

**Iron River Township Water & Utility Service
Ordinance 26**

An ordinance to regulate and control the construction, installation, extension, service connection, and operation of public water service within the Township of Iron River; to prescribe procedures for securing such public water service, and the rates and charges for the same, and set forth general policy for Use, Abandonment, Abuse, and to provide penalties for the violation of such ordinance regulations.

The Township of Iron River, Iron County, Michigan ordains:

WHEREAS, Iron River Township has recognized the need to set in place a water policy in order to better provide, maintain, and describe a water service utility, and offset the expenses incurred, services rendered and/or to facilitate the sound operation of the municipal water and sewer system; and

WHEREAS, in conformity with Public Act 178 of 1939, as amended, Townships were vested with the authority to charge users for services and recover expenses incurred in the facilitation of a water and sewer system and impose liens for non-payment thereof; and

WHEREAS, a fee schedule, based on the needs of the system and the community, has been established by the Township Board, to facilitate the sound operations of the system according to state laws and mandates; and

WHEREAS, Iron River Township also retains the right to alter these rates and charges as the need may arise from time to time, with or without notice; incorporate use policy, abandonment policy, abuse policy, and, delinquent payment policy, and

NOW THEREFORE, Iron River Township has declared and designed this ordinance which shall be known and hereafter cited as the **Iron River Township Public Water Policy & Service Ordinance**, which shall encompass the following areas listed in this document, but are not limited to these areas as outlined and shall hereafter be applied to all users of the municipal system as required by the Iron River Township Public Water and Service Ordinances and/or Policies.

DEFINITIONS:

Township	Iron River Township
Back-flow	Water of questionable quality, wastes, or other contaminants entering a public water supply system due to a reversal of flow.
Commodity charge	A charge payable by a user based on water consumption.
Cross-connection	A connection or arrangement of piping or appurtenances through which a back-flow could occur.
Delinquent	Monies and fees owed to the Township, which remain unpaid 30 days after the due date.

Meter installation charge	The charge for the water meter, meter installation, and necessary inspections.
Meter test charge	The charge imposed for the costs of determining the accuracy of the water meter.
Monthly connection charge	The charge imposed for the availability of the water from a distribution line, and imposed to defray a portion of the capital costs of construction of the system, maintenance, repairs, and administration.
Premises	Each parcel of land having a building, a premises, or any connection to the water distribution system.
Readiness to serve charge	The charge payable by a user whose water is shut off at the curb-stop but remains connected to the Township's water distribution system.
Service line	The line on the premises, installed and maintained by user, connecting the system to the premises.
System or water distribution system	The Township water supply and distribution system.
Tap-in charge	The charge imposed to defray the cost of making a water connection.
User	The owner of real property upon which is located a premises connected to or served by the system.
Water connection	The part of the water distribution system connecting the system to the service line.
Water main	The primary and intermediate transmission and local distribution lines of the water distribution system.

Section 1: Water Use Policy

1. Municipal Civil Infraction

"Municipal Civil Infraction" means an act or omission that is prohibited by this ordinance or any other ordinance of the Township, but which is not a crime under this ordinance or any other resolution, policy, or ordinance, and for which civil sanction, included but not limited to fines, damages, expenses, and costs may be ordered, as authorized by Chapter 87 of Act No. 236 of the Public Acts of 1961, as amended. A municipal civil infraction is not a lesser included offense of any criminal offense in this ordinance.

The sanction for a violation which is a municipal civil infraction shall be a civil fine in the amount of not less than \$50 or not more than \$500, plus any costs, damages, expenses and other sanctions, as authorized under Chapter 87 of Act No. 236 of the Public Acts of 1961, as amended and other applicable laws.

The Township may institute any action at law or equity to compel compliance with this

ordinance or to collect amounts due under this ordinance. If such action is instituted the Township shall recover the cost and expenses incurred to bring and maintain the action including, without limitation, actual reasonable attorney fees.

2. Application

Any person, firm or corporation desiring public water or sewer service shall file an application therefor with the Township clerk, containing the name and address of the applicant; address of property being serviced; a description of the land or premises to be serviced; the nature of the use anticipated for the water and the nature and/or type of waste to be discharged; the number of connections applying for. Customer is responsible for all cost of connection. A tap-in charge is required to be paid in advance. A connection fee is due upon connection. All fees are subject to current rates.

No service connection or main extension shall be allowed until the full charge has been paid to the Township in such an amount as is determined for each project by the Township board and the plumbing to be connected has been fully inspected and approved by the Township as in compliance with the plumbing codes of the Township, county and state. Such charges may be changed from time to time by the Township board to reflect changes in construction costs and to maintain a fairly uniform charge between different current projects and special assessment districts.

The Township reserves the right to install any required service connection or main extension, to subcontract the same to any private licensed contractor, or to permit the owner or owner's contractor to construct the same, provided that in such latter event, an inspection and supervision fee shall be paid by the applicant to the Township.

3. Connections:

All connections shall be made in compliance with the following:

All supply pipes from the main to the property line shall be inspected and approved only by properly authorized employees or representatives of Iron River Township.

Water meters shall be installed and inspected only by the Township or its agent, unless otherwise provided by resolution of the Township. All meters and water connections shall be the property of the Township. In the case of Township installation, water service will not commence until payment in full for the installation has been made to the Township. Construction of a water service line shall be done by the user at the user's expense, as expeditiously as possible after written notice to proceed, but the time for construction of the service line shall be at the available convenience of the Township.

All supply and service pipes shall be of Type "K" Copper of no less than 3/4 inch in diameter and of quality as approved by the Township or its designated representative. All fittings and connections, underground, shall be approved by the Township or its designated representative. Galvanized lines are permitted if installed within 5 years prior to the adoption of this Ordinance.

All service pipes must be laid with a minimum of 6 feet of cover as measured from finished grade. Installation must be inspected by an inspector from the Township before backfill.

For service pipes, a distance of 10 feet from all sewer or septic lines shall be maintained where

possible. In areas where bedrock is encountered, the Township may permit installation of service at a depth less than 6 feet, provided an approved method of insulation of the water service line is utilized. In no case shall the water service line be installed at a depth less than 4 feet. Under an entry or driveway, the minimum depth of a service line shall be 6 feet.

No supply pipe shall be installed when the service pipe is in line with a driveway, tree, fire hydrant, catch basin, or other obstruction.

4. Unlawful connections:

Unless by written approval of the Township, no person shall make a connection on a service line between the water meter and the local distribution lines, or install a by-pass around the meter.

5. Sale by owner unlawful:

It shall be unlawful for any owner or user to sell water or to make any connection through which water may pass from one property or premises to another, even if the ownership of the property or premises is the same, except as approved in writing by the Township.

6. Billing customer

No property owner renting property shall be allowed to have utility bills placed in a renter's name. The property owner shall be responsibility for payment of all utility bills for property to which service is connected.

7. Billing and Penalties and Remedies for Nonpayment or Late Payment

The owner of the premises served by the system shall be liable for the water service provided to the premises.

Bills for rates and charges as herein established shall be mailed to property owners monthly. All bills shall be payable on the twenty-fifth day of the month following the period of service and shall be payable to the Township. If any bill shall not be paid as required, a late charge of 10% (minimum of \$5.00) of the amount billed and shall be applied to the current amount past due and collected therewith. Penalty charges shall be compounded monthly.

Water service may be discontinued to any premises to enforce payment of delinquent rates and charges after the user has been given a 10-day written notice either by Township personnel or by first class mail. Services so discontinued shall not be restored until the time as all the rates, charges, and penalties are paid or satisfactory arrangements made for the payments thereof.

8. Water / Utility Rates

No free public sewer and water service shall be allowed and every property connected to a public water or sewer system shall be subject to the payment of such water and/or sewer rates and charges as shall be determined by the Township board. The rates and charges shall be designed to produce revenues which are proportionate to the cost of providing water service to users/property owners.

The cost shall include but not be limited to the cost of operation, maintenance, replacement, depreciation, administration, together with a rate of return on the system's investment.

All bills shall be paid on the twenty-fifth day of the month following the period of service and shall be payable to the Township at the Township office or its mailing address. If the

twenty-fifth day of the month falls on a weekend or holiday, then the bill shall be payable on the first business day thereafter.

The following service charges shall be set forth by the Township and reviewed annually.

- Fire hydrant deposit;
- Water shut-off charge;
- Water turn-on charge;
- Delinquent turn-off penalty;
- Delinquent turn-on penalty;
- Tap-on charge less than 1-inch line;
- One inch and larger line shall be determined by the Water Department based on actual costs of labor, equipment, material, and administrative cost. Pavement removal and replacement shall be an additional charge;
- Meter test charge.

Unforeseen metered leaks. When a premises experiences a catastrophic metered leak, which in the sole judgment of the Township Board is unforeseen and not due to inadequate maintenance, on the part of the user and metered usage exceeds the average monthly usage for the preceding 6 months by 10,000 gallons, the property owner may apply for an adjustment for the period during which the metered leak occurred. The adjustment may not exceed a 1-month period and may be adjusted to reflect ½ of the gallons metered. This adjustment shall only be made available once every 3 years for each premise.

9. Commodity Charge

A commodity charge shall be payable by every user of the system based on water consumption as determined by the meter installed on the premises. In the case where meters are not presently used, a flat fee shall apply assuming a monthly water use not to exceed 5000 gallons per month for a single user or per apartment.

The minimum monthly commodity charge for water service provided by the system shall be in the amount set forth in by the Township Board, per user.

The monthly charge for water consumed over the minimum gallons per month shall be in the amount set forth by the Township, per 1,000 gallons.

In identifying a user for the purpose of assessing monthly commodity charges, each residential or commercial structure connected to the system shall be a user.

10. Water Outside Township Limits

The rates charged users/property owners of water service furnished outside the Township limits shall be in accordance with contracts executed between the Township of Iron River and the governmental units receiving the water service.

11. Seasonal Use

Turn-off and turn-on shall be permitted for seasonal use with the normal turn-off and turn-on cost incurred by the customer. This service shall not in any way constitute or imply temporary or seasonal obligation to not pay for any and all monthly fees associated to water and sewer charges. Regular monthly payments shall remain in full force. Customers may pay in advance for monthly services.

12. Water Districts

In establishing charges and fees, the Township may create water districts, which upon the facts surrounding their existence, condition, and unpaid debt associated with their construction would form a reasonable basis for creation of a separate district leading to different charges and fees for each separate water district or allocation of same.

13. Termination of Service

The Township shall have the right to terminate any water or sewer service to any premises within the Township when any delinquency exists with respect to any sewer or water payments due under this ordinance or otherwise, or where any premises does not comply with all the plumbing codes, policy, or ordinances of the Township and with any and all restrictions and limitations on the use of the particular water or sewer service imposed by the Township board.

14. Service Deposit

The Township or its authorized agent shall have the right to require an initial deposit from any owner or tenant who applies for water or sewer service, as security for the payment of the rates and charges for such service, and to apply the same against such rates and charges if and when the Township deems it advisable. Such deposit or portion thereof not applied as aforesaid shall be refunded to the depositor upon the voluntary termination of service by the depositor and his subsequent application for such refund, provided no delinquency then exists.

15. Unpaid Charges

Delinquent bills may be collected by any method authorized by the law including but not limited to, making such amounts due a lien on the premises served. Any rates or charges remaining unpaid shall be charged against the real property on which the service was rendered, and may be placed on the next regular Township ad valorem property tax roll after the date on which such charge shall become due and payable, and shall become lien of the same character and effect as the lien created by the State of Michigan and Township taxes, until paid in full plus fines and penalties.

Any rates or charges for water services remaining unpaid are made a lien on the premises served thereby, and are hereby recognized to constitute the lien. Whenever the charge against any property shall be delinquent for 60 days, the local unit official or officials in charge of the collection thereof shall certify annually, not later than June 1 for Summer Tax collections and November 1 for Winter Tax collections of each year, to the tax assessing officer of the local unit in which the premises is located, the fact of the delinquency, whereupon the charge shall be entered upon the next tax roll by such official as a charge against the premises. Such charge shall be collected and the lien thereof enforced in the same manner as general taxes against the premises are collected and the lien thereof enforced.

16. Turn-on

No person other than an authorized employee of the Township shall turn on or off any water service to any public or private premises at the curb box connection to the water main of said premises. Any unauthorized tampering with Township water line shall be subject to a \$500.00 fine.

17. Water Meters

In the event that water meter is installed on any service, it shall be installed to permit all water

entering the premises to pass through such meter and be measured as to volume consumed for periodic computation of water and/or sewer charges. The Township shall have full right of access to meters and shutoff valves located at meters. Any damage occurring and resulting from carelessness or other reasons of the owner shall be paid by the customer receiving service, or by the property owner.

A meter installation charge based on the actual cost of labor, equipment, materials, and administrative cost shall be paid by the user at the time service is requested.

All commercial, farm, retail & wholesale businesses, hobby farms, or residential parcels with barnyard animals of any kind shall be required to have water meters installed. The Township reserves the right to determine the size and type of meter used. The Township reserves the right to install remote meter reading equipment. In the event where water abuse is discovered and no water meter is currently installed, installation of a water meter shall be required to provide continued water service and delivery. All costs incurred for the installation shall be borne by the water user/property owner.

For reading and maintenance purposes, all meters shall be set horizontally in dry, clean, sanitary places, perfectly accessible and no less than 12 inches from floor level or more than 24 inches from floor level, with a minimum of 6 inches from any wall, and 12 inches from the top of the meter to an immovable object, with a 1/4 turn ball stop valve on both sides of the meter, and where a small leak or the spilling of water will do no damage.

All services 1-1/2 inch or larger must have a tee between the meter and outlet valve, to be used for testing the water meter without its removal. The side opening of the tee shall be plugged.

The Township shall have the right to shut off the supply of water to any premises where the Township is not able to easily obtain access to the meter.

Any qualified employee of the Township shall, at all reasonable hours, have the right to enter the premises where the meters are installed for the purpose of reading, testing, removing, or inspecting the same and no person shall hinder, obstruct, or interfere with the employee in the lawful discharge of his or her duties in relation to the care and maintenance of the water meter.

The owner shall report to the Township at once any theft or damage to the meter or any other structure, appurtenance, or equipment which is part of the water distribution system.

18. Check Valve & Premise Shutoff Valve

A shutoff valve shall be installed within any premise before installation of the water meter. A check valve shall be installed immediately before distribution service to the building or premise to prevent siphon back into the main water system.

19. Meter Test Charge

A meter test charge in the amount set forth by the Township shall be paid by the person requesting the meter test at the time of the request. For meters larger than 2 inches, or for any size meter of the compound type, the meter test charge shall be determined by the Water Department based on the actual costs of labor, equipment, and material. For meters larger than 2 inches, or any meter of the compound type, a deposit in the amount set forth by the Township shall be paid at the time the test is requested. If the meter is found defective by more than 3%

over actual flow the meter will be replaced and test charge shall be refunded and the bill adjusted.

20. Failure of The Water System

The Township shall not be responsible for any damages because of failures of the system, or actions by the Township to correct the failures. There shall be no reduction in water rates or charges in case of failure of the supply of water regardless of the reason for the failure.

21. Shut-Off of Water

The Township reserves the right at all times (and will endeavor to give due notice) to shut off the water at the water mains or local distribution lines or to require reduced use or no use of the system for the purpose of making repairs or extensions or for other purposes. All persons having equipment on their premises and depending on water from the water mains or local distribution lines are hereby cautioned against danger which might arise from emergency shutting off of water. In the event of the emergency, the Township may designate in any notice the extent of any regulation, limitation, or prohibition and the date on which it shall take effect.

In the event that any shutting off or turning on of the water supply at any time, required by a consumer is required to be done outside the regular working hours of the Water Department employees, including holidays and weekends, the consumer shall pay, in addition to the charge set forth by the Township, all of the actual cost of the work in excess of the standard charge for each shutting off or turning on the water supply.

22. Water Leaks

It shall be the responsibility of the owner to repair any leaks in the user service line within 72 hours of notice by the Township or an additional fee shall be charged for estimated water loss. Estimated regular residential use shall be determined at a volume of 5000 gallons per month and may be adjusted from time to time by the Township board. If the leak is not repaired, the water may be shut off until the leak is repaired. Other policy in effect may apply to this section.

23. Cross Connections

No cross connections between any private water system and the Township water system shall be allowed and no plumbing shall, at any time, be connected to the public system, which is in any manner connected to or a part of any private system.

24. Right of Entry

A representative of the Township shall have the right to enter at any reasonable time any property served by a connection to the water distribution system for the purpose of inspecting the piping system or systems thereof for cross-connections. On request, the owner, lessees, or occupants of any property so served shall furnish to the Township any pertinent information regarding the piping system or systems on the property, including current satisfactory inspection of check/backflow valves by a person licensed by the State of Michigan to make the inspections. The refusal to provide the information or access to the property, when reasonably requested, shall be deemed evidence of the presence of cross-connections.

25. Use of Fire Hydrants

No fire hydrant shall be used for any purpose other than fire protection without the prior approval of the Township. No person, firm, or corporation shall in any manner obstruct or prevent free

access to or place or store temporarily or otherwise any object, material, snow, debris, automobile, or structure of any kind within a distance of 20 feet of any hydrant. The obstruction when discovered may be removed at once by the Township or its designated representative at the expense of the person, firm, or corporation responsible for the obstruction.

26. Protection of Water Supply

The potable water supply made available on the premises served by the Township water system shall be protected from possible contamination as specified by the state of Michigan and any other applicable plumbing codes. Any water outlet which could be used for potable or domestic purposes and which is not supplied by the water distribution system must be labeled in a conspicuous manner as water unsafe for drinking. No water supply outlet valve or line shall at any time be submerged in any container in which water or other fluids may be contained and cause potential siphoning of contaminates.

27. Controlled Use - Limitation of Water Use

The Township Board may regulate, limit, or prohibit the use of water for any purpose. The regulations shall restrict less essential water uses to the extent deemed necessary to assure an adequate supply for essential domestic and commercial needs and for fire fighting. No regulation, limitation, or prohibition shall be effective until 24 hours after the publication thereof in a newspaper of general circulation in the local area, or announced on the local radio station, except in an emergency as may be determined by the Township. In case of an emergency, the regulation, limitation, or prohibition shall be and take effect as indicated by the Township Water Foreman or Supervisor and notice shall be given on a local radio station. Any person violating the rule or regulation shall, upon conviction thereof, be punished as prescribed in this ordinance.

28. Hold Harmless

At any time should any customer wish to be removed from the Township water service, said customer shall have the right to be disconnected and no longer incur water charges per this ordinance. Township shall in no manner be held responsible to supply potable water to any customer that disconnects from the Township water system or when it is determined that any section of water transmission line shall be abandoned. This hold harmless section shall not apply to the sewer system.

29. Discontinuance of Service

In the event a user of the system desires water service to be discontinued, the user shall so request in writing not less than 10 days prior to the time the discontinuance of service is desired. The Township will not recognize the discontinuance of water service unless the provisions of the foregoing sentence have been fully met. Under any other circumstances, discontinuance of service shall be charged to the customer at the actual cost of labor, materials, and equipment. The Township may refuse to discontinue water service for any violation of any rule, regulation, or condition of service.

30. Additional Regulations

The Township Board may make and issue additional rules and regulations concerning the water distribution system, connections thereto, meter installations and maintenance, connection and meter installation fees, hydrants and water mains and the appurtenances thereto, not inconsistent herewith.

31. Saving Clause

If any section, paragraph, clause or provision of this ordinance shall be held invalid for any reason, the same shall not affect the validity of any of the other provisions of this ordinance, which shall remain in full force and effect. If any statutes of the State of Michigan shall impose greater restrictions than herein set forth, then such ordinances or statutes shall control.

32. Printed Regulations

The Township Board shall adopt and prepare for distribution to interested parties, separate rules and regulations governing the details of application, service connections, extensions, financing of improvements, and rates and charges for both public water and public sewer service and shall have the authority to modify, enlarge, and amend the same from time to time to meet changing conditions and circumstances and to promote the health, safety, and general welfare of the Township.

Section II: Water Abandonment Policy

1. Description:

Water abandonment can be asserted for one or more factors, i.e. discovery of water lost within a section of main or service line and/or regulated considerations from governing bodies overseeing public water use, but are not limited to the examples exclusively.

Discovery of water loss, whether on a continuing basis or short term basis can constitute short term or immediate notice of discontinued service. When water loss is not a basis for discontinuing, discontinued service will be determined using current DEQ or governing body requirements, mandates and suggestions, and feasibility of service to allow water user a period of time to secure other water service as determined using said criteria. Such period of time shall be determined in the best interest of the overall water system and the cost to system users.

A single user or a group of users affected by notice of discontinued service can incur total cost of repair, should they choose, to continue water service in a case where it has been determined to not be in the best interest of the water system users as a whole, and notice has been given to discontinue service.

The following is a list of considerations, but not inclusive, to determine repair or abandonment of any section of water line. The purpose of such policy is designed to safeguard water users and aid the Township in arriving at a fair and equitable water discontinuance policy.

2. Factors to Formulate Consideration of Repair or Abandonment:

- A. Estimated cost of man hours for repair or replacement
- B. Estimated cost of equipment hours
- C. Estimated cost of materials
- D. Estimated cost of outside contractors - labor/equipment/logistics/other utility company cost
- E. Potential duration of repair
- F. Estimated condition of remaining repaired line
- G. Size of pipe being addressed
- H. Number of users affected
- I. Revenue generated from those users potentially affected

- J. Pragmatic consideration to new users on restored line
- K. Future life of entire individual system
- L. DEQ or other governing bodies' guidelines of service in problem areas
- M. soil condition and ground condition
- N. Accessibility
- O. Access and safety conditions in an attempt to repair
- P. Potential cost of maintaining remaining water line service
- Q. Any other factors not discovered until time of investigation
- R. Available cash funds set aside for water repair

Considering the above, the board can postulate the overall cost effectiveness of repair/replacement or abandonment. Should the overall cost exceed a specified percentage over the generated revenue for a specified period of time, it can be determined not to be in the best interest nor fiscally responsible to make such repair. If the consideration falls within the guidelines and makes monetary sense, it can be assumed the Township may proceed with repair in good faith.

To provide the Township board a formulated guideline, the following example is set forth to compute determination of repair, replacement, or abandonment:

Should the estimated cost exceed 30% of calculated revenue (number of customers affected times the monthly revenue times one year) and the amount of repair exceeds 30% of the Fund amount set aside for water repair and maintenance, then such repair or replacement may be deemed NOT economically responsible; unless those directly affected by such repair choose to bear the cost of repair.

Section III: Water Abuse Policy

1. Description:

The following items can be used to determine water abuse, but are not limited to these only:

- A. Non-approved "Let-Runs"
- B. Excessive watering
- C. Resale or diversion of water
- D. Non-formal notification of business operation or farm type use including barn yard animals
- E. Unauthorized water turn-on or water turn-off

2. Effects:

In such case of water abuse violation, customer or landlord will be given a single opportunity to, cease, correct, and /or comply to notice given by Iron River Township board and /or personnel, subject to discontinued service and charges, fines and /or penalties as determined from violation if not complied within given time stated on notice provided and shall be considered a civil infraction.

Excessive water use or "Let-Runs" may require the mandatory installation of a water meter. In such case, the total cost of meter and installation shall be borne by customer.

3. Fire hydrants:

Water/fire hydrants shall not be used for any purpose other than those designated by the Township and no use shall be granted to any party without approval from the Township Board.

Section IV: Delinquent Utility Bill Policy

1. Description & Effects:

Under guidelines of Public Act 178 of 1939 any rates or charges for water services remaining unpaid are made a lien on the premises served thereby, and are hereby recognized to constitute such lien. Whenever any such charge against any property shall be delinquent for thirty (30) days the Clerk or official or officials in charge of the billing thereof shall certify bi-annually one month before each tax collection period, to the taxing assessing office of the Township in which the premises is located, the fact of such delinquency, whereupon such charge shall be entered upon the next tax roll as a charge against such premises and shall be collected and the lien thereof enforced in the same manner as general taxes against such premises are collected and the lien thereof enforced.

After 30 days delinquent customer shall receive a shut-off notice which shall take effect within 5 days of issuing whether by mail or personal delivery. This shall apply to all accounts regardless of the billing period.

In the event of any ordinary payment made by check in which a check is returned for insufficient funds a fee of \$20 will be applied and replacement payment must be made with cash.

In the event of water service having to be shut off due to nonpayment or late payment, there shall be a fee of \$25 assessed for the turnoff and an additional fee of \$25 for turnon. This payment must also be made in cash in the event that the shutoff was due to payment made by check returned for insufficient funds.

This ordinance shall take and be in effect 30 days after the date of approval by the Iron River Township Board and after publication.

Date: September 8, 2005

Clerk: CarrieAho

Roll call:	Ayes:	Nays
Supervisor, Mark Polley	<u> X </u>	<u> </u>
Treasurer, Daniel Stafford	<u> X </u>	<u> </u>
Clerk, Carrie Aho	<u> X </u>	<u> </u>
Trustee, Dennis Turner	<u> X </u>	<u> </u>
Trustee, Roger Millis	<u> X </u>	<u> </u>