

Van Buren County Board of Road Commissioners

July 8, 2020

Regular Meeting - Administrative Office, Lawrence, Michigan

BE IT REMEMBERED: That on the 8th day of July, 2020 at 5:00 PM, E.D.T., the Board of County Road Commissioners for the County of Van Buren met in regular session via teleconference pursuant to the Governor's Executive Order in an effort to suppress the spread of COVID-19 and protect the public health and safety of this state and its residents.

PRESENT VIA TELECONFERENCE:

Road Commissioners Askew, Boze, Burleson, Kinney, and Moffat
Managing Director Dan Bishop
Finance Director Linnea Rader
Highway Engineer Barry Anttila
Operations Director Greg Brucks
Administrative Assistant-Board Secretary Jill Brien

GUESTS PRESENT VIA TELECONFERENCE:

Linda Norton, Columbia Township Supervisor
Steven Rogusta, Village of Breedsville
Mike Chappell, County Commissioner
Daniel Ruzick, Antwerp Township Supervisor

Chairman Kinney called the meeting to order at 5:00 PM. Roll call:

Askew: PRESENT
Boze: PRESENT
Burleson: PRESENT
Moffat: PRESENT
Kinney: PRESENT

Chairman Kinney read the Special Rules for Remote Meeting: All participating Road Commissioners can vote by phone; all votes must be roll call with Chairman always voting last. All people should identify themselves before they speak.

Chairman Kinney moved that Item 10(I), Final Step Position Employment for VBCRC Non-Union Organizational Structure, be deleted from the Agenda until such time as the Board is meeting twice a month. Motion supported by Askew.

Roll call vote:

Askew: AYE
Boze: AYE
Burleson: AYE
Moffat: AYE
Kinney: AYE
MOTION CARRIED.

Motion by Boze, seconded by Burleson to approve the revised Agenda.

Roll call vote:

Askew: AYE
Boze: AYE
Burleson: AYE
Moffat: AYE
Kinney: AYE
MOTION CARRIED.

Moved by Boze and seconded by Moffat to approve the minutes of the June 3, 2020 meeting as presented by Board Secretary Brien.

Roll call vote:

Askew: AYE
Boze: AYE
Burleson: AYE
Moffat: AYE
Kinney: AYE
MOTION CARRIED.

The Chairman opened the meeting to First Public Comment. Frank Bell of 46608 Broadway, Bloomingdale, Arlington Township, Scott Shores Association Subdivision addressed the Board. He is the President of the Association and they currently have a plan with the Drain Commissioner. The Drain Commissioner indicated to them that the Road Commission would be taking care of the ditches so that everything all worked together, and he asked if this information was correct and, if so, what is the status? Staff will contact the Drain Commissioner and then get back with Mr. Bell via email with an update.

Staff Updates by Managing Director:

- We had a couple of employees who were in contact with someone with COVID, so there have been additional precautions put in place to protect all employees.
- We have been working with the Townships to get program sheets signed for special maintenance projects.
- The Road Commission garages and properties are being cleaned up. Gary Rohacs is working to schedule an online auction for equipment not being used, as well.
- A Road Commission truck is being evaluated after it became stuck in the swamp and had to be pulled out by two tow trucks.
- We have been working with the Union to clarify points in the current Contract. A Closed Session will be requested later during this meeting to discuss what has been ratified by the Union.
- We have filled the Permit Officer position. Alison Brucks will begin employment on July 13th, and we are very happy to have her on board.
- Discussions have been held to review office staff duties which has resulted in streamlining duties, and also bringing to light deficiencies and places to make improvements, including succession planning.
- We have filled the Permit Clerk/Secretary Receptionist position. Melissa Fetkenhier will begin on July 13th. In addition, Alyssa McAndrew will also begin on July 13th. She will perform Communications and Project Management functions that were previously divided among several employees so as to provide for better communications with our Township Supervisors and also provide information to the public in a more timely manner to the public.
- The owner of the Thunderbird Resort in Bangor Township placed large rocks next to the road. He has contacted an attorney in response to the Road Commission's request to remove the rocks.
- We watched a demonstration of a DuraPatcher for fixing potholes.
- Bishop attended a video meeting with Covert Township specifically to discuss and clarify details of a project estimate.
- Derek Hall of the Michigan Department of Treasury was in on June 22 and 23 to complete his audit review. The Road Commission requested and received an extension to complete our audit report by July 31.
- Many of our staff were out clearing roads from the storm on June 26/27. They did a marvelous job!

Voucher update was provided by the Managing Director. He highlighted the larger pay items within each Voucher as follows:

Voucher #2153	\$493,749.34
Voucher #2154	\$130,314.99
Voucher #2155	\$299,101.28
Voucher #2156	\$170,604.07
Voucher #2157	\$137,453.44

Rader discussed the Act 51 Report for FY2019 that has been approved by Derek Hall, the auditor for the Michigan Department of Treasury. Motion by Boze to approve the Act 51 Report, supported by Askew.

Roll call vote:

Askew: AYE
Boze: AYE
Burleson: AYE
Moffat: AYE
Kinney: AYE
MOTION CARRIED.

Chairman Kinney authorized Managing Director Bishop to execute the Act 51 Report for FY2019 on his behalf. No objections were heard.

Bishop discussed the de-certification of a 0.79 mi. segment of 92nd Avenue in Porter Township. Motion by Boze, seconded by Moffat to adopt the following Resolution:

RESOLUTION 2020-25

WHEREAS, 92nd Avenue beginning 0.63 mi. East of 27½ Street and continuing East 0.79 mi. in Porter Township appears on the Certification Maps of the Van Buren County Road Commission; however, the roadway:

1. Is not constructed to Road Commission standards;
2. Is not used, worked on or maintained by public authorities;
3. Does not exist, and is not currently open to traffic.

NOW, THEREFORE, BE IT RESOLVED that 92nd Avenue beginning 0.63 mi. East of 27½ Street and continuing East 0.79 mi. in Porter Township, Van Buren County, Michigan is deleted for Act 51 Transportation funds, as recommended by Staff.

IT IS FURTHER RESOLVED that the Board of County Road Commissioners does not herein relinquish, or in any way abandon the public right of way on 92nd Avenue in Porter Township, as described above.

Roll call vote:

Askew: AYE
Boze: AYE
Burleson: AYE
Moffat: AYE
Kinney: AYE
RESOLUTION ADOPTED.

Discussion held by Bishop regarding the de-certification of a 0.52 mi. segment of 27th Street in Porter Township. Motion by Burleson, seconded by Boze to adopt the following Resolution:

RESOLUTION 2020-26

WHEREAS, 27th Street from 92nd Avenue South 0.52 mi. in Porter Township appears on the Certification Maps of the Van Buren County Road Commission; however, the roadway:

1. Is not constructed to Road Commission standards;
2. Is not used, worked on or maintained by public authorities;
3. Does not exist, and is not currently open to traffic.

NOW, THEREFORE, BE IT RESOLVED that 27th Street from 92nd Avenue South 0.52 mi. in Porter Township, Van Buren County, Michigan is deleted for Act 51 Transportation funds, as recommended by Staff.

IT IS FURTHER RESOLVED that the Board of County Road Commissioners does not herein relinquish, or in any way abandon, the public right of way on 27th Street in Porter Township, as described above.

Roll call vote:

Askew: AYE
Boze: AYE
Burleson: AYE
Moffat: AYE
Kinney: AYE
RESOLUTION ADOPTED.

Bishop discussed the proposed de-certification of a 0.36 mi. segment of 87th Avenue in Porter Township. Motion by Moffat, seconded by Boze to adopt the following Resolution:

RESOLUTION 2020-27

WHEREAS, 87th Avenue beginning 0.14 mi. East of 23rd Street and continuing East for 0.36 mi. in Porter Township appears on the Certification Maps of the Van Buren County Road Commission; however, the roadway:

1. Is not constructed to Road Commission standards;
2. Is not used, worked on or maintained by public authorities;
3. Does not exist, and is not currently open to traffic.

NOW, THEREFORE, BE IT RESOLVED that 87th Avenue beginning 0.14 mi. East of 23rd Street and continuing East for 0.36 mi. in Porter Township, Van Buren County, Michigan is deleted for Act 51 Transportation funds, as recommended by Staff.

IT IS FURTHER RESOLVED that the Board of County Road Commissioners does not herein relinquish, or in any way abandon the public right of way on 87th Avenue in Porter Township, as described above.

Roll call vote:

Askew: AYE
Boze: AYE
Burleson: AYE
Moffat: AYE
Kinney: AYE
RESOLUTION ADOPTED.

Discussion by Bishop regarding the proposed de-certification of 0.34 mi. of 42½ Street in Decatur Township. Motion by Askew, seconded by Boze to adopt the following Resolution:

RESOLUTION 2020-28

WHEREAS, 42½ Street from CR669 South 0.34 mi. in Decatur Township appears on the Certification Maps of the Van Buren County Road Commission; however, the roadway:

1. Is not constructed to Road Commission standards;
2. Is not used, worked on or maintained by public authorities;
3. Does not exist, and is not currently open to traffic.

NOW, THEREFORE, BE IT RESOLVED that 42½ Street from CR669 South 0.34 mi. in Decatur Township, Van Buren County, Michigan is deleted for Act 51 Transportation funds, as recommended by Staff.

IT IS FURTHER RESOLVED that the Board of County Road Commissioners does not herein relinquish, or in any way abandon the public right of way on 42½ Street in Decatur Township, as described above.

Roll call vote:

Askew: AYE
Boze: AYE
Burleson: AYE
Moffat: AYE
Kinney: AYE
RESOLUTION ADOPTED.

Bishop discussed the proposed de-certification of 1.02 mi. of 38½ Street in Decatur Township. Motion by Burleson, seconded by Moffat to adopt the following Resolution:

RESOLUTION 2020-29

WHEREAS, 38½ Street from 92nd Avenue South 1.02 mi. in Decatur Township appears on the Certification Maps of the Van Buren County Road Commission; however, the roadway:

1. Is not constructed to Road Commission standards;
2. Is not used, worked on or maintained by public authorities;
3. Does not exist as a roadway, and is not currently open to public traffic.

NOW, THEREFORE, BE IT RESOLVED that 38 ½ Street from 92nd Avenue South 1.02 mi. in Decatur Township, Van Buren County, Michigan is deleted for Act 51 Transportation funds, as recommended by Staff.

IT IS FURTHER RESOLVED that the Board of County Road Commissioners does not herein relinquish, or in any way abandon the public right of way on 38 ½ Street in Decatur Township, as described above.

Roll call vote:

Askew: AYE
Boze: AYE
Burleson: AYE
Moffat: AYE
Kinney: AYE

RESOLUTION ADOPTED.

Motion by Boze, seconded by Burleson to mark the MCRCSIP Board of Directors Election Ballot as follows: Geoff Moffat and Brett Laughlin.

Roll call vote:

Askew: AYE
Boze: AYE
Burleson: AYE
Moffat: ABSTAIN
Kinney: AYE

MOTION CARRIED.

Anttila and Ruzick provided information regarding Antwerp Township's proposed trail plan to assist the Board in its understanding. Motion by Moffat, seconded by Boze to adopt the following Resolution:

RESOLUTION 2020-30

WHEREAS: Antwerp Township wishes to further enhance recreational opportunities and address recreational needs within Antwerp Township by constructing the Antwerp Township Regional Trail, an off-road multi-user pathway between the Village of Paw Paw and the Village of Mattawan; and,

WHEREAS: Antwerp Township has provided the Van Buren County Road Commission with the proposed route for the Antwerp Township Regional Trail, which route the Board intends to permit as a suitable route for a pathway; and,

NOW, THEREFORE, BE IT RESOLVED that the Board of County Road Commissioners of Van Buren County hereby expresses its support of Antwerp Township in its effort to construct the Antwerp Township Regional Trail, as proposed.

Askew: AYE
Boze: AYE
Burleson: AYE
Moffat: AYE
Kinney: AYE

RESOLUTION ADOPTED.

Bishop provided information and discussion regarding the inmate services at the Road Commission from the Van Buren County Sheriff's Office. Motion by Askew, seconded by Burleson to adopt the following Policy:

**Supervision of Inmate Workers at
Road Commission Facilities**

The purpose of this Policy is to establish rules and protocol for the supervision of inmate workers from the Van Buren County Sheriff's Office at Van Buren County Road Commission facilities. These inmate workers are selected by the Van Buren County Sheriff's Office ("Sheriff's Office"), and are provided to the Van Buren County Road Commission ("Road Commission") as a benefit to the Road Commission and the taxpayers of Van Buren County.

1. The Fleet and Facilities Superintendent, or his/her designee, shall be the Road Commission's point of contact with the Jail Administrator regarding all inmate workers.
2. The Fleet and Facilities Superintendent, or his/her designee, will be in charge of the supervision of all inmate workers assigned to the Road Commission and shall follow any and all rules of the Sheriff's Office concerning inmate workers, including, but not limited to:
 - A. The inmate worker is not allowed to smoke or drink alcoholic beverages, or to have either tobacco products or alcohol in their possession at any time.
 - B. The inmate worker will be given a lunch by the Sheriff's Office every day. However, the Road Commission can provide additional meals/snacks to any inmate worker.
 - C. The inmate worker cannot bring any food, or other items back to the jail upon their return.
 - D. Inmate workers are **not** allowed to use a phone. This is a security risk for both the Road Commission, and the County Jail facility.
 - E. No Road Commission supervisor or employee shall be permitted to do any personal favors of any kind for any inmate worker.
 - F. Personal relationships between any inmate and a Road Commission supervisor or employee shall not be permitted.
 - G. The inmate worker shall **not** be permitted to visit with family members, friends or acquaintances while on assignment at the Road Commission.
 - H. The inmate worker shall be secluded, as much as is possible, from civilians.
3. Any issues, no matter how big or small, that arise as a result of the inmate worker's assignment at the Road Commission, shall be reported by the Fleet & Facilities Superintendent, or his/her designee, to the County Jail (ask for a Sergeant) at 269-657-2171, Option 8.

Roll call vote:

Askew: AYE
Boze: AYE
Burleson: AYE
Moffat: AYE
Kinney: AYE
POLICY ADOPTED.

Bishop provided discussion regarding Antwerp Township's request to pursue long-term maintenance and paving projects different than the current process in which the Township has to go through the Van Buren County Road Commission for all bidding and contracts with the understanding that the Township is committed to Road Commission requirements and inspections. Ruzick also provided some background and information to the Board

regarding the Township's request. Motion by Moffat to implement Antwerp Township's request.

Roll call vote:

Askew: NAY
Boze: NAY
Burlison: NAY
Moffat: AYE
Kinney: NAY
MOTION NOT CARRIED.

Discussion provided by Boze regarding the storm that occurred on June 26, 2020 and the Road Commission staff's response, which he felt was over what is expected. Motion by Boze to adopt the following Resolution, supported by Askew:

RESOLUTION 2020-31

WHEREAS: On Friday, June 26, 2020 at approximately 9:00 PM, a devastating storm tore through parts of Van Buren County bringing down many power lines, trees, limbs and branches through Covert, Bangor, Hartford, Lawrence, Paw Paw, Antwerp, and Porter Townships in Van Buren County; and,

WHEREAS: Operations Director, Greg Brucks, worked together with Van Buren Central Dispatch, and members of the Sheriff's Department, to effectively and efficiently map and color code down trees based upon those Road Commission Crews could remove, and those that were wrapped in power lines; and,

WHEREAS: Crew Members of the Van Buren County Road Commission responded in great numbers and worked together throughout the night, and into the next day to remove large and small trees, limbs and branches from the roadways in Van Buren County; and,

WHEREAS: Van Buren County was well served by the selfless efforts of the Road Commission's Crew Members who worked extended hours, in hazardous conditions, so that the motoring public could travel safely throughout Van Buren County following this storm event.

NOW, THEREFORE, BE IT RESOLVED that the Board of County Road Commissioners of Van Buren County hereby wishes to recognize the following Road Commission Staff, and to commend and thank each one of them for going over and above the duties required of their job:

**Alton Brooks; Greg Brucks; Johnny Chancellor; Kevin Clayton; James Cochran;
Jeff Daughtry; David DeLoach; Robert Drake; Jared Frank; Kirby Heindorf;
Scott Helm; Todd Hemenway; Jessie Keeton; Dan Kurzman;
Kristina Longcore; Ryan (Tim) Mattimore; Rick Molenda; Ernie New;
Tim Nicholas; Randy Moser; Eric Page; Linnea Rader; Chris Serdel;
Michael Sinkler; Michael Ritsema; Bryan Wrona; and, Zane Yandell**

IT IS FURTHER RESOLVED that the Board of County Road Commissioners of Van Buren County wishes to compliment, and congratulate, the Van Buren County Sheriff's Office for always facilitating smooth and professional communications with the Van Buren County Road Commission, but most especially during this storm event.

Askew: AYE
Boze: AYE
Burlison: AYE
Moffat: AYE
Kinney: AYE
RESOLUTION ADOPTED.

Boze requested that each staff member recognized in the Resolution receive a copy of the Resolution.

Christian Moffatt's recommendation regarding the July 7, 2020 Grader and Underbody Blade public bid opening was provided to the Board by Greg Brucks. Motion by Boze, seconded by Moffat to award to all suppliers, in the best interest of the Van Buren County Road Commission, with Michigan CAT as primary supplier, and Valk Manufacturing as secondary supplier.

Roll call vote:

Askew: AYE
Boze: AYE
Burleson: AYE
Moffat: AYE
Kinney: AYE
MOTION CARRIED.

Anttila provided his recommendation to award the bid for stump removals, trench and widen, culvert replacements and drainage improvements on CR380 from Breedsville East to the Bloomingdale Township line, Columbia Township to the low bidding contractor, Brad Thomas Excavating, in the best interest of the Van Buren County Road Commission. Motion by Boze, seconded Burleson.

Roll call vote:

Askew: AYE
Boze: AYE
Burleson: AYE
Moffat: AYE
Kinney: AYE
MOTION CARRIED.

Bid results from public bid opening on July 7th regarding CR374 from Red Arrow Highway to 45th Street, stump removals, trench and widen, culvert replacements and drainage improvements were provided by Anttila. Brad Thomas Excavating, the as read low bidding contractor, submitted a letter with his bid stating his pricing was contingent upon a completion date of May 31, 2021 rather than November 13, 2020. This bid provides a savings of over \$241,000.00 compared to the next lowest bidder. It will not change the base course paving date as it can still be base course paved in 2021, as planned pending funding. Motion by Boze, seconded by Burleson to award to Brad Thomas Excavating contingent upon a completion date of May 31, 2021.

Roll call vote:

Askew: AYE
Boze: AYE
Burleson: AYE
Moffat: NAY
Kinney: NAY
MOTION CARRIED.

Anttila discussed bid results from public bid opening on July 7th regarding Burgess Road from 82nd Avenue to 38th Street, Decatur Township, crush and shape, trench and widen, and drainage improvements. The low bidding contractor, Brad Thomas Excavating, submitted a letter stating that the pricing was contingent upon a completion date of May 31, 2021 rather than October 30, 2020. This bid provides a savings to the Township of over \$107,000.00 compared to the next lowest bidding contractor. Motion by Boze, seconded by Moffat to submit both bids to Decatur Township for its consideration, and the Road Commission will award to the contractor selected by the Township, contingent upon receipt of a signed program sheet from Decatur Township, in the best interest of the Van Buren County Road Commission and Decatur Township.

Roll call vote:

Askew: AYE
Boze: AYE
Burlison: AYE
Moffat: AYE
Kinney: AYE
MOTION CARRIED.

Anttila provided bid results on 41st Street from CR352 to 88th Avenue, Decatur Township, top course paving. Motion by Moffat, seconded by Askew to award to Michigan Paving and Materials, the low bidding contractor, contingent upon receipt of a signed program sheet from Decatur Township, in the best interest of the Van Buren County Road Commission and Decatur Township.

Roll call vote:

Askew: AYE
Boze: AYE
Burlison: AYE
Moffat: AYE
Kinney: AYE
MOTION CARRIED.

Anttila provided bid results on Red Arrow Highway from Paw Paw Village to 28th Street, Antwerp Township; 2" mill and fill. Motion by Boze, seconded by Moffat to award the bid to the low bidding contractor, Michigan Paving & Materials, in the best interest of the Van Buren County Road Commission.

Roll call vote:

Askew: AYE
Boze: AYE
Burlison: AYE
Moffat: AYE
Kinney: AYE
MOTION CARRIED.

Anttila provided bid results on 22nd Avenue from 68th Street to 69th Street, Geneva Township; 1.5" top course paving. Motion by Boze, seconded by Moffat to award to the low bidding contractor, Rieth-Riley Construction, in the best interest of the Van Buren County Road Commission and Geneva Township.

Roll call vote:

Askew: AYE
Boze: AYE
Burlison: AYE
Moffat: AYE
Kinney: AYE
MOTION CARRIED.

Bishop provided information and recommendation to the Board regarding the de-certification of road segments in Columbia Township. Columbia Township Supervisor Linda Norton provided input supporting the de-certification so long as the Township has the ability to request that the segment be certified at a later date. Bishop assured her that the Road Commission was retaining all public right of way. Motion by Boze, seconded by Askew to adopt the following Resolution:

RESOLUTION 2020-32

WHEREAS, 18th Avenue from 50½ Street West 0.21 mi. to 51st Street, and then South on 51st Street 0.20 mi. in Columbia Township appears on the Certification Maps of the Van Buren County Road Commission; however, the roadway:

1. Is not constructed to Road Commission standards;

2. Is not used, worked on or maintained by public authorities;
3. Does not exist, and is not currently open to traffic.

NOW, THEREFORE, BE IT RESOLVED that 18th Avenue and 51st Street, in Columbia Township, Van Buren County, Michigan, as described above, is deleted for Act 51 Transportation funds, as recommended by Staff.

IT IS FURTHER RESOLVED that the Board of County Road Commissioners does not herein relinquish, or in any way abandon, the public right of way on 18th Avenue and 51st Street, in Columbia Township, as described above.

Roll call vote:

Askew: AYE
Boze: AYE
Burlison: AYE
Moffat: AYE
Kinney: AYE
RESOLUTION ADOPTED.

Commissioner Updates and Reports

W.C. Askew, Sr. Some of his Townships have been meeting virtually during the pandemic. Nothing new happened last month other than Dan Bishop is working with Covert Township regarding a project.

Rick Boze Met with Lawrence Township and Hartford Township on 6/11; everything was good. Attended Keeler Township last night and they had a couple of issues which Boze had presented to staff earlier this evening for attention.

Doug Burlison Met with the Pine Grove Township Clerk, and the Bloomingdale Township Supervisor. Everything is pretty good in both townships.

Greg Kinney No report.

Geoff Moffat No report.

Moffat requested an update regarding MTF funds which was provided by Rader. Last check was short 32% for the month compared to last year, which falls into our predictions. The Auditor did not recommend using the state's projections for MTF, and it was his opinion that Rader and Bishop were making a better estimate. Rader will have a budget adjustment for the Board to consider at a future meeting.

The Chairman opened the meeting to Second Public Comment. None was received.

Upon a Motion by Boze, seconded by Moffat, the Board opened a Closed Session for the purpose of negotiation of a collective bargaining agreement at 6:26 PM. Directions were provided by Rader in the event that guests chose to stay in the Open meeting. All guests present via teleconference were either already logged off, or voluntarily logged off at that point in time instead of staying in the Open meeting. In addition, Anttila left the meeting.

Roll call vote:

Askew: AYE
Boze: AYE
Burlison: AYE
Moffat: AYE
Kinney: AYE
MOTION CARRIED.

Motion by Burlison, seconded by Moffat to reconvene the Regular Session of the Board at 6:43 PM with all Members of the Board being present.

Roll call vote:

Askew: AYE
Boze: AYE
Burlison: AYE
Moffat: AYE
Kinney: AYE
MOTION CARRIED.

Motion by Boze, seconded by Burlison to approve all revisions to the Collective Bargaining Agreement as ratified by the Union.

Roll call vote:

Askew: AYE
Boze: AYE
Burlison: AYE
Moffat: AYE
Kinney: AYE
MOTION CARRIED.

Board Members Kinney, Moffat, Burlison, and Askew authorized Managing Director Bishop to execute the Contract on their behalf. Boze will come in to sign the Contract.

Bishop thanked the Board and complimented everyone who worked to revise this Contract. This was a process that began long before his arrival at the Road Commission, but everyone worked as a team with common goals relating to what was best for the Road Commission, what was best for the taxpayers of Van Buren County, and what was best for the employees.

Rader asked that each of the Board Members assist her with providing their picture to be inserted in the Annual Report. Arrangements were agreed upon by each Board Member.

Motion to adjourn the Call of the Chair by Askew, seconded by Boze at 6:49 PM.

Roll call vote:

Askew: AYE
Boze: AYE
Burlison: AYE
Moffat: AYE
Kinney: AYE
MOTION CARRIED.

Board Secretary

Board Chairman