

**CHARTER TOWNSHIP OF COMMERCE
PLANNING COMMISSION MEETING**

Monday, August 4, 2014
2009 Township Drive
Commerce Township, Michigan 48390

CALL TO ORDER: Chairperson Haber called the meeting to order at 7:00pm.

ROLL CALL: Present: Larry Haber, Chairperson
Tom Jones, Vice Chairperson
Brian Winkler, Secretary
Bill McKeever
Jay Czarnecki
David Law
John Hindo
Also Present: Kathleen Jackson, Planning Consultant/DDA Director
Terry Carroll, Community Development Director

APPROVAL OF MINUTES

MOTION by Jones, supported by Czarnecki, to approve the Special Planning Commission Meeting Minutes of July 14, 2014, as written.

MOTION CARRIED UNANIMOUSLY

UPDATE OF ACTIVITIES

Bill McKeever – Zoning Board of Appeals

- We granted a variance for a house that would encroach into the required setback. The request had to do with the fact that at the time the sub was planned and approved, there were no wetland setback requirements.

David Law – Township Board of Trustees

- At our last meeting we did pass the Hunter Pasteur proposal which was okayed at the previous Planning Commission meeting.
- We are still looking for a new potential Library location. We did hold a public meeting to receive input on the Library location but attendance was insufficient. We have narrowed it down to 4 potential architects for the Library and the Township Board will have a special meeting with them to make a selection.
- The firefighters gave a presentation to the Board with regard to officer positions.

Brian Winkler – Downtown Development Authority

- We met on July 15th.
- We approved the pathway standards for the Martin Parkway development.
- There continues to be a strong interest in the property and we anticipate sales and purchases.
- Susan Gross asked for authorization to replace a letter of credit for the bond.
- The DDA Condo Association was formed and the officers were elected.

Kathleen Jackson - The big news today is that we did our pre-signing on the closing for the Hunter Pasteur property. I was present along with the Supervisor, Clerk, Treasurer, and DDA Chair. Hunter Pasteur will sign their portion this week.

Chairperson Haber discussed the final pathway disposition with Kathleen Jackson. She explained that the Township Board had to put the recommendations into dollars as cents, as did the DDA. The Board chose to receive the Commission's recommendation that pavement be added along Martin Parkway and the funds will be put in escrow; however, it was decided that the millings would not be improved at this time. They can be done at a later date as it is not fiscally prudent at this time. Chairperson Haber requested that the Commission be kept in the loop in the future when the Board reverses a decision. Kathleen Jackson agreed that she would email or include a cover letter in the packet in advance.

Terry Carroll - Community Development

- You will be seeing a series of proposed text amendments for the Zoning Ordinance in your packet next month.
- We have been keeping a log to track all of the difficult areas in the code over the last several years that have caused issues in Administration and in your site plan approvals. There's approximately 8 or 9 to review.
- The Attorney, Kathleen Jackson, Jay James and I sat down and put together the preferred language. We will present this to you for review in terms of your position on recommending it to the Township Board.

PUBLIC DISCUSSION OF MATTERS NOT ON THE AGENDA

Susan Averbuch, 9005 Campbell Creek Drive, Commerce Township - With regard to Hunter Pasteur, there was debate regarding the additional pathway along the floodplain. Because there was discussion whether there would be a reduction of the pathway, and in lieu of not having that, Hunter Pasteur agreed to contribute \$20,000 to a pathway fund. There was loss of footage on the pathways even though he claimed that the internal sidewalk was a pathway.

ITEM I: PPR14-0003 - PUBLIC HEARING TO RECEIVE COMMENTS ON A REQUEST TO CONSTRUCT A SIXTEEN HUNDRED AND TWENTY SQ. FT. ACCESSORY STRUCTURE

Nathan Sanchez of West Bloomfield, MI is requesting approval under Article 33 of the Commerce Township Zoning Ordinance to construct a sixteen hundred and twenty (1,620) square foot accessory building on property located at 5134 Carroll Lake Road, South of Wise Road and North of Commerce Road.
Sidwell No.: 17-11-101-004

Kathleen Jackson gave a review.

Zack Ostroff, Designer/Planner, Zack M. Ostroff & Associates, 6985 Meadowfield St, West Bloomfield Township, MI, was present along with the petitioner, Nathan Sanchez, 5134 Carroll Lake Road, Commerce Township, to address the request.

Zack Ostroff - Basically, I would like to make sure that you are aware that this is actually a replacement of 3 existing accessory buildings with the new accessory building. This 1

structure will eliminate 3, which are 2 sheds and a detached cabin. I also wanted to make you aware of the fact that this property is 2.60 acres as I know some of the Township memos showed 2.38. Our survey indicates 2.60.

We are proposing to create an accessory structure for a handicapped individual. For accessibility reasons, we are proposing a larger, taller door than the 7' standard to accommodate his handicap van. In addition, the existing house has no basement or storage area, so this will serve that purpose as this individual requires dry medical storage and a place for his handicap accessible van.

The lot is very wooded. The materials will match those on the existing house.

Nathan Sanchez - I just bought the property here in Commerce Township and I will be renting it out to my cousin. He plays wheelchair basketball. He will be storing his equipment, van and medical supplies in the garage. I am not opposed to installing windows if you feel it is appropriate.

Haber - Okay, thank you.

Commission Comments:

McKeever - I have no problem with this. I'm fine with Administrative Approval of the window layout and whether it be one or two colors. I'm fine with everything mentioned in the Finding of Fact and I'm in favor of this.

Hindo - I have no issues. I drive by here every day and I can never see anything back there. I agree with Kathleen's recommendations.

Czarnecki - Same.

Jones - The only thing that came to me was the T111 siding.

Jones - I've heard issues from several neighbors who have had seriously expensive repairs to their T111 siding. I switched to brick, but I guess I'm not in favor of T111. Can something be done to seal it or prepare it?

Kathleen Jackson - I would defer to Bill.

McKeever - It requires maintenance. The biggest thing is keeping vegetation cut away from around it and using drip edge, downspouts and eaves troughs. Water infiltrates the bottom edge and always creates problems, so keeping it sealed is important. T111 is an acceptable material.

Jones - Maybe it needs to have a special coating, sealant and/or paint on it, especially along the bottom area.

Kathleen Jackson - Bill, if you use a stone ledge, brick or other materials at the base, then do you eliminate the problem of wicking moisture?

McKeever - Yes because at the grade, it will wick up the most amount of water. The farther it is away from the ground, the better, and it needs to be flashed. You'll still have areas where it meets a sill and it always needs to be maintained using metal flashing or caulking at the joints. Some building materials require less maintenance, but at the end of the day, it all needs maintenance. Even colored brick, which most people think is maintenance free, but that is not necessarily true.

Zack Ostroff - This will meet the ordinance, which encourages matching the materials with the primary house and we are doing exactly that.

Jones - We just don't want to see it rot out.

Open discussions continued regarding issues with T111.

Law - I'm good.

Winkler - A couple things come to mind. First, I commend the petitioner for cleaning up the site and getting rid of the smaller buildings. I'm kind of in favor of Bill's and Kathleen's suggestions for the elevations to break up the size of the building. In this case, maybe a different paint can be used along the lower 4' of the T111 siding. I see this a lot on aluminum and metal pre-fab buildings where they use a darker color for the first 4', then a lighter color is applied to the higher elevation. That's just a suggestion. Another idea might be to add a couple of dormers to the roof along the side of the building to break it up. This could be in lieu of windows at grade level which could be a security issue.

Haber - Okay, I'm not sure I understand all that's been said, but Bill, you said getting the siding off the ground is important which could be done with a couple layers of brick?

McKeever - Yes.

Zack Ostroff - This will have a footing, a trench, and then masonry block above the grade and silt on top of that. It will be inches above the grade so it won't be touching the grade.

McKeever - Will the lawn or vegetation around it be maintained?

Zack Ostroff - It will be maintained and there will be a sidewalk or path.

McKeever - My big concern is for the sides that are not used for access.

Zach Ostroff - It will be maintained and there will be eaves troughs.

McKeever - That will be a big deal.

Haber - I am in favor of windows as this is a long expanse. Do we require landscaping?

Kathleen Jackson - No.

Haber - Okay, it is a wooded lot. It's important that you understand the deed restrictions that will be in place if this is approved. The lots cannot be split down the road.

Nathan Sanchez - Yes, I understand.

Haber - Okay. I have no problem with Administrative Approval of the colors. We usually ask that you have samples here or a chart, but under the circumstances that you will be matching the house, I'm okay with Kathleen Jackson reviewing these. Be sure to provide the samples to her.

Zack Ostroff - Okay.

Chairperson Haber opened the public hearing.

No comments.

Chairperson Haber closed the public hearing.

MOTION by Winkler, supported by Law, that the Planning Commission **approves, with conditions, Item PPR14-0003**, the request by Nathan Sanchez of West Bloomfield, MI for approval under Article 33 of the Commerce Township Zoning Ordinance to construct a sixteen hundred and twenty (1,620) square foot accessory building on property located at 5134 Carroll Lake Road, South of Wise Road and North of Commerce Road. Sidwell No.: 17-11-101-004

Approval is for the reason that the information submitted by the applicant and the information presented to the Planning Commission demonstrates that the proposed meets the requirements and standards of the Commerce Township Zoning Ordinance.

Approval is subject to the following conditions:

- a. The conditions of the Planner's Report dated July 29, 2014; and,
- b. The required deed restriction which prohibits future splits of this site to less than two acres; and,
- c. Administrative review and approval of the samples of building colors, potential windows, dormers and/or other architectural features that will break up the expanse of the building as discussed herein.

Discussion –

Kathleen Jackson - Does the Commission prefer windows on the structure, either in the dormers or higher up on the building where they would not pose a security concern?

McKeever - Yes, or block glass could also be used.

Nathan Sanchez - I was worried about security also so I am thinking windows in the peak.

Haber - That can be Administratively approved. Be sure to give the diagram to Kathleen Jackson.

MOTION CARRIED UNANIMOUSLY

ITEM II: PSP14-0010 – THE KROGER COMPANY OF MICHIGAN – TEMPORARY OUTDOOR SALES EVENT

The Kroger Company of Michigan is requesting approval under Section 26.516 of the Zoning Ordinance to sell pumpkins, plants, and corn stalks from August 11, 2014 to November 4, 2014 at their facility located at 2905 Union Lake Road, South of Willow Road and North of Commerce Road. Sidwell No.: 17-12-276-004

Kathleen Jackson gave a review.

Barry Wiener, Kroger Store Manager, 2905 Union Lake Road, Commerce Township, was present to address the request.

Barry Weiner - As far as addressing the issues out there, two of the clothing drop boxes are next to the bank along with a dumpster that are out of our parking area; but we have sent a letter to our office in this regard. We emailed them to find out who authorized them so they can be removed. The roll-off in the back is a big orange storage pod and that will be gone on 8/11/14. As for the pallets, we are not equipped to store them inside on a daily basis but they go right onto the trucks the next day so they are only there for 24 hours. The rolling canister in the back is an oil disposal bin for the hot oil that comes out of the fryers.

Kathleen Jackson - Well if the canister is a grease trap, we always require that it be enclosed and that is noted in the building permit process and during site plan review. This was added after the fact. If it is a permanent fixture, it needs to be enclosed for safety and aesthetics.

Barry Weiner - When you say enclosed, do you mean fenced in or does it need to be enclosed on top?

Kathleen Jackson - No, it does not need to be covered on top but it does need to be in a masonry enclosure and there needs to be adequate turning radius for a truck to come in and pump out the grease trap. A permit will need to be pulled with the Building Department to construct an appropriate enclosure.

Barry Weiner - The second roll-off located by the drywell is a recycling food container which is locked at all times. Employees have a key for access, and the recycling company that picks up the food also has a key.

Kathleen Jackson - We ask that you work with the Community Development Department in finding solutions and locations that are acceptable. If the Commission is okay with this, these items can be Administratively Approved as for the traffic, circulation, aesthetics and from a structural standpoint. Optimally, we work with you at site plan approval on these items, but we do understand that sometimes these things happen. You get in and realize it is not big enough for everything you need to add.

Haber - I don't have a problem with you handling approval of those items, Kathleen.

Barry Weiner - As a company, we have come to you twice regarding outside sales. First when we opened up and we cleaned up the site well. Obviously you felt that we did a decent enough job because when we came back for the spring/summer sale we were approved. We have not impeded traffic with the sales and we are trying to bring customers what they want and expect at the store. The pumpkins and mums will be the same thing. On the spring/summer sale, we finished our cleanup ahead of schedule, actually 3 or 4 days prior.

There is one last item in the back which is the long black racks. Those will be brought back out if this new sale is approved.

Kathleen Jackson - When I drive by, why do I always see carts on the north end of the front of the building?

Barry Weiner - We do not have enough room to put all of the carts inside at one time.

Jones - Then there are too many carts.

Barry Weiner - We have more business than we built for. The customers have said that we need a bigger parking lot, but it is actually based on the size of the building.

Haber - Everyone always wants to park at the front door.

Commission Comments:

McKeever - I appreciate everything that has been explained, but that does not alleviate the issue of outdoor storage. The pallets for example are replaced again every 24 hours so they don't go away. We were against outside sales when this was initially approved and Kroger promised that this would not happen. I am not in favor of it and I hate that every time you come to us, there's a laundry list of maintenance and housekeeping items. If this did not come to us, would everything just be falling apart around them?

Hindo - What is the \$1,000 bond for?

Kathleen Jackson - It is for site cleanup and is based only upon the autumn sales items. We could request a larger bond to ensure that the other cleanup items are taken care of. Maybe a better way to handle this is to not issue the approval until the site has been cleaned up. The Commission can make this part of their motion.

I'm more than happy to work with the manager, but there are other stores that are not always storing pallets outside. Maybe we can come up with something that is aesthetically pleasing and permanent, that you can keep them in. The carts need to be stored inside.

Now that you've been open for a year, it is time to look at the issues and find solutions. We can have a meeting with Barry and Steve Laser to address these items. I don't think any of it is insurmountable, but if not addressed it will keep coming back.

Czarnecki - I feel there are just way too many things that still need to be done before we can approve this.

Jones - This is one of the things we had a problem with for years, and this was in the minutes last time. Part of the design criteria was to have a much wider walkway so that outdoor cart storage would not interfere with walking around, especially in times of snow and slush. Sometimes there were cardboard pallets or crates of watermelon on the sidewalks and customers had to walk in the street to get around them with their carts. We figured this would not be a problem here with the wider sidewalk. You need to look for another way of storing the carts inside. When I enter the store, I see stacks of pop and other things inside. Maybe that is an area where you need to shrink down the stock to allow more carts to be kept inside instead.

The other comment I had was what about the temporary gas price sign?

Kathleen Jackson - They need to get a permit for an outdoor temporary sign. The Planning Commission put a portion of language into the ordinance in this regard. A permit must be applied for.

Barry Weiner - Would we need a different type of sign all together as opposed to the flip sign?

Kathleen Jackson - Yes, that's right.

Barry Weiner - That is something we will work with you on. Would you rather see it be electronic?

Kathleen Jackson - No, but that portion of the ordinance dictates specified materials, the size of the sign, where it can be located which allows for a 5' walkway around it, et cetera. It also specifies what cannot be used.

Jones - One last thing; on the site plan review, another housekeeping item is that the property owner needs to sign the application.

Barry Weiner - At the new store, one thing we have not done is to have crates or pallets of corn or watermelon outside the front of the store.

Law - Kathleen, you had mentioned that you could work with the petitioner to alleviate the problems and that they are not insurmountable. My question here is are there things that we've discussed in the past that Kroger has refused to move or correct?

Kathleen Jackson - The way I see this is that when they come in for an application, they go back and get everything cleaned up, but then it all reappears. The clothing drop boxes are new as we didn't have to deal with that for the spring/summer sale, and granted, the two by the bank may not be on their property, but they are not allowed anywhere in the Township.

Law - If I'm picking up on what's being said, it's that they request approval for something, but then the same or similar issues develop again after the approval is given.

Kathleen Jackson - Yes.

Law - I voted in favor last time. I'm not against outdoor sales, but I am against approving this and having the same issues occur again. Don't be surprised if I vote no next time due to recurring issues.

Jones - I recall it was a very close vote on this last time.

Law - It was 4/3.

Winkler - I was a little disappointed at the deficiencies noted in Kathleen's report. The only way I can approve this is by knowing that the Community Development Department will be canvassing the site and making sure that these items are taken care of before approval is given. That is the only confidence I have.

Haber - This is a recurrent theme. I was against outdoor sales from Day 1. Barry, you were not present for the original site plan approval, but we were all pretty much against outdoor sales. We wanted to see this kept nice and neat and not have the recurrent theme of the mess behind the building. I don't know what you expect from us, but I know what we expect from you.

Barry Weiner - I work the next two days and can meet with Kathleen Jackson if she can come out. We can walk the site and maybe Steve Laser can meet us also.

Kathleen Jackson - How is 2pm tomorrow?

Barry Weiner - Okay, and I will email Steve tonight. We will see what we can do to correct the issues. Based on the recommendations, we will try to work on getting carts and pallets stored properly to make this process happier and easier next time.

Jones - I don't know that there's enough time before 8/11 to get all of the items cleaned up.

Kathleen Jackson - It is within your purview to make that part of the motion. If Kroger does not get approval by then, maybe they begin the sales on 8/18. I think you are within your responsibilities as a Commission to ensure that the site is cleaned up before additional activities take place.

Jones - How do we get assurance? Do you or Jay go out to the site?

Kathleen Jackson - Terry will handle it all.

Barry Weiner - If 8/11 is a difficult day to begin, maybe we come up with a date together that is more appropriate, after our meeting tomorrow.

Haber - What is the time frame for the sale if this prevails?

Kathleen Jackson - It goes 8/11 to 11/4. If they cannot get the enclosures built, a bond of 125% could be taken which would then be released back to Kroger upon their completion.

Terry Carroll - Yes.

Kathleen Jackson - For example, if the enclosure is estimated at \$10,000, the bond required would be \$12,500. It's a hefty percentage to put up and although it doesn't break the bank, it ensures that the enclosure will be built within 30 days and certainly before another outdoor sales event comes before you. They may need to apply in September or October for the Christmas tree sales.

Jones - I'm not comfortable with 8/11.

Haber - It would be conditional.

Kathleen Jackson - The date would be to be determined by staff and Kroger. Terry won't sign-off on this until the bonds are secured and the site is cleaned up.

Barry Weiner - We have not yet decided if we will be doing tree sales or not this year, but I will tell you that obviously Mother's Day, the spring/summer sales, and fall for mums and pumpkins are very good for us. They are ready to begin delivering mums in August.

Hindo - This would all be contingent upon everything being done.

Kathleen Jackson - The date will be determined by the Community Development Department once all of the items are cleaned up and/or the bonds have been secured.

Law - So it would all be up to Administrative Approval.

Hindo - The reason I ask is because while I'm not happy about this, businesses do learn and it takes time. I do feel your pain as I grew up in the supermarket business and I have violated and thrown a pallet outside a time or two. Nonetheless, I am willing to provide you with the opportunity, on a contingent basis to allow for Kroger to comply with everything before they start having anymore sales. I am more than confident in Kathleen and Terry. If these issues come back again, I won't be inclined to approve this in the future.

Haber - I think we have driven the point home and it is perfectly clear.

MOTION by Hindo, supported by Jones, that the Planning Commission **approves, with conditions, Item PSP14-0010**, the request by The Kroger Company of Michigan for approval under Section 26.516 of the Zoning Ordinance to sell pumpkins, plants, and corn stalks from August 11, 2014 to November 4, 2014 at their facility located at 2905 Union Lake Road, South of Willow Road and North of Commerce Road. Sidwell No.: 17-12-276-004.

Approval is subject to the applicant complying with all of the following conditions, working with staff for Administrative Approval on each item, and again to Administrative Approval when all have been complied with before a final okay will be issued to proceed with the Temporary Outdoor Sales Event on a date which will be determined by Administration:

1. The Planner's Report dated July 29, 2014; and,
2. Conditions as stipulated in the letter dated July 14, 2014 from the Store Co-Manager; and,
3. Hours of operation not to exceed Kroger's hours; and,
4. No additional signage; and,
5. A bond in the amount of \$1,000.00 to be placed to ensure cleanup of the site and refunded after final inspection; and,
6. Enclosures are to be constructed in the rear of the building to house the grease trap, pallets, and other items to clean up the area permanently and to prevent future issues from arising with outdoor storage; and,
7. All items as stated above are to be addressed prior to outdoor sales beginning; and,
8. If the enclosures cannot be constructed prior to the beginning of the outdoor sales, in lieu of, a 125% bond for the enclosures could be placed with the Township to ensure that the structures will be built and the issues will be corrected in a timely manner as discussed herein.

Discussion –

Barry Weiner - Is the 125% bond refundable after the season?

Kathleen Jackson - We would only need the 125% bond for the enclosures if you cannot get them constructed before you want to begin sales. We will not request a bond for the elimination of the drop boxes as those can certainly be removed by 8/11. I will meet with you tomorrow and check with Jay regarding removal of those.

Jones - Kathleen, is the grease trap issue part of the motion?

Kathleen Jackson - Yes, I actually had it labeled on the report as a dumpster, but I now know that it is actually a grease trap.

ROLL CALL VOTE:

AYES: Hindo, Jones, Law, Winkler, Haber

NAYES: McKeever, Czarnecki

ABSENT: None

MOTION CARRIED

ITEM IIB: KROGER FAN FEST REQUEST FOR SATURDAY 8/16/14

Terry Carroll gave a review of this add-on item and requested guidance from the Commission regarding a proposed one-day event requested to be held on Saturday, 8/16/14. This would involve the use of approximately 50 parking spaces at the Kroger store. It would be a temporary event permit.

Kathleen Jackson offered clarification regarding the attached map. The aerial view showed proposed areas 1 and 2, and 1 would be the correct area as the gas station now exists in area 2.

The Commission deliberated briefly and asked why the event would not be held in front of the old Kroger building. Kathleen Jackson had asked the same question and they informed her that they do not control that site. McKeever asked if the applicant, Paige French, had the authority to apply for the permit. Terry Carroll replied yes and added that Kroger Corporate had approved her request.

The consensus of the Commission was that this could not be accommodated at the busy Kroger store on a Saturday as the parking lot is far too busy to begin with. They encouraged Terry to advise the applicant to contact the landlord for the old building and attempt to get licensing to hold the event there as an alternative. The Commissioners were not in favor of eliminating 50 spaces in the lot and attracting 800 to 1,000 visitors to the event at the same time.

ITEM III: THE COMMERCE TOWNSHIP 2014 MASTER PLAN UPDATE

In accordance with the State of Michigan Planning Enabling Act, the Planning Commission is amending the Township's Master Plan which was updated last in 2006. Kathleen Jackson delivered a brief review of the updates to each chapter of the Master Plan. The changes were the result of many Planning Commission and Township Board meetings, including at least one or two joint meetings. The edits included, but are not limited to; deletions of references to items that had already been completed, future land use maps, updated 2010 census data, SEMCOG's latest traffic counts, references to pathway standards, mention of the new Library and new millage information, the deletion of historical building references, the addition of senior housing language, acreage adjustments for community commercial areas, references to multi-family zoning, and updated information on changes to the Public Act with regard to public input.

Jones discussed 5.8 and 5.9 with Kathleen Jackson with regard to mining gravel. Kathleen noted that there is no reclamation plan for the site and it is zoned R-1A.

Jones also discussed 6.15 with Kathleen Jackson and she explained that staff is working with MDOT regarding a potential conditional commitment to build a bridge over M5.

Winkler recommended that Kathleen ask McKenna to also update the charts in relation to the updated road classifications and traffic counts.

Kathleen Jackson - If the Commission is prepared to make a motion to forward this to the Township Board for distribution, it would appear on the Board's September agenda. If approved for distribution, it will be sent to Oakland County, the railways and adjacent communities. Following distribution, there is a 62-day waiting period for comment.

MOTION by Jones, seconded by Winkler, that the Planning Commission recommends approval of the proposed Commerce Township 2014 Master Plan amendment to the Township Board for distribution. **MOTION CARRIED UNANIMOUSLY**

OTHER MATTERS TO COME BEFORE THE COMMISSION

Hindo and Law discussed the recent decision by the Board with regard to the Hunter Pasteur property. Hindo asked why Law had voted against the proposal after approving it in the Commission meeting. Law explained that the proposal varied from what the Commission had seen and approved and therefore he was no longer in favor. He elaborated on his reasoning with regard to the changes that had been made. Kathleen Jackson agreed that there were changes with regard to the limestone and asphalt millings that the Commission had originally recommended. Open discussion continued with regard to the fiscal responsibilities of the DDA and the Township Board and how they must weigh costs and benefits to the Township when making their decisions.

The next regularly scheduled Planning Commission meeting will be Monday, September 9, 2014 at 7:00pm.

ADJOURNMENT

MOTION by Jones, supported by Law, to adjourn the meeting at 8:23 pm. **MOTION CARRIED UNANIMOUSLY**



Brian Winkler, Secretary