

MSD BOARD OF DIRECTORS
 MINUTES OF MAY 27, 1977 MEETING

BOARD MEMBERS IN ATTENDANCE

Ray Miller, Chairman
 Sidney Bartels
 James Robnett
 Robert Schumacher
 Connie McCready

BOARD MEMBERS NOT IN ATTENDANCE

Mel Gordon
 Lyle Salquist

ADVISORS IN ATTENDANCE

Dean Gisvold, Attorney
 Bob Brown, DEQ

GUESTS IN ATTENDANCE

List attached

STAFF IN ATTENDANCE

Charles Kemper
 Merle Irvine
 Cordell Ketterling
 Steve McCusker
 Jean Woodman

METROPOLITAN SERVICE DISTRICT
 BOARD ACTION

NO. 77-841 DATE 6-10-77
 YES NO ABST.

BARTELS			
GORDON			
McCREADY			
ROBNETT			
SALQUIST			
SCHUMACHER			
MILLER, CHAIRMAN			

Jean Woodman
 Clerk of the Board

The clerk called the roll and there being a quorum present, the following items of business were considered:

77-819 MINUTES

Councilman Bartels moved to approve the minutes of the May 6, 1977 special meeting and May 13, 1977 regular meeting. Mayor Robnett seconded the motion. The motion carried unanimously by roll call vote. (Commissioner McCready was not present during this agenda item.)

77-820 PUBLIC COMMUNICATIONS

Commissioner Miller asked if there was anyone in the audience that wished to address the Board on matters not listed on the meeting agenda. There was no response.

Commissioner Miller directed staff to prepare a salary comparison for the following staff members: Charles Kemper, Merle Irvine, Cordell Ketterling, Connie Eliason, and Jean Woodman.

77-821 CASH DISBURSEMENTS

Mr. Kemper reviewed the cash disbursements report and listed major expenditures.

Councilman Bartels moved to approve Checks No. 3307 through 3408 for payment in the total amount of \$34,612.64. Mayor Robnett seconded the motion. The motion carried unanimously by roll call vote. (Commissioner McCready was not present during this agenda item.)

77-822 ORDINANCE NO. 50 - SECOND PUBLIC HEARING

Commissioner Miller opened the public hearing to give second consideration to Ordinance No. 50, an ordinance establishing rules and regulations for the notice, assessment, collection and enforcement of civil penalties and establishing schedules of civil penalties.

Motion 77-822.A: Councilman Bartels moved to read Ordinance No. 50 by title only. Mayor Robnett seconded the motion. The motion carried unanimously by roll call vote. (Commissioner McCready was not present.)

Commissioner Miller asked if there was anyone in the audience that wished a copy of the ordinance and did not have one. There was no response.

The clerk read the ordinance title.

Mr. Irvine reviewed the ordinance and the amendment clarifying the intent of Section 8(A). Mr. Gisvold stated that the DEQ's Hearings Examiner had submitted proposed amendments to section 5, Mitigating and Aggravating Factors, which they have encountered in the past in establishing civil penalties. The first three factors listed in the ordinance would require consideration by the Board during the civil penalties process, while the following

seven factors could be used if desired. Mr. Gisvold also reviewed Section 5.C, which places the burden of proof of the respondent's economic and financial condition upon the respondent.

Staff recommended adoption of the ordinance with the discussed amendments.

Commissioner Miller requested Board discussion and questions. There were none.

Commissioner Miller requested public testimony. There was no response.

Motion 77-822.B: Commissioner Schumacher moved to adopt Ordinance No. 50 with staff's proposed amendments. Commissioner McCready seconded the motion. The motion carried unanimously by roll call vote.

77-823 ORDINANCE NO. 51 - FIRST PUBLIC HEARING

Commissioner Miller opened the public hearing for consideration of Ordinance No. 51, an ordinance establishing procedures for a Board Management Sub-committee.

Commissioner Miller asked if there was anyone in the audience that wished a copy of the ordinance and did not have one. There was no response.

Motion 77-823.A: Commissioner McCready moved to read Ordinance No. 51 by title only. Councilman Bartels seconded the motion. The motion carried unanimously by roll call vote.

The clerk read the ordinance title.

Mr. Kemper reviewed the ordinance which sets out membership, purpose, functions and duties, procedure, and limitations for the MSD Management Committee. The purpose of the committee is to oversee operations of the three divisions within the MSD. The Board members discussed the method for election of the membership, and Commissioner Miller suggested that a paragraph be added outlining procedures for the election. Commissioner McCready felt that the committee would require a good deal of the Board's time, and consent to serve should be received from members prior to their election. There was a consensus in favor of this suggestion. Mayor Robnett mentioned a letter recently received from a Zoo staff member, asking whether the committee would be handling this kind of problems, and he was assured that the committee would.

There was no further Board discussion.

Commissioner Miller requested public testimony. There was no response.

77-823.B: Commissioner McCready moved to set the second hearing date for Ordinance No. 51 for June 10, 1977. Commissioner Schumacher seconded the motion. The motion carried unanimously by roll call vote.

77-824 ORDINANCE NO. 52 - FIRST PUBLIC HEARING

Commissioner Miller opened the public hearing to give first consideration to Ordinance No. 52, an ordinance amending the MSD Budget Ordinance No. 40, for FY 76-77, revising appropriations for the Zoo Fund, and declaring an emergency.

Commissioner Miller asked if there was anyone in the audience that wished a copy of the ordinance and did not have one. There was no response.

Motion 77-824.A: Mayor Robnett moved to read Ordinance No. 52 by title only. Commissioner McCready seconded the motion. The motion carried unanimously by roll call vote.

The clerk read the ordinance by title.

Mr. Irvine reviewed the staff report which discusses the over-expenditure in the Zoo Fund of \$153,333. The over-expenditures appear in individual line item budget figures, which staff felt resulted from increased attendance and demands for services, increases in the public relations and education departments, and inadequate daily control over line item budget figures. Mr. Irvine stated, however, that funds were available in the Zoo Fund Contingency line item and in the General Capital Improvement portion of the budget to offset the Materials and Services over-expenditures.

Mr. Iliff was not available for response, and Mr. Steve McCusker, the Zoo Division Curator, was present to answer the Board's questions.

Commissioner McCready questioned why management procedures adopted by the Board were not carried out by the Zoo Division. Mr. Kemper felt that this was in some degree due to having only a parttime Accounting Manager working between the Administrative and Zoo Divisions. He felt that the reorganization of the Zoo Division and hiring a full-time Accounting Manager would alleviate the problem in the future. Commissioner McCready stated that the Zoo Division should be considered on notice that all policies and procedures adopted by the MSD Board were to be carried out as directed. There was a consensus in agreement with Commissioner McCready's statement.

Commissioner Miller requested public testimony. There was no response.

Motion 77-824.B: Commissioner McCready moved to set the second hearing date on Ordinance No. 52 for for June 10, 1977. Councilman Bartels seconded the motion. The motion carried unanimously by roll call vote.

77-825 ORDINANCE NO. 47 - SECOND PUBLIC HEARING

Commissioner Miller opened the public hearing to give second consideration to Ordinance No. 47, an ordinance establishing an areawide solid waste management and operation program; establishing procedures for the issuance of certificates for the operation of solid waste disposal sites; providing for orderly and beneficial flow of solid wastes; providing for penalties and administration and enforcement; providing for collection of user fees; repealing prior ordinances; prescribing an effective date and declaring an emergency.

Commissioner Miller asked if there was anyone in the audience that wished a copy of Ordinance No. 47 and did not have one. There was no response.

77-825.A: Commissioner Schumacher moved to read Ordinance No. 47 by title only. Councilman Bartels seconded the motion. The motion carried unanimously by roll call vote.

The clerk read Ordinance No. 47 by title.

Mr. Irvine reviewed the staff report outlining the incorporation of adopted Ordinances 32 and 39, and the additions, deletions and amendments of these ordinances as provided in Ordinance No. 47.

He also reviewed staff's proposed amendments under Attachment 1 of the staff report. Amendment No. 1 clarifying the definition of "Source Separated or Separated" and is the result of the waste paper industry's concerns. No. 2 defines "Solid Waste Collection Service" required by the accounting procedures for collection of the user fee. Amendments No. 3 and 4 clarify the District's intent. The rest of the amendments clarifies sections of the ordinance on approving applications for disposal sites, collection of fees, variances, Board action review, and inspections. Mr. Irvine also reviewed amendments submitted by Mr. R. V. Wheelwright, from the waste paper industry, and Mr. Ronald Watson, representing Land Reclamation. In response to Mr. Watson's first request, staff added a statement of intent incorporating a grandfather clause that existing solid waste disposal sites continue operation until filled or the processing facility operational. MSD Legal Counsel recommended that the grandfather clause statement of intent as shown in the staff report be adopted, however, he did not feel that it belonged within the ordinance itself.

Mr. Powell of Portland Recycling Team submitted proposed amendments as supplied to him by Ron Frashour, of Independent Paper Stock Company. Mr. Frashour's request that source separation be referred to as separation of solid waste by type, and this has been done. Mr. Frashour also requested that source separated materials be excluded from the definition of solid waste. Staff did not feel that this should be done, as source separated materials were already exempt if meeting the stated requirements.

The Solid Waste Committee reviewed the ordinance and Attachment 1 amendments, and recommended adoption. Staff concurred with this recommendation and also requested adoption of the statement of intent as shown in the staff report.

Motion.77-825.B: Commissioner McCready moved to adopt Ordinance No. 47 as amended by Attachment 1 of the staff report, and adoption of the statement of intent as shown on Page 30 of the staff report. Councilman Bartels seconded the motion.

The motion was open for discussion.

Commissioner Miller requested public comments on Ordinance No. 47, and the following persons addressed the Board:

1. Mr. Ronald Watson, Attorney
Land Reclamation, Inc.

Mr. Watson did not feel his concern for a statement of intent had been addressed in staff's version, and requested that it be reworded to show the existing DEQ permit provisions prevailing. He stated that the operators began operations under DEQ's specifications and did so in good faith, and additional specifications at this time imposed by MSD would result in conflicts that Land Reclamation wished to prevent. Mr. Irvine stated that on June 1 MSD would issue temporary certificates for operation of landfills allowing operation under the conditions of DEQ's permits; and the issuance of permanent certificates under Ordinance No. 48 would allow for contested case hearings before the Board.

2. Erich Sogge
Schnitzer Industries

Mr. Sogge testified to item 2. under Attachment 1, definition of "Solid Waste Collection Service." He felt the definition might be construed to include the three sites Schnitzer operates for processing scrap metal. It was agreed to add the word "primarily" after the word "person". Mr. Sogge was satisfied with this amendment.

3. Jerry Powell
Portland Recycling Team

Mr. Powell approached the Board stating that the recycling industry questioned the Board's intent with regards to recycling and source separation, and requested that a written statement of intent be prepared by MSD. Commissioner Miller stated that the Board has repeatedly made statements of their willingness and desire to work with private enterprise, and resented Mr. Powell's implications. He suggested that Mr. Powell supply MSD with the recyclers' written intent.

4. Mr. George Ward, Consultant
Malarkey Roofing

Mr. Ward was also concerned with the DEQ site specifications on permits and the possibility of MSD increasing requirements. He requested that Malarkey Roofing be allowed to continue their site under the DEQ restrictions until filled, and an exemption from the user fee on separated materials going into the site. Mr. Irvine stated that the user fee was imposed

on sites accepting mixed loads, and that Malarkey Roofing would have recourse on any conditions of the MSD permit.

5. Mr. Jack Parker
Rossman's Landfill

Mr. Parker was also concerned with possible additions of MSD regulations upon the DEQ site specific permits. Mr. Irvine stated that the specifications were taken from the DEQ statutes, and staff did not anticipate changes during Phase I of the program.

6. Mr. Larry Plew
Land Reclamation, Inc.

Mr. Plew requested that the ordinance be modified to state that the landfills would operate under their DEQ permits during Phase I. Mr. Irvine stated that it was not MSD's intent to change the landfill requirements during Phase I, and that State laws placed the burden on MSD to show cause for an increase in regulations. Ordinance No. 47 was developed as a general ordinance to be applied over a number of years, and Mr. Gisvold did not recommend its restriction for individual situations; however, he did feel that responsibilities between MSD and DEQ might be better defined and some authority given to MSD. Mr. Kemper added that DEQ's interest was in environmental aspects of running a landfill, but that MSD was interested in system management and flow of material. Commissioner Miller stated that MSD wished to work under a partnership with private enterprise and had no intent or desire to upset the landfill operations.

Commissioner Miller asked if there was further testimony from the public. There was no response.

Motion 77-825.C: Councilman Bartels moved to add the word "primarily" after the word "person" under item 2 of Attachment 1 as shown in the staff report. Commissioner Schumacher seconded the motion. The motion carried unanimously by roll call vote.

The question was called on Motion 77-825.B, and the motion carried unanimously by roll call vote.

77-826 ORDINANCE NO. 48 - SECOND PUBLIC HEARING

Commissioner Miller opened the public hearing to give second consideration to Ordinance No. 48, an ordinance establishing rules and regulations for the MSD Solid Waste Management Program concerning application, issuance, suspension, modification and

termination of solid waste disposal site certificates; establishing minimum requirements for the design, construction and operation of solid waste disposal sites; prescribing an effective date and declaring an emergency.

Commissioner Miller asked if there was anyone in the audience that wished a copy of the ordinance and did not have one. There was no response.

Motion 77-826.A: Commissioner McCready moved to read Ordinance No. 48 by title only. Commissioner Schumacher seconded the motion. The motion carried unanimously by roll call vote.

The clerk read the ordinance title.

Mr. Irvine reviewed staff's proposed amendments to Ordinance No. 48, stating that the only response to the ordinance was received from Mr. Ronald Watson and was a request for the statement of intent as discussed during Ordinance No. 47. The Solid Waste Committee had reviewed the ordinance and recommended adoption as amended in Attachment 1. Mr. Gisvold requested that amendments be added as received from DEQ covering the burden of proof.

There was no discussion by the Board.

Commissioner Miller requested public testimony and the following was received:

1. Mr. George Ward
Malarkey Roofing

Mr. Ward was concerned with jurisdiction over clean dirt demolition waste, stating that the City of Portland Bureau of Building ordinance did not recognize the DEQ's authority over grading and filling regulations. Mr. Ward apparently felt that a similar situation may arise between DEQ and MSD.

2. Mr. Dave Phillips
Solid Waste Committee

Mr. Phillips responded to Mr. Ward's comments; stating that the type of fill Mr. Ward was concerned with was covered under Ordinance No. 47 Section 9.E.

3. Larry Moomaw, Attorney
Obrist Landfill

Mr. Moomaw spoke to the cost of multi-total cash registers as outlined on amendments shown on Page 42 of the staff report and Section 12.C of the ordinance. His second concern was the number of persons required to handle the procedure. He felt that MSD should simply require "adequate accounting procedures".

4. Jack Parker
Rossmans Landfill

Mr. Parker requested an amendment to Page 43 of the staff report, item 12.C.1.(b) to eliminate the need for two persons. It was agreed to delete the words "other than the person operating the cash register" and "other than the person who makes daily bank deposits".

Commissioner Miller requested further testimony from the public and there was no response.

Commissioner Schumacher questioned the exclusion of the wording "or state or local agency having jurisdiction" under Section 12.A.15. He suggested that this be added. The Board was in agreement.

Motion 77-826.B: Commissioner McCready moved to adopt Ordinance No. 48 as amended by Attachment 1 in the staff report, with the amendment to Section 12.C.1.(b) to read: "A user fee collected in cash at the disposal site shall be separately recorded on a multi-total cash register. A person shall total the user fees and other fees separately at the end of each business day as recorded on the cash register and reconcile that total with the actual cash in the register drawer. Cash receipts shall be deposited daily in a bank account. A person shall reconcile the bank account each month."; and Section 12.A.15 to include the words "or state or local agency having jurisdiction". Councilman Bartels seconded the motion. The motion carried unanimously by roll call vote.

77-827 ORDINANCE NO. 49 - SECOND PUBLIC HEARING

Commissioner Miller opened the public hearing to give second consideration to Ordinance No. 49, an ordinance establishing user fees for Phase I of the MSD Solid Waste Management Program, repealing prior ordinances, declaring an emergency and prescribing an effective date.

Commissioner Miller asked if there was anyone in the audience that did not have a copy of the ordinance and wished one. There was no response.

Motion 77-827.A: Councilman Bartels moved to read Ordinance No. 49 by title only. Commissioner McCready seconded the motion. The motion carried unanimously by roll call vote.

The clerk read the ordinance title.

Mr. Irvine stated that no comments had been received from the public since the first public hearing.

There was no discussion by the Board.

Commissioner Miller requested public testimony and the following persons approached the Board:

1. Mr. Ronald Watson
Land Reclamation, Inc.

Mr. Watson requested that MSD send notices to all Land Reclamation customers notifying them of the user fee and the necessity of paying Land Reclamation by the 15th of each month. Commissioner Miller did not feel it appropriate that MSD interfere in the private operation of Land Reclamation. The Board felt that any problems arising from the accounting system in the future would be dealt with at that time.

2. Jack Parker
Rossmans Landfill

Mr. Parker did not feel that Section 2.C, User Fee, was clear as to charges and felt that the words "pro rata" should be added.

3. Harold LaVelle
LaVelle Landfills

Mr. LaVelle felt that Section 2.C, User Fees, of 35¢ per load on material delivered by the public should be clarified.

Commissioner Miller asked if there was further testimony, and there was no response.

Motion 77-827.B: Councilman Bartels moved to adopt Ordinance No. 49, amending Section 2. to show the actual computation of the amounts of waste delivered, and amending Section 2.C to include a minimum charge of 35¢. Commissioner McCready seconded the motion. The motion carried unanimously by roll vote.

77-828 WEIGHING AND COMPOSITION OF SOLID WASTE PROGRAM CONSULTANT SELECTION

Mr. Ketterling reviewed the staff report requesting authorization to initiate a weighing and composition program and selection of a consultant.

Commissioner Schumacher moved to authorize the Division Director to select a consultant for the initial phase of the weighing and composition program under the guidelines of the consultant selection procedure as shown in the staff report and execute a personal services agreement subject to legal counsels review provided MSD's financial obligations in the agreement are equal or less than the estimated \$20,000 discussed in the staff report. Councilman Bartels seconded the motion. The motion carried unanimously by roll call vote.

77-829 OREGON CITY SOLID WASTE PROCESSING SITE PURCHASE

Mr. Ketterling requested authorization to exercise MSD's option to purchase land for the Oregon City processing station. He stated that the option agreement contained an escalation clause increasing the cost by \$1,000 per month. Staff felt that in view of the escalation clause the property should be purchased at this time even though the proper zoning requirements have not been completed.

Mayor Robnett moved to authorize purchase of the land in accordance with the option agreement and authorize the Chairman to sign the necessary documents. Commissioner McCready seconded the motion. The motion carried unanimously by roll call vote.

77-830 PARTICIPATION OF MSD IN THE PURCHASE OF CASH REGISTERS
AND PRINTING OF RECEIPTS USED BY WASTE DISPOSAL SITE OPERATORS

Mr. Ketterling reviewed the staff report and recommendation and the Board discussed methods for purchasing and distribution of the machines, and credits for operators currently using the appropriate cash registers and tickets. Using \$1,200 as the maximum amount to be expended for each machine, it was agreed that each operator would be contacted to determine if they preferred to purchase the machine themselves or have MSD purchase them through the state or by bid. There was also some discussion as to ownership of the cash registers upon completion of the landfill. There was further discussion on the three-part tickets required by the accounting system, and the operators were in favor of four-part tickets.

Mayor Robnett moved to authorize financial assistance to landfills located within MSD in accordance with the proposal contained within the staff report and allowing purchase of cash registers by MSD on a lease agreement with the landfills, or a \$1,200 credit in the event the landfill operators purchase the machines themselves; and also amend the accounting system to show a four-part pre-numbered ticket. Councilman Bartels seconded the motion. The motion carried unanimously by roll call vote.

77-831 BID AWARD FOR SCALES AND TRAILER

Mr. Ketterling reviewed the staff report discussing weight data of wastes required during Phase I Engineering, and the bidding process conducted by staff to obtain portable scales for actual weighing at the landfills.

Mayor Robnett moved to award the contract for purchase of scales to Morris Scale Company in accordance with their bid submission. Commissioner Schumacher seconded the motion. The motion carried unanimously by roll call vote.

77-832 CONTRACT 77-064 - ANGUS MAC PHEE (NEWBERG LANDFILL)

Contract 77-064 represents an agreement between MSD and Angus MacPhee for acceptance of wastes generated within the MSD area and collection of the MSD user fee on these wastes. Mr. Gisvold stated that the agreement was not an attempt to regulate the Newberg Landfill but only an agreement for collection of the fee.

Commissioner McCreedy moved to approve Contract 77-064 with Angus MacPhee subject to legal counsel approval. Commissioner Schumacher seconded the motion. The motion carried unanimously by roll call vote.

77-833 CONTRACT 77-073 - RESOURCE RECOVERY BYPRODUCTS

Mr. Ketterling reviewed the provision under Ordinance No. 47 requiring a contract with MSD to operate a processing facility or transfer station, stating that Resource Recovery Byproducts was presently operating such a facility. A contract allowing their operation can not be developed until the type of wastes to be allowed is determined. In the meantime, staff is requesting a temporary 30-day agreement with Resource Recovery for continued operation pending a final agreement. Mr. John Knapp, representing Resource Recovery Byproducts was present, and stated that his company was willing to cooperate and would collect the user fee.

Councilman Bartels moved to authorize a temporary 30-day agreement between MSD and Resource Recovery Byproducts to include collection of the user fee on mixed loads and the contract subject to legal counsel approval. Commissioner McCready seconded the motion. The motion carried unanimously by roll call vote. (Commissioner Schumacher was not present during this agenda item.)

77-834 CONTRACT 77-074 - METROPOLITAN DISPOSAL CORPORATION

Mr. Ketterling stated that staff was currently working on contracts with Metropolitan Disposal Corporation for their North Portland facility and with a transfer station operation in Forest Grove.

No action taken.

77-835 TRIP REQUEST FOR CORDELL KETTERLING

Councilman Bartels moved to authorize expenses of up to \$925 for travel costs to cover a tour of resource recovery facilities throughout the United States by Cordell Ketterling. Mayor Robnett seconded the motion. The motion carried unanimously by roll call vote. (Commissioner Schumacher was not present during this agenda item.)

77-836 SOLID WASTE COMMITTEE MEMBERSHIP REPLACEMENT SELECTION

The Board considered four replacements for a position on the MSD Solid Waste Advisory Committee.

Mayor Robnett moved to appoint Julie Keller to the MSD Solid Waste Advisory Committee as the first choice and Howard Grabhorn as the second choice in the event Mrs. Keller does not wish the appointment. Councilman Bartels seconded the motion. The motion carried unanimously by roll call vote. (Commissioner Schumacher was not present during this agenda item.)

77-837 CONTRACT 76-032 - ZOOLOGICAL SOCIETY

(Set over to June 10, 1977)

77-838 TIMOTHY HAY BID AWARD

Mr. McCusker of the Zoo staff presented the staff report requesting approval of Interstate Feed Company as low bidder on the purchase of Timothy Hay. Councilman Bartels questioned the use of Timothy Hay considering the high cost of purchase and suggested that the Zoo staff obtain an analysis of the food value in other types of hay for elephant feed.

Mayor Robnett moved to award the Timothy Hay bid to Interstate Feed Company as low bidder, and approve Contract 77-075 for delivery of the hay; and direct staff to research other varieties of animal feed prior to rebidding. Commissioner McCready seconded the motion. The motion carried unanimously by roll call vote. (Commissioner Schumacher was not present during this agenda item.)

77-839 BEQUEST OF \$1,000 DEDICATED FUNDS

Mayor Robnett moved to approve acceptance of a bequest in the amount of \$1,000 for the purpose designated in the will of Louise H. Foley. Councilman Bartels seconded the motion. The motion carried unanimously by roll call vote. (Commissioner Schumacher was not present during this agenda item.)

OTHER BUSINESS

Commissioner McCready moved to consider action items 77-841 and 77-842 under Other Business. Councilman Bartels seconded the motion. The motion carried unanimously by roll call vote. (Commissioner Schumacher was not present.)

77-840 SOLID WASTEPROGRAM TRUCK BID AWARD

(Removed from the agenda.)

77-841 SALE OF ZOO STAFF CAR

Mayor Robnett moved to accept the offer from the St. Paul Property & Liability Insurance Company, in the amount of \$800 for the 1969 Ford Station Wagon and authorize transfer of the vehicle title. Councilman Bartels seconded the motion. The motion carried unanimously by roll call vote. (Commissioner Schumacher was not present.)

77-842 TRAVEL REQUEST

Mr. Vic Stevens, of the Zoo Division Grant Department, requested travel approval for attendance of two staff members at the annual meeting of the Animal Behavior Society in Pennsylvania at a total expenditure of \$1,026. The Grants Department line item budget for travel being insufficient to cover the expenditure, staff felt the Board should be aware that approval would require a budget line item transfer of funds.

Commissioner McCreedy felt the request should have been brought before the Board at an earlier date as the MSD procedures require, and stated her concern with the present budget problems in the Zoo Division as discussed earlier. Councilman Bartels suggested keeping the budget expenditure more in line by only sending one representative and the Board agreed.

Commissioner McCreedy moved to approve travel for one staff member to the Animal Behavior Society meeting in Pennsylvania, June 5 through June 10, 1977, with a total expenditure of \$513. Councilman Bartels seconded the motion. The motion carried unanimously by roll call vote. (Commissioner Schumacher was not present.)

There being no further business to come before the Board the meeting adjourned at 5:45 P.M.