

DRAFT
CHARTER TOWNSHIP OF FLUSHING

6524 N. SEYMOUR ROAD
FLUSHING, MICHIGAN 48433
BOARD OF TRUSTEES MINUTES

DATE: MARCH 10, 2016

TIME: 7:00 P.M.

PHONE: 810-659-0800

FAX 810-659-4212

WEB PAGE: <http://flushingtowship.com>

ADMINISTRATION:

SUPERVISOR: Rian R. Birchmeier
CLERK: Julia A. Morford
TREASURER: Maryion T. Lee

TRUSTEES:

Shirley D. Gage
Bonnie Jean Martinson
Scott R. Matzke
Scott P. Minaudo

TOWNSHIP ATTORNEY:

STEVEN W. MOULTON PLLC
6258 W. Pierson Road
Flushing MI 48433
810-407-7658

- I. MEETING CALLED TO ORDER** at 7:00 p.m. by **SUPERVISOR RIAN BIRCHMEIER** with Roll Call and the Pledge of Allegiance to the American Flag.
- II. ROLL CALL:** Rian R. Birchmeier, Julia A. Morford, Maryion T. Lee, Shirley D. Gage, Bonnie Jean Martinson, Scott R. Matzke, Scott P. Minaudo, and Attorney Steve Moulton
MEMBERS ABSENT: None
OTHER INDIVIDUALS PRESENT: Fifteen (15) other interested individuals

ADOPTION OF AGENDA FOR MARCH 10, 2016

TRUSTEE MATZKE MOVED, supported by Trustee Minaudo to adopt the agenda as presented:

TREASURER LEE MOVED, supported by Clerk Morford to add to the agenda under B. or C. a closed session to discuss contract negotiations with Teamsters Local 214 according to MCL Sec. 15.268 Section C.

TRUSTEE MARTINSON MOVED TO AMEND THE MOTION, supported by Supervisor Birchmeier by postponing this item until the April 14, 2016 meeting.

ACTION ON THE AMENDED MOTION

ROLL CALL VOTE:

AYES: Martinson and Birchmeier

NAYS: Minaudo, Matzke, Gage, Lee and Morford

AMENDED MOTION FAILED

ACTION ON THE ORIGINAL MOTION

ROLL CALL VOTE:

AYES: Matzke, Gage, Lee, Morford and Minaudo

NAYS: Martinson and Birchmeier

MOTION CARRIED

TREASURER LEE MOVED, supported by Trustee Gage to add consideration of the resolution to adopt 80%/20% employer/employee health care cost option as set forth in section 4 of the publicly funded health insurance contribution act to the closed session.

ACTION ON THE MOTION

ROLL CALL VOTE:

AYES: Gage, Lee, Matzke, Minaudo and Morford

NAYS: Martinson and Birchmeier

MOTION CARRIED

Supervisor Birchmeier moved Approval of Minutes and Payment of Bills to Items K and L respectively.

TRUSTEE MINAUDO MOVED, supported by Clerk Morford to approve the agenda as amended.

ACTION ON THE MOTION

ROLL CALL VOTE:

AYES: Gage, Lee, Morford, Birchmeier, Minaudo and Matzke

NAYS: Martinson

MOTION CARRIED

III. PUBLIC COMMENTS:

7:12 P.M. – OPEN FOR PUBLIC COMMENTS

Two individuals gave comments

7:20 P.M. – CLOSED FOR PUBLIC COMMENTS

IV. UNFINISHED BUSINESS:

There was no unfinished business

V. NEW BUSINESS:

The following items may be the subject and possible action of the Board:

- A. Genesee County Drain Commission Water and Waste Services Division Director John O'Brien – Update on the Karegnondi Water Authority (KWA) – Clerk Morford

Mr. John O'Brien, Genesee County Drain Commission Water and Waste Services Division Director presented a brief report and update on the Karegnondi Water Authority (KWA) progress.

B. CLOSED SESSION

TRUSTEE MINAUDO MOVED, supported by Trustee Matzke to meet in closed session to consider the negotiation of the pending bargaining agreement with Local 214 of the Teamsters and the 80%/20% Health Care Option. The Board can meet in closed session according to Section 8C of the Open Meetings Act to consider negotiations and strategies in regards to collective bargaining.

ACTION ON THE MOTION

ROLL CALL VOTE:

AYES: Morford, Birchmeier, Minaudo, Matzke, Gage and Lee

NAYS: Martinson

MOTION CARRIED

ENTERED CLOSED SESSION AT 7:35 P.M.

RETURN FROM CLOSED SESSION AT 8:13 P.M.

TRUSTEE MINAUDO MOVED, supported by Supervisor Birchmeier to return to regular session at 8:13 P.M.

ACTION ON THE MOTION

ROLL CALL VOTE:

MOTION CARRIED UNANIMOUSLY

TRUSTEE MINAUDO MOVED, supported by Treasurer Lee to adopt the following resolution regarding the 80%/20% option for the medical benefit plan coverage year, April 1, 2016 through March 31, 2017.

A RESOLUTION TO ADOPT 80%/20% EMPLOYER/EMPLOYEE
HEALTH CARE COST OPTION AS SET FORTH IN SECTION 4
OF THE PUBLICLY FUNDED HEALTH INSURANCE CONTRIBUTION
ACT

WHEREAS, 2011 Public Act 152 (the "Act") was passed by the State Legislature and signed by the Governor on September 24, 2011, implementing the Publicly Funded Health Insurance Contribution Act, MCL 15.561, et seq.:

WHEREAS, the Act contains three options for complying with requirements of the Act;

WHEREAS, the three options are as follows:

1. Section 3 – “Hard Caps” Option-limits a public employer’s total annual health care costs for employees based on coverage levels, as defined in the Act;

2. Section 4 – “80%/20%” Option-limits a public employer’s share of total annual health care costs to not more than 80%. This option requires an annual majority vote of the governing body;

3. Section 8 – “Exemption” Option-a local unit of government, as defined in the Act, may exempt itself from the requirements of the Act by an annual 2/3rds vote of the governing body;

WHEREAS, the Board of Trustees has decided to adopt the 80/20% option as its choice for compliance under the Act, as provided in MCL 15.564;

IT IS HEREBY RESOLVED that the Board of Trustees for the Charter Township of Flushing elects to comply with requirements of the Publicly Funded Health Insurance Contribution Act, by adopting the 80%/20% option for the medical benefit plan coverage year, April 1, 2016, through March 31, 2017.

ACTION ON THE MOTION

ROLL CALL VOTE:

AYES: Minaudo, Matzke, Gage, Lee and Morford

NAYS: Martinson and Birchmeier

MOTION CARRIED

TRUSTEE MATSKE MOVED, supported by Clerk Morford to approve the proposed collective bargaining agreement between the township as employer and local 214 of the Teamsters as union as presented with the exception of the Section 22:2 regarding surveillance.

ACTION ON THE MOTION

ROLL CALL VOTE:

AYES: Matzke, Gage, Lee, Morford and Minaudo

NAYS: Martinson and Birchmeier

MOTION CARRIED

C. Motion to approve the 2015 – 2016 Budget Amendments – Treasurer Lee

TREASURER LEE MOVED, supported by Clerk Morford to approve the 2015-2016 Budget Amendments as presented.

ACTION ON THE MOTION

ROLL CALL VOTE:

AYES: Gage, Lee, Matzke, Minaudo and Morford

NAYS: Martinson and Birchmeier

MOTION CARRIED

- D. Motion to approve the Resolution to renew the contract with Consumers Energy Company for furnishing lighting service within Flushing Township for a period of one (1) year and thereafter from year to year – Treasurer Lee

TREASURER LEE MOVED, supported by Trustee Gage to approve the Resolution to renew the contract with Consumers Energy Company for furnishing lighting service within Flushing Township for a period of one (1) year and thereafter from year to year.

ACTION ON THE MOTION

ROLL CALL VOTE:

MOTION CARRIED UNANIMOUSLY

- E. Motion to have the Building, Grounds and Bid Committee begin taking bids to install a new Heating and Cooling System to replace our Boiler system and to have the “BIDDING” companies give an estimate of how much we might expect to save each year with this new system. – Trustee Martinson

TRUSTEE MARTINSON MOVED, supported by Supervisor Birchmeier to have the Building, Grounds and Bid Committee begin taking bids to install a new Heating and Cooling System to replace our Boiler system and to have the “BIDDING” companies give an estimate of how much we might expect to save each year with this new system.

CLERK MORFORD MOVED TO AMEND THE MOTION, supported by Trustee Gage that since the current Boards’ term is up in November, we should wait and have the new trustees check into it.

ACTION ON THE AMENDED MOTION

ROLL CALL VOTE:

AYES: Gage, Lee and Morford

NAYS: Minaudo, Matzke, Martinson and Birchmeier

MOTION FAILED

ACTION ON THE ORIGINAL MOTION

ROLL CALL VOTE:

AYES: Matzke, Martinson, Minaudo and Birchmeier

NAYS: Gage, Lee and Morford

MOTION CARRIED

- F. Motion to have the first reading of an Ordinance to prohibit the discharge of a firearm or BB gun within designated proximity to an apartment development,

condominium development, platted subdivision, school or occupied building; to define occupied building, to provide for a safety zone as defined; to provide for the seizure and/or forfeiture of firearms or BB guns discharged in violation of this ordinance; and, to make violation of the ordinance a misdemeanor punishable by 90 days in jail and/or a \$500 fine. – Attorney Moulton and Chief Fairchild

TRUSTEE MINAUDO MOVED, supported by Trustee Gage to approve the first reading of the ordinance.

SUPERVISOR BIRCHMEIER MOVED TO AMEND THE MOTION, supported by Trustee Martinson to approve for first reading of the Ordinance with amendment to items four (4) and five (5) on the second page of the ordinance as listed below with amendment:

**CHARTER TOWNSHIP OF FLUSHING
ORDINANCE NO. 102-16**

AN ORDINANCE TO PROHIBIT THE DISCHARGE OF A FIREARM OR BB GUN WITHIN DESIGNATED PROXIMITY TO AN APARTMENT DEVELOPMENT, CONDOMINIUM DEVELOPMENT, PLATTED SUBDIVISION, SCHOOL OR OCCUPIED BUILDING; TO DEFINE OCCUPIED BUILDING; TO PROVIDE FOR A SAFETY ZONE AS DEFINED; TO PROVIDE FOR THE SEIZURE AND/OR FORFEITURE OF FIREARMS OR BB GUNS DISCHARGED IN VIOLATION OF THIS ORDINANCE; AND, TO MAKE VIOLATION OF THE ORDINANCE A MISDEMEANOR PUNISHABLE BY 90 DAYS JAIL AND/OR A \$500 FINE.

THE CHARTER TOWNSHIP OF FLUSHING ORDAINS:

(A) Definitions.

1. BB Gun. A smooth-bore rifle or handgun which is designed and manufactured exclusively for propelling by spring, gas or air, BBs not exceeding .177 caliber.
2. Firearm. A weapon or device from which a projectile may be propelled by an explosive or by gas or air. It does not include a BB gun as defined by this ordinance.
3. Occupied building. Means any structure or facility in which one or more individuals are customarily present during the course of the day, including, but not limited to a residence, including single-family dwellings, apartments and condominiums, a commercial or not-for-profit business, school, library, or church. It is not necessary that an individual be present in an occupied building at the time a firearm or BB gun is discharged to constitute a violation of this ordinance. As used in this ordinance, residence includes any dwelling, garage (attached or detached), shed, barn or other outbuilding located on the same parcel as the dwelling.
4. Safety zone. All areas within 150 yards of an occupied building, park, open-air recreational facility or other facility where persons may gather.

5. School. Includes a public, private, denominational or parochial school and any other educational facility, including but not limited to pre-K, kindergarten, elementary through high school and adult education.

6. School property. Any building, playgrounds, athletic fields or other property or facilities used for school purposes including all extracurricular activities and events sponsored by or otherwise taking place with express or implied permission of the school.

(B) Violations of State Law. Any person who shall use, carry, handle or discharge any firearm or BB gun in violation of any state statute, specifically including but not limited to, MCL 750.222-MCL 750.237, shall be considered to have violated this ordinance.

(C) Discharge of Firearms

1. No person shall discharge any firearm or BB gun in such a manner that causes a projectile to cross over a property line onto the property of another without the written permission of the owner or occupant of the other property.

2. No a person shall engage in target shooting with any firearm or BB gun unless there is a suitable backstop to stop and retain any projectiles, or parts thereof, propelled as a result of the discharge of the firearm or BB gun. The suitability of any backstop will be determined by the Police Chief or the Chief's designee.

3. No person shall discharge any firearm or BB gun within the safety zone without the written permission of the owner or occupant of the property comprising such safety zone.

4. No person shall discharge any firearm upon any property comprising part of a Platted Subdivision consisting of lots of an average size of one-third (1/3) acre or less, Condominium Development or Apartment Development, including any open space, including but not limited to any recreational or green space within the Platted Subdivision, Condominium Development or Apartment Development.

5. No Person Shall Discharge Any Firearm or BB Gun within 150 yards of any part of any Platted Subdivision consisting of lots of an average size of one-third (1/3) acre or less, Condominium Development or Apartment Development, including any open space, including but not limited to any recreational or green space, which is within the Platted Subdivision, Condominium Development or Apartment Development.

6. No person shall discharge any firearm within 150 yards of any property comprising or used as, a school, daycare facility, church, park, recreational facility or playground.

7. Subsections e, 4, 5 and 6 do not apply to the proper discharge of a firearm or BB gun in a securely constructed indoor firearms shooting range facility.

8. The provisions of this section do not apply to:

a. Any law enforcement officer of the United States, any state, or a political subdivision of a state in the lawful performance of the officer's duties.

b. Members of the Armed Forces of the United States in the performance of their duties.

c. Any person lawfully acting in self-defense.

(D) Forfeiture of firearms or BB guns. All firearms or BB guns used in a manner prohibited by this ordinance shall be forfeited to the township and shall be turned over to the Chief of Police or the Chief's designee for disposition as the Chief directs.

(E) Disposition of forfeited firearms or BB guns.

1. Before a firearm or BB gun is turned over for disposal under Subsection (D), the Police Department shall determine if there is a known legal and/or registered owner of the firearm and whether the firearm or BB gun has been reported stolen or lost. If it is determined that a serial number to a firearm has been removed or altered, the Police Department shall submit the firearm to the Michigan State Police or an appropriate forensic laboratory for serial number restoration to determine legal ownership. In making the determination of ownership required under this section, the Police Department shall review information contained in the Law Enforcement Information Network (LEIN) and examine police agency stolen property reports. If the Police Department determines that the firearm is stolen, the department shall notify the appropriate agency and return the firearm to that agency at the conclusion of any enforcement action taken with respect to the violation of this ordinance.

2. If it does not appear the lawful owner of the firearm was involved in any violation of law requiring forfeiture and did not knowingly allow the firearm or BB gun to be possessed illegally, notification should be provided to the lawful owner of the Police Department's intent to dispose of the firearm or BB gun in accordance with Subsection (D). Such notification is to be provided no later than 90 days prior to the scheduled disposition of the firearm or BB gun and may be provided by certified mail to the owner's last known address or by personal contact with the owner.

3. The Police Department shall return the firearm or BB gun to its lawful owner, if the owner claims the firearm or BB gun within the notification period and the Police Department determines that the lawful owner was not involved in the violation for which the firearm or BB gun was forfeited. Except as otherwise provided in subsection (B), a firearm or BB gun shall be returned within 30 days after the firearm or BB gun is claimed by the owner, unless the owner is prohibited from possessing a firearm under state or federal law.

4. An individual claiming ownership of a firearm or BB gun may petition the Circuit Court for return of the firearm or BB gun under this section, if the return of the firearm or BB gun is denied by the Police Department or if the firearm or BB gun is not returned within the 30 days as required under subsection 3. The Police Department shall not dispose of the firearm or BB gun until the expiration of the 30 day period or, if a petition is filed under this subsection, until permitted to do so following determination of the petition.

5. While a firearm or BB gun is in the possession of the Police Department, the department shall exercise reasonable care to protect the firearm or BB gun from loss or damage.

(F) Violation. Any violation of this ordinance shall be deemed a misdemeanor and upon conviction, the offender shall be subject to confinement for a period not to exceed 90 days and or a fine of \$500

(G) Effective date. This ordinance shall be effective 30 days following publication.

Adopted the ____ day of _____, 2016, by vote of the Charter Township of Flushing Board of Trustees. This ordinance shall be effective upon publication as required by statute.

Julia Morford, Clerk

**ACTION ON THE AMENDED MOTION
ROLL CALL VOTE:
MOTION CARRIED UNANIMOUSLY**

- G. Motion to have the message on the Township’s answering machine revised to include who/what number to call when office is not open—before 8:00 AM and after 6:00 PM, Monday-Thursday and all day Friday, Saturday and Sunday. – Trustee Martinson

TRUSTEE MARTINSON MOVED, supported by Supervisor Birchmeier to have the message on the Township’s answering machine revised to include who/what number to call when office is not open—before 8:00 AM and after 6:00 PM, Monday-Thursday and all day Friday, Saturday and Sunday.

**ACTION ON THE MOTION
ROLL CALL VOTE:
MOTION CARRIED UNANIMOUSLY**

- H. Motion to approve any of the ZBA members attending a training workshop – Clerk Morford

CLERK MORFORD MOVED, supported by Treasurer Lee to approve any of the ZBA members attending a training workshop in Gaylord, Mt. Pleasant or Jackson on April 25, 27 and 28.

**ACTION ON THE MOTION
ROLL CALL VOTE:
AYES: Morford, Minaudo, Matzke, Martinson, Gage and Lee
NAYS: Birchmeier
MOTION CARRIED**

- I. Motion to have the Board appoint an “attendance officer” who will monitor the time staff report to work and the time staff leave the township office to go home. This person must be available before 8:00 AM and between 5:00 PM – 6:00 PM – Trustee Martinson

TRUSTEE MARTINSON MOVED, supported by Supervisor Birchmeier to have the Board appoint an “attendance officer” who will monitor the time staff report to work and the time staff leave the township office to go home. This person must be available before 8:00 AM and between 5:00 PM – 6:00 PM.

ACTION ON THE MOTION

ROLL CALL VOTE:

AYES: Birchmeier and Martinson

NAYS: Minaudo, Matzke, Gage, Lee and Morford

MOTION FAILED

- J. Motion to approve for Flushing Township to participate in the Chip Sealing of Frances Road from Seymour Road to Nichols Road for a total cost not to exceed the remaining 50/50 money held by Montrose Township of \$13,289 – Supervisor Mark Emmendorfer and Treasurer Lee

TREASURER LEE MOVED, supported by Supervisor Birchmeier to adopt the resolution listed below for Flushing Township to participate in the Chip Sealing of Frances Road from Seymour Road to Nichols Road for a total cost not to exceed the remaining 50/50 money held by Montrose Township of \$13,289:

CHARTER TOWNSHIP OF FLUSHING
GENESEE COUNTY, MICHIGAN

RESOLUTION NO. 16-6

A RESOLUTION TO AUTHORIZE CONTRACTING WITH THE GENESEE COUNTY ROAD COMMISSION AND MONTROSE TOWNSHIP FOR THE CHIP SEALING OF FRANCES ROAD BETWEEN SEYMOUR ROAD AND NICHOLS ROAD

WHEREAS, Frances Road, between Seymour Road and Nichols Road serves as a boundary road between the Charter Township of Flushing and the Charter Township of Montrose (collectively the Townships); and,

WHEREAS, representatives of the Townships have reviewed the condition of Frances Road with the Genesee County Road Commission and have determined it would be prudent to effect repairs by chip sealing the stated portion of Frances Road; and

WHEREAS, the cost to chip seal the stated portion of Frances Road is estimated by the Genesee County Road Commission in the amount of \$18,287.94, with the cost to be allocated equally between the Townships in the amount of \$9,143.97 each;

WHEREAS, the Genesee County Road Commission is able to schedule the work during the 2016 paving season, with the aforementioned costs good only for the 2016 paving season; and,

WHEREAS, the Charter Township of Flushing and the Charter Township of Montrose have mutually agreed that each of them will pay one half of the total cost allocated to the Townships, with the result each Township shall pay \$9,143.97,

WHEREAS, in 2012, the Charter Township of Flushing entered into an agreement with the Charter Township of Montrose for repair to Frances Road, pursuant to which the Charter Township of Flushing committed all of its annual 50/50 money in payment to The Charter Township of Montrose for the years of 2012, 2013, 2014 and 2015;

WHEREAS the project contracted for in 2012 has been paid in full and the Charter Township of Montrose is holding a surplus of \$13,289.92 from the Charter Township of Flushing's 2015 50/50 allocation;

IT IS HEREBY RESOLVED that:

- (1) The Charter Township of Flushing is authorized and shall enter into a contract with the Genesee County Road Commission for the chip sealing of Frances Road, between Seymour Road and Nichols Road, in the form prepared by the Genesee County Road Commission, provided and on the express condition the Charter Township of Montrose enters into a contract with the Genesee County Road Commission to pay \$9,143.97 of the total costs of the chip seal;
- (2) The Township Superintendent and Clerk are authorized to sign the contract on behalf of the Township;
- (3) Authorization is granted for the Township's expenditure of an amount not to exceed \$9,143.97, with the entire amount to be paid by the Charter Township of Montrose, from the \$13,289.92 surplus currently held for the benefit of The Charter Township of Flushing, directly to the Genesee County Road Commission in full payment of the Charter Township of Flushing's obligation under the Contract with the Genesee County Road Commission, with the balance of \$4,145.95 to be paid over to the Charter Township of Flushing.

YES: 7

NO: 0

ABSENT: 0

THE RESOLUTION IS DECLARED X ADOPTED NOT ADOPTED

I certify that the foregoing is a true and accurate copy of a Resolution adopted by the Charter Township of Flushing Board of Trustees, Genesee County, Michigan, at its regular meeting held on March 10, 2016 at the Charter Township of Flushing Hall, 6524 N. Seymour Road, Flushing, Michigan 48433.

Maryion Lee
Flushing Township Acting Superintendent

Dated:

Julia Morford,
Flushing Township Clerk

Dated:

**ACTION ON THE MOTION
ROLL CALL VOTE:
MOTION CARRIED UNANIMOUSLY**

- K. Motion to consider the Park Committee's Recommendation concerning the quotes received from contractors seeking to implement management plans to eradicate invasive species in the Flushing Township Nature Park. – Treasurer Lee

TREASURER LEE MOVED, supported by Trustee Matzke to consider the Park Committee's recommendation concerning the quotes received from contractors seeking to implement management plans to eradicate invasive species in the Flushing Township Nature Park which was David Mindall from Plant Wise in the amount of \$4,920 for Unit A.

**ACTION ON THE MOTION
ROLL CALL VOTE:
AYES: Matzke, Gage, Minaudo, Morford and Lee
NAYS: Martinson and Birchmeier
MOTION CARRIED**

- L. Approval of Minutes for February 11, 2016 regular meeting, February 16, 2016 Special Meeting, and February 24, 2016 Special Meeting

TRUSTEE MARTINSON MOVED, supported by Trustee Minaudo to approve the minutes of the February 11, 2016 Regular Board Meeting.

**ACTION ON THE MOTION
ROLL CALL VOTE:
MOTION CARRIED UNANIMOUSLY**

TRUSTEE MINAUDO MOVED, supported by Treasurer Lee to approve the minutes of the February 16, 2016 Special Board Meeting.

**ACTION ON THE MOTION
ROLL CALL VOTE:
MOTION CARRIED UNANIMOUSLY**

TRUSTEE MATZKE MOVED, supported by Treasurer Lee to approve the minutes of the February 24, 2016 Special Board Meeting.

**ACTION ON THE MOTION
ROLL CALL VOTE:
MOTION CARRIED UNANIMOUSLY**

M. Payment of Bills

**NO MOTION OR SUPPORT WAS MADE ON PAYMENT OF BILLS
BUT THE VOTE WAS UNANIMOUS**

VI. REPORTS:

1. Supervisor's Report – No report given
2. Flushing Township Police Department – Chief Fairchild
3. Flushing Fire Department – Supervisor Birchmeier
4. Flushing Area Senior Center – No report given
5. Financial Report for February, 2016 – Treasurer Lee
6. Superintendent's Report – No report given
7. 911 Committee Report – Trustee Minaudo

VII. COMMITTEE REPORTS:

1. MTA – Trustee Martinson

VIII. PUBLIC COMMENTS:

10:05 PM – OPEN FOR PUBLIC COMMENTS

Two people gave comments

10:09 PM – CLOSED FOR PUBLIC COMMENTS

XI. BOARD COMMENTS:

Comments were heard from Clerk Morford and Trustee Martinson

XII. NEXT REGULAR MEETING: THURSDAY, APRIL 14, 2016 AT 7:00 PM

XIII. ADJOURNMENT: Meeting adjourned at 10:17 PM

JOYCE A. WILSON, Deputy Clerk for Julia A. Morford, Clerk

RIAN R. BIRCHMEIER, Supervisor

APPROVED DATE _____

03/10/2016 Regular Min