

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE FEBRUARY 18, 2014 WORK SESSION**

Supervisor Stumbo called the meeting to order at approximately 5:00 p.m. in the Ypsilanti Township Civic Center Board Room, 7200 S. Huron River Drive, Ypsilanti Township. Supervisor Stumbo

Members Present: Supervisor Brenda L. Stumbo, Clerk Karen Lovejoy Roe, Treasurer Larry Doe, Trustees Stan Eldridge, Scott Martin and Mike Marin

Members Absent: Trustee Jean Hall Currie

Legal Counsel: Wm. Douglas Winters

1. TEAMSTERS, LOCAL 214 BARGAINING UNIT AGREEMENT

A motion was made by Trustee Eldridge, supported by Treasurer Doe to go into Executive Session to discuss the Teamsters, Local 214 Bargaining Unit Agreement. The motion carried as follows:

Eldridge:	Yes	S. Martin:	Yes	Hall Currie:	Absent	Stumbo:	Yes
Lovejoy Roe:	Yes	Doe:	Yes	M. Martin:	(Arrived after vote)		

The Board went into Executive Session at approximately 5:01 p.m. and returned to the Work Session at approximately 6:31 p.m.

2. REVIEW AGENDA

Supervisor Stumbo briefly reviewed the agenda with additional discussion on the following agenda item.

NEW BUSINESS

REQUEST OF JEFF ALLEN, RSD DIRECTOR APPROVE PROFESSIONAL SERVICES AGREEMENT WITH HONEYWELL FOR ENERGY EFFICIENCY UPGRADES AT 1501 S. HURON (FORMER MICHIGAN STATE POLICE POST), IN THE AMOUNT OF \$52,826 FOR ENERGY PROGRAM MANAGEMENT AND \$606,498 FOR UPGRADES WITH THE TOTAL NOT TO EXCEED \$659,324, BUDGETED IN LINE ITEM #101.970.000.975.266 AND TO AUTHORIZE SIGNING OF THE AGREEMENT

At the request of Supervisor Stumbo, the discussion on the Honeywell agreement was typed verbatim.

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Trustee Scott Martin: "The Budget Amendment for the Honeywell, after reading the contract I didn't see where they were still in contract for the State Police building for the RFP that went out just to them, or that's how it looks to me. No one else got an opportunity to bid on the job. I mean I do understand, I did look at it, I do see where they did every other building, but that was six years ago, that that contract was wrote, in 2006, I believe. I was just wondering if Honeywell did what the Treasurer asked, which was, line item each job that they were showed in the last meeting. Haven't seen it.

Treasurer Doe: "Yeah, not completely, but sort of."

Trustee Scott Martin: "I don't know if - \$10,000 for a window and \$5,000 for caulk. So I just didn't think that this was the same contract because Appendix A in the old contract spells out all the existing buildings that they had done the work on. It does not state in that contract that it has the State Police building in it. So it could take a contract amendment or something of that nature."

Supervisor Stumbo: "Jeff or Honeywell, can you respond to the points that are being requested. That you don't have a breakdown on each of the costs of the mechanical replacement"

Trustee Scott Martin: "They were supposed to break all these down by line item"

Treasurer Doe: "Yeah"

Jeff Allen, Residential Services Director: "I did give Mr. Doe a further breakdown"

Treasurer Doe: "Yeah and I just handed that to Scott. The other thing, if you could at some time, is that you've got each item, you've got a cost for each item, but then you've got the plumbing, you've got the – well I don't have it in front of me anymore – but you have like four or five items but you have the boiler for \$76,000, but then you've got in there re-plumbing and you know there's – I don't know whether I'm asking for too much detail or not. How much does the boiler cost?"

Nelson Brikho, with Honeywell: "I guess what I would say, so that- I'm showing the cost as a total boiler installation. We don't typically break down how much, you know, 3 ft. of pipe or 20 ft. of pipe cost, I mean it's a turn-key installation for that portion of the project. So I mean –"

Treasurer Doe: "But if I was doing an estimate for somebody, I'd sit and say, okay the boiler costs \$38,000. Plumbing installation, you know, \$10,000, whatever it is, normally, I'd have some kind of a markup and then even you're overseen that \$52,000 as a piece of that, or you know you can't double hit it but you'd be looking at something that so that the total came up to the 76 I think it's \$76,000."

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Trustee Scott Martin: "\$71,920, but my point wasn't only that, not to stop you, but I have nothing to gauge these prices by, to know if they're competitive or not."

Nelson Brikho: "I'll say that those are firm prices from our mechanical contractor, I mean these are prices that we walked our contractors through and got firm pricing on."

Trustee Scott Martin: "I know but that doesn't mean I couldn't go out and get another contractor to do the exact same thing, using the exact same material. If I had a RFP that spelled everything out that you were going to do. That's what I'm saying, I – the contract that this is going off of or that the Township is wanting to use was, I believe from 2006, it spells out just about every building in the Township. It does not say anything about the State Police building, from that time, so this is not really a contract, or not a current contract for the work to be done. It didn't go out for any competitive bidding, that's what I'm saying, where it looks as if I read the contract from the other ones, must have went out for bidding for all of them for more than one person at that time, back in 2006."

Jeff Allen, RSD Director: "I can maybe address that. In 2007 we had the RFP that went out and the cross proposals for how people would design and build the project, which at that point was the Civic Center. We didn't have any grant money available at the time, we just knew that the equipment was old and needed to be replaced and we were looking at a comprehensive replacement. So we thought well let's do all of our buildings – include all of our buildings – which the State Police wasn't one of our buildings at the time, but we went ahead then and over a couple of year time period, I presented to the Board a couple of times and it didn't go and all of a sudden we came across some money. Grant money, which then brought down the payback time period, down to 6.9 years, I remember, so it looked like a great deal to do it. That's what the Board decided, at that point, to just do a piece and try Honeywell and see if their system worked and then we got some more money, I got another million or so in grant money, and so we did some more buildings. And so I guess I look at this as part of – it certainly - number one it would tie into the EBI system that we have already here, that we utilize. It was an effective system that did meet their goals in terms of performance and energy savings at the time. So, yeah, we could go out and do another RFP for this building or we could just, you know, we say well they've already done the RFP and even though this wasn't part of the building we know that they met what they said they were going to do at that time."

Trustee Scott Martin: "Okay, all is I'm gonna make a statement is this \$600 and some thousand dollars is not part of that contract."

Treasurer Doe: "No and as Jeff said before, the original contract-"

Trustee Scott Martin: "I understand continuity of having – a - having that there but it's all Honeywell."

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Jeff Allen, RSD Director: "I just gave you an example of the – I mean what I sent out – this one was I think a million dollar contract."

Trustee Scott Martin: "Right, I read it – Appendix A listed everything—"

Jeff Allen: "I know it's a separate contract that did the Community Center, some of the Compost, some of the Fire Station, that was a separate – this would be a third separate one and plus we had the boiler done - it was the original one that we had – so – so you're right, it's not the same contract"

Trustee Scott Martin: "No, but do you know that we're getting competitive pricing on this?"

Jeff Allen: "I feel comfortable with the pricing that we do have."

Supervisor Stumbo: "Well how did you get your pricing? He gets it – he walks the contractors through and gets – right?"

Nelson Brikho: "Yeah, absolutely, it's firm pricing from our mechanical, lighting contractor and our window contractor."

Trustee Scott Martin: "Do you have more than one or do you use a multitude of different ones and get prices, who gave you the best?"

Nelson Brikho: "On this project, in particular, we're using the contractors that we used for this facility and the Community Center."

Trustee Scott Martin: "Just saying, to me it's a kinda apples and oranges, although I can see apples and apples in it, if that makes sense. I mean I can see your continuity in it, I'm just saying the way that this was done – it's- it's like we're just – it's a lot of money – it's over \$600,000 that's going to be out there. I can't say that – I have nothing else to compare it to – that's all I can tell you and if we're gonna do it this way, it should be a contract amendment to the existing contract, that's six or seven years old"

Supervisor Stumbo: "Oh I see what you're saying now."

Trustee Scott Martin: "Because in your Appendix you list everything that you've done – each building specifically through it – and I can see that, but what I'm saying is, Honeywell is just a brand. A lot of contractors can put in the same thing. I just want to make sure that you know, I don't know if his eraser is good as the next guy's eraser. I don't have a clue. I wasn't here whenever the first contract happened. I'm just acting on this one as a second contract. So with that being said, it's just I don't, I can't say for sure this is – we're getting competitive bidding."

Treasurer Doe: "Madam Chair, is there other companies out there that will guarantee the cost savings, Jeff? "

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Jeff Allen: "Yes."

Treasurer Doe: "I mean if you went to XY or Z competitor, they'll come in and say, 'we'll guarantee that you will save x number of dollars on your heating bill and everything and if we don't we'll reimburse you.'?"

Jeff Allen: "I believe there are others, I mean that was what we looked for originally, in the original RFP. I'm sure Johnson Controls was one of them, I had worked with in the past, a prior job I had. So, yeah there are other ones out there."

Treasurer Doe: "Okay."

Supervisor Stumbo: "So can we proceed with just do the professional service contract so they can work on the other part and bring that, your three quotes back, or what companies you received bids from and do an amendment to do existing contract versus a whole new contract? Would that get you there?"

Trustee Scott Martin: "What part are you wanting to do?"

Supervisor Stumbo: "We need someone to oversee this project, or the installation of the energy improvements. We don't have anyone on staff that can do it. Honeywell is the contract that we build – the contractors that we use for professional service for that."

Trustee Scott Martin: "So contract 'A' would be a contract for inspection from Honeywell if this – if we got a different – a lower bid – he would oversee that project."

Treasurer Doe: "Yeah, the \$52,000-\$53,000"

Jeff Allen: "I want to make clear, this is not a general contracting situation, which would be needed in the future. This is design/build work."

Trustee Scott Martin: "I understand."

Clerk Lovejoy Roe: "Scott had asked that if, can you do this like we did before – an amendment to the original contract? I think there might be more of a sense of comfort with that--"

Jeff Allen: "Yes"

Clerk Lovejoy Roe: "--versus having this separate – because you took--"

Jeff Allen: "Actually that how, I think Honeywell looks at it as well, it's Phase IV and we started with the boiler, then we went to this building, then we went to the Community Center, another location, oh yeah, this would be Phase IV of that."

Clerk Lovejoy Roe: "So can we authorize, would people be comfortable with that, if we authorize to approve it as an amendment, as Phase IV to the original RFP as outlined in

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the – and do the Budget Amendment as outlined and then you have to, of course, get the documents, switch them and put them in that order. That’s the question.”

Trustee Scott Martin: “Madam Chair, if I may, I guess if it had originally been done that way it might have been easier, but I still – what are we going to compare it to – what’s my comparison, what’s the benchmark we’re gonna use? I’m not, I know you’ve done a great job cause they’ve told me you had, don’t get me wrong. I’m just saying, what’s our benchmark that we’re gonna use to know that we – you know- we’re getting competitive pricing on this contract?”

Supervisor Stumbo: “And they should be able to show us that, because you look for different contractors to do your work and you get quotes from them don’t you?”

Nelson Brikho: “So these are firm quotes but not from multiple contractors.” It’s from contractors that did the original two-three phases on this project, so we worked with them on soliciting pricing for this project, at the State Police Post.”

Supervisor Stumbo: “Could you get other quotes for the work?”

Nelson Brikho: “We can, I mean, we can bid this out if that’s what you would require us to do. If partnering with our contractors is not acceptable, and what we have to do is put design/build specs together and bid it out to mechanical contractors, that is something that we can do. We would hold one contract with the Township and the bids would be turned into Honeywell, we’d evaluate the bids and work with the contractor that – the thing you’ve got to keep in mind with our contract, is that it is a No Change Order contract – so we’re going to have to evaluate the bids and the value of those bids and make sure that we’re comfortable working with the contractor that we hire. Because we can’t come back to the Township and say ‘this contractor missed \$15,000 worth of work.’ That responsibility falls back on Honeywell.”

Trustee Mike Martin: “What’s that going to cost us – to have--”

Clerk Lovejoy Roe: “Right.”

Trustee Scott Martin: “Yeah, that’s why—“

Trustee Mike Martin: “—to have Honeywell move that way?”

Nelson, Brikho: “Well, I mean this is a –you can consider this as a not to exceed contract, and I would be responsible for bidding that out, any cost savings would go back to the Township. Otherwise, you know, we know that the contractors we work with can do it at this price and therefore we feel confident that, you know, if anything, if it comes in lower than that, we’d have to do a Change Order back to the Township for the cost savings.”

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Trustee Scott Martin: "Okay, Madam Chair, if I may, maybe - I just - it just opened a can of worms, because I just didn't like the fact, number one, that it was considered part of a contract and it's not. I don't want to reinvent the wheel, I would assume that your contractor that you have that bid on this job is part of your Honeywell Co.?"

Nelson Brikho: "No they are sub-contractors under, but your, the Township's contract would be directly with Honeywell and they would be sub-contractors under us."

Trustee Scott Martin: "Right."

Clerk Lovejoy Roe: "The way I simplify it in my mind, is it is a design/build contract."

Nelson Brikho: "Yes"

Clerk Lovejoy Roe: "Kind of like you do different operation - it's like - you're locking in - you go that way because you're locking in and you know exactly what it's gonna be, there's no cost overruns, there's no - you know those things coming back. You save, the money, you're saving the money because the same person it is designing it versus if we have to pay someone to totally design it out and then they've got to go do the bid specs out and you know, he's got his design is in here, the \$52,000 is Honeywell's - if I understand it - is the design - the spec - "

Nelson Brikho: "Yep - so that's part of the engineering and project implementation and - "

Clerk Lovejoy Roe: "And overseeing the cost of everything - versus having a separate request for proposal which we would have to pay then because we haven't done that yet for designing it and then he's got to turn around and we've got to pay someone to oversee bidding it out and going through that and also the contracts are going to have cost overruns and what's the other thing that's always in there, that you always have, especially at YCUA, they have it - Change Orders - so it's like, which way do we go. And we've been successful, my understanding, is Jeff recommended us doing it this way, is because it has worked three different times and three different very, very large projects and then plus the whole fact that it's intertwined with our whole energy, the way that we run our system and manage it."

Trustee Scott Martin: "Madam Chair, I'm confused now, but anyways. I would assume that there's - you can give this to a good contractor and they could come up with a price."

Supervisor Stumbo: "Yes"

Trustee Scott Martin: "Once you gave your contractor to look at - they could come up with a price also - a different contractor that you think is qualified."

Nelson Brikho: "Right, yeah, that's what I'm offering, is to do that."

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Supervisor Stumbo: "Right, he said he'll do that."

Trustee Scott Martin: "I'm good with that."

Supervisor Stumbo: "So as long as you bring back, and show us, where you had three qualified bidders, or two, however many you have to do it, and then show that the difference in the pricing and why you went with that company. Then the savings will be passed on to us, right, is that what I heard you say?—"

Trustee Scott Martin: "Yes, if there is one, it might go up, who knows."

Nelson Brikho: "Well it's a not to exceed, so it won't go up because we know that this contractor that we've worked with, that we got firm pricing from, can do it at this cost. So the price should not go up, unless there's changes to scope."

Clerk Lovejoy Roe: "So what are we asking for, I'm confused, of what are we thinking about as for in the Board meeting?"

Trustee Scott Martin: "Well one thing I would ask for from here on though, that we have competitive bidding on anything that's over a certain amount. I don't know what it is, our guidelines, but when it's a new contract, it's a new contract, and to me this is basically a new contract, unless we did an addendum to the existing. So—"

Supervisor Stumbo: "Right, so you would, would you suggest an amendment to the existing contract?"

Trustee Scott Martin: "No because we're gonna to get competitive bidding now."

Clerk Lovejoy Roe: "We didn't do that before though, he's following the same model so . . ."

Trustee Scott Martin: "I wasn't here back then so —"

Clerk Lovejoy Roe: " I'm gonna say so it's not new – I'm just gonna say - it's not new."

Trustee Scott Martin: "Okay"

Clerk Lovejoy Roe: " So I still don't know where we're at and how to write the minutes. Are you clear Nancy? Me neither, okay"

Trustee Scott Martin: " I think Honeywell has given the – given – it's been directed to Honeywell that they're gonna go out and get at least three competitive bids on this project, with the RFP's that we currently have, and you'll bring them back to us for review."

Nelson Brikho: "Right"

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Clerk Lovejoy Roe: "And what is the charge, we have to have a contract with you to do that, right, I mean you're not going to do that for free?"

Jeff Allen: "They're not gonna, there would have to be at least some dollar amount and I can't, I'm not going to speak for Honeywell as to whether or not the same price, at 9%, because you're almost going into a general contractor, I don't know if he's comfortable, at this point, or not."

Clerk Lovejoy Roe: "You'll have to pay a contractor to oversee the project."

Jeff Allen: "Yeah, so I don't know—"

Nelson Brikho: "I think what our intent would be to take the design that we've already put together, put on paper as a - conceptually this is what we're looking for - get mechanical contractors to bid on that, evaluate the bids and then bring that pricing back to the Township and say this is who we selected or these are the bids we got, this is what the pricing came in at and this is who we feel comfortable moving forward with and these are the reasons why. Now I don't know if today what we need to do is, the contract we provided can be looked at as a not to exceed, or you know, at that point, is the Township gonna say, 'No we don't want to proceed with Honeywell, or I guess, so knowing what to do, moving forward, we've already got a contract prepared as a not to exceed. If the contractors that we've already been working with are the low bid, then that contract can be executed. So the question is, do we want to execute the contract as a not to exceed, or do you want to wait until you do the bidding."

Supervisor Stumbo: "Why don't we do not to exceed and incorporate---"

Trustee Scott Martin: "—Not to exceed, you already have a number."

Nelson Brikho: "I'm sorry?"

Trustee Scott Martin: "You already have a number, so"

Nelson Brikho: "Right."

Supervisor Stumbo: "I would suggest that we do, not to exceed it, incorporate it agreed that the pricing for the mechanical work will be competitively bid and reported back to the Board."

Nelson Brikho: "Right, thank you."

Supervisor Stumbo: "Doug."

Attorney Winters: "Actually, while you guys were going through the Executive Session, I spoke with Jeff and the gentleman, I think Jeff spoke to the gentleman from Honeywell and trying to make my way through the contract, the first thing I wanted to - I think Jeff

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made me a copy – I asked – I wanted to know who the subcontractors are, because apparently all the work is being subcontracted out. Correct?”

Nelson Brikho: “Except for the controls, the electrical for the controls would be subcontracted out but any programming would be done directly by Honeywell.”

Attorney Winters: “I thought you had like five or six subcontracts that you showed me were subcontractors. I don’t know who they are, but “

Nelson Brikho: “So the mechanical would be contracted out, subcontracted out, the electrical associated with the mechanical improvements would be subcontracted out, the lighting improvements would be sub-contracted out and the window and then also the electrical work associated with the controls, pulling wire and things like that would be contracted out. Honeywell would terminate control wires to all the controls and do all the software and graphics and things like that.”

Attorney Winters: “Maybe it might be easier to just to read the list of who the subcontractors are, cause I don’t recognize the names, but I think they’re from Flint or somewhere.”

Jeff Allen: “Well it’s like Mr. Brikho said, that, um, they’re the same ones that did this building. Johnson Wood is the mechanical, Roth Electric is the electric, Mid-West is the lighting and then we didn’t do windows here so Hewett Company was windows. And then Honeywell would do, like he said - they do - part of their cost is doing the programming and the software, the computer work so that someone can see it on their desk, such as myself or whatever.”

Attorney Winters: “The issue, I guess, right now is that when I read the contract, I know I got it last week, but the Honeywell is kind of acting like a general contractor here because the money is all going to Honeywell. Initially it’s \$220,000 upon the signing of the contract and there is a provision in there that talks about, you know, change orders and prices of that nature, and insurance requirements, you know you have to get the insurance requirements that is mentioned in the contract to us, to match up and everything. I guess my only concern, as in the past, I know when we made those kind of payments, we always make sure we have all the waivers from all the subcontractors, but it the, so there won’t be any kind of a lien file, for the work that’s being performed because you’re paying one-third, one-third, one-third, I guess, I’m not really sure how progress payments are going to be made. I’m just trying to make sure I get a comfort level as to how these waivers are going to be handled and, ah , how we’re assured that they are going to be paid. So we don’t have any kind of – Honeywell, whether you recognize it or not, is acting as the general contractor on this project.”

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Jeff Allen: "Right and the reason I call it, a little distinction difference, is because of the design and engineering of it's a little different than having a contractor, uh general contractor, who then goes out and seeks separate pricing."

Attorney Winters: "They're doing just that, the way I understand, talking to the gentleman, is that he went out there and got all these different bids from all these different subcontractors, except for the portion they're doing. I believe they're going to have separate contracts between the subcontractors and Honeywell for the work they're doing on the project, because otherwise I don't know how you'd end up paying them to do what and that's where I want the waivers and liens to come in."

Nelson Brikho: "Just so I understand. So, Honeywell will still hold all the contracts from the subcontractors. The Township's contract would be directly with Honeywell."

Supervisor Stumbo: "Correct."

Nelson Brikho: "Just like the past three phases. I'm sorry what that your--?"

Attorney Winters: "Well, no my concern is that obviously, right now, if a sub is not paid for their work, they can file a lien against the Township, who is basically the one who is the beneficiary of the work. Normally before we pay the general contractor that kind of money, we have at least some kind of waiver that the subcontractor, his suppliers have all been paid, otherwise if we bid that kind of money out and the subs aren't paid, or materials and supplies aren't paid, the they can file a lien for the work that was done, whether it's windows, lighting, mechanical or what have you. I just don't know who these, and I want to make sure the subs have insurance because I don't want to become a statutory employer for worker's compensation because some sub didn't have the insurance in effect. So I mean, you guys know the drill, it's not like I'm telling you guys what your business is, it's all what we've done in the past. It's just that I need to see that paperwork and see the insurance and everything else. I'm just treating it, basically as I would any other contract."

Supervisor Stumbo: "Just for a point of information and we do have to start the meeting in two minutes, but I think part of the dollar amount, down in the beginning is to actually purchase the mechanical equipment, is that correct? So it's not all sub work, a lot of it is to purchase the equipment to be installed."

Jeff Allen: "That's typically been the situation in the past, when we've made an initial big payment. When we had the grant, we just turned the grant money over to them because it was for equipment, but I understand what Mr. Winters---we can get that."

Supervisor Stumbo: "Yeah me too --"

Attorney Winters: "Even on the purchase---"

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Jeff Allen: "We have time now – he's going to get the pricing"

Supervisor Stumbo: "So the action this evening is to – um – approve the contract with the amendment that you will have three bids on the work to be accomplished and that the attorney will approve the contract with his concerns added regarding your subcontractors. Does that sound right? Doug, does that cover it? Mike?"

Trustee Mike Martin: "I just have a question, Will all the subcontractors be paying prevailing wage?"

Nelson Brikho: "Yes, that was a requirement that Jeff and I spoke about and we made that as part of the original."

Supervisor Stumbo: "Okay, um - ?"

Jeff Allen: "That's been on all their work that they've had with us."

Supervisor Stumbo: "So, Trustee Martin, Scott Martin, was that okay – what we stated - is that we approve the contract with the amendment that says the issues that you had and the ones that Doug had – "

Trustee Scott Martin: "Yeah, that'd be fine."

Supervisor Stumbo: "Is it okay with the contractor?"

Trustee Scott Martin: "I think he knows the scope that we're asking."

Supervisor Stumbo: "Okay, we're going to move into the other meeting."

Clerk Lovejoy Roe: "The Work Session ended at 7:00."

ADJOURNMENT

The meeting adjourned at approximately 7:00 P.M.

Respectfully submitted,

Karen Lovejoy Roe, Clerk