasan and seconded by Mr. Schmidt to appoint CME

**ASSOCIATES.**

A roll call was taken as follows:

VOTE:

Mr. Anbarasan	-	Aye
Ms. Ford	-	Aye
Ms. Francois	-	Absent
Mr. Schmidt	-	Aye
Mr. Kovacs (Alt #1)	-	
Ms. Davenport (Alt #2)	-	
Chairman Farooqi	-	Aye

**RESOLUTION**  
02032026 - 5

**WHEREAS**, there exists a need for Consulting Engineer services; and,

**WHEREAS**, the amount of the retainer in the contract is \$7,200 per annum; and,

**WHEREAS**, funds are available and have been budgeted for said services; and,

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A: 11-1 et. seq.) requires that the Resolution authorizing the award of contracts for "Professional Services" without competitive bids and the contract itself must be available for public inspection;

**NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED** by the Township of Franklin Sewerage Authority, in the County of Somerset, State of New Jersey as follows:

1. The Chairperson and Secretary are hereby authorized and directed to execute the attached contract with CME Associates.
2. This contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:11-5 (1) (a), Local Public Contracts Law, because the services contained in the contract are specialized and qualitative in nature, requiring expertise and extensive training which are to be performed by individuals who have a prudent reputation in the particular field of endeavor and cannot be reasonably described by written specifications and are to be performed by persons licensed to practice their profession by the State of New Jersey.
3. A notice of this action shall be printed once in the Courier News.

### **APPOINTMENT OF THE AUDITOR**

Mr. Hak asked for a resolution for the appointment of the Auditor. The resolution was moved by Mr. Schmidt and seconded by Ms. Davenport to appoint HODULIK & MORRISON, P.A. a division of PKF O'Connor Davies.

A roll call was taken as follows:

VOTE:

Mr. Anbarasan	-	Aye
Ms. Ford	-	Aye
Ms. Francois	-	Absent
Mr. Schmidt	-	Aye
Mr. Kovacs (Alt #1)	-	
Ms. Davenport (Alt #2)	-	
Chairman Farooqi	-	Aye

**RESOLUTION**

02032026 - 6

**WHEREAS**, there exists a need for auditing services, and

**WHEREAS**, the amount of the retainer in the contract is \$46,200.00 per annum, and,

**WHEREAS**, funds are available and have been budgeted for said services, and

**WHEREAS**, Local Public Contracts Law (N.J.S.A. 40A: 11-1 et. seq.) requires that the Resolution authorizing the award of contracts for "Professional Services" without competitive bids and the contract itself must be available for public inspection;

**NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED** by the Township of Franklin Sewerage Authority, in the County of Somerset, State of New Jersey, as follows:

1. The Chairperson and Secretary are hereby authorized and directed to execute the attached contract with Hodulik & Morrison, P. A. a division of PKF O'Connor Davies.

2. This contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A: 11-5 (1) (a), Local Public Contracts Law, because the services contained in the contract are specialized and qualitative in nature, requiring expertise and extensive training which are to be performed by individuals who have a prudent reputation in the particular field of endeavor and cannot be reasonably described by written specifications and are to be performed by persons licensed to practice their profession by the State of New Jersey.

3. A notice of this action shall be printed once in the Courier News.

**APPOINTMENT OF GENERAL COUNSEL**

Mr. Hak asked for a resolution for the appointment of General Counsel.

The resolution was moved by Mr. Schmidt and seconded by Mr. Kovacs to appoint

ERIC M. BERNSTEIN & ASSOCIATES, L.L.C.

A roll call was taken as follows:

VOTE:

Mr. Anbarasan	-	Aye
Ms. Ford	-	Aye
Ms. Francois	-	Absent
Mr. Schmidt	-	Aye
Mr. Kovacs (Alt #1)	-	
Ms. Davenport (Alt #2)	-	
Chairman Farooqi	-	Aye

**RESOLUTION**

0232026 - 7

**WHEREAS**, there exists a need for legal services; and,

**WHEREAS**, the amount of the retainer in the contract is \$9,000 per annum; (covering meeting attendance) and an hourly rate, as established in the Agreement between Eric. M. Bernstein & Associates, LLC and the Authority for all other services; and,

**WHEREAS**, funds are available and have been budgeted for said services; and,

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A: 11-1 et. seq.) requires that the Resolution authorizing the award of contracts for "Professional Services" without competitive bids and the contract itself must be available for public inspection.

**NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED** by the Township of Franklin Sewerage Authority, in the County of Somerset, State of New Jersey as follows:

1. The Chairperson and Secretary are hereby authorized and directed to execute the attached contract with Eric M. Bernstein & Associates, L.L.C. for the period of February 1, 2026 thru January 31, 2027, in accordance with the terms and conditions currently in place for provision of services of general counsel/attorneys at law of the State of New Jersey and until a successor is qualified and appointed.

2. This contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A: 11-5 (1) (a), Local Public Contracts Law, because the services contained in the contract are specialized and qualitative in nature, requiring expertise and extensive training which are to be performed by individuals who have a prudent reputation in the particular field of endeavor and cannot be reasonably described by written specifications and are to be performed by persons licensed to practice their profession by the State of New Jersey.

3. A notice of this action shall be printed once in the Courier News.

**OFFICIAL DEPOSITORY**

Mr. Hak asked for a resolution for the appointment of the Official Depository.

The resolution was moved by Mr. Anbarasan and seconded by Ms. Davenport.

A roll call was taken as follows:

VOTE:

Mr. Anbarasan	-	Aye
Ms. Ford	-	Aye
Ms. Francois	-	Absent
Mr. Schmidt	-	Aye
Mr. Kovacs (Alt #1)	-	
Ms. Davenport (Alt #2)	-	
Chairman Farooqi	-	Aye

**RESOLUTION**  
02032026- 8

**BE AND IT IS HEREBY RESOLVED** by the Township of Franklin Sewerage Authority in the County of Somerset that the TD Bank be and is hereby named as the official depository for the Township of Franklin Sewerage Authority.

TD Bank was declared the Official Depository.

**SIGNATURES ON CHECKS**

Mr. Hak asked for a resolution for the Signatures on checks at TD Bank.

The resolution was moved by Mr. Anbarasan and seconded by Ms. Davenport.

A roll call was taken as follows:

VOTE:

Mr. Anbarasan	-	Aye
Ms. Ford	-	Aye
Ms. Francois	-	Absent
Mr. Schmidt	-	Aye
Mr. Kovacs (Alt #1)	-	
Ms. Davenport (Alt #2)	-	
Chairman Farooqi	-	Aye

**RESOLUTION**  
02032026 - 9

**WHEREAS**, rules and regulations adopted by the New Jersey State Department of Community Affairs, Division of Local Government Services, entitled, "New Jersey Local Authorities Accounting Principles and Auditing Standards Manual," mandates that payment of claims by checks drawn on the

Authority shall be signed by the Chairperson of the Authority the Secretary and an original countersignature by such other officer or official as designated by resolution.

**NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED** by the Township of Franklin Sewerage Authority in the County of Somerset that the following are authorized to sign checks on behalf of the Authority.

Chairperson  
Secretary / Treasurer  
Executive Director / Special Project Manager  
Acting Executive Director  
Administrative Manager

This resolution was offered by Mr. Anbarasan and seconded by Ms. Davenport.

A roll call was taken as follows:

VOTE:

Mr. Anbarasan	-	Aye
Ms. Ford	-	Aye
Ms. Francois	-	Absent
Mr. Schmidt	-	Aye
Mr. Kovacs (Alt #1)	-	
Ms. Davenport (Alt #2)	-	
Chairman Farooqi	-	Aye

### **OFFICIAL NEWSPAPER**

Mr. Hak asked for a resolution for the Courier News as the Official Newspaper and any other qualified newspaper.

The following resolution was moved by Ms. Davenport and seconded by Mr. Anbarasan.

A roll call was taken as follows:

VOTE:

Mr. Anbarasan	-	Aye
Ms. Ford	-	Aye
Ms. Francois	-	Absent

Mr. Schmidt	-	Aye
Mr. Kovacs (Alt #1)	-	
Ms. Davenport (Alt #2)	-	
Chairman Farooqi	-	Aye

**RESOLUTION**  
02032026 – 10

**BE AND IT IS HEREBY RESOLVED** by the Township of Franklin Sewerage Authority in the County of Somerset that the Courier News (and any other qualified newspaper) be and is hereby designated as the official newspaper of the Township of Franklin Sewerage Authority.

**REAUTHORIZE PETTY CASH FUND**

Mr. Hak asked for resolution for the re-authorization of the Petty Cash Fund.

This resolution was offered by Mr. Schmidt and seconded by Mr. Anbarasan.

A roll call was taken as follows:

VOTE:

Mr. Anbarasan	-	Aye
Ms. Ford	-	Aye
Ms. Francois	-	Absent
Mr. Schmidt	-	Aye
Mr. Kovacs (Alt #1)	-	
Ms. Davenport (Alt #2)	-	
Chairman Farooqi	-	Aye

**RESOLUTION**  
0232026 - 11

**WHEREAS**, the Board of Commissioners have previously established a need to have readily available cash on hand for incidental cash outlays and an additional readily accessible checking account for other small and incidental charges; and,

**WHEREAS**, it is the policy of the Authority to review the allowable and customary impressed balances of said accounts, such that they are consistent with the administrative needs of the Authority; and,

**WHEREAS**, staff has reviewed and recommended to the Board of Commissioners that the existing allowable impressed balances of the aforementioned accounts are adequate and require no change in denomination.

**NOW, THEREFORE, BE IT RESOLVED** by the Franklin Township Sewerage Authority that the Executive Director be and is hereby authorized to maintain a Petty Cash Fund in the amount of \$250.00 for incidental cash outlays.

**RE-APPOINT PUBLIC AGENCY COMPLIANCE OFFICER**

Mr. Hak asked for resolution for the re-appointment of Apryl L. Roach as the Public Agency Compliance Officer (P.A.C.O.).

This resolution was offered by Mr. Schmidt and seconded by Ms. Ford.

A vote was taken as follows:

**VOTE:**

Mr. Anbarasan	-	Aye
Ms. Ford	-	Aye
Ms. Francois	-	Absent
Mr. Schmidt	-	Aye
Mr. Kovacs (Alt #1)	-	
Ms. Davenport (Alt #2)	-	
Chairman Farooqi	-	Aye

**RESOLUTION**

02032026 - 12

**WHEREAS**, the Franklin Township Sewerage Authority a public body politic and corporate as prescribed in and governed by Title 40:14A; and,

**WHEREAS**, the Affirmative Action Regulations of the State of New Jersey Affirmative Action Office address public agencies awarding contracts under P.L. 1975, Chapter 127 (N.J.A.C. 17:27) and further provide contract language and reporting procedures for entering into procurement, service and construction contracts; and,

**WHEREAS**, said regulations further provide for the annual designation of an officer or employee of the public agency to serve as a Public Agency Compliance Officer (PACO) who will be responsible for coordinating the reporting procedures from contractors and to generally supervise the compliance procedures regarding the Affirmative Action Regulations.

**NOW, THEREFORE, BE IT RESOLVED** that the Franklin Township Sewerage Authority hereby recognizes and re-appoints Apryl L. Roach as the Public Agency Compliance Officer (PACO) of the Authority, effective February 1, 2026 for a one (1) year term, to exercise the duties of a Public Agency Compliance Officer (PACO) with specific relevance to the Authority's responsibility to generally supervise the compliance procedures regarding the Affirmative Action Regulations as it pertains to procurement, service and construction contracts.

**BE IT FURTHER RESOLVED**, that a certified true copy of this resolution will be forwarded to the Department of Treasury, Division of Purchase and Property Contract Compliance Unit EEO Monitoring Program, Post Office Box 236, Trenton, New Jersey 08625-0236.

This resolution was offered by Mr. Schmidt and seconded by Ms. Ford.

A vote was taken as follows:

VOTE:

Mr. Anbarasan	-	Aye
Ms. Ford	-	Aye
Ms. Francois	-	Absent
Mr. Schmidt	-	Aye
Mr. Kovacs (Alt #1)	-	
Ms. Davenport (Alt #2)	-	
Chairman Farooqi	-	Aye

### **BOND COUNSEL SERVICES**

Mr. Hak asked for resolution for the appointment of Bond Counsel services with Wilentz, Goldman & Spitzer P.A., Attorney at Law with office location

This resolution was offered by Mr. Anbarasan and seconded by Mr. Kovacs.

A vote was taken as follows:

VOTE:

Mr. Anbarasan	-	Aye
Ms. Ford	-	Aye
Ms. Francois	-	Absent

Mr. Schmidt - Aye  
Mr. Kovacs (Alt #1) -  
Ms. Davenport (Alt #2) -  
Chairman Farooqi - Aye

**RESOLUTION**  
02032026– 13

**WHEREAS**, there exists a need for Bond Counsel services; and,

**WHEREAS**, the amount of the retainer in the contract is with respect to the attached Agreement; and,

**WHEREAS**, funds are available and have been budgeted for said services; and,

**WHEREAS**, Local Public Contracts Law (N.J.S.A. 40A: 11-1 et. seq.) requires that the Resolution authorizing the award of contracts for “Professional Services” without competitive bids and the contract itself must be available for public inspection.

**NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED** by the Township of Franklin Sewerage Authority in the County of Somerset, as follows:

1. The Chairperson and Secretary are hereby authorized and directed to execute the attached contract with Wilentz, Goldman & Spitzer P.A., Attorneys at Law with offices at 90 Woodbridge Center Drive, Woodbridge, New Jersey, hereinafter designated as “Bond Counsel.”

2. This contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:11-5 (1) (a) Local Public Contracts Law because the services contained in the contract are specialized and qualitative in nature, requiring expertise and extensive training which are to be performed by individuals who have a prudent reputation in the particular field of endeavor and cannot be reasonably described by written specifications and are to be performed by persons licensed to practice their profession by the State of New Jersey.

3. A notice of this action shall be printed once in the Courier News.

**FINANCIAL CONSULTING SERVICES**

Mr. Hak asked for resolution for the appointment of Financial Consulting Services with NW Financial Group, LLC.

This resolution was offered by Mr. Kovacs and seconded by Mr. Anbarasan.

A vote was taken as follows:

VOTE:

Mr. Anbarasan	-	Aye
Ms. Ford	-	Aye
Ms. Francois	-	Absent
Mr. Schmidt	-	Aye
Mr. Kovacs (Alt #1)	-	
Ms. Davenport (Alt #2)	-	
Chairman Farooqi	-	Aye

**RESOLUTION**

02032026 - 14

**WHEREAS**, there exists a need for Financial Consulting services; and,

**WHEREAS**, the amount of the retainer in the contract is not to exceed \$30,000 per annum; and,

**WHEREAS**, funds are available and have been budgeted for said services; and,

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A: 11-1 et. seq.) requires that the Resolution authorizing the award of contracts for "Professional Services" without competitive bids and the contract itself must be available for public inspection.

**NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED** by the Township of Franklin Sewerage Authority, in the County of Somerset, State of New Jersey as follows:

1. The Chairperson and Secretary are hereby authorized and directed to execute

the attached contract with NW Financial Group, LLC.

2. This contract is awarded without competitive bidding as a "Professional Service", in accordance with N.J.S.A. 40A:11-5 (1) (a) Local Public Contracts Law because the services contained in the contract are specialized and qualitative in nature, requiring expertise and extensive training which are to be performed by individuals who have a prudent reputation in the particular field of endeavor and cannot be reasonably described by written specifications and are to be performed by persons licensed to practice their profession by the State of New Jersey.

3. A notice of this action shall be printed once in the Courier News.

### **APPOINTMENT OF COMMITTEES**

Mr. Hak made and the Board resent agreed to the following appointments:

#### **NEGOTIATIONS / PERSONNEL**

Mr. Schmidt, Mr. Anbarasan and Mr. Kovacs

#### **MUNICIPAL LIAISON**

Ms. Francois, Ram Anbarasan and Mr. Schmidt

#### **CONSTRUCTION**

Mr. Farooqi, Mr. Anbarasan and Mr. Kovacs

#### **SAFETY**

Mr. Schmidt and Ms. Ford

Mr. Schmidt moved to open for public comment, seconded by Ms. Davenport.

A vote was taken as follows:

#### **VOTE:**

Mr. Anbarasan	-	Aye
Ms. Ford	-	Aye
Ms. Francois	-	Absent
Mr. Schmidt	-	Aye

Mr. Kovacs (Alt #1) -  
Ms. Davenport (Alt #2) -  
Chairman Farooqi - Aye

**PUBLIC COMMENTS:**

Mr. Schmidt moved to close public comment, seconded by Ms. Davenport.

A vote was taken as follows:

**VOTE:**

Mr. Anbarasan - Aye  
Ms. Ford - Aye  
Ms. Francois - Absent  
Mr. Schmidt - Aye  
Mr. Kovacs (Alt #1) -  
Ms. Davenport (Alt #2) -  
Chairman Farooqi - Aye

**PUBLIC PRESENT**

Dan Verna  
Bryan McGair  
Jack Yunaska

Mr. Schmidt moved to close public comment, seconded by Mr. Anbarasan.

A vote was taken as follows:

**VOTE:**

Mr. Anbarasan - Aye  
Ms. Ford - Aye  
Ms. Francois - Absent  
Mr. Schmidt - Aye  
Mr. Kovacs (Alt #1) -  
Ms. Davenport (Alt #2) -  
Chairman Farooqi - Aye

Mr. Anbarasan moved the meeting be adjourned, seconded by Mr. Schmidt.

A vote was taken as follows:

VOTE:

Mr. Anbarasan	-	Aye
Ms. Ford	-	Aye
Ms. Francois	-	Absent
Mr. Schmidt	-	Aye
Mr. Kovacs (Alt #1)	-	
Ms. Davenport (Alt #2)	-	
Chairman Farooqi	-	Aye

The meeting was adjourned at 6:39 P.M.

Respectfully submitted,

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Robert Kovacs, Secretary/Treasurer