

**ARCHITECTURAL REVIEW BOARD  
MEETING MINUTES  
Mayfield Village  
March 25, 2021**

The Architectural Review Board met in regular session on Thurs, March 25, 2021 at 6:00 p.m. **remotely, via electronic means.** Chairman Miozzi presided.

**ROLL CALL**

**Present:**

Mr. Carmen Miozzi	Chairman	Mr. John Marrelli, Building Commissioner
Mr. Steve Varelmann	Chairman Pro Tem	Ms. Deborah Garbo, Secretary
Dr. Jim Triner		Mr. Jeff Thomas, IT Systems Coordinator
Mr. Tom Lawler		
Mr. Matt Phillips		

This meeting has been duly noticed and is being held in accordance with Ohio Revised Code Section 121.22 specific to recent amendments made in light of the current COVID-19 declared emergency (House Bill 197-amended by House Bill 404). Under the orders of Governor DeWine, the Architectural Review Board is meeting remotely, via electronic means.

The public is invited to view the meeting live and can access the meeting through a link posted on the Mayfield Village website at [www.mayfieldvillage.com](http://www.mayfieldvillage.com). The public was encouraged to view this meeting agenda and offer any comments or questions prior to the meeting to be read into the record and addressed at the meeting.

**CONSIDERATION OF MEETING MINUTES:**      **March 11, 2021**

Mr. Varelmann, seconded by Dr. Triner made a motion to approve the minutes of March 11, 2021.

**ROLL CALL**

Ayes: All	<b>Motion Carried</b>
Nays: None	<b>Minutes Approved as Written.</b>

**PROPOSALS**

1. Addition  
(**ARB Tabled 3/11**)      Andy Lang  
6760 Seneca Rd.  
Luxury Builders
2. Addition      Shawn Zetzer  
6743 Wilson Mills Rd.  
Safran Studio Architecture
3. Addition      Christine Golias & Dan Palmer  
6170 S. Woodlane Dr.  
Safran Studio Architecture
4. Addition      Dino & Carla DiFranco  
553 Zorn Ln.

**OPEN PORTION**

**Andy Lang  
6760 Seneca Rd.  
Addition (Proposal Tabled 3/11/21)**

Chairman Miozzi called the meeting to order. Our first proposal is an addition for Andy Lang at 6760 Seneca Rd. We tabled this on 3/11 due to some recommendations. I see a couple of changes. You turned the front porch steps facing the other way. Obviously, they didn't opt for putting in a gable or front porch enclosure. You added the lighting, I actually think there should be one more coach light on the other side of the front door to balance it out. Did you discuss with the customer about the porch?

Eric Rutkowski with Luxury Builders replied, we did. Since the project has gotten more and more expansion, we discussed about doing that. They were fine with wrapping the chimney, the change to the entryway, they wanted it to face the street, moving the sidewalk away from the house and giving them more planting area and then adding the handrails on either side of the staircase in the front. But at this time, they did not want to proceed with a reverse gable covering over the porch just for cost considerations.

Chairman Miozzi said, we went over all the roof, shingle & window materials at our last meeting.

Mr. Marrelli said, the front stoop is not accurately portrayed on this drawing. It looks like temporary wood steps. I called it to the attention of the builder who notified me that that would be masonry steps and a stoop with the stone on it.

Eric Rutkowski replied yes, it's actually going to be the stack stone veneer over masonry with sandstone steps and a top slab for the landing. I am not in contact with the Architect directly, it's through the homeowner, so again the garage door, the entry door will be white and not black and the steps will be stone with either a wrought iron or a fiberglass handrail system.

Dr. Triner said, from a view standpoint, I think it adds a little more interest to the front of the house rather than having the walk right against the house like it was before.

**DECISION**

Mr. Varelmann, seconded by Dr. Triner made a motion to approve the Addition for Andy Lang at 6760 Seneca Rd. as noted;

- **Add light to the left of the door.**
- **Stone steps to code with a handrail.**

**ROLL CALL**

Ayes: Mr. Miozzi, Mr. Varelmann, Dr. Triner, Mr. Lawler, Mr. Phillips

Nays: None

**Motion Carried**

**Drawings Approved as Noted.**

\*\*\*\*\*

**Shawn Zetzer  
6743 Wilson Mills Rd  
Addition**

Chairman Miozzi said, our next order of business is an addition for Shawn Zetzer at 6743 Wilson Mills Rd. Debbie e-mailed us your color selections. Please state your name for the record and let us know your intentions.

Meg & Shawn Zetzer introduced themselves. This is a kitchen & family room addition.

Chairman Miozzi said, you're coming off the back of the house. You have a sunroom, 3-season room also?

Meg Zetzer replied, it's just a screened porch, it's not 3-season, there's no heat, just screened.

Mr. Marrelli asked, just screens to keep the bugs out?

Meg Zetzer replied, yes.

Mr. Varelmann asked, why are you using standing seam metal roof over the screened porch and the addition is shingle?

Meg Zetzer replied, we're matching the house to the existing shingle but we like the decorative look of the standing seam metal. We also have a barn garage in our backyard which is coming up on its life in terms of the roofs-

Mr. Marrelli asked, so you're trying to accent the porch roof?

Meg Zetzer replied, yes we are.

Mr. Marrelli asked, what's the pitch on that, a 5 or 6 /12?

Meg Zetzer replied, I think it's between a 4 and a 5.

Mr. Marrelli asked, so you'll see it from the backyard only, correct?

Meg Zetzer replied, correct. You can see that in the elevation, middle page bottom.

Mr. Varelmann said, the siding at the gable says it's cement siding, then you're going to use a 4" vinyl clapboard style?

Meg Zetzer replied, what we're doing is, we're matching the vinyl siding that exists. We're running into a little bit of trouble matching exactly, so we're thinking of other options in terms of having to re-paint the entire house or vinyl siding white and then painting to match what exists now. We have a clay by Norandex, they don't make that anymore. Neil suggested we use the

Hardie Board, but we would actually like to use possibly the vinyl shake. That decision hasn't been 100% made.

Mr. Marrelli said, that might look better than the cement board, the two different sizes of siding is going to look like you ran out of something.

Meg Zetzer agrees. Since we can't match what's existing, we have to match something. We want the colors to match.

Mr. Varelmann said, I see 3 light fixtures in this elevation, it looks like all 3 are the same. One on each side of the doors and then the one on the gable, they all look the same, is that really what you intend?

Meg Zetzer replied, no. We're going to do coach lighting to either side of the doors and a flood light at the top so our dog can be seen in the backyard.

Chairman Miozzi said, those 7" fluted corners, are those vinyl corners for the siding?

Meg Zetzer replied, correct. Right now we don't have fluted corners, I didn't realize he had drawn it that way. We have solid corners and we're going to match existing all the way around. Hopefully this will not look like something that's brand new, but something's that's been here.

Mr. Marrelli asked, is there a step down out of the patio doors, do you know what the elevation's going to be or are you going to just step down into the dirt?

Shawn Zetzer replied, our intention is to put temporary steps and eventually build a deck.

Mr. Marrelli asked, two sets of steps or one?

Meg Zetzer replied, all the way across.

Mr. Marrelli asked, so that will be about 12' of stairs?

Meg Zetzer replied, I'm not sure why we would need 12', is there a reason we couldn't go 6' or 8'?

Mr. Marrelli said, you've got two 3' doors probably that are going to move and the other one is stationary, so I guess 6' right in the middle would work.

Meg Zetzer said, and it's temporary.

Mr. Marrelli said, probably when the finances allow, then you'll put a deck in there.

Meg Zetzer replied, and wood prices.

Mr. Marrelli said, good luck finding lumber. I'm finding the composite stuff you can find but actually wood, forget it.

Meg Zetzer said, we're trying to be reasonable in our expectation of finish for the deck.

Mr. Marrelli asked, this little window, is that for no reason on the back there?

Meg Zetzer replied, I think that's a large void if we don't. Also, that's a pantry and I'd like to have some natural light and air available.

Mr. Marrelli asked, is that why it's that size instead of the size of the rest of the windows?

Meg Zetzer replied, yes.

Mr. Marrelli asked, do you have a skylight in the pantry?

Meg Zetzer replied, no, it's only on the eastern side of the family room.

Mr. Marrelli said, they make a tube that you could put through the roof that brings in sun. I think they call it a solar tube. It's basically a tube with a reflector in it and a small opening on the top and when the sun comes out, it totally lights up the whole room.

Meg Zetzer said, I'm very familiar. We work in design so we have a house that we worked on in Bratenahl where we used a leaded glass window that we'd like to install into that window specifically.

Chairman Miozzi said, you have two choices on a roof color here, Colonial Red and Natural Patina, which one are you using?

Meg Zetzer replied, we're leaning towards the Colonial Red. We have a Driftwood asphalt shingle now and it's on the warmer side.

Shawn Zetzer said, we're going to use the same asphalt on the addition. We just had it done last year.

Tom Lawler said, I know you haven't decided on your siding, vinyl or the cement board, if you do go with the shake, do you know what color you're trying to go with since you can't match?

Shawn Zetzer replied, we're trying to find a color that matches the existing siding. If we can't find a color that matches existing, we may have to change the color of our siding on our house.

Meg Zetzer said, or we could put something that's similar and then paint the addition to match the siding.

Chairman Miozzi said, you could do a shake up there in that gable, a white or a different color.

Meg Zetzer said, right. Frankly, even on SOM there's that new house and they tried to match 2 grays, the shake and the clapboard siding and they're the same color, but they're not the same color and that bothers me, that would be an irksome thing for me. We're really working to match, so one way or the other the siding color will be the same on the entire house.

Chairman Miozzi asked, any further questions or comments? There were none.

**DECISION**

Mr. Varelmann, seconded by Dr. Triner made a motion to approve the Addition for Shawn Zetzer at 6743 Wilson Mills Rd as proposed.

**ROLL CALL**

Ayes: Mr. Miozzi, Mr. Varelmann, Dr. Triner, Mr. Lawler, Mr. Phillips

Nays: None

**Motion Carried**

**Drawings Approved**

\*\*\*\*\*

**Christine Golias & Dan Palmer**

**6170 S. Woodlane Dr.**

**Addition**

Chairman Miozzi said, our next item is an addition for Christine Golias & Dan Palmer at 6170 S. Woodlane Dr. Please state your name for the record and explain your proposal.

Christine Golias & Dan Palmer introduced themselves.

Chairman Miozzi said, it looks like you're going to add onto the back of the house. I think you have a selection of Andersen windows, correct?

Dan Palmer replied, we have some Andersen windows now. For the addition, we're anticipating Andersen windows. We're actually looking at changing some of those windows from awning to double hung and also to remove two transom lighting on the side elevation. The one on the back is in the shower, that one would stay, that's in the left hand corner, rear elevation south. The side elevation east, that transom window would be eliminated.

Mr. Marrelli said, okay, so that little one right under the roof line is out.

Chairman Miozzi said, I'm curious why that transom window isn't centered in the shower. The shower's 8' wide there. I think it would look better from the outside and in the shower itself if it was more centered in that shower. I just didn't see a reason for it to be tucked all the way over in the shower.

Mr. Marrelli said, if you look at the floor plan, if it got slid over to the left a little bit, you could slide that over.

Dan Palmer agreed, it would look more symmetrical if centered.

Christine Goliias replied, o.k.

Chairman Miozzi asked, how old is the existing roof on the house?

Dan Palmer replied, don't know.

Christine Goliias replied, I bought the house in 2019.

Dan Palmer said, it's an architectural shingle.

Mr. Marrelli said, several years ago we had a hail storm come through the whole town and everybody got new roofs, that was probably 7 or 8 years ago. How did you decide to go with a vertical siding?

Dan Palmer replied, we're not doing the front, that's the front elevation. We're looking at changing up the entry to the house, but that's not part of this project. They're in the plans but that's not what we're looking for approval on tonight.

Mr. Marrelli asked, so we're not talking about that right now?

Christine Goliias replied correct, just the addition.

Mr. Varelmann asked, the side elevation east that you're proposing to change the windows, what does that face, whose looking at that side?

Dan Palmer replied, nobody. It faces the garage.

Mr. Varelmann asked, so it's not visible to anybody from the public or neighbors?

Dan Palmer replied, no.

Mr. Marrelli said, if you look at sheet A-1, it basically looks into the back of the garage, correct?

Dan Palmer replied, it looks into the side of the garage.

Christine Goliias said, there's a patio there.

Mr. Varelmann said, that's a challenging elevation to put windows in.

Mr. Marrelli agreed. It's kind of busy inside, so it's kind of hard to even get windows in there.

Mr. Varelmann said, you don't really want a window above the double sinks?

Dan Palmer replied no, we're removing that, we're looking at instead putting a skylight in.

Mr. Marrelli said, you could put two skylights over the sauna and the sinks and you'd be done.

Christine Golias said, that's what we were thinking of.

Dan Palmer said, we were thinking of getting rid of some of those transoms and changing the awning windows to double hungs and then getting rid of the solar tubes and replacing them with skylights.

Mr. Marrelli said, I like the way you're thinking, that's a great idea.

Chairman Miozzi asked, you're connecting into the existing gutters?

Dan Palmer replied, yes. The builder that we're working with has suggested that the foundation is a little bit excessive, so we looked to back off that a little bit and still meet code. He said it was reinforced more than it needed to be.

Mr. Marrelli asked, are you talking about the wall section?

Dan Palmer replied, yes.

Mr. Marrelli asked, you mean the footer?

Dan Palmer replied, yes.

Mr. Marrelli said yes, that's pretty heavy for a light frame.

Dan Palmer said, the builder said it can meet code and be more than adequate to provide support for it and it'll save us about \$2,000 on the project if we change that.

Mr. Marrelli asked, what's his idea, to go with poured concrete all the way up and no block?

Dan Palmer replied, I don't know. He hasn't told us the details.

Mr. Marrelli said, he's got 2' x 16" of concrete, that's a lot. You might have to go back to the Architect though because you can't just say we're going to do something else because he has liability on the design.

Dan Palmer replied, we will.

Mr. Varelmann asked, is that exposed block facing outward?



Mr. Marrelli replied, it probably is. The rest of the house is probably exposed block foundations, that was before we required any kind of brick or stone facing. I think that whole neighborhood's exposed block foundations.

Dan Palmer said, I believe so.

Mr. Marrelli asked, are you going to paint it?

Christine Golias replied, it's painted now.

Mr. Marrelli asked, you're going to paint it like it was already there?

Dan Palmer replied, yes and then have landscaping.

Mr. Marrelli said, you're not going to have that much above grade that's visible anyways.

Dan Palmer replied, correct.

Mr. Marrelli asked, do you know how deep your crawl space is?

Dan Palmer asked, what's standard, 24 inches?

Mr. Marrelli replied, it depends on what's down there. Are you going to have heating ducts down there, are you going to need to get in there for anything, are you going to try and store stuff?

Dan Palmer replied, we're not going to store anything. The existing home's on a crawl space, I've been down there, I could crawl around. The plumbing and the heating vents are there, there's enough room to get underneath that.

Mr. Marrelli asked, are you able to duck walk in there?

Dan Palmer replied, I didn't try to duck walk, I might be able to, but my knees aren't what they used to be.

Mr. Marrelli said, 24" is the minimum.

Dan Palmer said, I think it's 30". It wasn't difficult for me to maneuver down there.

Mr. Marrelli asked, what are you doing for ventilating that crawl space, how are you going to ventilate it?

Dan Palmer replied, I assumed that was in the plans.

Mr. Marrelli said, I didn't see any openings to the outside, is it open to your basement?

Dan Palmer replied, we don't have a basement. There are vents in the existing crawl space.

Mr. Marrelli said, one way or another you have to get air in there so you don't rot your floor joist out.

Mr. Varelmann asked, is that specified in the Building Code?

Mr. Marrelli replied, it is. They can get air from the outside or you could get air from the inside if it's conditioned. I don't know if their existing crawl space has vents in it that are just warming the crawl space. There are no mechanicals on this yet, we'll find out.

Chairman Miozzi said, on the west side elevation, are you planning to reside the whole side of that house?

Dan Palmer replied, it's aluminum siding, we plan on using vinyl siding to match and then painting to match.

Chairman Miozzi said, just a suggestion, it would probably be cost effective just to vinyl side that little side and it would be one continuous, the aluminum might not match up with the vinyl.

Christine Golias replied, o.k.

Chairman Miozzi said, we have so far moving the transom over, centering it more in the shower area. As long as you're matching existing, you don't need to come back for the skylights. Any other questions on the addition?

Mr. Marrelli asked, why are you going with 2 x 4 wall construction instead of 2 x 6, so you could get an R-19 in it?

Dan Palmer replied, it's what the Architect recommended.

Mr. Marrelli said, almost nobody's using 2 x 4's anymore.

Dan Palmer said, I think we're looking at a spray foam insulation.

Mr. Marrelli said, that'll make a difference then, because it's pretty hard to get your Energy Code calculations with a R-13 on a 2 x 4 wall. It helps a little bit if you put the Styrofoam on the outside, but it's hard to get the R values that you need anymore. In the attic he's got R-49 which you need which is more than it used to be, but R-13 in the walls might not make it. Talk to the Architect about that, ask if he has any issues with meeting the Ohio Energy Code guidelines.

Dan Palmer asked, does spray foam take care of that problem?

Mr. Marrelli replied, it may very well take care of it.

Dr. Triner said, you still don't have a thermal break to the wood to the outside.

Mr. Marrelli replied, no you won't. We're trying to meet the numbers, the minimal requirement for the Energy Code, there's a few different ways to get there.

Mr. Varelmann asked, closed cell spray foam is different than open cell spray foam?

Mr. Marrelli replied, that's right.

Dan Palmer asked, is the open cell more energy efficient than the closed cell, or opposite?

Mr. Varelmann replied, I think the closed cell is more energy efficient.

Mr. Marrelli replied, right. I think it's got a higher density and a higher R rating.

Chairman Miozzi asked John, do I need to make that note on the Energy Code on the drawing?

Mr. Marrelli replied, no. I just wanted to throw that out so that when we get to the point where we're doing permit drawings that we have at least mentioned it.

Chairman Miozzi summarizes discussion notations;

- Move the transom to the center of the shower.
- Foundation block to be painted to match existing.
- Option for roof windows instead of solar tubes on east & south elevation.
- Check footers with Architect.

Dan Palmer said, we're also looking to add a skylight on the existing structure over the bathroom.

Mr. Marrelli asked, and that would match the one's you're putting on the addition?

Dan Palmer replied, correct.

Dr. Triner said, if you do put a skylight in, they do make a kit that finishes it off on the inside so it looks finished. When we did ours, they didn't have that. The skylight manufacturers do a drop in so that it gives you a totally finished look to the skylight against the roof rafters.

### **DECISION**

Dr. Triner, seconded by Mr. Varelmann made a motion to approve the Addition for Christine Golias & Dan Palmer at 6170 S. Woodlane Dr. as noted;

- **Move the transom to the center of the shower.**
- **Foundation block to be painted to match existing.**
- **Option for roof windows instead of solar tubes on east & south elevation.**
- **Check footers with Architect.**

**ROLL CALL**

Ayes: Mr. Miozzi, Mr. Varelmann, Dr. Triner, Mr. Lawler, Mr. Phillips

Nays: None

**Motion Carried**

**Drawings Approved as Noted.**

\*\*\*\*\*

**Dino & Carla DiFranco  
553 Zorn Ln  
Addition**

Chairman Miozzi said, our last order of business is an addition for Carla & Dino DiFranco at 553 Zorn Ln. I see you're the owner and the builder, please state your name for the record and take us through this.

Dino DiFranco introduced himself as the homeowner and the builder. Essentially, I'm putting up two walls, I'm turning two exterior walls into two interior walls, it'll be roughly 240 sq ft on the addition. There'll be a bathroom in there, a desk, a little bit of storage and a mud room. We'll match the existing roofing. I was one of those people caught in the hail storm 8 years ago, I have the name of the shingle, it's still available through Willoughby Supply. I'll match the existing house brick, it's available through Belden Brick. We're matching the exterior white mortar that's used in the brick.

**Roof Lines**

The roof lines will be matching. I have an Amish construction crew who did the previous addition, they'll be coming back to add this addition. They're very good at matching roof lines. I don't want any valleys, it's going to be seamless with the exact same shingles.

**Foundation**

The foundation will be 42" deep, existing house is only a 36". But because that existing addition is there, that sits on a 42" foundation, so I'll be able to connect a footer drain to there. What you're seeing in the photo, the entire house and the addition that was put on some years ago, both of those are sitting on a crawl space.

**Crawl Space**

Mr. Marrelli asked, will there be a crawl space under your new addition?

Dino DiFranco replied, yes. It'll match the crawl of the old addition. It'll be a 45" height to the subfloor and 35" height to the bottom of the 10" joist.

Mr. Marrelli asked, will you be able to ventilate it?

Dino DiFranco replied, there will be an outdoor vent south wall and then I'll punch a hole in the existing crawl to vent it.

Mr. Marrelli asked, are you going to make yourself a pass through so you could get in?

Dino DiFranco replied, yes. The existing crawl space on the home had no ventilation, when I added the first addition, I punched a hole through and put ventilation there and it helped a lot. I hope to get better ventilation with this addition.

### **Windows**

Dino DiFranco said, I know there's going to be questions on the windows. On the old addition there's casement style windows. Here, I propose to use double hung for a few reasons. One is for safety just to get out. The other is that they're right up and continue with the garage line. I didn't want any casement windows protruding if people were walking by, they could hit them and we back up to the Metro Parks, we get a lot of bird hits. There are double hung already in the house. There are actually four styles of windows in the house now, casement, double hung, single pane and glass block. The glass block will be removed, that will become an entrance to our Family Room.

### **Doors**

I'll be using the two existing brick walls, the interior walls like I did on the previous addition. The wall for the garage has a 2 hour fire rating and there will be a solid steel door replacing. The exterior of this addition will have a 36" steel door.

### **Roof Plan**

One thing that's not shown is the roof plan. We're not exactly sure what the builder has in mind. I believe he's going to do on site construction rafters 2 x 6, 2 x 4, I'm not sure. That's one of the reasons I want this particular contractor, he's excellent, he's like a Michael Angelo up there.

### **Gutters / Downspouts**

Dino DiFranco said, the gutters will match. I added a new downspout and it drains to the creek and that'll be connected underground.

Mr. Marrelli asked, are there any utilities back there?

Dino DiFranco replied, nothing at the moment.

Mr. Marrelli asked, no electric or gas lines?

Dino DiFranco replied, no. When I re-did the driveways some years ago, I left a 4" sanitary connection right past that garage door, so under the garage floor there's a 4" sanitary and it's aiming right at that door.

### **HVAC**

Chairman Miozzi asked, are you moving the air conditioner to the back of the house?

Dino DiFranco replied, yes. It'll be moved to where the hose reel is showing now.

Mr. Marrelli asked, is your existing furnace and A/C going to be enough to take care of the two additions?

Dino DiFranco replied, yes. I also have a wood stove. There will be 3 vents, one under each window.

### **Floor Joists**

Dino DiFranco said, code allows an 8" joist, but I went with 10". I just don't want any bounce.

Mr. Marrelli said, good idea. What's your span, what's the depth of the room?

Dino DiFranco replied, just under 12 feet.

Mr. Marrelli said, you could also break the span with a beam if you want to do that on the crawl space, might save a couple bucks on the floor joist.

Dino DiFranco replied, that's a good point because wood is so expensive now.

Mr. Lawler said, and it's going up every 5 days.

Dino DiFranco said, construction won't begin here probably until Sept or Oct. Hopefully it comes down a little.

Mr. Lawler said, what we're hearing is it's supposed to stop rising in June.

Dr. Triner asked, would the engineered floor joists be just as expensive as the wood these days?

Mr. Marrelli replied, you might be able to get those easier than the stocked lumber.

Dr. Triner said, and they are strong, they don't bounce.

Mr. Marrelli replied, that's true.

Mr. Lawler said, I think you've done a really thorough job here. One question, I didn't see a sandstone sample. I'm assuming you're matching your existing?

Dino DiFranco replied, yes. I have extra from my previous addition. I called it out in the description, but I don't show a sample. All the elevations will match, brick lines will match. The footer will be an 8 x 20, 6 mil plastic sheeting underneath the 4" concrete floor, 57 wash gravel, exterior block foundation.

Mr. Lawler said, I think you're in great shape.

Chairman Miozzi asked, any further questions or comments? There were none.

**DECISION**

Chairman Miozzi, seconded by Mr. Lawler made a motion to approve the Addition for Dino & Carla DiFranco at 553 Zorn Ln as proposed.

**ROLL CALL**

Ayes: Mr. Miozzi, Mr. Varelmann, Dr. Triner, Mr. Lawler, Mr. Phillips  
Nays: None

**Motion Carried**  
**Drawings Approved**

**ADJOURNMENT**

There being no further business, Mr. Varelmann, seconded by Dr. Triner made a motion to adjourn the meeting.

**ROLL CALL**

Ayes: All  
Nays: None

**Motion Carried**  
**Meeting adjourned at 6:50 p.m.**

---

Chairman

---

Secretary