

**VILLAGE OF PLEASANT PRAIRIE
PARKS COMMISSION
Village Hall Auditorium
9915 39th Avenue
Pleasant Prairie, Wisconsin 53158
April 8, 2009
6:00 p.m.**

A regular meeting of the Pleasant Prairie Parks Commission was held on Wednesday, April 8, 2009, 6:00 p.m. Present were Michealene Day, Glenn Christiansen, Rita Christiansen, Kathleen Burns, Monica Yuhas, Troy Holm (Alternate #1, voting member) and Jim Bandura (Alternate #2, voting member). Michael Russert was excused. William Mills was absent. Also present were Mike Pollocoff, Village Administrator, John Steinbrink, Jr., Director of Public Works and Ruth Mack, Clerical Secretary.

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. CONSIDER AND APPROVE THE MARCH 3, 2009 PARKS COMMISSION MEETING MINUTES**

Michealene Day:

In your packet we have our minutes from March 3, 2009. If there are not any corrections or additions can I entertain a motion to accept the minutes?

Jim Bandura moved to approve the Parks Commission Meeting minutes of the March 3, 2009 meeting presented in their written form: Seconded by Monica Yuhas. Motion carried 7-0.

- 4. CITIZEN COMMENTS**

Michealene Day:

At this time you're invited to come up and talk to the Commission. We ask that you state your name and your address. Feel free to come on up.

Tina Pizur:

Hi everybody. My name is Tina Pizur. I live at 8410 57th Avenue. My husband and I are here because we heard that you had land donated for parks. And it was suggested that we come in and voice our need/want/love for a dog park in this area. That's why I'm here to find out what the plans are, if there are any hopes for that.

Michealene Day:

Thank you, Tina. We are going to be discussing the Ingram Park design later on this evening. I don't know exactly what that plan yet entails. We'll get a little bit more into it, but we do understand about the dog parks and the needs for it and we'll look into that for you. Thank you. Anyone else who would like to talk to us? Okay, thank you.

5. NEW BUSINESS

a. Discuss and Approve Ingram Park Design Services Contract Award

Michealene Day:

And before we do that, Mr. and Mrs. Ingram, the couple that donated the property is here this evening with us. Would they like to stand and be recognized. Would either one of you like to talk for a moment and give us the reasons why you decided to donate and what you'd like to see with the park? No, not tonight? Okay. Well, we really appreciate the donation and you being here this evening. It's quite a generous donation. Thank you. John, did you want to go into the Ingram Park design, or Mike?

Mike Pollocoff:

Just before John does this, since we've received the gift from the Ingrams, John Steinbrink has put together a request for proposals to begin the process to get the park plan put together and designed so that we've got something to work with. John is going to go through the proposals that we received. We received fortunately some good proposals. Within that we're going to be preparing the plan for it, and then the second part of that is the design and actual construction documents that's going to occur. In the interim, as we get that plan put together, my goal is to identify those things that we can facilitate construction for this year as part of some of our ongoing improvements that we would make that would get those things started, get the base improvements put together that would enable it to fit the following year after our budget cycle and planning what improvements we're going to make either with tax dollars, and we're also going to be planning on using impact fees for a fair amount of it as well.

This is the Parks Commission's first look at this. Mr. and Mrs. Ingram have given us a sketch of the things that they would like to see which is not different from what they told us in the beginning. I think it's a really good basis for a plan that would serve the community going forward. I'm not sure if you have an overhead of that or not. With that I guess I'd like John to start off with this specific item. I think you guys have a sketch of that. It was a little bit difficult to get it up on the system to have it show up. Why don't you go ahead, John.

John Steinbrink, Jr.:

Good evening, Mrs. Day and the rest of the Parks Commission. Last month Village staff went and put together an RFP for design services of Ingram Park that we had recently received from the Ingram family very generously. And as part of that RFP some of the things that we were looking to have done as part of that design really mirrored what the visions were from the Ingrams on that parkland. They included a fishing pond, a walking path, planting some trees, having a little forest preserve natural area, a bike trail that really integrates a lot of the other bike trails that we have in the Village. They're going to make sure the people have access to it and a playground and a dog run area.

We do have a sketch from the Ingrams but because it was in pencil it really didn't show up very good on the scans, it didn't show up good on the board. But I will make sure that we get that included and blown up and darkened up as part of our design processing concept plans.

Based on the information, we sent out probably about half a dozen RFPs to different companies and we did receive four companies responding back to us. Schreiber Anderson had submitted, Crispell-Snyder, Town Builder Studios and Vandewalle & Associates. The Village has done work with all four of these companies in the past in one capacity or another. The RFP was broken down into two components. The first was really just a design plan that brings a concept plan really through fruition of how big is the pond going to be, what amenities are going to be in the park, how big is the dog park, where is the bike trail going to be located and different items like that. And in the second phase of it, which we're not actually looking to act on this evening because we're not really budgeted for that at this time, but at least it gives staff a ballpark idea of how much money it's going to cost that we need to budget and go through and actually complete the bid documents and construction plans based off of our concept plans.

Based off of the four RFPs that were received from each of the companies, Vandewalle & Associates came in for Task 1 which is just a concept plan of \$10,000, and a task two of preparing the construction documents, the big documents, of \$65,000. Town Builder Studios came in at \$9,840 for design and the construction documents \$38,300. Crispell-Snyder \$9,800 for the design and construction documents of \$36,300, and Schreiber/Anderson came in at the lowest at \$9,172 for the concept design and an estimate of \$29,870 for the construction documents in a bid package to have this out.

I went through and evaluated all four of the submittals and they're very close actually for task 1 as far as the concept design was. I did not give any of the companies a budget number or anything else to work with, so I was really surprised at how close some of the numbers were coming in. I would be very comfortable with either one of these four companies completing the project for us, but I'm putting together a recommendation for Schreiber/Anderson for task 1 of doing the design services. I can answer any questions that the Board may have.

Michealene Day:

Anyone have any questions?

Jim Bandura:

John, you mentioned you'd be comfortable with Schreiber/Anderson for phase 1?

John Steinbrink, Jr.:

Yes.

Jim Bandura:

What's your reasoning behind it?

John Steinbrink, Jr.:

Schreiber/Anderson has a long reputation of being a very good design firm. Our Village Engineer at his previous job has done a lot of work with Schreiber/Anderson and he recommended them very high. They are a very competent company. I know that they were not our first selection that we had for the bike and trail plan. They're just kind of based on their request for that but I am comfortable having them for this. This really is what they specialize in. They are a big design firm. On the references that they have they do projects all over the area and I'd be very comfortable having them complete this project.

Jim Bandura:

The reason I'm asking is I really didn't see much in the way of oddball things on their proposal, and it looked pretty straightforward. Like you say they're pretty close together. Crispell-Snyder they do quite a bit of work for the Village and I was just curious on your take on that.

John Steinbrink, Jr.:

Crispell-Snyder is more of an engineering design company. They do a lot for the Village with the highway design, roads and infrastructure and stuff like that. They're probably not quite as strong of a design company as far as the planning goes. When we did the work with the Master Park and Open Space Plan, Crispell-Snyder actually had to partner up with Vandewalle & Associates because they really don't have that strong of a planning background. I'm not saying that they're not a great engineering firm. I mean they're great in the highways and infrastructure design and different things like that, but I

really don't think that planning is their strongest suit.

Jim Bandura:

So would you be open to splitting the phases between two companies then?

John Steinbrink, Jr.:

Right now we're just looking at task 1 and we will put this back out for an RFP for task 2 once task 1 is complete. We just kind of wanted to have a ballpark idea of where the numbers would be coming in for it.

Jim Bandura:

Because both of them seem to have just right on the dot for what they're going to provide for us as far as the proposals go. They're pretty good in both ends.

John Steinbrink, Jr.:

Correct. We are only looking at awarding task 1 this evening, and then we will probably put task 2 at the time potentially at the end of the year when task 1 is complete.

Monica Yuhas:

I have a comment. John, I do notice that Schreiber has worked with Kenosha a few times with different parks, the Kenosha County Park Master Plan. They've also worked on the West Side Park Master Plan and the Wolfenbittel Park Gardens in Kenosha. So that's impressive. I'm sure we've all seen their work either driving by or we can do that. So that gives me confidence also in that selection.

Mike Pollocoff:

I might add, Trustee Yuhas, we worked with Schreiber/Anderson, they were the planner and designer for one of the owners of the Village Green Center here prior to the previous owner. They represented the owner and their work was really good. We didn't necessarily care for the owner of the development but the planning work they did was thoughtful and they paid attention to detail. So we worked with them from the other side of the fence and I think they were good. I think that one presentation they made for the bike plan was probably more of an aberration to be honest with you from what I'm familiar with.

Rita Christiansen:

In regards to the RFP that was put out for these four, it includes Phase 1 and Phase 2, and

so we're only going to accept Phase 1 of whichever one of these that we select tonight?

John Steinbrink, Jr.:

Right, that is correct. It was stated in there that we could do one or the other but not both so all the companies were aware of that when they submitted.

Jim Bandura:

But we're not limited to that, though? I mean if we--

Michealene Day:

We are as far as budgetary. We don't have the money to do both phases.

Jim Bandura:

Okay.

Rita Christiansen:

But yet we RFP'd for both.

John Steinbrink, Jr.:

Right, but we don't have to go through and award both. We can only award one.

Mike Pollocoff:

I think we'd end up with a more realistic construction document number once the plan is done and available to evaluate what it's going to take to engineer it.

Rita Christiansen:

I guess I'm a little confused because I'm not familiar enough with the process to understand. Then as far as cost impact would it had not been better just to say we're just going to put Phase 1 out there, and would the cost have been less if you would have just put out for Phase 1? Because they're combining Phase 1 and 2 and, therefore, you have these numbers. So I'm just asking the question.

John Steinbrink, Jr.:

I think that's one of the reasons we went through and had them separate in case the construction costs were over our budgetary amounts. But I really had no idea where the

numbers would be coming in, and if they would have come in at \$10,000 for both that would have been great and maybe that's something we could have done. But coming in at a combined cost of just under \$40,000 is something we might have to revisit once our concept plan is designed.

And, also, like Mike had said it's really hard to put together a number until you really do have a lock down price or at least a lock down concept plan. The dog run is something that kind of came up afterwards based on the Ingram's sketch that we had and with some of the input that the residents have been receiving. And so now a dog run is something that might be potentially in the plan. We're really not sure how big the pond is going to be as far as excavation costs and things like that.

Rita Christiansen:

But right now Phase 1 doesn't include the conceptual part of the plan? If I'm reading this correctly it includes topographical, wetland, etc. Does it actually give us a picture of what's going to be on the ground, is that correct?

John Steinbrink, Jr.:

No, the deliverables for Phase 1 are going to be the concept plans, the price for having some meetings, meetings with the residents, revisiting the plan and coming up with an actual physical concept plan in a form we can use.

Mike Pollocoff:

So Phase 1 does deliver a concept plan that everybody can look at and be able to modify based on meetings so we can adjust that. So once we've agreed on what the concept plan is going to show then at that point we can put it out to bid for actual design work and all the design firms would be bidding on the same concept plan.

Jim Bandura:

Task 2.

Mike Pollocoff:

Right. I think one of the advantages to bidding it out in two phases like this, it really gives the firms that are able to do both or have a relationship with an engineering firm to say, okay, where do we want to best take a chance on getting this whole job. So sometimes they're discount the conceptual work knowing they're going to do that work there and you might not be involving a civil at that level of it, just having a planner or a landscape architect and then load their engineering time actually into that actual engineering work is where we'd want to see that.

That being said, I think a lot of the things that we're going to be looking at as far as conceptual with our own in-house engineering is looking at the floodplain, the modification that would be made to the floodplain in conjunction with identifying the fishing pond, identifying what storm water intercept ponds we're going to have so we don't release in the future any contaminated water or silty water into the fishing pond. Just that hydrolic look of the floodplain. We're going to do that with our engineers, but we're going to take the first run at that with the conceptual plan to make sure we get that laid out, so if we have to modify the floodplain that's a more time intensive process to run through, more of a critical path that would extend beyond the construction so we could get that in place and take care of that. I think that would enable us to take care of and get this thing, the park set up so we get the maximum amount of usable space for the things we want to get in there and address the problems that are in that area with the floodplain.

Rita Christiansen:

I have another question, too. In regards to when this drawing was submitted and then the RFP what is the gap between those so we know—

John Steinbrink, Jr.:

The RFP was submitted first, and then I received the plan from the Ingrams after the RFP was out already.

Rita Christiansen:

So this concept or some of these amenities, if you will, that are in here are not out of the question based on whatever decision we make tonight?

Mike Pollocoff:

No. In fact, one of the good things about the Schreiber/Anderson proposal is they actually did take the time to go visit with the Ingrams and ask them what they'd like. So they received that input. I don't know if Ingrams drew it up for Schreiber/Anderson but, like I say, what the Ingrams told us and what they drew is really not that much different. Then as their proposal goes it's a pretty good proposal because they took a look at the conditions on the ground and what the people were looking for.

Jim Bandura:

So it's going to be conceivable that for task 2 you're going to put it out again for proposal?

Mike Pollocoff:

Yes.

Jim Bandura:

Sweet. I like the way you guys are going with this. We're going to have . . . possibly.

Mike Pollocoff:

That's our hope.

Kathleen Burns:

What I'd like, as I'm just perusing these looking at the Schreiber/Anderson proposal, on page 7 it shows that they're going to call for four meetings. I don't see that many public meetings where they can get input. And quickly looking through the others I didn't see that many. I think that's a positive because that avoids trying to get, have all the work done and then have issues later. So I think anyone who is willing to have that much public input at different increments during the process is a very positive.

Mike Pollocoff:

Yes, I think it is. That takes care of a lot of second guessing later on.

Michealene Day:

Any other comments?

Jim Bandura:

Just one more. Is that standard 30 day time frame for billing cycle? They're requesting payment in 30 days.

Mike Pollocoff:

Yeah, we do that. Not all cities will do that. They'll say they want 90 or 120 but we try to maintain a relationship with vendors and if we can get the money out in 30 days that's fair for everybody.

Jim Bandura:

Yeah, it is and you're comfortable with that.

Mike Pollocoff:

Yes.

Michealene Day:

If no further comments?

Rita Christiansen:

I would like to say I love the idea of the dog park. I'm all about the dog park because I have been for other parks that we have here, so I think it's something that we're lacking here that would not be difficult to do. But I don't know enough about the topographical area or surrounding areas.

Michealene Day:

If you'd like to make a comment you need to come back up to the mic and, again, give us your name and your address.

Patrick Pizur:

My name is Patrick, I'm her husband.

Michealene Day:

We need the whole name because now you're on record.

Patrick Pizur:

My name is Patrick Pizur. I live at 8410 57th Avenue in Pleasant Prairie. I just wanted to comment if any of you go down towards Gurnee and Lake Villa, Lindenhurst, Libertyville they all have wonderful dog parks. We all love our dogs, and if there's anything me and my wife can do to educate anybody or help anybody with designing the dog parks we'd be more than happy I'm sure. Thank you.

Michealene Day:

Thank you. I'm sorry, you had your hand up ma'am?

—:

What is a dog park?

Michealene Day:

John?

John Steinbrink, Jr.:

Sure, a dog park is a fenced in and secured area where dog owners are able to bring their dogs to just kind of run free and exercise them and interact with other dogs.

(Inaudible)

John Steinbrink, Jr.:

That's correct.

(Inaudible)

John Steinbrink, Jr.:

This past weekend I actually went down to the Libertyville area down on Peterson Road where they have the dog park down there. I didn't bring my dog but I should have. I actually went down and I kind of saw how they had the access, how they had the parking, how the dogs were interacting and everything like that, and it was a very positive experience for everyone that was down there. It was very safe and all the dogs were very well behaved.

(Inaudible)

John Steinbrink, Jr.:

There were no slides or swings or baseball diamonds, but definitely things that were intriguing for the dogs.

(Inaudible)

John Steinbrink, Jr.:

So the Village and along with some of these meetings that we are going to be working on we'll go down and work on some of the rules and regulations as our first dog park develops. And we definitely would encourage anyone's help that wants to be a part of these meetings. We'll make sure that we have them posted. If you want direct contact with that or just let me know and I can take your name and number and contact you directly for it.

Michealene Day:

So when we have our conceptual meetings they will be advertised. This would be a great opportunity then for those people that are very much interested in the dog parks and the dog runs to attend so that when we do the conceptual drawings with these gentlemen we get exactly what we need. So it won't be the end of the conversation with the dog runs and the dog parks, it's just the beginning. As soon as we can get this out and get it and pick the design team to design this for us we'll let you all know when we're going to start having our meetings. Monica, you had something you wanted to read into the minutes?

Monica Yuhas:

Yes. I received an e-mail from Kenneth Stein, address 5522 89th Street. I received the e-mail on April 6, 2009 and it reads as follows: Good morning, Monica. Would you please read this e-mail into the record of the Parks Commission meeting on Wednesday, April 8, 2009. As you know, I will be out of town on this day. I would like to say that the donation of the land to Ingram Park was a great gift for the Village and that the concept of the park is very well suited to the rural concept that the Village needs to maintain. The only alteration that I would like to see is the pond which is shown on the northeast side be enlarged to give the affected property owners in the Wilshire Subdivision relief from the floodplain that they were put in. None of these owners were informed that when they purchased their homes that they were in the revised floodplain. Thank you for hearing this and reading this into the minutes for me. Respectfully, Kenneth C. Stein, 5522 89th Street.

Michealene Day:

Perhaps then he should be informed when our conceptual meetings are. Kathy, you had another comment?

Kathleen Burns:

No, I was just going to invite the Pizurs to attend those conceptual meetings. It sounds like you've got a lot of information, so having attended those kinds of things for other parks that were designed they just sit down and take note after note so that will be a real good time to get your input.

Michealene Day:

At this time would someone like to make a recommendation that—I understand I would personally agree with John with going with Schreiber/Anderson. Would anyone want to make a motion to accept staff's recommendation to award the task 1 to Schreiber/Anderson?

Jim Bandura moved to approve award of the Park Design Services Contract for Ingram Park to Schreiber Anderson. Seconded by Troy Holm. Motion carried 7-0.

b. Discuss and Approve Bike and Pedestrian Trails Plan Steering Committee

John Steinbrink, Jr.:

One of the other projects that the Parks Commission has going on, it's actually kind of exciting to have two projects going on at the same time now. It's pretty big for us. A few months ago we awarded the bike and pedestrian trail plan to the Wisconsin Bicycle Federation. One of the first steps in working on this or actually upgrading our existing plan is to develop a steering committee that would kind of be like people that are heading up this project. Some of the people that we'd like to have included in the steering committee would be representatives from the Parks Commission, representatives from the Recreation Committee, Jean Werbie or any other member of the Community Development Department, Mike Spence our Village Engineer, myself, a representative from our fleets department, Lane Slater who works at the fitness desk and is a very avid biker also as a Rec Plex representative, Mike Riva who is the President of Kenosha Velosport which is a very large bicycling competitive group, and Patrick Finnemore who is the Facilities Director for KUSD, and obviously anyone else that the Parks Commission would like to recommend be on the steering committee. I guess I would just like to entertain any comments or thoughts on additions or how we want to move forward with starting this steering committee.

Michealene Day:

I think it's a great list. I think it incorporates a large spectrum of the populous here with the Parks and the Rec Department, planning, zoning, Kenosha bicyclists. I think it's a great start and you don't want it really terribly large, but I think it seems like a good size. That would be my opinion. I would say this is a terrific idea and I would go for it. Are there any other comments?

Jim Bandura:

Just one comment. Can you just kind of give an overview of what the steering committee will do for us and the Village?

John Steinbrink, Jr.:

The steering committee will really just kind of be the group that kind of works with the citizens during our meetings and the Parks Commission. It's kind of like this independent group that really does have a passion for what we're doing. I'm not saying that the Parks Commission doesn't have a passion but this is really a much broader cross-

section of engineering, planning, zoning, police, and just to make sure that we have representatives from each of those factions that are concerned with the safety of the trails would be the police department, and the planning and zoning in making sure it fits in the right areas of the community, KUSD making sure we have ties in with the elementary schools, engineering in case we have any issues with the wetlands and so on and so forth.

So it really comprises a cross-section of everyone that we feel is important. And by no means are we excluding the residents. We definitely want to have them included in the process, but everything that we do we want to make sure the police department is looking at it, planning and zoning is looking at it, engineering is looking at it, KUSD is involved in the process also, so that's kind of the role they would take in this project.

Michealene Day:

And then the Board here is also kept informed of the progress, correct?

John Steinbrink, Jr.:

That's correct.

Michealene Day:

Does anyone have any comments at all or questions about it?

Rita Christiansen:

So what is the goal or the outcome or the expectations of the plan steering committee?

John Steinbrink, Jr.:

It's to provide a conduit to the Parks Commission or from the residents that really makes sure that we're not missing any aspects of our plan. And I guess when I say missing we want to make sure that the police department has an opportunity to look at it. We want to make sure that the planning and zoning has a chance to look at it. We're taking a lot of people that are really experts in their field as kind of like an advisory committee where at the end of the day we really have the best product we can have.

Mike Pollocoff:

I'll be involved in preparing that conceptual plan so that the interested citizens and parties are going to be helping staff put this thing together so we don't put a staff mark on it and then forwarding that concept plan as it's developed back to the Parks Commission for consideration.

Rita Christiansen:

Mike, when would they first begin their meetings?

John Steinbrink, Jr.:

As soon as we have all the people contacted and we know who is going to be representing from the Parks Commission and the Rec Commission. As soon as we can do that and schedule it I'd like to start going on and meet and then start with our public cafés and just kind of moving forward. I really don't have a time line right now, but identifying the steering committee is the first step and then we'll find out everyone's schedule and move forward from there.

Rita Christiansen:

So if someone from this group wants to be the representative of the Parks Commission should they contact you directly?

John Steinbrink, Jr.:

Yes.

Mike Pollocoff:

Yes, or if you want to designate people tonight you could do that, too.

Kathleen Burns:

Is there any opportunity for just an average bike rider from Pleasant Prairie, someone that might be passionate about this? I don't know how tight the time frame is or if someone on this Commission might know of someone. I see the Kenosha Velosport individual, but I'm wondering if just to pull in more community involvement if there might be someone where this could be a really good and not only a learning experience for an individual but pull them into this type of project, is that possible? I'm just throwing that back up for discussion.

Michealene Day:

In my mind you want to keep the steering committee small instead of having 50 people in a room.

Kathleen Burns:

I didn't mean 50.

Michealene Day:

I just threw that number out. Not that you would exclude anyone and you might even have meetings with a club or two of bicyclists, the steering committee would, but I think I wouldn't want to see too many more people than this list.

John Steinbrink, Jr.:

If I could just add one comment to it. Our Village Engineer, Mike Spence, is an avid biker. He goes on many long rides on a regular basis. Lane Slater is an avid biker. I have even been known to ride myself on occasion and Mike Riva. I think we do have a lot of expertise in that. They would be working with all the residents that do want to be a part of this in working with them. But we did try to pick individuals that did have a passion for biking or walking or whatever, the connectivity aspect of it.

Kathleen Burns:

I know it was one of the things I liked so much about the proposal that was put out was the passion of the individuals that they were all bicyclists so thank you.

John Steinbrink, Jr.:

I guess a little side note or something that I found out afterwards is that no one on that organization of the Bike and Ped Federation owns a car. So they have one community car that they all kind of have to reserve when they have to go to meetings and schedule around it.

Kathleen Burns:

That's passion. Thanks, John.

Jim Bandura:

John, you mentioned that you're going to put it out there as a café type of input from the Village. I've had a number of times that I've had the opportunity to participate in it and I think that's a good idea. And I think to keep this small to a certain extent and get the citizens' input via the café I think that's a good idea.

Mike Pollocoff:

And they had budgeted these type of open meetings in their proposal, so I think that really will help round out and provide that extra avenue for citizen input prior to it coming to the Parks Commission.

Jim Bandura:

And that will be publicized?

John Steinbrink, Jr.:

Correct. It will be on our website. We'll have press releases. We'll direct contact anyone that contact myself or anyone else to attend. I would love to see this room just packed full when we have that café. That would be great.

Michealene Day:

Motion to accept the steering committee?

Rita Christiansen moved to approve the Bike and Pedestrian Trails Plan Steering Committee as written. Seconded by Glenn Christiansen. Motion carried 7-0.

6. PARKS COMMISSION COMMENTS

Michealene Day:

Does anyone have any comments to make?

Monica Yuhas:

I would like to thank the Ingrams for coming tonight. This is the first opportunity I've had to see you and look forward to speaking with you after the meeting. The donation is very generous, and not only as a Park Commission member or as a Village Trustee but as a resident where my family is living and my children are growing it is very welcomed and appreciated. So thank you very much.

Michealene Day:

Thank you very much.

7. ADJOURNMENT

Jim Bandura moved to adjourn the meeting. Seconded by Troy Holm. Motion carried 7-0.