

Van Buren County Board of Road Commissioners

March 3, 2022 - Regular Meeting

BE IT REMEMBERED: That on the 3rd day of March, 2022 at 5:00 PM, E.D.T., the Board of County Road Commissioners for the County of Van Buren met in regular session at the Administrative Office in Lawrence, Michigan.

PRESENT:

Road Commissioners Boze, Hackenberg and Kinney
Managing Director Dan Bishop
Highway Engineer Barry Anttila
Finance and Human Resources Director Linnea Rader
Operations Director Greg Brucks
Administrative Assistant-Board Secretary Jill Brien

GUESTS PRESENT:

County Commissioners Chappell and Doroh
Cindy Janes, Fishbeck
Jeff Chick, Fishbeck
Steve Lucas, Kingscott
Rob Atkins, Kingscott

Chairman Hackenberg called the meeting to order at 5:00 PM.

Rader requested the additions of the following agenda items: M) Adjusted 2022 Sealcoat pricing; N) Pension Plan 2022; O) Proposal for Bridge Inspection Services.

Motion by Boze seconded by Kinney to approve the Amended Agenda.

AYES: 3
NAYS: 0
ABSENT: 2
MOTION CARRIED.

Motion by Boze seconded by Hackenberg to approve the Minutes of the February 3, 2022 Regular Meeting as presented by the Board Secretary.

AYES: 3
NAYS: 0
ABSENT: 2
MOTION CARRIED.

The Chairman opened the meeting to first public comment. None was received.

Managing Director Bishop presented Staff Reports as follows:

1. My presentation of our annual report to the County Commission was well received. We received compliments for our snow plowing this winter.
2. I completed my training for PASER road rating. To rate gravel roads we now need to be IBR certified, which is an online course(1 hour).
3. Barry, Joel and I met with Wightman to revisit the CR 681 and Red Arrow Highway traffic circle concept. I have received some inquiries about the status of the traffic circle.
4. The CRA conference in March 8-10 in Lansing. I plan on going Wednesday the 9th.
5. A reminder, I will be gone the first week of April for spring break/vacation. I will be in Disney world.
6. The SW Council meeting was much more interesting. We now have topics for presentation instead of just general information that we had already received rehashed.
7. ARPA request to invest in CR 388 in Kendall update at meeting
8. We will change from GoTo Meetings to ZOOM starting April 1.

Bishop provided an update regarding his and Rader's attendance at the County Commission's ARPA Committee meeting on Tuesday.

A Voucher update was presented by Managing Director Bishop as follows:

Voucher #2239	\$128,896.25	Accounts Payable
Voucher #2240	\$158,397.17	Payroll
Voucher #2241	\$192,698.37	Accounts Payable
Voucher #2242	\$168,319.75	Payroll

No questions were raised.

Anttila explained the annual submittal to the State by the VBCRC for 2025 critical bridge funding. Townships also received proposed Resolutions for their consideration to include with our submittal to the State. Motion by Boze, seconded by Kinney to adopt the following Resolutions:

RESOLUTION 2022-03

WHEREAS: The Board has reviewed the application for Local Bridge Funding for the replacement of the structure that carries 8th Avenue over the Black River in Geneva Township in 2025; and,

WHEREAS: The structure is posted for weight limits of 31/40/40; and,

WHEREAS: The bridge does not meet present day standards for shoulder clearance or traffic lane widths, and the bridge does not provide the safety margins now required by present day design standards; and,

WHEREAS: The current structure restricts the waterway causing scour and erosion issues; and,

WHEREAS: Because of the deterioration of the present structure and its poor rating, a complete replacement would be in the best interest of the traveling public.

NOW, THEREFORE BE IT RESOLVED: That the Board concurs in the importance of the replacement of this structure and urges approval of the application for Local Bridge Funding for the structure that carries 8th Avenue over the Black River in Geneva Township.

IT IS FURTHER RESOLVED: That plans for said replacement can be ready within 1-year after notification of a successful application.

RESOLUTION 2022-04

WHEREAS: The Board has reviewed the application for Local Bridge Funding for the replacement of the bridge that carries 2nd Avenue over the Mentha Drain in Pine Grove Township in 2025; and,

WHEREAS: The structure is posted for weight limits of 31/53/67; and,

WHEREAS: The bridge does not meet present day standards for shoulder clearance or traffic lane widths, and the bridge does not provide the safety margins now required by present day design standards; and,

WHEREAS: Because of the deterioration of the present structure a complete replacement would be in the best interest of the traveling public.

NOW, THEREFORE BE IT RESOLVED: That the Board concurs in the importance of the replacement of this structure and urges approval of the application for Local Bridge Funding for the structure that carries 2nd Avenue over the Mentha Drain in Pine Grove Township.

IT IS FURTHER RESOLVED: That plans for said replacement can be ready within 1-year after notification of a successful application.

RESOLUTION 2022-05

WHEREAS: The Board has reviewed the application for Local Bridge Funding for the replacement of the structure that carries 40th Street over the Paw Paw River, in Waverly Township in 2025; and,

WHEREAS: The bridge does not meet present day standards for shoulder clearance or traffic lane widths, and the bridge does not provide the safety margins now required by present day design standards; and,

WHEREAS: The bridge is posted for weight limits of 31/54/69; and,

WHEREAS: Because of the deterioration of the present structure, a full replacement of the superstructure would be in the best interest of the traveling public.

NOW, THEREFORE BE IT RESOLVED: That the Board concurs in the importance of the replacement of this structure and urges approval of the application for Local Bridge Funding for the structure that carries 40th Street over the Paw Paw River in Waverly Township.

IT IS FURTHER RESOLVED: That plans for said replacement can be ready within 1-year after notification of a successful application.

RESOLUTION 2022-06

WHEREAS: The Board has reviewed the application for Local Bridge Funding for preventative maintenance on the bridge that carries CR665 over the Paw Paw River in Waverly Township in 2025; and,

WHEREAS: The bridge is in need of a mill and fill HMA surface, guardrail repairs, slope repairs, and rip rap repairs; and,

WHEREAS: Preventative maintenance work on the structure would be in the best interest of the traveling public as it would prolong the life of the structure.

NOW, THEREFORE BE IT RESOLVED: That the Board concurs in the importance of the preventative maintenance on this structure and urges approval of the application for Local Bridge Funding.

IT IS FURTHER RESOLVED: That plans for said preventative maintenance can be ready within 1-year after notification of a successful application.

RESOLUTION 2022-07

WHEREAS: The Board has reviewed the application for Local Bridge Funding for preventative maintenance to the bridge that carries CR665 over the West Branch of the Paw Paw River in Waverly Township in 2025; and,

WHEREAS: The bridge is in need of a mill and fill HMA surface, guardrail replacement and rip rap repairs; and,

WHEREAS: Preventative maintenance work on the structure would be in the best interest of the traveling public as it would prolong the life of the structure.

NOW, THEREFORE BE IT RESOLVED: That the Board concurs in the importance of the preventative maintenance on this structure and urges approval of the application for Local Bridge Funding.

IT IS FURTHER RESOLVED: That plans for said preventative maintenance can be ready within 1-year after notification of a successful application.

RESOLUTION 2022-08

WHEREAS: The Board has reviewed the application for Local Bridge Funding for preventative maintenance to the bridge that carries CR215 over the Dowagiac Drain in Hamilton Township in 2025; and,

WHEREAS: The bridge is in need of a mill and fill HMA surface, resealing of the joints, guardrail, and rip rap repairs; and,

WHEREAS: Preventative maintenance work on the structure would be in the best interest of the traveling public as it would prolong the life of the structure.

NOW, THEREFORE BE IT RESOLVED: That the Board concurs in the importance of the preventative maintenance on this structure and urges approval of the application for Local Bridge Funding.

IT IS FURTHER RESOLVED: That plans for said preventative maintenance can be ready within 1-year after notification of a successful application.

AYES: 3
NAYS: 0
ABSENT: 2

RESOLUTIONS ADOPTED.

Anttila advised that the State now only allows four submittals for critical bridge funding. Each of the three structure replacements count as one application each, and the three preventative maintenance applications will be bundled as one application.

Anttila explained this year's Pavement Markings bid letting. One bid was received from the contractor who has held the contract for some time. Pricing has been reviewed and the fluctuations are very minor. Anttila recommended award to Michigan Pavement Markings. Motion by Boze, seconded by Hackenberg to award Pavement Markings to Michigan Pavement Markings, in the best interest of the Van Buren County Road Commission.

AYES: 3
NAYS: 0
ABSENT: 2

MOTION CARRIED.

Brucks provided his recommendation to the Board regarding the Emulsified Asphalt bid letting to all bidding contractors with Michigan Paving and Materials being the primary supplier for CRS-2M chip seal emulsion and CQSEA bituminous fog seal, and Bit-Mat Products being the primary supplier for A3-90 portable asphalt patching machine emulsion, in the best interest of the Van Buren County Road Commission. Motion by Boze, seconded by Kinney.

AYES: 3
NAYS: 0
ABSENT: 2

MOTION CARRIED.

Bishop provided discussion regarding the 22A Contract Gravel award at the February 3, 2022 meeting. The low bidding contractor in Pine Grove Township is R. Smith & Sons and not Yerington Brothers, who was low bidder in all remaining townships and garages. Motion by Boze, seconded by Hackenberg to award 22A Contract Gravel to all bidding contractors with R. Smith & Sons being the primary supplier in Pine Grove Township, and Yerington Brothers being the primary supplier in all remaining townships and garages, in the best interest of the Van Buren County Road Commission and Pine Grove Township.

AYES: 3
NAYS: 0
ABSENT: 2

MOTION CARRIED.

Bishop updated the Board regarding the award of Motor Fuels at the February 3, 2022 regular meeting to all bidders, with the primary suppliers being the as-read low bidding suppliers. J&H Oil, the as-read low bidding contractor for diesel fuel in the Lawrence Garage and Bloomingdale Garage and no lead fuel in the Lawrence Garage, could not honor the proposed margin and withdrew J&H Oil's certified proposal. Therefore, in accordance with Board's award, a revised award letter was sent to the next low bidding suppliers, Crystal Flash for no lead fuel and diesel fuel in the Lawrence Garage, and Fleming Brothers Oil for diesel fuel in the Bloomingdale Garage, in the best interest of the Van Buren County Road Commission. Bishop and Rader explained how Road Commission controls caught the discrepancy in billing by J&H Oil.

Bishop recalled for the Board the process of Voucher approval during the pandemic with the Managing Director approving and paying all necessary bills and all regular and approved budgeted items, which process was unanimously approved by the Board on March 19, 2020. The Board's auditor, Derek Hall, has indicated that the process currently in place is not an issue if the Board is good with the procedure and then approves the expenses at the next meeting. Motion by Kinney, seconded by Boze to authorize the

Managing Director, or their designee, to pre-approve all vouchers to be brought to the Board at the next regular meeting for approval of the expenses by the Board.

AYES: 3
 NAYS: 0
 ABSENT: 2
 MOTION CARRIED.

Rader outlined the proposed 2022 Operating Budget Adjustment, which includes adjusting the beginning operating fund balance. In addition, Primary Heavy Maintenance was adjusted to include carry-over projects from 2021, and all 2022 road plan projects. Other increases for snow and ice, emulsions, and capital outlay were also discussed. Questions were asked by the Board, which were responded to by Rader. Motion by Boze, seconded by Kinney to adopt the 2022 Operating Budget Adjustment as follows:

Revenue	March 3, 2022	January 1, 2022	Difference
AOF - January 1, 2022	\$ 11,152,956.25	\$ 8,094,487.78	\$ 3,058,468.47
Michigan Transportation Fund (MTF)			
Engineering	\$ 10,000.00	\$ 10,000.00	\$ -
Primary	\$ 6,400,000.00	\$ 6,400,000.00	\$ -
Local	\$ 4,095,000.00	\$ 4,095,000.00	\$ -
Primary Urban	\$ 490,000.00	\$ 490,000.00	\$ -
Local Urban	\$ 220,000.00	\$ 220,000.00	\$ -
Total MTF	\$ 11,215,000.00	\$ 11,215,000.00	\$ -
Other State Revenue			
State Aid - Snow Funds	\$ 80,000.00	\$ 80,000.00	\$ -
State Aid - Economic Development	\$ -	\$ -	\$ -
State Aid - Bridges	\$ 182,444.00	\$ 182,444.00	\$ -
State Aid - Supplemental Road Funding	\$ -	\$ -	\$ -
State Aid - Other (Safety, Grants, etc)	\$ -	\$ -	\$ -
Total Other State Funding	\$ 262,444.00	\$ 262,444.00	\$ -
Federal Funds			
Federal Aid - Secondary	\$ -	\$ -	\$ -
Federal Aid - Safety HRRR	\$ -	\$ -	\$ -
Federal Aid - Bridges	\$ -	\$ -	\$ -
Federal Aid - STP	\$ 314,000.00	\$ 314,000.00	\$ -
Federal Aid - CMAQ/Other	\$ -	\$ -	\$ -
Total Federal Aid	\$ 314,000.00	\$ 314,000.00	\$ -
Property Taxes			
County Wide Millage	\$ 2,650,000.00	\$ 2,650,000.00	\$ -
County Appropriation	\$ -	\$ -	\$ -
Township Contributions	\$ 3,543,805.50	\$ 3,543,805.50	\$ -
Other Revenues (Interest, Gain on Equip, etc.)	\$ 375,000.00	\$ 375,000.00	\$ -
Total Revenue including AOF	\$ 29,513,205.75	\$ 26,454,737.28	\$ 3,058,468.47

Expenditure

	March 3, 2022	January 1, 2022	Difference
Heavy Maintenance			
Primary Roads	\$ 5,618,937.00	\$ 4,371,211.00	\$ 1,247,726.00
Primary Structures	\$ 251,055.00	\$ 248,055.00	\$ 3,000.00
Local Roads	\$ 2,100,000.00	\$ 2,100,000.00	\$ -
Local Structures	\$ 6,000.00	\$ -	\$ 6,000.00
Total Heavy Maintenance	\$ 7,975,992.00	\$ 6,719,266.00	\$ 1,256,726.00
Maintenance			
Primary Roads			
General Maintenance	\$ 900,000.00	\$ 900,000.00	\$ -
Traffic Services	\$ 100,000.00	\$ 100,000.00	\$ -
Snow & Ice Control	\$ 900,000.00	\$ 700,000.00	\$ 200,000.00
Special Maintenance	\$ 2,800,000.00	\$ 2,530,000.00	\$ 270,000.00
Projects			
Routine Structure	\$ 5,000.00	\$ 5,000.00	\$ -
Maintenance			
Local Roads			\$ -
General Maintenance	\$ 1,500,000.00	\$ 1,500,000.00	\$ -
Traffic Services	\$ 100,000.00	\$ 100,000.00	\$ -
Snow & Ice Control	\$ 1,300,000.00	\$ 1,100,000.00	\$ 200,000.00
Special Maintenance	\$ 2,550,000.00	\$ 2,550,000.00	\$ -
Projects			
Routine Structure	\$ 10,000.00	\$ 10,000.00	\$ -
Maintenance			
Disaster Contingency	\$ 5,000.00	\$ 5,000.00	\$ -
Total Maintenance	\$ 10,170,000.00	\$ 9,500,000.00	\$ 670,000.00
Other Expenses			
Administration	\$ 950,000.00	\$ 950,000.00	\$ -
Interest Expense	\$ -	\$ -	\$ -
Long-Term Debt Payments	\$ -	\$ -	\$ -
Net Capital Outlay	\$ 2,058,755.00	\$ 1,386,000.00	\$ 672,755.00
Net Equipment Expense	\$ 200,000.00	\$ 200,000.00	\$ -
Distributive Expense	\$ 3,100,000.00	\$ 3,000,000.00	\$ 100,000.00
Adjustments to Fund Balance	\$ -	\$ -	\$ -
Total Other Expenses	\$ 6,308,755.00	\$ 5,536,000.00	\$ 772,755.00
Total Expenditures	\$ 24,454,747.00	\$ 21,755,266.00	\$ 2,699,481.00
Operating Fund Balance	\$ 5,058,458.75	\$ 4,699,471.28	\$ 358,987.47
Total Expenditures & Fund Balance	\$ 29,513,205.75	\$ 26,454,737.28	\$ 3,058,468.47

AYES: 3
 NAYS: 0
 ABSENT: 2
 MOTION CARRIED.

Rader explained that 2021 was another year of great success relating to the Road Commission's OPEB Plan Trust. In 2017, this was not the case; however, in five short years the Plan is now 69.1% funded as a result of this Board's actions. Rader recommended that the Board authorize a 2022 contribution to the OPEB Plan Trust in the amount of \$400,000. This is more than the actuarially determined contribution and will continue to advance the VBCRC's CAP timeline. Additionally, this may assist to provide stability for the plan in case of future market volatility. Motion by Boze, seconded by Hackenberg to approve a contribution of \$400,000 to the Van Buren County Road Commission's OPEB Plan Trust for 2022.

AYES: 3
 NAYS: 0
 ABSENT: 2
 MOTION CARRIED.

Bishop provided discussion regarding the notice received from Attorney Leigh Schultz who recently moved from the Miller Canfield law firm to Miller Johnson. Miller Canfield was supposed to be a firm that provided all-inclusive "one-stop shopping", but that has not been the case as Varnum currently provides legal services for the Road Commission's workers compensation matters. Bishop recommended that if the Board preferred "one-stop shopping" that it award labor and employment and general board services to Varnum as they provide all-inclusive services. Alternatively, the Board could direct that staff send out an RFQ for labor and employment and general board services. The Board questioned County Commissioners Chappell and Doroh who stated that the County went to Miller Johnson for its legal services after Attorney Schultz's departure from Miller Canfield. Additional discussions were held, and questions asked by the Board and responded to by Bishop and Rader. In addition, the Board requested that Honigman (Kalamazoo) and Dickinson Wright be included if RFQs are sought. Motion by Boze, seconded by Kinney to continue utilizing Varnum for all legal services in the interim until a Request for Qualifications for labor and employment and general board services can be awarded by the Board.

AYES: 3
NAYS: 0
ABSENT: 2
MOTION CARRIED.

Bishop discussed the proposals for Architectural/Engineering Design Services received for the Bangor Facility. He further explained the many issues at the current facility as the building is too small, the site is too small, and expensive equipment is being parked in the rain and snow. Bishop recommended award to the low bidding firm, Fishbeck, and encouraged that the Board ask questions of the representatives in attendance at the meeting. Questions were asked by the Board and responded to by Cindy Janes and Jeff Chick. Motion by Boze, seconded by Kinney to award the Architectural/Engineering Design Services for the Bangor Facility to Fishbeck, the as-read low bidding firm, in the best interest of the Van Buren County Road Commission pending receipt of the required certificate of insurance as set forth in the Proposal.

AYES: 3
NAYS: 0
ABSENT: 2
MOTION CARRIED.

Fishbeck representatives Chick and Janes thanked the Board for the opportunity and exited the meeting.

Bishop explained the number one concerns of the current Administrative Office being space for meetings and staff trainings, use of current office space, and document storage. Discussions were held and many questions were asked regarding long-term document storage problems, building and staff security, privacy, etc. Other concerns such as the boiler, server security, electrical service, roof, and the air handling system were also discussed. Bishop encouraged the Board to direct any questions they had to Kingscott representatives Atkins and Lucas who were present at the meeting. The Board discussed other ideas and concepts. Motion by Boze, seconded by Kinney to award the Architectural/Engineering for the Lawrence Administration Addition-Remodel to Kingscott, the as-read low bidding firm, in the best interest of the Van Buren County Road Commission pending receipt of the required certificate of insurance as set forth in the Proposal.

AYES: 3
NAYS: 0
ABSENT: 2
MOTION CARRIED.

Kingscott representatives Atkins and Lucas thanked the Board and exited the meeting.

Bishop updated the Board regarding the Road Commission's good faith effort to respond to a Freedom of Information Act request by Antwerp Township, which included a \$100.00 check as an advance for any fees/costs incurred in gathering the documents. The fee was waived as it was the fair thing to do and something that the Road Commission would have provided to any township had they called and requested. Additional discussions were held

regarding the 2020 Census and receipt of necessary census data with regard to millage allocations.

Bishop discussed the proposed kayak launch on CR687 North of the City of Hartford. The Road Commission holds excess right-of-way on CR687 which has been used as a launch over previous years. The underlying property is owned to the centerline of CR687 and the Road Commission holds an easement for highway purposes, which includes non-motorized transportation as advised by Attorney Bill Henn, legal counsel for the Pool. The County is interested in creating a more formal kayak/canoe launch and Hartford Township is supportive. Discussions have progressed to drawings, which were provided to the Board. If accomplished, the proposed launch would not interfere or impede work or maintenance on the existing bridge. The landowner is supportive of the project. Doroh and Chappell also provided input and answered questions regarding the possible development of a County Parks Department.

Rader explained that when the 2022 surface treatment and deberming prices were adopted by the Board in December 2021, staff had the indication that emulsified asphalt prices would be held over from 2021 and, unfortunately, they could not be held and had to be let for bid. Now that the Board has awarded emulsified asphalt at tonight's meeting, the adopted price schedule requires adjustments as follows:

Adjusted 2022 Surface Treatment and De-Berming Pricing

	<u>2021</u>	<u>2022</u>
Local Road with Slag $\frac{3}{4}$ of a mile or less	\$18,750	\$19,750
Local Road with Slag greater than $\frac{3}{4}$ of a mile	\$17,500	\$18,750
Local Road with Slag Continuous segment greater than 2 miles	\$16,500	\$18,000
Local Road with Trap $\frac{3}{4}$ of a mile or less	\$22,500	\$23,000
Local Road with Trap greater than $\frac{3}{4}$ of a mile	\$21,250	\$21,500
Local Road with Trap Continuous segment greater than 2 miles	\$20,250	\$20,500
Primary Road $\frac{3}{4}$ of a mile or less	\$23,500	N/A
Primary Road greater than $\frac{3}{4}$ of a mile	\$22,000	N/A
Primary Road Continuous segment greater than 2 miles	\$21,000	N/A
Primary Road with Trap $\frac{3}{4}$ of a mile or less	\$27,000	\$27,000
Primary Road with Trap greater than $\frac{3}{4}$ of a mile	\$25,500	\$25,500
Primary Road with Trap Continuous segment greater than 2 miles	\$24,500	\$24,500
Primary Fog Seal greater than 1 mile	\$6,100	\$6,400
Local Fog Seal greater than 1 mile	\$4,800	\$6,250
Primary or Local Fog Seal less than 1 mile	\$7,250	\$7,000

2022 DeBerming Pricing

Local roads per mile	\$3,600	\$3,400
Primary roads per mile	\$5,500	\$4,000

2022 Gravel Spreading Cost

Per ton	\$1.80	\$1.95
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Motion by Boze, seconded by Kinney to adopt the adjusted 2022 Surface Treatment and Deberming schedule as presented by Finance and Human Resources Director Rader.

AYES: 3
NAYS: 0
ABSENT: 2
MOTION CARRIED.

Rader explained that the actuarial reports for the Pension have been received and reviewed and provided more good news for the Board. The Plan is 111% funded, and 126.57% funded for accrued benefits representing a healthy, well-funded Plan. Rader recommended that the Board approve a contribution of \$275,000, which has been included in the 2022 budget. Motion by Boze, seconded by Kinney to approve the contribution of \$275,000 to the Van Buren County Road Commission Pension Plan for 2022.

AYES: 3
NAYS: 0
ABSENT: 2
MOTION CARRIED.

Anttila provided discussion regarding the VBCRC's bridge inspections which are required for most structures every two years. Scott Civil Engineering has been performing the Road Commission's inspections for many years and they are knowledgeable and assist staff in other areas, such as recommendations for critical bridge funding. Anttila recommended award of the 2022 bridge inspections to Scott Civil Engineering based upon their past performance and reasonable price schedule. Motion by Boze, seconded by Hackenberg to award the 2022 Bridge Inspection Services to Scott Civil Engineering Company, in the best interest of the Van Buren County Road Commission.

AYES: 3
NAYS: 0
ABSENT: 2
MOTION CARRIED.

Commissioner Updates and Reports:

- Rick Boze - No report. Attending Keeler Township's board meeting tonight following Road Commission meeting.
- Todd Hackenberg - No report.
- Greg Kinney - No report.

Bishop discussed the County Road Association's (CRA) Talking Points. These were provided by the CRA to provide discussion with legislators at the upcoming Highway Conference in Lansing.

The Chairman opened the meeting to second public comment. County Commissioner Doroh discussed building signage requirements in non-public areas of public buildings as the some of the county's facilities have been challenged by individuals asserting their constitutional rights. Rader assured the Board that signs have been posted and blinds have been drawn at the Road Commission. In addition, all Road Commission staff has been properly alerted to these concerns.

Territorial Road closure in Keeler Township between CR681 and CR687 was also discussed.

Motion by Boze, seconded by Kinney to adjourn the Call of the Chair at 6:16 PM.

AYES: 3

NAYS: 0

ABSENT: 2

MOTION CARRIED.

Board Secretary

Board Chairman