

**A Regular Meeting of the Mendon Town Board was held at 7:00 PM, Tuesday, April 13, 2026, at the Mendon Town Hall, 16 West Main Street, Honeoye Falls, NY.**

**PRESENT:** Joseph Alati, *Supervisor*  
Tanner Cheek  
Rebecca Kreuzer *Town Board*  
Kimberly Roberts *Members*  
Thomas Voorhees

**TOWN CLERK:** Michelle Booth

**ATTORNEY FOR THE TOWN:** Megan Dorittie, Harter, Secrest & Emery LLP

**OTHERS PRESENT:** Tom Fromberger, *Town Engineer*, Peter Doyle, *Highway Superintendent*, the local boy scout troop, and several others.

The Supervisor called the meeting to order at and recited the Pledge of Allegiance 7:00 PM.

#### **AGENDA**

##### ***(Resolution 26-132)***

A motion was made by Ms. Kreuzer, seconded by Mr. Voorhees, to adopt the agenda with the following amendments: Add a slight change to the Procurement Policy and add approval of the legal resolution to resolve a current legal matter.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye.

#### **PUBLIC COMMENT**

Several Hampshire Lane residents spoke regarding concerns about property at 3808 Rush Mendon Road. Sandra Betters from Hampshire Lane expressed concerns about unauthorized construction of what appeared to be more than a driveway on the property, questioning whether proper permits were obtained and whether property lines were properly surveyed. She noted that a bulldozer had been operating near their property line without clear boundary markers and requested town enforcement of setback requirements.

Victoria Biondolillo, Hampshire Lane, echoed similar concerns about the property owner's activities, constructing and using a fire pit during a state fire ban, and construction work that began despite the owner's previous statement that no development would occur for 18-24 months. Residents emphasized they had followed

proper procedures for their own properties and expected the same compliance from others.

Charles Whelan, Hampshire Lane, noted the property's zoning as commercial for cold storage but that truck parking would require industrial zoning. Dale Wick, Hampshire Lane, questioned whether the extensive roadway construction constituted a permitted driveway under town code and expressed frustration that the property owner appeared to disregard regulations without consequences, including potential truck parking operations advertised online.

Supervisor Alati clarified that the town had taken action, with the code officer ordering cessation of work on Friday and issuing an appearance ticket for code violations, with additional enforcement measures being considered in consultation with the town attorney.

## **COMMUNICATIONS**

**Town Clerk Michelle Booth** reported 96% collection rate for town/county taxes, submission of records management grant application and AFR, completion of first quarter payroll reporting to PERMA, pickup of 75 boxes of building department records for scanning, and establishment of a sharps recycling program, at no cost to residents.

**Tom Voorhees** reported on the ZBA meeting approving a detached garage application, an energy assessment meeting with Veregy for town buildings. He attended the monthly highway department meeting where they discussed covering fuel costs, the Boughton Hill Road project timeline, the speed sign placements and the Stoney Lonesome Rd project.

**Kim Roberts** attended Historic Preservation Commission meetings where they were reviewing the EPOD 5 overlay map and a historic district for the Hamlet. She conducted the annual town financial audit with questions resolved by the finance company. Ms. Roberts completed the required annual court audit and attended town training on Open Meetings Law, and participated in Climate Smart Communities task force meeting.

**Rebecca Kreuzer** reported on the Environmental Conservation Board review of a 20.8-acre subdivision noting EPOD and wetlands considerations. The ECB plans to present an overview of their activities to the board next month. The Climate Smart Communities task force is expanding membership and developing an action plan. The library meeting discussed the former Critics property sale for urgent care use with traffic and visual concerns. She stated that the Library has met with the Town Mayor about these concerns. She has been working on policies and procedures inventory and

disaster plan review, and proposed an internal summit for committees and department heads.

**Tanner Cheek** reported Planning Board approval of Bonzo 2-lot subdivision, discussion of subdivision code modifications, and the American Legion participation in Boys State interviews for high school seniors. He addressed resident inquiries about potholes on county roads and met with Hampshire Lane residents regarding the property concerns discussed in public comment.

**Highway Superintendent, Peter Doyle**, reported the completion of winter operations with 88 plow and salt runs, completion of safety training for all staff, near-completion of storage building construction, minimal storm damage from recent weather, and upcoming Boughton Hill Road project beginning after Memorial Day. He emphasized the pothole situation on state roads, noting that towns cannot perform unauthorized repairs on state highways and urged continued reporting through 1-800-POTHOLE. The department will begin brush pickup next Monday April 20th, and the transition to summer road construction work.

**Town Engineer, Tom Fromberger**, reported on grant applications for drainage improvements and MS4 mapping requirements, progress on Miles Square Road sidewalk project with preliminary work completed, Stoney Lonesome road closure discussions with state DOT regarding guide rail installation, and denial of Mendon Green's letter of credit reduction request.

**Joe Alati** reported on coordination with the village regarding the new urgent care facility development to protect library views and improve parking access, ongoing pothole advocacy with state officials, flooding mitigation research, and Stoney Lonesome project analysis nearing completion. He met with Blaze Soccer regarding field expansion with the organization covering bulldozer expenses. He attended the Mendon Fire Department banquet honoring John Shipe's 50 years of public service, and commended the department for its exceptional fundraising and its commitment to remaining an all-volunteer organization, an increasingly rare distinction among fire departments today. He also noted extensive reading of town manuals and policies as part of learning his new role.

**Town Attorney** reported providing legal support for Miles Square sidewalk project, policy review assistance, and settlement of a personnel litigation matter to be addressed later in the meeting.

**Town Clerks Report - March 2026**  
**(Resolution 26-133)**

A motion was made by Mr. Alati, seconded by Mr. Cheek, to approve the March 2026 town clerks report, in the amount of \$58,955.84.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

### **Supervisor's Monthly Report - February 2026**

#### ***(Resolution 26-134)***

A motion was made by Mr. Cheek, seconded by Ms. Roberts, to approve the February 2026 Town Supervisor's monthly report.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

### **Supervisor's Monthly Report - March 2026**

#### ***(Resolution 26-135)***

A motion was made by Mr. Cheek, seconded by Ms. Roberts, to approve the March 2026 Town Supervisor's monthly report.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

### **MINUTES**

#### ***(Resolution 26-136)***

A motion was made by Ms. Roberts, seconded by Mr. Cheek, to approve the minutes of the Town Board Meeting held on March 9, 2026. Ms. Kreuzer provided the following comments she would like added to the minutes.

- Add to the vouchers discussion: Ms. Kreuzer noted that it is difficult to determine whether the claims and associated dollar amounts are routine or warrant concern. Board members discussed that additional context - such as budgeted amounts, planned versus actual expenses, and variances - would support more informed review and approval. Ms. Booth noted that this level of detail is typically provided later in the fiscal year.
- Add to the discussion on Resolution 26-123: Board members also noted the need for greater detail in documenting the rationale for vendor selection, particularly in cases where the selected vendor is not the lowest bidder. This will be addressed through future updates to policies and procedures. .
- Add to the discussion on Resolution 26-128: Board members requested additional information about the selected payroll vendor and asked to review a contract prior to voting. Mr. Alati explained that there is no formal contract, as services are provided on a month-to-month basis. He also outlined several additional benefits of the vendor and noted that multiple staff participated in the evaluation process and they reached consensus that Complete Payroll represents a significant improvement over ADP.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

## **BUDGET TRANSFER - Highway Department**

### ***(Resolution 26-137)***

A motion was made by Mr. Alati, seconded by Mr. Voorhees, to amend the town's 2026 budget by increasing appropriation account DB5110.2 General Repair-Equipment in the amount of \$155,244.00 with source funding DB879 Equipment Reserve for the loader purchased in 2025 but not received until 2026.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

## **VOUCHERS**

### **General Abstract A**

#### ***(Resolution 26-138)***

A motion was made by Mr. Cheek, seconded by Mr. Voorhees, to approve all claims on vouchers numbered 26-161 to 26-176, on General Abstract 26-4A, in the amount of \$45,278.19.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

### **General Abstract B**

#### ***(Resolution 26-139)***

A motion was made by Mr. Voorhees, seconded by Ms. Kreuzer, to approve all claims on vouchers numbered 26-177 to 26-224, on General Abstract 26-4B, in the amount of \$74,363.38, conditionally approving voucher 26-199 for \$276.00 to Diane Hamm pending receipt of required documentation.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

### **Highway Abstract**

#### ***(Resolution 26-140)***

A motion was made by Mr. Cheek, seconded by Mr. Voorhees, to approve all claims on vouchers numbered 26-074 to 26-102, on Highway Abstract 26-4, in the amount of \$112,594.31.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

### **Library Abstract A**

Library vouchers numbered 26-034 to 26-041, on Library Abstract 26-04A, in the amount of \$1,898.40, were presented to the Town Board for payment.

### **Library Abstract B**

Library vouchers numbered 26-042 to 26-053, on Library Abstract 26-04B, in the amount of \$5,032.91, were presented to the Town Board for payment.

## **DECLARATION OF SURPLUS - HIGHWAY DEPARTMENT**

### ***(Resolution 26-141)***

A motion was made by Ms. Roberts, seconded by Ms. Kreuzer, to declare surplus and authorize disposition via RTI Auctions of:

- 2013 Morbark Beaver M8D Wood Chipper
- 2005 Corn Pro Equipment Trailer
- 2010 Volvo VHD 10-Wheel Dump Truck
- 2012 Kenworth T800 10-Wheel Dump Truck
- Pump Jack Scaffolding System
- Werk-Brau 4-in-1 Bucket Cylinder.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

## **COURT AUDIT ACKNOWLEDGMENT**

### ***(Resolution 26-142)***

A motion was made by Ms. Roberts, seconded by Mr. Cheek, to acknowledge the required audit of court records for fiscal year 2025 on March 18 and March 23, directing this resolution be forwarded to Unified Court Systems Division of Internal Audit Services per section 2019-A of the Uniform Justice Board Act.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

## **BUILDING DEPARTMENT PURCHASE APPROVAL - Canon ImagePrograf**

### ***(Resolution 26-143)***

A motion was made by Mr. Alati, seconded by Ms. Kreuzer, to authorize the purchase of a Canon ImagePROGRAF TX-4200 MFP Z36 with basket for the Building Department, from Higher Information Group, not to exceed \$19,000.00 from account B3620.4, with three written quotes provided per procurement policy. This equipment supports the grant-funded records retention project.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

## **HIGHWAY DEPARTMENT PURCHASE APPROVAL - SuperCab**

### ***(Resolution 26-144)***

A motion was made by Mr. Voorhees, seconded by Mr. Cheek, to authorize purchase of a 2026 F-550 SuperCab 4-wheel drive from Van Bortel Ford for the Highway Department, not to exceed \$98,548.83 per Onondaga Bid 0011171, to be paid for from account DB5110.2.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

## **LABORER - Amend Salary Range**

### ***(Resolution 26-145)***

A motion was made by Mr. Alati, seconded by Mr. Voorhees, to authorize amendment of laborer salary to range of \$18.00-\$32.55 to align with Buildings and Grounds pay rates, clarifying seasonal hiring practices.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

## **LABORER - New Hire**

### ***(Resolution 26-146)***

A motion was made by Mr. Alati, seconded by Mr. Cheek, to authorize the hire of Riley

Kessler as full-time seasonal laborer at \$26.00/hour from account A1620.1, reporting to Kevin Junge.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

### **DOG CONTROL EDUCATIONAL SEMINAR - Attendance**

#### ***(Resolution 26-147)***

A motion was made by Mr. Alati, seconded by Ms. Roberts, to approve Kevin Junge's attendance at the 2026 Webster Dog Control Educational Seminar at 1051 Gravel Rd, Webster NY, May 6-7, at a cost of \$160.00 from account A3510.4.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

### **NYAOT Finance School - Attendance**

#### ***(Resolution 26-148)***

A motion was made by Mr. Cheek, seconded by Mr. Voorhees, to approve Joe Alati and Janet Way's attendance at the 2026 Town Finance and Personnel School on April 27-28 in Canandaigua, total cost not to exceed \$500.00 from account A1220.4.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

### **VEREGY - Contract**

#### ***(Resolution 26-149)***

A motion was made by Mr. Alati, seconded by Mr. Cheek, to authorize non-binding engagement with Veregy Ltd to conduct site visits and energy efficiency assessments at no cost to the town and no obligation to participate further.

Mr. Alati explained Veregy would conduct free energy efficiency assessments of town buildings with no obligation to proceed further, providing recommendations that could be used with any contractor. Ms. Roberts encouraged the potential alignment with the Climate Smart Communities Task Force goals and availability of other grant-funded assessment options.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

### **CLIMATE SMART COMMUNITIES TASK FORCE (CSC) - Amendment to Resolution 25-266**

#### ***(Resolution 26-150)***

A motion was made by Ms. Kreuzer, seconded by Mr. Voorhees, to expand the Climate Smart Communities Task Force to 11 voting members (8 town residents, 2 town board members, 1 town employee) and appoint Steven Barber, David McInnis, Daniel Croft, and Corey Gates with terms expiring December 31, 2027. Ms. Roberts expressed concern that larger committees can be more difficult to manage effectively.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Nay; Mr. Voorhees, Aye; and Mr. Alati, Aye

### **FACILITIES USE POLICY - Adoption**

A motion was made by Mr. Cheek, seconded by Mrs. Kreuzer, to authorize the following:

WHEREAS, the Town of Mendon owns, operates, and maintains various municipal buildings and facilities, including but not limited to the Mendon Town Hall, Mendon Youth Center, Mendon Community Center, and other Town-owned properties; and

WHEREAS, the Town Board is vested with the authority to manage, control, and regulate the use of Town property pursuant to New York State Town Law §§ 60(1) and 64, and to adopt regulations for the protection of public safety, health, and welfare pursuant to Town Law § 130; and

WHEREAS, the Town Board recognizes the need to establish clear, consistent, and enforceable rules governing the use of Town facilities in order to promote public safety, ensure equitable access, protect Town property, and reduce municipal liability; and

WHEREAS, the Town Board further recognizes the importance of maintaining appropriate standards of conduct and safety, particularly in youth-serving facilities such as the Mendon Youth Center; and

WHEREAS, a proposed "Town of Mendon Facility Use Policy," dated April 2026, has been prepared for consideration, incorporating best practices from comparable municipalities, applicable provisions of New York State law, and existing Town policies; and

WHEREAS, the Town Board has reviewed said policy and desires to formally adopt it and authorize its implementation;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Mendon hereby adopts the "Town of Mendon Facility Use Policy," dated April 2026, a copy of which is attached hereto and incorporated herein as Exhibit A; and

BE IT FURTHER RESOLVED, that the Facility Use Policy shall apply to all Town-owned buildings and facilities, including current and future properties, unless otherwise specifically provided by resolution of the Town Board; and

BE IT FURTHER RESOLVED, that the Town Supervisor, Town Clerk, and all appropriate Town officials and staff are hereby authorized and directed to implement, administer, and enforce the provisions of the Facility Use Policy; and

BE IT FURTHER RESOLVED, that Town staff are authorized to require compliance with the policy as a condition of entry, use, or rental of Town facilities, including requiring signed acknowledgments as part of any facility use application; and

BE IT FURTHER RESOLVED, that the Town Board may amend, modify, or suspend the Facility Use Policy, in whole or in part, by subsequent resolution as deemed necessary; and

BE IT FURTHER RESOLVED, that this resolution shall take effect immediately.

Mr. Voorhees requested tabling the policy, noting the Highway Department and other departments hadn't seen it, and it contained conflicts with the employee handbook. Ms. Roberts and Mr. Cheek raised questions about scope of application across all facilities versus addressing specific personnel issues, and concerns about impact on library operations and community programs like therapy dogs and rabies clinics.

***(Resolution 26-151)***

A motion was made by Mr. Voorhees, seconded by Ms. Roberts, to table the proposed Town Facility Use Policy for further discussion and research. The board discussed developing a process for policy updates, with the Attorney suggesting work sessions and individual board member assignments for different policies.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

**PROCUREMENT POLICY - Amendment**

A motion was made by Mr. Alati, seconded by Mr. Cheek, to amend the current procurement policy increasing all estimated amounts of purchase by 20% across the board.

Head Mechanic Carter Whitmore submitted a letter explaining the need for increased procurement thresholds due to inflation affecting daily operations and parts procurement. Current limits impede timely equipment repairs essential for public safety. They requested 20% increases across procurement categories and allowance for verbal quotes for specialized, time-sensitive parts purchases.

After extensive discussion of implementation details and verification procedures, Mr. Cheek requested tabling the item to work with Highway Department staff to analyze specific impacts and prepare a detailed comparison of threshold options.

***(Resolution 26-152)***

A motion was made by Mr. Cheek, seconded by Mr. Alati, to table the proposed Procurement Policy amendment.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

**SENTINEL LETTER - CEAC**

Ms. Kreuzer requested approval to publish a letter to the editor in the Sentinel, along with posting on the Town website and social media pages. The letter aimed to provide additional context and information about the Community Engagement Advisory Committee and its purpose to the community. The board engaged in a discussion regarding the need for approval from all members if the letter were presented as coming from the entire town board, versus sending it as an individual submission from Kreuzer. There was agreement that a resolution would need to ensure the content represented or was sanctioned by the town board as a whole. Board members expressed concerns about the committee's scope and representation, emphasizing the importance of maintaining the board's role in community communication. Following the discussion, the board reached a consensus to withdraw the resolution, allowing Ms. Kreuzer to submit a letter individually, should she choose to do so, thus avoiding the need for board-wide approval for a letter to the editor.

## **SETTLEMENT RESOLUTION - Privileged and Confidential (Resolution 26-153)**

A motion was made by Mr. Cheek, seconded by Ms. Roberts, to approve the following:

WHEREAS, on or about August 2, 2024, a former Town employee filed a complaint with the New York State Division of Human Rights alleging that the Town engaged in certain illegal acts during the time of this person's employment; and

WHEREAS, the Town denies that it has engaged in any wrongdoing; and

WHEREAS, the Town Board is authorized to settle any action upon such terms as the Town Board determines are just, reasonable and the the interest of the Town pursuant to Town Law §68(4); and

WHEREAS, the Town Board desires to enter into a settlement agreement with the former employee (the "Agreement") to dispose of the matter; and

WHEREAS, the Agreement will not require the Town to admit any wrongdoing.

NOW, THEREFORE BE IT RESOLVED, the Town Board determines that the terms of the Agreement are just, reasonable and to the interest of the Town.

AND BE IT FURTHER RESOLVED, that the Town Board authorizes the Supervisor to execute all documents necessary to effectuate the Agreement.

This resolution shall take effect immediately upon its adoption.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

## **MANUAL UPDATES AND PUBLIC COMMUNICATIONS - DISCUSSION**

The Board discussed priorities for updating outdated town documents including employee handbook, position descriptions, disaster plan, and comprehensive plan. Mr. Alati reported the new payroll company offered to merge and update the employee handbook at no cost. The board agreed on prioritizing:

- 1) Employee handbook with employee committee input
- 2) Disaster plan using Monroe County resources
- 3) Position descriptions using civil service standards
- 4) Comprehensive plan budgeted for next year.

Discussion included plans for a town-wide community survey and public town hall meeting to gather resident input on town priorities and services.

## **PUBLIC COMMENT**

**Lauren Smith**, 235 Boughton Hill Rd, inquired about the connectivity of the Miles Square sidewalk to the hamlet, wondering whether previous plans to connect the hamlet were still being considered. She mentioned that she was under the impression that

walking access to the hamlet was supposed to increase, benefiting local small businesses.

Ms. Smith questioned the proposed facility use policy. She seemed troubled by the fact that a single personnel incident might lead to the creation of a new policy affecting all town facilities. She questioned whether this approach was justified and urged a more measured consideration of policy changes.

**Gary Loope**, 21 Semmel Rd, provided insights into the proper procedure for pothole reporting, noting that state law describes specific methods for submitting these reports. He explained that reporting a pothole via official channels, like calling 1-800-POTHOLE, obligates the responsible authorities to address the issue promptly. Additionally, Gary reminded the board that not all procurements require the number of quotes specified in the policy if efforts to obtain them have been demonstrated. He noted that sometimes items are sold by a sole source. He questioned when the minutes from the CSC would be posted on the webpage.

**Danny Bassette**, 19 W Main St, raised a financial concern, asking about the cost of the personnel settlement discussed earlier in the meeting. The Attorney clarified that the settlement was fully covered by insurance, ensuring no taxpayer money was spent.

**David Smith**, 235 Boughton Hill Rd, questioned the rationale for creating a Community Engagement Advisory Committee, suggesting that community engagement should be straightforward and accessible to any resident willing to participate in meetings, without needing a formal committee structure.

**Mo Bickwheat**, 7 Sibleyville Ln., stated that the library's board of trustees is responsible for managing the library and urged the town board to respect this authority by not overstepping regarding the library's operational policies. In addition, he flagged illegal signage that appeared to violate town codes, suggesting these signs should be addressed by the town to maintain compliance with local regulations.

## **ADJOURNMENT**

### ***(Resolution 26-154)***

A motion was made by Mr. Alati, seconded by Mr. Cheek, to adjourn the meeting at 9:10 PM.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye