

BOARD OF ROAD COMMISSIONERS  
FOR OAKLAND COUNTY, MICHIGAN

Thursday, January 20, 2022

1. THE meeting was called to order by the Chair of the Board, Andrea LaLonde at 9:00 A.M. in the Board Room of the County Road Commission Offices, 31001 Lahser Road, Beverly Hills, Michigan. Initial notice of the meeting was posted on November 19, 2021, in compliance with provisions of Act 267 of 1976.

An updated notice of the meeting with remote participation access was posted on April 2, 2020, in compliance with provisions of Act 267 of 1976, Section 3a and other applicable sections.

ROLL CALL: LALONDE – PRESENT; QUARLES – PRESENT; FOWKES – PRESENT

Dennis Kolar, Managing Director  
Gary Piotrowicz, Deputy Managing Director  
Jennifer Henderson, General Counsel  
Melissa Williams, Director of Finance Department – remote dial-in/FL  
Brad Knight, Director of Planning and Environmental Concerns  
Jay Carter, Maintenance Operations Engineer, Highway Maintenance  
Scott Sintkowski, Permits Engineer, Department of Customer Services  
Samuel Fitzer, Director of Engineering Department  
Mary Gillis, Director of Central Operations  
Danielle Deneau, Director of Traffic-Safety  
Pam Cahill, Director of Human Resources  
Craig Bryson, Public Information  
Shannon Miller, Deputy-Secretary/Clerk of the Board

2. Chair LaLonde lead the Pledge of Allegiance to the Flag.

3. MOVED BY: QUARLES SUPPORTED BY: LALONDE

THAT the Board approve the agenda for January 20, 2022, as written.

MOTION CARRIED UNANIMOUSLY

4. There were no members of the public wishing to address the Board.

5. MOVED BY: QUARLES SUPPORTED BY: FOWKES

THE Board approve the minutes of January 6, 2022, as written.

MOTION CARRIED UNANIMOUSLY

6. Chair LaLonde asked Dennis Kolar, Managing Director, to review the status of State and Local Executive orders in place addressing the COVID-19 pandemic. Mr. Kolar presented the following:

Last week, the US Supreme Court ruled on OSHA's Emergency Temporary Standard on COVID-19 vaccinations and weekly testing. On Thursday, January 13, the Court issued an opinion striking down the vaccine or test mandate for businesses with over 100 employees. The Court left in place the vaccine mandate for certain healthcare workers. We continue to encourage vaccinations among our staff, including the booster. Up to four hours of pay per dose is available for employees to use outside of their individual banks.

The number of positive cases statewide are down from the record highs last month but remain extremely high. The positivity rate is over 30%. In Oakland County, the 7-day average for cases continues to decline but is still around 2,000. Within the agency, we are currently experiencing the highest internal case numbers to date. However, as has been true throughout the pandemic, employees are exposed outside of work and not spreading infection at RCOC.

By continuing to adhere to our Response Plan, we are doing all we can to ensure the safety of our employees, and we ask everyone to do their part by masking up where appropriate, maintaining social distance, washing their hands, and staying home when they are sick.

- 7A. MOVED BY: QUARLES SUPPORTED BY: FOWKES

RESOLVED, that checks numbered 505670 through 505717; and, ACH payments 52794 through 52832 numbered 87 be approved for payment for an aggregate amount of \$1,109,856.22; and,

FURTHER RESOLVED, that the Oakland County Treasurer be directed to pay the checks from the funds in the County Road Account.

MOTION CARRIED UNANIMOUSLY

- 7B. MOVED BY: QUARLES SUPPORTED BY: FOWKES

RESOLVED, that checks numbered 505718 through 505759; and, ACH payments 52833 through 52866 numbered 76 be approved for payment for an aggregate amount of \$1,082,167.78; and,

FURTHER RESOLVED, that the Oakland County Treasurer be directed to pay the checks from the funds in the County Road Account.

MOTION CARRIED UNANIMOUSLY

8. MOVED BY: QUARLES SUPPORTED BY: FOWKES

THAT Permits applications issued by the Road Commission for Oakland County, Customer Service Department, be approved and become effective on the date issued:

|   |       |         |   |       |                      |
|---|-------|---------|---|-------|----------------------|
|   | 62841 | Through |   | 62887 | Construction Permits |
| S | 0885  | Through | T | 0005  | Driveway Permits     |

MOTION CARRIED UNANIMOUSLY

9. MOVED BY: QUARLES SUPPORTED BY: FOWKES

WHEREAS, this Board is in the process of reconstructing Cooley Lake Road Culvert over the Huron River in the Township of Commerce, County of Oakland, State of Michigan, being Road Commission Project Number 55503 ("Project");

WHEREAS, Cooley Lake Road in the Township of Commerce is a county primary road under the jurisdiction and control of the Board;

WHEREAS, the Project requires the acquisition of a temporary easement ("Temporary Easement") over a parcel of land ("Property") that is known as Parcel Number 3, part of Tax Parcel No. 17-03-228-001, and commonly known as 6196 Brockway Street. The Property is more particularly described in the records of this Board's Engineering Department, with said description being incorporated by reference herein;

WHEREAS, Carl Bradley, State Certified General Appraiser, has prepared an appraisal report, dated October 12, 2021, estimating the just compensation for the Temporary Easement to be \$647.00;

WHEREAS, Teresa Hurst, Certified Arborist, has prepared an appraisal report, dated October 22, 2021, estimating the just compensation for removal of trees from the Property to be \$750.00;

WHEREAS, the owner has executed a Temporary Easement in the total amount of \$1,397.00. This amount is equal to the estimated just compensation;

WHEREAS, the Property has the following record ownership and parties in interest:

Stefan Lennstrand, fka Stefan U. Wrathell  
23927 Ripple Creek Road  
Novi, MI 48375

WHEREAS, the Board has reviewed the relevant materials regarding the Property and is otherwise informed about the subject matter;

NOW, THEREFORE, BE IT RESOLVED this Board hereby approves the Temporary Easement, as proposed, over the Property, and the Board authorizes payment of \$1,397.00 to the owners and parties in interest in exchange for the conveyance. The Board further authorizes the Right of Way Division to complete the transaction and record the necessary documents with the Oakland County Register of Deeds.

MOTION CARRIED UNANIMOUSLY

10. MOVED BY: QUARLES SUPPORTED BY: FOWKES

WHEREAS, the Board of Oakland County Road Commissioners has received a Quit Claim Deeds from Toll Northeast V Corp, a Delaware Corporation of 250 Gibraltar Rd., Horsham, PA 19044, conveying to this Board the rights for public road purposes over a parcel of land more particularly described as follows:

LEGAL DESCRIPTION – RESERVE AT WEST BLOOMFIELD PHASE 1A

A VARIABLE WIDTH STRIP OF LAND LOCATED IN THE NORTHWEST 1/4 OF SECTION 30, TOWN 2 NORTH, RANGE 9 EAST, WEST BLOOMFIELD TOWNSHIP, OAKLAND COUNTY, MICHIGAN, DESCRIBED AS COMMENCING AT THE NORTHWEST CORNER OF SAID SECTION 30; THENCE S00°04'22"E 968.87 FEET ALONG THE WEST LINE OF SAID SECTION 30 AND THE CENTERLINE OF HAGGERTY ROAD; THENCE 72.43 FEET ALONG THE ARC OF A 2,890.00 FOOT RADIUS CIRCULAR CURVE TO THE LEFT, CHORD BEARING N55°51'36"E 72.43'; THENCE S00°04'22"E 440.89 FEET TO THE POINT OF BEGINNING; THENCE N89°55'38"E 62.85 FEET; THENCE 97.23 FEET ALONG THE ARC OF A 200.00 FOOT RADIUS CIRCULAR CURVE TO THE LEFT, CHORD BEARING N76°00'00"E 96.28 FEET; THENCE 28.75 FEET ALONG THE ARC OF A 260.00 FOOT CIRCULAR CURVE TO THE RIGHT, CHORD BEARING N65°14'26"E 28.74 FEET; THENCE N68°24'31"E 91.89 FEET; THENCE N12°58'46"W 91.29 FEET; THENCE 33.06 FEET ALONG THE ARC OF A 42.00 FOOT RADIUS CIRCULAR CURVE TO THE LEFT, CHORD BEARING N35°31'45"W 32.21 FEET; THENCE 282.95 FEET ALONG THE ARC OF A 60.00 FOOT RADIUS CIRCULAR CURVE TO THE RIGHT, CHORD BEARING N77°01'14"E 84.71 FEET; THENCE 33.06 FEET ALONG THE ARC OF A 42.00 FOOT RADIUS CIRCULAR CURVE TO THE LEFT, CHORD BEARING S09°34'12"W 32.21 FEET; THENCE S12°58'46"E 82.09 FEET; THENCE 46.27 FEET ALONG THE ARC OF A 200.00 FOOT RADIUS CIRCULAR CURVE TO THE LEFT, CHORD BEARING N63°42'55"E 46.17 FEET; THENCE N57°05'15"E 238.73 FEET; THENCE 19.46 FEET ALONG THE ARC OF A 260.00 FOOT RADIUS CIRCULAR CURVE TO THE RIGHT, CHORD BEARING N59°13'53"E 19.45 FEET; THENCE N61°22'31"E 119.77 FEET; THENCE 156.50 FEET ALONG THE ARC OF A 200.00 FOOT RADIUS CIRCULAR CURVE TO THE LEFT, CHORD BEARING N38°57'30"E 152.54 FEET; THENCE N16°32'30"E 267.86 FEET; THENCE 48.15 FEET ALONG THE ARC OF A 42.00 FOOT RADIUS CIRCULAR CURVE TO THE LEFT, CHORD BEARING N16°18'02"W 45.56 FEET; THENCE 285.94 FEET ALONG THE ARC OF A 60.00 FOOT RADIUS CIRCULAR CURVE TO THE RIGHT, CHORD BEARING N87°23'04"E 82.56 FEET; THENCE 31.65 FEET ALONG THE ARC OF A 42.00 FOOT RADIUS CIRCULAR CURVE TO THE LEFT, CHORD BEARING S22°19'26"W 30.91 FEET; THENCE 71.72 FEET ALONG THE ARC OF A 260.00 FOOT RADIUS CIRCULAR CURVE TO THE RIGHT, CHORD BEARING S08°38'20"W 71.50 FEET; THENCE S16°32'30"W 132.12 FEET; THENCE S73°27'30"E 124.65 FEET; THENCE 121.03 FEET ALONG THE ARC OF A 260.00 FOOT RADIUS CIRCULAR CURVE TO THE RIGHT, CHORD BEARING S60°07'22"E 119.94 FEET; THENCE S43°28'23"W 60.00 FEET; THENCE 92.83 FEET ALONG THE ARC OF A 200.00 FOOT RADIUS CIRCULAR CURVE TO THE LEFT, CHORD BEARING N60°09'42"W 92.00 FEET; THENCE N73°27'30"W 124.65 FEET; THENCE S16°32'30"W 39.54 FEET; THENCE 203.45 FEET ALONG

THE ARC OF A 260.00 FOOT RADIUS CIRCULAR CURVE TO THE RIGHT, CHORD BEARING S38°57'30"W 198.30 FEET; THENCE S61°22'31"W 119.77 FEET; THENCE 14.97 FEET ALONG THE ARC OF A 200.00 FOOT RADIUS CIRCULAR CURVE TO THE LEFT, CHORD BEARING S59°13'53"W 14.96 FEET; THENCE S57°05'15"W 238.73 FEET; THENCE 51.37 FEET ALONG THE ARC OF A 260.00 FOOT RADIUS CIRCULAR CURVE TO THE RIGHT, CHORD BEARING S62°44'53"W 51.29 FEET; THENCE S68°24'31"W 159.34 FEET; THENCE 44.08 FEET ALONG THE ARC OF A 200.00 FOOT RADIUS CIRCULAR CURVE TO THE LEFT, CHORD BEARING S62°05'42"W 43.99 FEET; THENCE 154.95 FEET ALONG THE ARC OF A 260.00 FOOT RADIUS CIRCULAR CURVE TO THE RIGHT, CHORD BEARING S72°51'16"W 152.66 FEET; THENCE S89°55'38"W 19.58 FEET; THENCE N00°04'22"W 86.00 FEET TO THE POINT OF BEGINNING.

LEGAL DESCRIPTION – RESERVE AT WEST BLOOMFIELD PHASE 2

A DESCRIPTION OF A ROAD DEDICATION LOCATED IN THE NORTHWEST 1/4, SECTION 30, T. 2 N., R. 9 E., TOWNSHIP OF WEST BLOOMFIELD, OAKLAND COUNTY, MICHIGAN, DESCRIBED AS: COMMENCING AT THE WEST 1/4 CORNER OF SAID SECTION 30; THENCE ALONG THE EAST AND WEST 1/4 LINE OF SAID SECTION N89°35'33"E. 60.00 FEET TO A POINT ON THE EAST RIGHT OF WAY LINE OF HAGGERTY ROAD (60 FEET WIDE, 1/2 WIDTH); THENCE ALONG SAID EAST RIGHT OF WAY LINE N00°04'22"W. 192.61 FEET; THENCE THE FOLLOWING SEVEN (7) COURSES ALONG ARIMOORE DRIVE LOCATED IN RESERVE AT WEST BLOOMFIELD, OAKLAND COUNTY CONDOMINIUM SUBDIVISION PLAN NO. 2276, 1) N89°55'38"E. 54.61 FEET, 2) 121.47 FEET ALONG THE ARC OF A CURVE TO THE RIGHT, RADIUS 236.00 FEET, CENTRAL ANGLE 29°29'22" AND A CHORD THAT BEARS S75°19'41"E. 120.13 FEET, 3) S60°35'00"E. 13.28 FEET, 4) 135.34 FEET ALONG THE ARC OF A CURVE TO THE LEFT, RADIUS 260.00 FEET, CENTRAL ANGLE 29°49'27" AND A CHORD THAT BEARS S75°29'44"E. 133.81 FEET, 5) N89°35'33"E. 4.29 FEET, 6) 170.35 FEET ALONG THE ARC OF A CURVE TO THE LEFT, RADIUS 260.00 FEET, CENTRAL ANGLE 37°32'20" AND A CHORD THAT BEARS N70°49'23"E. 167.32 FEET, 6) 225.34 FEET ALONG THE ARC OF A CURVE TO THE LEFT, RADIUS 265.00 FEET, CENTRAL ANGLE 48°43'17" AND A CHORD THAT BEARS S77°35'53"E. 218.61 FEET AND 7) 76.64 FEET ALONG THE ARC OF A CURVE TO THE RIGHT, RADIUS 935.38 FEET, CENTRAL ANGLE 04°41'40" AND A CHORD THAT BEARS N80°23'27"E 76.62 FEET TO THE POINT OF BEGINNING; THENCE N07°15'44"W 6000 FEET; THENCE 324.02 FEET ALONG THE ARC OF A CURVE TO THE RIGHT, RADIUS 99500 FEET, CENTRAL ANGLE 18°39'30" AND A CHORD THAT BEARS S87°55'59"E 322.59 FEET; THENCE 354.32 FEET ALONG THE ARC OF A CURVE TO THE LEFT, RADIUS 200.00 FEET, CENTRAL ANGLE 101°30'18" AND A CHORD THAT BEARS N50°38'37"E 309.77 FEET; THENCE N00°06'32"W 497.12 FEET; THENCE 208.36 FEET ALONG THE ARC OF A CURVE TO THE LEFT, RADIUS 200.00 FEET, CENTRAL ANGLE 59°41'26" AND A CHORD THAT BEARS N29°57'15"W 199.06 FEET; THENCE N14°01'44"E 61.88 FEET; THENCE 288.11 FEET ALONG THE ARC OF A CURVE TO THE RIGHT, RADIUS 260.00 FEET, CENTRAL ANGLE 63°29'28" AND A CHORD THAT BEARS S31°51'16"E 273.60 FEET; THENCE S00°06'32"E 497.12 FEET; THENCE 140.70 FEET ALONG THE ARC OF A CURVE TO THE RIGHT, RADIUS 260.00 FEET, CENTRAL ANGLE 31°00'19" AND A CHORD THAT BEARS S15°23'38"W 138.99 FEET; THENCE 101.33 FEET ALONG THE ARC OF A CURVE TO THE LEFT, RADIUS 200.00 FEET, CENTRAL ANGLE 29°01'44" AND A CHORD THAT BEARS S76°24'47"E 100.25 FEET; THENCE N89°04'21"E 25.77 FEET; THENCE 47.01 FEET ALONG THE ARC OF A CURVE TO THE LEFT, RADIUS 67.00 FEET, CENTRAL ANGLE 40°12'05" AND A CHORD THAT BEARS N68°58'18"E 46.05 FEET; THENCE 272.69 FEET ALONG THE ARC OF A CURVE TO THE RIGHT, RADIUS 60.00 FEET, CENTRAL ANGLE 260°24'11" AND A CHORD THAT BEARS S00°55'39"E 91.65 FEET; THENCE 47.01 FEET ALONG THE ARC OF A CURVE TO THE LEFT, RADIUS 67.00 FEET, CENTRAL ANGLE 40°12'05" AND A CHORD THAT BEARS N70°49'37"W 46.05 FEET; THENCE S89°04'21"W 25.77 FEET; THENCE 141.73 FEET ALONG THE ARC OF A CURVE TO THE RIGHT, RADIUS 260.00 FEET, CENTRAL ANGLE 31°13'59" AND A CHORD THAT BEARS N75°18'40"W 139.98 FEET; THENCE 261.65 FEET ALONG THE ARC OF A CURVE TO THE RIGHT, RADIUS 260.00 FEET, CENTRAL ANGLE 57°39'37" AND A CHORD THAT BEARS S73°07'11"W 250.75 FEET; THENCE 301.97 FEET ALONG THE ARC OF A CURVE TO THE LEFT, RADIUS 935.38 FEET, CENTRAL ANGLE 18°29'49" AND A CHORD THAT BEARS N88°00'48"W 300.66 FEET TO THE POINT OF BEGINNING.

WHEREAS, the purpose of this conveyance is to allow this Board to incorporate said parcel into the county road system of the County of Oakland, Michigan.

WHEREAS, the streets have been constructed to a state that they are now open to traffic.

NOW, THEREFORE, BE IT RESOLVED, that this Board accepts the Quit Claim Deeds and conveyance of the above described parcel as part of the county road system of the County of Oakland, Michigan, which shall be known as ELLEMERE LANE, HARPER COURT, HARPER LANE, HOBART COURT, ARIMOORE DRIVE, and DUNLAP COURT, located in Section 30, West Bloomfield Township.

BE IT FURTHER RESOLVED, this Board directs that the Quit Claim Deed(s) be recorded.

BE IT FURTHER RESOLVED, the streets are accepted for maintenance.

MOTION CARRIED UNANIMOUSLY

11A. MOVED BY: QUARLES SUPPORTED BY: FOWKES

THAT the Board approve the request for Appropriation Transfer No. 22-03 in the amount of \$28,050,985 to carry forward and reappropriate from Fund Balance for capital outlay, contracted services and various other budgets.

MOTION CARRIED UNANIMOUSLY

11B. MOVED BY: QUARLES SUPPORTED BY: FOWKES

THAT the Board approve the request for Appropriation Transfer No. 22-04 in the amount of \$27,538,086 to increase RIP project group expenditures and revenues for work on several projects that were not completed in the previous fiscal year with use of Fund Balance.

MOTION CARRIED UNANIMOUSLY

11C. MOVED BY: QUARLES SUPPORTED BY: FOWKES

THAT the Board approve the request for Appropriation Transfer No. 22-05 in the amount of \$28,240 for the purchase and installation of NetDocuments software for the Legal Department from Fund Balance to PEC Software, Licenses & Support and PEC EDP Service budget.

MOTION CARRIED UNANIMOUSLY

12A. MOVED BY: QUARLES SUPPORTED BY: FOWKES

THAT the Board approve and sign the Local Cost Participation Agreement / Tri-Party Program with the City of Keego Harbor for Cass Lake Road, Orchard Lake Road to Otter Avenue; Project No. 56591, and authorize the Managing Director to execute the agreement on behalf of the board.

MOTION CARRIED UNANIMOUSLY

12B. MOVED BY: QUARLES SUPPORTED BY: FOWKES

THAT the Board approve and sign the Local Cost Participation Agreement with White Lake Township for Pontiac Lake Road, Margie Drive to Kingston Street; Project No. 56662, and authorize the Managing Director to execute the agreement on behalf of the board.

MOTION CARRIED UNANIMOUSLY

13. MOVED BY: QUARLES SUPPORTED BY: FOWKES

THAT the Board approve and sign the General Engineering Services Agreement for 2022-2024 with AECOM Great Lakes, Inc. for qualification based selection consultant engineering services; and authorize the Managing Director to execute the agreement on behalf of the board.

MOTION CARRIED UNANIMOUSLY

14A. MOVED BY: QUARLES SUPPORTED BY: FOWKES

THAT bids were advertised for, electronically opened and posted on Tuesday, December 28, 2021 for Industrial Reinforced Wiper, Annual Estimated Quantities, IFB No. 2035. A complete tabulation of bids exported from MITN/Bid Net Direct shall remain on file in the Clerk's Office of the Road Commission. Bids were solicited from several suppliers with five response(s) received.

THE Board accept and award the bid to the low bidder meeting specifications from My Central Supply, Fremont, NE in the amount of \$23,727.60, with terms of net 30 days, FOB destination; all other bids be rejected and the Board authorize the Managing Director to act on behalf of the Board.

MOTION CARRIED UNANIMOUSLY

14B. MOVED BY: QUARLES SUPPORTED BY: FOWKES

THAT bids were advertised for, electronically opened and posted on Tuesday, January 11, 2022 for 2022 Tree Removals, Project No. 56491. A complete tabulation of bids exported from MITN/Bid Net Direct shall remain on file in the Clerk's Office of the Road Commission. Bids were solicited from several suppliers with four response(s) received.

THE Board accept and award the bid to the lowest complete bidder meeting specifications from Owen Tree Service, Inc. in the amount of \$121,640.95; all other bids be rejected and the Board authorize the Managing Director to act on behalf of the Board.

MOTION CARRIED UNANIMOUSLY

15. MOVED BY: QUARLES SUPPORTED BY: FOWKES

WHEREAS, this Board is in the process of reconstructing the Maloney Avenue over Clear Lake/Long Lake Channel in the Township of Oxford, County of Oakland, State of Michigan, being Road Commission Project Number 55514 ("Project");

WHEREAS, Maloney Avenue in the Township of Oxford is a county primary road under the jurisdiction and control of the Board;

WHEREAS, the Project requires the acquisition of a highway easement ("Highway Easement") and temporary easement ("Temporary Easement") over a parcel of land ("Property") that is known as Parcel Number 11, part of Tax Parcel No. 04-28-327-021, and commonly known as 620 Maloney Ave. The Property is more particularly described in the records of this Board's Engineering Department, with said description being incorporated by reference herein;

WHEREAS, Peggy Young, State Certified General Appraiser, has prepared an appraisal report dated September 21, 2021 estimating the just compensation for the Highway Easement to be \$1,911.00 and the just compensation for the Temporary Easement to be \$1,400.00, with the total estimated just compensation for the easements being \$3,311.00;

WHEREAS, Peggy Young, State Certified General Appraiser, has prepared an appraisal report dated October 25, 2021 estimating the just compensation for site improvements to be \$5,719.00;

WHEREAS, the total estimated just compensation is \$9,030.00;

WHEREAS, the owner has executed a Highway Easement in the amount of \$1,911.00, a Temporary Easement in the amount of \$1,400.00, and a Release of Damages in the amount of \$5,719.00; for a total estimated just compensation of \$9,030.00;

WHEREAS, the Property has the following record ownership and parties in interest:

William L. Wilber and Beth Wilber  
1244 N. Hurd Rd.  
Ortonville, MI 48462

WHEREAS, the Board has reviewed the relevant materials regarding the Property and is otherwise informed about the subject matter;

NOW, THEREFORE, BE IT RESOLVED this Board hereby approve the Highway Easement and Temporary Easement, as proposed, over the Property, and the Board authorizes payment of \$9,030.00 to the owners and parties in interest in exchange for the conveyance. The Board further authorizes the Right of Way Division to complete the transaction and record the necessary documents with the Oakland County Register of Deeds.

MOTION CARRIED UNANIMOUSLY

Dennis Kolar, Managing Director, also asked Pam Cahill, Director of Human Resources to provide an update on the upcoming Compensation Study. Ms. Cahill noted the kickoff for the study is set to begin with a couple of meetings planned for the week of January 24<sup>th</sup>. The first meeting will be held between the consultant, Segal Consulting, and RCOC stakeholders. The second (set of) meeting(s) is planned for all employees as an overview of the process and some initial training on completing the questionnaire.

22. THERE being no further business to come before the Board of Road Commissioners, Oakland County, Chair LaLonde adjourned the meeting at 9:19 A.M.

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Shannon Miller, Deputy-Secretary/Clerk of the Board