



LOWER PLATTE SOUTH natural resources district

3125 Portia Street | P.O. Box 83581 • Lincoln, Nebraska 68501-3581
P: 402.476.2729 • F: 402.476.6454 | www.lpsnrd.org

BOARD OF DIRECTORS' MEETING DECEMBER 17, 2025

The Board of Directors of the Lower Platte South Natural Resources District met at the Lower Platte South NRD Office on Wednesday, December 17, 2025 at 5:30 p.m. Directors participating were Aldridge, Andersen, Baker, Eagan, Green, Hassebrook, Hellerich, Hibler, Jacobson, Lamberty, Landis, Lewis, Matejka, Mealer, Peterson, Ruth, Schutz, Seacrest, Spangler, Vogel and Yoakum. Andersen called the meeting to order at 5:30 p.m.

Andersen welcomed those in attendance, and the pledge of allegiance was recited. He noted that the public meetings law is posted in the room and that carrying concealed weapons is prohibited at board meetings and on District property. He requested all cell phones be put on silent mode. He reminded everyone a recording of the meeting will be on the NRD website. Andersen requested anyone wishing to speak on an agenda item to provide their name on the sign-in sheet and which agenda item they wished to speak on. An opportunity for the public to speak on non-agenda items was given.

ITEM 1. ROLL CALL OF DIRECTORS

Twenty Directors were present upon roll call. Schutz arrived after roll call.

ITEM 2. PUBLICATION OF LEGAL NOTICE OF MEETING

Andersen reported that the legal notice of the Board Meeting was published on December 5, 2025 in the Lincoln Journal Star and on the Lincoln Journal Star & Nebraska Press Association Websites.

ITEM 3. CONSIDERATION OF DIRECTORS' ABSENCES

Andersen stated there were no requests for excused absences for the December 17, 2025 Board of Directors Meeting.

ITEM 4. ADOPT AGENDA

It was moved by Landis and seconded by Seacrest to adopt the Revised Agenda. The motion was approved.

AYE: Aldridge, Andersen, Baker, Eagan, Green, Hassebrook, Hellerich, Hibler, Jacobson, Lamberty, Landis, Lewis, Matejka, Mealer, Peterson, Ruth, Seacrest, Spangler, Vogel and Yoakum

NAY: None

ABSTAIN: None

NOT PRESENT: Schutz

ITEM 5. RECOGNITION OF EMPLOYEE ANNIVERSARIES, ANNOUNCEMENT OF NEW EMPLOYEE AND PRESENTATION OF 2025 YEAR IN REVIEW

David Potter, General Manager, recognized John Albert, Resources Technician (NRCS Lincoln Field Office), for 35 years of service to the District. Albert addressed the Board.

Potter introduced Rachelle (Shelly) Nielsen as the new District Secretary in the NRCS Weeping Water Field Office.

Potter presented a slide show highlighting 2025 Year in Review.

ITEM 6. APPROVAL OF BOARD OF DIRECTORS MEETING MINUTES

It was moved by Yoakum and seconded by Eagan to approve the Minutes of the November 19, 2025 Board of Directors' Meeting. The motion was approved.

AYE: Baker, Eagan, Green, Hassebrook, Hellerich, Hibler, Jacobson, Lamberty, Landis, Lewis, Matejka, Mealer, Peterson, Ruth, Schutz, Seacrest, Spangler, Vogel and Yoakum

NAY: None

VOTING "PRESENT": Aldridge

ABSTAIN: Andersen

NOT PRESENT: None

ITEM 7. REPORT OF THE FINANCE & PLANNING SUBCOMMITTEE AND CONSIDERATION OF RECOMMENDATIONS

Lewis stated that the financial reports for the period July 1, 2025 through November 30, 2025 had been distributed.

It was moved by Jacobson and seconded by Hassebrook to approve the financial reports for July 1, 2025 through November 30, 2025 and publish the expenditures for November, 2025. The motion was approved.

AYE: Aldridge, Andersen, Baker, Eagan, Green, Hassebrook, Hellerich, Hibler, Jacobson, Lamberty, Landis, Lewis, Matejka, Mealer, Peterson, Ruth, Schutz, Seacrest, Spangler, Vogel and Yoakum

NAY: None

ABSTAIN: None

NOT PRESENT: None

Lewis stated that the Finance and Planning Subcommittee met on December 8, 2025.

Lewis moved the Finance and Planning Subcommittee's recommendation that the Board of Directors approve the Letter of Agreement with HBE for providing auditing services for fiscal years 2026 - 2030. The motion was approved.

AYE: Andersen, Baker, Eagan, Green, Hassebrook, Hellerich, Hibler, Jacobson, Lamberty, Landis, Lewis, Matejka, Mealer, Peterson, Ruth, Schutz, Seacrest, Spangler, Vogel and Yoakum

NAY: Aldridge

ABSTAIN: None

NOT PRESENT: None

Lewis moved the Finance and Planning Subcommittee's recommendation that the Board of Directors approve to waive Operating Policy G-3 and approve the Professional Services Agreement with JEO Consulting Group for the LPSNRD Office Building – Campus Programing and Preliminary Design at a cost not to exceed \$58,000. The motion was approved.

AYE: Andersen, Baker, Eagan, Green, Hassebrook, Hellerich, Hibler, Jacobson, Lamberty, Landis, Lewis, Matejka, Mealer, Peterson, Ruth, Schutz, Seacrest, Spangler, Vogel and Yoakum

NAY: Aldridge

ABSTAIN: None

NOT PRESENT: None

ITEM 8. REPORT OF THE EXECUTIVE SUBCOMMITTEE AND CONSIDERATION OF RECOMMENDATIONS

Andersen stated that the Executive Subcommittee met on December 9, 2025.

Andersen moved the Executive Subcommittee's recommendation that the Board of Directors approve the Master Service Agreement with Optimizing with Logic, LLC.

Steve Herdzina, Water Resources Coordinator, answered questions of the Board regarding the agreement for database consulting .

The motion was approved.

AYE: Andersen, Baker, Eagan, Green, Hassebrook, Hellerich, Hibler, Jacobson, Lamberty, Landis, Lewis, Matejka, Mealer, Peterson, Ruth, Schutz, Seacrest, Spangler, Vogel and Yoakum

NAY: Aldridge

ABSTAIN: None

NOT PRESENT: None

Andersen moved the Executive Subcommittee's recommendation that the Board of Directors approve the Agreement with the Nebraska Department of Corrections, subject to legal counsel review.

David Potter, General Manager, Bryce Jensen, Land & Flood Control Operations Coordinator, and Corey Wasserburger, Legal Counsel, answered questions of the Board regarding the agreement with the Department of Corrections and correction crews.

The motion was approved.

AYE: Aldridge, Andersen, Hassebrook, Hellerich, Hibler, Jacobson, Lamberty, Landis, Lewis, Peterson, Ruth, Schutz, Spangler, Vogel and Yoakum

NAY: Baker, Eagan, Green, Matejka, Mealer and Seacrest

ABSTAIN: None

NOT PRESENT: None

Andersen moved the Executive Subcommittee's recommendation that the Board of Directors approve and authorize a Roth 457 Retirement option for District Employees.

It was moved by Lewis and seconded by Lamberty to amend the motion by striking the word "and authorize" after the word "approve" and add "and authorize the Chair to execute the NARD Resolution on the 457 Deferred Compensation Plan Roth Amendment" after the word "Employees".

David Potter, General Manager, and Chris Barber, Administration and Finance Manager, answered questions of the Board regarding the retirement option.

The motion was approved.

AYE: Aldridge, Andersen, Baker, Eagan, Green, Hassebrook, Hellerich, Hibler, Jacobson, Lamberty, Landis, Lewis, Matejka, Mealer, Peterson, Ruth, Schutz, Seacrest, Spangler, Vogel and Yoakum

NAY: None

ABSTAIN: None

NOT PRESENT: None

The amended motion to approve a Roth 457 Retirement option for District Employees and authorize the Chair to execute the NARD Resolution on the 457 Deferred Compensation Plan Roth Amendment was approved.

AYE: Andersen, Baker, Eagan, Green, Hassebrook, Hellerich, Hibler, Jacobson, Lamberty, Landis, Lewis, Matejka, Mealer, Peterson, Ruth, Schutz, Seacrest, Spangler, Vogel and Yoakum

NAY: None

VOTING "PRESENT": Aldridge

ABSTAIN: None

NOT PRESENT: None

Andersen moved the Executive Subcommittee's recommendation that the Board of Directors approve the Engagement Letter with JRP Mediation and Employment Law for Human Resources consulting.

Jennifer Petersen with JRP Mediation & Employment Law addressed the Board and answered questions regarding human resources consulting.

The motion was approved.

AYE: Andersen, Baker, Eagan, Green, Hassebrook, Hellerich, Hibler, Lamberty, Landis, Lewis, Matejka, Mealer, Peterson, Ruth, Schutz, Seacrest, Spangler, Vogel and Yoakum

NAY: Aldridge and Jacobson

ABSTAIN: None

NOT PRESENT: None

Andersen moved the Executive Subcommittee's recommendation that the Board of Directors approve the amendments to Operating Policy C-5.

David Potter, General Manager, and Corey Wasserburger, Legal Counsel, answered questions of the Board regarding the changes to Operating Policy C-5.

The motion was approved.

AYE: Aldridge, Andersen, Baker, Eagan, Green, Hassebrook, Hellerich, Hibler, Jacobson, Lamberty, Landis, Lewis, Matejka, Mealer, Peterson, Ruth, Schutz, Seacrest, Spangler, Vogel and Yoakum

NAY: None

ABSTAIN: None

NOT PRESENT: None

Andersen moved the Executive Subcommittee's recommendation that the Board of Directors approve the amendments to Operating Policy C-23.

Corey Wasserburger, Legal Counsel, answered questions of the Board regarding the changes to Operating Policy C-23.

The motion was approved.

AYE: Andersen, Baker, Eagan, Green, Hassebrook, Hellerich, Hibler, Jacobson, Landis, Lewis, Matejka, Mealer, Peterson, Ruth, Schutz, Seacrest, Spangler, Vogel and Yoakum

NAY: None

VOTING "PRESENT": Aldridge

ABSTAIN: None

NOT PRESENT: Lamberty

Andersen moved the Executive Subcommittee's recommendation that the Board of Directors approve the amendments to Operating Policies F-3, G-3 and G-5.

David Potter, General Manager, answered questions of the Board regarding the changes to Operating Policies F-3, G-3 and G-5.

The motion was approved.

AYE: Andersen, Baker, Eagan, Green, Hassebrook, Hellerich, Hibler, Jacobson, Landis, Lewis, Matejka, Mealer, Peterson, Ruth, Schutz, Seacrest, Spangler, Vogel and Yoakum

NAY: Aldridge

ABSTAIN: None

NOT PRESENT: Lamberty

Andersen moved the Executive Subcommittee's recommendation that the Board of Directors approve the amendments to Personnel Policies General, No. 4, No. 5, No. 7, No. 13, and No. 20.

It was moved by Vogel and seconded by Eagan to amend Personnel Policy No. 5 by removing the statement "An employee may be terminated for any reason or no reason at all" and replace it with "Employees may be terminated for failure to meet position requirements at a satisfactory level, failure to follow lawful instructions, failure to abide by District Conduct and Ethics policies, for actions that are detrimental to the mission of the district, or because of funding or other uncontrollable issues."

David Potter, General Manager, and Corey Wasserburger, Legal Counsel, answered questions of the Board regarding the changes to Personnel Policy No. 5.

The motion failed.

AYE: Peterson and Vogel

NAY: Aldridge, Andersen, Baker, Eagan, Green, Hassebrook, Hellerich, Jacobson, Landis, Lewis, Matejka, Mealer, Ruth, Schutz, Seacrest, Spangler and Yoakum

ABSTAIN: Hibler

NOT PRESENT: Lamberty

The original motion to approve the amendments to Personnel Policies General, No. 4, No. 5, No. 7, No. 13, and No. 20 was approved.

AYE: Aldridge, Andersen, Baker, Eagan, Green, Hassebrook, Hellerich, Hibler, Jacobson, Landis, Lewis, Matejka, Mealer, Peterson, Ruth, Schutz, Seacrest, Spangler, Vogel and Yoakum
NAY: None
ABSTAIN: None
NOT PRESENT: Lamberty

Andersen moved the Executive Subcommittee's recommendation that the Board of Directors approve the amendments to Personnel Policy No. 14. The motion was approved.

AYE: Aldridge, Andersen, Baker, Eagan, Green, Hassebrook, Hellerich, Hibler, Jacobson, Landis, Lewis, Matejka, Mealer, Peterson, Ruth, Schutz, Seacrest, Spangler, Vogel and Yoakum
NAY: None
ABSTAIN: None
NOT PRESENT: Lamberty

Andersen moved the Executive Subcommittee's recommendation that the Board of Directors approve the amendments to Personnel Policy No. 21.

Chris Barber, Administration and Finance Manager, answered questions of the Board regarding the changes to Personnel Policy No. 21.

The motion was approved.

AYE: Aldridge, Andersen, Baker, Eagan, Green, Hassebrook, Hellerich, Hibler, Jacobson, Landis, Lewis, Matejka, Mealer, Peterson, Ruth, Schutz, Seacrest, Spangler, Vogel and Yoakum
NAY: None
ABSTAIN: None
NOT PRESENT: Lamberty

Andersen moved the Executive Subcommittee's recommendation that the Board of Directors approve the amendments to Personnel Policy No. 29. The motion was approved.

AYE: Aldridge, Andersen, Baker, Eagan, Green, Hassebrook, Hellerich, Hibler, Jacobson, Landis, Lewis, Matejka, Mealer, Peterson, Ruth, Schutz, Seacrest, Spangler, Vogel and Yoakum
NAY: None
ABSTAIN: None
NOT PRESENT: Lamberty

Andersen moved the Executive Subcommittee's recommendation that the Board of Directors approve the amendments to Personnel Policies No. 38 and No. 54.

Corey Wasserburger, Legal Counsel, answered questions of the Board regarding the changes to Personnel Policies No. 38 and No. 54.

The motion was approved.

AYE: Andersen, Baker, Eagan, Green, Hassebrook, Hellerich, Hibler, Jacobson, Landis, Lewis, Matejka, Mealer, Peterson, Ruth, Schutz, Seacrest, Spangler and Vogel

NAY: Aldridge

ABSTAIN: None

NOT PRESENT: Lamberty and Yoakum

Andersen moved the Executive Subcommittee's recommendation that the Board of Directors approve the amendments to Personnel Policy No. 47.

David Potter, General Manager, and Corey Wasserburger, Legal Counsel, answered questions of the Board regarding the changes to Personnel Policy No. 47.

The motion was approved.

AYE: Aldridge, Andersen, Baker, Eagan, Green, Hassebrook, Hellerich, Hibler, Jacobson, Landis, Lewis, Matejka, Mealer, Peterson, Ruth, Schutz, Seacrest, Spangler, Vogel and Yoakum

NAY: None

ABSTAIN: None

NOT PRESENT: Lamberty

Andersen moved the Executive Subcommittee's recommendation that the Board of Directors approve the retroactive anniversary awards in the past two years for 12 identified staff celebrating five-year increment work anniversaries totaling \$1,200. The motion was approved.

AYE: Aldridge, Andersen, Baker, Eagan, Green, Hassebrook, Hellerich, Hibler, Jacobson, Landis, Lewis, Matejka, Mealer, Peterson, Ruth, Schutz, Seacrest, Spangler, Vogel and Yoakum

NAY: None

ABSTAIN: None

NOT PRESENT: Lamberty

ITEM 9. REPORT OF THE RECREATION, FORESTRY & WILDLIFE SUBCOMMITTEE AND CONSIDERATION OF RECOMMENDATIONS

Baker stated that the Recreation, Forestry & Wildlife subcommittee met on December 11, 2025.

Baker moved the Recreation, Forestry & Wildlife Subcommittee's recommendation that the Board of Directors authorize the General Manager to sign a license agreement for an agricultural crossing on the MoPac East Trail. The motion was approved.

AYE: Andersen, Baker, Eagan, Green, Hassebrook, Hellerich, Hibler, Jacobson, Landis, Lewis, Matejka, Mealer, Peterson, Ruth, Schutz, Seacrest, Spangler, Vogel and Yoakum

NAY: Aldridge

ABSTAIN: None

NOT PRESENT: Lamberty

Baker moved the Recreation, Forestry & Wildlife Subcommittee's recommendation that the Board of Directors approve the third amendment to the Bagley Conservation Easement with the Wachiska Audubon Society.

Dennis Schroeder, Mark Brohman with Wachiska Audubon Society, and Sue Kohles addressed the Board in support of the amendment to the Conservation Easement.

The motion was approved.

AYE: Andersen, Baker, Eagan, Green, Hassebrook, Hellerich, Hibler, Jacobson, Landis, Lewis, Matejka, Mealer, Peterson, Ruth, Schutz, Seacrest, Spangler, Vogel and Yoakum

NAY: None

VOTING "PRESENT": Aldridge

ABSTAIN: None

NOT PRESENT: Lamberty

ITEM 10. REPORT OF THE MOPAC EAST – LIED CONNECTOR SUBCOMMITTEE AND CONSIDERATION OF RECOMMENDATIONS:

Peterson stated that the MoPac East Lied Connector Subcommittee met on December 11, 2025.

Peterson stated that seven bids were received for tree removal services for the MoPac East Trail expansion from 334th Street to 346th Street and Alvo Road.

Contractor	Bid
Nebraska Digging Services LLC	\$49,000.00
MC Wells Contracting LLC	\$53,000.00
Niewohner Construction, Inc.	\$110,000.00
Valley Corporation	\$164,056.20
NLC, Inc.	\$210,910.00
Green Thumb LLC	\$228,352.00
Lees Lawn Maintenance	\$276,000.00

Peterson moved the MoPac East Lied Connector Subcommittee's recommendation that the Board of Directors approve the low bid of \$49,000.00, submitted by Nebraska Digging Services LLC, for tree removal services on the MoPac East Trail from 334th Street to 346th Street and Alvo Road. The motion was approved.

AYE: Aldridge, Andersen, Baker, Eagan, Green, Hassebrook, Hellerich, Hibler, Jacobson, Landis, Lewis, Matejka, Mealer, Peterson, Ruth, Schutz, Seacrest, Spangler, Vogel and Yoakum

NAY: None

ABSTAIN: None

NOT PRESENT: Lamberty

ITEM 11. REPORT OF THE LAND RESOURCES SUBCOMMITTEE AND CONSIDERATION OF RECOMMENDATIONS

Vogel stated that the Land Resources Subcommittee did not meet prior to the Board meeting. He reported that two cost-share applications have been received for installing water quality improvement practices for the NRD's Fall Conservation Program.

It was moved by Vogel and seconded by Yoakum that the Board of Directors approve the two identified cost-share applications totaling an amount of \$30,000.00.

Applicant	SEC	TWN	RNG	County	Practice	Amount
Mike Eggert	17	11	11	Cass	Terraces	\$15,000.00
Charles McNew	35	12	10	Cass	Terraces	\$15,000.00
					TOTAL	\$30,000.00

The motion was approved.

AYE: Aldridge, Andersen, Baker, Eagan, Green, Hassebrook, Hellerich, Hibler, Jacobson, Landis, Lewis, Matejka, Mealer, Peterson, Ruth, Schutz, Seacrest, Vogel and Yoakum

NAY: None

ABSTAIN: Spangler

NOT PRESENT: Lamberty

ITEM 12. REPORT OF THE URBAN SUBCOMMITTEE AND CONSIDERATION OF RECOMMENDATIONS:

Landis stated that the Urban Subcommittee met on December 10, 2025.

Landis moved the Urban Subcommittee's recommendation that the Board of Directors approve the Community Assistance Program Policy Guide Revisions as presented with changes, subject to legal counsel review.

David Potter, General Manager, and Drew Bullett, Projects Coordinator, answered questions of the Board regarding the Community Assistance Program revisions.

AYE: Andersen, Baker, Eagan, Green, Hassebrook, Hellerich, Hibler, Jacobson, Landis, Lewis, Matejka, Mealer, Peterson, Ruth, Schutz, Seacrest, Spangler, Vogel and Yoakum

NAY: Aldridge

ABSTAIN: None

NOT PRESENT: Lamberty

Landis stated that six bids were received for the Salt Creek Streambank Stabilization 13th Street to 14th Street Project.

Contractor	Bid
Nebraska Digging Services	\$459,385.90
Gana Trucking and Excavating, Inc.	\$493,473.65
MC Wells Contracting LLC	\$527,220.00
H.R. Bookstrom Construction, Inc.	\$635,489.00
Husker Engineering	\$668,833.00
Sibbersen Excavating	Bid Withdrawn

Landis moved the Urban Subcommittee's recommendation that the Board of Directors approve the low bid from Nebraska Digging for the Salt Creek Streambank Stabilization 13th Street to 14th Street Project in the amount of \$459,385.90.

Drew Bullett, Projects Coordinator, answered questions of the Board regarding the Salt Creek Stream Stabilization Project.

The motion was approved.

AYE: Aldridge, Andersen, Baker, Eagan, Green, Hassebrook, Hellerich, Hibler, Jacobson, Landis, Lewis, Matejka, Mealer, Peterson, Ruth, Schutz, Seacrest, Spangler, Vogel and Yoakum

NAY: None

ABSTAIN: None

NOT PRESENT: Lamberty

Landis moved the Urban Subcommittee's recommendation that the Board of Directors approve the Joint Funding Agreement with USGS for Operation of the Deadmans Run Streamgage at 38th Street. The motion was approved.

AYE: Aldridge, Andersen, Baker, Eagan, Green, Hassebrook, Hellerich, Hibler, Jacobson, Landis, Lewis, Matejka, Mealer, Peterson, Ruth, Schutz, Seacrest, Spangler, Vogel and Yoakum

NAY: None

ABSTAIN: None

NOT PRESENT: Lamberty

Landis moved the Urban Subcommittee's recommendation that the Board of Directors approve the Interlocal Agreement with the City of Lincoln for the Deadmans Run Flood Reduction Project.

David Potter, General Manager, and Steve Owen with the City of Lincoln, answered questions of the Board regarding the Deadmans Run Flood Reduction Project.

The motion was approved.

AYE: Aldridge, Andersen, Baker, Eagan, Green, Hassebrook, Hellerich, Hibler, Jacobson, Landis, Lewis, Matejka, Mealer, Peterson, Ruth, Schutz, Seacrest, Spangler, Vogel and Yoakum

NAY: None

ABSTAIN: None

NOT PRESENT: Lamberty

ITEM 13. REPORT OF THE PLATTE RIVER SUBCOMMITTEE AND CONSIDERATION OF RECOMMENDATIONS:

Hellerich stated that the Platte River Subcommittee met on December 11, 2025.

Hellerich moved the Platte River Subcommittee's recommendation that the Board of Directors approve the Second Amendment to the Interlocal Cooperative Act Agreement for the Platte River and Elkhorn River Cameras between Lower Platte South NRD and Papio-Missouri River NRD.

David Potter, General Manager, answered questions of the Board regard the agreement with Papio-Missouri River NRD for the Platte River cameras.

The motion was approved.

AYE: Aldridge, Andersen, Baker, Eagan, Green, Hassebrook, Hellerich, Hibler, Jacobson, Landis, Lewis, Matejka, Mealer, Peterson, Ruth, Schutz, Seacrest, Spangler, Vogel and Yoakum

NAY: None

ABSTAIN: None

NOT PRESENT: Lamberty

ITEM 14. NEBRASKA ASSOCIATION OF RESOURCES DISTRICTS (NARD) REPORT

John Yoakum reminded Directors that the NARD Legislative Conference is scheduled for January 27th and 28th, 2026 and urged Directors to attend.

ITEM 15. NOMINATING COMMITTEE ANNOUNCEMENT

Chair Andersen announced that he has appointed Don Jacobson (Chair), Deborah Eagan, and Larry Ruth as the nominating committee for officers in 2026.

ITEM 16. PERMIT AND PROGRAM APPROVALS

A report of permit and program approvals was distributed.

ITEM 17. SCHEDULE OF UPCOMING EVENTS AND ACTIVITIES

A schedule of upcoming events and activities was mailed out.

ITEM 18. FOR INFORMATION ONLY

Various memos were mailed out.

There being no other business, the meeting was adjourned at 8:18 p.m. The undersigned, the duly elected and acting Secretary of the Lower Platte South Natural Resources District (the "District"), hereby certifies that the foregoing is a true and correct copy of the minutes of the meeting of the Board of Directors of the District held on December 17, 2025 that all of the matters and subjects discussed at the meeting were contained in the agenda for the meeting, kept continually current and readily available for public inspection at the principal office of the District during normal business hours, and except for items of an emergency nature, the agenda was not altered later than twenty-four (24) hours before the scheduled commencement of the meeting; that at least one copy of all reproducible material discussed at the meeting was available at the meeting for examination and copying by members of the public; that the above minutes were in written form and available for public inspection within ten working days or prior to the next convened meeting, whichever occurred earlier; and, that reasonable efforts were made to provide all news media requesting notification of the meeting and of the time and place of said meeting and the subjects to be discussed at said meeting.

Christine Lamberty, Secretary

Donna Reid, Acting Secretary