

Washtenaw County Board of County Road Commissioners

555 North Zeeb Road, Ann Arbor, MI 48103

Virtual Board Meeting Minutes of April 20, 2021

Board Present: Road Commissioners Barbara Fuller – Chair, Rodrick Green – Vice Chair, Douglas Fuller, Gloria Llamas, Jo Ann McCollum

Staff Present: A. Lape, A. Held, E. Kizer, C. Brochue, C. Quinter, D. Ackerman, J. Harmon, J. Mann, L. Hackbarth, M. MacDonell, N. Peterson, P. Schneider, S. Siddall, T. Balkwell, T. Feazel, T. Hackbarth, T. Lobbestael

Others Present: A. Peters, C. Swenson, M. Peters, S. Hackbarth,

The meeting was called to order at 1:03 p.m. by Barbara Fuller, Chair.

Roll Call of Attendance:

Barbara Fuller, Chair – remote from Scio Township, Washtenaw County, Michigan
Rodrick Green, Vice Chair – remote from Superior Township, Washtenaw County, Michigan
Douglas Fuller, Member – remote from Scio Township, Washtenaw County, Michigan
Gloria Llamas, Member – remote from Pittsfield Township, Washtenaw County, Michigan
Jo Ann McCollum, Member – not present for roll call vote
Sheryl Siddall, Managing Director
Matt MacDonell, Director of Engineering/County Highway Engineer
Jim Harmon, Director of Operations
Dan Ackerman, Director of Finance & IT

MOMENT OF SILENCE

Chair Fuller asked that we observe a moment of silence out of respect for those 567,000 Americans, including the 17,922 Michiganders, who have perished because of the COVID-19 virus.

Jo Ann McCollum, remote from Ypsilanti Township, Washtenaw County, Michigan entered the Board meeting at approximately 1:05 p.m.

APPROVAL OF AGENDA

RC21-192 R. Green moved; G. Llamas seconded to approve the agenda as presented.

Roll Call Vote:

YEAS: D. Fuller, R. Green, G. Llamas, J. McCollum, B. Fuller

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

ACCEPTANCE OF MINUTES

RC21-193 J. McCollum moved; R. Green seconded to approve the Board Meeting Minutes of April 6, 2021 as presented.

Roll Call Vote:

YEAS: D. Fuller, R. Green, G. Llamas, J. McCollum, B. Fuller

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

RC21-194 G. Llamas moved; J. McCollum seconded to approve the Board Closed Session Minutes of April 6, 2021 as presented.

Roll Call Vote:

YEAS: D. Fuller, R. Green, G. Llamas, J. McCollum, B. Fuller

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

Retirement Resolution of Public Service – Lori Hackbarth

RC21-195 B. Fuller moved; D. Fuller seconded;

WHEREAS, Lori Ann Hackbarth has served as a valuable, full-time employee of the Washtenaw County Road Commission starting on April 24, 2001 through April 23, 2021, when she has elected to retire to enjoy time with her family and friends; and

WHEREAS Lori Ann Hackbarth has provided 20 years of knowledge and experience as a finance clerk and payroll clerk, which has greatly benefited the road commission, the citizens of Washtenaw County and the traveling public; and

WHEREAS, in having provided 20 years of faithful and valuable service to the Washtenaw County Road Commission, her experience and knowledge will be greatly missed.

NOW THEREFORE BE IT RESOLVED that we, the Washtenaw County Board of County Road Commissioners, thank, acknowledge and commend Lori Ann Hackbarth for her dedicated service, and wish her continued good health, happiness, and success in all her future endeavors.

Roll Call Vote:

YEAS: D. Fuller, R. Green, G. Llamas, J. McCollum, B. Fuller

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

PUBLIC COMMENT

The board members and staff complimented Lori on her 20 years of service and wished her all the best in her retirement.

WRITTEN COMMUNICATIONS

Bridge Inspections

- Tuesday, 4/13 – Various bridges along US-23 in Pittsfield and Ann Arbor Township.

Installation of Turn Lanes

- Monday, 4/12 – Oak Valley Drive north and south of the intersection with Ann Arbor-Saline Road in Pittsfield Township.

Road Resurfacing

- Monday, 4/12 – Geddes Road between N. Dixboro Road and Superior Road in Ann Arbor and Superior Townships.

Virtual Public Meeting Notice

- Monday, 4/19 – Bemis Road intersection and resurfacing project planned for this summer.
- Thursday, 4/22 – Mast Road bridge maintenance planned for this summer.

COMMISSIONER AND STAFF FOLLOW-UP TO PUBLIC COMMENT

No public comment.

CONSENT AGENDA

RC21-196 R. Green moved; J. McCollum seconded to approve the consent agenda as presented.

Roll Call Vote:

YEAS: D. Fuller, R. Green, G. Llamas, J. McCollum, B. Fuller

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

2020 Financial Report

RC21-197 R. Green moved; J. McCollum seconded that upon the recommendation of the Director of Finance, and the concurrence of the Managing Director, the Board hereby accepts and files the 2020 Financial Report, as presented.

Roll Call Vote:

YEAS: D. Fuller, R. Green, G. Llamas, J. McCollum, B. Fuller

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

2021 Aluminum Sign Blank Materials Bids

RC21-198 R. Green moved; J. McCollum seconded that upon the recommendation of the Director of Engineering / County Highway Engineer and the concurrence of the Managing Director, the Board hereby accepts the bid in the amount of \$11,271.46 and authorizes the Managing Director to sign the contract with Newman Signs, Inc. to supply aluminum sign blank materials.

Roll Call Vote:

YEAS: D. Fuller, R. Green, G. Llamas, J. McCollum, B. Fuller

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

2021 Capital Equipment Purchase – Aerial Forestry Truck

RC21-199 R. Green moved; J. McCollum seconded that upon the recommendation of the Director of Operations and the concurrence of the Managing Director, the Board hereby approves the purchase from Altec Industries, Inc., 5201 W. 84th Street, Indianapolis, Indiana 46268 through the State of Michigan MIDEAL purchasing program for a new model year 2021 Freightliner cab and chassis with an articulating overcenter aerial device for the total cost of \$183,270.00.

Roll Call Vote:

YEAS: D. Fuller, R. Green, G. Llamas, J. McCollum, B. Fuller

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

2021 Capital Equipment Purchase Authorization – GMC 1500 4WD Regular Cab Pickup Truck

RC21-200 R. Green moved; J. McCollum seconded that upon the recommendation of the Director of Operations and the concurrence of the Managing Director, the Board hereby approves the purchase from Todd Wenzel Buick GMC of Westland of one (1) new 2021 GMC Sierra 1500 4WD regular cab pickup truck for the total cost of \$28,904.75 through the State of Michigan MIDEAL purchasing program.

Roll Call Vote:

YEAS: D. Fuller, R. Green, G. Llamas, J. McCollum, B. Fuller

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

2021 Countywide Roadside Mowing – Bid

RC21-201 R. Green moved; J. McCollum seconded that upon the recommendation of the Director of Operations, and the concurrence of the Managing Director, the Board accepts the bid submitted by KBK Landscaping, 9685 W Michigan Avenue, Saline, MI 48176.

Roll Call Vote:

YEAS: D. Fuller, R. Green, G. Llamas, J. McCollum, B. Fuller

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

2021 Lodi Township Agreement

RC21-202 R. Green moved; J. McCollum seconded; that upon the recommendation of the Director of Operations, and the concurrence of the Managing Director, the Board hereby approves and authorizes the Chair and the Managing Director to sign the 2021 Lodi Township Agreement with the Township estimated share being \$25,568.86.

Roll Call Vote:

YEAS: D. Fuller, R. Green, G. Llamas, J. McCollum, B. Fuller

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

2021 Lyndon Township Agreement

RC21-203 R. Green moved; J. McCollum seconded; that upon the recommendation of the Director of Operations, and the concurrence of the Managing Director, the Board hereby approves and authorizes the Chair and the Managing Director to sign the 2021 Lyndon Township Agreement with the Township estimated share being \$76,246.18.

Roll Call Vote:

YEAS: D. Fuller, R. Green, G. Llamas, J. McCollum, B. Fuller

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

2021 Pedestrian Facilities Upgrade– Construction Contract

RC21-204 R. Green moved; J. McCollum seconded; that upon the recommendation of the Director of Engineering / County Highway Engineer and the concurrence of the Managing Director, the Board hereby accepts the bid in the amount of \$128,873.35 and authorizes the Managing Director to sign the contract with Doan Construction Co., Inc. to complete the 2021 Pedestrian Facilities Upgrades project.

Roll Call Vote:

YEAS: D. Fuller, R. Green, G. Llamas, J. McCollum, B. Fuller

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

2021 Sharon Township Agreement

RC21-205 R. Green moved; J. McCollum seconded; that upon the recommendation of the Director of Operations, and the concurrence of the Managing Director, the Board hereby approves and authorizes the Chair and the Managing Director to sign the 2021 Sharon Township Agreement with the Township estimated share being \$114,923.46.

Roll Call Vote:

YEAS: D. Fuller, R. Green, G. Llamas, J. McCollum, B. Fuller

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

2021 York Township Agreement

RC21-206 R. Green moved; J. McCollum seconded; that upon the recommendation of the Director of Operations, and the concurrence of the Managing Director, the Board hereby approves and authorizes the Chair and the Managing Director to sign the 2021 York Township Agreement with the Township estimated share being \$15,411.06.

Roll Call Vote:

YEAS: D. Fuller, R. Green, G. Llamas, J. McCollum, B. Fuller

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

2021 York Township Second Agreement

RC21-207 R. Green moved; J. McCollum seconded; that upon the recommendation of the Director of Operations, and the concurrence of the Managing Director, the Board hereby approves and authorizes the Chair and the Managing Director to sign the 2021 York Township Second Agreement with the Township estimated share being \$1,016,074.06.

Roll Call Vote:

YEAS: D. Fuller, R. Green, G. Llamas, J. McCollum, B. Fuller

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

2021 Ypsilanti Township Agreement

RC21-208 R. Green moved; J. McCollum seconded; that upon the recommendation of the Director of Operations, and the concurrence of the Managing Director, the Board hereby approves and authorizes the Chair and the Managing Director to sign the 2021 Ypsilanti Township Agreement with the Township estimated share being \$241,853.31.

Roll Call Vote:

YEAS: D. Fuller, R. Green, G. Llamas, J. McCollum, B. Fuller

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

Dixboro Road – Traffic Control Order No. 2557

RC21-209 R. Green moved; J. McCollum seconded;

WHEREAS, under the provisions of Chapter VI of Act No. 300, Public Acts of Michigan of 1949, as amended (Michigan Vehicle Code), this Board is authorized to place and maintain traffic control devices and traffic control signals on any highway under its jurisdiction for the purpose of regulating, warning or guiding traffic; and

WHEREAS, Dixboro Road located in Section 36 of Ann Arbor Township is a county road under the jurisdiction of this Board, and in the interest of public safety, it is deemed necessary to place and maintain certain traffic control devices and/or signals on said roads to regulate, warn and guide traffic.

NOW, THEREFORE, BE IT RESOLVED that left turns on southbound Dixboro Road for southbound traffic only are prohibited 699 feet south of Geddes Road at the entrance to the All Seasons facility on the east side of Dixboro Road.

BE IT FURTHER RESOLVED that proper signs be erected to give notice of the regulation hereinbefore established; and

BE IT FURTHER RESOLVED that a certified copy hereof be filed with the County Clerk of the County of Washtenaw, Michigan.

Roll Call Vote:

YEAS: D. Fuller, R. Green, G. Llamas, J. McCollum, B. Fuller

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

Membership and Fees in Professional Organizations Policy

RC21-210 R. Green moved; J. McCollum seconded; that upon the recommendation of the Human Resources Manager, and the concurrence of the Managing Director, the Board hereby approves the Membership and Fees in Professional Organizations Policy.

Roll Call Vote:

YEAS: D. Fuller, R. Green, G. Llamas, J. McCollum, B. Fuller

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

Non-Union Wages

RC21-211 R. Green moved; J. McCollum seconded; that upon the recommendation of the human resources manager, and the concurrence of the managing director, the Board hereby approves a two and one-half percent (2.5%) across the board wage increase for non-union employees effective April 22, 2021.

Roll Call Vote:

YEAS: D. Fuller, R. Green, G. Llamas, J. McCollum, B. Fuller

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

Payroll & Bills for April 14, 2021

RC21-212 R. Green moved; J. McCollum seconded; the Board hereby approves Voucher 10450 totaling \$287,613.53 for payroll of April 14, 2021, and Voucher 10551 totaling \$1,297,454.70 in payment of bills for April 14, 2021.

Roll Call Vote:

YEAS: D. Fuller, R. Green, G. Llamas, J. McCollum, B. Fuller

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

Wiard Road Resurfacing – MDOT Contract No. 21-5080

RC21-213 R. Green moved; J. McCollum seconded; that upon the recommendation of the Director of Engineering / County Highway Engineer and the concurrence of the Managing Director, the Board hereby approves and authorizes the Chair and Managing Director to sign the MDOT Contract No. 21-5080 for the resurfacing of Wiard Road from I-94 to north of the Tyler Road off-ramp.

Roll Call Vote:

YEAS: D. Fuller, R. Green, G. Llamas, J. McCollum, B. Fuller

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

B. ACTION ITEMS

Platt Road Greenway Phase II, Parcel 3, Pittsfield Township – Right of Way Acquisition

RC21-214 G. Llamas moved, D. Fuller seconded; that upon the recommendation of the County Highway Engineer/Director of Engineering and concurrence of the Managing Director, the Board hereby approves the acquisition of a 2,764 square foot or 0.06-acre non-motorized pathway easement, more particularly described in Exhibit A, from the owners, Hidden Creek Property Owners Association, upon a parcel of property commonly known as Hidden Creek North Park, Pittsfield Township, Michigan, and referred to as Tax Parcel Number L-12-27-117-001, in the amount of Three Thousand Five Hundred & NO/100 (\$3,500.00) Dollars and further directs the Chair and Managing Director to execute the counteroffer.

Roll Call Vote:

YEAS: D. Fuller, R. Green, G. Llamas, J. McCollum, B. Fuller

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

Right of Way Acquisition – Parcel 14, Platt Road Greenway Phase II, Pittsfield Township

RC21-215 D. Fuller moved, R. Green seconded; that upon the recommendation of the County Highway Engineer/Director of Engineering and concurrence of the Managing Director, the Board hereby approves the acquisition of a 15,965 square foot or 0.37-acre non-motorized pathway easement, more particularly described in Attachment A, from the owner, Diane Makielski Revocable Trust, upon a parcel of property commonly known as the former Makielski Berry Farm or 7130 Platt Road, Pittsfield Township, Michigan, and referred to as Tax Parcel Number L-12-34-100-002, in the amount of Seven Thousand Five Hundred & NO/100 (\$7,500.00) Dollars.

Roll Call Vote:

YEAS: D. Fuller, R. Green, G. Llamas, J. McCollum, B. Fuller

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

REPORTS

COUNTY COMMISSIONER REPORTS

No county commissioners present.

ROAD COMMISSIONER REPORTS

Commissioner Barb Fuller

Commissioner Barb Fuller expressed her appreciation to those who have received and are seeking to receive a COVID-19 vaccine. Michigan's numbers are the worst in the nation. Since last week, new cases are up by 23%, hospitalizations are up by 43% and deaths are 87% higher. There is a surge underway and the only way to stop it is to act responsibly by masking up, keeping our distance and washing our hands. Thank you to

everyone for doing the right thing and keeping yourself and those around you safe and healthy.

Commissioner Barb Fuller clarified that the road commission itself will not directly receive any American Rescue Plan dollars. There are allocations going to the county, state, townships, villages, and cities, but none of the dollars are coming directly to the Road Commission at this time.

Commissioner Barb Fuller commented on how well our organization welcomes new people and she gave kudos to staff for embracing change and looking for hidden opportunities in all of the chaos of the pandemic.

Commissioner Doug Fuller

4/8 Commissioner Doug Fuller attended a meeting that he had asked Sheryl Siddall, Managing Director and Matt MacDonell, County Highway Engineer to arrange to meet with the Supervisor of Scio Township, Mr. Hathaway. Mr. Hathaway, in turn, asked the Chair of the Township Planning Commission, (Jan Culbertson,) to attend.

The meeting was requested by the Township Supervisor, so that we could “justify ourselves” concerning the lighting put in place on the Wagner/Miller roundabout. Both Township officials were seemingly surprised that we rely on the standards and practices of DTE in matters of street lighting. The Supervisor made mention of how many things the Commission takes into consideration when building such an improvement.

Mr. MacDonnell spoke for most of the time and did a professional and thorough job of presenting the steps that were taken to arrive where we are. Both Township officials asked for more meetings to be held concerning the lighting on the next, (Zeeb/Liberty,) roundabout so as to allow for greater citizen input to the process. It needs to be said that both Township officials are extremely concerned with input from the public.

It should also be pointed out that the Supervisor overran the meeting time with questions that were not part of the agenda for the meeting. Questions that needed to be asked, perhaps at a different time.

The meeting was cordial, productive and, I think, useful in that the Township officials learned more about how these projects are accomplished.

Commissioner Rod Green

4/15 Commissioner Green attended SEMCOG’s Transportation Coordinating Council meeting along with Matt MacDonell.

Commissioner Jo Ann McCollum

4/6 Commissioner McCollum attended the virtual public meeting on Geddes Road resurfacing.

Commissioner McCollum viewed the virtual meeting recording on the Dixboro Road pathway and intersection.

Commissioner McCollum viewed the virtual meeting recording of proposed changes to WCRC permits documents.

Commissioner McCollum viewed the virtual construction information meeting recording for Bemis Road improvements.

Commissioner McCollum read the audit report performed by Plante Moran on the financial statements of Washtenaw County Road Commission and is pleased with the

outcome of this report. She also wanted to highlight portions of the Washtenaw County Road Commission's vision and guiding principles. Highlight from the vision:

"We recognize that our success is dependent upon the collective talents of our staff and community resources to meet the challenges.

We commit to attracting the best and brightest workforce, strengthening their skills and promoting and rewarding excellence, while nurturing diversity and encouraging innovation."

From the guiding principles: "In our work together at WCRC, with our communities and other stakeholders, we will: Promote openness and transparency in decision-making, provide ample opportunities for participation by the public and local government, be conscientious stewards of the public's money, value diversity, be sensitive to the environment, value all employees and provide leadership in transportation planning and road system improvement."

Commissioner McCollum wanted to highlight these statements because she believes it is important to attract and keep competent staff and to be accountable to the public. She believes the Washtenaw County Road Commission is doing both.

Commissioner McCollum gave her appreciation for the video recordings of virtual meetings. She finds it helpful for staff and the public.

Commissioner Gloria Llamas

4/19 Attended Bemis Road virtual meeting

Commissioner Llamas noted that Sheryl has been a great help in educating her and the transparency in what we're doing to hire people is truly a great organization to come to.

MANAGING DIRECTOR'S REPORT

Sheryl Siddall. Managing Director

- Sheryl thanked Tiffany Lobbestael for stepping in to help in Carrie's absence in addition to all of her responsibilities and duties as Operations Clerk.
- Commissioner Barb Fuller asked Sheryl to clarify what we provide to the county administrator under our memorandum of understanding. Sheryl noted that on the 5th of each month we provide the Washtenaw County Board of Commissioners with a WCRC Fix It monthly report.
- Sheryl noted that Lori and Carrie both have upcoming retirements and have been tremendous assets to the organization and we wish them well. We also recognize that these are opportunities for change, and we have full confidence in Tracy Balkwell as our new payroll clerk, and Jackie Henderson as the new finance clerk. With Carrie's retirement, we are taking advantage of the opportunity to revamp the position and looking at how we can grow within the communications area.

Nicole Peterson. Human Resources Manager

- The CDL Program with Washtenaw Community College's (WCC) last meeting was on Monday March 1st with representatives from the Washtenaw DHHS, WCC, representatives from Golden Limo, Michigan Works and herself. They're now working on a survey to send out to other employers for what qualifications they're looking for to tailor

a program that suits the general needs of those in our county. Cheranissa Roach with Washtenaw County coordinates the survey and a final draft was approved at the end of March, but the survey has not been distributed yet. Commissioner Doug Fuller asked if there's been discussion about training people beyond the level of requiring a basic commercial license. Nicole stated they're just focusing on the CDL part and basic requirements.

ENGINEERING REPORT – Matt MacDonell, Director of Engineering/County Highway Engineer

- Waiting for the weather to settle for construction season to begin. Commissioner Barb Fuller asked if we're trending up on driveway permit applications, Matt said it's tough to compare years especially in the first quarter. The true sign will be at second quarter review.

OPERATIONS REPORT – Jim Harmon, Director of Operations

- Jim Harmon remarked that the snow on April 20 is phenomenal. Ahead of the snow a crossroad culvert was replaced among many other things and equipment is ready to perform winter maintenance if necessary. Staff will not be prescheduled, but we will monitor and deploy resources if needed, where needed. We are expected to get 1-2 inches but there is still quite a bit of heat in the roads and ground so we may not have an icing condition on the pavement. The superintendents will keep an eye on things.
- Jim Harmon noted that we have received a number of agreements that are on today's agenda and have already started to receive several agreements for our first meeting in May. The focus has been to obligate matching funds by the May 21 deadline.
- Jim Harmon was pleased to report that the necessary tree trimming on Geddes Road was completed yesterday. He is very proud of the workmanship from our forces. They were very thoughtful with their work and only took what was needed and nothing more while being neat, orderly, and professional. Guardrail along the road has been removed and the pulverizer showed up today and got started on the east end. He anticipates work will be complete early May and be reopened to traffic.
- Commissioner Green asked Jim if DTE has any safeguards in place to make sure that the gas main break that occurred last Friday doesn't happen again. Jim explained that we confirmed and documented our efforts to comply with MissDig but the high-pressure main was not marked. The main blew up into the cab of our equipment and in our operator's face. There were no injuries and proper protocols were followed as soon as the emergency happened. Jim has requested that the superintendents follow up with DTE and schedule an onsite meeting for answers and assurances that this won't happen in the future.

FINANCE & IT REPORT – Dan Ackerman, Director of Finance & IT

FINANCE REPORT

- Dan Ackerman is looking forward to Tracy taking over the payroll clerk position and the new things she will bring to the position. Jackie Henderson will also be starting as the finance clerk and we look forward to that.
- Dan is finalizing the 2020 Act 51 report and will share with staff before submitting it to the state. He is also working on the 2020 OPEB report and finalizing the 2019 State Trunkline Audit.

IT REPORT

- Still working on transition to a new managed services provider. The new provider will look at our current security and see if there's ways we can improve and further secure our system. Dan noted that we currently have a disaster recovery plan in place.

ADJOURNMENT

RC21-216 G. Llamas moved; J. McCollum seconded to adjourn the April 20, 2021 meeting at 2:08 p.m.

Roll Call Vote:

YEAS: D. Fuller, R. Green, G. Llamas, J. McCollum, B. Fuller

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

Barbara Ryan Fuller, Chair

Sheryl Soderholm Siddall, Deputy Clerk

Minutes Approved: _____