

PUBLIC UTILITIES COMMISSION OF OHIO

AMENDED CERTIFICATE SUPERSEDES ALL PREVIOUS ISSUES

Certificate of Public Convenience and Necessity

Certificate Number:

32

Reissued Pursuant to Case Numbers:

04-180-WW-ACN 11-4674-WW-AAC

A Certificate of Public Convenience and Necessity is Hereby Granted

A Certificate of Public Convenience and Necessity is hereby granted to AQUA OHIO, INC., a waterworks company under the laws of Ohio, whose office or place of business is located at 6650 South Avenue, Boardman, Ohio 44512-3656, and whose Stark Regional Division branch office is located at 870 3rd St.NW., Massillion, Ohio 44647, to provide waterworks service in its Stark Regional Division service territory, which encompasses the City of Massillion and portions of Bethlehem, Jackson, Lawrence, Perry, and Tuscarawas Townships in Stark County, Ohio and the cities of Green and New Franklin in Summit County, Ohio, all as set forth in the attached metes-and-bounds description and as detailed on the attached map.

This is to certify that the images appearing are an accurate and complete reproduction of a case file document delivered in the regular course of business.

Technician Dut Date Processed IIN 2 0 2017

Aqua Ohio, Inc.

Stark Regional Division

Description of Franchise Boundary (including expansion area)

The following is a boundary description of the certificated area of the Stark Regional Division of Aqua Ohio, Inc. which encompasses the City of Massillon, the Village of Hills & Dales, and portions of Jackson, Perry, Tuscarawas, Lake, Lawrence and Bethlehem Townships in Stark County, Ohio and the Cities of Green and New Franklin in Summit County, Ohio.

Beginning at a point at the northwest comer of Jackson Township which is also the southwest comer of the City of Green and the southeast comer of the City of New Franklin, said point is also on the dividing line between Stark and Summit Counties;

Thence in a clockwise direction with the various courses of the City of New Franklin corporation line to a point, said point being the northeast comer of the City of New Franklin and the northwest comer of the Cityof Green;

Thence easterly along said north boundary line of the City of Green to a point, said point is located at the intersection of said north boundary line and the east boundary line of the City of Green;

Thence continuing easterly along north boundary line of Lake Township to a point, said point being the intersection of said north boundary line of Lake Township and the east boundary line of Lake Township;

Thence southerly along said east boundary of Lake Township to a point, said point being the intersection of the south boundary line of Lake Township and the east boundary line of Lake Township;

Thence west along said south boundary line of Lake Township to a point, said point being the intersection of the south boundary line of Lake Township and the west right-of-way line of Rolling Hills Avenue;

Thence north along the said west right-of-way line of Rolling Hills Avenue to a point, said point being the intersection of the west right-of-way line of Rolling Hills Avenue and the south right-of-way line of Butternut Street;

Thence west along the said south right-of-way line of Butternut Street to a point, said point being the intersection of the south right-of-way line of Butternut Street and the west right-of-way line of Stonebridge Avenue;

Thence north along the said west right-of-way line of Stonebridge Avenue to a point, said point being the intersection of the west right-of-way line of Stonebridge Avenue and the south right-of-way tine of Brumbaugh Road;

Thence west along said south right-of-way line of Brumbaugh Road to a point, said point being the intersection of the south right-of-way line of Brumbaugh Road and the west right-of-way line of StoverAvenue;

Thence north along said west right-of-way line of Stover Avenue to a point, said point being the intersection of the west right-of-way line of Stover Avenue and the south right- of-way line of State Street:

Thence generally in a northwesterly direction following the south right-of-way line of State Street to a point, said point being the intersection of the south right-of-way line of State Street and the east of right-of-way line of Cleveland Avenue;

Thence south following the east right-of-way line of Cleveland Avenue to a point, said point being the intersection of the cast right-of-way line of Cleveland Avenue and the south right-of-way line of the western section of Lee Street extended;

Thence westerly across Cleveland Avenue to a point, said point being the intersection of the south right-of-way line of Lee Street and the west right-of-way line of Cleveland Avenue

Thence north following west right-of-way line of Cleveland Avenue to a point, said point being the intersection of west right-of-way line of Cleveland Avenue and the south right-of-way line of Highland Park Street;

Thence westerly following south right-of-way line of Highland Park Street to a point. said point being the intersection of the south right-of-way line of Highland Parle Street and the east boundary line of the City of Green;

Thence southerly along said east boundary of the City of Green to a point, said point is located at the intersection of said east boundary and the dividing line between Stark and Summit Counties;

Thence westerly along said dividing line between Stark and Summit Counties to a point, said point is located at the intersection of said dividing line and the west right-of-way of U.S. Route 77;

Thence generally southerly along said west right-of way line of U.S. Route 77 to a point, said point is located at the intersection of said west right-of way line and the north line of Jackson Township Section 24;

Thence westerly along the north line of Jackson Township Section 24 to a point, said point is located at the intersection of said north line and a line parallel to and offset 200' west of the right-of-way line of Dressler Road, N.W.;

Thence southerly along said line parallel to and offset 200' west of the right-of-way line of Dressler Road, N.W., to a point, said point is located at the intersection of said offset line and a line parallel to and offset 200' northwest of the right-of-way line of Everhard Road, N.W.;

Thence southwesterly along said line parallel to and offset 200' northwest of the right-of-way line of Everhard Road, N.W., to a point, said point is located at the intersection of said parallel line and the east/west quarter section line of Jackson Township Section 24;

Thence easterly along said east/west quarter section line of Jackson Township Section 24 to a point, said *point* is located at the intersection of said cast/west quarter section line and the centerline of Everhard Road N.W.;

Thence southwesterly along said centerline of Everhard Road N.W. to a point, said point is located at the intersection of said centerline and the north property line of a 34.54 acre tract formerly owned by R. & H. Smart, said property line is offset approximately 773 feet south and parallel to the east/west quarter section line of Jackson Township Section 24;

Thence easterly along said north property line to a point, said point is located at the intersection of said north property line and the north/south quarter section line of Jackson Township Section 24

Thence southerly along said north/south quarter section line of Jackson Township Section 24 to apoint, said point is located at the intersection of said north/south quarter section line and a line offset 1600 feet south of and parallel to the east/west quarter section line of Jackson Township Section 24;

Thence easterly along said parallel and offset line to a point, said point is located at the intersection of said parallel and offset line and a line parallel and offset 400 feet west of the dividing line between Jackson and Plain Townships;

Thence southerly along said parallel and offset line to a point, said point is located at the intersection of said parallel and offset tine and a line parallel and offset 700 feet south of the north line of Jackson Township Section 25;

Thence westerly along said parallel and offset line to a point, said point is located at the illtersection of said parallel and offset line and the east line of a tract of land now or formerly owned by Bertoni

Thence southerly along the east line of said Bertoni tract and the east lines of tracts now or formerly Owned by R. & E. Schoen, D. Truett, M. Sharp, J. & V. Berger, and R. & H Reicosky to a point, said point is located at the southeast corner of said Reicosky tract

Thence westerly along the south line of said Reicosky tract to a point, said point is located at the northeast corner of a tract of land now or fom lerly owned by M. Dahler, et al;

Thence southwesterly along the east line of said Dahler tract to a point, said point is located at the southeast corner of said tract on the centerline of Fulton Drive N.W.;

Thence southeasterly along said centerline of Fulton Drive N.W. to a point, said point is located at the intersection of said centerline and the east/west quarter section line of Jackson Township Section 25:

Thence westerly along said east/west quarter section line of Jackson Township Section 25 to a point, said point is located at the northwest comer of Lot No. 13 of Monterey Heights Allotment No. 1;

Thence southwesterly along the west line of said Lot No. 13 to a point, said point is located at the southwest comer of Lot No. 13 of Monterey Heights Allotment No. 1;

Thence southeasterly along the south line of Lot Nos. 13, 12 and 11 of said Monterey Heights Allotment No. 1 and their extension to a point, said point is located at the intersection of said extended Jot line and the intersection of the centerline of Lindbergh Road N.W.;

Thence southwesterly along said centerline of Lindbergh Road N.W. to a point, said point is located at the intersection of said centerline and the extension of the south line of Lot No. 10 of Monterey Heights Allotment No. 1;

Thence southeasterly along a line parallel to and offset approximately 283 feet southwest of the centerline of Fulton Drive N.W. to a point, said point is located at the southeast corner of Lot No. 1 of said Monterey Heights Allotment No. I;

Thence southwesterly along the east line of said Monterey Heights Allotment No. 1 and the easterly line of Monterey Heights No. 2 and its extension to a point, said point is located at the southeast comer of a tract of land now or formerly owned by the Hammond Construction Company which lies on the centerline of Hills and Dales Road N.W. which is also the south line of Jackson Township Section 25 and the north line of Jackson Township Section 36;

Thence easterly along said north line of Jackson Township Section 36 to a point, said point is located at the northeast comer of a tract of land now or formerly owned by J. Wenberger;

Thence southerly along the west line of said Wenberger tract to a point, said point is located at the southwest corner of said Wenberger tract;

Thence easterly along the south line of said Wenberger tract to a point, said point is located at the southeast comer of said Wenberger tract and lies on the west line of a tract of the now or formerly owned by Colfax Associates, Inc.;

Thence southerly along the west line of said Colfax Associates tract and along the west line of a tract of land now or formerly owned by J. Wenberger, to a point said point being located at the southwest comer of said Wenberger tract;

Thence southeasterly along the south line of said Wenberger tract to a point, said point is located at the northwest corner of a tract of land now or formerly owned by Civista Corporation;

Thence southwesterly along the west line of said Civista Corporation tract to a point which is the southwest corner of a tract of land now or formerly owned by J. Wenberger; Thence southeasterly along the south line of said J. Wenberger tract to a point which is the northeast comer of said Civista Corp. tract;

Thence southerly along the east line of said Civista Corp. tract to a point which is the southeast comer of said Civista Corp. tract and the true place of beginning.

Thence southwesterly along the north line of a tract of land now or formerly owned by M. Edwards, said point being the northwest comer of said M. Edwards tract;

Thence southerly along the west line of a tract of land now or formerly owned by M. Edwards and the west line of a tract of land now or formerly owned by K. Smith to a point, said point is located at the southwest comer of said Smith tract and lies on the east/west quarter section line of Jackson Township Section 36:

Thence westerly along said east/west quarter section line of Jackson Township Section 36 to a point, said point lies on the said east/west quarter section line and is located at the northwest comer of a tract of land now or formerly owned by M.Petros

Thence southerly along the west line of said Petros tract a distance of 249.14 feet to a point, said point is located at the southeast comer of a tract of land now or formerly owned by D. Shaheen;

Thence westerly along the south line of said Shaheen tract to a point, said point is located at the southeast comer of Lot No. 131 of the Menlough Estates Allotment;

Thence northerly along the east line of said Lot No. 131 a distance of 74 feet to a point, said point is located at the northeast comer of said Lot No. 131;

Thence westerly along the north line of said Lot No. 131 to a point. Said point is located at the intersection of the extension of the north line of said Lot No. 131 and the north/south quarter section line of Jackson Township Section 36;

Thence southerly along said north/south quarter section line of Jackson Township Section 36 to a point. Said point is the intersection of said north/south quarter section line and the centerline of Lawndale St. N.W.;

Thence westerly continuing along said centerline of Lavrldalc St N.W. to a point, said point being the intersection of said centerline and the centerline of Crosshaven Ave. N.W.;

Thence continuing westerly across centerline of Crosshaven Ave. N.W. to a point, said point being the southeast comer of said Lot No. 133 of the Dunkeith Hills No. 2 subdivision;

Thence westerly along south lot line of said Lot No. 133 of Dunkeith Hills No. 2 subdivision to a point, said point being the southwest corner of said Lot No. 133;

Thence southwesterly along the east line of Lot Nos. 139, 140, 141. 142, 143, 144 and 145 of said Dunkeith Hills No. 6 subdivision to a point, said point is located at the southeast comer of said Lot No. 145;

Thence continuing southwesterly across Lot No. 31 of the Dunkeith Hills No. 2 subdivision to a point, said point is located at the northeast comer of Lot No. 32 of said Dunkeith Hills No. 2 subdivision;

Thence continuing southwesterly along the east lot line of Lot Nos. 32, 33, and 34 of said Dunkeith Hills No. 2 subdivision to a point, said point is located at the southeast comer of said Lot No. 34;

Thence southeasterly along the north line of Lot No. 36 of said Dunkeith Hills No. 2 subdivision to a point, said point is located at the eastern most comer of said Lot No. 36;

Thence southwesterly along the lot line of said Lot No. 36 of the Dunkcith Hills No. 2 subdivision to a point, said point is located at the southern most corner of said Lot No. 36;

Thence continuing southwesterly across Dunkeith Drive N.W. to a point said point is located at the northeast corner of a lot now or formerly owned by B. Robinson;

Thence southerly along the east line of said B. Robinson lot to a point, said point is located at the southeast comer of said lot;

Thence southwesterly along the south line said B. Robinson Jot to a point, said point is located at the intersection of said south line and the southerly extension of the east boundary line of the Village of Hills and Dales;

Thence southerly along said southerly extension of the east boundary line of the Village of Hills and Dales to a point, said point is located at the northwest comer of Lot No. 9 of the Menlough Woods subdivision;

Thence southeasterly along the north lot line of Lot Nos. 9, 8, 7. 6, 5, 4 and 3 of said Menlough Woods subdivision to a point, said point is located at the northeasterly most comer of said Lot No. 3;

Thence southerly along the east lot line of Lot Nos. 3, 2 and 1 and the extension there from of said Menlough Woods subdivision to a point, said point is located at the intersection of said extended line and the east/west quarter section line of Perry Township Section I. which lies on the centerline of 12th Street N.W.;

Thence easterly along said east/west quarter section line of Perry Township Section 1 to a point. said point is located at the intersection of said east/west quarter section line and the north/south quarter section line of Perry Township Section 1, which lies on the centerline of Woodlawn Avenue N.W.;

Thence southerly along said north/south quarter section line of Perry Township Section 1 to a point, said point is located at the intersection of said north/south quarter section line and the north line of a 0.90 acre parcel now or formerly owned by C. and M. Humenik;

Thence westerly along said north line of the Humenik parcel to a point. Said point is located at the northwest corner of said Humenik parcel;

Thence southerly along the west line of parcels now or formerly owned by C. and M. Humenik, R. Weber, S. Mocher and N. Dohina to a point, said point is located at the southwest corner of a 0.94 acre parcel now or formerly owned by N. Dobina, said point lies on the north right-of-way line of 9th street N.W.;

Thence southerly, crossing said 9th Street N.W. to a point, said point lies on the south right-of-way line of said 9th Street N.W. is located at the northwest comer of a 0.76 acre parcel now or formerly owned by W. and B. Untch;

Thence southerly along the west line of parcels now of formerly owned by W. and B. Cntch. A. and R. Blank, D. and D. Perry, G. and T. Hartsock and D. Tisch, et at to a point, said point is located at the southwest comer of a 0.75 acre parcel now or formerly owned by D. Tisch et al;

Thence easterly 200 feet along the south line of said Tisch parcel to a point, said point is located at the northeast comer of a 0.62 acre parcel now or formerly owned by J. and J. McLinden;

Thence southerly along the cast line of said McLinden parcel to a point, said point is located at the southeast Corner of said McLinden parcel, said point lies on the north right- of-way line of Monticello Street N.W;

Thence southwesterly, crossing Monticello Street N.W. to a point, said point lies on the south right-of-way line of said Monticello Street N.W. and is located at the northeast comer of Lot No. 3 of Monticello Est. No. 1subdivision;

Thence southwesterly along the cast line of said Lot No. 3 of Monticello Est. No. 1 subdivision to a point, said point is located at the southeast corner of said Lot No.3;

Thence southerly along the east lot line of Lot Nos. 12 and 11 of said Monticello Est. No. I subdivision to a point, said point lies on the south section line of Perry Township Section 1 and is located at the southeast corner of said Lot No. 11;

Thence westerly along the south lot line of Lot Nos. 27,26 and 25 of said Monticello Est No. 1 subdivision to a point, said point lies on the south section line of Perry Township Section 1 and is located at the southwest comer of said Lot No. 25;

Thence northerly along the west lot line of lot Nos. 24 and 23 of said Monticello Est. No. 1 subdivision to a point said point is located at the southeast comer of Lot No. 54 of Northwest Hills No. 1 subdivision;

Thence westerly along the south lot line of Lot Nos. 54. 55, 56, 57, 58, 59 and 60 of said Northwest Hills No. 1 subdivision to a point, said point is located at the southwest corner of said Lot No. 60, said point lies on the east right-of-way line of Mohawk Avenue N.W.;

Thence westerly, crossing Mohawk Avenue N.W. to a point, said point lies on the west right-of-way line of said Mohawk Avenue N.W. and is located at the southeast comer of Lot No. 31 of said Northwest Hills No. 1 subdivision;

Thence westerly along the south lot line of Lot Nos. 31 and 32 of said Northwest Hills No. 1 subdivision to a point, said point is located at the southwest corner of said Lot No. 32:

Thence south westerly along the southeast lot line of Lot No. 33 of said Northwest Hills No. 1 subdivision to a point, said point is located at the southern most corner of said Lot No. 33;

Thence westerly 162 feet along the south lot line of Lot No. 23 of said Northwest Hills No.1 subdivision to a point;

Thence southerly 250 feet along a line parallel to tl1c west line of Perry Township Section 1 to a point, said point is located at the intersection of said parallel line and the south right-of-way line of 4th Street N.W.;

Thence westerly along the said south right-of-way line of 4th Street N.W. to a point, said point is located at the intersection of said south right-of-way line and the west line of Perry Township Section 1.\which is also the centerline of Perry Drive N.W.;

Thence southerly along said West line of Perry Township Section 1 to a point, said point is located at the intersection of said west section line and the south line of a tract now or formerly owned by the Perry Christian Church;

Thence westerly along said south line of the Perry Christian Church tract to a point, said point is located at the intersection of said south line and the east line of the Westland Park Allotment;

Thence southerly along said east line of the Westland Park Allotment and the extension thereof to a point, said point is located at the intersection of said extended line and the northerly right-of- way line of U.S. Route 30;

Thence westerly along said northerly right-of-way of U.S. Route 30 to a point, said point is located at the intersection of said right-of-way line and a line parallel to and offset 200 feet east of the centerline of Genoa Avenue S.W.;

Thence southerly along said line parallel and offset 200 feet east of the centerline of Genoa Avenue S.W. lo a point is located at the intersection of said parallel line and a line parallel and offset 172' north of Hancock St. S.W.;

Thence easterly along said parallel line to a point, said point is located at the northeastern most comer of the 11.23 acre lot located in the south east corner of Section 23;

Thence southerly to a point, said point is located 1824.93' to a point, said point being the intersection of said line and the southern boundary line of Perry Township Section 23;

Thence easterly approximately 608' along said southern boundary line of Perry Township Section 23 to a point;

Thence southerly to a point, said point being the intersection of the centerline of Faircrest St. and the right of-way line of the Norfolk & Western Railroad;

Thence southwesterly along said right-of-way line of the Norfolk & Western Railroad to a point, said point is located approximately 618' south of the northern boundary line of Perry Township Section 35;

Thence westerly along said line parallel and offset approximately 618' from the northern boundary line of Perry To\\'1 1Ship Section 35 to a point, said point is located at the intersection of said line and the east boundary line of Perry Township Section 27;

Thence southerly along said east line of Perry Township Section 27, the east line of Perry Township Section 34 and the east line of Bethlehem Township Section 3 to a point, said point is located at the intersection of said east line and a line parallel to and offset 200 feet south of the centerline of Fohl Street S.W.;

Thence westerly along said line parallel and offset 200 feet south of the centerline of Fohl Street S.W. to a point, said point is located at the intersection of said parallel line and the west line of Bethlehem Township Section 3;

Thence northerly along said west line of Bethlehem Township Section 3 to a point, said point is located at the northwest comer of Bethlehem Township Section 3 and lies on the south line of Perry Township Section 3;

Thence westerly along said south line of Perry Township Section 33 to a point, said point is located at the intersection of said section line and the easterly most property line of a tract owned by the Stark County Board Commissioners and the Massillon Development Foundation 1nc, and known as the 'N.E.O. Commerce Park";

Thence southerly along said easterly most property line of N.E.O. Commerce Park to a point, said point is located at the intersection of said property line extended and the center line of Fohl Street, C.R. 252;

Thence generally southwesterly along the center line of said Fohl Street, C.R. 252, to a point, said point is located at the intersection of said center line and the east line extended of parcels now or formerly owned by A. and M. Alexander;

Thence northerly along said east line of the Alexander parcels to a point, said point is located at the north east corner of said Alexander parcels;

Thence westerly along the north line of said Alexander parcels and a parcel now or formerly owned by S. Biehl to a point, said point is located at the northwest corner of said Biehl parcel;

Thence southerly along the west line of said Biehl parcel and across Fohl Street, C.R. 252, continuing southerly along the west line of a tract now or formerly owned by G. and L. Appleby to a point, said point is located at the intersection of said west line and the east/west quarter section line of Bethlehem Township Section 4;

Thence westerly along said east/west quarter section line to a point, said point is located at the southeast comer of a parcel now or formerly owned by G. Shetler;

Thence northerly along the east line of said G. Shetler parcel and parcels now or formerly owned by P. Shetler and P. and J. Sharke to a point, said point is located at the northeast comer of said Sharke parcel;

Thence westerly along the north line of said Sharke parcel to a point, said point is located at the intersection of said north line extended and the center tine of Fohl Street, CR 252;

Thence southerly and westerly along the center line of said Fohl Street, C.R. 252, to a point, said point is located at the intersection of the rear lot line extended of lot 6 of the Shadow Lawn Subdivision No. 1:

Thence generally northerly along the rear lot lines of lots 6, 7, 8, and 9 of Shadow Lawn Subdivision No. 1, lots 21, and 22 of Shadow Lawn Subdivision No. 2 and lots 36, 37, 38, 39, 54, and 55 of Shadow Lawn Allotment Subdivision No. 3 to a point, said point is located at the northwest corner of said lot 55 of Shadow Lawn Allotment Subdivision No. 3;

Thence westerly a distance if 377 feet along a line with a bearing of N83° 37'W to a point, said point is located at the intersection of said line and the east right-of-way line of the Wheeling and Lake Erie Railway Company;

Thence northerly along said railway right of-way line to a point, said point is located at the intersection of said railway right-of-way and the south line of a parcel now or formerly owned by W. and M. Houston;

Thence westerly along the extension of said south Houston line to a point, said point is located at the intersection of said time and a line parallel to and offset 300 feet west of the center line of Erie Avenue S.;

Thence southwesterly along said line parallel to and offset 300 feet west of the centerline of Erie Avenue S. to a point, said point is located at the intersection of said parallel line and the south tine of Perry Township;

Thence westerly along said south line of Perry Township to a point, said point is located at the intersection of said south line and the center of the Tuscarawas River

Thence generally northerly along said center of the Tuscarawas River to a point, said point is located at intersection of said center of the Tuscarawas River and the northerly right-of-way line of U.S. Route 30:

Thence westerly along said northerly right-of-way tine of U.S. Route 30 to a point said point is located at intersection of said right-of-way line and a line parallel to and offset 1000 feet west of the centerline of Kenyon Avenue S.W.;

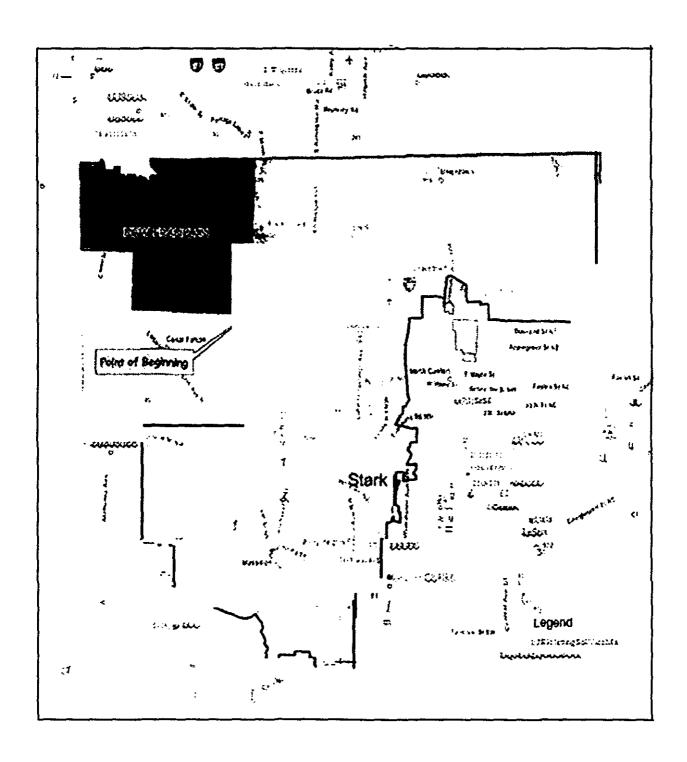
Thence northerly along said line parallel to and offset 1000 feet west of the centerline of Kenyon Avenue S.W. to a point, said point is located at the intersection of said parallel line and the south line of Tuscarawas Township Section 10;

Thence westerly along said south line of Tuscarawas Township Section 10 and the south line of Tuscarawas Township Section 9 to a point, said point is located at the intersection of said south line of Tuscarawas Section 9 and a line parallel to and offset 1,900 feet to the west of the centerline of Manchester Avenue S.W. (State Route 93);

Thence northerly along said line parallel to and offset 1,900 feet west of the centerline of Manchester Avenue S.W. (State Route 93) to a point, said point is located at the intersection of said parallel tine and the north line of Lawrence Township Section 28;

Thence easterly along said north line of Tuscarawas Township Section 28 and the north line of Lawrence Township Sections 27, 26, and 25 to a point, said point is located at the intersection of said north line and the west line of Jackson Township;

Thence northerly along said west line of Jackson Township to a point, said point is located at the northwest comer of said Jackson Township and is the true place of beginning.



Reissued pursuant to Case Nos. 04-180-WW-ACN and 11-4674-WW-AAC Finding and Orders issued March 11, 2004 and October 12, 2011.

Subject to all rules and regulations of the Commission, now existing or hereafter promulgated.

Witness the seal of the Commission affixed at Columbus, Ohio.

Dated: June 20, 2017

By Order of

PUBLIC UTILITIES COMMISSION OF OHIO

Barcy F. McNeal, Secretary

Tanowa M. Troupe, Acting Secretary

Felecia D. Burdett, Acting Secretary