

**AN ORDINANCE ESTABLISHING THE RULES, REGULATIONS
AND POLICIES OF SALTILLO WATER WORKS
IN THE CITY OF SALTILLO, COUNTY OF LEE, STATE OF MISSISSIPPI.**

WHEREAS, the Mayor and Board of Aldermen of the City of Saltillo, Mississippi do hereby establish, An Ordinance for the Rules, Regulations and Policies of Saltillo Water Works in the City of Saltillo, County of Lee, State of Mississippi, pursuant to Miss. Code Ann. § 21-27-7 (1972), as amended.

Purpose and Scope of Manual

This manual of Saltillo Water Works Rules, Regulations, Policies and Procedures is designed to outline the principal operating regulations, policies and procedures of the water system. The rules and regulations set forth herein are a part of all contracts for receiving water services from the water system.

These rules and regulations do not cover every conceivable condition or situation that may arise, but only those of recurring situations where standardized policies and procedures have been established. The rules, regulations, policies and procedures set forth in this manual may be amended from time to time by a majority vote of the City of Saltillo Board of Alderman.

BE IT ORDAINED BY THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF SALTILLO, MISSISSIPPI, AS FOLLOWS:

Administration and Enforcement of Rules and Regulations

Saltillo Water Works rules and regulations shall be administered and enforced by the water system's manager. Any customer aggrieved by the water system's manager's decision(s), may file a written request prior to the fifteenth day of the month in which the bill was received if it concerns a water bill, (other grievances must be filed within three (3) days from the decision of the water system's manager) with the City Clerk for a hearing with the Mayor concerning the grievance. The Mayor shall hear the grievance within five (5) business days from the aforesaid filing, and must make a decision of whether to affirm or modify the decision(s) of the water system's manager. If the customer is aggrieved by the decision of the Mayor, the customer may file an appeal within three (3) days from the decision of the Mayor to the Board of Aldermen in the form of a written request with the City Clerk. The Board of Aldermen shall conduct a hearing at their next regular meeting, or by a special meeting properly noticed and by majority of the members present shall affirm or modify the decision of the Mayor. The Board of Aldermen's decision shall be final.

All written requests shall include the customer's name, address, telephone number, and shall specify in detail the grievance or the complaint in support of their claim.

In no event, shall a customer's water service be terminated prior to the completion of the hearing process as set forth herein when such process has been properly invoked by the customer.

New Customers

A user who (1) signed a Water User's Agreement (2) paid all initiation fees, which included applicable water and connection fees, and (3) signed MSDH "Notice of Intent" (Pink Slip).

Note: If, within 90 days after meter is set and water service is available and continuously thereafter customer does not either pay the minimum monthly water bill or use the water at the metered rate, then the water system may remove the meter. Should service from the water system ever be desired at a later date, the water system will collect for meter installation, service hook-up and whatever charges provided in its rules and regulations.

Application Requirements

Before water service may be rendered, a user's agreement must be signed and witnessed, or notarized if taken from the office. New water meter service must have written request SEVEN working days prior to date of desired service.

Connection fees, deposits, as well as all applicable fees, shall be collected in advance by the water system. This will include the cost of making actual connection and extending the service line to customer's property line. The connection fee shall be non-refundable.

Request for service other than for a single/family residence shall state the level and quantity of water and sewer service desired (peak flow, minimum flow, average flow, wastewater constituents and strength, etc.) and any special conditions required such as minimum or maximum pressures and related data.

Non-refundable Activation Fee

A non-refundable activation fee, in accordance with the fee schedule in Attachment A, shall be required before service may be rendered to any customer.

A service fee will be charged, in addition to all other applicable charges, to anyone wanting water at an existing service location after business hours. Turn "offs" will be at the time requested by the customer. If service is to be continued, the new customer is responsible for paying all applicable charges at that time. Meter service found "on" where all applicable charges have not been paid will be discontinued without notice. This is considered to be theft.

Connection Fee

Please see Attachment A for service connection fees.

Temporary Builders Service Fee

This fee shall include the applicable connection fees paid in advance of the installation to the water system by a builder and will be retained until the application and applicable connection fee are received from the owner by the water system. At such time the builder's service fee may be refunded to the builder minus any required transfer charge and the charge for water used during construction. No regular monthly meter reading, billing or cut off fee for delinquency will be made; settlement of account shall be made at the time of the transfer.

Service Area Regulations and Minimum Levels of Service

The water service area currently consists of land area in Lee County, Mississippi. The boundaries of these service areas are modified periodically in response to requests for service from new customers, land developers and others. All service area changes must be granted by the Mississippi Public Service Commission in response to petitions filed by the water system when jurisdiction is proper.

In addition to the Mississippi Public Service Commission, the water system is subject to regulation by the Mississippi State Department of Health (MSDH), the Lee County Board of Supervisors and the City of Slatton Mayor and Board of Alderman.

The MSDH enforces regulation governing public water systems, which primarily are concerned with maintaining the physical, chemical, and bacteriological quality of public drinking water supplies. The MSDH also regulates reviews and approves the design of all improvements to public waterworks systems.

The Lee County Board of Supervisors regulates, under the provisions of the "Lee County Subdivision Regulations", the provision of public utility (water and sewer) improvements installed by the water system in new county

subdivisions. Similarly, the Mayor and Board of Alderman of the City of Saltillo regulate the provision of public utility improvements installed by Saltillo Water Works in new subdivisions within its corporate area.

In general terms, the federal, state, county and municipal regulations require the water system to meet the following minimum requirements.

Availability of Service

Public water services from Saltillo Water Works shall be available to all applicants in the water system's certificated service areas. Such service shall be provided by the water system in accordance with its "Service Extension Policy" upon receipt of all applicable fees.

No person shall be permitted to subscribe for or acquire service from the water system if the capacity of the water system is exhausted by the needs of its existing customers.

General Rules and Regulations

A copy of these rules, regulations, policies and procedures shall be available for inspection by the customer of the water system at the Saltillo Water Works business office during regular business hours. Copies of these regulations shall be made available for the price of reproduction. In addition to the rules and regulations set forth herein, the water system shall maintain on file and have available for inspection or reproduction copies of the following documents:

1. Water User's Agreement;
2. Current schedule of rates and charges (See Attachment A);
3. Map showing the water system's certificated area for water ;
4. By-laws of the water system/Ordinances of the municipal water system
5. Amendments to these rules and regulations or amendments to the By-laws/Ordinances.

Waterworks Point of Delivery

The point of delivery is the point, as designated by the water system, where the meter is to be set. The customer shall maintain all installations beyond the point of delivery.

1. The water system recommends that the customer install a cut-off valve on the customer's side of the meter box.
2. Meters may only be set on property owned by the customer.

Separate meters for separate dwellings

In no case shall the customer tie an extra user to his/her meter service. An extra user is any building, mobile home, house or business, which is required to have a separate electric power meter. Each building or structure receiving water including mobile homes shall be metered separately.

Yard meters

Yard meters are made available to the customer for the benefit of not paying the sewage charge on his/her water usage. These meters are not to be connected to any dwelling or storage building. A connection to outside sprinkler systems will be permitted. Yard meters will be set and connected by the water system at the customer's expense. (See Attachment A) Customers must pay all fees and deposits seven working days prior to date of desired service.

Larger Size Meters

At the customer's request a larger meter may be set. The customer will assume the cost of any meter larger than 3/4". (See Attachment A)

Resale of Water Prohibited

All purchased water service (other than emergencies or standby service) used on the premises of a customer shall be supplied exclusively by the water system, and the customer shall not directly or indirectly sell, sublet, assign, or otherwise dispose of the water service, or any part thereof.

Cross Connections Prohibited

No customer of the water system shall make a physical connection between any waterworks facilities connected to the water system's public water supply and any other water supply. A customer's private well, cistern, or other private water supply shall be physically disconnected from any plumbing facilities to be connected to the water system's water supply before public waterworks services are connected. (See Attachment B – Cross Connections Policy)

Separation of Waterworks and Sanitary Sewer Facilities

No customer shall install a water service line within ten feet of any sewer service line on his/her premises. Water service lines on a customer's premises shall be at least 25 feet away from any septic tank drain field, pit privy, garbage disposal pit, wastewater lagoon or other major source of contamination.

Right of Access

The water system's employees shall have the right of access to customer's premises at all reasonable times for the purpose of reading meters; testing, repairing or removing the water system's equipment; testing for infiltration and inflow; and other lawful duties of the water system. The water system shall have the right, but not the obligation, to inspect any customer installation before water or wastewater is introduced or at any later time in regard to extra users, infiltration or inflow into wastewater service lines, cross connections of the water system's public water supply with a private water supply, or any other condition detrimental to the water system's present or future customers.

Customer's Responsibilities for Water System's Property

All meters, service connections, water and sewer lines and other equipment furnished by the water system shall be and remain the property of the water system. Customers shall provide a space for and exercise proper care to protect the property of the water system on his/her premises if necessary for the provision of service. In the event of loss of or damage to the water system's property arising from negligence of the customer, the customer shall pay the cost for necessary repairs or replacement of said property. Said cost shall be added including labor and materials.

Water Rates

The City of Saltillo Board of Alderman will review the system's rates in the month following the completion of the annual audit and make adjustments where necessary. (See Attachment A)

Billing and Payment

The water system's water meters shall be read once a month within five days before or after the 15th of each month. Bills calculated from these meter readings shall be rendered to each customer by the fifth day of the following month and shall be payable by the 15th day of that month. Bills not paid by the 15th day of the month shall be considered delinquent and 10 percent late charge will be added to the bill. Should the final date for payment of the bill fall on a weekend or holiday, the next business day following the final date shall be considered the delinquent date. Returned checks will be subject to a Returned Check Fee. (See Attachment A)

Adjustments

When a previously hidden leak on the water system is discovered, either by the customer or by the water system, the water system may elect to share equally the loss over and above the customer's normal consumption. Adjustments for increased charges resulting from hidden leaks may be made only if necessary repairs are made promptly, and the customer furnishes certain information to the water system. The water system will not continue making adjustments to excessive bills if the problem is recurrent.

Termination of Service by the Water System

If payments are not received on or before the 25th day of the month, water services will be terminated. At the time of termination a "Termination of Water Service Notice" will be hand delivered to the property and attached to the front or back door.

In the case of returned checks, a "Termination of Water Service Due To Returned Check" notice will be hand delivered to the property and attached to the front or back door. If full cash payment for the amount of water bill and all fees are not received by the water system within two business days from day of notice, services will be terminated. In the event that it is necessary for the water system to discontinue service to a customer, a reconnection fee, in accordance with the water system's current schedule of rates and charges, shall be charged to the customer in addition to all delinquent payments and late charges. (See Attachment A)

The water system shall not be liable for damages because of discontinuing service at any time after the delinquent date. The discontinuance of service by the water system for any reason does not release the customer from obligations to the water system for payment of bills. Payment in full shall be required before service may be rendered at any location in the water system's certificated area.

Re-Reading of Meters

In the event that a customer wishes to have his/her water meter re-read with concerns that the water system has made a mistake, there will be a "Re-Read" fee (See Attachment A) added to the customer's bill. If in fact the water system has made a mistake the "Re-Read" fee will not apply.

Interruption of Service

The water system endeavors to provide uninterrupted service to its customers. However, interruptions often are inevitable due to accidents, power failures, equipment failure, and related factors. Whenever practical, notice of an impending shut-down of service will be given to customers, but the water system reserves the right to interrupt service at any time in the event of emergencies without notice. The water system shall not be liable for any damages or problems resulting from an interruption of service.

Water Meter Test

The water system may, at its own expense, make periodic tests and inspections of its water meters in order to maintain a high standard of accuracy. The water system may make additional tests or inspections of its meters at the request of a customer. However, if such tests show that the meter is accurate within two percent (high or low), no adjustment will be made in the customer's bill, and a test fee (See Attachment A) in accordance with the water system's current rate schedule will be added to the customer's bill. In case the test shows the meter to be in excess of two percent high, an appropriate adjustment shall be made in the customer's bill over a period of not more than sixty days prior to the date of such test and replacement of meter. There shall be no charge for the meter test.

Water for Special Uses

Water for special uses may not be obtained under any circumstances (except fire protection) from fire hydrants or blow-off valves in the water system without a permit from authorized personnel of the water system. All water sold by permit for special uses shall be meter or otherwise estimated in quantity and paid for in accordance with the water system's current schedule of rates and charges.

Relocation of Water Meter

Relocation of water meters or for the convenience and benefit of a customer shall be at the expense of the customer. The charge for such relocation shall be in accordance with the water system's current schedule of rates and charges. (See Attachment A)

Service Extension Policy

Anyone requesting an extension to the service main will be responsible for all cost (direct and indirect) of the project. Any service extension must be engineered by a licensed engineer. All extensions must be in accordance with the Saltillo Water and Sewer Standards. A copy of all plans and specifications must be submitted to Saltillo Water Works.

Requirements Before Construction:

Proof of Hydraulic Capabilities

The developer must supply Saltillo Water Works with a hydraulic analysis of the proposed area to determine if the area can be served with adequate water at satisfactory pressure without jeopardizing the existing system. This must be done by a professional engineer with a location referenced clearly on a copy of a county tax map. If adequate water is not available, the developer may provide the necessary funds for improvements to make that part of the system adequate. A copy of the analysis must be submitted to the MSDH for a preliminary approval. The hydraulic analysis in no way assures the developer or individual approval from the MSDH. The approval by the water system of a proposed area for development can be cancelled after eighteen (18) months from the date of the analysis if no construction has begun.

Right-of-Way Easements and Permits

The applicable permits and right-of-way easement must be executed pertaining to county roads, highways, railroads, river crossings, etc.

Mississippi State Department of Health Approval

Plans, specifications, and submittals must be submitted to the MSDH for review and preliminary approval before beginning any construction. A copy of any approvals or disapprovals must be submitted to Saltillo Water Works.

Pre-construction Notification

The developer/contractor must notify the office of the Saltillo Water Works twenty-four (24) hours prior to the commencement of construction. In no case shall the developer or contractor tap, cut, or alter existing lines without the presence of a representative of the water system.

Utility Locates

It shall be the developer/contractor's responsibility to contact Mississippi One Call and/or any other utility company that may be affected by the construction forty-eight (48) hours before construction commences.

Multi-Unit Connections

All new businesses, apartments, and mobile home parks will be required to have one meter per unit. Multi-Unit connections are prohibited.

ATTACHMENT A (1)

SCHEDULE OF RATES AND CHARGES

Non-Refundable Activation Fee	\$ 0
Home Owner Deposit	\$ 75
Renter Deposit	\$ 75
Commercial Deposit	\$ 75
Yard Meter Deposit	\$ 75
Yard Meter Connection	\$ 200
Connection Fee (Tap)	\$305
Reconnection Fee	\$ 25
Road Bore	\$1,200
Insufficient Fund Charge	\$ 30
Re-Read	\$ 25
Relocation of Meter	\$ 305
Meter Test Fee	\$50
Larger Size Meter	See Manager
Sewer access fee	\$500

ATTACHMENT A (2)

Water Rates

Residential Inside City Limits

First Two Thousand Gallons	\$ 9
Each Additional Thousand Gallons	\$ 3.50/thousand (pro-rata)

Commercial Inside City Limits

First Two Thousand Gallons	\$ 9
Each Additional Thousand Gallons	\$ 3.50/thousand (pro-rata)

Residential Outside City Limits

First Two Thousand Gallons	\$ 12
Each Additional Thousand Gallons	\$ 3.50/thousand (pro-rata)

Commercial Outside City Limits

First Two Thousand Gallons	\$ 12
Each Additional Thousand Gallons	\$ 3.50/thousand (pro-rata)

Sewer Rates

Residential

First Two Thousand Gallons	\$ 11
Each Additional Thousand Gallons	\$ 3.50/thousand (pro-rata)

Commercial

First Two Thousand Gallons	\$ 11
Each Additional Thousand Gallons	\$ 3.50/thousand (pro-rata)

ATTACHMENT B

SALTILLO WATER WORKS

LEE COUNTY MISSISSIPPI

PWS ID#'S 0410012 - 0410037

CROSS CONNECTION CONTROL POLICY

SECTION 1. PURPOSE

As required by the Mississippi Safe Drinking Water Act and the regulations of the MSDH, this cross connection policy has been officially adopted by the officials of the Saltillo Water Works to protect the drinking water from possible contamination.

SECTION 2. DEFINITIONS

- (1) **Water System:** Whenever this term is used in this document it shall mean the: Saltillo Water Works.
- (2) **Potable Water:** Water that is acceptable for human consumption.
- (3) **Non-Potable Water:** Water not acceptable for human consumption or of unknown quality.
- (4) **Cross Connection:** Any arrangement of piping where a potable water line is connected to non-potable water; it may be a pipe-to-pipe connection where potable and non-potable water lines are directly connected, or a pipe-to-water connection where the potable water outlet is submerged in non-potable water. If the potable and non-potable source are separated by gate valves, check valves or devices other than the appropriate backflow preventer as outlined by this policy/ordinance, a cross connection exists. By-pass arrangements, jumper connections, swivel or change over assemblies, or other temporary or permanent assemblies through which, or because of which, backflow may occur are considered to be cross connections.
- (5) **Backflow:** The reversal of normal flow direction where water flows from the intended point of delivery towards the supply.
- (6) **Back Pressure Backflow:** Backflow caused by a lower pressure in the potable supply than at the point of delivery.
- (7) **Back Siphonage Backflow:** Backflow caused by a negative pressure in the potable supply line.
- (8) **Health Hazard, (High Hazard):** Contamination with the potential to endanger the health and well being of the customer.

- (9) **Non-Health Hazard, (Low Hazard):** Contamination that will not endanger the health of the consumer, but does not meet established water quality standards for public water systems.

SECTION 3. BACKFLOW PREVENTION ASSEMBLY REQUIREMENT

- 3.01 **Elimination and Protection of Cross Connections.** Cross connections occurring within the Water System shall be eliminated or protected with the appropriate backflow preventer. Cross connections are eliminated by establishing an air gap between the potable and non-potable sources. Cross connections are protected by installing the appropriate backflow preventer. It shall be the responsibility of the owner of the cross connection to eliminate the cross connection or protect the cross connection with a backflow preventer approved by the Water System.
- 3.02 **Connections to Sewer.** Direct connections, permanent or temporary, between the Water System and a sanitary or storm sewer are prohibited.
- 3.03 **Home Wells.** Connection to any source of water other than that provided by the Water System including home wells, is prohibited unless a backflow preventer approved by the Water System is installed.
- 3.04 **Approved Backflow Prevention Assemblies.** Only backflow prevention assemblies approved by the MSDH shall be installed on this Water System to comply with this policy/ordinance.
- 3.05 **Installation Requirements.** Reduced pressure principle assemblies, double check valve assemblies, and pressure vacuum breakers shall be installed in a manner and location that provides adequate access for testing and repair of the assembly. Reduced pressure principle assemblies and double check valve assemblies shall not be subject to possible flooding. Reduced pressure principle assemblies and double check valve assemblies shall not be installed in a pit or enclosure below ground level.

SECTION 4. RESPONSIBILITY OF WATER SYSTEM

- 4.01 **Surveys.** An authorized agent of the Water System, utilizing written guidelines published by the MSDH, shall conduct surveys and on-site visits as necessary to locate existing cross connections. Single family dwellings and multi-family dwellings designed to house no more than eight families shall not be included in this survey unless the officials of the Water System have reason to believe a cross connection exists. The survey of the Water System shall be completed by an individual approved by the Water System. Upon completion of this survey, the responsible official of the Water System shall certify to the MSDH, on forms provided by the MSDH, that the required survey has been properly performed and completed in accordance with the written guidelines published by the MSDH.
- 4.02 **Right of Entry.** The Water System, acting through its authorized agent, shall have the right to enter any non-residential building, during reasonable hours, to inspect the plumbing system installed in any such building or premises provided prior notification of the inspection is given. The authorized agent shall first obtain consent of the owner to enter any single-family dwelling.
- 4.03 **Classification of Hazard.** Each cross connection found will be classified as high hazard or low hazard by the authorized agent of the Water System. If a connection is found to be a high hazard cross connection, the owner of the connection shall be notified in writing within ten (10) days, that the cross connection must be eliminated or protected by the installation of a backflow preventer approved by the Water System within ninety (90) days of notification. If the connection is found to be a low hazard cross connection, the owner of the connection shall be notified in writing within ten (10) days, that the connection shall be eliminated or protected by a backflow preventer approved by the Water System within one (1) year of notification.
- 4.04 **Selecting the Appropriate Backflow Preventer.** It shall be the responsibility of the Water System, acting through its agent, to determine the type of backflow preventer required at each cross connection and the location where the backflow preventer will be installed. The type of backflow preventer and the required installation location will be selected by the Water System utilizing guidelines published by the MSDH.

- 4.05 **Existing Backflow Preventers.** Any backflow prevention device or assembly installed on the Water System to protect the Water System against the possibility of backflow from a customer's water service prior to the adoption of this policy/ordinance shall be governed by this policy/ordinance. Existing backflow preventers shall be inspected and tested within ninety (90) days of identification.
- 4.06 **Review of Meter Applications.** The Water System, acting through its authorized agent, shall review all applications for new meters to determine if a cross connection will be created. The Water System shall require the installation of an approved backflow preventer at all new connections where a cross connection will be created.
- 4.07 **Inspections.** The Water System, acting through its authorized agent, will periodically inspect any connection to the water system as deemed necessary to insure cross connections have not been created. These inspections may be conducted without prior notice to the customer.
- 4.08 **Record Keeping.** The Water System shall maintain records of the type, size and location of each backflow preventer installed in the system, when each backflow preventer is due to be tested, and the results of each test. Records shall be maintained for five (5) years from date of test and inspection.

SECTION 5. TESTING OF BACKFLOW PREVENTION DEVICES

- 5.01 **Tests Required.** Each reduced pressure principle backflow prevention assembly, double check valve assembly, and pressure vacuum breaker shall be tested immediately after installation, after repairs of any kind, and annually. Any backflow preventer found to be non-functional shall be repaired and re-tested within fourteen (14) days of the initial test.
- 5.02 **Certified Testers.** Only backflow preventer testers certified by the Mississippi State Department of Health shall test backflow preventers located in the Water System.
- 5.03 **Notification.** The Water System shall notify the owner of each backflow preventer sixty (60) days prior to the date that the backflow preventer is scheduled to be tested.

SECTION 6. VIOLATIONS AND PENALTIES

- 6.01 **Refusal of Inspection.** If the owner refuses to let the authorized agent of the Water System perform the necessary inspections to determine if a cross connection exists, the Water System shall require that a reduced pressure principle backflow prevention assembly be installed at that service connection.
- 6.02 **Maintaining a Cross Connection.** If the owner, after having been informed that a cross connection exists at his property, refuses to eliminate or protect the cross connection through the use of the appropriate backflow preventer, water service to the connection shall be terminated until such time as the owner complies with MSDH Regulations.

SECTION 7. SEVERABILITY, CONFLICT, EFFECTIVE DATE, AND PUBLICATION

7.01 Severability. Should any section, clause, paragraph, provision, or part of this ordinance for any reason to be held invalid or unconstitutional by any court of competent jurisdiction, this act shall not affect the validity of any other section, clause, paragraph, provision, or part of this ordinance. All provisions of this ordinance shall be considered separate provisions, and completely severable from all other portions.

7.02 Conflict. In any case where a provision of this ordinance is found to be in conflict with a provision of any other ordinance or code of the City of Saltillo, Mississippi, existing on the effective date of the ordinance, the provisions of this ordinance shall take precedence.

7.03 Effective Date. This Ordinance shall become effective upon publication and after one (1) month from the date of passage.

7.04 Publicity. The City Clerk is instructed to publish this ordinance one time in the Northeast Mississippi Daily Journal and to obtain proof of publication thereof and record this ordinance in the ordinance book.

SECTION 8. ADOPTION AND CERTIFICATION

UPON MOTION of Alderman Cliff Nichols, duly seconded by Alderman Terry Glidewell, the aforesaid rules, regulations, policies and procedures were put to a vote with Aldermen voting as follows:

ALDERMEN VOTING "YEA":

- Beverly Bedford
- Mitchell Brazeal
- Bill Cherry
- Terry Glidewell
- Cliff Nichols

ALDERMEN VOTING "NAY":

None

ALDERMEN ABSENT OR NOT VOTING:

None

ORDAINED AND ADOPTED this the 5th day of August, 2008, at the regular Meeting of the Mayor and Board of Aldermen of the City of Saltillo, Mississippi.

Bill Williams
BILL WILLIAMS, Mayor
City of Saltillo, Mississippi

Lisa Strickland
LISA STRICKLAND, Clerk
City of Saltillo, Mississippi

(SEAL)

NOTE: This ordinance was approved and adopted by the Mayor and Board of Aldermen at the regular Meeting on August 5, 2008 and appears in Minute Book at pages 162.

