

MINUTES of a Regular Meeting of the Village Board of Trustees held Tuesday evening, February 19, 2019 at 6:00 PM, Village Hall, 111 Elm Street, Room 202, Penn Yan, NY 14527

PRESENT Mayor MacKerchar; Trustees C. Benedict; T. Hoban; K. McLoud; R. Spencer R. Stewart; Attorney Ed Brockman; Clerk/Treasurer G. Meeks; Deputy Clerk/Treasurer H. Easling; Director of Public Works B. Bodine; Police Chief T. Dunham; CEO B. Lyon; MUB Chairman R. French, MUB commissioner D. Banach at 6:24 PM Fire Chief B. LaRock arrived

ABSENT: Trustee D. Condella

News Media present: Gwen Chamberlain, Chronicle Express

PUBLIC: Mark Morris, Carlie Chilson, Ken Eldridge

At 6:00 PM, Mayor MacKerchar called the Village Board meeting to order.

6:00 PM PUBLIC HEARING - NY State Tax Cap Waiver for 2019-2020. (Tax Cap Override Law)

At 6:00 PM **MOTION** by Trustee McLoud, seconded by Trustee Spencer to open Public Hearing for NY State Tax Cap Waiver for 2019-2020.

ADOPTED Ayes 6 MacKerchar, Benedict, Hoban, McLoud, Spencer, Stewart
Nays 0 Abstain 0 Absent Condella

Mayor asked if anyone had any comments or concerns. No comments. Mayor thanked Clerk/Treasurer Gary Meeks, Deputy Clerk/Treasurer Holly Easling and everyone else to keep us under the Tax Cap in prior years- great job. Gary mentioned we have been able to do this 5 out of the last 6 years.

At 6:01 PM **MOTION** by Trustee Spencer, seconded by Trustee McLoud to close the Public Hearing.

ADOPTED Ayes 6 MacKerchar, Benedict, Hoban, McLoud, Spencer, Stewart
Nays 0 Abstain 0 Absent Condella

MOTION by Trustee Benedict, seconded by Trustee McLoud to authorize Resolution No 15 -2019 Adoption of Local Law- New York State Tax Cap

WHEREAS, the Board of Trustees previously dealt with SEQRA issues related to this proposed Local Law, by declaring itself Lead Agency and designating the Local Law as a Type II action; and

WHEREAS, a public hearing was held before the Board of Trustees on said proposed Local Law on February 19, 2019; and

WHEREAS, the Board of Trustees previously received a copy of the proposed Local Law more than seven (7) days prior to the date of adoption hereof more than .

NOW THEREFORE BE IT RESOLVED, THAT

1. The Board of Trustees of the Village of Penn Yan adopts the proposed Local Law .
2. The Village Clerk is directed to file such Local Law with the Secretary of State of the State of New York and provide for the requisite publication and posting of the Notice of Adoption of such local law together with such other acts that are customarily associated with the adoption and implementation of the Local Law, including the entry thereof in the minutes of the Meeting of the Board of Trustees.

ADOPTED Ayes 6 MacKerchar, Benedict, Hoban, McLoud, Spencer, Stewart
Nays 0 Abstain 0 Absent Condella

CALL FOR EXECUTIVE SESSION:

MOTION by Trustee McLoud, seconded by Trustee Spencer to authorize to have an Executive Session for legal counsel.

ADOPTED Ayes 6 MacKerchar, Benedict, Hoban, McLoud, Spencer, Stewart
Nays 0 Abstain 0 Absent Condella

MINUTES:

MOTION by Trustee Spencer, seconded by Trustee Benedict to approve the Village Board Minutes from January 15, 2019.

ADOPTED Ayes 6 MacKerchar, Benedict, Hoban, McLoud, Spencer, Stewart
Nays 0 Abstain 0 Absent Condella

GUESTS, PUBLIC REQUEST & COMMENTS:

Mark Morris explained the KLA (Keuka Lake Association) has been working with the DEC to establish a HAB (harmful algal blooms) monitoring program this year. This is very similar to what Canandaigua and Seneca lakes are doing. We are starting to solicit volunteers at various places around the lake. They will go through a training process to do a weekly visual inspection and if they see something that looks suspicious they take a sample and DEC will test it. It will take approximately 3 days to get results back. Laura Bailey from Cornell Cooperative will help with the day to day program and Marie Hudson from KLA will oversee the program. Mark feels having volunteers and getting samples will help us in the future. Mark explained the KLA will have the volunteers and pay part of Laura Baily’s salary. The DEC will pay for material and samples this year. Mark asked if anyone is interested or knows of any one to contact him.

MOTION by Trustee Spencer, seconded by Trustee Hoban to revise the Hampton Inn’s request to change the time of the Fire Works, initially to have Fire Works at 9:00PM on Saturday February 23, they are asking to have time changed to 10:00PM.

ADOPTED Ayes 6 MacKerchar, Benedict, Hoban, McLoud, Spencer, Stewart
Nays 0 Abstain 0 Absent Condella

MOTION by Trustee Benedict, seconded by Trustee Hoban to authorize the 5K Route for Saturday, April 6 for Finger Lakes Health. They changed the initial route. The race to begin at Medical Arts Parking lot on to N. Main Street turn up North Ave. to the intersection of North Ave. and Hamilton Street, head North on Hamilton Street and continue onto Flat Street. The halfway point is near the intersection of Shaw Rd and Flat Street and turn back to the parking lot at Medical Arts. Starting at 9:00 AM should be completed by 10:30am.

ADOPTED Ayes 6 MacKerchar, Benedict, Hoban, McLoud, Spencer, Stewart
Nays 0 Abstain 0 Absent Condella

MOTION by Trustee McLoud, seconded by Trustee Hoban to authorize the Annual Penn Yan Area Council of Churches Hunger Walk for Sunday May 5, 2019. Start at Penn Yan Presbyterian Church to Elm Street to Liberty Street to North Ave and Main Street. (same route as last year)

ADOPTED Ayes 6 MacKerchar, Benedict, Hoban, McLoud, Spencer, Stewart
Nays 0 Abstain 0 Absent Condella

MAYOR:

Mayor MacKerchar mentioned the DRI projects are getting narrowed down. Next meeting is set for Tuesday February 26 at 5:30PM at the Penn Yan Fire House.

ATTORNEY:

COMMUNITY REVITALIZATION:

Mayor MacKerchar stated no new grant requests have come in.

MUNICIPAL:

MOTION by Trustee McLoud, seconded by Trustee Spencer to authorize the Resolution No 16-2019 to appoint Brent Bodine as voting delegate from the Village of Penn Yan for the NYMPA Special Meeting to be held on February 26, 2019 in Syracuse, NY.

WHEREAS, _____ Village Board _____ of the Village of _____ Penn Yan _____, New York, is the representative to the New York Municipal Power Agency; and

WHEREAS, in accordance with the bylaws of the New York Municipal Power Agency, each municipal member may cast vote on each transaction properly brought before this meeting;

NOW, THEREFORE, BE IT RESOLVED, that _____ Brent Bodine _____ Be and is hereby designated as the accredited delegate of the Village of _____ Penn Yan, _____

New York,

ADOPTED Ayes 6 MacKerchar, Benedict, Hoban, McLoud, Spencer, Stewart
Nays 0 Abstain 0 Absent Condella

MOTION by Trustee McLoud, seconded by Trustee Benedict to approve the Resolution No 17-2019 which approves the Amendment to the NYMPA Agreement

BE IT RESOLVED, that Penn Yan Village Board (member) hereby approves and concurs in the attached Amendment to the NEW YORK MUNICIPAL POWER AGENCY AGREEMENT, pursuant to Article XI thereof;

ADOPTED Ayes 6 MacKerchar, Benedict, Hoban, McLoud, Spencer, Stewart
Nays 0 Abstain 0 Absent Condella

MOTION by Trustee McLoud, seconded by Trustee Hoban to authorize the change order (Amendment #4 for the Sheppard/Johnson/Myrtle watermain project) for additional work to be completed by MRB group; this will increase the agreement amount by \$9,800.00, for a revised contract amount of \$105,970.00

ADOPTED Ayes 6 MacKerchar, Benedict, Hoban, McLoud, Spencer, Stewart
Nays 0 Abstain 0 Absent Condella

MOTION by Trustee McLoud, seconded by Trustee Spencer to authorize Matt Fritz to attend Grade A Operator school in Tonawanda May 13, 2019 – May 24, 2019 at a cost of \$875 plus accommodations of \$94.99 per night for 8 nights (total for accommodations: \$759.92) plus expenses and mileage

ADOPTED Ayes 6 MacKerchar, Benedict, Hoban, McLoud, Spencer, Stewart
Nays 0 Abstain 0 Absent Condella

MOTION by Trustee McLoud, seconded by Trustee Hoban to authorize Yvonne Tucker and Steve Castner to attend Northern New York Water Works Conference in Potsdam, NY on March 13th at a cost of \$40 per person plus 1 night accommodations at a cost of \$94.00 each (accommodations totaling \$188)

ADOPTED Ayes 6 MacKerchar, Benedict, Hoban, McLoud, Spencer, Stewart
Nays 0 Abstain 0 Absent Condella

MOTION by Trustee McLoud, seconded by Trustee Benedict to approve the Agreement between the Village of Penn Yan and Elliott Engineering Solutions for the preparation of a Facility Study to include effluent disinfection at the Wastewater Treatment Plant at a cost of \$7,000

ADOPTED Ayes 6 MacKerchar, Benedict, Hoban, McLoud, Spencer, Stewart
Nays 0 Abstain 0 Absent Condella

MOTION by Trustee McLoud, seconded by Trustee Spencer to approve Utility Payment Agreements in the amount of \$7861.44

ADOPTED Ayes 6 MacKerchar, Benedict, Hoban, McLoud, Spencer, Stewart
Nays 0 Abstain 0 Absent Condella

FINANCE & ADMINISTRATION:

MOTION: by Trustee Benedict, seconded by Trustee McLoud to pay current Village and Municipal bills as submitted.

AUDIT:

		Amount:
Paid Before Audit:		
General		28,446.58
Electric		278,626.03
Sewer		4,885.55
Water		6,232.72
Capital Projects		
	Total Paid Before Audit	\$ 318,190.88
Current Audit:		
General	\$	71,583.51
Community Development - CRC		30,000.00
Electric		111,818.72
Sewer		37,349.84
Water		54,295.10
Capital Projects		-
	Total Current Audit Items	\$ 305,047.17
TOTAL AUDIT		\$ 623,238.05

ADOPTED Ayes 6 MacKerchar, Benedict, Hoban, McLoud, Spencer, Stewart
 Nays 0 Abstain 0 Absent Condella

MOTION by Trustee Benedict, seconded by Trustee Spencer to authorize Sheppard Street, Johnson and Myrtle Ave. Water Main replacement-CDBG project #895PW158-16 Warrant for \$4,857.36.

ADOPTED Ayes 6 MacKerchar, Benedict, Hoban, McLoud, Spencer, Stewart
 Nays 0 Abstain 0 Absent Condella

MOTION by Trustee Benedict, seconded by Trustee McLoud to authorize the Mayor to sign the two year renewal agreement with Municipal Solutions for general financial services.

ADOPTED Ayes 6 MacKerchar, Benedict, Hoban, McLoud, Spencer, Stewart
 Nays 0 Abstain 0 Absent Condella

MOTION by Trustee Benedict, seconded by Trustee Hoban to authorize the Mayor to sign an amendment to the agreement with Municipal Solutions to provide administrative support for the CDBG Sheppard/Johnson/Myrtle watermain replacement project, which has had its deadline extended until June 30, 2019. The amended agreement is for an additional \$2,000 (from \$18,000 to \$20,000), and is paid for by CDBG project funds awarded.

ADOPTED Ayes 6 MacKerchar, Benedict, Hoban, McLoud, Spencer, Stewart
 Nays 0 Abstain 0 Absent Condella

MOTION by Trustee Benedict, seconded by Trustee McLoud to authorize Resolution No 9-2019 Budget Transfer for \$1,000 (transfer to Treasurer contractual service account cover higher than budgeted costs for fiscal agent and bond attorney BAN renewal costs.)

TO:

Account Id	Description	Date	Fund Totals
A -1325-4-410	Treasurer-Contractual Services	1,000	
		1,000	
		General	1,000
		Electric	-
		Sewer	-
		Water	-
		-	1,000

FROM:

Account Id	Description	Date
A -1010-4-480	Board of Trustees-Prof Fees/Publications	

1,000
1,000

General	1,000
Electric	-
Sewer	-
Water	-
	<u>1,000</u>

Budget transfer to Treasurer contractual services account to cover higher than budgeted costs for fiscal agent and bond attorney BAN renewal costs, with dollars coming from Trustee account for professional and training.

ADOPTED Ayes 6 MacKerchar, Benedict, Hoban, McLoud, Spencer, Stewart
 Nays 0 Abstain 0 Absent Condella

MOTION by Trustee Benedict, seconded by Trustee Spencer to authorize Resolution No 10-2019 Budget Transfers for \$11,620.00 (transfer from contingency account to attorney account to cover to date costs from outside counsel for litigation expenses.)

<u>TO:</u>	Account Id	Description	Date	Fund Totals
	A -1420-4-410	Attorney-Contractual Services	<u>11,620</u>	
			<u><u>11,620</u></u>	
				General 11,620
				Electric -
				Sewer -
				Water -
			-	<u><u>11,620</u></u>
<u>FROM:</u>	Account Id	Description	Date	
	A -1990-4-400	CONTINGENCY	<u>11,620</u>	
			<u><u>11,620</u></u>	
				General 11,620
				Electric -
				Sewer -
				Water -
				<u><u>11,620</u></u>

Budget transfer from contingency account to attorney account to cover to date costs from outside counsel for litigation expenses.

ADOPTED Ayes 6 MacKerchar, Benedict, Hoban, McLoud, Spencer, Stewart
 Nays 0 Abstain 0 Absent Condella

MOTION by Trustee Benedict, seconded by Trustee Spencer to authorize Resolution No 11-2019 Budget Transfers for \$3,060.00 (transfer to cover higher than budgeted expense for fire department health services and bunker gear, offset coming from excess funds budgeted for firefighter cancer benefits account.)

<u>TO:</u>	Account Id	Description	Date	Fund Totals
	A -3410-4-415	Fire-Health Services	733	
	A -3410-4-520	Fire-Bunker Gear/Bags/Gloves	<u>2,327</u>	
			<u><u> </u></u>	

			<u>3,060</u>		
					General 3,060 Electric - Sewer - Water - <hr/> 3,060
FROM:					
Account Id	Description	Date			
A -9025-8-801	Enhanced Health Benefits Volunteer Fire	<u>3,060</u>			
			<u>3,060</u>		
					General 3,060 Electric - Sewer - Water - <hr/> 3,060

Budget transfer to cover higher than budgeted expenses for fire department health services and bunker gear, with offset coming from excess funds budgeted for firefighter cancer benefits account.

ADOPTED Ayes 6 MacKerchar, Benedict, Hoban, McLoud, Spencer, Stewart
 Nays 0 Abstain 0 Absent Condella

MOTION by Trustee Benedict, seconded by Trustee McLoud to authorize Resolution No 12-2019 Budget Transfers for \$3,138.00 (transfer to Parks & Rec. equipment to cover cost of planned pickup from general administrative supplies account)

			<u>3,138</u>		
					General 3,138 Electric - Sewer - Water - <hr/> 3,138
TO:					
Account Id	Description	Date	Fund Totals		
A -7140-2-200	Parks & Recreation-Equipment	<u>3,138</u>			
			<u>3,138</u>		
					General 3,138 Electric - Sewer - Water - <hr/> 3,138
FROM:					
Account Id	Description	Date			
A -1610-4-500	General Admin-Supplies & Materials	<u>3,138</u>			
			<u>3,138</u>		
					General 3,138 Electric - Sewer - Water - <hr/> 3,138

Budget transfer to Parks and Rec equipment to cover cost of planned pickup for which the bids came back higher than the budgeted amount, with funds being taken from general administrative supplies account which is projected to underrun the budget.

ADOPTED Ayes 6 MacKerchar, Benedict, Hoban, McLoud, Spencer, Stewart
 Nays 0 Abstain 0 Absent Condella

MOTION by Trustee Benedict, seconded by Trustee McLoud to authorize Resolution No 13-2019 Budget Transfers for \$2,472.00 (transfer to cover higher cost for HRA benefits, in part due to reconciliation of prior years expenses. Funds pulled from general admin professional/training and village facilities supplies)

TO:			Fund
Account Id	Description	Date	Totals
A -9089-8-800	Employee Benefits-FLEX/MRA	<u>2,472</u>	
		<u>2,472</u>	
			General 2,472
			Electric -
			Sewer -
			Water -
			- <u>2,472</u>
FROM:			
Account Id	Description	Date	
A -1610-4-480	General Admin-Professional & Training	972	
A -1620-4-500	Village Facilities-Supplies & Materials	<u> </u>	1,500
		<u>2,472</u>	
			General 2,472
			Electric -
			Sewer -
			Water -
			<u>2,472</u>

Budget transfer to cover higher costs for HRA benefits, in part due to reconciliation of prior years expenses. Funds are being pulled from general admin professional/training and village facilities supplies, both of which are projected to underrun the budgeted amounts.

ADOPTED Ayes 6 MacKerchar, Benedict, Hoban, McLoud, Spencer, Stewart
 Nays 0 Abstain 0 Absent Condella

MOTION by Trustee Benedict, seconded by Trustee Hoban to authorize Resolution No 14-2018 Budget Amendments for \$5,600.00 (increase revenue and expense budgets for Sewer fund to recognize the DEC engineering planning grant award for study of a disinfection system for implementation at the wastewater treatment plant)

Increase Revenue
Budget

ES-3990-00 State Aid Sewer Capital Projects 5,600

Increase Expense
Budget

ES-8130-4-400 Sewage Treatment-Engineering 5,600

Budget amendment to increase revenue and expense budgets for the Sewer fund to recognize the DEC engineering planning grant award for study of a disinfection system for implementation at the wastewater treatment plant.

ADOPTED Ayes 6 MacKerchar, Benedict, Hoban, McLoud, Spencer, Stewart
 Nays 0 Abstain 0 Absent Condella

MOTION by Trustee Benedict, seconded by Trustee Spencer to hire Ben Comstock as Meter Reader on a provisional basis Group II Step Start \$19.49/hr. effective March 18, 2019.

ADOPTED Ayes 6 MacKerchar, Benedict, Hoban, McLoud, Spencer, Stewart
 Nays 0 Abstain 0 Absent Condella

MOTION by Trustee Benedict, seconded by Trustee McLoud to hire Ken Eldridge full time Police Officer Group 1 Step 1 24.72/ hr. effective date March 1, 2019 - 12 week probation period

ADOPTED Ayes 6 MacKerchar, Benedict, Hoban, McLoud, Spencer, Stewart
Nays 0 Abstain 0 Absent Condella

MOTION by Trustee Benedict, seconded by Trustee McLoud to hire Bryan Quayle part time Police Officer to attend the Finger Lakes Law Enforcement Academy at 15.00/hr. retroactive Feb. 4, 2019

ADOPTED Ayes 6 MacKerchar, Benedict, Hoban, McLoud, Spencer, Stewart
Nays 0 Abstain 0 Absent Condella

MOTION by Trustee Benedict, seconded by Trustee Stewart to hire Nick Fratto as a part time Police Officer at a rate of 18.00/hr. Nick is a certified Police Officer and has prior experience with Ontario County, effective Feb. 22, 2019

ADOPTED Ayes 6 MacKerchar, Benedict, Hoban, McLoud, Spencer, Stewart
Nays 0 Abstain 0 Absent Condella

MOTION by Trustee Benedict, seconded by Trustee Spencer to begin recruiting for a Lineworker

ADOPTED Ayes 6 MacKerchar, Benedict, Hoban, McLoud, Spencer, Stewart
Nays 0 Abstain 0 Absent Condella

MOTION by Trustee Benedict, seconded by Trustee McLoud to promote Eric Spencer to Apprentice Lineworker on a provisional basis Group VI Step Start \$22.14/hr. effective 2/20/19

ADOPTED Ayes 6 MacKerchar, Benedict, Hoban, McLoud, Spencer, Stewart
Nays 0 Abstain 0 Absent Condella

MOTION by Trustee Benedict, seconded by Trustee McLoud to begin recruiting for an Apprentice Lineworker

ADOPTED Ayes 6 MacKerchar, Benedict, Hoban, McLoud, Spencer, Stewart
Nays 0 Abstain 0 Absent Condella

PUBLIC SAFETY:

POLICE DEPARTMENT:

Monthly activity report for January

MOTION by Trustee Benedict, seconded by Trustee Spencer to authorize to send Justin Hamm and Jeff Stewart to an active shooters/school shooters seminar in Buffalo, NY on March 21st. No cost for seminar.

ADOPTED Ayes 6 MacKerchar, Benedict, Hoban, McLoud, Spencer, Stewart
Nays 0 Abstain 0 Absent Condella

FIRE DEPARTMENT:

Chief's Report for January

FYI - Requesting use for 2019 Fireman's Field

Chief LaRock mentioned they can allow some parking at the Firemen's field for the Winter Festival this weekend. Just wants to be sure it's not real muddy.

CODE ENFORCEMENT:

Monthly activity report for January

MOTION by Trustee Benedict, seconded by Trustee Hoban to authorize Bruce Lyon CEO to attend the annual Delegates meeting on Friday March 1, 2019 in Utica, NY. Requesting mileage.

ADOPTED Ayes 6 MacKerchar, Benedict, Hoban, McLoud, Spencer, Stewart
Nays 0 Abstain 0 Absent Condella

Bruce Lyon CEO will be submitting the Year-end report to State very soon.

PUBLIC WORKS:

MOTION by Trustee McLoud, seconded by Trustee Hoban to authorize Resolution No 8-2019 Keuka Lake Association and Cornell Cooperative Extension Boat Stewardship Support and to continue efforts to monitor Invasive Species coming in and out of the lake for 2019, 2020 and 2021 boating season and authorize the Mayor signs the support letter to the Cornell Cooperative Extension of Yates County.

WHEREAS, the Village of Penn Yan has a public boat launch; and

WHEREAS, the Village of Penn Yan is aware of the “Clean, Drain and Dry” law that New York State has implemented regarding control of invasive species into lakes and other public waters; and

WHEREAS, the Village of Penn Yan would be grateful for the assistance of the Keuka Lake Association and Cornell Cooperative Extension in implementing this law; and

WHEREAS, the Keuka Lake Association has a long and successful history of protecting Keuka Lake; and

WHEREAS, the Keuka Lake Association has successfully operated a Boat Steward Education and Inspection Program since 2015

NOW THEREFORE, BE IT RESOLVED, that the Village of Penn Yan does hereby support the Keuka Lake Association’s and Cornell Cooperative Extension’s request for funding for the years of 2019, 2020 and 2021 to operate a Boat Steward Education and Inspection Program.

ADOPTED Ayes 6 MacKerchar, Benedict, Hoban, McLoud, Spencer, Stewart
Nays 0 Abstain 0 Absent Condella

MOTION by Trustee McLoud, seconded by Trustee Spencer to authorize Brent Bodine to sign the NYSDOT Shared Service Agreement, which will be in effect for 2 years. (February 2, 2019 – February 2, 2021).

ADOPTED Ayes 6 MacKerchar, Benedict, Hoban, McLoud, Spencer, Stewart
Nays 0 Abstain 0 Absent Condella

MOTION by Trustee McLoud, seconded by Trustee Spencer to authorize Atty. Brockman and Brent Bodine to work on implementing a code change Prohibiting discharge of water onto sidewalks and street surfaces.

ADOPTED Ayes 6 MacKerchar, Benedict, Hoban, McLoud, Spencer, Stewart
Nays 0 Abstain 0 Absent Condella

PLANNING & DEVELOPMENT:

PLANNING BOARD:

COMMENTS

EXECUTIVE SESSION:

At 6:30 PM, **MOTION** by Trustee McLoud , seconded by Trustee Spencer to enter into Executive Session.

ADOPTED Ayes 6 MacKerchar, Benedict, Hoban, McLoud, Spencer, Stewart
Nays 0 Abstain 0 Absent Condella

ADJOURNMENT OF EXECUTIVE SESSION:

At 6:51 PM, **MOTION** by Trustee Spencer, seconded by Trustee McLoud to leave Executive Session and return to regular Village Meeting.

ADOPTED Ayes 6 MacKerchar, Benedict, Hoban, McLoud, Spencer, Stewart
Nays 0 Abstain 0 Absent Condella

ADJOURNMENT:

At 6:52 PM, **MOTION** by Trustee Benedict, seconded by Trustee Spencer to adjourn the regular Village Board meeting.

ADOPTED Ayes 6 MacKerchar, Benedict, Hoban, McLoud, Spencer, Stewart
Nays 0 Abstain 0 Absent Condella

Mary Ann Martin, Deputy Clerk

ANNOUNCEMENTS: