

**Washington Area Highway Transportation Committee Meeting  
Council Chambers of City Hall  
405 Jefferson Street  
Washington, Missouri 63090**

**Monday, October 31<sup>st</sup>, 2022 at 8:00 AM  
Minutes**

**Present:** Stephen O'Connor, Bob Engemann, Bill Straatmann, Joe Holtmeier, Sandy Lucy, Jeff Niemeyer, Bill Miller, John Nilges

**Absent:** Craig Mueller, Ed Fischer, Ray Frankenberg, Mayor Hagedorn, L.B. Eckelkamp, Tim Brinker, Chad Briggs

Chairman Bill Straatmann opened the meeting with a roll call and the Pledge of Allegiance.

Approval of the minutes from September 26, 2022, Motion made, seconded and passed without dissent.

1. **Amtrak- John Nilges**-As far as operations, I haven't heard much. Wayne, Darren and I had a meeting a couple weeks ago regarding the depot and the investment that Amtrak's putting into that. We did get a dollar number. Their thinking anywhere from \$1.5 to \$2 million actually is what they're going to invest in the access loading ramp and things to the actual depot itself. Some ADA upgrades, that sort of thing. So, best schedule we had was somewhere in 2024. There probably about 70% completed with design, but some positive things happen basically between the depot and the tracks with a new loading ramp and new pavers things in the back. So, all positive that. We're hoping to coordinate that with our Front Street project to where one would occur either simultaneously or one right after the other. So that's a pretty big deal.

**Bill Straatmann**-That's a big deal.

**Joe Holtmeier**-Weren't they cutting one train off too for a while?

**John Nilges**-The little bit that I do know is that they were cutting one train off for a minor amount of time, a few months. Due to, I think it was like a mechanic issue that they couldn't keep them rolling because just a shortage in the mechanic labor market. But I don't know when. I don't know the details of it. It's just generally speaking, that's what's going on.

2. **Highway 47/Missouri River Bridge- Stephen O'Connor**-I talked to the resident engineer and he said the contractor was on the river a couple weeks ago with a barge and a man-lift. They replaced a couple of lights, replaced a cord, replace some components. They couldn't get to the southwest corner of the bridge because of low water. So they were going to come back out next week with a different piece of equipment and try to

analyze that. Then he hopes the programmer and the contractor will get everything finalized pretty soon. It's moving slowly, but it's moving.

3. **Highway 47 Corridor Committee- John Nilges**-We haven't met. I mean, the only thing that I do somewhat know from the Franklin County Transportation meeting was there is some movement, I think, on a rail operation, towards Union that goes over the tracks. And I believe Commissioner Brinker was working with that rail company to try to get that bridge widened basically on their dollar. But that's part of the, that's a big component of the project.

**Bill Straatmann**-It actually needs to be raised right?

**John Nilges**-I don't know the details of what it is.

**Jim Grutsch**-The rail service that goes over Highway 47, allows for two lanes of traffic under it. And the thought process was that if the entities here in Franklin County endorsed the takeover of that rail, they could apply for some funding through the state to enhance the rail service to get it from a 10 mile an hour rail service to a 25 mile an hour service. And if that's the case, the new rail company that purchased that rail, would cooperate by replacing the bridge that goes over 47 to allow for four lanes of traffic, four or five lanes of traffic underneath it. It's not so much the height, it's the width because it does bottleneck 47 at that point. MoDOT does not want to take that on themselves to do a rail bridge like that would be outrageously expensive. So that was the status of it. It's really at the talking stage right now.

**John Nilges**-Conceptual. Two different consumption two to three different entities working together to try to solve that, which is positive for MoDOT and everyone,

**Bill Straatmann**-Well, the Freightways Committee, which is part of the East West Gateway. We should push that project because we're part of East West Gateway and I think they'd like to see us have a project that came out of Franklin County regarding a rail improvement somewhere.

**Jim Grutsch**-Commissioner Brinker is on top of that and he's pursuing that actively at East West Gateway. He is a board member. So he is the one that brought it up. He was approached with it and he's running with that at this point.

**Joe Holtmeier**-Jim, with the new funding for the Highway 47 to St. Clair, is Union still going forward with the outer road to connect up across the Bourbeuse River.

**Jim Grutsch**-I don't know the status of that from our standpoint. And I don't know if Stephen has any update on that. I know that MoDOT is studying all of the traffic at this point. There's ongoing studies to see how all the different highways impact those decisions.

**Stephen O'Connor**- I mean MoDOT's going to look for capacity and safety improvements, but we've got a contractor lined up but we're a long way away from figuring out how long, what's going to happen.

**Bill Straatmann**-That freight line that you're talking about, what would they actually do, where would they haul traffic from? St. Louis?

**Jim Grutsch**-It services the industrial parks in Union and it connects at Labadie.

**John Nilges**-Labadie, I think it goes to Lackland.

**Jim Grutsch**-That's the end of the rail services like but it does connect through Labadie and into the Union Pacific.

**Bill Straatmann**- Commissioner Brinker and myself sit on that committee and they always ask us, is there anything that we can do to help freight movement in Franklin County.

**John Nilges**-It seems to me if you can get a rail bridge widened and that's critical path to get 47 widened and you're helping freight on both ends.

**Bill Straatmann**-I'm just saying we should get a letter to them and ask them.

**Jim Grutsch**-I mean, I think it opens up a lot of possibilities on the northbound 47 to get through that bottleneck.

**Bill Straatmann**-It's an opportunity and if you can get some of the freight users that would utilize it in the movement of their freight from out here or back and forth, that would be ideal to have someone that is and how it's being used, I guess is the best way to describe it. So anyway, if you guys can check on that and just see how it's being used and maybe that'll all come out with the usage of it.

**Jim Grutsch**-And I think I'll probably have more information at the next meeting.

**Bill Straatmann**-We'll just remind him that I think we have a small opportunity to do something and get them to participate.

4. **Franklin County Transportation Committee- John Nilges**-Like I said we met a couple weeks ago and what we just talked about was one of the topics of conversation. The group did vote to endorse, I guess this freight concept and allow the commission I guess to send a letter to East West Gateway regarding that. The grants that we put out, the competitive grants, there was four of them that was just shy, I think of \$400,000 available. City of Washington applied for \$100,000. We didn't quite get the amount, I don't remember the details of what it was but we got upwards of \$79/\$80,000 and that would go towards the existing project right now to offset some of the inflationary concerns that we're all dealing with. The only other discussion was there a way to speed up the grant process in the sense of applications go out in the spring that are due middle of summer, they get approved in the fall, then they have to go to commission order which would be I believe when the minutes are approved. So essentially there's a nine to ten month timeline to distribute this money. Is there a way to speed that up to make that only three to four months. So that was discussed and I know Jim's working on that to see if there is any, any opportunity for us to move that money along. I mean, in my opinion, I mean that the taxpayers allowed us to have this money. The grants get approved by the committee, like you're supposed to, let's get the money on the ground as fast as we possibly can and not let it sit. And I understand there's a process, but is there any opportunity there. But that was the main discussion.

**Jim Grutsch**-At the county level, we've requested Mark Piontek to review the process and perhaps change the meeting schedule and add a meeting in the very near future to make all the approvals for the minutes. Even though it would be a short meeting, it would probably take almost two months off of the process. So we are pursuing that.

**Bill Straatmann**-Anything else with those grants? They all participated as I understand, all the different communities.

**John Nilges**-There were only four applicants out of all the entities, which there's ten to twelve entities. And how we voted and we've been voting lately, was that every, there's only so many dollars available, there's more request than there are dollars. That each entity would get as big of a chunk as they possibly could get. So who apply? Right? So yes, we did get like I said, I want to say it was 80% of what we requested. I don't have those details on top of my head but it did offset an existing project that we have going on.

**Bill Straatmann**-So was that a new method just put into place? Because that's a great one. That's a super.

**John Nilges**-No, I mean we've done that for a couple of years now.

**Jim Grutsch**-As far as the awards go. It went to the City of Washington, Special Road District, the City of Pacific and the City of St. Clair were all awarded 93% of their requested amounts and that was the available funds.

**Bill Straatmann**-But we don't want to forget the lesser communities that don't have the wherewithal to even present a project in many cases.

**Jim Grutsch**-It is a process and we received four requests. They were legitimate requests. We processed every one of those, none of them were rejected. None of them were reduced.

**John Nilges**-We also discussed with that and we encouraged all the communities to apply, right, that's what our role is. And we also looked at, is there any kind of hurdles in that application process that that community may not have the resources like we would have traffic studies those type of things too. Is that really an important thing for \$400,000 to get distributed. So, we've asked for that from all the other entities to see if they had any ways to make the process better, more streamlined. And we'll talk about that next year.

5. **MoDOT 50/50 Grants**- No new report.

6. **MoDOT Northeast District-Warren County- Jeff Niemeyer**-As far as the causeway study for flooding along 47 we did actually have an unfunded needs meeting with Boonslick RPC here about two weeks ago and that was sitting around tier two and we were able to make that move that up to tier one mainly because we had an increase in funding so we moved a lot of stuff out of our tier one up to our STIP and so we back filled with that so it didn't move up, but it's still on the unfunded list. I also want to mention Theresa Lee has taken over as the director of the Boonslick RPC replacing Chad Eagan. She's kind of got an agricultural background. So I think she's going to be good from the one time I met her so far. So I just thought I'd let you guys aware that and then the last thing I wanted to talk about was Winter Ops. I'm sure you guys have seen some of the press release. We're down about 30% of our operators. So that's 1,000 operators were going to be short. So I know you're school districts go into Warren County. So you know 47 is a primary route. So that one's going to be one of the first ones we're going to hit. But you know some of those blacktops that's going to take us a little longer to get to all those. So I'm sure it's similar with St. Louis District and I know we're going to be

sending people back and forth helping out each other. So just because we're kind of short on people and you know it's kind of a statewide issue. Just plow operators. CDL people are hard to find. So you guys got any questions for me? I know I only make it about every other meeting.

**Bill Straatmann**-I compliment you on the Highway T. T.

**Jeff Niemeyer**-I drove it this morning I thought it looked really good. I just wish I could have brought it all the way through town but that actually changes to 94 there.

**Bill Straatmann**-And I also was telling Steve that going west on 100 out of Washington towards New Haven. That road really looks good. I mean it's like brand new road.

**Jeff Niemeyer**- Hwy 47 all the way from Washington to Hawk Point is going to get done next year.

**Bill Straatmann**- Those are key highways coming into this area. We forget that those are important portion of our transportation system that brings people into this area. Those side roads and they look good. They're starting to really look good too. Your guys side too, I know you guys are spending a lot of money.

7. **Washington Special Road District- John Nilges**-I can give a little bit of an update. Washington Special Road District is working, I don't want to speak for them, but they're working on the South Point Road project. The city did participate in a little bit of that work by adding the waterline as a secondary source of water from the city to Stone Crest and Fairfield Subdivisions. That waterline was charged about six weeks ago. So we're excited about that. Now we have an additional water sources into those subdivisions that were in the works for almost 25 years. So that's a big deal. As far as the city's work on that, we did participate in putting the curb and gutter and things on the west side of the roadway above that water line. The Road District schedule, it is their project as far as the roadway goes, so I don't have the exact details, but they're working on getting there paving schedule. I've heard it would happen the next week and a half to get that paved out. The curb and gutters are mostly in and I think they're just kind of buttoning up some of the utilities and the driveways. So I think that road will be paved out here in middle of November. And again it's like anything construction, once it's done, everybody will be happy with it. So just ask for everybody's patience with that. Other than that there are some opportunities I think with the City and the Road District moving forward with South Point Road because City limits does meander in and out of the district. The Stone Crest intersection for example is in need of pavement repair in the next couple of years. And I know the Road District also wants to pave out South Point all the way to Bieker Road coming up so we'll be looking for more opportunities to work together on those projects which again I think is beneficial for everybody. Other than that I can't speak for them too much.

**Bill Straatmann**-The new subdivision off Bieker Road, The Northern Star. That's being excavated. It looks huge.

**John Nilges**-That's a good time to talk about that. Rabbit Trail drive as part of the City's Comprehensive Plan from the dead end where it sits today to Bieker Road has been approved by the City. The City is actually constructing that roadway with its own dollars that we went out to bid. It has a completion date of middle of June of 2023. So that

roadway will be connected to Bieker Road. There are 30 plus, actually there's 60 plus homes going in at that dead end, 30 of those are already under construction. The remaining 30 are being graded right now, so they'll be utilities extended and then there'll be a secondary access for everyone along Rabbit Trail. Now, the other project that we're working on to positively provide some relief on Rabbit Trail at Phoenix Center and Hwy100 is an east west connection, just north of the Arbors to go over to Phoenix Center Drive essentially to allow people in east west connection. There really are only two east west connections, just north, 100 being one of them and Fifth Street. So the idea there is provide another secondary east west connection in between there to allow people to get in from your larger blocks of residential to your larger blocks of commercial and spread that traffic around. Again, that's all part of the plan to relieve some congestion along Rabbit trail. In addition, we're going to be applying for a CMAQ Grant at 100 & Phoenix Center and Rabbit Trail Drive to relocate Phoenix Center Drive to the south that will come at a future date 2026-2027 if we are awarded that grant. So a lot of things moving along Rabbit Trail to we're listening, you know, to the people who live there and we're trying to find those common sense solutions

**Bill Straatmann**-Very good. It's exciting for Washington really, that whole area is just taking off. It's great.

8. **Old Hwy 100 Bridge- John Nilges**-Nothing new to report other than we're coordinating with MoDOT on maintenance until they can get replaced.

**Bill Straatmann**-Sounds good.

9. **Airport- John Nilges**-A lot moving at the airport. Hangars, we have a preconstruction meeting on Wednesday of this week to get that project kicked off. It's actually a pretty good time to do that because they can do a lot of the grading work this winter. It's a 300 plus day contract just due to the procurement of the building, the building is a pre-engineered metal building. It is way out as far as schedule goes. So I think we'll see a lot of movement here pretty soon. We're excited about that. Eight bay hanger. They are modular with the ability to expand into the future. We're working on kind of how that looks like now but it'll be a good project. I think we're the only hanger project going on the state of Missouri right now. But there is a need, we have 30 plus people on the waiting list. It's kind of always been that way. We'll also be looking about how we rent into the future in those rental fees because supply and demand obviously looks the prices need to maybe increase a little bit. So we're excited about that. We had a meeting with amenities neighboring the airport about future plans and things. We shared our plans with the runway extension and things, what our priorities are and hopefully there's a good form of communication there, we could get some communication started to make sure that all of our uses are pulling in the same direction. So it's a positive meeting there. Other than that a lot moving at the airport it's been busy. We have a new renter that has a pretty large jet in our main hangar terminal. We proved that contract about six months ago. He is using a significant amount of fuel. So we'll see that spike and jet fuel as well. He's been happy but he's got a spot in the main hangar which is taking up that space. So

we're excited about that. So that is one of our main source of income is fuel sales. I always find it interesting. We run a gas station.

**Bill Miller**-So what about Hoffman and his helicopter plan?

**John Nilges**-I could hit on this a little bit. But that was part of the discussion with the entities next to us. I'm sure everyone read the paper. We were not aware of any of that until the article came out in the paper. It sounds like operations within the organization weren't quite aware of it either. So, we sat down with them and we kind of just briefed them on what the future plans are at the airport regarding hangers, regarding the runway extension, just regarding everything. This is what we are doing in the next, you know 10, 15, 20 years. And if a helicopter operation happens adjacent to our airstrip there are some things that we would have to negotiate with them to allow that to happen through the FAA. So when that article came out we were taken off guard but we were quickly brought up to speed, you know, once we reached out to them. As far as where it goes from now it's kind of in their court because they have to get some approvals through the FAA to do that operation. I do not know if they have applied for those, once they do apply or if they apply the City would get notification of that. I also know that since they are not in Washington, the airport operates under Washington rules rather than Warren County zoning rules. So there's some other things that might come into play as well with Warren County. So long story short, it was a 30 minute discussion about what our plans are. I didn't get the feeling that they knew exactly what their plans were. So I think as long as we have a open line of communication, hopefully we'll be able to ensure that all needs are met in the future. Does that give you anything?

**Bill Straatmann**-I noticed that the building used to say Mid American coaches on it.

**Darren Lamb**-They own that now.

**Bob Engemann**-Who owns the property to the southeast of the airport? There's skeet shooting there.

**John Nilges**-Jerry Hellebusch. There is a portion of property. Walter Volkerding just to the just to the west. So if you look right there just to the west, I didn't know if that was what you were just what you were referring to but that would be the parcel closest to where our hangers and things are going.

**Bill Straatmann**-Everybody's aware of what's happening.

**John Nilges**-The City did not own that property and the City did not sell that property. And just to clarify that is not airport property, then there is not airstrip access to that property right now.

**Darren Lamb**-The only other thing I would add is that that it is part of the overall airport layout plan to utilize that property but it's up to the City as to when we want to go ahead and move forward with any operations. If we chose to go ahead and purchase the property right now, our focus has been, as you heard John say it's the hangers see where we get with federal assistance for widening or and expanding the runway and then we'll see where we're at. So we've got a lot of irons in the fire.

**Bill Straatmann**-Very good, good report.

**10. Team Track-No report.**

**11. East-West Parkway- John Nilges-**I mean, the only thing I can add is that the City also has a contract to extend High Street to the south. We are constructing 600 ft. of that as well. That will add a box culvert. It extends High Street to essentially this tree line. Okay, there's another creek right here that gets a box culvert put in and then as part of that development agreement, Sophia Drive will connect to that High Street section that gets constructed. So that'll give secondary access to the individuals in Autumn Leaf, which again we believe will alleviate some of the congestion at Steutermann and Highway A in that general area because it allows these people then a secondary access in and out to High Street. So again, that's part of the East-West Parkway was added at a later date, but it's part of it and we're excited about that. We've also have heard from the public some concerns regarding the intersection up here with the Casey's and people allowed to make left turns were aware of that. We did not want that to be a Phoenix Center Drive situation part of the agreement or I think it was a Special Use Permit, part of the Special Use Permit to put in the Casey's they paid us a sum of money to put in right in right out at a future date when it is necessary. So the question becomes, is when is it necessary? And that's at our discretion. We believe that once the roadway gets connected that would trigger that to be necessary and a right in right out would be constructed there. That means that you would be able to enter Casey's, do what you need to do and then leave through the back and go to Don Avenue to leave rather than short circuit that and take a left to again make sure that we don't have a Phoenix Center Drive situation at the intersection. I just want to make sure that Phoenix Center Drive obviously is a hot topic item at times and we want to make sure that we're not doing anything. We don't want to make that mistake again.

**12. East-West Gateway 2050 Plans- Bill Straatmann-**Anything on the East West Gateway's, they were asking for potential transportation issues for their 2050 plans. **John Nilges-**I would just add that that what they were requesting at the time and we would get notice from East West Gateway on projects but the it is a very high level discussion of, it's basically a survey. What do you want to see in the area? It's very high level, so more, more trail opportunities, more pedestrian opportunities, more public transportation like it was just, it was five questionnaire type thing. Very very high level so it didn't get into the details of what projects to put in. But I know that that's coming. So I think it's good that we keep it on here to be aware of it, but that's kind of where it sits right now.

**Bill Straatmann-**But I think with the growth that's happening, you guys have been ahead of the curve quite honestly, you see stuff happening before anybody else knows it and up front about it. It isn't like it used to be. It used to be if you didn't put a project in it somewhere it just didn't get reviewed and it wasn't even considered. Now it does. Again, I credit the City for being on top of growth and being on top of the future. That's the best you can say.



It just isn't for Washington. It's for the whole, basically for the county, what's the county's plans for, what do they see in the next 20 years? What's the school district see in the next 20 years? Where there could be new schools or whatever. That's the kind of stuff that if we do our planning right, it should be obvious to whoever is drawing up and doing these master plans.

13. **Public Transportation- John Nilges**-I think the only thing there is, we were going through the City's Comprehensive Plan and there is some questions regarding public transportation and what the City feels about that. So if you're interested and you're adamant about adding a public transportation component that probably would be the time to voice those concerns. I think there's a survey even on the front door of the City to get in. But if public transportation is a major concern, make sure you voice those concerns during this time.
14. **Other Business- Darren Lamb**-I just want to mention this week, we did send an invite to all of the Highway Transportation Committee here for the East West annual awards luncheon because the City in conjunction with the school district has won an award for our cooperative agreement. We're up for an award with, we've won the award as far as that goes. So we've got two tables rather than just the one table that we have. So if you can get back with us, if you can for those of you that already did great thank you. But anybody else that wants to go please let us know. It's November 17<sup>th</sup>.

**Stephen O'Connor**-The 100 study that we have a traffic study done and that's between Washington and Interstate 44. We're looking to have a public meeting probably next month or so. Not got it finalized yet. But I've been talking with John a little bit and we're looking for a location and a good date that works for everybody.

**Bill Straatmann**-So well I think there's a lot of the public that lives around there and I think you mentioned it in a news clips or whatever that would like to participate with their thoughts. Having lived around that area.

**Stephen O'Connor**-We'll put out a public notice for everybody and message boards and everything else so that when we have the date determined.

**Bill Straatmann**-And when do you think that is?

**Stephen O'Connor**-Again we don't have a date pinned down but it'll probably be a month or so. I just want to bring it up now.

**John Nilges**-I just want to bring up something else too. I know Jeff kind of hit on it a little bit just with their snowplow drivers and I think it's important that we just continue to understand the situation regarding supply chain, suppliers and things for these type of projects. I know Joe asked me a question about a paving schedule. It all kind of plays into that a little bit. The current market situation with construction industry and you guys can correct me if I'm wrong, but these dollars and the shortages that you're seeing right now don't do not have the infrastructure bill money that was approved I think late last year um on the ground yet, those dollars have not even hit the construction market yet, they're still in funding grant type world. In addition to that, the ARPA funds that the state of Missouri

has and it was upwards of 450 million if they're trying to get out the door. Those projects have not been approved yet. So it's important to know that that the current situation that we're seeing is just general economy things. There's still a lot of money that has to hit the market and what you have there is then you have a lot of projects needed to get done, but not a lot of a material to get them done and manpower to get those things done. So how do we as an entity, how do we as entities get those projects delivered. Number one at a, the lowest cost possible and highest quality, but on schedules that people are happy with. And I don't know if those goals will match up every single time and I think we just need to be cognizant of that. We as a City, we're trying to get these, give plenty of lead times for contractors to get things done. A lot of times we're having issues with getting bidders because if you give long bid times, they don't know what pricing is going to do. So you may not even get bidders. So, what we're seeing is a lot of picking and choosing of the projects. We're seeing prices all over the place, which I think people understand, but I want to keep hitting on that, that it's happening everywhere and, and over the horizon I don't think it's going to get any better just with all the dollars that have to come down .

**Sandy Lucy**-Do have any idea when they might be coming down?

**John Nilges**-So, the ARPA money and again, that's not necessarily transportation money but that grant money was supposed to be announced by now, middle of October, it got pushed back, I think the first of December on when those dollars are going to come out and like I said that's about 450 million across the state. The City has a couple of grant opportunities in sewer to the east, water tank, there's some projects on Front Street, those types of things. Hwy 100/Oldenburg Park would be one of them. And the infrastructure money, those are kind of trickling out, I think it's supposed to be spent over the next five years. So those great opportunities come up. But the point is the market is inundated right now with projects and there's more money coming in from project, which is all positive stuff. It's just obviously when supply and demand get out of whack price gets out of whack as well. So I just want to make sure we're aware of that.

**Sandy Lucy**-Thank you.

**Bill Straatmann**-Also, you can't be bashful about submitting projects that would appear to be too far away from us to even consider. There are projects that opportunity wise, that would not even be considered in a normal time period that we can't shy away from if we've got those projects, I think it's important to keep throwing them out there. This is another project that could be added and could be funded, in many cases of the City of Washington, you guys remember Darren, we needed stoplights and we needed lights and stuff and intersections and basically did a lot of the studies ourselves I think or did some of it. And as a result the money eventually came and we got most of it, I think our half of it.

**Darren Lamb**-So we're currently got to study with Lochmueller to go ahead in coordination with the developer that's looking where John had the screen up earlier with Casey's. So that's one stretch and then we're looking at the stretch going out to Vossbrink Drive, etc. So yes, by having those in place that certainly helps. And like I said, we've got \$2.6 million, I think is what we requested from the governor's office to go ahead. And

that not only includes the widening at 100 for the turning lane to go into the Oldenburg Industrial Park, but also some of the roadway itself within Oldenburg Industrial Park.

**John Nilges**-So, the reason for bringing that up is we were just made aware of it. We had a 7% increase on concrete going into next year and we're being told a 15% increase on asphalt going next year on top of today's dollars. So, when these projects get let and we try to estimate what they are, we just need to understand that something that you could have got done for let's just say \$700,000, approaching a million/million one. Just we need to be cognizant of that.

**Short discussion on no meeting in December.**

- 15. Adjournment-Motion made and seconded to adjourn, passed without dissent at 8:44 a.m.**