

**REPORT OF PROCEEDINGS
OF THE
REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
OF THE VILLAGE OF NORTHFIELD
Tuesday, August 20, 2019 - 7:00 p.m.**

As provided for by public notice, the Board of Trustees of the Village of Northfield met in the Council Chambers of the Village Hall at 7:00 p.m. on Tuesday, August 20, 2019 for the Regular Board meeting. The meeting was called to order by President Joan Frazier. The Village Clerk took the roll call.

PRESENT:	President	Joan Frazier
	Trustees	Thomas Terrill Charles Orth Todd Fowler Greg Lungmus John Goodwin Tom Whittaker

ABSENT:

ALSO PRESENT: Attorney Mallory Milluzzi

APPROVAL OF CONSENT AGENDA ITEMS:

1. Approve the Report of Proceedings from the July 16, 2019 Village Board meeting.

2. Approve the Bills and Disbursements from 7/4/19 to 8/1/19:

General Fund	\$319,825.87
Foreign Fire Ins. Tax Fund	148.85
Water and Sanitary Sewer Fund	26,240.04
Storm Sewer Improvement Fund	27,257.25
Capital & Equipment Fund	21,158.27
2017 Go Bond Project Fund	119,142.04
Rolling Ridge SSA Project Fund	<u>770.89</u>
TOTAL	\$ 514,543.21

3. Approval of the following Commission re-appointments:

<u>Plan & Zoning Commission – Term: 4 years</u>	<u>Term</u>
Dan deLoys, re-appointment	9-1-19 to 9-1-23
Kathy Estabrooke, re-appointment	9-1-19 to 9-1-23
Todd Berlinghof, re-appointment	9-1-19 to 9-1-23
 <u>Architectural Commission – Term : 4 years</u>	 <u>Term</u>
Barnaby Dinges, re-appointment	9-1-19 to 9-1-23
Patricia Morell, re-appointment	9-1-19 to 9-1-23

Zoning Board of Appeals – Term: 5 years
Christine Geraghty, re-appointment
Robert Hayward, re-appointment

Term
9-1-19 to 9-1-24
9-1-19 to 9-1-24

Trustee Terrill made a motion, seconded by Trustee Orth, to approve Consent Agenda items 1 through 3.

Upon the following roll call vote, a motion to approve Consent Agenda items 1 through 3 was approved.

AYES:	Terrill	NAYS: 0	ABSTAIN: 0	ABSENT: 0
	Orth			
	Fowler			
	Goodwin			
	Lungmus			
	Whittaker			

CONSIDERATION OF A MOTION TO APPROVE THE PURCHASE OF ONE 2019 FORD AWD EXPLORER/INTERCEPTOR PPV IN THE AMOUNT OF \$35,329 FROM CURRIE MOTORS OF FRANKFORT, ILLINOIS

Trustee Goodwin made a motion, seconded by Trustee Orth, to approve the purchase of one 2019 Ford AWD Explorer/Interceptor PPV in the amount of \$35,329 from Currie Motors of Frankfort, Illinois.

Chief Lustig indicated that the police department is looking to replace 2016 Chevy Impala which has over 40,000 actual miles and 8,966 hours of run-time which is equivalent to 219,524 miles. Also, based on the TEME and the fair condition of the engine, transmission and frame, the fleet manager is recommending that the car be reassigned from the police department to the public works department to replace car #26. There is currently a suitable replacement available through the Northwest Municipal Conference Suburban Purchasing Cooperative from \$35,329. \$45,000 was budgeted for the replacement.

President Frazier then requested a roll call vote to approve the purchase of one 2019 Ford AWD Explorer/Interceptor PPV in the amount of \$35,329 from Currie Motors of Frankfort, Illinois.

AYES:	Terrill	NAYS: 0	ABSTAIN: 0	ABSENT: 0
	Orth			
	Fowler			
	Goodwin			
	Lungmus			
	Whittaker			

CONSIDERATION OF AN ORDINANCE DECLARING ONE 2011 FORD CROWN VICTORIA SQUAD AS SURPLUS AND AUTHORIZING STAFF TO DISPOSE OF THIS EQUIPMENT ACCORDING TO LAW.

Trustee Orth made a motion, seconded by Trustee Fowler, to approve an ordinance declaring one 2011 Ford Crown Victoria squad as surplus and authorizing staff to dispose of this equipment according to law.

Chief Lustig said that car #26 which is a 2011 Ford Crown Victoria and has over 234,528 miles.

President Frazier then requested a roll call vote to approve to approve an ordinance declaring one 2011 Ford Crown Victoria squad as surplus and authorizing staff to dispose of this equipment according to law.

AYES:	Terrill	NAYS: 0	ABSTAIN: 0	ABSENT: 0
	Orth			
	Fowler			
	Goodwin			
	Lungmus			
	Whittaker			

CONSIDERATION OF A MOTION TO APPROVE THE PURCHASE OF ONE 2019 FORD F250, SUPER DUTY, 4X4 PICKUP TRUCK IN THE AMOUNT OF \$31,881 FROM CURRIE MOTORS OF FRANKFORT, ILLINOIS

Trustee Whittaker made a motion, seconded by Trustee Orth, to approve the purchase of one 2019 Ford F250, Super Duty, 4x4 pickup truck in the amount of \$31,881 from Currie Motors of Frankfort, Illinois.

Chief Nystrand said the Public Works Department uses a myriad of pickup trucks. This is a 2004 F350 with a utility body which is primarily used by the water department for watermain breaks and other needs. This truck was originally purchased in FY2004/2005 with an 8 year estimated useful life. In FY2012/2013 when this was originally scheduled for replacement, a detailed evaluation was completed and it was determined that we could get at least another year of service. Seven years later, we are looking to replace this vehicle. When assessing suitable replacements, the department determined that the utility body was in excellent condition so instead of looking for a utility truck, the plan is to take that utility body off of #1505's chassis and put it on the bed of #1570. The #1570 pickup body would then be remounted onto #1505. There is a suitable replacement available through the Northwest Municipal Conference Suburban Purchasing Cooperative Contract #178. This is 2019 Ford F250 Super Duty 4x4 pickup truck with attachments in the amount of \$31,881.00. The amount budgeted was \$47,000.

Trustee Terrill stated that integration of replacing the cab on the chassis is fantastic and that type of thinking should be brought out and encouraged all through our Village, which he often sees is done. It's fascinating how much money has been saved. Trustee Orth seconded that.

Trustee Fowler asked Chief Nystrand if he was dropping down from a 350 to a 250 and asked why he wouldn't replace like kind. Chief Nystrand said the #1570 is actually a 250.

President Frazier then requested a roll call vote to approve the purchase of one 2019 Ford F250, Super Duty, 4x4 pickup truck in the amount of \$31,881 from Currie Motors of Frankfort, Illinois.

AYES: Terrill NAYS: 0 ABSTAIN: 0 ABSENT: 0
Orth
Fowler
Goodwin
Lungmus
Whittaker

CONSIDERATION OF AN ORDINANCE DECLARING ONE 2004 FORD F350 PICKUP TRUCK AS SURPLUS AND AUTHORIZING STAFF TO DISPOSE OF THIS EQUIPMENT ACCORDING TO LAW.

Trustee Fowler made a motion, seconded by Trustee Whittaker, to approve an ordinance declaring one 2004 Ford F350 pickup as surplus and authorizing staff to dispose of this equipment according to law.

Chief Nystrand said that staff is recommending that pickup truck #1505 now be declared as surplus.

President Frazier then requested a roll call vote to approve to approve an ordinance declaring one 2004 Ford F350 pickup as surplus and authorizing staff to dispose of this equipment according to law.

AYES: Terrill NAYS: 0 ABSTAIN: 0 ABSENT: 0
Orth
Fowler
Goodwin
Lungmus
Whittaker

President Frazier thanked Chief Nystrand for getting the most value out of this equipment. It is appreciated.

CONSIDERATION OF A MOTION TO APPROVE A RESOLUTION DECLARING THE VILLAGE'S OFFICIAL INTENT TO REIMBURSE CERTAIN CAPITAL EXPENDITURES FROM THE PROCEEDS OF FUTURE DEBT ISSUES.

Trustee Terrill made a motion, seconded by Trustee Orth, to approve a resolution declaring the Village's official intent to reimburse certain capital expenditures from the proceeds of future debt issues.

Finance Director Steve Noble stated that the cover memo for this agenda item outlines the history of the Village's two previous general obligation bond issues authorized by the 2016 referendum. In those two bond issues, the Village has issued \$6.1 million of the \$7.5 million authorized by the referendum. The Village currently has about \$600,000 remaining in bond proceeds from the 2017 bond issue with approximately \$1 million in projects already obligated for this current fiscal year. This leaves a shortfall of about \$400,000 this year. This shortfall was contemplated and included in the FY2019/20 budget with the understanding that the final bond issue would need to take place this fiscal year. To cover the shortfall, staff recommends moving forward with issuing the third and final installment of the bonds in the amount of \$1.4 million. The \$1.4 million bond issue will cover the \$400,000 shortfall for this current fiscal year and provide \$1 million for the future projects outlined in the referendum's infrastructure plan. Director Noble said depending on the timing of this year's remaining projects, it's possible that before we issue the bonds that the Village may exhaust the proceeds from the 2017 bond sale and may need to pay a portion of this year's work from reserves. In this event, the Village is permitted to reimburse itself from bond proceeds, but only if the Board adopts a resolution stating its intent to do so. The attached resolution was drafted by our bond counsel and satisfies this requirement. The resolution does not obligate the Village in any respect, but simply provides flexibility relative to any expenses we may have, prior to closing on the bond sale. Also attached is a preliminary financing timetable for the Board's consideration. The next action for the Board after tonight would be at the September 17th meeting where the Board would consider an ordinance setting out the parameters for the sale of the bonds. That would be the term, maximum interest rates, call provisions and designating officials who will approve the final term of the bond sale. The preliminary timetable anticipates an October 29th competitive bond sale with a closing a receipt of the bond proceeds on or around November 6th.

President Frazier said that this resolution would simply be to ensure that the Village is made whole if we have to expend funds. Director Noble said that is correct.

President Frazier then requested a roll call vote to approve to approve a resolution declaring the Village's official intent to reimburse certain capital expenditures from the proceeds of future debt issues.

AYES: Terrill NAYS: 0 ABSTAIN: 0 ABSENT: 0
 Orth
 Fowler

Goodwin
Lungmus
Whittaker

CONSIDERATION OF A RESOLUTION AUTHORIZING THE EXECUTION OF A MASTER LICENSE AGREEMENT WITH AT&T MOBILITY FOR THE CO-LOCATION OF SMALL WIRELESS FACILITIES IN VILLAGE RIGHTS OF WAYS.

Trustee Whittaker made a motion, seconded by Trustee Fowler, to approve a resolution authorizing the execution of a Master License Agreement with AT&T Mobility for the co-location of small wireless facilities in Village rights of way.

Attorney Mallory Milluzzi explained that there are two Master License Agreements for two corporations looking to install small wireless facilities on Village owned poles in the right of way. Last year, the Board adopted an ordinance pursuant to the new Small Wireless Facilities Deployment Act that regulates placement of small wireless facilities within the Village. That Act and subsequent FCC regulations significantly limit the Village's authority and ability to regulate this type of installation. One of the provisions in the Act is that the Village may require installation standard, as it typically does for any use of its property. This license agreement covers more specific things regarding the actual Village infrastructure such as the "as is" acceptance of the Village's poles, what happens when they are done using the property; what happens if a pole falls down due to weather or an accident; replacement of the poles and notifications. These are Master License Agreement and will cover all the installations that either Verizon or AT&T want to put within the Village. Each installation will need its own separate permit which will cover all the installation details and will be processed by our permitting department. The Agreement will cover all the broad legal aspects of those installations. They are similar agreements but each company had different interests.

Trustee Orth asked how many locations the Village has. Attorney Milluzzi as of now, no applications have been filed. We are putting them in place now to prepare for the application process. We don't know how many sites they will roll out. Each company is different. There will be two future items relating to small cells. One is more of our design guidelines and aesthetic regulations and then a zoning code amendment to covers areas outside of the right of way.

President Frazier said that the State of Illinois hamstrung municipalities in terms of what limitations we can place on these circumstances. For her part, if it's not writing an email, she won't be using it. She thinks our attorneys have done what they could in terms of protecting us. These companies have a lot of leeway as to where they can put their infrastructure. Attorney

Milluzzi said that they are permitted uses in the right of way. In the past, we had the authority to say who could or could not go onto our property and we had leverage to negotiate fair market rate. The law changed and we now have to allow them on our property and there is a maximum amount the Village can charge. President Frazier asked if there is a limit in the number of units that a company can put in one town. Attorney Milluzzi indicated there is no limit to the number, but there are distance requirements between locations. President Frazier asked if there is a limit as to how many they can put in one neighborhood. Attorney Milluzzi responded that whatever meets their operational need to expand and build out the 5G network and plug service gaps.

Trustee Lungmus is concerned about the aesthetics and have seen what other utilities have done. Attorney Milluzzi said we already have some design and aesthetic requirements in our code but will be building that out as to make sure there aren't hanging wires and that colors blend well with the pole that is being used. These will probably go first to the Architectural Commission to review.

President Frazier asked what the size of the unit is. Attorney Milluzzi said they vary by company and change all the time. The ordinance provides for what the law allows as the maximum size. President Frazier then asked if we have any early indication of how many of these devices we can expect to see in any given municipality. Attorney Milluzzi said she can't speak for either of the companies, but she has seen larger towns have upwards of 100.

President Frazier then requested a roll call vote to approve a resolution authorizing the execution of a Master License Agreement with AT&T Mobility for the co-location of small wireless facilities in Village rights of way.

AYES: Terrill NAYS: 0 ABSTAIN: 0 ABSENT: 0
 Orth
 Fowler
 Goodwin
 Lungmus
 Whittaker

CONSIDERATION OF A RESOLUTION AUTHORIZING THE EXECUTION OF A MASTER LICENSE AGREEMENT WITH VERIZON WIRELESS FOR THE CO-LOCATION OF SMALL WIRELESS FACILITIES IN VILLAGE RIGHTS OF WAYS.

Trustee Whittaker made a motion, seconded by Trustee Orth, to approve a resolution authorizing the execution of a Master License Agreement with Verizon Wireless for the co-location of small wireless facilities in Village rights of way.

Jessica DeWalt, from Verizon Wireless, said they don't have any installation plans yet. She spoke with the orientation team this morning. Through 2019, they don't have any plans to

deploy in Northfield. She believes that is also true for 2020. She said there wouldn't be any applications for at least a year. Verizon would talk to the Village before they submit applications. They have some flexibility where the poles can be. For aesthetics, they try to match current standards. They would ask the Village for the specifications of the pole so it can match them.

President Frazier asked if they have any immediate plans in any other villages in the area. Ms. DeWalt said they are currently working closely with Winnetka.

Trustee Lungmus questioned the range of the models being used in Winnetka. Ms. DeWalt said she doesn't know for Winnetka, but in general with small cells it depends on whether they are putting up – 4G or 5G ranges, but the max is about 800 feet. You would typically see them in parking areas or Metra stations. Trustee Lungmus asked if its projected that you get a blanket coverage for a village like Northfield and if that's the case, you would see many dozens of these units throughout the village. Ms. DeWalt said it depends what the coverage is already like here. They go where the demand is the highest. If the network is already sufficiently covered here, the demand isn't that high.

Attorney Milluzzi said the size limitation is 6 cubic feet for the antenna and 25 cubic feet for all other wireless equipment attached to the pole.

President Frazier then requested a roll call vote to approve a resolution authorizing the execution of a Master License Agreement with Verizon Wireless for the collocation of small wireless facilities in Village rights of way.

AYES: Terrill
Orth
Fowler
Goodwin
Lungmus
Whittaker

NAYS: 0

ABSTAIN: 0

ABSENT: 0

PUBLIC COMMENT

None

Department Updates

Administration

VM Sigman reported as follows:

She continues to work on the Happ Road Phase I study which was started about two years ago and has had two extensions. One extension was for additional requests for services

from IDOT, wanting a noise study and the second was Cook County wanting an additional study on the intersection of Winnetka and Happ. The engineers are currently wrapping up their work and it is under the review of the Cook County Highway team. As soon as they have concurrence on the signalization, it will go to IDOT. Once IDOT review is done, it will be taken to the public for a final hearing on the plan.

She also has been working on the water study and there is a vendor from the University of New Mexico helping with the systems study at no cost due to a grant. We expect to get the initial draft by the end of next week and should be able to bring the results back to the Board as we start our infrastructure and capital improvement plan for the next budget cycle. The next phase will be a rate study. The rate study will go out for a request for proposals when we have the infrastructure side done. This should be put out on the street in September and the Board will consider the award at their October or December meeting. It should be wrapped up before May 1st when the next rate change will go into effect.

Community Development Department & Building Department

Director Gutierrez reported as follows:

North Shore Pizza indicated it will be two weeks until opening and they called for their final health department inspection. After receiving a list of comments, they corrected the comments and have asked staff for a re-inspection.

On September 3rd, the Plan & Zoning Commission will be meeting with a full agenda. There will be an updated special use request for Tick Tock Hourly Child Care for a change in ownership at 197 Northfield Road. The operation will stay the same.

The Park District brought back their proposed band shell at Clarkson Park. Back in June, the Plan & Zoning Commission asked them to do additional acoustic studies to determine the best location for the band shell. They have done that and are back with the report. The location is essentially what they had originally proposed on the west edge of the park. They have modified the design of the band shell to attenuate the sound. There will also be a series of Code text amendments, including the noise regulations. There was a request from a community group to hold an event and the noise regulations prohibit them from doing so. Staff looked at the language and we inadvertently did not include any kind of process for someone to ask for an exemption. The current Code specifies that only the Park District can ask for exemptions from specific events. The Plan & Zoning Commission will look at it and make recommendations before coming to the Board.

The small cell wireless facilities will be specified in the Zoning Code as to where they are special uses and where they are permitted uses. We are proposing to make them special uses where we are able which is anywhere outside of the right of way within a residentially zoned district.

The Plan & Zoning Commission will also be considering medical and dental offices and allowing smaller medical offices as permitted uses whereas any sized medical offices currently requires a special use. Staff will be sending the Commission the recommended language and then on to the Board in September.

Trustee Orth asked what is the square footage of the medical office. Director Gutierrez indicated that it will be somewhere between 5,000 and 10,000. There isn't any rhyme or reason

based on what other municipalities require. Wilmette requires anything over 2,500 square feet but only within a specific area. Staff is doing more research before a recommendation is made.

President Frazier questioned the status of the bank construction. Director Gutierrez said that staff received an environmental report and our environmental consultant is reviewing it. A meeting is scheduled with Klein, Thorpe & Jenkins, the Village attorneys, and the report will be explained to staff. Whether their remediation plan is adequate will also be reviewed.

President Frazier asked Director Gutierrez to inform the trustees what is happening with the Comprehensive Plan. He said staff and President Frazier have been vetting a preliminary draft of the plan. The public engagement process was completed. Houseal Lavigne drafted the plan and submitted it to staff. Staff sat down with them and discussed the comments and they should be getting a revised draft plan back to staff in a couple of weeks. It will then go to the Steering Committee on September 16th. Staff anticipates sending the Steering Committee's draft to the Board's October Committee of the Whole meeting. If it is good shape, a community open house will be held on October 22nd. The dates are tentative. Then the final draft can be brought to the Plan & Zoning Commission for official public hearings in November and the Board's final adoption in December.

Trustee Orth asked how Teddy Kossof's project is coming along. Director Gutierrez said they received their permit and are addressing the fire alarm issue. Trustee Orth then asked about 1622 Willow. Director Gutierrez indicated staff is still waiting for their closing. The existing owner asked what any outstanding issues there are and staff gave him a list. In April, there was a fire inspection and some issues were identified. There are also some FEMA issues that need to be nailed down as well. Permits are being handed out for those. There are minor loose ends to finish before the closing. He doesn't know the closing date.

Finance Department

Finance Director Noble reported as follows:

In the Board's packets are the financial results for the month of June and he is pleased to report that everything is going as planned. In the General Fund, there are several projects coming up, including Mariano's remodeling and hopefully the bank will be coming in for their building permit and a couple new homes in the Village. The 2018 tax levy's started at the beginning of August and are not reflected in these numbers but they are coming in as planned. We are starting to keep track of the number of refunds received and netted against our receipts every year. We received two today and one was \$11,000 from 2016 and we have asked the County for information on that and one was for \$1,000 and was from 1999 and we have asked for more information on that one also. In the water fund, since billing is only every three months, it lags a bit, and since the spring was wet, we hope to see an upswing starting this month. Currently in water, we are about 13% below where we thought we would be. Salaries and benefits are all coming in under budget. Since the letters were sent out to the people who haven't gotten their vehicle stickers, it has made a difference and in a week's time have sold 32 vehicles stickers. About 70 residents have come in and indicated they don't have that car anymore so that has cleaned up the list.

President Frazier asked if there is any type of follow up when a resident says they don't have that car anymore. Director Noble said they asked probing questions and a lot depends on

why they say they don't have the car anymore. Some say the car is with the son at college. If the car is registered here then it should be stickered here. He said we are also trying to get the Secretary of State information and cross reference it with our existing database. It's not done often because the Secretary of State's office charges for this information but they are very behind.

Trustee Terrill commented that a resident who signed his petition came back to him and said he wanted his name crossed off the petition because he had a car that is not registered in the Village and said he didn't want to have to pay for the sticker. He asked how many cars are not registered. Director Noble responded that they are in the 4,100 range being sold which includes replacement stickers. The dollar amount has been dropping steadily over the last couple of years. Trustee Terrill suggested making the late payment \$300 or \$500 that would encourage people to get the sticker on time. Director Noble said he gives Chief Lustig a list of the people who have outstanding stickers by address. At one time the citation ticket was \$40 but was raised to \$100.00. Trustee Terrill then asked how many cars are in the Village. Director Noble responded there were 4,100 sold plus 793 letters were sent out, so around 5,000 vehicles. The Secretary of State can only give information by zip code and we share our zip code with Winnetka.

President Frazier asked Trustee Terrill if he had any comments he would like to share with regard to the Police Pension Fund which he attends. Trustee Terrill said the meeting will be coming up this week, but the performance has been outstanding and we are making around 6.75% return. At this point, everything is going along very well with the investments. There is 43% in bonds and the remainder in very sound equities.

Fire-Rescue & Public Works Departments

Fire-Rescue Chief Mike Nystrand reported as follows:

Public Works: All but one of the seasonal help has left. Public works has been removing dead trees throughout the Village. Four employees have attended and completed trench excavation compliance training through IRMA. Northfield Road work has begun and started saw cutting this week and will start installing storm sewers. The ditch at the park has been redone where all the sediments are taken out. They are hoping to switch to doing the westbound lane around Labor Day for the bridge on Winnetka Road. They expect the westbound lane to go faster than the eastbound lane which was due to ComEd hooking up the temporary lights, contaminated soils and the weather.

Trustee Terrill asked about the contamination. Director Nystrand said he doesn't know specifically what type, he spoke with the engineer from the state and it was on the north side of the bridge going down toward the river. It wasn't anything too serious. They were supposed to remove two feet of the walls on either side of the bridge and they started to do that but found that it was really built well, so they are just cleaning out the mortar between the boulders and will re-tuck point the bridge. There will be new railings instead of the chain link fence. The sidewalk component of the bridge will be widened to 7 feet over the bridge so it will be better for plowing and sweeping.

Fire-Rescue: The fire-rescue department responded to 153 calls since the last Board meeting and they have hired two new firefighter paramedics who have gone through orientation and are working shifts.

Police Department

Chief Lustig reported as follows:

Signs are being posted all over town reminding motorists that schools have opened. There is also a banner at Willow and Wagner reminding motorists to drive safely. The New Trier liaison officer has been instructed to be in uniform for the first week of school and a marked squad car will be on the sidewalk. There will be high visibility of the police at all schools as well. There is a new police officer who is riding with another officer while in training for 12 weeks. Three weeks ago when the temperature was in the 90's, officers passed out water bottles as a public relations move. Trustee Goodwin indicated that his wife and their dog received a ride home from the Chief when they were a little distressed and received water. He said the service went well and he thanked the Chief.

Trustee Orth thanked the Chief regarding the handouts for the Orchard Lane block party. The kids were very excited and were appreciative. The wristbands were a big hit. He also thanked Chief Nystrand for the barricade drop off.

ADJOURNMENT

There being no further discussion or issues to come before the Board, Trustee Whittaker made a motion, seconded by Trustee Terrill to adjourn the meeting.

Upon the following roll call vote, the motion was approved.

AYES:	Terrill	NAYS: 0	ABSTAIN: 0	ABSENT: 0
	Orth			
	Fowler			
	Goodwin			
	Lungmus			
	Whittaker			

The meeting was adjourned at 7:59 p.m.