

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF THE COUNTY OF JAMES CITY, VIRGINIA, HELD ON THE THIRTEENTH DAY OF NOVEMBER, NINETEEN HUNDRED EIGHTY, AT 7:30 P.M. IN THE COUNTY GOVERNMENT CENTER, 101 MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.

A. ROLL CALL

Jack D. Edwards, Chairman, Berkeley District  
Abram Frink, Jr., Vice-Chairman, Roberts District  
Gilbert A. Bartlett, Jamestown District  
Perry M. DePue, Powhatan District  
Stewart U. Taylor, Stonehouse District

John E. McDonald, Assistant to the County Administrator  
Frank M. Morton, III, County Attorney

B. MINUTES

Mr. Frink moved for the approval of the Minutes of the October 27, 1980 and November 3, 1980 meetings. The motion carried by a unanimous roll call vote.

C. PUBLIC HEARINGS

1. Utility Operating Policy Revisions - Extension of time to pay utility bills from 20 to 30 days before assessment of penalties.

Mr. Edwards opened the public hearing, there were no speakers, therefore, the public hearing was closed.

Mr. Taylor moved for the approval of the resolution. The motion carried by a unanimous roll call vote.

RESOLUTION

A RESOLUTION TO AMEND THE OPERATING POLICY - WATER AND SEWER UTILITIES

WHEREAS, the Board of Supervisors adopted the document entitled Operating Policy Water and Sewer Utilities which became effective January 1, 1980, for Sanitary District Number 2 and

WHEREAS, the Board desires to extend the time for payment of water and sewer bills without incurring a penalty,

THEREFORE, BE IT RESOLVED, that the italicized statements in the attached Section 4.3.6(A) are adopted and supersede previous statements in the aforementioned Section of the Operating Policy-Water and Sewer Utilities,

BE IT FURTHER RESOLVED, that the changes are retroactive to October 1, 1980, for Sanitary District Number 2.

2. CASE NO. SUP-6-80 - An amended application of Mr. William J. Bull on behalf of Karl E., William E., and Lawrence E. Beamer for a Special User Permit to allow a Country Inn Complex, including guest quarters, offices, and a gift shop.

Mr. William C. Porter, Jr., Director of Planning, presented this matter before the Board. Mr. Porter stated that his office had received a letter from Mr. William J. Bull, requesting that the case be deferred for 60 days. He asked that the Board grant Mr. Bull's request and defer the case until their January meeting, but to recess the public hearing until then. Mr. Porter added that all but two adjacent property owners had been notified of Mr. Bull's request.

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D. PRESENTATION

1. Chickahominy Haven - Civic Association

Mr. Paul Small, a resident of Chickahominy Haven, presented the Board with a petition signed by 365 residents asking for relief and assistance to alleviate the dangerous conditions for the areas means of ingress and egress on Old Forge Road. Mr. Small explained that there are 200 lots in that neighborhood, Cypress Point, an adjacent subdivision has about 200 lots and Haven Lake has 50 lots. He said that the Chickahominy Haven area is frequented by people who come to enjoy their river. Mr. Small described the road as a dangerous, winding stretch of road that has numerous potholes and poor site distance. He further stated that there have been numerous traffic accidents on the road, one fatality, killing a teenager several months ago. Mr. Small concluded his presentation, requesting the Board's assistance in the matter.

Mr. Edwards asked if he had had any contact with the Highway Department.

Mr. Small stated that the Highway Department had posted signs, but in the wrong place, coming after the curve.

Mr. Taylor commented that the Board meets with the Highway Department and perhaps this problem could be put on the agenda.

Mr. DePue asked if the Board goes through a series of public hearings at which time comments are received from citizens regarding the Six Year Plan.

Mr. Porter answered that there are joint public hearings held in February and May or June to receive citizen comment on the update of Six Year Plan.

Mr. Bartlett commented that Mr. Hall attends the Board's afternoon meeting, and that it was unfortunate that he wasn't present to answer questions concerning the problem. He said that Mr. Hall should be notified to develop traffic count figures.

Mr. Edwards commented that that was a good suggestion, adding that the County does not have the funds to do something that the Highway Department won't do. He said that the Board will work with the Highway Department next spring and put that problem on the list, and asked Mr. McDonald to inform Mr. Hall of the problem.

Mr. Small pointed out that regardless of the statistics developed, the road is still dangerous and would rather for the Board to do something now instead of waiting until later.

Mr. Edwards stated that the County does not have any policy at the present time that will enable the County to improve the road, but they will certainly do everything in their power to help.

Mr. Bartlett commented that while we can not spend County funds perhaps the road could be striped by the Highway Department which would at least minimize the problem without too much expense.

Mr. DePue commented that he did not feel that the citizens should leave with any idea that the County appropriates money for road improvements, although the day may eventually come. He added that he realizes that the Highway Department has a limited amount of funds, but he feels the best thing is to wait until the Board meets with the Highway Department to discuss priorities for road improvements in the County.

Mr. Edwards commented that the matter will be discussed at the Board's November 24, 1980 meeting, adding that Mr. Hall from the Highway Department will be present at that time.

Mr. Gerald Otey, a resident of the Chickahominy Haven area commented that he pays taxes and wonders why the County has to wait on the State Highway Department to do something. He showed the Board pictures of the road illustrating the conditions. He commented that the road itself is not over 19 feet at the most, with only 5 feet of hard surface. He added that overhanging trees also add to the problem. He concluded that the road is a "death trap" and urged the Board to take some positive action to correct the problem with taxpayers' money to prevent further fatalities.

E. CONSENT CALENDAR

Mr. Frank M. Morton, III, County Attorney, requested that the Board include and approve an additional item to the Consent Calendar concerning a resolution entitled "Disposition of Property" to be set for public hearing on December 8, 1980.

Mr. Bartlett moved to include the item on the Consent Calendar.

Mr. Edwards moved for the approval of all items on the Consent Calendar including the resolution presented by Mr. Morton. The motion carried by a unanimous roll call vote.

The following items were approved:

1. Setting Public Hearing Date - Cable Communications Ordinance.

A public hearing date was set for December 8, 1980.

2. Setting Public Hearing Date

The following cases were set for a public hearing on December 8, 1980.

Case No. Z-9-80 - Mr. Paul N. Carithers  
Case No. SUP-8-80 - Mr. Paul N. Carithers  
Case No. SUP-9-80 - Mr. E. H. Saunders

3. Setting Public Hearing Date - Vacation of Plat

This item was set for a public hearing on December 8, 1980.

4. Litter Control Program

RESOLUTION

1981 LITTER CONTROL GRANT APPLICATION

WHEREAS, the James City County Board of Supervisors recognizes the existence of a litter problem within the boundaries of James City County;

WHEREAS, the Virginia Litter Control Act of 1976 provides, through the Department of Conservation and Economic Development, Division of Litter Control, for the allocation of public funds in the form of Grants for the purpose of enhancing local litter control programs;

WHEREAS, having reviewed and considered the Regulations and the Application covering administration and use of said funds;

NOW, THEREFORE, BE IT RESOLVED, that the James City County Board of Supervisors:

HEREBY endorses and supports such a program for the James City County as is indicated in the attached application Form LC-G-1;

HEREBY authorizes Mr. James B. Oliver, Jr. to plan, budget, and apply for a Grant, which if approved, will be used to fund said Program;

HEREBY requests the Department of Conservation and Economic Development, Division of Litter Control, to consider and approve said Application and Program, said Program being in accord with the Regulations governing use and expenditure of said funds.

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5. Transfer from Contingency for Purchase of a Replacement Fire Prevention Vehicle.

R E S O L U T I O N

Transfer from Contingency for Purchase of Replacement Fire Prevention Vehicle

WHEREAS, the Board of Supervisors of James City County recognizes the need of a vehicle for fire prevention activities; and,

WHEREAS, it is impractical to repair the current vehicle assigned to this activity;

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County authorizes the transfer from contingency of \$6,000 as follows:

From Contingency \$6,000

To Fire, 071-0510 \$6,000

6. CASE NO. CUP-32-80 - Conditional Use Permit for Mobile Home - Victoria Robinson

R E S O L U T I O N

CONDITIONAL USE PERMIT

WHEREAS, it is understood that all conditions for consideration of an application for a Conditional Use Permit have been met;

THEREFORE, BE IT RESOLVED by the Board of Supervisors of James City County that a Conditional Use Permit be granted for the placement of a mobile home on property owned and developed by the applicant as described below and as detailed in the attached site location map:

Applicant:	Mrs. Victoria Robinson
Tax Map ID:	(11-2) (1-20)
District:	Stonehouse
Zoning:	A-1, General Agriculture
Permit Terms:	N/A
Further Conditions:	None

7. CASE NO. CUP-33-80 - Conditional Use Permit for Mobile Home - Apex Building Contractors

R E S O L U T I O N

Conditional Use Permit

WHEREAS, it is understood that all conditions for the consideration of an application for a Conditional Use Permit have been met;

THEREFORE, BE IT RESOLVED by the Board of Supervisors of James City County that a Conditional Use Permit be granted for the placement of a mobile home on property owned by Busch Properties, Inc. and developed by the applicant as described below and as detailed on the attached site location map.

Applicant: Apex Building Contractors  
 Tax Map ID: (51-4) (1-1)  
 District: Roberts  
 Zoning: R-4, Residential Planned Community  
 Permit Terms: Completion date - July 31, 1981

8. Closing of Revenue Sharing Capital Projects

R E S O L U T I O N

CLOSING CAPITAL PROJECTS

WHEREAS, two capital projects have been completed with fund balances;

NOW, THEREFORE, BE IT RESOLVED, that the \$8 balance in the Pumper Truck Capital Project and \$4,982 balance in the Court Records Capital Project be returned to the Revenue Sharing Fund balance.

9. Certification of Warrants

R E S O L U T I O N

CERTIFICATION OF WARRANTS

WHEREAS, the Board of Supervisors of James City County must certify warrants under the Code of Virginia;

THEREFORE, BE IT RESOLVED, that on a motion made by Mr. Edwards and carried by a majority roll-call vote, the Board of Supervisors of James City County hereby certifies the following warrants for the month of October, 1980:

GENERAL FUND	Checks	11986-12307
	Totalling	\$1,127,315.13
GENERAL FUND PAYROLL	Checks	24075-24558
	Totalling	\$185,480.89
SANITARY DISTRICT NO. 1	Checks	97-98
	Totalling	\$125.00
SANITARY DISTRICT NO. 2	Checks	199-202
	Totalling	\$1,173.41
SANITARY DISTRICT NO. 3		Account Closed
SUBDIVISION ESCROW		- 0 -
COMMUNITY DEVELOPMENT	Checks	228-251
	Totalling	\$154,561.67
REVENUE SHARING	Checks	684-691
	Totalling	\$80,553.24
JCC BOND SINKING FUND		- 0 -

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## 10. Disposition of Property

R E S O L U T I O NDisposition of Property

WHEREAS, the Board of Supervisors of James City County acquired a parcel of property as described in Deed Book 24, Page 18 of the Circuit Court Clerk's Office for the City of Williamsburg and County of James City consisting of approximately 1/2 acres situate in the Powhatan District on Hicks Island adjacent to Diascund Creek, and

WHEREAS, the said property has never been used by the County nor does it lend itself to future use.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of James City County hereby sets a public hearing for December 8, 1980 at 7:30 PM for purposes of receiving public comments on the disposal of that certain parcel of property described in Deed Book 24, Page 18 consisting of approximately 1/2 acres located on Diascund Creek, situated on the southwest boundary of property owned by M. R. and Glen D. Hazelwood.

F. BOARD CONSIDERATIONS1. Ride Sharing Grant

Mr. Edwards mentioned that this item had been discussed by the Board of Directors of the Transit Company.

Mr. Bartlett moved for the approval of the resolution which authorized the County Administrator to execute necessary agreements to implement the 12 month experimental public transportation project for the elderly and handicapped.

Mr. DePue commented that the County should let the people know that the program is experimental so that their expectations won't be raised. He added that he would support the motion and hopes that the County will qualify for continued service once the 12 month period has ended.

Mr. John E. McDonald, Assistant to the County Administrator, commented that the staff fully anticipates that the program is experimental and is aware that it will be monitored by the State and County and that employees retained under this program will be retained as they are now and, as a condition for their employment, are subject to the terms of each grant program.

Mr. DePue commended the staff's efforts seeking a grant of that nature.

There being no further discussion, the motion carried by a unanimous roll call vote.

R E S O L U T I O NRide Sharing Project

WHEREAS, the Board of Supervisors of James City County desires to implement a twelve month experimental public transportation project for elderly and handicapped transit services; and

WHEREAS, the Commonwealth of Virginia, Department of Highways and Transportation Commission has made a \$51,500 in grant funds available to James City County to implement experimental public transportation and ride-sharing projects;

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County authorizes the County Administrator to execute necessary agreements to insure receipt of these funds and appropriates \$51,500 as follows:

Transit Fund 300

Revenue	+\$51,500
Expenditures	+\$51,500

2. Cable Communications Agreement

Mr. Allen A. Turnbull, Administrative Analyst, presented this matter before the Board. He commented that the James City County Cable Communications Ordinance requires that the County establish an operating television studio within the County. He stated that the Cable Communications Advisory Committee unanimously approved the concept of related television studio facilities cooperation with (Cen Tex) Center for Excellence and would like the Board's approval to proceed with negotiations among the County, the Williamsburg-James City County Schools, Cen Tex and the eventual franchise in creating a local television studio facility.

Mr. Edwards asked if the franchisee eventually did not like the arrangement, they could develop their own.

Mr. DePue expressed concern about using a private corporation, although it is a non-profit organization and that his only concern is that the franchisee comply with the ordinance.

Mr. Frink moved for the approval of the resolution. The motion carried by a 4-0 roll call vote with Mr. DePue abstaining.

R E S O L U T I O N

Television Studio Cooperation

WHEREAS, a fully operating high quality television studio would facilitate the production of local programming by the citizens of James City County for distribution over the anticipated cable communications system; and

WHEREAS, such a facility can most economically be obtained through cooperation with the Center for Excellence, Inc., a non-profit educational corporation located within the County; and

WHEREAS, the Cable Communications Advisory Committee unanimously endorsed the concept of cooperation with the Center for Excellence, Inc., and

WHEREAS, the applicants for the County cable franchise are in agreement with this principle of cooperation with the Center for Excellence, Inc.;

NOW, THEREFORE, BE IT RESOLVED by the James City County Board of Supervisors that the County staff be directed to explore avenues of cooperation among the County, the Williamsburg-James City County Schools, the Center for Excellence, and the eventual franchisee with the goal of creating a local television studio facilities.

3. James City County's 1981 Legislative Program

Mr. John E. McDonald, Assistant to the County Administrator, addressed the Board on this matter. He commented that there are two things that characterize this year's General Assembly session: (1) it is an odd number year, and historically a 30 day session; and (2) the major discussion topic is mandated reapportionment or redistricting of the State for new general assembly seats based on new census results. He said that the staff has been advised by a Senior member of the House and confirmed by legislative services that the General Assembly calendar for this year will be no longer than 38 days. Mr. McDonald stated that Virginia Association of Counties and Virginia Municipal League have taken positions that proposed legislative actions presented to General Assembly at this point would have to be of an emergency nature to be considered. Mr. McDonald explained three proposals to the Board that the county staff considered to be in that category. They are as follows:

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PROPOSAL 1: The County would propose to support an increase in the basic State contribution per pupil for Standards of Quality from \$1,099 in the current budget to \$1,373 as recommended by the State Board of Education, the Virginia Education Association, the Virginia Municipal League and the Virginia Association of Counties.

PROPOSAL 2: The County would propose to seek enabling legislation as follows:

To permit counties to adopt an ordinance requiring the installation of a central water system in subdivisions of 15 or more lots. Ownership of the systems, whether public or private, would be determined by the County.

PROPOSAL 3: To permit James City County to have access to the same options of taxation as other cities, towns, and certain counties. Specifically, enabling legislation is needed to allow the Board to consider as an alternative to property taxes other revenue options such as a tax on motel/hotel occupancy, meals, cigarettes, and admissions. The appropriateness of these tax options should be made at the local level by the community involved and affected. If general legislation for all counties cannot be obtained, we support legislative actions to obtain additional taxation authority for James City County.

Mr. McDonald asked the Board to adopt the resolution supporting the staff's proposed legislation.

The Board members discussed each proposal separately, with no adverse comments on the first proposal.

In discussing proposal number 2, Mr. Bartlett asked about the history of the General Assembly in such matters.

Mr. Morton commented that it is an unusual area of discussion in that it may be currently permitted under a revised subdivision ordinance.

Mr. Edwards directed the staff to find out what the issues might be in reference to the item.

Mr. Bartlett expressed concern about proposal number 2 saying that there are alternatives to shallow wells that do not involve central water systems. He said that while this may be a concern from a local standpoint it may not be a concern anywhere else and it will get nowhere in the 38-day short session.

Mr. Morton commented that in light of what has happened in the County, he felt that the County should go forward with it.

Mr. DePue commented that the issue on whether we win or lose in Richmond is not important, but he would like to think about the hardship it would impose on the developer. He said that before the County seeks the authority, he would like to talk with developers and related persons in the field.

Mr. Bartlett stated that the County's concern is prohibiting shallow wells and the concept of a central water system would be a separate issue.

Mr. McDonald commented that in requesting enabling legislation, the County is attempting to move to a point where each local governing body can consider alternatives to the subdivision ordinance. He said that one of the alternatives is a community water system and the advantage is that if one source of water fails, regardless of the source, an alternative water source is transferred easier if the distribution system is the same.

Mr. Edwards commented that the County should have the same powers as cities to do these things, and it is not a matter of voting to support the proposal itself, but whether it is pragmatically good at this time to do it.

Mr. Taylor commented that he did not feel we should have the power to vote on something that we really do not want anyway.

Mr. Morton stated that one of the reasons for pursuing it is because we are not in a position to control shallow wells, and we should not allow people to indiscriminately punch in to the aquifer at their own option. He said the he feels it is important to the County to have the tools to control such actions.

During the discussion of proposal number 3, Mr. Frink expressed opposition to seek enabling legislation for admissions tax options. Anheuser-Busch would be hit the hardest and would certainly oppose it.

Mr. McDonald stated that proposal number 3 attempts to say that the Board of Supervisors should have the option to explore every revenue option and choose whatever source they can utilize. Mr. McDonald stated that if we are to seek enabling legislation it should be as broad as possible.

Mr. Frink commented that he agreed with that but still felt that Anheuser-Busch would be hit the hardest.

Mr. Taylor stated that he agreed with Mr. Frink and he is definitely opposed to additional taxes being imposed.

Mr. DePue commented that he approved proposal number 3 in several different levels and he is inclined to believe that if we ask for one tax, he feels that it is too easily perceived to be directed at one industry but that it would be better go with several revenue options. He added that he agreed with Mr. Edwards wholeheartedly, but since he has been on the Board, he has been disappointed by the State's doling out the authority they want the County to have when we are closest to the people. He said that the County has the right to enact these taxes.

Mr. Bartlett stated that he opposed proposal number 3 in that he could not support an admissions tax as he does not feel that the County has put together enough information to convince the General Assembly that we should have the authority to impose this tax.

Mr. Frink moved to defer the matter to the Board's November 24, 1980 meeting. The motion carried by a unanimous roll call vote.

#### 4. Christmas Holiday Schedule

Mr. John E. McDonald, Assistant to the Administrator, presented this matter before the Board. He asked that the Board adopt a resolution declaring Friday, December 26, 1980 and Friday, January 2, 1981 as holidays to conserve energy and provide employees with long holiday weekends.

Mr. DePue asked the Board's has action in the past.

Mr. McDonald stated that in past years the Board allowed County Administration to give each employee a floater day. He commented that there are staffing problems during the holiday season, and declaring the two Fridays as holidays would be more convenient.

Mr. Taylor moved to adopt the resolution. The motion carried by a 4-1 roll call vote, with Mr. DePue voting no.

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

#### CHRISTMAS HOLIDAY CALENDAR

WHEREAS, the Board of Supervisors of James City County wishes to conserve energy and provide employees with long holiday week ends;

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of James City County that Friday, December 26, 1980, and Friday, January 2, 1981, are declared Administrative Holidays and as such, only essential operations, Public Safety, and Emergency Services employees are required to work.

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G. Boards and Commissions

1. Cable Communication Advisory Committee

Discussion of this matter was deferred until the executive session.

H. Matters of Special Privilege

None

Mr. Edwards asked if anyone in the audience wished to address the Board on any matter.

Mr. Walter J. Scruggs, Chairman of the Planning Commission, asked the Board to give considerable thought before seeking enabling legislation to require central water systems in subdivisions with 15 or more lots and that he was opposed to the proposal as presented.

I. Reports of the County Administrator

1. Shallow Well Suspension

Mr. Robert M. Murphy, Assistant to the County Administrator, presented this matter before the Board. He said that due to the staff's investigation of Sand Hill Subdivision, the staff is requesting that the Board approve a resolution that would temporarily suspend any drilling of shallow wells in the County. Mr. Murphy commented that the Health Department has found that a substantial number of shallow wells outside of the Sand Hill Subdivision show evidence of contaminated water in the aquifer. He further stated that the firm of Old Dominion Soils, Inc. have been employed to determine whether or not the aquifer can be used to get potable water. Mr. Murphy added that if the Board approves the resolution, the staff will prohibit the drilling of shallow wells through the building permit process.

Mr. Taylor stated that he would not support a moratorium on the drilling of shallow wells in the County for any amount of time that would not allow citizens to drill shallow wells.

Mr. Bartlett asked how conditions will change thirty days from now with approval of this ordinance.

Mr. Murphy answered that he did not know if the conditions will change.

Mr. Morton commented that the staff should have the consultant's report around the time the suspension will be lifted. He added that the staff cannot make a decision regarding the suspension of shallow wells, which is why they brought it before the Board.

Mr. Bartlett asked how the staff will enforce the drilling of shallow wells.

Mr. Morton commented that the staff will not issue building permits doing the 30 day period for structures that propose to derive their water from shallow wells, and if someone did drill a shallow well, they would be violating County Codes.

Mr. Frink expressed concern over not issuing building permits for 30 days.

Mr. McDonald commented that there would not be a tremendous impact on the County outside of public service areas and mobile homes.

Mr. DePue moved for the approval of the resolution. The motion was defeated by a 3-2 roll call vote with Messrs. Frink, Bartlett and Taylor voting no.

2. Proclamation - VA Agricultural Week 1980

Mr. Taylor moved the approval of a proclamation recognizing the week of November 20th - 26th, 1980 as Virginia Agricultural Week. the motion carried by a unanimous roll call vote.

P R O C L A M A T I O N

Virginia Agricultural Week 1980

WHEREAS, agriculture has been a significant industry and a way of life in James City County from the formation of the Jamestown Colony; and

WHEREAS, annual agricultural production in James City County approaches 2.5 million dollars; and

WHEREAS, 17,000 acres of valuable and productive land is incorporated into agricultural production; and

WHEREAS, the Honorable Governor of Virginia has designated the week of November 20-26, 1980 as Virginia Agricultural Week 1980; and

WHEREAS, the Honorable Board of Supervisors of James City County recognizes and respects the history and contemporary significance of agriculture to the well-being of said County; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of James City County, Virginia, that the week of November 20-26, 1980 is recognized as Virginia Agricultural Week 1980 and full support of agriculture in James City County, Virginia and the Commonwealth.

J. Board Requests and Directives

Mr. Taylor asked the staff to inform Mr. Frank Hall of the Highway Department that the lights at the pottery still are not working properly and have not been working properly for over a month now.

Mr. Edwards asked that the staff prepare a recommendation on the letter received from the Airport Commission at the next meeting.

Mr. Bartlett suggested that Mr. Charles Quittmeyer be invited.

Mr. Edwards moved to go into executive session to discuss a pending legal matter and personnel matter; pursuant to Section 2.1-344(a)(1) of the Code of Virginia, 1950 as amended. The motion carried unanimously.

The Board convened into executive session at 9:25 P.M. and reconvened to public session at 10:25 P.M.

Mr. Edwards moved to appoint Dr. John Strauss to the Cable Communications Advisory Committee. The motion carried by a unanimous roll call vote.

Mr. Edwards moved to adjourn. The motion carried unanimously.

The meeting adjourned at 10:32 P.M.



James B. Oliver, Jr.  
Clerk to the Board

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