

MINUTES
BOARD OF PUBLIC WORKS MEETING
December 18, 2006
New Berlin City Hall Common Council Chambers
3805 S Casper Drive

Please note: Minutes are unofficial until approved by the Board of Public Works at their next regular scheduled meeting.

Members Present: Mayor Jack Chiovatero, City Engineer J.P. Walker, Alderman Ament, Alderman Augustine, Alderman Moore

Staff Present: Ron Schildt, Division Engineer for Transportation; Tammy Simonson,

Guest: Darrell Berry, Bloom Consultants

Alderman Augustine opened the privilege of the floor and asked if anyone wished to speak.

Ralph Heun – 17765 W. Saturn Drive. I'm representing the New Berlin Citizens for a responsible government. I think one of the things about responsible government means that the people who are running the show also have to be responsible. Such as having a public hearing, we want to spend somewhere between 12 and 15 million dollars. Unfortunately none of us know what we are talking about. We don't see any plans, all we see is that we are going to have a meeting and decide which design we are going to use. How many different designs are there?

Mayor Chiovatero: At privilege of the floor we can't respond to your question.

Ralph Heun: We ask questions we never get an answer. It's like we should just shut up and sit in the back room someplace. Is there a reason to have Calhoun a 4 way divided highway? Is there a reason to have bike trails on both sides of the road? Is there a reason to have sidewalks on both sides? What is going to happen when some of the business and people that have lived here for many years? Calhoun Station, Senor' Lunas are we going to knock those buildings down because they have no frontage there? How about semi-drivers turning into the industrial park. Divided highways with a median strip are we going to have them driving over the corners trying to turn in and out. Who's going to pay for this? I understand there is no City money, there is no state money, there is no grant money, and there is no federal money, because allegedly we don't spend enough money around here. At the same time we are talking about this huge project, does anybody know about the project on Coffee Road. Coffee Road is also going to be made a four lane road with median strips and so on, from National to somewhere west of Moorland. We talk about this bunch of money and that bunch of money but we don't say what the total is and who is going to pay for it. And how about a public hearing, is there going to be one? Therefore I demand we have a public hearing so people can come up and look at the various plans and accept what you gentlemen have decided. A public hearing is necessity.

Ken Matheson representing the New Berlin Industrial Park Association. We are handing out a petition for you to look at. We had a meeting and these are the companies that front Calhoun Road. There are three on the west side and there are 15 in total. We did not count Ament Truck for obvious reasons. There are twelve on the east side of Calhoun Road. Our petition reads as follows:

The business and property owners on Calhoun Road both north of Calhoun Road (North of Glendale Road to Rogers Drive) had a meeting on 12/14/2006. We have concluded that the best alternative would be a widened two-lane Calhoun Road, with a pedestrian path on the west side of Calhoun Road only. This widening of Calhoun Road should include all pertinent intersections with the appropriate additional turn lanes. This new plan should be presented with detailed costs. Further, this plan should include storm water management arrangements at the following intersections:

- Calhoun and Glendale
- Calhoun and Lincoln

- Calhoun and Rogers.

We feel that this approach is much more cost effective and meets our current and future needs. We ask that the Board of Public works review the requests of this petition and that no further action be taken until this petition is properly considered and discussed.

The number of signatures representatives 87% of the people that have business along Calhoun Road, north of Glendale down to Rogers Drive.

OLD BUSINESS

ITEM 01-06 Approval of the minutes from the November 20, 2006 Board of Public Works meetings.

Motion by Alderman Ament to approve the minutes.

Alderman Moore 2nd the motion.

Upon voting the motion passed unanimously.

NEW BUSINESS

ITEM 21-06 Calhoun Road Reconstruction Design Alternative 3A

JP Walker: The requested action is to recommend approval to the Common Council the design components and funding alternatives for Alternative 3A for the reconstruction of Calhoun Road so that the consultant can complete the design for the project setting the stage for a relocation order to be issued and the right-of-way acquisition to begin. And I so move.

Alderman Moore 2nd the motion.

JP Walker: At our last Board meeting the Board decided that Alternative 3A would be presented to the Common Council this alternative is a four lane highway, portions of it would have a raised median basically south of Lincoln Avenue, a small raised median just north of Lincoln Avenue the rest would have a two way left turn lane similar to what you see on National Avenue. Bloom Consultants presented the various design components, which are up on the board. We will now turn it over to Darrell and he will explain to the audience and to the Board members once again what the design components are and then go into the alternative of making it into two separate projects instead of one project.

Darrell Berry presented and explained the design components and the different sections on the screen so the Board and the audience could see them. They were also discussed at the November 20th meeting.

JP Walker: The cost associated with this alternative is shown on the spreadsheet; \$10,285,970 is for the entire project from the southern limits just north of Ryerson to the northern limits just south of Greenfield Avenue. At our last board meeting, Alderman Ament asked staff to look at; can this project be divided into two projects for budgetary reasons? I believe Darrell that you have been able to look at that. Can you walk us through that transition area and then talk about the cost impacts?

Darrell Berry: We were asked to take a look at what the costs would be if the project was constructed in two separate contracts in two different years. The estimated construction cost for, we'll call it Phase 1 (Contract 1) to reconstruct Calhoun Road into a four-lane divided roadway section with all appropriate items as depicted is just under \$6 million. The second phase 2 (Contract 2) from the point just north of Lincoln Avenue to just south of Greenfield Avenue would be the two-way left turn lane section, again 5 lanes, two lanes both directions, with the turn lanes and because it would be constructed in the second year we added a 4% cost escalation to account for

labor and material and inflation costs, that figure is based on historical numbers, the estimated construction costs for Phase 2 if you add those two numbers together, the \$4,396,000 and the \$175,000 comes out to be about \$4 ½ million dollars. Added to that is the temporary connection that would be needed between Phase 1 and Phase 2 and that is where we transition from the four-lane divided section into the two lane roadway. These are costs that are necessary to provide a safe transition but they are also what we call throw away costs. Parts of the road would have to be reconstructed and the work that was done to provide this transition would not be salvageable for the phase 2 construction, and that cost is estimated at about \$213,000, so the total phased construction costs to build the project alternative 3A in two contracts over two consecutive years is about \$10,780,432. The total non-phased cost is \$10,285,970 so the cost difference is \$494,462.

Mayor Chiovero: As far as the design, it has been in the works for over two years. We have had meetings with the Industrial Park people, we've had meetings in house, we've had several meetings, and this is probably about the 8th or 9th time that we have discussed the design. Ron, what is dictating the four lanes?

Ron Schildt: We had a traffic analysis that looked at existing traffic as well as future traffic volumes, remember we are building this for 20 years out, it is going to have to last at least that long. Based on that information it warrants having a four lane roadway. In certain areas along there right now the traffic count is high enough to warrant four lanes.

Mayor Chiovero: Are those based on standard numbers?

Ron Schildt: The Wisconsin DOT has a chart that they use that determines this information.

Mayor Chiovero: We are not taking down any buildings, we won't be affecting Calhoun Station or Senor' Luna's, is that right?

Ron Schildt: All the areas that we look at should work with the existing cross section and there might have to be some modification as to where we do a sidepath but everything else fits in the area without taking any properties.

Mayor Chiovero: As far as bike trails, we have eliminated the rec-trail from the left side and gone with sidewalks on both sides which will be a multi use trail.

Ron Schildt: At some points people will have to cross over, and when we looked at alternatives, we thought about having a multi-use trail on one side and a sidewalk on the other side. But the width of the multi-use trail is to the bare minimum to have a two way facility there. We looked at another alternative, which we have on National Avenue where we have a six foot wide path on both sides of the roadway which can be used for pedestrians and bicycles. We are looking at passing an ordinance right now that went through the safety commission that allows bicycles to legally use the sidewalks in the City of New Berlin. We are proposing right now to do it with a six foot multi-use side path on both sides of Calhoun Road.

Mayor Chiovero: We are still working on trying to nail down a design. After we have a design will we have time for a public hearing to have input on that design? Or is this the time now that we should be doing it?

Ron Schildt: We are looking at the overall general design at this point. We will have another public meeting at some point.

Mayor Chiovero: For previous road designs we've had the road put on the back wall for people to come in and look at and have questions answered. We have had meetings with the business park owners. The frontage road with our design is going to remain. They will be used by the business as they do now.

Ron Schildt: There will be some enhancements as far as extension of the frontage road at Rogers, we will be opening up one side of Lincoln, and we will be maintaining the access onto Calhoun from the south leg. We have worked to keep the frontage road with the extension to work with the expanded roadway.

Mayor Chiovatero: As far as the county involvement, part of this is the intersection of Cleveland and Calhoun, what kind of commitment have we received from the county?

Ron Schildt: The count will design the signals at the intersection as well as the signals at Lincoln Avenue, use the same radio interconnect system that they use on Moorland and design those two as a system.

Mayor Chiovatero: Because the county is going to eventually going to do Cleveland at least between Moorland and Calhoun, is there any way we can minimize our expense in that intersection?

Darrell Berry: As we have developed the project, which is all related to traffic volumes and traffic counts and then laying out the geometrics which as I mention, we did meet with the county earlier this year on the proposed design they had some relatively minor comments on what was shown, what we have depicted on this exhibit is what we consider the minimum necessary to reconstruct this intersection without any future reconstruction costs to match into a County project and still satisfy the needs for the traffic. The City should request some participation with the cost in addition to the design of the signals because this is a County road.

Mayor Chiovatero: The costs estimates have been all over the place. This \$10,285 million is what we feel is the amount we are going to use correct?

Darrell Berry: Yes, that is the current cost estimate. We are at approximately at 60% design stage, we still have a few contingencies in here and it does include a 15% factor for construction management and contingencies that may occur during construction. The estimated real estate cost for Alternative 3A we are estimating a little over \$1.2 million necessary for real estate acquisition, for what we call strip taking which are 5 to 10 feet wide along some of the properties, not the entire length of the project.

JP Walker: There are 5 alternatives that have been looked at. The Board approved alternative 3A; we believe that meets most of the needs that were presented by the business owners, especially along the frontage road. It presents safe havens with raised medians in areas where they are needed south of Lincoln Avenue. Because of right of way restraints the decision was made to go with the two-way left turn lanes instead of raised medians. Otherwise we were in the position where we would have to have acquired entire properties along the northern end of the project. Semi-maneuvering has been addressed. All of the relationship wherever there is a turning lane or turning area has been established to handle the semis. Especially turning from Calhoun Road onto the frontage road, that is why the frontage road sign takes the loop to the East. That space is what is required for the semi's to turn. You will see that same sign at each of the major legs. Mr. Matheson, I have a question on a clarification on your petition, it has to do with the terminology: "We concluded that the best alternative would be widening two-lane Calhoun Road", could you explain that please?

Ken Matheson: We are not after four lanes at this time; we thought that two lanes would be less expensive. Also we are concerned about the turn lanes. Velvac feels that there is no break for their employees to get in. I think we look at this as if widening both lanes would give the same effect as a four lane road. You brought up the fact that it justifies four lanes right now, where about?

Ron Schildt: We have traffic counts that are done in different locations along Calhoun Road. With the amount of traffic currently on there that is what the guidelines typically look at for what is needed for a two or four lane facility.

Ken Matheson: In a 5 year span is there justification for four lanes right now? I appreciate your 20 year vision for what the traffic count would be and wondering if just widening each lane would accomplish what we need right now.

Ron Schildt: We did look at that alternative, but based on the traffic volumes right now and storm water issues that is why we wanted to go with the four lanes.

Todd Scheely: I just recently purchased the 2020 building along Calhoun and Rogers, so a major portion of our property is being looked at to make this project happen. What if you split the project where you improve all the intersections to create the flow better, but just widen the two-lane road that is there now?

Ron Schildt: We have looked at this; the estimate was over \$4 million for just that intersection. If we do that at just the intersections the costs will go way up.

Todd Scheely: What is the cost estimate for just the Cleveland Avenue intersection? Why can't we just leave it and let the County do all the construction and then would they pick up the whole tab on that?

Ron Schildt: They will do the same thing that we are looking at right now; they would only do a portion of Calhoun Road. It's very similar to the cost sharing we have with the Wisconsin DOT along Greenfield Avenue, where they feel there is a percentage of local traffic so there they want us to cost share with them. The County does not do that so if they were to come through and do Cleveland Avenue they would come through and do a portion of Calhoun.

Todd Scheely: If the County was coming through and doing that road what would New Berlin be responsible for or be paying for at that time and how do we as the City get the County to pick up there part of the intersection?

Mayor Chiovarero: One thing that is making the City struggle is Calhoun is one of the major roads that are City owned, we have had a lot of work done of several roads throughout the City and these roads have been County or State owned. Unfortunately Calhoun Road is well over due and it's come to a point now that something has to be done and obviously it's a huge cost and we are struggling to try and do what is right. One thing we can't do is be short sided, we can't throw some money at this project and come back at a later date, it's just going to cost more the longer we wait. The Board is trying to look to the future and if we are going to do it we should do it right and do it now.

Todd Scheely: We were actually 95% through the process of purchasing a building and then we were informed that we are going to loose a quarter of our property to this expansion happening on Cleveland. My last comment is what can we do to get the County to pay for their part of it?

JP Walker: The design work on Cleveland Avenue by the County is scheduled to start in the year 2011; typically they use a three year window of opportunity for design, right-of-way acquisition and then construction. So we are looking at the year 2014 for construction of Cleveland Avenue. Cleveland Avenue has been on their schedule for the last 8 years, each time they look at Cleveland and look at their extended budget, and keep moving it back. Calhoun Road can't wait until 2014 for construction, that's the dilemma that the City has. Calhoun Road needs reconstruction now, it has the traffic volume now and the numbers show that four lanes are needed. It would be nice to wait for the County, but I don't think we can afford to wait for the County. Darrell is using a cost escalation rate of 4% per year for each years delay, a total cost difference of about a half million dollars. Right now we are talking about 10.3 million for the whole project and 10.7 million for a two phase project, I think we will start looking at a cost of 12 to 15 million dollars if we look at pushing it out into the future and try to phase it in. As my opinion as a City Engineer that is not a wise use of tax payer's dollars. Improvements are needed now. That is why the Board has settled on Alternative 3A.

Alderman Moore: The roadbed is in such a state that we can't repair or rehabilitate, we have to reconstruct it that correct?

JP Walker: If we were to resurface Calhoun Road right now, in five years it would be in the same condition it is in right now, because the base is in such bad shape and it needs improvements below the surface.

Alderman Moore: What would be the time and location for each phase if we did it in two phases? Does all at once mean that the road is going to be finished in one year; does it mean that it will have to be in two years anyway, what are the differences in the actual construction between the two monetary plans?

Darrell Berry: The project could be substantially constructed from Cleveland Avenue to Greenfield Avenue in one construction season if the project was awarded in early spring so that the contractor would have the entire, spring, summer, fall and early winter to be working out there. The following year would take care of landscaping, some final sodding and seeding, items that you would have to wait for warmer weather to do. The road itself could be substantially completed and opened to traffic in one construction season. Contingent on having from March to November to do the construction.

Alderman Moore: So if we separate it into two phases not only are we spending more money but we are inconveniencing everybody along that route for two years instead of one. The improvements appear to be good especially the distance between the roadway and the sidepaths.

Alderman Ament: It seems like the question that was asked and the answer that was given are along two different lines when we talk about this phasing. You are talking about phasing it in sections from North to South and originally the question was, "what would it cost total to reconstruct the intersections as planned, do the stormwater work and mill and repave the surface to two lanes in between, rather than this separation from North to South. You are saying that this entire project with four lanes and the median can all be done in one year?

Darrell Berry: Yes, again contingent starting in spring and finishing up in late fall.

Alderman Ament: Then it would make sense if the project was scaled down to just single lanes between the intersections that could also be done in one year correct?

Darrell Berry: What do you mean by single lanes?

Alderman Ament: The intersections being reconstructed as planned, stormwater work being done and the lanes between the intersections would remain single lanes widened with a shoulder. When we are looking at this comparison this could still be done within that year.

Darrell Berry: We didn't look at that alternative because of the spacing between the intersections and the length of the transitions that would have to happen if you just reconstructed the intersections by themselves so considering that we made the recommendation to reconstruct the project from north to south in the two sections as being the most economical, the safest and the recommended way of phasing the construction to include all the elements. To just look at isolated intersections and try to build them out with the medians and turn lanes fragments the project and it's not a safe situation, because there would be too many tapers and transitions going back and forth.

Alderman Ament: When this was looked at as four lanes, was the TWLTL looked at all the way from Cleveland to Greenfield?

Darrell Berry: No, we didn't. Again the recommendation is the raised median section in the southerly portion of the project.

Alderman Ament: The residents and businesses in that area feel that from a convenience and the standpoint of cost and being able to get it done. This seems similar to me as to what we saw in the budget was if money and budgets were no object what would you recommend. Obviously that's the case, because if you look at Cleveland Avenue, as JP pointed out, the County has put that off, why have they put that off? Why did they just repave that entire road add bypass lanes and turning lanes in certain areas, because they couldn't afford to do it all now. They did what they had to do to get by. At Greenfield Avenue they built the intersections at Moorland and Sunny Slope and in other areas to accommodate remaining two lanes for many years, that project was planned since I was a kid to be done. It wasn't done all at once with money as no object, money is an object. Moorland the County was planning on rebuilding and redesigning that road consequently because of money they backed off and they milled it and they did what they could to give themselves another 5 to 7 years. Money is an object, when we look at the cost of this project the numbers keep moving around and I don't know what target to shoot at because it keeps going from 10 million to 12 million to almost 13 million, the numbers in the requested action statement are broken up, but when you add them I'm coming up with 12,198,970, that does not include the 1,550,000 that's already out there for land acquisition. This total cost is a burden on the tax payers both business and residential is every bit as important as this project because we can only do what we can afford to do. I would love to have had, when I put my addition on to my business to add another 8,000 square feet, but I couldn't afford it, so I'm phasing it in, I'm doing one 8,000 section and then when I can afford it again, I will do the rest. That's what I mean by I think we are talking about two different things. I don't think we are talking about splitting in north to south, we were talking about remaining two lanes or even if it went to four lanes, doing a TWTLT the full length of the project, at least to buy us some more time. Does the \$12,200,00 include all of the stormwater work or is that in addition?

Mayor Chiovero: Where are you getting the 12 million? I see \$10,300,000.

Alderman Ament: The numbers do change. We are talking about additions, 12,285,000 but we still have 1,550,000 in land acquisitions that have already been approved. But we are still going to have to pay for it right?

Mayor Chiovero: It's already been bonded and sitting and waiting to be done.

Alderman Ament: It's still a cost were going to have to pay.

Mayor Chiovero: So you are taking the \$10,300,000 and you're adding the \$1.5?

Alderman Ament: Yes

Mayor Chiovero: Ok, plus the 693,000. I'm just trying to see where you're finding all these numbers.

Alderman Ament: The question is do we use the \$10,285,970 or the approximately \$12.2, is all the stormwater work included in that cost?

Darrell Berry: Yes, it does include stormwater and bio-retention swales.

Alderman Ament: When we were discussing the traffic counts and the discussion wouldn't be here if we didn't need to do something with Calhoun Road, and it's obvious that Calhoun Road needs some serious work, when we look at the traffic counts again, when I was talking about phasing I wasn't talking about phasing north and south and still coming with the 3A design, I was talking about doing the intersections and leaving it at two lanes in between and what that total cost would be to do it in that manner.

JP Walker: I'm not sure if we have that cost breakdown other than what we have on alternative 1, it's about \$4.3 million, but that only includes the Cleveland Avenue intersection. I would only be guessing if I looked at Glendale Lincoln and Rogers you are probably talking about another million dollars to add those three intersections. One thing that is missing from this phasing discussion is total stormwater management which includes storm sewer under the road, not just the bio-retention swales and not just the bio-retention basins. When you install storm sewer

where it's required to manage the stormwater issues on Calhoun Road, you are tearing up the entire road from the north to the south. When we are saying to say be sure to include stormwater management in the phasing, how do we do that if we are only going to resurface the areas in between the intersections when it's going to be torn up in the first place?

Alderman Ament: Well, that is obviously a dilemma. The stormwater the way it is now needs some help in certain areas anyway. But when you do the intersections and you do the bio-retention there has to be ways of surface ditching using some of the existing ditching to get the added water from the intersections into those bio-retention ponds and still utilize some of that surface area ditching along Calhoun Road, especially along the east side. It obviously hasn't been looked at yet to do it that way so it's hard to say.

Alderman Moore: It would be wonderful if this could just be a two lane road and save money and so on but doing this piece meal is wrong. If this were not an industrial park on the east side of the road, I could look at a two-lane road and improve the intersections, but we are going to have a lot of truck traffic we have to reconstruct the whole road bed. To do it in piece meal is just not a public works logical movement. When you are going to do something like this you just have to do it right. The only right way to do it is the safest way and the safest way is what we have charged our consultants with and that's the answer that they have come up with. Safety is paramount here and that's why I think we should move ahead with the design that is now presented.

Mayor Chiovero: I understand what Alderman Ament is trying to say, he would like to, you are saying lets repave Calhoun as it is, let's make some improvements, but at the intersections put all the intersections in. I think what I am hearing is, if you do that you will have to have all these transitions in and out from the improved intersections down to two lanes back to another intersection and I think there is a safety issue there, plus there will be a lot of added cost in that procedure. I have to agree with what Alderman Moore is saying. As a Board of Public works we have to make a decision to do this. At the last meeting the agreement from the Board was to go ahead with Alternative 3A and that's where the consultant continued to do the work and is at the 60% design level and there was some cleaning up that had to do with some breaks in the medians in some areas, we also talked about the transition from the frontage road onto Calhoun and I remember we had a meeting with the staff and the consultant after the last Public Works meeting to make sure we cleaned up all those little loose ends. He has come to us with a more concrete cost, the \$10.3 million, obviously I would like to see it less but I think right now as a Board we have to look at the design and look at the advice of our own traffic engineer, city engineer as well as the consultant and move forward.

Darrell Berry: There are still a couple of median cross over's that we have talked about but they will not change the concept of the project.

Alderman Moore: I don't want to be looking, 30 years from now and saying the most forward thinking plan wasn't done. I also feel that on the overall basis 20 or 30 years down the road that this plan is actually the cheapest.

JP Walker: Alternative 3A we presented two cost alternatives to the Board. Doing the project as one project or doing the project as two projects. We have had discussion on pros and cons looking at the budget but we have not made the decision as a Board if it is one project or two projects. It has to be part of the motion going to the Common Council.

Alderman Moore: If you are interested in adding the language as one project, I as a second would accept that.

JP Walker: Since I brought the motion forward I would look at doing Alternative 3A as one project so that would be included in the motion.

Mayor Chiovero: Were we going to do this in two projects so it could be done over two years, or were we going to do it in two projects so we could bid it separately. And then possibly one contractor was to get it they would realize there is a savings of money, because he can do it in one year.

JP Walker: Mike Holzinger our financial officer says we cannot phase a project for budget purposes over two years. It has to be two separate contracts otherwise we would be phasing projects like that all the time and spread projects over two or three years budget wise. It has to be two separate contracts if you are going to budget it over two years. In year one you would have a budget of \$6.2 million and year two you would have a budget of \$4.58 million, have to be two separate contracts.

Alderman Augustine: Could it conceivable be not just two years but 5 or even 10, in other words do part one immediately and then wait and skip a time period more then two years?

JP Walker: When we have a capital improvement budget that is approved by Council we have a three year window in which to spend those funds. If you have one project our consultants say it can be constructed in one year with some close all type of work done the beginning of the second year, if there was any delay, such as weather, pushing the project behind schedule, again you have that three year window in which to spend the approved funding for that construction project. If it was broken into two projects, each project would technically have a three year window so by having two projects over two years you're really looking at a four year window.

Mayor Chiovero: I'm struggling with that because Calhoun road is one project whether we do it in two phases either for A so it can get done economically or B so we get it done. If one contractor would do the whole section of the road it would be nice, we are hoping he can. I thought initially we wanted to bid it as two projects and have several companies bid it and say Ok, company a does this section and company B does this section. But if company A can do both and save us money that would be good. If we go out and bond for this as one project I don't know why we can't phase this for two different projects or whatever.

Alderman Moore: I think there is a difference in how you bid it and how you set it up on the CIP budget. This is setting it up as an all-inclusive project in the CIP budget and how you bid it out could be done differently.

Mayor Chiovero: That is what I am saying.

JP Walker: The city treasurer is saying that you have to have the approved funds available at the start of the project. If it is one project you have to have all \$10.3million dollars available at the start of the project. If it is two projects you will have to have the \$6.2 million at the start of the first phase and the next year you add in the \$4.58million.

Mayor Chiovero: Right now we are talking about the project design not money at this point correct?

JP Walker: Correct

Upon voting the motion passed with _____ and _____ voting no.

Alderman Moore made the motion for Adjournment.

JP Walker 2nd the motion.

Upon voting the motion passed unanimously.

The meeting was adjourned at 10:15 AM.

