

CITY OF EAST CHICAGO BOARD OF PUBLIC SAFETY  
BOARD OF DIRECTORS

BOARD MEMBERS

Milton Reed, President  
Richard Trembczynski, Vice-President  
Thomas Davis, Member

Regular Meeting Minutes  
Monday, September 25, 2023, at 6:00 p.m.

Reported by Fissinger & Associates, Ltd.

By: Peggy S. LaLonde

Call to Order: 6:00 p.m.

Pledge of Allegiance

Roll Call: Present: Milton Reed  
Richard Trembczynski

Staff Present: James Portalatin, Building Commissioner  
Kevin Smith, Legal

MR. REED: I would call to order the regular meeting of the Board of Public Safety for September 25, 2023.

Is there a motion to approve the regular meeting minutes from August 28, 2023?

MR. TREMBZCYNKI: Motion to accept.

MR. REED: Second. Any questions?

MR. TREMBZCYNKI: None.

MR. REED: Hearing no questions, we'll take a vote. All in favor?

(All signify aye.)

MR. Reed: Motion carries.

We'll now turn over to the Building Department.

MR. SMITH: Good evening, Mr. President and Board. Thank you. We have got a little bit of an agenda here today, but I can move through it rather quickly. First matter is New Demolitions: 4845 Grasselli Avenue. This property has actually only been

1 noticed for order to repair. It has to do with the  
2 removal of a significant amount of debris in the yard.  
3 There's been several neighbor complaints. I know Mr.  
4 Ventura has indicated that the property does need to be  
5 cleaned up. There's been no success dealing with the  
6 property owner, which is a corporation called Impact  
7 Inc.. They are out of Crown Point, 12300 Marshall  
8 Street. Ray Jacamin is the registered agent, also at  
9 that address. There is a contract owner named Jane  
10 Williams, record of contract for sale on that property.  
11 I believe that's the person that is there. They are not  
12 here tonight. We do have good service. I know Mr.  
13 Ventura posted the notice as well.

14 And so what we are asking for is an  
15 order to repair only so that the debris can be removed  
16 by the Building Department.

17 MR. REED: Okay, I understand. Do you  
18 have any pictures or you have no file today?

19 MR. SMITH: I do have a file, but I do  
20 not have photos within that. However I would like to  
21 just represent to you what I have heard from both Mr.  
22 Portalatin and Mr. Ventura. Mr. Portalatin is in the  
23 hallway on another matter, but when he returns I'm sure  
24 he can supplement what I have indicated to the Board.

25 MR. REED: That's fine. I was just  
asking.

MR. SMITH: I understand that, and  
usually we do have photos on the property. I know Mr.  
Ventura did need the police department to go over there  
regarding the posting.

James, can you give a little bit of  
an update on the condition of Grasselli, we don't have  
photos. Maybe let them know what the condition is.

MR. PORTALATIN: The property at  
Grasselli has not been attended to. It's just debris  
everywhere. Grass is maybe, like, three feet high. We  
have not been able to enter the property and it's one  
that we are going to need an order for us to be able to  
have a contractor go out there and get the property  
abated because there's been failure -- no one has  
responded whatsoever, and we are going to need to be  
able to dispose of those items that are a nuisance and  
be able to cut the grass. We have had many complaints  
from the neighbors.

1                   As you know, this is right across  
2 the street from the Harbor Light Home there and that's a  
3 nice block, well kept, and this is the eyesore in that  
4 block.

5                   MR. REED: Okay, thank you.

6                   MR. SMITH: So we would be looking for an  
7 order to repair on that property, Mr. President, at the  
8 conclusion of our presentation tonight.

9                   The next property is 4748 Melville,  
10 garage only. I know that Mrs. Morris and her daughter  
11 both are here this evening. The photos do show the  
12 garage that is boarded up and in very poor condition,  
13 including the roof, gutters, and garage doors. Also  
14 looks like there's netted material draped on the  
15 property. I present the Board with those photos.

16                   Mrs. Morris, you are welcome to come  
17 up if you like to say anything to the Board. I know you  
18 spoke with Mr. Portalatin and you have been, I believe,  
19 discussing the 50/50 program and any other options you  
20 may have.

21                   So the Board is aware of the City's  
22 position, the City would request the order of demolition  
23 be entered, continue on with the process with the  
24 understanding that Mrs. Morris may come to speak with  
25 Mr. Portalatin about options to rehab it herself.

                  MR. REED: Mrs. Morris?

                  MRS. MORRIS: I don't want our garage to  
be torn down. I know that it was in bad shape, but in  
the last couple years my husband has been sick and we've  
had medical bills and stuff, so we have had other things  
that, you know, come up. But I did have someone to  
come, maybe two months ago, and give me an estimate, and  
I had someone come today. And I tried to get help but  
my credit didn't go through. So I'm brain storming now,  
but I really don't want the garage to be torn down. I  
am going to try to do what I can to get it fixed.

                  MR. REED: Okay, thank you for coming in.  
And I will say that, you know, this is not a death call  
for the garage. This is just a start to have those  
conversations with Mr. Portalatin and work something  
out. Sometimes it's a matter of progressing with a  
plan. There are other programs. Whatever you do, keep  
in touch with him on a regular basis. I appreciate you  
coming forth and sharing this information with us.

1 MRS. MORRIS: I know a couple months ago  
2 when my husband was taking the trash out, he ran across  
3 a gentleman that gave him his card and said there was a  
4 program that helped people rehab their garages. He told  
5 me to call the Building Department, and I did call, and  
6 I think I talked to a Marsha. She did tell me there was  
7 nothing true to that because the money was not in our  
8 area to do my rehab, but I am on the waiting list. But  
9 I realize now that I've got to try to find another  
10 resource.

11 MR. REED: Thank you for coming out.  
12 Whatever you do, we start with him and, you know, there  
13 is some time to take some type of action versus it's not  
14 automatically you lose the garage.

15 MR. SMITH: Thank you, Mr. President and  
16 the Board, that concludes our New Demolition.

17 We would request that the order to  
18 repair be entered to remove the debris on the Grasselli  
19 property and the order be entered for order of  
20 demolition at 4748 Melville.

21 MR. REED: Okay. So the rest is just  
22 status?

23 MR. SMITH: Yes, that would be the next  
24 property. I know that Attorney Bell is here, along with  
25 her client for the 3830 Main. I would ask a motion be  
made to enter the orders on those first two properties.

MR. REED: Is there a motion for the  
order to repair at 4845 Grasselli and a demolition order  
for the garage at 4748 Melville?

MR. TREMB CZYNSKI: I make a motion.

MR. REED: Second. Any questions?

MR. TREMB CZYNSKI: None.

MR. REED: Hearing no questions, we'll  
take a vote. All in favor?

(All signify aye.)

MR. Reed: Motion carries.

MR. SMITH: The next matter is status  
then on 3830 Main Street. I know Miss Bell is here  
also. This matter came before the Board before. I have

1 had recent communication with Miss Bell letting her know  
2 the concern of the Building Department. Specifically I  
3 mentioned to her that the Building Department believes  
4 that the second four units are not up to code and  
5 because it's a Class 1 structure, a Construction Design  
6 Release, CDR, is required to be obtained by the State  
7 before any work can begin on those units. She is here  
8 to discuss that and I know she has also spoken with  
9 James, and Mr. Portalatin will address the Board as  
10 well.

11 MR. REED: Just so I'm sure, is this the  
12 Bird's Lounge property?

13 MS. BELL: Yes. Good evening. I was  
14 retained by Mr. Martinez probably, about close to 6 to  
15 8 weeks ago regarding 3830 Main Street. When I first  
16 made contact with him, he was a little flustered because  
17 he was trying to attempt to get a meeting with the  
18 Commissioner and had been unable to do so. He did have,  
19 his company, have a Rehab Agreement with the City, and  
20 unfortunately they were not able to get the work done  
21 within the three months that the Agreement called for.

22 He attempted to speak to Mr.  
23 Portalatin when he realized that he was not going to be  
24 able to get the work done, mainly to get the actual  
25 approval to do that work and further construction on the  
26 building. He has several properties within the City,  
27 however those all have been completed residential  
28 up-to-date. So when it comes to credibility, I think as  
29 far as the work and the ability to get the work done, I  
30 think he's shown that.

31 In this situation we just need more  
32 time given the new parameters he had to address. We  
33 have reached out down State to get more clarification.  
34 However, it took about two weeks to hear back from the  
35 City. He had previously sent an e-mail after the last  
36 meeting, which I believe was August 28th, requesting to  
37 be able do some work on the outside facade of the  
38 building while we attempted to get the architect to  
39 actually send the Construction Design Release, and that  
40 would have to be sent down State.

41 The reason that my client failed in  
42 his attempts or the process of actually acquiring the  
43 design release was because we didn't know the status, if  
44 you all were going to be entering an order to demolish.  
45 It's a substantial amount of money. It's a \$40,000  
46 loss, in addition to the price paid for the property.

47 Just to give the Board a little

1 history. 3830 Main Street was a part of an agreement to  
2 acquire two different properties, the other was on  
3 Pulaski, 4015 Pulaski. My client has successfully done  
4 renovation to the Pulaski property. However there was  
5 less time given for the work order, the finances,  
6 especially everything done at the Pulaski building, that  
7 caused the delay. By the time he actually did speak to  
8 an architect and find out the time parameters, it would  
9 have been outside the three months that the original  
10 agreement allowed for. He has pulled permits to fix the  
11 facade and made sure to clean the entire inside of the  
12 building. He personally boarded up the front window to  
13 make sure there was no access to the building.

14 I believe he does have the  
15 contractors necessary to begin work, however now we  
16 understand what steps need to be taken and we would ask  
17 for the opportunity to do that, and for the Board to  
18 allow the agreement to be extended just so that he can  
19 make a good faith effort to get that done.

20 MR. REED: Okay, thank you for coming  
21 out. I definitely want to hear a little more from the  
22 Building Department. I want to ask, I'm somewhat  
23 familiar with this construction design, with the  
24 process. Do you have the application in? Do you have  
25 architectural prints or are you saying you don't have  
anything down State because you wanted to know if this  
was going to be demolished or not? Do you have design  
plans that you are able to send or where are you in your  
own process I guess I should ask?

MS. BELL: He has consulted an architect,  
Tom Combs. Based off that, Mr. Combs I believe was  
prepared to do an initial proposal to be sent down  
State, but that process was halted. It took awhile  
actually to get an architect to respond to some phone  
calls. We halted that process mid August.

MR. REED: Okay. So thank you for coming  
out and you may be able to come in again. James, do you  
have any comments on -- I know this has been in front us  
for a while. The issue, part of the issue is that  
obviously this is in our main district. There's been  
millions and millions of dollars spent in this district.  
And, you know, in that block alone I'll probably say ten  
million of City funds, and then you just, you know, it's  
a hardship to have this boarded up building or the  
ongoing problems. They may not be on your blame, but,  
you know, transferring hands and then again the resident

1 community still can't have progress.

2 Again, I am not blaming you for  
3 anything, but when you look -- we have to look at the  
4 bigger picture of the community and the investment, and  
5 again in that block alone, it's quite a bit. So that's  
6 why sometimes you hear a sense of urgency toward getting  
7 these things done, but certainly I would like to hear  
8 from James as well if you want to shed any light on the  
9 Building Department's perspective.

10 MR. PORTALATIN: I'm in agreement with  
11 you, Mr. President. This is an area where we have seen  
12 much development, facilities being fixed. Mr. Martinez,  
13 when he came to us initially we gave him an opportunity  
14 because we have seen him acquire properties and be able  
15 to do some of the repairs to it. So we thought this  
16 would be another one that he would be able to do,  
17 unfortunately the time lapsed. And so I advised him,  
18 you are going to need to present this before the Board  
19 of Safety because I don't grant extensions, the Board of  
20 Safety grants extensions.

21 If Mr. Martinez doesn't in fact go  
22 with the process of getting the Construction Design  
23 Release, getting the facade done, then we may have a  
24 building that would be, you know, viable and that's what  
25 we want to see from the get go. But we have to hold  
this, if we are giving him this opportunity, this has to  
be the last one because, you know, we can't continue to  
have this over and over. So I feel that, you know, my  
conversations -- and like I said, he has had a track  
record that he has done the repairs, but this  
unfortunately was not one of them.

MR. REED: Let me ask this question,  
James. If we do not extend this, then it goes out for  
bid?

MR. PORTALATIN: It's going to go out for  
bid anyhow.

MR. REED: Give me that timeframe. It  
goes out for bid, that's 45 days, by Board of Works,  
right?

MR. PORTALATIN: Yes.

MR. REED: That's before you actually get  
a notice to proceed, that could be two months there,  
right?

1 MR. PORTALATIN: Correct.

2 MR. REED: In that two-month, even if you  
3 get the notice to proceed, you can still pull this off  
4 even when the bid goes out. They need someone to  
5 respond to that before you give the notice of award, so  
6 you can still pull that off. Once the bid goes out, you  
7 can pull it.

8 MR. PORTALATIN: I can.

9 MR. REED: So that gives a good solid 45,  
10 60 days before there would be any activity out there.

11 MR. PORTALATIN: Correct.

12 MR. REED: And in that 45, 60 days -- I'm  
13 asking the owner and the owner's attorney -- in that 45  
14 to 60 days what do you feel could be delivered that's  
15 showing progress? Do you feel you can finish and get  
16 that application in down State? I know they have time  
17 for their process, which I won't hold you accountable  
18 for that, but at least the application is in, which  
19 means something significant I would say. What do you  
20 feel you can deliver action-wise that's reasonable, and  
21 we want to be reasonable, what do you feel you can  
22 deliver?

23 MS. BELL: The facade, the outside of the  
24 building completely redone. So long as he's allowed to  
25 pull permits for that. We are asking for about between  
60 and 90 days to get the architect back in rotation to  
actually send that out. If we can come back before the  
Board, even if you want to have us come back next month,  
I believe we can come back and say that the facade is  
completely and successfully done.

MR. REED: I hate to get too much in the  
weeds, but what type of facade work does that entail?  
That could mean a bunch of different things. James, is  
the facade work a part of the plan or is that a part  
from the upstairs and interior structure?

MR. PORTALATIN: He's able to do the  
repairs on the facade so long as he's licensed with the  
City.

MR. REED: Is the facade work substantial  
enough? Is it just tuck pointing, new windows and



1 doors, sign, or what?

2 MR. PORTALATIN: All depends on what he's  
3 planning to do. If he's going to be doing any  
4 structural or lintels or anything changing, then, yes,  
5 that would be structural.

6 MR. REED: So what is your plan for the  
7 facade?

8 MR. MARTINEZ: Eight windows in the  
9 front, to replace all the mortar, fix up the bricks  
10 where it needs to be fixed up, the side walkway, eight  
11 windows, two entry doors, and grinding out tuck pointing  
12 and re-mortaring the front of the building, which would  
13 change the street view drastically. The rest, the  
14 inside is already cleaned. The side of the building,  
15 the front is boarded up, the inside has been cleaned up.  
16 I paid a contractor to clean it. Everything is cleaned  
17 up already. I need the CDR process to go through.

18 MR. REED: Sounds like acceptable facade  
19 work over the next 30 days. I think, again, I think if  
20 we can see some facade work completed, I think with your  
21 background, it would be helpful to us. So I think at  
22 this point, James, we may not have to do anything right  
23 now. You can come back in 30 days and we'll extend the  
24 status. Kevin, do you have a different approach?

25 MR. SMITH: Full disclosure, this  
property is on the list that is going to be bid out for  
the October 25th meeting. So I believe Miss Bell or her  
client when they say they can do this, we always like to  
keep the process going, so it will be on the bid list  
for October 25th.

There is an expired Rehab Agreement  
currently, so if the Board would entertain an extension  
of that Rehab Agreement, that of course will allow Miss  
Bell and her client to, you know, understand that they  
do have some additional time, 30 days or 45 days or  
whatever. So you can come back and there is nothing  
wrong with us setting for status in October as well as  
being up for bid, just to see what is happening.

MR. REED: So what I understand is that  
we won't disrupt the bidding process if we hold it  
another 30 days for status. And if we aren't satisfied  
in 30 days, then we can enter the demolition order and  
that will happen a lot quicker because we already had

1 the bid.

2 MR. SMITH: The bid will be out pursuant  
3 to the Unsafe Building Act, yes.

4 MR. REED: The bid is going out  
5 October 25th.

6 MR. SMITH: The bids are received  
7 October 25th. So bids received October 25th will go  
8 before the Board, and then at that time either Mr.  
9 Portalatin will recommend the acceptance of them or send  
10 a letter for the following meeting. But again, that  
11 shouldn't stop the Board from extending the Rehab  
12 Agreement through the 25th because the language of the  
13 Rehab Agreement, there's nothing in the Rehab Agreement  
14 that modifies the timeline or ability of the City to  
15 move forward with the demo order.

16 MR. REED: Again, Kevin, what I'm saying  
17 is, if we do nothing, it's the same scenario as we hold  
18 for status because it's bid out regardless.

19 MR. PORTALATIN: The only thing is that  
20 the Rehab Agreement, I did not allow him to pull any  
21 permits because it had expired. I wanted him to go  
22 before you so that he's allowed to continue.

23 MR. REED: Why don't we go up through  
24 October 25th. I'm not sure what the date of the October  
25 meeting is. The bids are going through the Board of  
26 Works.

27 MR. SMITH: Board of Safety meeting --  
28 the Board of Works meeting is the 25th, that's when the  
29 bids are open. You can come for status on the 23rd.

30 MR. REED: Okay. But you are saying come  
31 for status on the 23rd, why don't we do that and get him  
32 permits and make that decision if they want to go  
33 forward or if it's risky or what have you. I like that  
34 idea.

35 MR. PORTALATIN: Kevin will draft the  
36 updated Rehab Agreement. When we receive it, then we  
37 will start pushing the permits that we can for the  
38 facade only.

39 MR. REED: I do want to say, this is

1 very, very rare -- very, very rare. But you did come  
2 with, you know, good representation today and your  
3 history with other properties is what really is  
4 inclining me to suggest to the Board to make the  
5 recommendation for this to be approved by the majority  
6 vote. Very, very rare this will happen, but I do  
7 believe that you have the ability, by your history, to  
8 actually do the work. And so we want to give you an  
9 opportunity to do that.

10 So with that being said, Kevin, is  
11 there anything else?

12 MR. SMITH: I just want to make sure.  
13 Miss Bell, what is going to happen, we are going to  
14 prepare very quickly a 30-day extension of the Rehab  
15 Agreement that will go through October 23rd. Hopefully  
16 completed and signed by the Board quickly that the  
17 30-day extension has been approved and that way we can  
18 pull permits from James. We'll have this up for status  
19 October 23rd. This will be facade only, that will be in  
20 there, and he will be able to pull permits for that.  
21 Status for October 23rd to see how everything is going.

22 MR. REED: And again I want to have a  
23 conversation that the facade is not the end game.

24 MR. PORTALATIN: No, we want to see the  
25 facade and we want to see Mr. Combs has submitted the  
26 drawings down State.

27 MR. SMITH: So we know the CDR process is  
28 moving.

29 MR. REED: Even after that, after you get  
30 the Construction Design Release approved, then we want  
31 to know the work is going to proceed.

32 MR. PORTALATIN: Correct. It will go  
33 through Tech Review and Plan Commission meetings.

34 MR. REED: The whole process. Is there a  
35 motion to hold for status 3830 Main Street given an  
36 additional 30 days extension on Rehab Agreement?

37 MR. TREMBCZYNSKI: I make a accept.

38 MR. REED: Second. Any questions?

39 MR. TREMBCZYNSKI: None.

1 MR. REED: Hearing no questions, we'll  
take a vote. All in favor?

2 (All signify aye.)

3 MR. Reed: Motion carries.  
Thank you, Kevin. Thank you, James

4 MR. SMITH: Next order of business, Mr.  
5 President, is approval of demolition liens. As you can  
6 see there are several there on the agenda and we'd  
7 request these be approved as presented. They have been  
8 presented to the Board in your Board packet as well,  
9 with the invoices. I can represent to the Board that  
under the Unsafe Building Act we are asking this work be  
performed and requesting this work be approved through  
the demolition liens. It was reasonable and done  
pursuant to bid under the Act.

10 MR. REED: Okay. Is there a motion to  
approve the demolition for the aforementioned properties  
11 as listed? I will read them into the record. 3923  
Alder, 3829 Butternut, 3845 Carey Street, 4015 Drummond,  
12 3919 Elm front and garage, 4509 Tod, 5026 Tod, and 5432  
Wegg. Is there motion?

13 MR. TREMBCZYNSKI: Make a motion.

14 MR. REED: Second. Any questions?

15 MR. TREMBCZYNSKI: None.

16 MR. REED: Hearing no questions, we'll  
take a vote. All in favor?

17 (All signify aye.)

18 MR. Reed: Motion carries.

19 MR. SMITH: Next order of business is the  
request to Rescind and Release order of demolition for  
20 5010 Olcott Avenue. We have reached an agreement with  
the purchaser of this vacant lot that will result in a  
substantial and partial payment of the demolition to the  
21 City at closing. So James reviewed that, along with Mr.  
Allegretti, and we request this be approved as  
22 presented, and then we'll get it to the title company  
for its recording.

23 MR. REED: Okay, you're saying whatever  
24 the deal was, it was worked out?

25 MR. SMITH: Satisfactorily, yes, sir.

1 MR. REED: Okay. Is there a motion to  
rescind and release order to demo at 5010 Olcott?

2 MR. TREMBCZYNSKI: Make a motion.

3 MR. REED: Second. Any questions?

4 MR. TREMBCZYNSKI: None.

5 MR. REED: Hearing no questions, we'll  
6 take a vote. All in favor?

(All signify aye.)

7 MR. Reed: Motion carries.

8 MR. SMITH: Next we have before you two  
9 resolutions, 2023-45 and 2023-46. These are both  
10 release of liens, cut and clean, compliance liens on the  
11 properties that you see listed. These have been  
12 requested by the title company. We have reviewed them  
and believe that they should be released. I can note on  
one of the properties, I believe it's 3593 Block Avenue,  
one of the liens is still valid and going to be paid,  
\$185.00, that will be paid at closing.

13 MR. REED: Okay. Motion to approve  
14 Resolution 2023-45, 3594 Block Avenue, Release of Lien  
and Resolution 2023-46, 5010 Olcott, Release of Lien.  
15 Is there a motion?

16 MR. TREMBCZYNSKI: Make a motion.

17 MR. REED: Second. Any questions?

18 MR. TREMBCZYNSKI: None.

19 MR. REED: Hearing no questions, we'll  
take a vote. All in favor?

(All signify aye.)

20 MR. Reed: Motion carries.

21 MR. SMITH: Lastly, Mr. President and  
22 Board, there are three Rehabilitation Agreements before  
you for 3702 Guthrie Street, 4001 McCook Avenue, and  
23 4902 Ivy Street. We ask you approve these as presented.

24 MR. REED: Okay. Motion to approve the  
Rehab Agreements as presented?

25 MR. TREMBCZYNSKI: Make a motion.

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MR. REED: Second. Any questions?

MR. TREMB CZYNSKI: None.

MR. REED: Hearing no questions, we'll take a vote. All in favor?

(All signify aye.)

MR. Reed: Motion carries.

Audience participation, there is none.

Our next regular meeting will be Monday, October 9, 2023, at 6:00 p.m.

Is there a motion to adjourn?

MR. TREMB CZYNSKI: Make a motion.

MR. REED: Second. We'll take a vote. All in favor?

(All signify aye.)

MR. REED: Motion carries.

Meeting adjourned.

\*\*\* Meeting adjourned \*\*\*

\* \* \* \* \*

1  
2                   Approval of the Regular Meeting Minutes  
3                                   of September 25, 2023  
4                   Approved and Signed, Monday, September 25, 2023.  
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6                   \_\_\_\_\_  
7                   Milton Reed, President  
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9                   \_\_\_\_\_  
10                   Richard Trembczynski, Vice President  
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13                   Thomas Davis, Member  
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16                   Olga Cosme, Secretary  
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C E R T I F I C A T E

I, Peggy S. LaLonde, a competent and duly qualified court reporter, do hereby certify that I did report in machine shorthand the foregoing proceedings and that my shorthand notes so taken at said time and place were thereafter reduced to typewriting under my personal direction.

I further certify that the foregoing typewritten transcript constitutes minutes of the said proceedings taken at said time and place, so ordered to be transcribed.

Dated at Munster, Indiana, this 29th day of September, 2023.

*Peggy S. LaLonde*



Peggy S. LaLonde, CSR, RPR

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