



**CODE ENFORCEMENT BOARD
MINUTES: WEDNESDAY, FEBRUARY 5, 2020**

The City of Florence, Kentucky Code Enforcement Board met at 10:00 a.m. on Wednesday, February 5, 2020 in the Council Chamber of the Florence Government Center with Code Enforcement Board Chairman, Jim Johnson presiding.

CALL TO ORDER & ROLL CALL

Chairman Johnson called the meeting to order and requested a roll call. Present were the following four (4) Board members: Lance Howard, Rick Rowland, David Spille, and Jim Johnson. Board Member Bill Sharp was absent.

Also present: Hugh O. Skees, Attorney; Melissa Kramer, Assistant City Clerk; Jeremy Kleier, Code Enforcement Administrator; Mike Macaluso, Code Enforcement Officer; Brian DeCarlo, Code Enforcement Officer; Randy Childress, Fire Marshal; Sgt. Chris Billiter, Police Officer. In the audience: Sgt. P. Stubblefield, Boone County Animal Care & Control; Paul Rottinghaus, contesting; Tom Torline, contesting; Noelle Sanders, contesting; Attorney, David Steele, contesting; Joe Massa, contesting; Richard Hedger, contesting; Tammy Schroer, contesting; G. Dianne C. Wehrmann, continued case; Samuel Forlenza, DC., continued case; Tim Mullins, continued case.

APPROVAL OF MINUTES:

January 8, 2020

Chairman Johnson called for a motion to approve the minutes of the January 8, 2020 meeting of the Code Enforcement Board. Board Member Howard motioned to accept the minutes as read with a second from Board Member Rowland. **Motion carried by unanimous vote.**

SWEARING IN:

The Code Enforcement Officers were sworn in by Chairman Johnson.

CONTESTED CASE:

**Contested Case #2015-595-PM
87 Allison Drive**

**City of Florence vs. Paul Rottinghaus
Multiple Citations**

Officer Macaluso presented the case as follows: Case was initially handled by Officer Strickley in 2010. Property had violations consisting of siding, roof, gutters in disrepair and siding in need of paint. 18 citations were issued to the property between 9/7/10 and 9/13/16. Officer Macaluso inspected the property on 2/4 and now in compliance. 18 citations for a total amount of \$19,525.00; 7 liens were placed on the property and city expenses in the amount of \$413.00.

Paul Rottinghaus appeared and requested relief from the fines and liens. Mr. Rottinghaus stated the roof was replaced in 2006. The house is all brick. Believed the roof was in good shape and did understand the chipped paint which has since been repaired. He believes the damage was caused after the woods, located in the rear of his house, were cleared for the park. Raccoons and other animals invaded his property causing damage. Mr. Rottinghaus is now in compliance and requested that the liens be dismissed.

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Mr. Rowland motioned to dismiss the liens with the exception of the city expense in the amount of \$413.00. Mr. Howard followed with a second. Chairman Johnson requested a Roll Call Vote. The Board approved 3-1, motion carried. **Motion carried by unanimous vote.**

Contested Case #2019-309-ZG
7660 Industrial Road
Contested by Tom Torline & Noelle Sanders

City of Florence vs. Advanced Construction
Multiple Citations

Officer Kleier had no new developments to report in the case. Upon being sworn in, Noelle Sanders requested refund of fines paid to the City of Florence for citations incurred. Board Member Spille responded and stated the case was originally dismissed for sake of argument. Grading did occur on the property. Since the city was unable to prove grading went on due to the lapse in time from the initial citations to present date, the citations were dismissed. Without incurring additional city expenses, Board Member Spille requested the case be dismissed at the previous hearing. After dismissal, Advanced Construction was now requesting refund when grading did occur. Board Member Spille stated the case has been ongoing since 2017 and the Board was ignored until the past year when new citations were issued. Board Member Spille moved no refund be given. Board Member Rowland followed with a second. Chairman Johnson requested a Roll Call Vote. The Board approved 4-0, motion carried. **Motion carried by unanimous vote.**

Contested Case #2019-95-PM/ZG
7912 Dream Street
Contested by Attorney, David Steele & Joe Massa

City of Florence vs. Arc Café USA
Multiple Citations

Officer Macaluso presented the case as follows: Captain D's located at 7912 Dream Street; several violations in 2018, sent letters and first citation was issued on 11/23/18. August Code Board, Joe Massa presented his case and requested 90 days to remedy the violations. Case was continued until the December hearing. At the December hearing, little no to improvement. Gates on dumpster were repaired, downspouts were repaired and three violations remained. Joe Massa did not attend the meeting and case was ruled upon. All violations were upheld. Following the December hearing, Attorney Steele requested to contest the citations and stated he would be representing Joe Massa.

Attorney, David Steele, appeared on behalf of Joe Massa and Arc Café-Captain D's. Joe Massa was sworn in. Attorney Steele stated he visited the property and has spoken with his client, Joe Massa, regarding the repairs, the parking lot, painting on the side and the light pole. Officer Macaluso inspected the property on 2/4 and obtained photos. Attorney Steele has relayed to his client the violations need to be taken care of. The light pole has been ordered and is scheduled to be in on April 6, 2020 and will be installed shortly thereafter. The trash is an ongoing matter for Mr. Massa. The trash is from Wendy's, Frisch's, Blue Pantry and other establishments. Not attractive and it is not Captain D's, however, regardless the trash needs to be picked up. Mr. Massa explained there is a homeless camp and can be attributable to the camp. Attorney Steele stated his client would clean the trash up within the next week. The asphalt, siding, and paint are weather sensitive. Attorney Steele requested the case be continued until the May hearing to allow Mr. Massa time to have the building painted, asphalt repaired, and allow additional time to come into compliance. Mr. Massa stated he is unable to paint at this time and the asphalt plants are closed. Attorney Steele is hopeful the violations can be repaired and he will be able request a reduction/dismissal of fines at the May Hearing.

Board Member Spille observed the photograph of the building of the entrance. He had no issue with allowing a continuance for 90 days, however, is concerned with the main entrance. Mr. Massa explained the main entrance will be repaired. Board Member Spille instructed him to patch the main entrance now as it is a hazard for patrons of the restaurant. Officer Macaluso stated the pavers need to be replaced, as well as the hood vent for the kitchen which has extensive rust. Attorney Steele has suggested Mr. Massa will have the trash picked up in one week. Board Member Spille recommended a privacy fence. Attorney Steele stated the restaurant is very clean inside and no health violations, however, the outside needs repairs. Mr. Spille motioned to continue the case 90 days to the May hearing. Mr. Howard followed with a second. **Motion carried by unanimous vote.**

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**Contested Case #2019-86-OC
60 Cavalier Blvd.**

**City of Florence vs. Robbie Hedger
Multiple Citations**

Officer Macaluso presented the case as follows: Property located at 60 Cavalier Blvd., Huff Realty. On 3/11 sent letter for non-compliance with occupational license; 4/1 no change, issued 1st citation; between 4/1 and 6/24 six citations were issued; 6/25 received notification finance was trying to work with individual; 8/22 received notification agent was in compliance. On 1/8/2020 he contacted Melissa in the City Clerk's office and requested to contest the citations. 6 citations issued in the amount of \$1,400.00, no liens.

Richard Hedger (Robbie Hedger) appeared and stated he is a real estate agent part-time out of the Florence office. He has had his license for six years. Usually not in the office and did not receive the citations. Works out of his home and citations were mailed to the Florence office. Once he received the citations, he came into compliance and was unaware the fines were still active. Mr. Hedger requested reduction or dismissal of the fines. Mr. Howard motioned to dismiss the citations. Mr. Rowland followed with a second. **Motion carried by unanimous vote.**

**Contested Case # 2019-209-OC
4885 Houston Road**

**City of Florence vs Tammy Schroer
Multiple Citations**

Officer Macaluso presented the case as follows: Sent letter for non-compliance with occupational license in May 2019; 5/28 no change, issued 1st citation; 6/7 issued 2nd citation; \$200.00 in fines and no liens. Checked with the finance department and she is in compliance.

Ms. Schroer appeared and stated she was unaware of the citations, primarily works in Ohio. Works and lives in Ohio, does not reside in Kentucky. Only sold one house in Kentucky. Ms. Schroer requested reduction or dismissal of the fines. Mr. Spille motioned to dismiss the citations. Mr. Rowland followed with a second. **Motion carried by unanimous vote.**

PARKING CASES: (5) PAID (1)

Case #	2020-1-ZE	City of Florence vs	Chandler Rose	Palladian Drive	Citation #0151PD
Case #	2020-2-JW	City of Florence vs	Heather Hamilton	7129 Manderlay	Citation #3081
Case #	2020-3-JW	City of Florence vs	Heather Hamilton	7131 Manderlay	Citation #3082
Case #	2020-4-JW	City of Florence vs	Andrea Garibay	7129 Manderlay	Citation #3083
Case #	2020-5-PC	City of Florence vs	Silvia Chavez	Mall Road – Kroger	Citation #3111

No one appeared to contest the stated parking violations. Mr. Spille motioned to uphold all parking violations. Mr. Rowland followed with a second. **Motion was carried by unanimous vote.**

ANIMAL CONTROL CASES: (0) None

OCCUPATIONAL LICENSE CASES (45) PAID (3)

Case #	2020-1-OC	City of Florence vs	Elma Schadler	4895 Houston Rd.	Citation #	MM-2020-1
Case #	2020-2-OC	City of Florence vs	Amy Duncan	4895 Houston Rd.	Citation #	MM-2020-3
Case #	2020-3-OC	City of Florence vs	Sara Sheyer Farmer	4895 Houston Rd.	Citation #	MM-2020-4
Case #	2020-4-OC	City of Florence vs	Jason Phillips	4895 Houston Rd.	Citation #	MM-2020-5
Case #	2020-5-OC	City of Florence vs	Monica Howe	4895 Houston Rd.	Citation #	MM-2020-6
Case #	2020-6-OC	City of Florence vs	Robert Kappes	4895 Houston Rd.	Citation #	MM-2020-7
Case #	2020-7-OC	City of Florence vs	Nick Gregory	4895 Houston Rd.	Citation #	MM-2020-8
Case #	2020-8-OC	City of Florence vs	Jean Paul	4895 Houston Rd.	Citation #	MM-2020-9
Case #	2020-9-OC	City of Florence vs	Debra Dixon	60 Cavalier Blvd.	Citation #	MM-2020-11
Case #	2020-10-OC	City of Florence vs	Hatfield's Software Solutions	71 Cavalier Blvd.	Citation #	MM-2020-14
Case #	2020-11-OC	City of Florence vs	Cincinnati Door & Window	71 Cavalier Blvd.	Citation #	MM-2020-15

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Case #	2020-12-OC	City of Florence vs	Toubl Contracting Inc.	71 Cavalier Blvd.	Citation #	MM-2020-16
Case #	2020-13-OC	City of Florence vs	Sevad Disdaremic	71 Cavalier Blvd.	Citation #	MM-2020-17
Case #	2020-14-OC	City of Florence vs	Clinical Behavior	71 Cavalier Blvd.	Citation #	MM-2020-18
Case #	2020-15-OC	City of Florence vs	Integrity Concepts	71 Cavalier Blvd.	Citation #	MM-2020-19
Case #	2020-16-OC	City of Florence vs	Southern Cross	71 Cavalier Blvd.	Citation #	MM-2020-20
Case #	2020-17-OC	City of Florence vs	Greater Cincinnati Home Center	75 Cavalier Blvd.	Citation #	MM-2020-21
Case #	2020-18-OC	City of Florence vs	ARCP Mt Florence	1336 Hansel Ave.	Citation #	MM-2020-22PD
Case #	2020-19-OC	City of Florence vs	8035 Action Blvd LLC	8035 Action Blvd.	Citation #	MM-2020-23
Case #	2020-20-OC	City of Florence vs	Paul Taulbee	60 Cavalier Blvd.	Citation #	MM-2020-26
Case #	2020-21-OC	City of Florence vs	A Total Tan	7220 Burlington Pike	Citation #	MM-2020-27
Case #	2020-22-OC	City of Florence vs	Shady Photography Studio	8180 Mall Rd.	Citation #	MM-2020-28
Case #	2020-23-OC	City of Florence vs	Stephanie Benedetti	4895 Houston Rd.	Citation #	MM-2020-29
Case #	2020-24-OC	City of Florence vs	Sharkhami, Inc.	6805 Houston Rd.	Citation #	MM-2020-30
Case #	2020-25-OC	City of Florence vs	FJ Construction	24 Kathryn Ave.	Citation #	MM-2020-31
Case #	2020-26-OC	City of Florence vs	Reyes Remolding LLC	8449 Pheasant Dr.	Citation #	MM-2020-32
Case #	2020-27-OC	City of Florence vs	Doscas Sitanata	4885 Houston Rd.	Citation #	MM-2020-36
Case #	2020-28-OC	City of Florence vs	Teresa Gillum	4885 Houston Rd.	Citation #	MM-2020-37
Case #	2020-29-OC	City of Florence vs	Chris Kennedy	4885 Houston Rd.	Citation #	MM-2020-38
Case #	2020-30-OC	City of Florence vs	Kelly Meyer	4885 Houston Rd.	Citation #	MM-2020-39
Case #	2020-31-OC	City of Florence vs	Christopher Pfaff	4885 Houston Rd.	Citation #	MM-2020-40
Case #	2020-32-OC	City of Florence vs	Lori Taylor	4885 Houston Rd.	Citation #	MM-2020-41
Case #	2020-33-OC	City of Florence vs	Kathy Sauley	4885 Houston Rd.	Citation #	MM-2020-42
Case #	2020-34-OC	City of Florence vs	Cardinal Arts LLC	73 Cavalier Blvd.	Citation #	MM-2020-43
Case #	2020-35-OC	City of Florence vs	Professional Wedding	73 Cavalier Blvd.	Citation #	MM-2020-44
Case #	2020-36-OC	City of Florence vs	Total Choice Mortgage	73 Cavalier Blvd.	Citation #	MM-2020-45
Case #	2020-37-OC	City of Florence vs	Lenkley Technologies	73 Cavalier Blvd.	Citation #	MM-2020-46
Case #	2020-38-OC	City of Florence vs	John Kruer	73 Cavalier Blvd.	Citation #	MM-2020-47
Case #	2020-39-OC	City of Florence vs	Drake Custom Construction	73 Cavalier Blvd.	Citation #	MM-2020-48
Case #	2020-40-OC	City of Florence vs	Fortinet	73 Cavalier Blvd.	Citation #	MM-2020-49
Case #	2020-41-OC	City of Florence vs	Haines Plaza LLC	8645 Haines Drive	Citation #	MM-2020-57PD
Case #	2020-42-OC	City of Florence vs	Dan & Denise Bosch (Summers Massage)	7104 Dixie Highway	Citation #	MM-2020-67
Case #	2020-43-OC	City of Florence vs	Dan & Denise Bosch (Amanda Fassler)	7104 Dixie Highway	Citation #	MM-2020-68
Case #	2020-44-OC	City of Florence vs	Weekly Glow Cleaning Services	225 Main Street	Citation #	MM-2020-69
Case #	2020-45-OC	City of Florence vs	Richard K. Mullins DMD	7205 Dixie Highway	Citation #	MM-2020-70PD

Officer Macaluso requested the citations for Robert Geiger be dismissed. No business occurs at the office and is used for storage of TV and couch. Officer Macaluso requested case be reopened. Mr. Rowland motioned to reopen the case. Mr. Howard followed with a second. **Motion was carried by unanimous vote.** Officer Macaluso requested dismissal of the citations. Mr. Spille motioned to dismiss the case. Mr. Rowland followed with a second. **Motion was carried by unanimous vote.**

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Officer Macaluso requested the citations Elite Security Systems, 75 Cavalier Boulevard be dismissed, business has vacated. Officer Macaluso requested case be reopened. Mr. Rowland motioned to reopen the case. Mr. Spille followed with a second. **Motion was carried by unanimous vote.** Officer Macaluso requested dismissal of the citations. Mr. Spille motioned to dismiss the case. Mr. Howard followed with a second. **Motion was carried by unanimous vote.**

Officer Macaluso requested the citations for Cindy Hahn, 73 Cavalier Boulevard be dismissed. Officer Macaluso requested case be reopened. Mr. Rowland motioned to reopen the case. Mr. Spille followed with a second. **Motion was carried by unanimous vote.** Officer Macaluso requested dismissal of the citations. Mr. Spille motioned to dismiss the case. Mr. Howard followed with a second. **Motion was carried by unanimous vote.**

Officer Macaluso requested the citations for 7211 US 42, TJ Williams, Penny Teague, Doug Teague be dropped. Obtained tax information and no business is conducted within the city of Florence. Officer Spille requested case be reopened. Mr. Rowland motioned to reopen the case. Mr. Spille followed with a second. **Motion was carried by unanimous vote.** Officer Macaluso requested dismissal of the citations. Mr. Spille motioned to dismiss the case. Mr. Howard followed with a second. **Motion was carried by unanimous vote.**

Officer Macaluso requested citations for OBI Salon be dropped. Officer Macaluso requested case be reopened. Mr. Spille motioned to reopen the case. Mr. Howard followed with a second. **Motion was carried by unanimous vote.** Officer Macaluso requested dismissal of the citations. Mr. Spille motioned to dismiss the case. Mr. Howard followed with a second. **Motion was carried by unanimous vote.**

FIRE PREVENTION CASES: (0) None

CITATIONS ISSUED – NO RESPONSE – FINAL ORDER: (37) Paid (5)

Case #	2020-1-ZG	City of Florence vs	Steven & Jill Popham	1659 Trace Drive	Citation #	BD-2020-01PD
Case #	2020-2-PM/ZG	City of Florence vs	Randall & Pamela Miller	106 Hillside Drive	Citation #	BD-2020-02
Case #	2020-3-ZG	City of Florence vs	Julia Ann Eckler	46/48 Surrey Court	Citation #	BD-2020-03
Case #	2020-4-ZG	City of Florence vs	Sandra Ante	8567 Winthrop Circle	Citation #	BD-2020-04
Case #	2020-5-PM	City of Florence vs	Brian & Sally Wardrup	2736 Chateau Court	Citation #	BD-2020-05
Case #	2020-6-PM	City of Florence vs	Sumra Maimoona	8218 N. Dilcrest Circle	Citation #	BD-2020-06
Case #	2020-7-PM	City of Florence vs	Pika Properties, LLC	8141 Mall Road	Citation #	BD-2020-07
Case #	2020-8-PM	City of Florence vs	Bayer Florence LLC	8125 Mall Road	Citation #	BD-2020-08
Case #	2020-9-PM	City of Florence vs	New Plan Property Holding Co.	7623/7627 Mall Road	Citation #	BD-2020-09
Case #	2020-10-ZG	City of Florence vs	Steven Estes	153 Belair Circle	Citation #	BD-2020-10
Case #	2020-11-ZG	City of Florence vs	Heritage Fellowship Inc.	7216 US 42 Highway	Citation #	BD-2020-11PD
Case #	2020-12-ZG	City of Florence vs	Vuong Nguyen	Parcel 062.00-00-039.00	Citation #	BD-2020-12
Case #	2020-13-ZG	City of Florence vs	Brent Yeager II	811 Gloucester Dr	Citation #	BD-2020-13PD
Case #	2020-14-ZG	City of Florence vs	Home Depot USA	99 Spiral Boulevard	Citation #	JK-2020-1
Case #	2020-15-PM/ZG	City of Florence vs	Marilyn J. Foltz Estate	10 Valley Drive	Citation #	MM-2020-12
Case #	2020-16-ZG	City of Florence vs	George & Shirlee Whitson Trustees	7848 US 42	Citation #	MM-2020-13PD
Case #	2020-17-PM	City of Florence vs	Donna & Donald Klein	18 Girard Street	Citation #	MM-2020-24

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Case #	2020-18-PM/ZG	City of Florence vs	Marilyn J. Foltz Estate	10 Valley Drive	Citation #	MM-2020-25
Case #	2020-19-PM	City of Florence vs	WEC 99J-31 LLC (CVS Pharmacy)	6801 Dixie Hwy	Citation #	MM-2020-33
Case #	2020-20-PM	City of Florence vs	Griffith Holdings LLC	225 Main Street	Citation #	MM-2020-34
Case #	2020-21-PM/ZG	City of Florence vs	Griffith Holdings LLC	225 Main Street	Citation #	MM-2020-35
Case #	2020-22-PM	City of Florence vs	Griffith Holdings LLC	7718-7736 US 42	Citation #	MM-2020-50
Case #	2020-23-PM/ZG	City of Florence vs	Real Estate Development LLC	7631-7639 Dixie Hwy.	Citation #	MM-2020-51
Case #	2020-24-PM	City of Florence vs	James A. Gallenstein Family LTD	7914 Dream Street	Citation #	MM-2020-53
Case #	2020-25-ZG	City of Florence vs	Dr. John King	7309 US 42	Citation #	MM-2020-54
Case #	2020-26-PM	City of Florence vs	Jacqueline Jacobs	25 Shelby St.	Citation #	MM-2020-55
Case #	2020-27-ZG	City of Florence vs	JJC Real Estate Holdings	6619 Dixie Highway	Citation #	MM-2020-56PD
Case #	2020-28-PM	City of Florence vs	7220 Turfway SB Inc.	7220 Turfway Rd.	Citation #	MM-2020-58
Case #	2020-29-PM	City of Florence vs	Pong Helian	6240 Dixie Highway	Citation #	MM-2020-59
Case #	2020-30-PM/ZG	City of Florence vs	Jennifer Lane	111 Tee Street	Citation #	MM-2020-60
Case #	2020-31-PM/ZG	City of Florence vs	Burger King #1851	7958 US 42	Citation #	MM-2020-61
Case #	2020-32-PM	City of Florence vs	Sandra Cunningham	121 Roger Ln.	Citation #	MM-2020-62
Case #	2020-33-PM/ZG	City of Florence vs	Lawrence and Genevie Hogan	113 JoAnn Drive	Citation #	MM-2020-63
Case #	2020-34-PM/ZG	City of Florence vs	Marilyn J Foltz Estate	10 Valley Drive	Citation #	MM-2020-64
Case #	2020-35-PM	City of Florence vs	Pham Phuc	8231 US 42	Citation #	MM-2020-65
Case #	2020-36-PM	City of Florence vs	Pham Phuc	8231 US 42	Citation #	MM-2020-66
Case #	2020-37-PM	City of Florence vs	Randolph and Leslie Hurt	5 Ash Street	Citation #	MM-2020-71

CONTINUED CASES

Continued Case #2019-394-PM
9 Meadow Lane

City of Florence vs. Dianne Carroll Wehrman
Citation #ST-2019-016

Officer Macaluso presented the case as follows: Property was cited for high weeds and grass, trash/debris. Inspected the property on 2/4 and property is in compliance. Officer Macaluso requested dismissal of the fines. Mr. Spille motioned to dismiss the citations. Mr. Rowland followed with a second. **Motion carried by unanimous vote.**

Dianne Carroll Wehrman thanked the code officers and had a nice Christmas since the property was cleaned up.

Continued Case #2019-373-OC
73 Cavalier Blvd.
Represented by Samuel Forlenza, Jr., DC

City of Florence vs. NKY Chiropractic Spine & Injury
Multiple Citations

Officer Macaluso presented the case as follows: Last month, he was not in compliance due to some discrepancies on the application and re-submitted the application. Checked with the finance department this morning and he is in compliance. In compliance with the exception of the code fines.

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Samuel Forlenza, Jr., DC, chiropractor appeared on behalf of NKY Chiropractic Spine & Injury. Mr. Forlenza requested dismissal or reduction of fines. Mr. Howard motioned to dismiss the citations. Mr. Rowland followed with a second. **Motion carried by unanimous vote.**

**Continued Case #2019-232-PM
9 Vivian Drive
Represented by Timothy Mullins**

**City of Florence vs. John Mullins
Multiple Citations**

Officer DeCarlo presented the cases as follows: Officer DeCarlo stated Mr. Mullins was unable to attend and requested continued. No change and not in compliance.

Timothy Mullins appeared and stated he had been in contact with two contractors and not satisfied with any of the estimates he has received. Mr. Mullins wants to have the repairs made and as soon as he finds a contractor he likes, he will have the violations repaired. Landscaping is in compliance. Mr. Mullins does not like the estimates as the estimates are not broken down. He feels the estimates should be as he writes for cars with parts and labor. Mr. Mullins requested 60 days additional time to find a contractor and have the work performed. Mr. Spille motioned to continue the case 60 days to the April agenda. Mr. Rowland followed with a second. **Motion carried by unanimous vote.**

ATTORNEY'S REPORT:

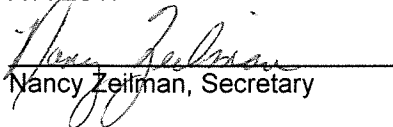
Attorney Skees reported oral arguments occurred on January 22, 2020 for Hengehold vs. City of Florence case in front of the Court of Appeals. Both parties argued their briefs and awaiting decision.

ADJOURNMENT:

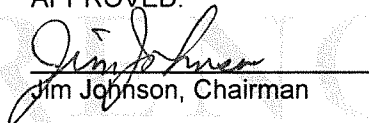
Chairman Johnson reminded the Board the next meeting will be held on March 4, 2020.

There being no further business to come before the Board, Chairman Johnson called for a motion to adjourn. Board Member Howard so moved, with second from Board Member Rowland. **Motion passed with unanimous approval of the Board**, the time being 10:33 a.m.

ATTEST:


Nancy Zeilman, Secretary

APPROVED:


Jim Johnson, Chairman

