

# OKLAHOMA WATER RESOURCES BOARD

## OFFICIAL MINUTES

December 15, 2020

### 1. CALL TO ORDER

The Regular Meeting of the Oklahoma Water Resources Board was called to order by Chairman Robert L. Stallings, Jr., at 9:30 a.m. on December 15, 2020, in the second floor Board Room of the Oklahoma Water Resources Board located at 3800 N. Classen Boulevard, Oklahoma City, Oklahoma, 73118. The meeting was conducted pursuant to the Oklahoma Open Meeting Law with due and proper notice provided pursuant to Sections 303 and 311 thereof. The agenda was posted on December 11, 2020, at 3:45 p.m., at the Oklahoma Water Resources Board's offices at 3800 N. Classen Boulevard, Oklahoma City, Oklahoma, and provided on the agency's website.

A. Roll Call. Chairman Stallings welcomed everyone to the meeting and thanked the members for their attendance. He asked for the roll call of members.

#### Board Members Present

Robert L. Stallings, Jr., Chairman  
Stephen Allen, Vice Chairman  
Jennifer Castillo  
Charles Darby  
Matt Muller

#### Board Members Absent

Bob Drake, Secretary  
Thomas A. Gorman  
Suzanne Landess  
Robert L. Melton

#### Staff Members Present and Participating via Zoom Webinar

Julie Cunningham, Executive Director  
Sara Gibson, General Counsel  
Joe Freeman, Chief, Financial Assistance Division  
Bill Cauthron, Chief, Water Quality Programs Division  
Chris Neel, Assistant Chief, Planning and Management Division  
Mary Schooley, Executive Secretary

Chairman Stallings appointed Board Member Jennifer Castillo as Assistant Secretary in Secretary Bob Drake's absence.

B. Discussion, Amendments, and Vote to Approve Official Minutes of the November 10, 2020, Regular Meeting. Chairman Stallings asked if there were any discussion, amendments, or a motion to approve the November 10, 2020, regular meeting minutes. There were no comments.

Mr. Darby moved to approve the minutes of the November 10, 2020, Regular Meeting, and Mr. Allen seconded. There was no discussion, and Chairman Stallings called for the vote.

AYE: Allen, Castillo, Darby, Muller, Stallings  
NAY: None  
ABSTAIN: None  
ABSENT: Landess, Melton, Gorman, Drake

C. Executive Director's Report

Ms. Julie Cunningham, Executive Director, welcomed everyone to the meeting. She began her report updating the members on the agency's status in regard to the Covid-19 situation. Governor Stitt renewed the executive order, and for all state agencies, state employees and visitors are required to wear masks, and the agency's top priority is protecting employees and Board members, and citizens in making arrangements for meetings. Proposed rules amendments for Chapter 20, 45 and 46, and revoking outdated rules for 2021, and were presented to the Board's Rules Committee on November 30. Members are Chairman Stallings, Mr. Darby, Mr. Muller, and Ms. Castillo. Regarding the rulemaking process, staff will conduct a public hearing on January 7 and the comment period ends January 15; at this time staff anticipates presentation to the Board at the January meeting with no public comment, and consideration for a vote at the February meeting. Ms. Cunningham asked Mr. Bill Cauthron to speak to the members regarding the proposed changes to Chapters 45 and 46.

Mr. Cauthron stated that due to the Covid situation the rulemaking process has been somewhat different this year and he reviewed the timeline to consider the proposed changes to the Water Quality Standards (WQS). Draft Rules were submitted to the Oklahoma Register and Office of the Secretary of Energy and Environment on November 6, and no comments were received from that office. Therefore, the draft rules were published December 1 and began the formal comment period. He said typically the Board would conduct a public hearing at the January meeting; however, anticipating a number of comments on the proposed rules to the WQS and in order to remain safe if the meeting room were to be crowded, the staff chose to conduct the hearing virtually, which will be held at 2:00 p.m., Thursday, January 7, 2021, and he encouraged Board members to attend if available. The comment period ends the Friday prior to the January 19 Board meeting and no comment will be received at that meeting, although staff will make the technical presentation to the Board as presented to the public at the hearing. The Board will consider the proposed rules on February 16; following the end of the comment period and the February Board meeting, staff will prepare a comment summary and response to comments. If approved by the Board, the rules will go to the Legislature and the Governor for approval, likely in the spring and summer 2021, then to the Oklahoma Attorney General and the Environmental Protection Agency. The propose rules amendments are in Chapter 45-5-19, part 3, and Chapter 46 subchapter 15. Ms. Cunningham added that staff has conducted an informal process and received great feedback, and also worked with the State of Arkansas to complete a fully vetted process.

Ms. Cunningham continued her report announcing the agency was awarded the "Top Workplace" Award as a result of employee participation along with 75 companies; the OWRB was one of 34 small organizations but the only state agency. She expressed her pride and appreciation to the OWRB employees.

Ms. Cunningham concluded her report updating the members on the upcoming legislative session and recent bills filed before the December 11 deadline, which staff is reviewing. The agency has one request bill regarding stream water notice procedure authored by Senator Rader that will make the process more rigorous. The Legislative Leadership is anticipating a full session at this time and is considering a special session regarding updates to the Open Meetings Act to continue to allow virtual Board meetings. Staff will be meeting with the Natural Resources subcommittee on appropriations in January to discuss the agency budget, goals, etc.

At the federal level, Congress is considering the WRDA bill that has excluded the reauthorization of the Clean Water and Drinking Water State Revolving Fund, but the Public Works and Infrastructure Financing Committee and other organizations are considering a continuing resolution or omnibus appropriations bill; staff had anticipated an increase in infrastructure financing. There were no questions by members.

D. Financial Update

1. Budget Report. Ms. Cunningham presented the budget report which is for the time period ending November 30, 2020. She said the agency has spent 40% of the appropriated budget, leaving 60%; has spent 25% of the revolving fund leaving 75%; and has spent 13% of federal dollars with 87% remaining. The overall budget remaining stands at 74%, with 58% of the fiscal year remaining. The agency continues to be fiscally conservative, spending federal dollars when available, and not filling vacancies, and travel in the spring and summer for water quality monitoring has been reduced. She updated the members on the status of the Gross Production Tax collections which are slow, but staff is hopeful the agency will receive all revenues that are authorized.

Ms. Cunningham concluded the report. There were no questions.

2. **FINANCIAL ASSISTANCE DIVISION**

A. Consideration of and Possible Action on a Proposed Order Approving Drinking Water Funding Application for The Jet Utilities Authority, Alfalfa County. Recommended for Approval. Mr. Joe Freeman, Chief of the Financial Assistance Division, stated to the members this first item is an \$861,500.00 dollar loan request from The Jet Utilities Authority located in Alfalfa County. He said the Authority is requesting the loan to go along with an \$88,922.85 Rural Economic Action Plan grant to construct a new elevated water storage tank and to construct a new chemical feed building. Mr. Freeman stated the loan will be funded through the Drinking Water State Revolving Fund Loan Program (SRF), and he noted provisions of the loan agreement. The Authority's debt coverage ratio stands at 1.33-times. Staff recommended approval.

Mr. Freeman shared comments from Mayor Jim Blackledge expressing their appreciation for making the water tower project a reality.

Chairman Stallings stated he would entertain a motion. Mr. Darby moved to approve the DWSRF loan to The Jet Utilities Authority, and Ms. Castillo seconded. Chairman Stallings called for the vote.

AYE: Allen, Castillo, Darby, Muller, Stallings

NAY: None

ABSTAIN: None

ABSENT: Landess, Melton, Gorman, Drake

B. Consideration of and Possible Action on a Proposed Order Approving Drinking Water Funding Application for Rural Water, Sewer, and Solid Management District No. 6, Grady County. Recommended for Approval. Mr. Freeman stated this item is an \$11,240,000.00 dollar loan request from Grady County Rural Water, Sewer, and Solid Waste Management District #6. The District is requesting the loan to refinance two Rural Utilities Service loans which were for obtaining a new groundwater supply, installing several miles of transmission lines, two new storage tanks, and a district office. Mr. Freeman stated the loan will be funded through the Drinking Water SRF loan program and he noted provisions of the loan agreement. Both loans would have matured in 2052 and bear a 3.5% interest rate. The new interest rate is estimated to be slightly below 2% and will save the District approximately \$3.9 million through refinancing. Mr. Freeman said that over the last ten years the District's connections have increased by approximately 11% and its debt coverage ratio stands at 1.72-times. Staff recommended approval.

Chairman Stallings asked for a motion on the loan request. Mr. Allen moved to approve the Drinking Water SRF loan to the Grady County RWSSM District, and Mr. Darby seconded. Chairman Stallings called for the vote.

AYE: Allen, Castillo, Darby, Muller, Stallings

NAY: None

ABSTAIN: None

ABSENT: Landess, Melton, Gorman, Drake

C. Consideration of and Possible Action on a Proposed Order Approving Clean Water Funding Application for Shawnee Municipal Authority, Pottawatomie County. Recommended for Approval. Mr. Freeman stated this item is for the consideration of a \$12,000,000.00 dollar loan request from the Shawnee Municipal Authority. Shawnee will utilize the loan proceeds in conjunction with proceeds from a \$37.9 million dollar loan obtained from the Board last fall. He said the combined funds will be for construction of a new North Side Sequential Batch Reactor Wastewater Treatment Plant and a South Side Lift Station. The loan will be funded through the Clean Water SRF Loan Program, and he noted provisions of the loan agreement. Shawnee's water and sewer connection have increased by approximately 4% over the past ten years. Shawnee currently has four loans outstanding with the Board which have a combined balance of \$9.5 million; the debt coverage ratio stands at 1.92-times. Staff recommended approval.

Mr. Freeman relayed comments from Shawnee City Manager Chance Allison expressing the Authority's appreciation for the Board's consideration of the loan request. The CWSRF program provides needed funding at a very favorable rate allowing the Authority to continue to provide utility service to customers at the lowest possible cost. In particular, he expressed appreciation to the Board staff for assistance with the loan application process. The Authority looks forward to partnering with the OWRB both now and in the future.

Chairman Stallings stated Shawnee will build a water treatment plan and lift station, and he would entertain a motion. Ms. Castillo moved to approve the Clean Water SRF loan to the Shawnee Municipal Authority, and Mr. Muller seconded. Chairman Stallings called for the vote.

AYE: Allen, Castillo, Darby, Muller, Stallings

NAY: None

ABSTAIN: None

ABSENT: Landess, Melton, Gorman, Drake

D. Consideration of and Possible Action on a Proposed Order Approving Clean Water Funding Application for Guthrie Public Works Authority, Logan County. Recommended for Approval. Mr. Freeman said this item is consideration of a loan request by the Guthrie Public Works Authority in the amount of \$16,000,000.00 dollars to construct a new energy efficient sequential batch reactor wastewater treatment plant, lift station, flow equalization basin retro fit, sludge management facilities, ultra violet disinfection system, and a lab building. He said the loan will be funded through the Clean Water SRF Loan Program, and he noted provisions of the loan agreement. Guthrie's water and sewer connections have increased by approximately 8% over the past 10 years and currently has two loans with the Board with an outstanding balance of approximately \$1.8 million. The debt coverage ratio stands at 2.08 times. Staff recommended approval.

Mr. Freeman relayed Mayor Steve Gentling's comments to the Board expressing Guthrie's appreciation for the Board's consideration of the loan application, and that the Authority recognized the economic advantages of the Board's financing programs.

Chairman Stallings said Guthrie will construct a new wastewater treatment plant, and he would entertain a motion. Mr. Darby moved to approve the Clean Water SRF loan to the Guthrie PWA, and Ms. Castillo seconded. Chairman Stallings called for the vote.

AYE: Allen, Castillo, Darby, Muller, Stallings

NAY: None

ABSTAIN: None

ABSENT: Landess, Melton, Gorman, Drake

E. Consideration of and Possible Action on a Proposed Order Approving Drinking Water Funding Application for Enid Municipal Authority, Garfield County. Recommended for Approval. Mr. Freeman stated item 2.E. is a very significant and historic loan request from the Enid Municipal Authority in both dollar amount and the scope of the project. This will be the single largest loan in the history of the Board, and with the broadest scope of a project in geographic size; it has been a project which has been years in the

making. Mr. Freeman said the Enid Municipal Authority is requesting a \$205,000,000.00 dollar Drinking Water SRF loan which will go along with the three previous Financial Assistance Program loans for \$105 million dollars for a combined total financing in excess of \$310 million dollars from the Board. The funds are for the Kaw Lake Water Supply Project which will provide raw water from the lake to Enid. A raw water intake structure will be constructed at Kaw Lake; approximately 70 miles of transmission line will be laid with booster pump stations to a new 10.5 million gallon a day water treatment plant that will also be constructed with loan proceeds as well as transmission lines. Mr. Freeman noted provisions of the loan agreement, stating Enid has been a long time excellent loan customer of the Board. Enid currently has 8 outstanding loans with the Board with a combined principal balance of \$138.6 million. Enid's debt coverage ratio stands at 2.04-times.

Mr. Freeman said he believed the members are aware that with a project of this size, it takes time and the cooperation of numerous entities and individuals. He expressed appreciation to the Board's Drinking Water SRF partners at the Oklahoma Department of Environmental Quality and their excellent work on this project. He also recognized the engineering firms that have been involved in this very unique project that has put together by Enid. Also, appreciation to the OWRB staff, and the Enid's financial advisors and bond counsel for their excellent work; and most of all, he thanked the great staff and leadership of the City of Enid. Mr. Freeman said that staff recommended approval.

Mr. Freeman said the Mayor of Enid and other representatives of the City of Enid are available via Zoom to make comments.

Mayor Pankonin expressed appreciation on behalf of all residents of Enid for the Board's support of the project. Real leaders in a community think 30 years down the road which is past the term they serve; he believed the commission on board has taken those steps. He said water is the most important thing in a community and what better place to spend the investment. The Mayor thanked the Board for its support and requested approval.

City Manager Jerald Gilbert stated this is a long term project and has been in collaboration with many people, particularly Chris Gdanski and the engineering team and Garver, the Construction Manager at Risk Garney Construction, the financial team Jon Wolfe and Allan Brooks, and others. The project started in 2015 with a study and the city decided to move forward for the long term future of the community which is possible because of the support of the Oklahoma Water Resources Board and the Drinking Water and FAP programs which significantly impacted the City's ability to do the project. Mr. Gilbert asked the Board's consideration of this final piece that will put the construction funds in place.

City Engineer Chris Gdanski stated the project has been a team effort and the Commission has been on board for the whole process, have had the same vision, which has allowed this to progress in a consistent and focused way. He asked the Board to approve the loan request.

Board Member Stephen Allen asked the approximate construction timeline. Mayor Pankonin answered construction is anticipated to begin in the late part of the second quarter of 2021 and run 30 months and by the end of 2023 the city should be mixing Kaw Lake water with well water and distributing to the citizens of Enid.

Chairman Stallings thanked the city representatives for joining the meeting.

Mr. Allen moved to approve the Drinking Water SRF Loan to the Enid Municipal Authority, and Ms. Castillo seconded.

AYE: Allen, Castillo, Darby, Muller

NAY: None

ABSTAIN: Stallings

ABSENT: Landess, Melton, Gorman, Drake

F. Resolution Authorizing the Issuance of Oklahoma Water Resources Board State Loan Program Revenue Bonds in an Aggregate Principal Amount not to Exceed \$250,000,000; at a Net Interest Cost not to Exceed Six Percent (6.0%); Providing for the Issuance of Said Bonds in One or More Series; Approving and Authorizing Execution of a Series 2021A Supplemental Bond Resolution and, if Deemed Advisable, an Additional

Supplemental Bond Resolution for Each Additional Series; Waiving Competitive Bidding on the Bonds and Authorizing the sale Thereof by Negotiation and at a Discount Pursuant to the Terms of a Contract of Purchase Pertaining Thereto; Approving a Preliminary Official Statement with Respect to Said Bonds; Authorizing the Chairman or Vice Chairman to Deem Preliminary Official Statements for Additional Series of Bonds Final; Directing Deposit of Proceeds Derived from the Issuance of the Bonds in the State Treasury and Requesting the State Treasurer to Remit Such Proceeds to the Bond Trustee; Ratifying and Approving the Form of Promissory Note, Loan Agreement, and Note Purchase Agreement to be Executed by Borrowers in the State Loan Program; Authorizing Execution of Such Other and Further Instruments, Certificates and Documents as may be Required for the Issuance of the Bonds; Directing Payment of Costs of Issuance and Containing Other Provisions Relating to the Issuance of the Bonds. Recommended for Approval.

Mr. Freeman stated because there are only five members present today, he requested the Board withdraw the item from consideration as approval requires a supermajority of the Board because of future indebtedness under the FAP Loan Program. The item will be brought to the Board at the January meeting.

### 3. SUMMARY DISPOSITION AGENDA ITEMS

Any item listed under this Summary Disposition Agenda may, at the requested of any member of the Board, the Board’s staff, or any other person attending this meeting, may be transferred to the Special Consideration Agenda. Under the Special Consideration Agenda, separate discussion and vote or other action may be taken on any items already listed under that agenda or items transferred to that agenda from this Summary Disposition Agenda.

A. Requests to Transfer Items from Summary Disposition Agenda to the Special Consideration Agenda, and Action on Whether to Transfer Such Items. There were no requests to move items to the Special Consideration Agenda.

B. Discussion, Questions, and Responses Pertaining to Any Items Remaining on Summary Disposition Agenda and Action on Items Listed. Chairman Stallings stated the items for consideration are 3.C. through 3.O., and item F.1. (United Ag, #2018-516) will be withdrawn. There were no questions.

Chairman Stallings stated he would entertain a motion for approval of the Summary Disposition items. Mr. Darby moved to approve the Summary Disposition Agenda items, and Mr. Allen seconded. Chairman Stallings called for the vote.

AYE: Allen, Castillo, Darby, Muller, Stallings  
 NAY: None  
 ABSTAIN: None  
 ABSENT: Landess, Melton, Gorman, Drake

The following items were approved:

C. Consideration of and Possible Action on Financial Assistance Division Items:  
 1. Rural Economic Action Plan (REAP) Grant Applications:

<u>Item No.</u>	<u>Application No.</u>	<u>Entity Name</u>	<u>County</u>	<u>Amount Recommended</u>
ASCOG				
a.	FAP-21-0003-R	Ryan Utilities Authority	Jefferson	\$99,999.00
GGEDA				
b.	FAP-21-0024-R	Copan Public Works Authority	Washington	99,500.00
OEDA				

c.	FAP-21-0013-R	Boise City Public Works Authority	Cimarron	130,000.00
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2. CWSRF Principal Forgiveness Loan Applications:

<u>Item No.</u>	<u>Application No.</u>	<u>Entity Name</u>	<u>County</u>	<u>Amount Recommended</u>
a.	ORF-20-0010-CW	The Porter Public Works Authority	Wagoner	\$206,750.00

3. DWSRF Principal Forgiveness Loan Applications:

<u>Item No.</u>	<u>Application No.</u>	<u>Entity Name</u>	<u>County</u>	<u>Amount Recommended</u>
a.	ORF-19-0017-DW	Rural Water, Sewer, and Solid Waste Management District #4	Atoka	\$180,230.00

D. Consideration of and Possible Action on the Contracts and Agreements:

1. Agreement between OWRB and the Office of the Secretary of Energy and Environment providing funding for mapping of bottomland hardwood wetlands through the Regional Wetlands Development Program.
2. Agreement between OWRB and the Office of the Secretary of Energy and Environment providing funding for the Clean Water Act 106 Monitoring Initiative and National Wetland Condition Assessment.
3. Amendment to Joint Funding Agreement between OWRB and USGS extending the deadline for the Hydrogeologic Investigation and Groundwater-Flow Model of the Salt Fork of the Red River Alluvial Aquifer in Southwestern Oklahoma.
4. Intergovernmental Agreement between OWRB and Central Oklahoma Master Conservancy District providing long-term trend analysis of Lake Thunderbird water quality data.
5. Amendment to Agreement between OWRB and Oklahoma State University extending the deadline for taxonomy services related to zooplankton identification.
6. Amendment to Sponsored Research Agreement between OWRB and University of Oklahoma to extend the period of performance for Database Compilation and GeoSpatial Analysis of Produced Water Quality in Oklahoma.
7. A Contract between OWRB and Oklahoma History Center for rental of space for meetings of the OWRB.

E. Consideration of and Possible Action on Applications for Temporary Permits to Use Groundwater:

1. Ottawa County RWD No. 6, Ottawa County, #2020-510
2. William Travis & Jennifer Marie Rother, Washita County, #2020-521
3. Western Land & Cattle Co., Inc., Caddo County, #2020-532
4. M & K Horn Farms, LLC, Caddo County, #2020-533

F. Consideration of and Possible Action on Applications to Amend Temporary Permits to Use Groundwater:

1. United Ag, LLC, Harmon County, #2018-516 *Item withdrawn.*

G. Consideration of and Possible Action on Applications for Regular Permits to Use Groundwater:

1. West Franklin Sod Farm, LLC, Cleveland County, #2020-513
2. William E. & Nancy R. Lines, Texas County, #2020-530

- H. Consideration of and Possible Action on Applications to Amend Regular Permits to Use Groundwater:
  - 1. David & Carol West, Canadian County, #1976-807B
  - 2. Harry Scott & Lynette Ann Shrauner, Texas County, #1993-582B
  
- I. Consideration of and Possible Action on Applications to Amend Prior Right to Use Groundwater: None
  
- J. Consideration of and Possible Action on Applications for Regular Permits to Use Stream Water:
  - 1. City of Cleveland, Pawnee County, #2018-050
  - 2. Cary Gooch, Choctaw County, #2019-041
  - 3. Soonerhawk Properties, LLC, Washington County, #2020-013
  
- K. Consideration of and Possible Action on Applications to Amend Regular Permits to Use Stream Water: None
  
- L. Consideration of and Possible Action on Dam and Reservoir Construction:
  - 1. Dan V. Little (Lake Prudence), Marshall County, #OK12756
  - 2. City of Moore (Little River Park Dam), Cleveland County, #OK30561
  
- M. Consideration of and Possible Action on Applications for Proposed Development on State Owned or Operated Property with Floodplain Areas:
  - 1. Oklahoma Department of Transportation, Kay County, #FP-2020-10
  - 2. Oklahoma Department of Transportation, Cherokee County, #FP-2020-011
  - 3. Oklahoma Department of Transportation, Cherokee County, #FP-2020-012
  - 4. Oklahoma Turnpike Authority, Atoka County, #2020-013
  
- N. Consideration of and Possible Action on Well Driller and Pump Installer Licensing:
  - 1. New Licenses, Accompanying Operator Certificates and Activities:
    - a. Licensee: American Electric Power DPC-1002
    - Operator: Zachary Racer OP-2340
  - 2. New Operators, Licensee Name Change, and/or Activities for Existing Licenses
    - a. Licensee: Authentic Drilling Inc. DPC-0967
    - Operator: William Reutter OP-2342
    - b. Licensee: Authentic Drilling Inc. DPC-0967
    - Operator: Greg Giles OP-2343
    - c. Licensee: Environmental Works, Inc. DPC-0667
    - Operator: Daniel Yoakum OP-2344
    - d. Licensee: Layne Christensen DPC-0123
    - Operator: Lenny Godwin OP-2345
  
- O. Consideration of and Possible Action on Applications for Accreditation of Floodplain Administrators: None

**4. QUESTIONS AND DISCUSSION ABOUT AGENCY MATTERS AND OTHER ITEMS OF INTEREST.**

A. No items. There were no questions or discussion regarding agency matters by the Board Members.

**5. SPECIAL CONSIDERATION**

A. Consideration of and Possible Action on Items Transferred from the Summary Disposition Agenda, if any. There were no items transferred from the Summary Disposition for the Board's consideration.



**6. NEW BUSINESS**

Under the Open Meeting Act, this agenda item is authorized only for matters not known about or which could not have been reasonably foreseen prior to the time of posting the agenda. There were no New Business items for the Board's consideration. However, Ms. Sara Gibson, OWRB General Counsel, noted the list provided for the 2021 meeting schedule and the contract approved is for the January meeting to be held at the Oklahoma History Center in a larger room than the OWRB meeting room; she said no special consideration items will be on the agenda. There was discussion about planning to accommodate social distancing and in-person meetings of the Board and public attendance at future meetings.

**7. ADJOURNMENT**

There being no further business, Chairman Stallings adjourned the regular meeting of the Oklahoma Water Resources Board at 10:10 a.m. on December 15, 2020.

**OKLAHOMA WATER RESOURCES BOARD**

\_\_\_\_\_(signature stamp)\_\_\_\_\_  
Robert L. Stallings, Jr., Chairman

\_\_\_\_\_  
Stephen B. Allen, Vice Chairman

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Charles Darby

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Robert L. Melton, Sr.

\_\_\_\_\_  
Jennifer Castillo

\_\_\_\_\_  
Suzanne V. Landess

\_\_\_\_\_  
Matt Muller

\_\_\_\_\_  
Thomas A. Gorman

***ATTEST:***

\_\_\_\_\_(signature stamp)\_\_\_\_\_  
Bob Drake, Secretary  
(SEAL)

Members voted to approve the December 15, 2020, meeting minutes at the February 16, 2021, Board meeting which was held via videoconference and were not present to sign the document.