

# CHAMPAIGN COUNTY BOARD COMMITTEE OF THE WHOLE MINUTES

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**Highway & Transportation/County Facilities/Environment & Land Use**

**Tuesday, March 1, 2011**

**Lyle Shields Meeting Room, Brookens Administrative Center**

**1776 E. Washington St., Urbana, Illinois**

**MEMBERS PRESENT:** Christopher Alix, Carol Ammons, Jan Anderson, Astrid Berkson, Thomas Betz, Lloyd Carter, Lorraine Cowart, Stephanie Holderfield, Stan James, John Jay, Brad Jones, Alan Kurtz, Ralph Langenheim, Brendan McGinty, Diane Michaels, Alan Nudo, Steve O'Connor, Pattsi Petrie, James Quisenberry, Michael Richards, Larry Sapp, Jonathan Schroeder, C. Pius Weibel

**MEMBERS ABSENT:** Ron Bensyl, Steve Moser, Giraldo Rosales

**OTHERS PRESENT:** Jeff Blue (County Engineer), Kat Bork (Administrative Assistant), Deb Busey (County Administrator), David DeThorne (Senior Assistant State's Attorney), Sasha Green (County Clerk's Office), John Hall (Planning & Zoning Director), Susan Monte (RPC County Planner), Alan Reinhart (Facilities Director)

## **CALL TO ORDER**

Weibel called the meeting to order at 6:04 p.m.

## **ROLL CALL**

Bork called the roll. Alix, Ammons, Anderson, Berkson, Betz, Carter, Cowart, Holderfield, James, Jay, Jones, Kurtz, Langenheim, McGinty, Nudo, O'Connor, Petrie, Quisenberry, Richards, Sapp, Schroeder, and Weibel were present at the time of roll call, establishing the presence of a quorum.

## **APPROVAL OF MINUTES**

**MOTION** by Betz to approve the Committee of the Whole minutes of February 10, 2011; seconded by Ammons. **Motion carried with unanimous support.**

## **APPROVAL OF AGENDA/ADDENDA**

**MOTION** by Carter to approve the agenda and two addenda; seconded by Betz.

Kurtz asked to move agenda item 9.A under ELUC to the front of the agenda. There were no objections from the County Board.

**Motion carried as amended with unanimous support.**

### **PUBLIC PARTICIPATION**

Weibel stated public participation would be limited to one hour and each individual could speak for five minutes.

Bill Walter spoke in support of the green alignment for the Olympian Drive/Lincoln Avenue Project. Eric Thorsland supported the yellow alignment for the Olympian Drive/Lincoln Avenue Project. Laura Weis, CEO of the Chamber of Commerce, supported the green alignment for the Olympian Drive/Lincoln Avenue Project. John Dimit, Economic Development Corporation President, spoke in support of the Olympian and Lincoln projects, particularly the green alignment. If the green alignment is not approved by the County Board, then he asked for the most cost effective and quickest route to be built. This could be a compromise between the red and green alignments to not lose time with the project's construction phase. Janet Scharlau spoke about the impact of trucks driving on township roads and said the landowners requested that one of them participate in tweaking the Lincoln Avenue alignment.

Michaels entered the meeting at 6:15 p.m.

William Bates spoke about the Olympian Drive/Lincoln Avenue Project and in support of staying with the alignment that is the best according to the engineers' opinion. William Cope was pleased the Olympian Drive extension to Route 45 was not on the agenda and that the County Board has been open to compromising with the landowners who object to the green Lincoln Avenue alignment. Robert Lakey spoke in favor of the green alignment and questioned why more money should be spent on another study. Jerry Watson, on behalf of the Farm Bureau, encouraged the Board to conduct a needs assessment study if redesigning a portion of the Olympian/Lincoln Project is necessary. Regarding LRMP Policy 4.1.7 under ELUC, he supported an 80-acre minimum lot area to ensure agriculture's continued prominent role in the county. Mark Thompson distributed handouts to the Board and spoke about land use. Laurel Prussing, the City of Urbana Mayor, supported the Lincoln Avenue green alignment. She described the reopened public process Urbana underwent a year ago. She mentioned compromises that could be made with landowners to move the road away from homes and remarked that the County Board did not owe some homeowners another study. She asked the County Board to honor its commitments and to respect Urbana's comprehensive plan.

Weibel closed public participation after verifying that no one else wished to speak.

### **COMMUNICATIONS**

Weibel announced that Bensyl had informed the Chair he would not attend tonight's Committee of the Whole meeting because of a business meeting.

Petrie stated that George Boyd, a constituent of Board member Steve Moser, asked her to read his comments concerning Olympian Drive. Weibel said the appropriate time for those comments would be during the Olympian Drive/Lincoln Avenue discussion.

## **HIGHWAY & TRANSPORTATION**

### **Monthly Reports**

#### **County & Township Motor Fuel Tax Claims – February 2011**

**MOTION** by Betz to receive and place on file the County & Township Motor Fuel Tax Claims for February 2011; seconded by Langenheim. **Motion carried with unanimous support.**

### **County Engineer**

#### **Resolution Appropriating County Bridge Funds & Authorizing the County Board Chair to Sign the Joint Agreement for Section #09-00956-00-BR**

**MOTION** by Betz to approve the Resolution Appropriating County Bridge Funds and Authorizing the County Board Chair to Sign the Joint Agreement for Section #09-00956-00-BR; seconded by Langenheim.

Blue explained this project involved the bridge just north of Rantoul on Maplewood Drive. James asked where the Village of Rantoul's ownership of Maplewood Drive stopped. He thought Rantoul accepted responsibility for this road when it was surfaced a few years ago. Blue answered that the County owns the whole road. Petrie inquired how much would remain in the County Bridge Fund after this project. Blue explained this project was a planned expenditure in the FY2011 budget. There is \$1 million in the County Bridge Fund for bridge construction this year.

**Motion carried with unanimous support.**

#### **Resolution Authorizing the County Board Chair to Sign the Joint Agreement for Section #10-00429-00-RS**

Blue explained this resolution concerned the same project the Highway Department has been working on from Thomasboro through Gifford. It is a \$4 million project, of which \$3.1 million is funded by the federal government and \$900,000 is coming from Truck Access Route Program funds. If the costs continue as projected, this project will not cost the County Highway Fund anything.

**MOTION** by Jay to approve the Resolution Authorizing the County Board Chair to Sign the Joint Agreement for Section #10-00429-00-RS; seconded by Ammons. **Motion carried with unanimous support.**

Petition – Raymond Township

Blue explained the petition was for a small culvert project estimated at \$7,600 on a township road in Raymond Township. It will involve replacing a 48-inch equivalent pipe along the little Vermilion Ditch. The project's costs will be split 50/50 between the township and the County.

**MOTION** by Jay to approve the petition from the Raymond Township Highway Commissions for the appropriation of Champaign County Bridge funds for a culvert project; seconded by James. **Motion carried with unanimous support.**

Resolution of Support for Project A – Olympian Drive, from Apollo Drive to Lincoln Avenue Extension

**MOTION** by Betz to approve the Resolution of Support for Project A – Olympian Drive, from Apollo Drive to Lincoln Avenue Extension; seconded by Langenheim.

Weibel asked Blue to explain the resolution. Blue explained the decision coming from the last Olympian-Lincoln Special Committee was that it would be appropriate for the County Board to go on record supporting the projects before moving forward. This resolution is in support of Olympian Drive Project A, which starts at Apollo Drive and goes to Lincoln Avenue. Project A is currently 100% funded with non-County resources.

McGinty and Betz requested a roll call vote on all the Olympian Drive/Lincoln Avenue issues at tonight's meeting. The Board discussed the resolution to verify all members were clear on the project that it supported.

**Motion carried with a vote of 19 to 4.** Alix, Ammons, Anderson, Berkson, Betz, Carter, Cowart, Holderfield, Jones, Kurtz, Langenheim, McGinty, Nudo, O'Connor, Petrie, Quisenberry, Richards, Schroeder, and Weibel voted in favor of the motion. James, Jay, Michaels, and Sapp voted against the motion.

Resolution of Support for the Extension of Lincoln Avenue to Olympian Drive

**MOTION** by Betz to approve the Resolution of Support for the Extension of Lincoln Avenue to Olympian Drive; seconded by Langenheim.

Ammons asked if this extension was a part of the original 1997 design and if approving this resolution would accept the 1997 design. Blue explained the Board just accepted the 1997 alignment of Olympian Drive with the previous resolution. This resolution only says Lincoln Avenue needs to be realigned from its current terminus and extended up to Olympian Drive. It does not set any design or alignment for Lincoln Avenue.

**Motion carried with a vote of 19 to 4.** Alix, Ammons, Anderson, Berkson, Betz, Carter, Cowart, Holderfield, Jones, Kurtz, Langenheim, McGinty, Nudo, O'Connor, Petrie,

Quisenberry, Richards, Schroeder, and Weibel voted in favor of the motion. James, Jay, Michaels, and Sapp voted against the motion.

Langenheim exited the meeting at 6:58 p.m.

Resolution of Support for the “Green Alignment” Lincoln Avenue Connection to Olympian Drive

**MOTION** by Betz to approve the Resolution of Support for the “Green Alignment” Lincoln Avenue Connection to Olympian Drive; seconded by Kurtz.

The County Board discussed the history of the Olympian Drive/Lincoln Avenue project and their opinions regarding various aspects of the development process.

Langenheim returned to the meeting at 7:00 p.m.

**MOTION** by Nudo move to suspend the rules to allow Shirley Squire’s attorney to address the Board; seconded by McGinty. **Motion carried.**

Pat Fitzgerald with the firm of Meyer Capel spoke on behalf of Shirley Squire and Christine Squire Pierson regarding their 2/3 ownership of Squire Farms. Squire Farms would bear the heaviest burden of any landowner in all three proposed alignments, with anywhere from 17 to 5 acres being purchased from Squire Farms for road construction. Squire and Pierson recognize there is need for an extension and requested the County Board support the green alignment.

Weibel asked Blue if the green alignment could be adjusted without undertaking a new study, as indicated by the Mayor of Urbana in her public comments. Blue explained that the red alignment was the alignment recommended by the engineers that was then shifted to the green alignment through the public participation process. The Phase I study would have to be amended in order to shift the green alignment. The area between the red and green alignments has been significantly studied in the past, so Blue thought an amendment in this area would involve less work than a full Phase 1 study. He did not believe the alignment could be shifted too far without an amendment. Weibel inquired about the cost of amending the study. Blue estimated it would cost between \$75,000 and \$125,000 depending on the time and effort needed to complete the work.

In response to McGinty’s questions about alignment options, Blue shared information based on his conversations with IDOT. The green alignment has been approved by the necessary parties and is the route ready to move forward. Any adjustment of the preferred alignment to something between the red or green lines would take some form of amendment to the Phase I study. Anything beyond that area would require a new Phase I study. Moving the road off someone’s property would be a significant enough change to warrant an amendment to the Phase I study. The distance the alignment could be moved without an amendment would be decided by IDOT. Blue continued to answer questions from the Board about the alignments and the steps

involved in a Phase I study. It was pointed out that some maps depicting alignments were distributed on the Board's desks by members of the public and did not come from Blue's office.

**MOTION** by Anderson to suspend the rules to allow Laurel Prussing to comment about an amendment to the Phase I study; seconded by Alix. **Motion carried.**

Prussing stated she spoke to Bill Gray, Urbana's City Engineer, and this morning and asked him if it 50 feet was a reasonable distance to move the alignment. Gray agreed that a statement saying the road could be moved 50 feet was reasonable. The distance the road could be moved to accommodate a particular landowner was unknown. Prussing did not think a completely new study was needed and was trying to address a question in a letter to the editor published in today's newspaper. Kurtz asked Blue if the green alignment could be moved to be farther away from a certain person's property. Blue did not think the green alignment could be changed if it was approved. Bill Gray was present and said he would need to study the issue before giving a figure on how far the road could be moved. He stated there was over 200 feet from the house under discussion to the green alignment.

The Board members voiced their views on the project and alignments, including comments they received from constituents. Petrie read a letter from George Boyd, a constituent of Steve Moser's, giving his opinion of the project.

Nudo exited the meeting at 7:24 p.m. and returned at 7:25 p.m. Sapp exited the meeting at 7:33 p.m. Jones exited the meeting at 7:34 p.m. Jones returned to the meeting at 7:36 p.m. Sapp returned to the meeting at 7:38 p.m. Ammons exited the meeting at 7:47 p.m. and returned at 7:52 p.m.

**Motion failed with a vote of 10 to 13.** Alix, Anderson, Berkson, Betz, Cowart, Langenheim, Quisenberry, Richards, Schroeder, and Weibel voted in favor of the motion. Ammons, Carter, Holderfield, James, Jay, Jones, Kurtz, McGinty, Michaels, Nudo, O'Connor, Petrie, and Sapp voted against the motion.

Weibel wanted to direct Blue to bring alternatives on connecting Lincoln Avenue to Olympian Drive at next meeting. Blue requested specifics on what the Board wanted him to provide. Weibel requested Blue give a presentation explaining what the County Board's options are and how much each option would cost.

James exited the meeting at 8:16 p.m.

Petrie asked if Weibel's direction to Blue would include an RFP for the Phase I study or if the study would be performed in-house. Weibel said he was just asking Blue about alignment options. Blue clarified that the Highway Department does not have the time or expertise to conduct a Phase 1 study. An RFP to perform a study could be an outcome of the County Board's decision.

Kurtz exited the meeting at 8:17 p.m.

Alix requested a statement from Blue, potentially working with the City of Urbana, identifying the County Board's options at this point and the cost of each for comparison purposes. The Board members have been told different things from different people and transparency is needed to reach a decision. McGinty asked Blue to note if any funding for the project was at risk because of the delay involved in changing the alignment.

James returned to the meeting at 8:18 p.m. Kurtz returned to the meeting at 8:19 p.m.

Cowart asked about funding for the project. Blue explained there is money available through Illinois Jobs Now, the Illinois Commerce Commission, and the federal government's STU allocations to fund 100% of the Olympian Drive project. There is currently \$1.4 million to fund the Lincoln Avenue project. Any Lincoln Avenue expenses beyond \$1.4 million would be divided amongst the local entities.

Nudo asked the Chair to appoint a committee to work directly with the City Urbana and the landowners at the same table. He has heard a lot of conflicting information and encouraged a face-to-face meeting with all the parties to hammer out an agreement.

Nudo exited the meeting at 8:26 p.m.

James preferred to have the full Board in the same room for presentations, instead of a committee, so they are all receiving the same information. Cowart agreed with James.

Nudo returned to the meeting at 8:28 p.m.

The Board continued to discuss the next step and the importance of avoiding unnecessary delays. Blue agreed to bring options to the full Board meeting in two weeks.

### **Other Business**

There was no other business.

### **Chair's Report**

There was no Chair's Report.

### **Designation of Items to be Placed on County Board Consent Agenda**

Agenda items 7.B.1-3 were designated for the consent agenda.

McGinty requested a five-minute recess. Board members exited the room at 8:32 p.m. and Betz called the meeting back to order at 8:42 p.m. Ammons, Holderfield, Jones, Kurtz, and Sapp were absent when the meeting resumed.

**COUNTY FACILITIES**

**Facilities Director**

**Physical Plant Monthly Reports**

Reinhart stated the monthly reports reflected the activities in the first couple of months of the new year.

**Brookens Energy Lighting Retrofit Project Update**

The spreadsheet for the Brookens Energy Lighting Retrofit Project was not included in the Board's packets and Reinhart promised to send it to the Board before next month. Reinhart explained the project was moving from Pod 100 to Pod 200 and would soon move into Pod 300 and Pod 400.

Kurtz returned to the meeting at 8:45 p.m.

**202 Art Bartell Construction Project**  
**Project Update**

Reinhart provided a recently updated construction schedule supplied by Roessler Construction. The original completion date was April 15, 2011, but approximately one week's time has been lost due to the weather. The actual schedule will depend on the amount of rain this spring. The building's interior partitions, drywall, and mechanicals are in place.

Petrie inquired about the building's energy efficiency factor once it is finished. Reinhart answered that, as this is a design/build project, they had very little input into the exact specifications. They did specify that the building meet all current energy codes adopted by the City of Urbana.

**Monthly Project Budget Report**

**MOTION** by Cowart to receive and place on file all the Facilities reports; seconded by Jay. **Motion carried with unanimous support.**

**Presentation - Overview of the Qualified Based Selection (QBS) Process in Illinois**

Busey presented information about the Qualified Based Selection (QBS) Process, especially for the new Board members, and distributed a printout to all members.

Holderfield and Ammons returned to the meeting at 8:48 p.m.

Busey reviewed the federal and state laws connected to the establishment of the QBS Process and explained how the process works. The bottom line is that a government entity does not bid for architectural, engineering, or land surveying services. A firm is selected based on qualifications and then the contract terms and price are negotiated with the selected firm.

Petrie wondered if this process closed opportunities for other firms if a government entity has a relationship with one or two particular firms. Busey said that is the statutory, legislative remedy the Board has available and it is a policy matter the Board has to answer as it engages firms to provide these services.

Recommendation for Engineering Firm for Storm Water Portion of Project

Busey stated the recommendation directly relates to the QBS Process. The County is at the point where the design for the storm water management portion of the 202 Art Bartell Construction Project needs to be completed. The first option is for the County Board to use the exception and work with a firm that has an established satisfactory relationship with the County. The Board has worked the firm of Berns Clancy & Associates on a number of projects over the last 30 years. Some of these projects involved Berns Clancy being selected as a result of a competitive process. The firm is familiar with the East Campus. If the County Board chooses to proceed with Berns Clancy, then the next step would be to appoint a negotiating team to determine the detailed scope of work and fees for this project. The County Board can require the identification of any sustainable or green solutions to be incorporated into the project as a portion of the scope of work. The timeframe for this option is to possibly have a contract negotiated and presented to the Board for approval at the March full Board meeting. The second option is to follow the QBS Process. The timeframe for this option is aggressive and in the worst case the project would begin five weeks later than with the first option. Reinhart and Busey recommended the first option of hiring Berns Clancy. They believed the greatest benefits could be achieved in both costs and time by utilizing Berns Clancy because the firm has done so much work on the East Campus.

**MOTION** by Richards to adopt Option 2 to follow the QBS selection process for the storm water management portion of the 202 Art Bartell Construction Project; seconded by Petrie.

Alix asked when the County last qualified Berns Clancy or its competitors through a QBS Process. Busey said the 2006 reuse study was a competitive process. Alix questioned how many other engineering firms the County has worked with since 2006. Reinhart said BLDD was the engineering firm selected for the Highway Fleet Maintenance Facility.

Richards inquired about the need for an aggressive schedule. Reinhart replied that the storm water work was tied to the Art Bartell Project. The building site drainage will be finished this spring. The City of Urbana allowed the County to run the site drainage above ground instead of tying into the underground storm system. The water has to be caught before it travels further across the County's property into the City of Urbana's property. He did not think an extra month would hurt the project, but the storm water project definitely needs to be done during this construction period.

The Board discussed the two options and selecting an engineering firm through a competitive process. Quisenberry called the question.

**Motion carried with a vote of 17 to 4.** Alix, Ammons, Anderson, Berkson, Carter, Cowart, Holderfield, James, Kurtz, Langenheim, McGinty, Michaels, O'Connor, Petrie, Quisenberry, Richards, and Weibel voted in favor of the motion. Betz, Jay, Nudo, and Schroeder voted against the motion.

Busey was concerned that comments by Board members were indicating a preference for expanding the scope of work. Betz clarified that the Board was saying it supported taking the second option and was not expanding the scope of work. Busey explained the scope of work document would be prepared based on the approved 202 Art Bartell Project, which is consistent with negotiations with the City of Urbana. Nudo noted the County only has a certain budget for this portion of the project because it bonded for the entire project. Discussion confirmed the majority of Board members supported the second option to avoid precluding any firm from being considered for the project.

James exited the meeting at 9:23 p.m.

Betz stated a selection committee needs to be appointed to engage in the QBS Process. Betz volunteered to be on the committee and recommended it include Reinhart and Busey. Weibel permitted Betz to appoint the selection committee. Jay recommended Blue for the committee based on his expertise. Petrie volunteered for the committee. O'Connor volunteered if everyone understood he has been friends with Tom Berns for 50 years. No Board members voiced any objection. Betz appointed a selection committee of Betz, Petrie, O'Connor, Jay, Busey, Reinhart, and Blue.

### **Chair's Report**

There was no Chair's Report.

### **Other Business**

Request Approval to Submit the Champaign County Courthouse Masonry Restoration & Bell Tower Reconstruction Project to the Southern Illinois Chapter of American Institute of Architects Biennial Design Awards Program for Historic Preservation

**MOTION** by Quisenberry to approve submitting the Champaign County Courthouse Masonry Restoration & Bell Tower Reconstruction Project to the Southern Illinois Chapter of American Institute of Architects Biennial Design Awards Program for Historic Preservation; seconded by Cowart. **Motion carried with unanimous support.**

### **Designation of Items to be Placed on County Board Consent Agenda**

No items were designated for the consent agenda.

## **ENVIRONMENT & LAND USE**

Kurtz wanted a motion to move the remaining ELUC items to the next Committee of the Whole meeting or the March County Board meeting. Hall noted agenda items 9.C.1 and 9.C.2 were ready for final action this month.

**MOTION** by Quisenberry to move agenda items 9.B.1-3 to the March 8<sup>th</sup> Committee of the Whole meeting; seconded by Cowart. **Motion carried.**

### **Preliminary Recommendation to County Board for Zoning Ordinance Amendment**

Request to Amend Champaign County Zoning Ordinance. Zoning Case 675-AT-10 Petitioner:  
Champaign County Zoning Administrator

**MOTION** by Schroeder to approve the preliminary recommendation to amend the Champaign County Zoning Ordinance, Zoning Case 675-AT-10; seconded by Anderson. **Motion carried with unanimous support.**

### **Direction to Zoning Administrator Regarding Proposed Zoning Ordinance Text Amendment**

Request to Amend the Champaign County Zoning Ordinance to Implement Land Resource Management Plan Policies 4.1.5, 4.1.7, and 4.1.9

Moved to March 8<sup>th</sup> Committee of the Whole meeting.

Request to Amend the Champaign County Zoning Ordinance to Implement Land Resource Management Plan Policies 4.1.6 and 4.3.1-4.3.4

Moved to March 8<sup>th</sup> Committee of the Whole meeting.

Request to Amend the Champaign County Zoning Ordinance to Implement Land Resource Management Plan Objective 4.4 by adding a Special Use Permit for the RRO

Moved to March 8<sup>th</sup> Committee of the Whole meeting.

Request to Amend the Champaign County Zoning Ordinance to Implement Land Resource Management Plan Objective 4.4 by Adding Standard Conditions for the Special Use Permit for the RRO

Moved to March 8<sup>th</sup> Committee of the Whole meeting.

**Final Recommendation to County Board for Zoning Ordinance Amendments**

Request to Amend Champaign County Zoning Ordinance. Zoning Case 665-AT-10 Petitioner:  
Champaign County Zoning Administrator

**MOTION** by Alix to amend the Champaign County Zoning Ordinance: Zoning Case 665-AT-10; seconded by Holderfield. **Motion carried with unanimous support.**

Request to Amend Champaign County Zoning Ordinance. Zoning Case 666-AT-10 Petitioner:  
Champaign County Zoning Administrator

Hall explained this amendment was to clarify certain aspects of the standard conditions for special use permits.

**MOTION** by Alix to amend the Champaign County Zoning Ordinance: Zoning Case 666-AT-10; seconded by O'Connor. **Motion carried with unanimous support.**

**Monthly Report**

The monthly report was distributed to the Board.

**Other Business**

Request for Letter of Support for Senate Bill 2195

Moved to March 8<sup>th</sup> Committee of the Whole meeting.

Amendments to the Existing Contractor & Lease Agreement for the 2010 & 2011 Countywide Residential Electronics Collections

**MOTION** by Anderson to approve the amendments to the Existing Contractor & Lease Agreement for the 2010 & 2011 Countywide Residential Electronics Collections; seconded by Ammons.

Quisenberry asked if these recycling events were necessary when private businesses, such as Mervis Industries, are accepting these items. Monte said the County entered into two-year agreement with other agencies last year. The other agencies want to advertise for bids if the agreement is continued into the future. Mervis does not offer these services after 4:00 p.m. on weekdays or on weekends. Monte expressed that they have good relationships with the recycling businesses and share information about recycling options when the county-wide events are publicized.

**Motion carried with unanimous support.**

**Chair's Report**

There was no Chair's Report.

**Designation of Items to be Placed on County Board Consent Agenda**

Agenda items 9.C.1-2 & E.2 were designated for the consent agenda.

**SEMI-ANNUAL REVIEW OF CLOSED SESSION MINUTES**

Weibel announced that legal counsel recommended all the closed session minutes should remain closed.

**MOTION** by McGinty for all closed session minutes to remain closed; seconded by Betz. **Motion carried with unanimous support.**

Busey explained the semi-annual review of closed session minutes process for the benefit of new Board members.

**ADJOURN**

The meeting was adjourned at 9:36 p.m.

Respectfully submitted,

Kat Bork  
Administrative Assistant

*Secy's note: The minutes reflect the order of the agenda and may not necessarily reflect the order of business conducted at the meeting.*