## KETCHUM RURAL FIRE PROTECTION DISTRICT

P.O. Box 416/100 Arrowleaf Road Sun Valley, Idaho 83353 Phone: (208) 622-8234 Fax: (208) 622-7600

James E. Gray

Sarah Michael

Chairman

Treasurer

**Earl Engelmann** 

**Rich Bauer** 

Secretary

Fire Chief

# <u>Special Meeting of the Ketchum Rural Fire Protection District</u> <u>October 21, 2020 Meeting Minutes</u>

Present:

Chairman – James E. Gray

Treasurer – Sarah Michael Secretary - Earl Engelmann

Sun Valley Fire Chief - Taan Robrahn

Ketchum Rural Fire District Chief - Rich Bauer

Administrative Assistant – Trish Smith

**Public** 

### CALL TO ORDER.

Chairman Gray called the meeting to order at 10:00 AM.

## **PUBLIC COMMENTS.**

None

## APPROVAL OF THE END OF FISCAL YEAR 2020 CLAIMS

Commissioner Michael asked about the CAD invoice. This invoice is from the Blaine County Emergency Communications for a new CAD system in the amount of \$3,077.54. Chief Bauer explained this will be invoiced once a year for 5 years, to pay for the new public safety programming for the dispatch center. Each entity in the county is paying its fair share, for instance Ketchum Rural Fire District is paying the same amount as Sun Valley Fire Department. The new dispatch system will be an upgrade for first responder safety and could increase response times. This amount is included in the FY 2020 budget. The 5 annual payments can vary slightly.

#### **MOTION**

Commissioner Michael moved to approve the end of the FY 2020 September 30, 2020 Claims; seconded by Commissioner Engelmann A roll call vote was taken.

AYES:

Commissioner Engelmann

**Commissioner Michael** 

Chairman Gray

NAYS:

None.

Chairman Gray declared the motion carried.

## APPROVAL OF THE FISCAL YEAR 2021 OCTOBER CLAIMS

#### MOTION

Commissioner Michael moved to approve the October 21, 2020 Claims; seconded by Commissioner Engelmann. A roll call vote was taken.

AYES:

**Commissioner Engelmann** 

**Commissioner Michael** 

Chairman Gray

NAYS:

None.

Chairman Gray declared the motion carried.

## TENTATIVE APPROVAL OF THE AMENDED FISCAL YEAR 2020 BUDGET

Commissioner Michael stated she and Trish reviewed the FY 2020 expenditures. Ketchum Rural Fire District exceeded the budget expenditures by approximately \$22,000.00 due to the paving at Griffin Butte Fire Station. The formal process required to amend the Ketchum Rural Fire District FY 2020 budget; a resolution must be approved at a public hearing. The public hearing will be legally noticed for 10:00am Wednesday November 18, 2020.

### **MOTION**

Commissioner Michael moved to tentatively approved the amended budget for FY 2020. The original budget was in the amount of \$491,450.00 and the amended budget is \$513,680.00 and to hold a hearing on November 18, 2020 at 10:00 a.m. to formally approved the amended FY 2020 budget; seconded by Commissioner Engelmann. A roll call vote was taken.

AYES:

**Commissioner Engelmann** 

Commissioner Michael

**Chairman Gray** 

NAYS:

None.

Chairman Gray declared the motion carried.

<u>DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION 2020-02, RECURRING EXPENSES.</u>

### **MOTION**

Commissioner Michael moved to approve Resolution 2020-02 allowing for the payment of recurring expenses as identified in exhibit A; seconded by Commissioner Engelmann. A roll call vote was taken.

**AYES:** 

Commissioner Engelmann

Commissioner Michael

**Chairman Gray** 

NAYS:

None.

Chairman Gray declared the motion carried.

# <u>DISCUSSION AND POSSIBLE APPROVAL OF THE SEPTEMBER 9, 2020 REGULAR MEETING MINUTES</u>

#### **MOTION**

Commissioner Michael moved to approve the September 9, 2020 Regular Meeting Minutes; seconded by Commissioner Engelmann. A roll call vote was taken.

AYES:

Commissioner Engelmann

**Commissioner Michael** 

Chairman Gray

NAYS:

None.

Chairman Gray declared the motion carried.

## <u>DISCUSSION AND POSSIBLE PROPOSAL TO CHANGE THE NAME OF THE FIRE</u> DISTRICT

Chairman Gray explained there has been a lack of understanding by the public that we are an independent fire district, and not part of the City of Ketchum Fire Department. Most recently the underwriters at our bank requested the City of Ketchum balance sheet to complete our application for a credit card to use on wildland deployments. We needed to explain to the underwriters that we are separate entities. Chairman Gray stated this is one example of the level of confusion that has been occurring. Another instance reported to Chairman Gray was the removal of firefighter badges from one of the Ketchum Rural Fire Stations that had the name Ketchum on them. It is unknown at this time who was involved in the removal. He believes it is time to separate our fire district from the Ketchum Fire Department, and to have a clear identity. This topic was briefly discussed at our last meeting and the commissioners were in concurrence that a name change would be a good idea. What we need to ascertain now, is what our new name will be.

Chairman Gray suggested the name "North Blaine County Fire District". Commissioner Engelmann agreed that it is time for us to change the name and create our own identity. He has experienced a lot of confusion when he has spoken to the public regarding fire services. Commissioner Engelmann suggested "Blaine County Rural Fire District" but is not opposed to Chairman Gray's suggestion of "North Blaine County Fire District". He believes the new name

should be something descriptive and would clearly differentiate us as being our own entity.

Commissioner Michael stated she is not very good at branding, but she believes there is confusion, and the name needs to be changed. She requested to hear other opinions.

Chairman Gray opened public comment to receive other suggestions.

Firefighter Colleen Quindlen stated she believes it is important to have the words "north" and "rural" in the name. She suggested "North Blaine County Rural Fire District", although that may be too long. She asked about the experience of changing Wood River, trying to use Big Wood versus Wood River...

Chief Bateman of Wood River Fire & Rescue stated he was not here when Hailey & Wood elected to move to Big Wood Fire.

Chief Bauer stated he does not believe the word "rural" needs to be in the name. It lengthens the name, and it is better branding to be concise.

Chief Robrahn agrees the word "rural" does not need to be in the name. The name "Blaine County" differentiates between any other department. It gives a clear name. Chief Robrahn suggests that whatever the name becomes, whether it is "Blaine County", or "North Blaine County", that it be concise, but also not isolating to just "the rural".

Firefighter Theo Rich stated, be believes the name "Blaine County" covers the rural area, thus having the word rural in the name would be redundant. His suggestion is "Blaine County Fire District", he also believes the name should be concise.

Richard Canfield agrees with those saying the shorter and more concise name for a variety of reasons. Most of the people living here simply refer to Ketchum Rural Fire Protection District, as "the rural". If a new name can convey the geographic location, rather than being connected to a specific area such as Ketchum or Sun Valley, he likes the idea of "North Valley Fire District", or "North Valley Rural Fire District".

Chairman Gray would like to toss out a few names and see a show of hands in favor. This is just the first step in the process. A name is not being decided now, this will need to go to a public hearing in a few weeks.

Commissioner Michael asked, since Ketchum Rural is created under the fire district law, and we are a statutory body, are we required by law to have "fire district" in our name.

Commissioner Engelmann stated one trouble he believes with having the name be "North Blaine County", is where does "north" begin. Chairman Gray stated north begins at East Fork Road.

Chief Bauer personally likes just "Blaine County". This builds a bigger box for our future. In thinking 10-20 years into the future we may want to be an advocate for valley wide consolidation of emergency services, then building the bigger box is the key to our future.

Chairman Gray asked Chief Bateman of Wood River Fire & Rescue if the name Blaine County Fire District would be stepping on their toes.

Chief Bateman replied by saying he wants us to do what's right for our department...please.

Richard Canfield thinks there may be value in the name Blaine County down the road, but currently in his perspective, Blaine County encompasses nearly 245 square miles, and he believes that name would be premature.

Firefighter Theo Rich responded to Richard Canfields comment by saying; our fire stations are located at Greenhorn and Griffin Butte, however we respond to calls in the south of the county almost more that we do our own district. This summer we have responded to calls in Fairfield, Timmerman Hill, almost to Carey and Galena. Our response area is very large, it isn't just where we have our stations. Commissioner Michael stated she believed firefighter Quindlen made the point that having a geographical delineation would be helpful because it would distinguish us from other areas. Commissioner Michael asked if we could be "North Blaine Rural Fire District"? Commissioner Engelmann stated he believes our name can be whatever we decide upon. Commissioner Michael likes the name "North Blaine Rural Fire District".

Firefighter Colleen Quindlen stated she likes the comments she heard from Chief Bauer and firefighter Theo Rich regarding the omission of the word "rural". She would like to strike her previous comment requesting the word "rural" remain in the name.

Firefighter Isaac Blundell shared his experience seeing other departments that have the word "rural" in their name, there is a delineation between a city and a rural department. For example, Ketchum and Ketchum Rural. There is Ketchum City and Ketchum Rural. Other places in the past had Caldwell City and Caldwell Rural to delineate the city limits while using the same name. In this case, if we decided on a completely different name, there would not be a reason to have the word "rural" in the name.

Chairman Gray stated he personally likes having the word "rural" in the name.

Commissioner Engelmann stated the name needs to be simple and easy for everyone to understand. It needs to be easy for the dispatcher to say and it needs to be easy for everyone to understand it.

Chairman Gray suggested the name "Rural Blaine Fire District".

Firefighter Hunter Storey stated, when mutual aid is requested, we already have north and south counties. Having the word "north" in the name could make is more confusing.

Mayor Hendricks suggested "Blaine County Fire District", plain and simple. Captain Reid Black suggested "Blaine County Fire and Rescue". He has always liked the "fire and rescue" it sits well with Wood River Fire & Rescue. Chairman Gray likes the sound of it and commented it is a great suggestion. Chairman Gray, for fun, asked for a show of hands throughout the audience who would like the name "Blaine County Fire and Rescue". The show of hands was almost unanimous. When asked who would like a different name, Commissioner Michael stated we are not an ambulance district and to her the name denotes ambulance service. Chairman Gray stated that we handle a lot a rescues, whether they be horses, hikers, bikers, or vehicle passengers.

Richard Canfield suggested, since there needs to be a public hearing to change the name, he suggested that we find out whether or not the name needs to includes words such as "rural" or "fire district". It would be beneficial to know if this is in a law prior to the public hearing. He also stated he would refer to our professional first responders when it comes to a new name. When it comes to dispatch and calling for mutual aid, clarity is more important than anything else. Firefighter Colleen Quindlen asked if we should ask dispatch their opinion? Chief Bauer stated that we will continue to be dispatched as Sun Valley Fire. This name change is really to clear up confusion on all fronts of us doing business. Just one example, if you look on the Blaine County website there is a brochure explaining how to hand in your building permits to the fire chiefs. The listing for Ketchum Rural Fire Protection District, lists the Chief as Rich Bauer, and the City of Ketchum Fire phone number to reach him. Having the confusion in the name has caused hardship for our citizens, who may have dropped plans off for review at the City of Ketchum, only to be called back to retrieve those plans and deliver them to Ketchum Rural Fire Protection District located in Sun Valley. We operate under the umbrella of Sun Valley Fire, so that is how we will be dispatched. Chairman Gray closed the public comment. Commissioner Michael would like to research this further to ascertain if the words "district" or "rural" are required, and if the domain name is available for changing our website. Chairman Gray

would like to move forward with the process to change the name. He is tired of the confusion and would like us to have our own identity. It has been a problem since before he joined the commission which was 12 years ago. Commissioner Engelmann stated there are more steps to this process and if during one of those steps it is found out that we need to amend the name because a certain word needs to be in the name, we can do that. Since we have a name that just about everyone feels good about, we should move forward with that.

## **MOTION**

Commissioner Engelmann moved to hold a public hearing at the Ketchum Rural Fire District's Special Meeting scheduled for Wednesday November 18<sup>th</sup> at 10:00 a.m. at 81 Elkhorn Road, Sun Valley, Idaho to address the proposal of a name change. This proposal being brought forth by the Commissioners of the Ketchum Rural Fire Protection District and is as follows:

The Commission of the Ketchum Rural Fire Protection District, consisting of James Gray as Chairman, Earl Engelmann as Secretary and Sarah Michael as Treasurer propose to change the name of the "Ketchum Rural Fire Protection District" to "Blaine County Fire and Rescue"; seconded by Commissioner Michael. A roll call vote was taken.

AYES:

Commissioner Engelmann

Commissioner Michael

Chairman Gray

NAYS:

None.

Chairman Gray declared the motion carried.

Commissioner Michael stated a legal notice will be listed in the Mountain Express regarding the public hearing, and in the meantime, she will research the name change regulations. She also asked firefighter Colleen Quindlen to ascertain if a domain name is available for the suggestion name, and report back to her.

<u>DISCUSSION AND POSSIBLE APPROVAL OF THE NEW PUMPER/TANKER BID</u>
Chief Bauer stated we requested bids for a new pumper/tender by public notice, and we had the bid opening on October 7, 2020. We received one bid from Hughes Fire. It is the same company who recently manufactured the new Sun

Valley Engine 62. The bid came in without discounts at \$743,880.00, and with the discounts the bid is \$714,004.00 which is in the ballpark of what we were looking to spend on a new pumper tender. We are pleased to receive a bid from a company that we know and trust, who makes excellent fire engines. Moving forward, we need to decide if the commissioners accept this bid, and if we want to finance the engine, or pay for it up front.

Chairman Gray asked for guidance on the funding from chief Robrahn. Chief Robrahn shared the process of how it works, and what Sun Valley recently went through. Backing up a bit, we did receive a bid from Hughes Fire and Pierce Manufacturing. Currently all the trucks for the Ketchum Rural Fire District are Pierce trucks, which leads to ease of maintenance and a sense of familiarity in operations for the engineers. Chief Robrahn explained to receive the prepayment discounted price of \$714,004.00 Ketchum rural would need to pay for the truck up front. If you decide not to take that route, there is a payment process in which you need to put a certain percentage of the payment down in the beginning then pay the remainder when the vehicle is completed. What the City of Sun Valley did when purchasing their apparatus last year was to first, obtain the approval to award the bid to Hughes Fire & Pierce Manufacturing, then we reached out to a few financial institutions for financing. Pierce does have financing company that would finance the amount and still allow you to obtain the prepayment discount. The City found the Pierce financing quote was a couple of percentage points higher than other financial quotes received. Zions bank came in with an interest rate near 2%. Chief Robrahn's recommendation is to move forward with the prepayment discount amount of \$714,044.00 which saves approximately \$30,000.00. Once the Commissioners award the apparatus bid to Hughes Fire, Chief Robrahn, Chief Bauer and Trish Smith can research financing. Commissioner Engelmann asked that once it is determined who will be financing the apparatus, will we begin making payments right away. Is that how the prepayment discount works?

City Administrator Walt Femling stated the City of Sun valley solicited 3 bids for the City Council members to review. From those bids, once we accepted the truck, Zions Bank went ahead and paid the full amount of the apparatus, and the City of Sun Valley did not make their first payment until the end of the fiscal year, in September 2020. Even though The City of Sun Valley took possession of the apparatus in April or May 2020, the first annual payment was not due until September 2020.

Commissioner Engelmann clarified by stating, Zions Bank is willing to put up the funds, to pay the company, and then Ketchum Rural does not need to make a payment to Zions until afterwards.

Chairman Gray further wanted to clarify that in the City of Sun Valley circumstances, the apparatus was delivered prior to the first payment being due. Walt Femling confirmed that is correct. Once the City of Sun valley accepted the financing bid, they put Zions Bank and Hughes Fire in contact to work out their side of the payment, and then the City of Sun Valley and Zions Bank agreed the first annual payment would be September 2020.

Chairman Gray commented that he likes the sound of the process.

Commissioner Michael asked what the yearly commitment would be.

Chief Robrahn replied the commitment would be one payment per year for ten years. This would be near \$80,000.00 per year which was approved in the FY 2021 budget.

## **MOTION**

Commissioner Engelmann moved to accept the bid for a new pumper/tanker from Hughes Fire & Equipment dated 10/07/2020 in the amount of \$714,004.00; seconded by Commissioner Michael. A roll call vote was taken.

AYES: Commissioner Engelmann

Commissioner Michael

**Chairman Gray** 

NAYS: None.

Chairman Gray declared the motion carried.

## MONTHLY UPDATE – CHIEF BAUER.

Chief Bauer thanked the Commission for all the approvals. He believes the name change is critical to our growth and to eliminate confusion and create a unique brand for the department. He reiterated a thank you for accepting the bid on the new pumper tender, he believes it is the perfect apparatus for the Griffin Butte Fire Station. It will really enhance the service that we offer to our constituents. Call update: Ketchum Rural Fire District assisted Wood River Fire & Rescue with a mile post 98 fire on highway 75 on Friday October 9, 2020. The fire was reported as rapidly spreading, with structures threatened. We had an excellent response from Ketchum Rural and the Sun Valley Fire Department, multiple type 6 brush engines responded. Sun Valley engine 62 with Captain Black responded for

structure protection and both Chiefs Robrahn and Bauer responded. The objective was to hold the fire to the south of the Spud Patch Flats Road, and the objective was met. We achieved a unified response between departments, and everyone as usual worked well together.

This meeting marks our one-year anniversary of the City of Sun Valley managing the Ketchum Rural Fire District. Chief Bauer thanked firefighter Nate Galpin. He has been such a great responder for the Ketchum Rural Fire District and the City of Sun Valley. He helped develop our new rural water testing plan and has been to virtually every major incident in the past year. Chief Bauer wanted to publicly recognize him because he has been great for the district.

Chief Bauer also thanked firefighter Theo Rich. When Theo was hired, he was asked to provide Ketchum Rural with another level of leadership at the Ketchum Rural Fire Stations. He was tasked with overseeing the rural stations and asked to be another layer in the chain of command. Someone to whom the rural live ins can communicate with, and he helps maintain the stations. He has done an excellent job. Greenhorn Station has never looked so good, it is in great shape! Chief Bauer thanked the entire Sun Valley leadership team. With the help of Chief Robrahn, Captain Black and City Administrator Walt Femling we have accomplished some amazing things in our first year of leading the district. We have provided our firefighters with safe and NFPA compliant turnout gear, modern updated radio communications equipment, and have developed a program for managing our rural water supply systems. We are in the process of ordering a new pumper/tender to replace Tanker 3, and we have been working closely with Commissioner Engelmann to develop and build additional and badly needed affordable housing for our responders.

Chief Bauer thanked Trish Smith; she has done an incredible job. With her hard work and dedication, we have achieved an impressive level of transparency in the day to day operations of the district. She has helped us improve our accounting practices, and her efforts without a doubt have saved the district a considerable amount of money and increased efficiency.

Chief Bauer closed by saying, the list is long, and the sky is the limit for this team. Chairman Gray thanked Chief Bauer for his leadership. In years gone by Chairman Gray sensed a lack of leadership, which has been more than compensated with all the people Chief Bauer mentioned, including Chief Bauer himself. Chairman Gray further stated it is a true pleasure to sit on this commission these days with the support of the firefighters, our community, and the steps we have been and are taking to be transparent and be as up to date, to be fiscally responsible, etc. The

leadership has been terrific in all aspects. In the twelve years Chairman Gray has been a part of the Ketchum Rural Fire District Commission, this has been the best year for him.

Commissioner Michael reiterated Chairman Grays comments and further stated that after spending almost two hours with Trish on Monday reviewing all the claims and all the accounts, it is amazing what she can accomplish. We are lucky to have this whole team, it is an incredible group of professionals. Commissioner Michael thanked the team.

Commissioner Engelmann concurs with Chairman Gray and Commissioner Michael. He stated it has been a pleasure working with everyone, and he is looking forward to continuing the same.

## MONTHLY UPDATE - CHIEF ROBRAHN.

Chief Robrahn wanted to reiterate everything Chief Bauer said. If you think back to some of our previous meetings, we talked about pride in ownership and setting leadership as a goal for our department this year was important to all of us. This year has been one for the record books, not only with what has been accomplished by this team but accomplishing it during a pandemic. Maintaining mental motivation and excitement within the organization and in the team as we are growing, he cannot thank everyone enough. He echoed the previous comments made regarding Trish Smith and Chief Bauer. It is amazing to think it has only been a year if you look at all the successes we have had already. It has been amazing, and it really comes down to the team putting in 110% to make this successful. Chief Robrahn thanked everyone here, and everyone listening. It starts from the bottom up and the top down, we are all in this together with one goal which is to improve what we can do for our community and help those in need.

Thanks to City Administrator Walt Femling who he pushed along the idea of a 457 plan for retirement. The City Council approved the 457 plan which will be available for our paid-on call firefighters. It helps promote saving for the future. It is nice to be able to offer those little incentives for our members.

Chief Robrahn gave an update on the housing project. Commissioner Engelmann has done an amazing job with keeping the ball rolling on the housing front. What we are experiencing in the valley, we have not experienced before. We are having a lot more people move to our community, who are not the type of people who come out of the woodwork to volunteer. If we can do everything that we can to help support emergency responders in this valley, it is essential that we do that. If

we can help them with housing or give them the ability to live within the community that they serve, he cannot thank the commissioners enough for being the leaders in having housing initially, but also keeping the ball rolling as we move forward into the future.

Chief Robrahn reached out to Galena Engineering for an initial proposal to do some site preparations. They have provided us a more extensive proposal if we do decide to move forward and we do receive the land donation, or a long-term lease form the Idaho Transportation Department.

We are awaiting a letter of support from the Blaine County Recreation District. The letter has been drafted and is moving forward. They are working on getting everyone together and having all the signatures in place.

Commissioner Engelmann, Chief Bauer and Chief Robrahn met with a prefabricated home manufacturer on site at the Greenhorn Station. They did provide an initial quote, priced per square foot, which seemed reasonable. The price includes Ketchum Rural completing all the site preparations, then they would deliver the home on a semi-truck, use a crane to set it in place, and piece it together on site.

Commissioner Engelmann stated this price is about half the price of a standard stick build house in the area today. What you get at this price are sections that fit together. We would still need to have the site work and foundations completed, then after the housing is delivered and pieced together, we need to hire a contractor to patch the sheetrock and the siding. Commissioner Engelmann completed research after the site meeting and believes we could have a finished product for approximately \$225.00 per square foot. The representative they met with is out of Boise, Idaho. The company's name is Impressa. Chairman Gray stated it is a successful way to build. Commissioner Engelmann stated we should keep it simple. First, we need to secure the property, and understand all the setbacks. He believes the 2-bedroom duplexes will be more in demand, and he does not believe the 1-bedroom option would save a great deal of money. Commissioner Engelmann offered to deal with the contractors and handle the numbers. He would like to use Commissioner Michaels' expertise when it comes to going before the Blaine County Planning and Zoning Department, and would like to use Chairman Gray to assist in promoting the project to the neighbors, and possibly work on obtaining some private funding. Chairman Gray stated prior to requesting any funding we need to have a solid plan, approvals and set numbers for the project. Chairman Gray stated the level of safety of having these on call responders living on site for the public is going to be a nice incentive for people to want to help us accomplish this goal. Commissioner Engelmann stated the more people we can place there, the better the chances are that we are going to have responders that are available when a call comes in.

### **OLD BUSINESS:**

Commissioner Michael stated we have slightly over \$2,000.00 in our UBS account, She and Trish have reviewed the account and spoken with the account manager at UBS, she feels it makes sense to close this account, and transfer the funds to our Zions Bank account. Commissioner Engelmann and Chairman Gray believe that would be a good move.

Commissioner Michael stated that in the public comments from our last meeting, Richard Canfield wanted to see the meeting packet posted prior to our meetings. She agreed this is important and would like this commission, at our next meeting to review and possibly decide what items should be posted. She further stated that Trish sent 11 attachments to the Commissioners for this meeting, and she is not sure what the commission would like posted on our website. Commissioner Michael would like to have a discussion to create categories and have those adopted and written into a policy.

Commissioner Michael would like to determine whether the word "Rural" or "Fire District" or anything specific is required in our name. Commissioner Michael wants approval for using 1 hour of legal advice from Bill Punkoney. Chairman Gray stated that would be fine.

### **PUBLIC COMMENT:**

Mr. Canfield stated his property borders the East Fork of the Wood River, which almost went dry this summer. He since learned it was a problem with someone drawing water off. The USGS flow meter is on the Canfield property, where they perform measurements of the flow. Mr. Canfield spoke with a technician who expressed concern because they had not seen it that low. He questioned if there is any impact for those living near the river in regard to a fire incident. Chairman Gray stated the levels were from a homeowner upstream who basically dammed the river to fill a private pond. Chief Bauer stated we can fight a structure fire with one of our apparatuses on dwellings under 4,000 square feet. Mr. Canfield stated his house is approximately 3,000 square feet.

## **MOTION**

Commissioner Engelmann moved to adjourn the meeting; Commissioner Engelmann seconded the motion. A roll call vote was taken.

**AYES:** 

Commissioner Engelmann

**Commissioner Michael** 

Chairman Gray

NAYS:

None.

Chairman Gray declared the motion carried.

Adjournment 11:28 AM

James E. Gray, Commissioner/Chairman

Earl Engelmann, Commissioner/Secretary