

**Ohio School Facilities Commission
April 26, 2012
William McKinley Room, Statehouse
1:30 PM**

MINUTES

Chairman Keen called the meeting to order at 1:30 PM.

Roll Call

Members present: Chairman Keen, Vice Chair Blair, Mr. Eric Bode, Elizabeth Coulter for Senator Manning and John Tyler for Representative Ramos.

Adoption of the April 26, 2012 Meeting Minutes

Mr. Bode moved to approve the April 26, 2012 Meeting Minutes.
Vice Chair Blair seconded the motion.
Approval: Vote 3-0.

**School Energy Conservation Financing Program Approval – Mark Wantage
Resolution 12-26.**

Mark Wantage presented a resolution for participation in the School Energy Conservation Financing Program for Bristol LSD (Trumbull) and Willoughby-Eastlake CSD (Lake).

Bristol Local School District (Trumbull)	
Total Project Cost	\$ 398,039
Interest Rate (Included in Total Project Cost)	3.0%
Averaged Annual Savings	\$34,693
O&M Savings (Maximum Limit of 30%)	\$0
O&M Savings as Percentage of Averaged Savings	0%
Payback Period (Maximum 15 Years)	11.5 years
Number of Buildings	1
Vendor	HEAT
Scope of Work	Mechanical Plumbing Repairs and New CO ₂ Ventilation Control

Willoughby-Eastlake City School District (Lake)	
Total Project Cost	\$ 10,650,969
Interest Rate (Included in Total Project Cost)	3.0%
Averaged Annual Savings	3.0 %
O&M Savings (Maximum Limit of 30%)	\$ 72,000
O&M Savings as Percentage of Averaged Savings	9.9%
Payback Period (Maximum 15 Years)	14.7 years
Number of Buildings	11
Vendor	CCG
Scope of Work	Lighting Retrofit, Bathroom Renovations, Boiler

	Replacement, Roof Renovation, Window Replacement, Exterior Door Replacement, and Building Energy Management & Controls Upgrades
--	---

Mr. Bode moved to approve Resolution 12-26.
 Vice Chair Blair seconded the motion.
 Approval: Vote 3-0.

Director Hickman announced that this was Mark Wantage's last appearance before the Commission because he is moving to the Department of Development. Director Hickman took the opportunity to recognize the great work Mr. Wantage did for the Commission during his eight year tenure and to wish him well. Vice Chair Blair thanked Mr. Wantage for his efforts in making the H.B. 264 program a successful program. Chairman Keen added his thanks and wished Mr. Wantage the best in his new endeavor. Mr. Wantage expressed his appreciation for the opportunity to work for the Commission and with the staff.

Master Facilities Plan Amendment Approval – Steve Lutz
 Resolution 12-27

Steve Lutz presented an Amendment to the Master Facility Plan for one school district for Commission approval.

School District (County)	Recommended Modifications to the Master Facilities Plan	Increase to the Project Budget	
Eaton Community CSD (Preble)	New Elementary School: Due primarily to market conditions, the project budget for this facility must be increased for the design and construction work required to build this elementary school to meet minimum Design Manual standards; New Middle School: Due primarily to market conditions, the project budget must be increased for the design and construction work required to build this middle school to meet minimum Design Manual standards.	\$578,467	State Share
		\$766,806	Local Share
		\$1,345,273 TOTAL	

Chairman Keen asked for additional information on the project. Mr. Lutz responded that there were two buildings, the elementary and the middle school. The elementary school initially went out to bid in September 2011. When the results of the elementary school came in, the middle school was placed on hold and it underwent redesign concurrent with the redesign efforts of the elementary school. Chairman Keen asked if we were modifying the whole project at one time under the amendment. Mr. Lutz responded that was correct.

Vice Chair Blair moved to approve Resolution 12-27.
 Mr. Bode seconded the motion.
 Approval: Vote 3-0.

Architectural Amendments Approval –Rob Slagle
 Resolution 12-28

Rob Slagle presented Design Services Agreements for Commission approval.

School District	Project	Architect	Co-Funded Agreement Amount
Northmont CSD – Seg. 1	One new High school	Ruetschle Architects	\$3,022,900.11
Northmont CSD – Seg. 1	One new elementary school	App Architecture, Inc.	\$1,101,239.86
Piqua CSD	Build two new pk-3 elementary schools and one new 4-6 elementary school	Fanning/Howey Associates, Inc.	\$2,843,580.51

Rob Slagle presented Design Services Amendments for Commission approval.

School District	Project	Architect	Fees to Date	Co-Funded Amendment Amount	Total
Fairfield Union LSD	Additional construction administration services associated with an extended schedule	Burgess & Niple, Inc.	\$4,109,859.47	\$45,500.00	\$4,155,359.47
Fairfield Union LSD	Additional design and construction administration services associated with floor replacements at three schools	Burgess & Niple, Inc.	\$4,179,059.47	\$49,800.00	\$4,228,859.47
Gallipolis CSD	Additional parking lot, storm sewer line, asphalt removal and replacement	SHP Leading Design	\$1,535,726.93	\$13,186.00	\$1,548,912.93

Rob Slagle presented Design Services Amendments for Locally Funded Initiatives for Commission approval.

School District	Project	Architect	LFI Amount
Fairfield Union LSD	Additional construction administration services associated with an extended schedule	Burgess & Niple, Inc.	\$23,700.00
Gallipolis CSD	Additional square footage, bleachers and material upgrades	SHP Leading Design	\$19,830.86
Northmont CSD	Additional square footage and material upgrades	Ruetschle Architects	\$455,270.91
Northmont CSD	Additional square footage and material upgrades	App Architecture, Inc.	\$278,974.88

Vice Chair Blair asked if different tools would be used with the new rules for Design-Build. Director Hickman responded that we are working with a number of districts that are considering alternative delivery models. The Director added that we are very pleased with the progress we are making regarding school districts' acceptance of these new delivery methods.

Vice Chair Blair asked if there is any way that we can determine how much we might be saving as a result of these new tools. Director Hickman responded that we can collect data throughout the bid and construction process that will demonstrate savings. If you look across the country where the new delivery methods have been implemented, anecdotally they will tell you that they will save anywhere from 15% to 30%. We think that we will be saving 10%. The major savings will come during the construction process with the coordination of the trade works and so significant savings will be made regarding change orders.

Mr. Bode commented that he met with leadership from Lake Local, the district that was hit by a tornado and who chose Design-Build. It appears that project is going well and on budget. He

noted the speed at which they have accomplished what they have and the building is on the path to be able to open up for the next school year. Mr. Bode then asked the Director how demolition projects would work in Design-Build. Director Hickman said a new scope of services would be developed and bid as Design-Build. Frequently we run into environmental issues and having an architect as a part of the construction team that actually provides the work to demolish the building provides significant benefits.

Vice Chair Blair moved to approve Resolution 12-28.

Mr. Bode seconded the motion.

Approval: Vote 3-0.

Construction Manager Amendments Approval – Rob Slagle

Resolution 12-29

Rob Slagle presented Construction Manager Amendments for Commission approval.

School District	County	Construction Manager	Amount
Arcanum Butler LSD	Darke	Lend Lease (US) Construction, Inc.	\$22,855
Dayton CSD – Seg. 3	Montgomery	Shook Touchstone LLC	\$734,237
Geneva Area CSD	Ashtabula	Scaparotti Construction Group	\$316,328
Milton Union EVSD	Miami	Resource International, Inc.	\$67,875
Warren CSD	Trumbull	Carbone/Ozanne/Hammond Joint Venture, LLC	(\$1,114,129)

Mr. Bode moved to approve Resolution 12-29.

Vice Chair Blair seconded the motion.

Approval: Vote 3-0.

Construction Manager LFI Amendments Approval – Rob Slagle

Resolution 12-30

Rob Slagle presented an Amendment to a Construction Manager Agreement for a Locally Funded Initiative for Commission approval.

School District	County	Construction Manager	Amount
Dayton CSD – Seg. 3	Montgomery	Shook Touchstone LLC	\$72,763

Mr. Bode moved to approve Resolution 12-30.

Vice Chair Blair seconded the motion.

Approval: Vote 3-0.

Trade Construction Contracts Approval - Jon Walden

Resolution 12-31

Jon Walden presented the Construction Trade Contracts for Commission approval. There were 93 contracts in 26 school districts with a total combined value of \$177,727,974.86.

School District	Contracting Entity	Building Type	Scope Of Work	\$ Amount	
1	Akron PSD	Environmental Protection Systems, LLC	Betty Jane ES	Asbestos Abatement	\$236,280.00
2	Austintown LSD	Boak and Sons, Inc. ¹	New K-2 & 3-5	Roofing	\$1,396,400.00
3	Austintown LSD	RNL Fire Systems ¹	New K-2 & 3-5	Fire Protection	\$299,000.00
4	Austintown LSD	Antenucci, Inc. ¹	New K-2 & 3-5	Plumbing	\$1,950,000.00
5	Austintown LSD	Hudson Group, Inc. ¹	New K-2 & 3-5	General Trades	\$17,736,350.00
6	Austintown LSD	Antenucci, Inc. ¹	New K-2 & 3-5	HVAC	\$5,391,250.00
7	Austintown LSD	W.T. Leone's Tri-Area Electric Co., Inc. ¹	New K-2 & 3-5	Electrical	\$5,315,480.00
8	Cincinnati PSD	Continental Office Furniture Corporation	Westwood School	Loose Furnishings	\$125,092.00
9	Cincinnati PSD	Tom Sexton & Associates	Walnut Hills HS	Loose Furnishings	\$823,948.90
10	Circleville CSD	Trucco Construction Co., Inc.	Early Site	General Trades	\$4,018,950.00
11	Cleveland MSD	Corporate Express Business Interiors ²	Harvey Rice, Wade Park, East Clark & Willson	Library	\$648,200.47
12	Cleveland MSD	Doan/Pyramid, LLC ²	Mound	Electrical	\$1,617,900.00
13	Columbus CSD	Claypool Electric, Inc.	Cedarwood Alternative ES	HVAC	\$1,798,000.00
14	Columbus CSD	Tom Sexton & Associates	Clinton ES	Administrative Loose Furnishings	\$36,536.39
15	Columbus CSD	Gutridge Plumbing Inc.	Cedarwood Alternative ES	Fire Protection	\$125,800.00
16	Columbus CSD	Muetzel Plumbing and Heating	Cedarwood Alternative ES	Plumbing	\$570,000.00
17	Columbus CSD	School Specialty	Liberty ES	Loose Furnishings	\$29,610.00
18	Columbus CSD	Continental Office Environments	Liberty ES	Loose Furnishings	\$73,894.04
19	Columbus CSD	Tom Sexton & Associates	Clinton ES	Academic Loose Furnishings	\$86,393.62
20	Columbus CSD	Midwest Geothermal, LLC	Cedarwood Alternative ES	Geothermal	\$505,000.00
21	Columbus CSD	Dunlop & Johnston, Inc.	Cedarwood Alternative ES	General Trades	\$6,721,050.00
22	Columbus CSD	H&A Mechanical, Inc.	Cedarwood Alternative ES	HVAC	\$1,797,000.00
23	Coshocton CSD	Dalmatian Fire, Inc. ¹	Coshocton New PK-6 ES	Fire Protection	\$261,861.00
24	Coshocton CSD	Accent Electronic Systems Integrators, Inc. ¹	Coshocton New PK-6 ES	Technology Erate	\$565,000.00
25	Coshocton CSD	Accent Electronic Systems Integrators, Inc. ¹	Coshocton New PK-6 ES	Technology Non-Erate	\$689,000.00
26	Coshocton CSD	Hilscher-Clarke Electric Company ¹	Coshocton New PK-6 ES	Electrical	\$1,652,655.00

27	Coshocton CSD	Stanley Miller Construction Company ¹	Coshocton New PK-6 ES	Foundations/Masonry Contract	\$3,662,800.00
28	Coshocton CSD	S.A. Comunale Company, Inc. ¹	Coshocton New PK-6 ES	Plumbing	\$1,143,987.00
29	Coshocton CSD	Farnham Equipment Company ¹	Coshocton New PK-6 ES	Casework	\$487,710.00
30	Coshocton CSD	Louis Polster Company ¹	Coshocton New PK-6 ES	Kitchen Equipment	\$360,500.00
31	Coshocton CSD	H&A Mechanical, Inc. ¹	Coshocton New PK-6 ES	HVAC	\$2,795,000.00
32	Eaton Community CSD	ESI, Inc.	New Middle School	Electrical/Technology	\$2,144,900.00
33	Eaton Community CSD	Eckert Fire Protection Systems, Inc.	New Middle School	Fire Protection	\$160,905.00
34	Eaton Community CSD	Feldkamp Enterprises, Inc.	New Middle School	Plumbing/HVAC	\$2,647,000.00
35	Eaton Community CSD	C & T Design and Equipment Co., Inc.	New Middle School	Kitchen Equipment	\$215,500.00
36	Eaton Community CSD	Stonecreek Interior Systems, LLC	New Middle School	Casework	\$318,900.00
37	Eaton Community CSD	AKA Construction, Inc.	New Middle School	General Trades	\$8,587,600.00
38	Elgin LSD	Westfield Electric, Inc. ¹	New K-12	Electrical	\$3,419,054.00
39	Geneva Area CSD	Tom Sexton & Associates, Inc.	Cork & Austinburg Elementary Schools	School Specialties	\$259,723.72
40	Geneva Area CSD	School Specialty, Inc.	Cork & Austinburg Elementary Schools	Loose Furnishings/Media Equipment	\$263,325.00
41	Geneva Area CSD	Continental Office Furniture Corp	Cork & Austinburg Elementary Schools	School Furniture, Fixtures and Equipment	\$29,161.50
42	Jefferson Area LSD	ProQuality Land Development	Jefferson ES	Sitework	\$28,600.00
43	Madison LSD	RNL Fire Systems ¹	New K-5 & New 6-8	Fire Protection	\$377,925.00
44	Madison LSD	Detrick Industrial Piping Co. ¹	New K-5 & New 6-8	Plumbing & HVAC	\$6,985,000.00
45	Madison LSD	Dunlop & Johnston, Inc. ¹	New K-5 & New 6-8	General Trades	\$17,316,400.00
46	Madison LSD	Building Technicians, Corp. ¹	New K-5 & New 6-8	Roofing	\$1,295,119.00
47	Niles CSD	Boak and Sons, Inc.	New K-2 & 3-5 Elementary Schools	Roofing	\$1,335,940.00
48	North Baltimore LSD	Transtar Electric, Security & Technologies, Inc. ¹	New MS/HS & EA Powell ES Renovation	Technology	\$191,000.00
49	North Baltimore LSD	Transtar Electric, Security & Technologies, Inc. ¹	New MS/HS & EA Powell ES Renovation	Technology	\$172,900.00
50	Northwest LSD	Continental Office Environments	Intermediate-Stinson, Northwest MS & HS	Administrative Furnishings and Equipment	\$149,816.85
51	Northwest LSD	Tom Sexton & Associates	Intermediate-Stinson, Northwest MS & HS	Specialty Furnishings and Equipment	\$124,244.23

52	Northwest LSD	Continental Office Environments	Intermediate-Stinson, Northwest MS & HS	Library Furnishings and Equipment	\$97,514.33
53	Otsego LSD	Accel Fire Systems, Inc.	Otsego Junior HS	Fire Protection	\$105,495.00
54	Otsego LSD	NuWave Technology, Inc. ¹	New PK-5 School	CCTV	\$61,500.00
55	Otsego LSD	Westfield Electric, Inc.	Otsego Junior HS	Electrical	\$920,437.00
56	Otsego LSD	Microman, Inc. ¹	New PK-5 School	Data Network & Wireless and Telephone System	\$278,558.00
57	Otsego LSD	Applied Technology Group, Inc. ¹	New PK-5 School	Video Display Equipment, Clocks, Classroom Sound	\$316,865.00
58	Otsego LSD	Mondo Mechanical, Inc.	Otsego Junior HS	Plumbing & HVAC	\$1,446,000.00
59	Otsego LSD	Tom Sexton & Associates ¹	New PK-5 School	Classroom and Accessories, Activity Tables & Library Casework	\$286,271.05
60	Otsego LSD	Playworld Midstates ¹	New PK-5 School	Playground Equipment & Site Furnishings	\$125,618.00
61	Pickerington LSD	Tom Sexton & Associates, Inc.	Fairfield, Pickerington & Violet ES	Loose Furnishings	\$252,000.00
62	Pike-Delta-York LSD	Midwest Environmental Control, Inc.	Old Delta ES	Demolition	\$42,000.00
63	Shelby CSD	Carter Electric	New Shelby HS	Electrical	\$2,246,545.00
64	Shelby CSD	S.A. Comunale	New Shelby HS	Fire Suppression	\$261,900.00
65	Shelby CSD	Adena Corporation	New Shelby HS	General Trades	\$11,251,000.00
66	Shelby CSD	Guenther Mechanical	New Shelby HS	HVAC/Plumbing	\$2,838,000.00
67	Southeast LSD	United Contractors, Inc.	Elementary & High School	General Trades	\$198,000.00
68	Southeast LSD	Enertech Electrical, Inc.	Elementary & High School	Electrical	\$63,000.00
69	Southeast LSD	Synergy, LLC	Elementary & High School	HVAC	\$1,098,000.00
70	Three Rivers LSD	Peck Hannaford + Briggs ¹	New Pre K-12 School	HVAC	\$6,470,750.00
71	Three Rivers LSD	Delta Electrical Contractors, LTD ¹	New Pre K-12 School	Electrical/Technology	\$6,982,200.00
72	Three Rivers LSD	Hagerman Construction Corporation ¹	New Pre K-12 School	Masonry	\$5,910,400.00
73	Three Rivers LSD	Dalmatian Fire, Inc. ¹	New Pre K-12 School	Fire Suppression	\$468,500.00
74	Three Rivers LSD	Ken Neyer Plumbing, Inc. ¹	New Pre K-12 School	Plumbing	\$1,903,420.00
75	Three Rivers LSD	Tri-Con, Inc. ¹	New Pre K-12 School	General Trades	\$16,302,648.00
76	Toledo PSD	Quality Environmental Services, Inc. ²	Scott HS	Abatement	\$243,180.00
77	Toledo PSD	Midwest Environmental Control, Inc. ²	Bowsher HS	Abatement	\$235,800.00

78	Toledo PSD	Paschal Bihn & Sons, LLC* ²	Riverside	Sitework Demolition	\$21,000.00
79	Toledo PSD	Quality Environmental Services, Inc.*	McKinley ES	Abatement	\$317,000.00
80	Toledo PSD	Salenbien Trucking & Excavating, Inc.	Ottawa River Phase 2	Site work	\$268,000.00
81	Toledo PSD	Midwest Environmental Control, Inc. ²	Scott HS	Abatement	\$522,000.00
82	Toledo PSD	Midwest Contracting, Inc.	Keyser Phase 2	Site work	\$90,600.00
83	Toledo PSD	Westfield Electric, Inc.	Ottawa River Phase 2	Electrical	\$15,900.00
84	Upper Valley JVSD	Continental Office Furniture Corporation	Main Campus	Classroom Loose Furnishings	\$157,234.55
85	Upper Valley JVSD	Continental Office Furniture Corporation	Main Campus	Administrative Loose Furnishings	\$247,135.00
86	Upper Valley JVSD	Tom Sexton & Associates	Main Campus	Industrial/High Bay Loose Furnishings	\$37,584.00
87	Vantage Career Center	E. Lee Construction, Inc.	Renovations & Additions	Siding Replacement	\$236,960.00
88	Wadsworth CSD	School Specialty, Inc. ¹	Valley View ES & Isham ES	Miscellaneous Furnishings	\$27,430.00
89	Wadsworth CSD	McNerney & Sons, Inc.	Overlook ES	Classroom Furnishings	\$119,431.74
90	Wadsworth CSD	Mr. Excavator, Inc.	High School & Community Campus	Site Completion & HS Demolition	\$5,815,000.00
91	Wadsworth CSD	McNerney & Sons, Inc. ¹	Valley View ES & Isham ES	Classroom Furnishings	\$254,380.47
92	Wadsworth CSD	School Specialty, Inc.	Overlook ES	Miscellaneous Furnishings	\$13,055.00
93	Xenia Community CSD	Netech Corporation	Tecumseh, Cox and Shawnee	Security	\$236,000.00
¹ QSCBs, ² Prevailing Wage Requirements, *Lowest Responsible, Second Low Bidder				TOTAL	\$177,727,974.86

Chairman Keen moved to approve Resolution 12-31.
Vice Chair Blair seconded the motion.
Approval: Vote 3-0.

Settlement Agreements Approval– Jerry Kasai
Resolution 12-32

Jerry Kasai presented a Settlement Agreement with Alvada Construction on the Crestview Local School District Project for Commission approval. Vice Chair Blair commented that it seems like when we get into these problems is when we are trying something new and suggested sticking with the tried and true. Director Hickman responded that construction materials and construction processes change all the time. It really is a decision that is made by the school district working with the architect. If products are acceptable under our design manual then we are generally good with proceeding in that direction. There are annual review processes and annual updates to the design manual where we look at materials and issues that may have surfaced during the last construction season. We make changes that add new materials and delete certain materials in particular if they have been problematic or we have seen some sort of consistent issue with the

performance of the material in buildings. Vice Chair Blair encouraged staff to be conservative in terms of choice of construction materials because this is public money.

Vice Chair Blair moved to approve Resolution 12-32.

Mr. Bode seconded the motion.

Approval: Vote 3-0.

Settlement Agreements Approval– Jerry Kasai

Resolution 12-33

Jerry Kasai presented a Settlement Agreement with Harris Masonry on the Elyria City School District Project for Commission approval. In response to Mr. Bode, Mr. Kasai further explained the allegations of delay by the actions of the owner and confirmed this was a co-funded expense.

Mr. Bode moved to approve Resolution 12-33.

Vice Chair Blair seconded the motion.

Approval: Vote 3-0.

Authority to File Suit Approval – Jerry Kasai

Resolution 12-34

Jerry Kasai presented an authorization to initiate litigation against Fetters Construction for the Antwerp LSD, Eldon LSD and Montepelier LSD projects for Commission approval.

Chairman Keen moved to approve Resolution 12-34.

Vice Chair Blair seconded the motion.

Approval: Vote 3-0.

Executive Director's Report

Director Hickman gave the groundbreaking and dedication report as well as the project close-out report for two districts, Akron Public Schools Segment 1 and Westfall Local School District.

Director Hickman shared with the Commission Ohio's nominees for the first-ever Green Ribbon Schools award. The Ohio Department of Education assembled a nominating team that included representatives from ODE, OSFC, Ohio EPA and the Department of Health. Ohio nominated three schools for national recognition by the U.S. Department of Education: Loveland High School, Clermont County; North Adams Elementary School, Adams County and St. Ignatius High School, Cuyahoga County. On Tuesday of this week, the US Department of Education announced 78 national winners. Two Ohio schools were on the list: Loveland High School and North Adams Elementary. The Director noted that North Adams was built as part of our program. He commended these exemplary Ohio schools, their educators and their school community on their achievement. Chairman Keen asked what the Green Ribbon signified and if there was a facilities aspect. Lisa Laney explained the Green Ribbon Program and confirmed that there was a facilities component including the energy performance of the building.

Director Hickman also shared that we heard this week that London Middle School achieved LEED Platinum certification, which is the highest level of certification. This is the first school in

Ohio to achieve LEED Platinum. The school district, the architects, the CMs and OSFC staff worked as a team to achieve this elite status and the project was delivered within the original budget. The Director extended congratulations to the project team.

Director Hickman gave an update on the provisions in the Mid-Biennium Review (MBR) that would affect OSFC:

- When H.B. 497 passed in the House, it retained the provision to consolidate construction and create the Ohio Facilities Construction. He noted two changes made by the House. The substitute bill included language that would allow districts that are either segmenting or in the exceptional needs program to use a prorated formula for the half mill maintenance requirement. In addition, lease/ leaseback authority was placed into a separate bill—HB 513—and assigned to State Government & Elections.
- The House also passed H.B. 508 (the tax portion of the MBR). The bill had been amended on Tuesday to include language that revises the equity ranking calculation for tangible personal property impacted districts. We are analyzing the impact of this amendment.
- The proposed changes for the Exceptional Needs Program and the Expedited Local Partnership Program, in addition to proposed changes in CFAP segmenting are still under consideration by the Senate Education Committee as part of Senate Bill 316. The Director reported that on April 17th, he spoke before the Committee in support of the OSFC provisions.
- The proposed change in the HB264 program is part of Senate Bill 315 and is being heard by the Senate Energy and Public Utilities Committee.

Mr. Bode expressed his concern that even though a change was made to lessen the ½ mil requirement, there should also be a corresponding change with the ½ mil equalization. Chairman Keen concurred that it should be explicit that districts should only receive equalization for what they impose.

There was no public testimony.

The meeting was adjourned at 2:20 PM.



Timothy S. Keen, Commission Chair



These meeting minutes were prepared by
Carolyn L. McClure, Secretary to the Commission