

**AREA BOARD OF ZONING APPEALS  
ST. JOSEPH COUNTY, INDIANA**

**MINUTES**

Wednesday, February 10, 2021  
1:30 p.m.

4th Floor, Council Chambers  
County-City Building, South Bend, IN

**MEMBERS PRESENT:**

Christine Deutscher  
Robert Hawley  
Donny Ritsema  
Sidney Shafer  
Michael Urbanski  
James Moffitt  
Joe Velleman

**ALSO PRESENT:**

Abby Wiles  
Ryan D. Fellows  
Shawn Klein  
Samantha Keultjes  
Brandie Ecker

**PUBLIC HEARINGS:**

- 3. A petition by DAVID & JANET LEHMAN REVOCABLE TRUST seeking the following variances: 1) from Section 154.152 (C)(3), the minimum required rear building setback of 40' to 39' for an existing office building on a lot in a proposed subdivision and 2) from Section 154.152 (D)(3), the minimum required rear parking area setback of 20' to 0' for an existing parking area crossing the lot line in a proposed subdivision was tabled upon a request by the petitioner. *(Audio Position: 6:34)***
  
- 1. The petition of Cassandra Reyes seeking the following variance(s): 1) from Section 154.070 (C)(1)(d)(1)(a), the maximum height of a fence with an open space percentage of less than or equal to 70 percent of 3' to 6' for a fence in a minimum front yard , property located at 24733 LANCER DR, Portage Township. Zoned R: Single Family District (County). *(Audio Position: 6:52)***

Abby Wiles: This petition was tabled at the last meeting. There was a lack of clarity about where exactly the proposed fence would be located. So following the meeting, Ryan Fellows and myself reached out to Victorio Reyes, the father of Cassandra and we let Victorio know that right of way along Lancer and Eastlea is 60' so 30' from the centerline back is approximately where the property line was located. We talked with Victorio about what we needed in the site plan in order for the petition to move forward and he submitted a revised site sketch. As proposed, the fence is going to be 8.5' from the house coming out toward the street and approximately 51.5' from the centerline which would be 21.5' from the property line approximately. In terms of material it will be chain link for the sides and then the rear will be wood. Staff feels after looking at the revised application that we can support the request and looking at the state code criteria, it will not be injurious to the surrounding area. There are other fences that exceed the height. It will be setback from the street and from the property line quite a bit. There was discussion about the

fence being located adjacent to the sidewalk; as proposed it will be approximately 21.5' back. It won't adversely impact the surrounding properties. The strict application does present a practical difficulty in meeting the terms of the ordinance. Even though it's still going to exceed the maximum height, it's only going to be within a small portion of the front yard setback and not right up next to the street as what was originally discussed.

PETITIONER

Cassandra Reyes, residing at 24733 Lancer Dr., South Bend, IN presented as the petitioner along with her father Victorio Reyes.

IN FAVOR

There was no one present to speak in favor of this petition.

REMONSTRANCE

There was no one present to speak in remonstrance of this petition.

After careful consideration, the following action was taken:

Upon a motion by Robert Hawley, being seconded by Michael Urbanski and unanimously carried 6-0, a petition by Cassandra Reyes seeking the following variances: 1) from Section 154.070 (C)(1)(d)(1)(a), the maximum height of a fence with an open space percentage of less than or equal to 70 percent of 3' to 6' for a fence in a minimum front yard was approved as presented, and will issue written Findings of Fact.

Robert Hawley - Yes  
James Moffitt -Abstain  
Christine Deutscher - Yes

Sidney Shafer - Yes  
Joe Velleman - Yes

Michael Urbanski -Yes  
Donny Ritsema - Yes

- 2. The petition of BROWNSTONE ESTATES LLC seeking the following variance(s): 1) from Section 154.107 (C)(1), the minimum required front setback of 35' to 25' for new homes on Lots 12-16 of Brownstone Estates Major Subdivision, property located at on the east side of Brownstone Drive approximately 700' north of Adams Road, Harris Township. Zoned R: Single Family District (County).** *(Audio Position: 11:50)*

Shawn Klein: The petitioner is requesting a front setback reduction from 35' to 25' for 5 lots in a subdivision. State law provides three criteria by which this board is to make decisions for variances requested. Those being that the approval will not be injurious to public health, safety, morals and general welfare of the community. The use and value of the area adjacent to the property included will not be affected in a substantially adverse manner. And strict application of

the terms of this chapter would result in practical difficulties in the use of the property. Staff finds that in this instance the variance meets each of these criteria. We find that it's not a threat to public safety because it will still be setback 25' from the right of way which is still adequate. We don't feel that it will have any impact on public health, morals, or general welfare not to a substantial degree. We feel that the use and value of the area adjacent to the property will not be affected substantially, mainly because if you look at the image, Brownstone doesn't run due north it actually deviates to the east slightly so when you look at where this setback will actually fall on the ground of the lots. There's still going to be in line vertically with one another that is running north to south and meets this 25' setback rather than the 35'. We also find that the petitioner has demonstrated adequate practical difficulty in complying with the 35' setback because there is a substantial septic mound system easement to the rear of the parcels. It's 56' wide and due to the bend in the road, the actual buildable area of the lots decreases as you go north. We did receive three phone calls from the public. These were from neighbors in the subdivision to the east mainly concerned about the affects of the septic systems on the wells to the rear of their properties. Upon learning that this wasn't really something that was going to be discussed at this proceeding, they didn't necessarily have any comments on the front setback issue. We also received a letter in remonstrance from a resident of Brownstone subdivision. She was concerned that the front setback would have an effect on the uniformity of the neighborhood and furthermore she felt that since other parcels complied with the 35' setback she felt that there wasn't necessarily sufficient practical difficulty demonstrated.

Mike Urbanski: The land north of this property, do they intend to continue back north with this subdivision with the road? Otherwise it's going to be landlocked.

Shawn Klein: I don't think that they currently own that parcel that is north of Brownstone Dr. Since there is a stub street that ends there, should that be subdivided in the future we would require the extension of the street.

## PETITIONER

Mike Huber, of Abonmarche with offices located at 315 W Jefferson Blvd. South Bend, IN presented on behalf of the petitioner stating, "Shawn's right in that we don't currently control the land to the north. But we have in the development of the plat, created and included the stub street to allow for future connectivity should that warrant at any future time down the road. Shawn also did a great job explaining the limitations we're up against in terms of the narrowing of the depth of the lots and the buildable area. I'd like to point out the average depth of lot 17 is about 222' and the average depth of Lot 16 is about 15' more narrow than that and it goes down by about 5' per lot all the way until you get to Lot 12 which is about 36' less depth than Lot 17 so we're really squeezing these lots in terms of buildable envelope for not just the houses but potential pools or accessory structures in the rear yard as well. In fact if the 35' setback were to be enforced on Lot 12, we'd actually have 94' of depth that's buildable and is a really tight envelope and granting the 25' front yard variance would give us about an extra 1,000 square feet of land which we could use for usable buildable envelope. This is kind of the first step of the

process. We've also got a pending replat because the original plat included the 35' setback. So we're asking for your consideration and the relief from the setbacks to allow us this opportunity. One final thing I did want to mention, even with the 25' setback, the home on Lot 16 if you're measuring from the rear to the east property line, it will actually be setback 5' behind the house on Lot 17 so it will still give the appearance that there is incremental setback all the way progressing north from there. We won't be in front of the house on Lot 17; we'll actually still be 5' behind it even though we technically will be 10' closer to the street I think we still kind of fall in line in compliance with the front visual edge that's established by the two current homes with a 35' setback on Lots 17 and 18."

Joe Velleman: Why did they bend the road like that?

Mike Huber: We were not involved with the original design of this subdivision so I really don't have an answer to that question. I'm assuming it might have to do with the need to provide that connectivity and that stub street to that property to the north in order to meet the right of way requirements they would have had to get into that southwest corner of that parcel in order to make that connectivity. I think that probably would be a possible explanation for why the road angles off to the east like that.

Mike Urbanski: Are you required to put a turnaround at the end of the street?

Mike Huber: There is a turnaround there currently.

Sidney Shafer: How many years ago was this development started?

Mike Huber: I'm not aware of when this was developed. I think it's a fairly recent subdivision but I don't know the date.

Joe Velleman: It was noted that there was an email received and there was one question about the mound systems a known factor on this street. Is that a common occurrence in that marketplace?

Mike Huber: The mound system was developed due to health department requirements based on the soil types in the rear yards back there. So typically, this 56' mound setback is atypical for most subdivisions. Typically it's a 40' rear yard setback and you accommodate two septic systems within that 40' rear yard setback.

Joe Velleman: Even if they're allowed the 25' setback, they still have to go through somebody to get the septic systems approved after this correct?

Shawn Klein: The septic systems were already approved through the major subdivision so they are replating but essentially all that is going to do is remove the setback line.

IN FAVOR

There was no one present to speak in favor of this petition.

REMONSTRANCE

There was no one present to speak in remonstrance of this petition.

After careful consideration, the following action was taken:

Upon a motion by Michael Urbanski, being seconded by Christine Deutscher and unanimously carried 6-0, a petition by BROWNSTONE ESTATES LLC seeking the following variances: 1) from Section 154.107 (C)(1), the minimum required front setback of 35' to 25' for new homes on Lots 12-16 of Brownstone Estates Major Subdivision was approved as presented, and will issue written Findings of Fact.

Robert Hawley - Yes

Sidney Shafer - Yes

Michael Urbanski - Yes

James Moffitt - Abstain

Joe Velleman - Yes

Donny Ritsema - Yes

Christine Deutscher - Yes

- 4. The petition of RODNEY KURZHAL AND ANDREA D OSBORNE seeking the following variance(s): 1) from Section 154.107 (B), the minimum required lot width 100' to 61.2' for Lot 4 of a proposed subdivision, property located at 55267 PINE RD, Warren Township. Zoned R: Single Family District (County). (Audio Position: 24:34)**

Abby Wiles: The proposal is for a reduction in the lot width to allow four lots where three would be allowed. A lot width of 100' is required. As proposed, the width of lot 4 would be just over 61'. Staff is recommending approval of the variance. Without the variance, it could be subdivided into three lots by right. The variance will allow the rear of the property to be developed. Staff has gone back to the petitioner and asked them to redesign because as it's shown, the lot width doesn't continue within the front yard setback and 30' back. Per the Zoning Ordinance it would have to be a minimum of 100' within the first 65' from the property line and the petitioner has indicated that he will redesign and staff has also asked the petitioner for clarification on the property lines for lot 2 as well. In terms of the state code criteria, we don't feel that it would be injurious to the public health, morals, safety, welfare. Again a three lot subdivision would be permitted without the variance. What they're proposing is four to allow for the development of the rear parcel. Then just for clarification because we have received some questions on this, if it's zoned single family, only one single family home is permitted. As proposed they're not requesting permission to subdivide lot 4 and allow multiple homes. It would be one, single family home. Use and value of the area adjacent to the property wouldn't be affected in a substantially adverse manner. Strict application of the terms would result in practical difficulty in the use of the property. This is allowing them to better utilize the rear portion of the property. Just want to note that there is only variance requested. All other

developmental requirements are being met. In terms of accessing the rear of the property, we don't have a setback that's required for the drive. There's sufficient space to allow for access to the rear of the property. We did get have some communication on this prior to the hearing today. We have a letter that was submitted from the residents of Edison and Pine Rd, stating some concerns about the development of the subdivision. The residents stated that the appeal of the neighborhood is the county landscape and they're concerned about the development of a subdivision and how that would impact the wildlife. There's concern about the financial impact of the development and if taxes would increase. This was signed by 13 individuals, what appears to be 10 households. I believe we do have someone on Zoom that is Lydick residents that I would assume would be for this petition.

Joe Velleman: It's an interesting development because by standards, lot 4 can only have one house on it. When you hear the term subdivision, you think of rows and rows of houses being in that same area which is not the case. In this case, even if they did everything properly with no variances required, they could build three houses right there. They're just asking for a fourth opportunity to do that.

Abby Wiles: Correct, and I would ask the petitioner to clarify as well, long term plans for each of the individual lots.

Mike Urbanski: Is the right of way along the railroad tracks wide enough for an entrance, 30' wide minimum?

Abby Wiles: So the proposed width of lot 4 is just over 61'

Sidney Shafer: If you think about it, if they make the first two lots and don't use the 61' it's still their 61' they could use for a driveway anyhow. We can't stop them from using it for a driveway.

### PETITIONER

Terry Lang, of Lang, Feeney & Associates, with offices located at 715 S Michigan St., South Bend, IN presented on behalf of the petitioner stating, "the configuration is a little bit unusual particularly for lot 2. There's an existing older farmhouse there that is being rehabbed and would like to have a little bit of extra space by the older barn building behind it. We will adjust those back to make the appropriate width at the setback as necessary. This is approximately 24 acres. It is zoned residential. We could potentially put as many as 30-35 homes back there. The developer of the property is only interested in putting in four homes on the property and the configuration that you see is his desire to give a little space around the existing older home that's on the property, room for nice homes on either side of it and then the large parcel in the back would be for a single home also. There are no plans for any more than the four lots that you see right here. The variance that we're asking for is just to allow for the driveway for the last lot 4 to have that 61.2' as the frontage for that lot."

Joe Velleman: Lots 1, 2, and 3 are very unique and they're all 2.53 acres. What's the significance of having them all be that equal?

Terry Lang: Just trying to keep them all equal in size that the developer wanted.

Joe Velleman: Right now there's only a house on Lot 2, so there could be house on lots 1, 3, and 4. Will those be oriented towards the back of the lots or where do they have proposals for those to be potentially build on those lots?

Terry Lang: At this point in time, about midway back on lot 1 would be where the home would be located for lot 1. Lot 2 is the existing home. Lot 2 would be located more toward the back third of the property and Lot 4 is tentatively set at this point to be in the south easterly quarter of that lot 4.

Joe Velleman: Because lot 4 is almost 100% wooded at this time, correct?

Terry Lang: Correct.

Bob Hawley: Do you have any idea what the soil conditions are out there?

Terry Lang: We have done soil borings for all four of the lots at this point and all of those are good in-ground septic systems by the guidelines set by the Health Department.

Christine Deutscher: You plan on developing single-family homes here? Do you have any idea how much of the wooded area will be cleared?

Terry Lang: The three lots to the front will be in the cleared areas that you're seeing. The fourth lot will probably encompass 1-2 acres in the south east corner. The rest would remain somewhat undisturbed.

Donny Ritsema: For lot 4 there are no future plans to subdivide that further?

Terry Lang: There are no other further plans.

### IN FAVOR

There was one person present to speak in favor of this petition. They were Dan Carter, representing the residents of Pine Rd and Edison Rd. He stated that all of their questions were clarified. "As long as it's all single-family dwellings on those properties, I think we're all ok with it. We kind of heard the word subdivision and we thought instantly a trailer park going in there or something with multiple homes and we were just concerned about that."

### REMONSTRANCE

There was no one present to speak in remonstrance of this petition.

After careful consideration, the following action was taken:

Upon a motion by Robert Hawley, being seconded by Donny Ritsema and unanimously carried 6-0, a petition by RODNEY KURZHAL AND ANDREA D OSBORNE seeking the following variances: 1) from Section 154.107 (B), the minimum required lot width 100' to 61.2' for Lot 4 of a proposed subdivision was approved as presented, and will issue written Findings of Fact.

Robert Hawley - Yes  
James Moffitt -Abstain  
Christine Deutscher - Yes

Sidney Shafer - Yes  
Joe Velleman - Yes

Michael Urbanski -Yes  
Donny Ritsema - Yes

- 5. The petition of MITCHELL LAWMASTER AND JANA L INGLE seeking the following variance(s): 1) from Section 154.092 (A), the minimum required lot area of 20 acres to 2 acres for Lot 1 of a proposed subdivision , property located at parcel on the east side of Miami Highway approximately 1800' north of Quinn Road , Union Township. Zoned A: Agricultural District (County).** *(Audio Position: 36:48)*

Shawn Klein: Staff recommends approval of the variance request. We find that it does meet the three criteria brought to us by state law for consideration. We feel that the approval will not be injurious to public health, safety, morals and general welfare of the community. This is actually a buildable lot of record. It was in existence since 1948 so by right they could build a single-family home on this parcel. All that they're really electing to do is to create a smaller residential parcel of 2 acres and then put the remainder in an outlot which will continue to be cultivated as farmland. So in this case it won't result in the creation of an additional buildable residential lot in the agricultural district. For those same reasons this will not be detrimental to the use and value of adjacent properties because there isn't going to be a residential use beyond what the zoning ordinance would already permit. We feel the strict application of the terms of the zoning ordinance would prevent a subdivision which practically ensures that the 14.34 acres of cultivated farmland will remain in active agricultural production.

Bob Hawley: Did you say that the remaining area would be an outlot?

Shawn Klein: Yes, it is going to be an outlot.

#### PETITIONER

Terry Lang, of Lang, Feeney & Associates, with offices located at 715 S Michigan St., South Bend, IN presented on behalf of the petitioner stating, "The parcel that was created back in 1947 would be allowed one building permit on this site. We are looking to make the rest of that into an



outlot. There had never been a home built on that piece. It looked like maybe in that south west corner the way the soil looks on the aerial map but that was of no avail.”

IN FAVOR

There was no one present to speak in favor of this petition.

REMONSTRANCE

There was no one present to speak in remonstrance of this petition.

After careful consideration, the following action was taken:

Upon a motion by Michael Urbanski, being seconded by Robert Hawley and unanimously carried 6-0, a petition by MITCHELL LAWMASER AND JANA L INGLE seeking the following variances: 1) from Section 154.092 (A), the minimum required lot area of 20 acres to 2 acres for Lot 1 of a proposed subdivision was approved as presented, and will issue written Findings of Fact.

Robert Hawley - Yes

Sidney Shafer - Yes

Michael Urbanski -Yes

James Moffitt -Abstain

Joe Velleman - Yes

Donny Ritsema - Yes

Christine Deutscher - Yes

- 6. **The petition of ALEXANDER P AND JANICE M ZELL; Att: MR CHARLES JANOWCZYK seeking the following variance(s): 1) from Section 154.092 (A), the minimum required lot area of 20 acres to 1 acre for a lot in a proposed subdivision; 2) from Section 154.092 (C), the minimum required lot frontage of 200' to 137' for a lot in a proposed subdivision and 3) from Section 154.092 (D), the minimum required rear yard setback of 30' to 16' for an existing pole barn on a lot in a proposed subdivision, property located at 31068 US 20 HWY, Olive Township. Zoned A: Agricultural District (County).**  
*(Audio Position: 41:38)*

Shawn Klein: What the petitioner is hoping to do here is to essentially divide off the house that’s along US 20 from the strip of cultivated farmland to the rear of the property. The adjacent farmer has expressed an interest in purchasing this property which will be placed into an outlot and they’re actually currently tilling the property as is. This requires the three variances because they’ll need the typical lot area one to create the smaller than 20 acre lot. They’ll also need that lot frontage variance just to legalize the existing frontage of the lot in front of the house. Then there is a current garage or barn that they’ll need that rear setback variance and they want to draw that rear property line closer than the 30’ setback just so they can keep more of the cultivated farmland on the outlot which staff supports. When we look at the three criteria provided by state law, we find that the approval will not be injurious to public health, safety, morals and general welfare of the community because it’s not going to result in the creation of

any additional buildable lots in the agricultural district. It simply just allows an existing residential use to continue. Similarly the use and value of adjacent properties will not be affected in a substantially adverse manner because it will be continued to be used as presently with the front portion used residentially and the lengthy rear strip will continue to be farmed. We find that strict application of the terms of the Zoning Ordinance would result in practical difficulty because it would not permit a subdivision which allows the adjacent farmer to own a portion of productive farmland that they already till and to ensure the ongoing productive agricultural use of this farmland after the house is sold. We did receive one email on this petition mainly looking for some clarification on the request. They wanted to know how the farmland is presently being accessed, which is from the adjacent farmland. Other than that, just basically a question as to the future intentions which it is the intent of that farmer to purchase the outlot. Staff does recommend approval but does request that this is on the condition that an ingress/egress easement be provided on the property adjacent when this goes through the subdivision. That way, should this strip of property fall under different ownership from the adjacent farmland, it can still be accessed.

Sidney Shafer: How wide would the ingress/egress easement be?

Shawn Klein: I'm thinking 30'. I know the petitioner is amenable to the ingress/egress easement.

Sidney Shafer: That wouldn't allow you to build a house on that property then?

Shawn Klein: No. It's an outlot anyway.

Sidney Shafer: So in turn you're landlocking it. If the neighboring farmer is going to buy it, he needs to marry it to his other property. I wouldn't worry about the ingress/egress, I would say it'd have to be married together that way you don't ever have the issue.

Abby Wiles: Brandie, would they be able to require that?

Brandie Ecker: I do not believe so. They can't really put the condition of a sale that might happen in the future.

Sidney Shafer: Then you can't make a driveway there either. It will always be a bare piece of ground.

Shawn Klein: That's the intent though.

Joe Velleman: Whether the farmer buys it and tills it or whether somebody else buys it or just leaves it, it can never be built on.

Shawn Klein: Correct.

Mike Urbanski: I still recommend that when you talk to the petitioner or the buyer to recommend combining it with the property next door.

Shawn Klein: I imagine at the very least they'll still consolidate it under the same tax ID.

### PETITIONER

Mike Danch, of Danch Harner & Associates with offices located at 1643 Commerce Dr., South Bend, IN presented on behalf of the petitioner stated "We're trying to split off the existing homestead. There is an interested party that wants to buy the house and where the pole barn is, so what we did was create a parcel where the existing agricultural farm field is so we need the variances for the setback acreage and because this is an existing parcel that goes way back, but due to the ordinance requires a minimum of 200' of frontage, we're asking for the variance down to 137' approximately to get over to the farmer that owns the adjacent properties out there. He would like to continue farming this ground. He will purchase that property as mentioned. We will be creating an outlot. I did give them the option about the outlot and adding it to one of his existing properties. It looks like he owns three adjacent properties there. They just didn't want to go through the survey costs right now in order to add it to the outlot and make one larger piece. We're asking just to create the outlot that is not buildable no matter what. We'll do the 30' ingress/egress easement which would typically be for the farmer so that he legally could have access to that outlot. We will end up creating a one lot minor subdivision with that outlot and then record and ingress/egress easement."

Sidney Shafer: From a farmer's point of view 30' is not enough. Elkhart County has a 100' easement for agricultural use.

Joe Velleman: He can also access it from some of his other properties.

### IN FAVOR

There was no one present to speak in favor of this petition.

### REMONSTRANCE

There was no one present to speak in remonstrance of this petition.

A motion by Sidney Shafer to deny the variances died due to a lack of a second.

Mike Danch: If the board has that big of an issue with that, then I'd do the condition and we agree to it that he has to add it to his adjacent parcel and the legal description would have to be rewritten to take this property and add it to the adjacent parcel that he owns.

After careful consideration, the following action was taken:

Upon a motion by Robert Hawley, being seconded by Michael Urbanski and carried 5-1, a petition by ALEXANDER P AND JANICE M ZELL; Att: MR CHARLES JANOWCZYK seeking the following variances: 1) from Section 154.092 (A), the minimum required lot area of 20 acres to 1 acre for a lot in a proposed subdivision; 2) from Section 154.092 (C), the minimum required lot frontage of 200' to 137' for a lot in a proposed subdivision and 3) from Section 154.092 (D), the minimum required rear yard setback of 30' to 16' for an existing pole barn on a lot in a proposed subdivision was approved on the condition that an ingress/egress easement for access to the proposed outlot be recorded through the subdivision process and will issue written Findings of Fact.

Robert Hawley - Yes

Sidney Shafer - No

Michael Urbanski - Yes

James Moffitt - Abstain

Joe Velleman - Yes

Donny Ritsema - Yes

Christine Deustcher - Yes

### ITEMS NOT REQUIRING A PUBLIC HEARING

#### 1. Findings of Fact (*Audio Position: 57:34*)

A. Approval of the Findings of Fact from the January 13, 2021 ABZA meeting

Upon a motion by Bob Hawley, being seconded by Mike Urbanski and unanimously carried, the Findings of Fact from the January 13, 2021 ABZA meeting were approved.

#### 2. Minutes (*Audio Position: 58:10*)

A. Approval of the minutes from the January 13, 2021 ABZA meeting

Upon a motion by Christine Deustcher, being seconded by Sidney Shafer and unanimously carried, the minutes from the January 13, 2021 ABZA meeting were approved.

#### 3. Other Business (*Audio Position: 58:34*)

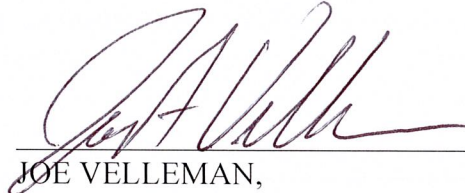
Mike Urbanski announced his retirement from the board, stating that March will be his last meeting.

For clarification, James Moffitt abstained from all votes for his first meeting and was only present to observe.


#### 4. Adjournment

Upon a motion by Sidney Shafer, being seconded by Mike Urbanski and unanimously carried, the February 10, 2021 ABZA meeting adjourned at 2:33 p.m.

RESPECTFULLY SUBMITTED,

  
\_\_\_\_\_  
JOE VELLEMAN,  
Chairman of the Board

ATTEST:

  
\_\_\_\_\_  
ABBY WILES,  
Secretary of the Board