DELWARE VALLEY REGIONAL PLANNING COMMISSION

BOARD COMMITTEE

Minutes of Meeting of September 28, 2000

Location: The Down Town Club
6th and Chestnut Streets
Philadelphia, PA 19106

Membership Present

New Jersey Department of Community Affairs
Joyce Paul

New Jersey Department of Transportation
William S. Beetle

Governor of New Jersey’s Appointee
(not represented)

Governor of Pennsylvania’s Appointee
Timothy J. Carson

Pennsylvania Governor’s Policy Office
Ronald K. Bednar

Pennsylvania Department of Transportation
Thomas TenEyck

Bucks County
Charles H. Martin

Chester County
William Fulton

Delaware County
John E. Pickett

Montgomery County
Arthur F. Loeben

Burlington County
Ridgeley P. Ware
Carol Ann Thomas

Camden County
J. Douglas Griffith

Gloucester County
Charles E. Romick

Mercer County
Donna Lewis
| City of Chester                  | William Payne |
| City of Philadelphia            | Lawrence Wilson |
| City of Camden                  | (not represented) |
| City of Trenton                 | Andrew Carten |

**Non-Voting Members**

| Federal Highway Administration | Lawrence Cullari |
| New Jersey Division             | Spencer Stevens |
| Pennsylvania Division           |                 |

| U.S. Department of Housing and Urban Development, Region III | (not represented) |
| U.S. Environmental Protection Agency, Region III          | Robert Kramer |
| U.S. Environmental Protection Agency, Region II           | (not represented) |
| New Jersey Office of State Planning                       | (not represented) |
| Federal Transit Administration, Region III                | John Garrity |
| Southeastern Pennsylvania Transportation Authority        | Christopher Patton |
| New Jersey Transit Corporation                             | Matt Ledger |
| Port Authority Transit Corporation                         | (not represented) |
| Delaware River Port Authority                              | (not represented) |
| New Jersey Department of Environmental Protection          | (not represented) |
| Pennsylvania Department of Environmental Protection       | Michael Shea |
| Pennsylvania Department of Community and Economic Development | (not represented) |
| Regional Citizens Committee Chairman                       | Sue McNamara |
DVRPC Co-Counsel

Pennsylvania Co-Counsel Kenneth Zielonis
New Jersey Co-Counsel Thomas Coleman

DVRPC Staff: John J. Coscia, John Claffey, Barry Seymour, William Greene, Donald Shanis, Charles Dougherty, Richard Bickel, Thabet Zakaria, Ronald Roggenburk, Candace Snyder, Phyllis Robinson, and Jean McKinney.

Guests

Pennsylvania Department of Transportation Robert Hannigan
Greg Brown (Dist. 6-0)

New Jersey Department of Transportation James Lewis
Jerry Mooney
Al Prant

Bucks County Planning Department Lynn Bush

City of Trenton Leah Yasenchak

Environmental Protection Agency, Region III Larry Merrill

Cross County Connection TMA Bill Ragozine

Eddie R. Battle Associates, Inc. Eddie R. Battle

Urban Engineers Jeremy Alvarez

Delaware Valley Association of Railroad Passengers Donald Nigro

State of New Jersey Office of Dispute Settlement Fran Thea Snyder

Sugarman Associates Robert Sugarman

Philadelphia Inquirer Jere Downs
Call to Order

Chairman Timothy J. Carson called the meeting to order at 1:30 p.m.

Chairman Carson announced the outcome of the issues voted on at the Board Workshop which was held prior to the Board Meeting as follows:

- 41 Votes for *Suburban Sprawl*
- 33 Votes for *Older Suburbs and Boroughs*
- 24 Votes for *Infrastructure Priorities*
- 23 Votes for *Regional Economic Development*
- 16 Votes for *Regional, Inter-Municipal and City-Suburban Cooperation*
- 10 Votes for *Open Space Preservation*

* Tabulation corrected as a result of a mathematical error in tabulating the results.

John J. Coscia, Executive Director, suggested to the Board that the first four issues (*Suburban Sprawl, Older Suburbs and Boroughs, Infrastructure Priorities, and Regional Economic Development*) be the focus for new initiatives in developing the DVRPC Planning Work Program (PWP). Mr. Coscia also reminded the Board to begin as soon as possible to submit, by written correspondence, to DVRPC their selected projects for inclusion in the PWP. Mr. Coscia added that staff will notify the Board of the first scheduled PWP Committee meeting.

Public Comments

Comments from the public were invited to be heard on non-agenda items. No comments were stated.

1. Minutes of Meeting of July 27, 2000

On a motion by Mr. Martin, seconded by Mr. Ware, the minutes of the meeting of July 27, 2000 were approved as distributed.

2. DVRPC Transportation Improvement Program (TIP) Modification

John J. Claffey, DVRPC staff, briefed the Board on the following TIP Modification.

Pennsylvania Section of the TIP
PennDOT has requested that DVRPC modify the TIP to accommodate cost increases to two I-95 projects and the advancement of the right-of-way phase for US 202 (Section 721) as follows:

(1) TIP #9760, I-95, Frankford Creek to Orthodox St., Philadelphia
Increase the amount programmed for the preliminary engineering phase from $4 million to $6 million.

(2) TIP #0511A, I-95 Reconstruction, Allegheny Ave. to Levick St., Philadelphia
Increase the amount programmed for construction from $30 million to $50 million. Additional work associated with the Richmond St. Viaduct (emergency lead based paint mitigation and structure rehabilitation) added over $9 million in unanticipated costs. Interstate signing upgrades, maintenance and protection of highway services, security for the Bensalem Park and Ride Lot, and additional construction engineering costs account for the remainder of the cost increase.

(3) TIP #5356, US 202 (Section 721,) Pickertown Rd. to PA 611 Bypass, Bucks County
Advance $5.89 million in right-of-way funds from FY02 to FY00. The acquisition of right-of-way is proceeding faster the anticipated.

PennDOT has identified eleven projects whose phases will not be ready to advance in FY 2000 as well as one project that cost less than anticipated. Financial constraint will be maintained using the funds from these projects. (A chart of all transactions was distributed to the Board.)

There will be no impact on the conformity finding. TIP #0511A is exempt from the regional air quality conformity analysis and the scopes of TIP #9760 and #5356 are not changing.

Favorable recommendation was received from the Planning Coordinating Committee/Regional Transportation Committee (PCC/RTC) for Board approval of TIP Modification 9950.

The Regional Citizens Committee (RCC) also recommended Board approval of TIP Modification 9950, however, the RCC has gone on record in the past opposing the expansion of Section 700 of Route 202, and reiterates this opposition. Therefore,
funding should not be programmed for right-of-way acquisition at this time.

The Board unanimously adopted the following **motion**:

**MOTION** by Mr. TenEyck, seconded by Mr. Martin; that the Board approve TIP Modification 9950, PennDOT’s request to: (1) program an additional $2 million for the preliminary engineering phase of TIP #9760, I-95, Frankford Creek to Orthodox St. (2) program an additional $20 million for the construction phase of TIP #0511A, I-95 Reconstruction, Allegheny Ave. to Levick St., and (3) advance $5.89 million in right-of-way funds from FY02 to FY00 for TIP #5356, US 202 (Section 721) Pickertown Rd. to PA 611 Bypass.

Robert Sugarman, representing Buckingham Township, commented on the portion of the TIP modification approving the right-of-way for US 202 (Section 721). Residents of Buckingham Township are in strong opposition of this project. They believe that the DVRPC studies and models related to this project are incorrect. Mr. Sugarman also stated that he had previously brought this issue before the DVRPC Board and that he had also asked to meet with DVRPC. His request for a meeting was rejected and he is very disappointed that Board action is being requested for this project. He continued to say that DVRPC also refused to meet with the RCC on the same matter. Mr. Sugarman urged the Board to oppose any action on the right-of-way of US 202 (Section 721).

Mr. Coscia responded that the DVRPC Co-Council has advised DVRPC not to respond while this matter is in litigation. However, Mr. Coscia did comment to the Board that DVRPC will wait for the judge to rule in the case and at that time DVRPC will respond to the incorrect allegations and the slanderous acquisitions which have been made about DVRPC.

Mr. Coscia added that a Buckingham Township representative appeared before the RCC with a presentation and statement opposing the project. At that time the RCC was advised by the staff that it was not appropriate for the RCC to hear a presentation or discuss this issue while DVRPC is in litigation on this matter. The presentation continued. Mr. Coscia clarified that the RCC does not have the
prerogative to review issues that regard personnel matters, contracts (Executive Committee responsibility) or cases in litigation. However, after the ruling in this case a full report will be given to the RCC for their information.

3. **DVRPC FY 2001 Planning Work Program Amendments**

   a. **Year 2020 Corridor Planning in New Jersey - US 30**

   Mr. Claffey briefed the Board on the Year 2020 Corridor Planning in New Jersey. He explained that DVRPC conducted an analysis of transportation corridors in order to select a candidate to be assigned planning funds for the current fiscal year. DVRPC used its GIS-based Management Systems to rank the Year 2020 Transportation Plan Corridors in the New Jersey subregion. The evaluation was based on pavement rating, bridge sufficiency rating and traffic congestion. Based on this analysis the RTC Transportation Subcommittee and DVRPC staff recommend that funds from the FY 2001 DVRPC Work Program project, Year 2020 Corridor Study in New Jersey, be assigned to study Route 30. The US 30 corridor is a multi-modal corridor with excellent existing transit service, provided by PATCO and NJ Transit. Additionally, DVRPC will be conducting a parking needs assessment at PATCO stations within the corridor this year.

   Favorable recommendation was received from the PCC/RTC.

   The RCC recommends approval of the selection of the US 30 Corridor for the New Jersey Corridor Planning and also recommends that the project be expanded to include the remainder of the corridor to Atlantic City and include early participation of the general public.

   Mr. Coscia responded to the RCC that although DVRPC boundaries do not include Atlantic City, staff would work with New Jersey to examine the feasibility of expanding the project.

   The Board unanimously adopted the following **motion**:

   **MOTION** by Mr. Griffith, seconded by Mr. Carten; that the Board amend the DVRPC FY 2001 Planning Work Program to assign $55,000 from New Jersey Corridor Planning to the US 30 Corridor Study.

   b. **City Avenue - Manayunk Circulator, Regional Bicycle Mobility Map, Manayunk Travel Awareness Campaign, and Clean Fueled Fleets Rebate Program**
Mr. Claffey briefed the Board on four projects that PennDOT has requested DVRPC to administer. The City Avenue Special Services District will operate the City Avenue- Manayunk Circulator, a shuttle bus system along City Avenue between 76th Street and Manayunk. The Bicycle Coalition will oversee the creation of a Regional Bicycle Mobility Map, as a companion to the Philadelphia map, for use by bicyclists in the region. The Clean Air Council will promote a Manayunk Travel Awareness Campaign to reduce automobile traffic in Manayunk by encouraging the use of alternative modes of travel, and the Greater Philadelphia Clean Cities Program will promote the Clean Fueled Fleets Rebate Program, an effort to expand the market for fleet use of alternative fueled vehicles by offering rebates.

The projects are being funded through PennDOT, however, the individual contracts will be administered by DVRPC staff. In order for DVRPC to enter into these contracts, they must be in the FY 2001 Planning Work Program.

Favorable recommendation was received from the PCC/RTC and the RCC.

The Board unanimously adopted the following motion:

**MOTION** by Mr. Pickett, seconded by Mr. Ware that the Board amend the DVRPC FY 2001 Planning Work Program to include the City Avenue - Manayunk Circulator, Regional Bicycle Mobility Map, Manayunk Travel Awareness Campaign, and the Clean Fueled Fleets Rebate Program projects.

c. Burlington County Route 130 Zoning Build-Out Analysis

Barry Seymour, DVRPC staff, briefed the Board on the Zoning Build-Out along Route 130 in Burlington County. The Burlington County Office of Land Use Planning has been working over the past several years to facilitate a multi-municipal planning effort along the Route 130 corridor to improve transportation conditions, encourage economic development, and support revitalization of the communities. DVRPC has assisted this effort through transportation needs analysis, economic development analysis, and supportive technical assistance.

In order to further support municipal action to revise local zoning ordinances to support appropriate future development, Burlington County has requested that DVRPC undertake a zoning build-out analysis of twelve municipalities along the corridor to calculate the potential for future development under the current zoning. DVRPC would also produce GIS maps and presentation
materials. Burlington County would provide $15,000 to cover the cost of this project.

After favorable recommendation was received by the RCC, the Board unanimously adopted the following motion:

**MOTION** by Ms. Paul, seconded by Mr. Beetle; that the Board Amend the DVRPC FY2001 Planning Work Program to include a zoning build-out analysis of twelve municipalities along the Route 130 corridor in Burlington County, New Jersey.

d. **New Jersey Watershed Planning**

Mr. Seymour briefed the Board on the New Jersey Watershed Planning project. The New Jersey Department of Environmental Protection has embarked on an ambitious effort to protect and preserve New Jersey’s waters through a comprehensive watershed management approach. Twenty watershed management areas have been defined to encompass the entire state. Detailed watershed management plans will be prepared for each to identify local concerns; establish a long-term vision for the watershed; analyze threats to water quality; identify both short and long-term actions, including open space acquisition priorities, to protect water quality; and work with the Department to prepare Total Maximum Daily Loads (TMDLs) if needed.

Mr. Seymour continued that DVRPC would be responsible for the planning process in Watershed Management Area 20, known as the Crosswicks Creek watershed, extending along the Delaware River from just south of Trenton in Mercer County to Burlington City in Burlington County and inland to incorporate parts of Monmouth and Ocean counties. The project would be undertaken in collaboration with the Regional Planning Partnership, who would be responsible for planning in Monmouth County. A four year effort is anticipated with a total budget of $600,000. The initial contract would be for the first two years, budgeted at $400,000.

After favorable recommendation by the RCC, the Board unanimously adopted the following motion:

**MOTION** by Mr. Bednar, seconded by Mr. Beetle; that the Board authorize the Executive Director to submit a proposal to the New Jersey Department of Environmental Protection and enter into a contract to prepare a watershed plan for Watershed Management Area 20 and
amend the DVRPC FY2001 Planning Work Program to include the project.

4. **DVRPC Year 2020 Long-Range Plan Amendment: Locally Preferred Alternative for the Schuylkill Valley Metro**

Mr. Coscia introduced Christopher Patton, SEPTA, to present the Locally Preferred Alternative for the Schuylkill Valley Metro project. Mr. Patton requested that the Board defer action for this project until their October meeting.

At this time Chairman Carson asked for a motion by the Board to accommodate Mr. Patton’s request. The following motion was made:

**MOTION** by Mr. Martin, seconded by Mr. Pickett; that the Board postpone action to approve the Locally Preferred Alternative for the Schuylkill Valley Metro until its October 26, 2000 meeting.

Discussion ensued and Lawrence Wilson, City of Philadelphia, stated that the support from the City of Philadelphia for the Schuylkill Valley Metro project is contingent upon the inclusion of a light rail connection at 52nd and Lancaster Avenue which is one of the alternatives in the process. Therefore, Mr. Wilson is in support of the postponement.

Arthur Loeben, Montgomery County, commented that he is not in favor of a postponement for this project. He believes that to postpone the project would be detrimental to its advancement. He feels that these delays could force the allotted funds to be spent elsewhere.

A roll call vote (attached) was requested and taken. The results in favor of the postponement was a total of 12 votes and against the postponement was a total of 4 votes. The City of Camden and the NJ Governor’s Appointee were absent from the Board meeting.

The motion passed, therefore, action to approve the Locally Preferred Alternative for the Schuylkill Valley Metro will be postponed until the October Board meeting.

Donald Nigro, President, Delaware Valley Association of Railroad Passengers, (DVARP) presented to the Board DVARP’s strong views to use commuter rail as the primary mode for the Schuylkill Valley Metro project.

5. **Proposed Transportation Development District (TDD) in Upper Dublin Township, Montgomery County**
Donald Shanis, DVRPC staff, briefed the Board on the proposed TDD in Upper Dublin Township, Montgomery County. He explained that the Fort Washington Industrial park’s infrastructure design often contributes to traffic difficulties. There are several right angle curves, narrow lanes, crumbling sidewalks, inadequate culverts, and hazardous conditions for bicyclists. The Upper Dublin Township Board of Supervisors has proposed the creation of a special services district, or Transportation Development District, to remedy these situations. Each property owner will be assessed a proportionate share of the cost of improvements in ten annual installments.

The boundary of the district roughly corresponds to the concentration of commercial properties which lie north of the Pennsylvania Turnpike’s Fort Washington Interchange in a corridor along the Turnpike alignment. Most of the district lies west of the Turnpike and extends to north of Susquehanna Road.

Upper Dublin has followed the steps needed for the formation of such a district as set forth in Pennsylvania Statutes. They have requested DVRPC’s endorsement of their activities.

After favorable recommendation from the PCC/RTC and the RCC, the Board unanimously adopted the following motion:

**MOTION** by Mr. Loeben, seconded by Mr. Fulton; that the Board endorse Upper Dublin Township’s creation of a Transportation Development District in the Fort Washington Industrial Park.

### 6. Pennsylvania Infrastructure Investment Authority (PENNVEST) Funding Request in Chester County

Mr. Seymour explained to the Board that PENNVEST is an independent agency of the Commonwealth of Pennsylvania managed by a 13-member Board of Directors and chaired by the Governor, which provides funding for drinking water, wastewater treatment and stormwater management projects. The Program provides long-term loans through a revolving loan fund to municipalities, authorities and some private entities at below-market interest rates. Limited grant funds are also available.

PENNVEST has forwarded one application to DVRPC for review for consistency with the regional plan as follows:

**Philadelphia Suburban Water Company** - Request for PENNVEST loan to replace the deteriorated North Wayne Water Tank No. 1 with a new tank of the
same size. The project is located in Tredyffrin Township. This project is similar to and is located at the same site as the project as approved by the DVRPC Board in June 2000.

This project serves to address public health and safety concerns of drinking water quality in areas that are now developed or identified as future growth areas in the DIRECTION 2020 plan. Therefore, this application is consistent with DIRECTION 2020.

After Favorable recommendation was received from the RCC, the Board unanimously adopted the following motion:

MOTION by Mr. Fulton, seconded by Mr. Pickett; that the Board authorize the Executive Director to issue a letter notifying PENNVEST that the funding request for Philadelphia Suburban Water Company to replace the North Wayne Water Tank No. 1 in Chester County is consistent with the DIRECTION 2020 Plan.

7. Regional Citizens Committee (RCC) Report

In addition to the activities reported by Sue McNamara, RCC Chair, from the RCC meeting of September 19, 2000, Ms. McNamara requested that the Board endorse the RCC motion to support Congress’ Resolution 306 to limit the weight of trucks to 80,000 pounds and oppose the use of triple-trailer trucks on the highways.

The Board unanimously adopted the following motion:

MOTION by Mr. TenEyck, seconded by Mr. Beetle; that the Board endorse House Concurrent Resolution 306 (copy attached).

8. Executive Director’s Report

a. New Jersey Regional Intergovernmental Transportation Study Commission (RITCSC) Meeting, July 28, 2000

Mr. Coscia reported that a public hearing meeting took place on July 28, 2000 in the New Jersey State House to discuss the RITCSC’s proposed amendments to the Transportation Development District Act in New Jersey. These recommended proposed amendments will be considered for inclusion in the Act at the next legislative session in New Jersey.
b. DVRPC Board Retreat Scheduled for December 1, 2000

Mr. Coscia reported that the DVRPC Board Retreat is scheduled for **December 1, 2000** at the Philadelphia Marriott. This will be a joint meeting of the Boards of the DVRPC, the Delaware River Basin Commission (DRBC), and the Delaware River Port Authority (DRPA). Mr. Coscia urged all Board members and alternates to attend. Further information and the agenda for this Retreat will be mailed shortly.

c. Pennsylvania Cooperative Agreement for Transportation Planning and Project Development

Mr. Coscia reported that the purpose of the Pennsylvania Cooperative Agreement for Transportation Planning and Project Development is to formalize the commitment among local, state, and federal agencies and organizations to work in a partnering process to develop environmentally responsible transportation plans and projects, in the spirit of the Transportation Equity Act for the 21st Century (TEA-21). He added that PennDOT, Bureau of Environmental Quality has requested DVRPC to commit to these principles. Mr. Coscia commented that DVRPC will review this agreement and present its recommendations to the Board for consideration.

Mr. Coscia pointed out and commented to the Board on the Draft Master Plan for the Future of Camden City, New Jersey: *Future Camden* (distributed to the Board).

9. **Committee Reports**

a. Planning Coordinating Committee/Regional Transportation Committee

Activities were reported under appropriate agenda items.

b. Information Resource Exchange Group (distributed to the Board for their review)

c. Regional Aviation Committee (distributed to the Board for their review)

d. Tri-County Water Quality Management Board (WQMB)

Michael Ontko reported the activities from the Tri-County Water Quality Management Board Meeting of September 18, 2000. He commented that the WQMB approved the CY 2001 Work Program and Budget. A change to the funding formula has taken place whereas 50% of the budget is based on
population and 50% is based on amendment processing.

Mr. Ontko also drew the Board’s attention to the NJDEP’s Proposed Water Quality and Watershed Management Rules. Action at the July Board meeting requested that the NJDEP extend the comment period for these rules to allow time for a thorough review by the Tri-County Board and the DVRPC Board. Eleven comments (distributed to the Board for consideration) were approved by the WQMB and will be submitted to NJDEP. Mr. Ontko inquired whether the Board would like to endorse the comments or allow the Tri-County WQMB to submit them independently. The Board members admitted no preference, therefore, the Staff will notify the WQMB to submit their comments to NJDEP.

OLD BUSINESS

No old business was stated.

NEW BUSINESS

No new business was stated.

There being no further business, the meeting was adjourned at 2:40 p.m.

Attachments:
   (1) PCC/RTC Recommendations to the Board for September 28, 2000
   (2) RCC Recommendations to the Board for September 28, 2000
   (3) House Congress Resolution 306
   (4) Role Call Vote Results

Additional Documents distributed to the Board:
   (1) Alert, September 2000
   (2) Freight Lines, September 2000
   (3) TravelSmart, September 2000
   (4) Brochure: Reviving I-95 in Philadelphia
   (5) Brochure: Environmental Justice; An Overview of Transportation and Environmental Justice
DELWARE VALLEY REGIONAL PLANNING COMMISSION

EXECUTIVE COMMITTEE

Minutes of Meeting of September 28, 2000

Location: The Down Town Club
6th and Chestnut Streets
Philadelphia, PA 19106-2515

Membership Present                                    Representative

New Jersey Department of Community Affairs            Joyce Paul

New Jersey Department of Transportation               William S. Beetle

Governor of New Jersey’s Appointee                   (not represented)

Governor of Pennsylvania’s Appointee                  Timothy J. Carson

Pennsylvania Governor’s Policy Office                 Ronald K. Bednar

Pennsylvania Department of Transportation             Thomas TenEyck

Pennsylvania Counties                                  Charles H. Martin

New Jersey Counties                                   Ridgeley P. Ware
                                                        Carol Ann Thomas

City of Camden                                        (not represented)

City of Philadelphia                                  Lawrence Wilson

Guests

Bucks County Planning Department                      Lynn Bush

Chester County                                       William Fulton

Delaware County                                       John E. Pickett
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Call to Order

Chairman Timothy J. Carson called the meeting to order at 2:40 p.m.

1. Minutes of Meeting of July 27, 2000

   On a motion by Mr. Ware, seconded by Mr. Martin, the minutes of the meeting of
   July 27, 2000 were approved as distributed.

2. Contract Authorization: PA Route 41 Land Use / Management Alternatives
   Analysis, Chester County

   Mr. Seymour briefed the Board and explained that DVRPC is assisting the Chester
   County Planning Commission to undertake a land use planning and implementation
   study for the PA Route 41 corridor in Chester County. Route 41, in southern
   Chester County, is facing problems of congestion, vehicular and pedestrian safety,
   coupled with continuing development pressures. In Fiscal Year 1999, an analysis of
   the need for a Major Investment Study for the Route 41 corridor, identified a key
   issue: the need to integrate municipal and county land use planning objectives with
   the transportation planning process. The pending study responds to that issue, as
   well as growing concerns about the role, extent and relationship between land use
   and transportation planning and the direct and cumulative land use and growth
   impacts of proposed corridor transportation improvements. The Pennsylvania
Department of Transportation (PennDOT) has provided $100,000 to support the consultant study.

A selection committee comprised of DVRPC, the Chester County Planning Commission, and PennDOT District 6-0 has reviewed the seven proposals received in response to the RFP. Four firms were selected by the Committee and the committee recommends Norman Day Associates in partnership with McCormick Taylor.

The Executive Committee unanimously adopted the following motion:

**MOTION** by Mr. Martin, seconded by Mr. Beetle, that the Executive Committee authorize the Executive Director to enter into, negotiate and execute a contract with Norman Day Associates to perform the pending study’s scope of services.

**OLD BUSINESS**

No new business was stated.

**NEW BUSINESS**

No new business was stated.

There being no further business, the meeting was adjourned at 2:44 p.m.