



DuPage Water Commission

600 E. Butterfield Road, Elmhurst, IL 60126-4642
(630)834-0100 Fax: (630)834-0120

NOTICE IS HEREBY GIVEN THAT THE DECEMBER REGULAR ADMINISTRATION COMMITTEE MEETING OF THE DUPAGE WATER COMMISSION WILL BE HELD AT 6:15 P.M. ON THURSDAY, DECEMBER 14, 2017, AT 600 EAST BUTTERFIELD ROAD, ELMHURST, ILLINOIS 60126. THE AGENDA FOR THE RESCHEDULED DECEMBER 2017 REGULAR ADMINISTRATION COMMITTEE MEETING IS AS FOLLOWS:

REVISED AGENDA

**ADMINISTRATION COMMITTEE
THURSDAY, DECEMBER 14, 2017
6:15 P.M.**

**600 EAST BUTTERFIELD ROAD
ELMHURST, IL 60126**

COMMITTEE MEMBERS

J. Healy- Chair
J. Broda
D. Novotny
R. Obarski
J. Zay

- I. Roll Call
- II. To approve the Minutes of the October 19, 2017 Regular Committee Meeting
- III. Request For Board Action – To authorize the General Manager to enter into a Consulting Agreement with John J. Millner and Associates, Inc., subject to negotiation of acceptable terms, in an amount not to exceed \$24,000.00.
- IV. Resolution No. R-43-17: A Resolution Releasing Certain Executive Session Meeting Minutes at the December 14, 2017, DuPage Water Commission Meeting
- V. Resolution No. R-46-17: A Resolution Amending Chapter 3 – Diversity Regarding Section 3.3 Anti-Harassment/Sexual Harassment of the Personnel Manual
- VI. Resolution No. R-47-17: A Resolution Urging the Governor to Veto Senate Bill 1451
- VII. Other
- VIII. Adjournment

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All visitors must present a valid drivers license or other government-issued photo identification, sign in at the reception area and wear a visitor badge while at the DuPage Pumping Station.

**MINUTES OF A MEETING OF THE
ADMINISTRATION COMMITTEE
OF THE DUPAGE WATER COMMISSION
HELD ON THURSDAY, OCTOBER 19, 2017
600 EAST BUTTERFIELD ROAD
ELMHURST, ILLINOIS 60126**

Commissioner Healy called the meeting to order at 6:22 P.M.

Committee members in attendance: J. Broda, J. Healy, D. Novotny, R. Obarski and J. Zay

Committee members absent: None

Also in attendance: F. Frelka, T. McGhee, C. Peterson and J. Rodriguez

Commissioner Broda moved to approve the Minutes of the September 21, 2017, Administration Committee meeting. Seconded by Commissioner Obarski and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

Commissioner Obarski moved to recommend approval of Resolution No. R-36-17: A Resolution Authorizing the DuPage Water Commission's Participation in the National Conference of Public Employee Retirement Systems Group Voluntary Life Insurance Plan for Illinois Municipal Retirement Fund Members Active Employees. Seconded by Chairman Zay and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

Commissioner Obarski moved to recommend approval of the Request for Board Action – To Suspend the Purchasing Procedures of the Commission's By-Laws and Authorize the General Manager to enter into an Agreement to continue to use Reach HR Consulting for a two-year period. Seconded by Commissioner Broda and unanimously approved by a Voice Vote.

All voted aye. Motion carried.


Commissioner Broda discussed the recent Office 365 update problem and thanked Document Management Specialist Rodriguez for providing her assistance in resolving the issue.

With no further discussion, Commissioner Obarski adjourned the meeting at 6:25 P.M. Seconded by Commissioner Broda and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

DATE: December 7, 2017

REQUEST FOR BOARD ACTION

AGENDA SECTION Administration Committee	ORIGINATING DEPARTMENT General Manager's Office
ITEM Contract Agreement	APPROVAL 
Account Number: 01-60-628000 To retain the consulting services of John J. Millner and Associates, Inc. for another year. Agreement between DuPage Water Commission and John J. Millner and Associates, Inc., for consulting services in an amount not to exceed \$24,000.00 for a term beginning January 1, 2018 and ending December 31, 2018. (see attached agreement)	
MOTION: To authorize the Execution of a Consulting Agreement with John J. Millner and Associates, Inc. in an amount not to exceed \$24,000.00.	

CONTRACTUAL AGREEMENT

This Agreement is made on the 1st day of January 2018, between JOHN J. MILLNER AND ASSOCIATES, INC. (“JJM”) having its principal place of business, at 2700 International Drive, Suite 100, West Chicago, IL 60185 and DUPAGE WATER COMMISSION having its principal place of business at 600 E. Butterfield Rd., Elmhurst, IL 60126.

IN CONSIDERATION of DUPAGE WATER COMMISSION, retaining JJM, it is agreed as follows:

I. COMPENSATION AND TERMS

DUPAGE WATER COMMISSION retains JJM and JJM hereby agrees to represent DUPAGE WATER COMMISSION in the capacity of “consultant”, before the Illinois General Assembly and the executive levels of state and local government.

The term of this Agreement is as follows:

\$ 24,000.00
(4 quarterly payments of \$6,000.00)
January 1, 2018 – December 31, 2018

II. WARRANTIES BY JOHN J. MILLNER AND ASSOCIATES, INC.

JJM represents and warrants to DUPAGE WATER COMMISSION that it has the experience and ability to perform the services required by this Agreement; that they will perform said services, in a professional, competent and timely manner, as represented and suitable for the performance of the Agreement; and that they have the power to enter into and perform this Agreement; and that their performance of this Agreement shall not infringe upon or violate the rights of any third party or violate any federal, state and municipal laws. JJM further warrants that they have complied and will continue to comply with the Illinois Lobbyist Registration Act.

III. INDEPENDENT CONTRACTOR

JJM acknowledges that the services rendered under this Agreement shall be solely as an independent contractor. JJM shall not enter into any contract or commitment on behalf of DUPAGE WATER COMMISSION, JJM further acknowledges that they are not considered an affiliate or subsidiary of DUPAGE WATER COMMISSION, and are not entitled to any of DUPAGE WATER COMMISSION employment rights or benefits. It is expressly understood that this undertaking is not a joint venture.

IV. BUSINESS PRACTICES

JJM hereby represents and covenants that they:

- have no knowledge or information that any unlawful payments, disbursements, assignments or transfers of property of any type have been made, or promised to any governmental official or to any intermediary, broker or agent who shall in turn, directly or indirectly unlawfully pay, disburse, assign or transfer property to any governmental official, to unlawfully influence any act or decision of any governmental official;
- will take all reasonable steps to ensure that no unlawful payments, disbursements, assignments or transfers of property of any type be made to any governmental official, or to any inter-

mediary, broker or agent who shall in turn, directly or indirectly unlawfully pay, disburse, assign or transfer property to any governmental official, to unlawfully influence any act or decision of any governmental official.

V. CONFIDENTIALITY

JJM recognizes and acknowledges that this Agreement creates a confidential relationship between JJM and DUPAGE WATER COMMISSION and that information concerning DUPAGE WATER COMMISSION, or its operation, whether written or oral, is confidential in nature. All such information concerning DUPAGE WATER COMMISSION is hereinafter collectively referred to as "Confidential Information". JJM will not use, disclose to any third party, directly or indirectly, for its own benefit or the benefit of others, both during the term of the Agreement and subsequent to its termination, any Confidential Information which JJM may acquire or develop in connection with or as a result of the performance of this agreement. JJM further agrees to bind their employees and subcontractors to the terms and conditions of this Agreement.

VI. GRANT

JJM agrees that their work product produced in the performance of this Agreement shall remain the exclusive property of DUPAGE WATER COMMISSION, and that they will not sell, transfer, publish, disclose, display or otherwise make the work product available directly to third parties without DUPAGE WATER COMMISSION, prior written consent. Any rights granted to JJM under this Agreement shall not affect DUPAGE WATER COMMISSION, exclusive ownership of the work product.

VII. TERMINATION OF AGREEMENT

DUPAGE WATER COMMISSION may, with or without cause, terminate this Agreement upon the giving of thirty (30) days prior written notice to the Consultant. In the event of such termination, the Consultant shall be compensated on a pro-rata basis through the date of termination.

IN WITNESS WHEREOF, DUPAGE WATER COMMISSION, and JJM do hereby affirm that they understand the provisions contained herein. Therefore, in consideration of the mutual covenants contained herein, DUPAGE WATER COMMISSION, and JJM, have caused this contract to be executed, by witness of the signatures following, as of the day and year first written.

DUPAGE WATER COMMISSION

JOHN J. MILLNER AND ASSOCIATES, INC

BY: _____

BY: _____

TITLE: _____


TITLE: _____

DATE: _____

DATE: _____

DATE: December 7, 2017

REQUEST FOR BOARD ACTION

AGENDA SECTION	Administration Committee	ORIGINATING DEPARTMENT	General Manager's Office
ITEM	A Resolution Releasing Certain Executive Session Meeting Minutes at the December 14, 2017, DuPage Water Commission Meeting Resolution No. R-43-17	APPROVAL	
<p>Pursuant to the Illinois Open Meetings Act, the Board is required to periodically review its closed meeting minutes to determine if they are eligible for release to the public.</p> <p><u>Schedule A</u> Staff recommends that the minutes of a closed meeting of the March 16, 2017 Regular Meeting and the June 15, 2017 Regular Meeting, be released to the public because, in staff's view, they no longer contain information requiring confidential treatment (see copy attached to Schedule A in the Confidential/Executive Session packet).</p> <p><u>Schedule B</u> None on file</p>			
<p>MOTION: To adopt Resolution No. R-43-17: A Resolution Releasing Certain Executive Session Meeting Minutes at the December 14, 2017, DuPage Water Commission Meeting</p>			

DUPAGE WATER COMMISSION**RESOLUTION NO. R-43-17****A RESOLUTION RELEASING CERTAIN
EXECUTIVE SESSION MEETING MINUTES AT THE
DECEMBER 14, 2017, DUPAGE WATER COMMISSION MEETING**

WHEREAS, the Board of Commissioners of the DuPage Water Commission has periodically met in closed session to consider matters expressly exempted from the public meeting requirements of the Illinois Open Meetings Act, 5 ILCS 120/1 et seq. (the "Act"); and

WHEREAS, as required by the Act, the Clerk has kept written minutes of all such closed sessions; and

WHEREAS, on December 14, 2017, the Board of Commissioners of the DuPage Water Commission met to review the minutes of all such closed sessions that have not heretofore been made available for public inspection as required by Section 2.06(d) of the Act; and

WHEREAS, the Board of Commissioners of the DuPage Water Commission further determined that the minutes of the closed session meetings set forth in Schedule A attached hereto and by this reference incorporated herein and made a part hereof no longer require confidential treatment and should be made available for public inspection;

WHEREAS, the Board of Commissioners of the DuPage Water Commission determined that the need for confidentiality still exists as to the minutes of the closed session meetings set forth in Schedule B (none on file); and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the DuPage Water Commission as follows:

Resolution No. R-43-17

SECTION ONE: Recitals. The foregoing recitals are incorporated herein as if fully set forth.

SECTION TWO: Release. The minutes of the closed session meetings set forth in Schedule A attached hereto shall be and they hereby are released.

SECTION THREE: Inspection and Copying. The Clerk shall be and hereby is authorized and directed to make said minutes available for inspection and copying in accordance with the standing procedures of the DuPage Water Commission.

SECTION FOUR: Effective Date. This Resolution shall be in full force and effect from and after its adoption.

AYES:

NAYS:

ABSENT:

ADOPTED this _____ day of _____, 2017.


Chairman

ATTEST:

Clerk

DATE: December 12, 2017

REQUEST FOR BOARD ACTION

AGENDA SECTION	ORIGINATING DEPARTMENT General Manager's Office
ITEM A Resolution Amending the Employee Handbook pursuant to Public Act 100-0554 regarding the Commission's sexual harassment policy. Resolution No. R-46-17	APPROVAL 
<p>The Commission is requesting to amend the Employee Handbook to include language to comply with the recent amendment of the State Officials and Employees Ethics Act. The amendment requires all governmental entities to have a sexual harassment policy which meets certain requirements (Public Act 100-0554).</p> <p>The Commission's current policy prohibiting sexual harassment in the Employee Handbook already meets most of the requirements of the Public Act. However, certain additions are proposed in order to comply with the new requirements in the Public Act. In particular, the resolution amends the policy to (1) provide details on how employees may report incidents, including confidentially, and how to make a report to the Illinois Department of Human Rights; (2) that anonymous reports will be accepted; (3) that false reports of harassment may result in discipline; and (4) that the State Officials and Employees and Ethics Act, Whistleblower Act, and Illinois Department of Human Rights prohibit retaliation for making a report.</p>	
MOTION: To approve Resolution No. R-46-17	

DUPAGE WATER COMMISSION

RESOLUTION NO. R-46-17

A RESOLUTION AMENDING
THE EMPLOYEE HANDBOOK

WHEREAS, the DuPage Water Commission (the "Commission") is a county water commission created and existing under the Water Commission Act of 1985, 70 ILCS 3720/0.01 et seq., and Division 135 of Article 11 of the Illinois Municipal Code, 65 ILCS 5/11-135-1 et seq.; and

WHEREAS, the Water Commission Act of 1985 provides that the Commission shall determine its own rules of proceeding; and

WHEREAS, in furtherance thereof, the Commission adopted By-Laws of the DuPage Water Commission, which By-Laws were restated by Ordinance No. O-10-12 and amended by Ordinance Nos. O-12-12, O-6-13, O-7-13, O-1-15 (the "By-Laws"); and

WHEREAS, pursuant to the By-Laws, the Board of Commissioners of the DuPage Water Commission has the power to pass and enforce all necessary ordinances, resolutions, rules, regulations, and administrative orders for the conduct of business and management of property of the Commission; and

WHEREAS, in furtherance thereof and pursuant to Resolution No. R-1-16, the Commission adopted regulations affecting Commission employment and working conditions, which regulations were amended by Resolution Nos. R-29-17 (the "Employee Handbook"); and

WHEREAS, pursuant to Public Act 100-0554, the State Officials and Employees Ethics Act (the "Act") has been amended to require, *inter alia*, that local governmental entities adopt an ordinance or resolution establishing a policy prohibiting sexual harassment and containing other requirements; and

WHEREAS, the Employee Handbook currently contains a policy prohibiting sexual harassment; and

WHEREAS, the Board of Commissioners of the DuPage Water Commission has determined that it is reasonable, necessary and desirable, and in the best interest of the Commission, to amend the Employee Handbook consistent with the requirements of Public Act 100-0554.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the DuPage Water Commission as follows:

SECTION ONE: Recitals. The foregoing recitals are incorporated herein and made a part hereof as findings of the Board of Commissioners of the DuPage Water Commission.

SECTION TWO: Amendment of Chapter 3 - Diversity. The Employee Handbook of the DuPage Water Commission shall be and hereby is amended, effective as of December 14, 2017, as set forth in Exhibit A attached hereto and by this reference incorporated herein and made a part hereof. The General Manager shall notify all employees of these amendments following enactment of this Resolution.

SECTION THREE: This Resolution shall be in full force and effect from and after its adoption.

AYES:

NAYS:

ABSENT:

ADOPTED this _____ day of _____, 2017.

Chairman

ATTEST:

Clerk

Board/Resolutions/R-46-17.doc

EXHIBIT A

1. The “How to Report” paragraph of Section 3.4 is amended by adding the following at the end of the paragraph:

Employees may also make a report of sexual harassment confidentially by submitting a report to the General Manager (or, in the case of a complaint against the General Manager, to a member of the Board of Commissioners). Employees may also make a report to the Illinois Department of Human Rights (www.illinois.gov/dhr/) (Illinois Department of Human Rights, 100 W. Randolph Street, 10th Floor, Intake Unit, Chicago, IL 60601 (312) 814-6200.)

2. The “Investigation” paragraph of Section 3.4 is amended by adding the following at the end of the paragraph:

All allegations, including anonymous reports, will be accepted and investigated regardless of how the matter comes to the attention of the Commission. However, because of the serious implications of sexual harassment charges and the difficulties associated with their investigation and the questions of credibility involved, the claimant’s willing cooperation is a vital component of an effective inquiry and an appropriate outcome.

3. Section 3.5 “Policy Against Retaliation” is amended as follows:

(a) In the second paragraph, the second sentence is amended to read (italics represent added language):

Given the seriousness of the consequences for the accused, knowingly making a false and frivolous charge is a severe offense that can itself result in disciplinary action, *up to and including termination*.

(b) The following paragraph is added:

The State Officials and Employees Ethics Act (5 ILCS 430/1-1 *et seq.*) and the Whistleblower Act, (740 ILCS 174/1 *et seq.*) provide protection against retaliation for disclosing or threatening to disclose to a supervisor or to a public body an activity, policy, or practice that the employee reasonably believes is in violation of a this policy or a law, rule, or regulation; providing information to or testifying before any public body conducting an investigation, hearing, or inquiry into any violation of this policy or a law, rule, or regulation by any officer, or employee; or assisting or participating in a proceeding to enforce the provisions of the State Officials and Employees Ethics Act. Additionally, the Illinois Human Rights Act (775 ILCS 5/6-101 *et seq.*) prohibits retaliation for complaining or participating in an investigation regarding sexual harassment.

4. Section 3.6 “External Complaint Procedure” is amended by adding the following at the end of the paragraph:

Employees may also make a report to the Illinois Department of Human Rights (www.illinois.gov/dhr/) (Illinois Department of Human Rights, 100 W. Randolph Street, 10th Floor, Intake Unit, Chicago, IL 60601 (312) 814-6200.)

EXHIBIT A

1. The “How to Report” paragraph of Section 3.3 is amended by adding the following at the end of the paragraph:

Employees may also make a report of sexual harassment confidentially by submitting a report to the General Manager (or, in the case of a complaint against the General Manager, to a member of the Board of Commissioners). Employees may also make a report to the Illinois Department of Human Rights (www.illinois.gov/dhr/) (Illinois Department of Human Rights, 100 W. Randolph Street, 10th Floor, Intake Unit, Chicago, IL 60601 (312) 814-6200.)

2. The “Investigation” paragraph of Section 3.3 is amended by adding the following at the end of the paragraph:

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3. Section 3.5 “Policy Against Retaliation” is amended as follows:

- (a) In the second paragraph, the second sentence is amended to read (italics represent added language):

Given the seriousness of the consequences for the accused, a false and frivolous charge is a severe offense that can itself result in disciplinary action, *up to and including termination.*

- (b) The following new paragraphs are added:

For the purposes of this policy, retaliatory action means the reprimand, discharge, suspension, demotion, denial of promotion or transfer, or change in the terms or conditions of employment of any municipal employee that is taken in retaliation for a municipal employee’s involvement in protected activity pursuant to this policy.

No individual making a report will be retaliated against even if a report made in good faith is not substantiated. In addition, any witness will be protected from retaliation.

(c) The following new paragraph is added:

The State Officials and Employees Ethics Act (5 ILCS 430/1-1 *et seq.*) and the Whistleblower Act, (740 ILCS 174/1 *et seq.*) provide protection against retaliation for disclosing or threatening to disclose to a supervisor or to a public body an activity, policy, or practice that the employee reasonably believes is in violation of a this policy or a law, rule, or regulation; providing information to or testifying before any public body conducting an investigation, hearing, or inquiry into any violation of this policy or a law, rule, or regulation by any officer, or employee; or assisting or participating in a proceeding to enforce the provisions of the State Officials and Employees Ethics Act. Additionally, the Illinois Human Rights Act (775 ILCS 5/6-101 *et seq.*) prohibits retaliation for complaining or participating in an investigation regarding sexual harassment.

4. Section 3.6 “External Complaint Procedure” is amended by adding the following at the end of the paragraph:

Employees may also make a report to the Illinois Department of Human Rights (www.illinois.gov/dhr/) (Illinois Department of Human Rights, 100 W. Randolph Street, 10th Floor, Intake Unit, Chicago, IL 60601 (312) 814-6200.)


5. A new Section 3.7 “Additional Penalties” is added:

In addition to the disciplinary action stated herein for violating this policy, any person who violates this policy or the Prohibition on Sexual Harassment contained in 5 ILCS 430/5-65, may be subject to a fine of up to \$5,000 per offense, and any applicable fines and penalties established pursuant to local ordinance, State law or Federal law. Each violation may constitute a separate offense. Any discipline imposed by the Commission shall be separate and distinct from any penalty imposed by an ethics commission and any fines or penalties imposed by a court of law or a State or Federal agency.

In addition to the disciplinary action stated herein for making a false report, any person who intentionally makes a false report alleging a violation of any provision of the State Officials and Employees Ethics Act to an ethics commission, an inspector general, the State Police, a State’s Attorney, the Attorney General, or any other law enforcement official is guilty of a Class A misdemeanor. An ethics commission may levy an administrative fine of up to \$5,000 against any person who intentionally makes a false, frivolous or bad faith allegation.

DATE: December 14, 2017

REQUEST FOR BOARD ACTION

AGENDA SECTION	ORIGINATING DEPARTMENT General Manager's Office
ITEM A Resolution Urging the Governor to Veto Senate Bill 1451 Resolution No. R-47-17	APPROVAL 
<p>Senate Bill 1451 establishes the Small Wireless Facilities Deployment Act and severely limits local authority to regulate, site or charge permit fees for wireless facilities. This bill would impose artificially lower fees for both the review of permit application and the use of local governmental equipment, forcing taxpayers to unfairly should the burden for these costs.</p> <p>Over the last several months, numerous local governmental entities, including the consultant for the DuPage Water Commission, have participated in working groups of legislators and industry representatives in an effort to mitigate the negative impacts this bill will have on local governments and local taxpayers. Unfortunately, the current Senate Bill 1451 fails to preserve the rights of water works entities, local governments, property owners, and taxpayers. Earlier in November, the bill eventually passed both chambers of the Illinois General Assembly. Senate President John Cullerton has filed a motion to reconsider the vote placing a procedural hold on the bill in an effort to address concerns raised by the cable industry.</p> <p>This Resolution asks that SB 1451 be vetoed. Similar resolutions are being passed by other water works entities and governmental bodies that have also opposed SB 1451.</p>	
MOTION: To approve Resolution No. R-47-17	

DUPAGE WATER COMMISSION

DRAFT

RESOLUTION NO. R-47-17

A RESOLUTION URGING
THE GOVERNOR TO VETO SENATE BILL 1451

WHEREAS, the DuPage Water Commission (the "Commission") is a county water commission created and existing under the Water Commission Act of 1985, 70 ILCS 3720/0.01 et seq., and Division 135 of Article 11 of the Illinois Municipal Code, 65 ILCS 5/11-135-1 et seq.; and

WHEREAS, the Commission supports the goal of ensuring reliable wireless services in local communities and the advancement of technology in the telecommunications industry; and

WHEREAS, Senate Bill ("SB") 1451 establishes the Small Wireless Facilities Deployment Act and severely limits local governmental authority to regulate, site or charge permit fees for wireless facilities; and

WHEREAS, SB 1451 removes the authority of local governmental officials to determine, in consultation with residents, businesses and schools, the most appropriate location of wireless facilities to minimize public health and safety risks, as well as visual blight; and

WHEREAS, SB 1451 permits wireless providers, and third parties who act as agents or contractors for wireless providers, to locate telecommunications equipment with an antenna as large as six (6) cubic feet in size, and associated equipment up to twenty-five (25) cubic feet in size, on existing or new utility poles, subject to minimal zoning regulations by the local governments; and

WHEREAS, SB 1451 creates an automatic approval timeline for permit applications, regardless of the complexity or number of applications received by a local government, which could prove detrimental to local communities; and

WHEREAS, many local governments have already enacted ordinances, or are in the process of updating their codes to address small wireless facilities or are developing right-of-way use agreements, indicating that local governments are making a significant effort to develop reasonable standards for the deployment of wireless facilities; and

WHEREAS, Illinois has many diverse areas and each one must be given the opportunity to develop reasonable regulations that will protect their specific needs; and

WHEREAS, the Illinois Section of the American Water Works Association and other local Illinois water works entities have continually opposed SB 1451, as it limits the ability of water works associations to regulate what is placed on their own assets; and

WHEREAS, SB 1451 is a significant overreach of local authority by the State for the benefit of commercial entities;

NOW, THEREFORE, BE IT RESOLVED that the DuPage Water Commission opposes SB 1451 and urges the Governor to preserve and respect local governmental authority by vetoing SB 1451.

This Resolution shall be in full force and effect from and after its adoption.

AYES:

NAYS:

ABSENT:

ADOPTED this 14th day of December, 2017

Chairman

ATTEST:

Clerk