

STATE PROPERTIES REVIEW BOARD

Minutes of Meeting Held On April 10, 2023 – remotely via telephone conference –

Pursuant to Governor Lamont's Executive Order No. 7B regarding suspension of In-Person Open Meeting requirements, the State Properties Review Board conducted its Regular Meeting at 9:30AM on April 10, 2023 remotely via telephone conference at (860)-840-2075 and use passcode 284890492#.

Members Present:

Edwin S. Greenberg, Chairman
Bruce Josephy, Vice Chairman
John P. Valengavich, Secretary
Jack Halpert
Jeffrey Berger
William Cianci

Members Absent:

Staff Present:

Dimple Desai
Thomas Jerram

Guests Present

Mr. Valengavich moved and Mr. Halpert seconded a motion to enter into Open Session. The motion passed unanimously.

OPEN SESSION

1. ACCEPTANCE OF MINUTES

Mr. Valengavich moved and Mr. Berger seconded a motion to approve the minutes of the April 6, 2023 Meeting. The motion passed unanimously.

2. COMMUNICATIONS

3. REAL ESTATE- UNFINISHED BUSINESS

4. REAL ESTATE – NEW BUSINESS

PRB File #: 23-037
Transaction/Contract Type: RE – Lease
Origin/Client: DEEP/DEEP
DEEP Project #: A-2019-18
Lessee: Town of Bloomfield
Property: Bloomfield, Wintonbury Ave – Blue Hills Reservoir Site #2 – North Branch Park River Flood Management Area (83 acres)
Project Purpose: Continued Public Use & Habitat Conservation
Item Purpose: New 20-Year Lease

Lease Price: \$0

Project Background:

Following the floods of 1955, in the 1960's the State of Connecticut acquired more than 300 acres of land to construct the Blue Hills Reservoir, Site No. 2, in Bloomfield, as part of its overall North Branch of the Park River Watershed flood management program. Shortly after construction of an earthen dam and auxiliary spillway, in 1969 the State entered into a 50-year lease agreement with the Town of Bloomfield over the entire Site No. 2. That historical lease obligated the Town to maintain the entire area, including mowing an open field to keep the spillway clear for movement of flood waters. Since then, a small system of passive recreational foot trails and a private model airplane flying club operation had been established at the site.

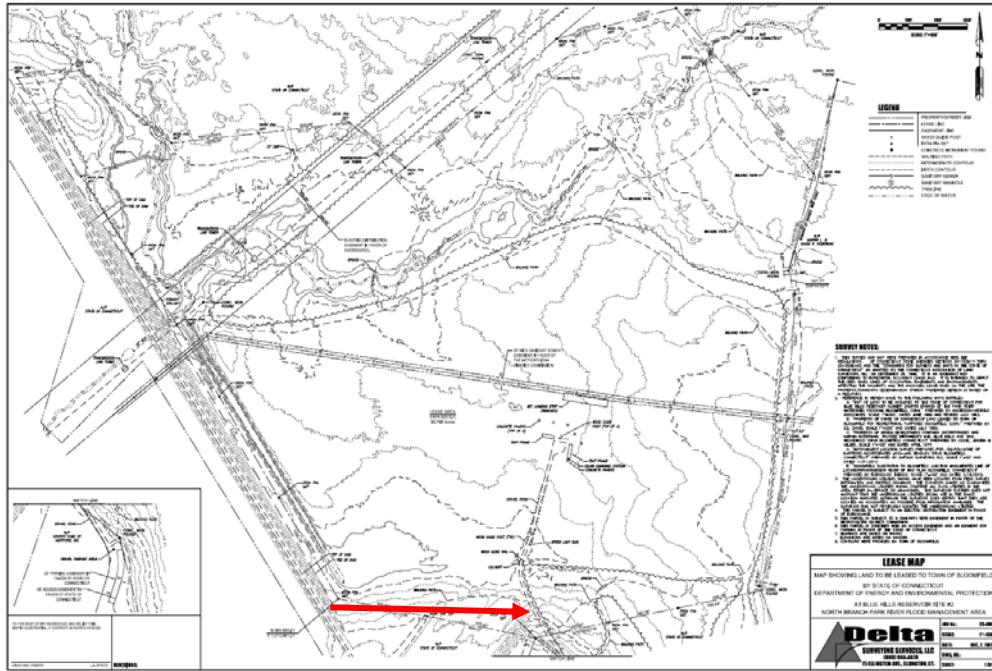
In renewing a lease agreement with the Town, DEEP is gaining back more control of its property by significantly minimizing the area to be leased to only 83 acres, to mainly encompass the existing walking trails. Additionally, the lease agreement continues the Town's general maintenance obligations, thereby reducing DEEP resources necessary to keep the grass field open and clear. In doing so, the Town must time its mowing activities to benefit grassland nesting bird species habitat. The Town must also establish a trails management policy (including DEEP oversight) and advertise public recreation opportunity. Lastly, the new lease has successfully phased out the use of unmanned aircraft systems at the premises. As of today, no private model airplanes are being operated at the site.



Under this Proposal (PRB #23-037) DEEP is seeking SPRB approval of a new 20-year Lease for the Town of Bloomfield's continued use of 83 acres for public purposes and habitat conservation over 38 acres. DEEP states their statutory authority to Lease this land is pursuant to CGS §22a-324. SPRB review is required pursuant to CGS §22-324.

The terms of the lease are as follows:

Lessee	Town of Bloomfield
Premises	Bloomfield, Wintonbury Ave (360) – 83 acres
Use	Restricted to passive public recreational purposes & habitat conservation on 38 acres
Term	Twenty years commencing upon AG approval (no renewals)
Termination	For cause with 180 day notice
Rent	\$0.00/month.
Utilities, costs	All by tenant, if available (no electric, gas, sewer or water currently at site)
Other	Lease includes specifications for insurance and indemnification requirements.



Note: Red arrow is approximate location of where previous photo was taken.

The Lessee executed the Lease on November 17, 2022. The Lessor executed the Lease on January 24, 2023. DAS approved the Lease agreement on February 8, 2023 and OPM approved the Lease agreement on February 15, 2023.

RECOMMENDATION: Board approval of the Lease agreement to Town of Bloomfield is recommended for the following reasons:

- The Commissioner of Energy and Environmental Protection has the authority under CGS §22a-324 to enter into lease agreements, subject to the approval of DAS, OPM, SPRB & the AG.
- The 83 acres will continue to be used solely for public purposes and habitat conservation.
- The Lessee pays no rent. The term of the lease is for 20 years, commencing upon approval of the AG. The State reserves the right to terminate the lease for cause with 180 days' advance notice.

Sec. 22a-324. (Formerly Sec. 25-109b). Conveyance and transfer of real property for watershed program purposes. (a) The Commissioner of Energy and Environmental Protection, with the advice and consent of the Commissioner of Administrative Services, the State Properties Review Board and the Secretary of the Office of Policy and Management, may sell, lease and convey in the name of the state, or otherwise dispose of, or enter into agreements concerning, any land, buildings and real property owned by the state and obtained for or in connection with works of improvement under sections 22a-318 to 22a-322, inclusive, which land, buildings or real property are not necessary for such purposes, reserving for the state the rights and privileges necessary for constructing, operating and maintaining the works of improvement, except those relating to recreational or fish and wildlife developments, provided for under said sections.







5. ARCHITECT-ENGINEER - UNFINISHED BUSINESS

6. ARCHITECT-ENGINEER – NEW BUSINESS

PRB #:	23-059
Origin/Client:	DCS/DAS
Transaction/Contract Type	AE / Task Letter
Project Number	BI-2B-414
Contract	OC-DCS-ENGY-0030
Consultant:	Source One, Inc (DE)
Property	Hartford, Capitol Ave (490)
Project purpose:	CAS Decarbonization Study
Item Purpose	Task Letter #3

PROPOSED AMOUNT: \$247,100

At the March 9, 2023 SPRB Meeting, the Board, under PRB #23-029, approved Contract Amendment #2 to OC-DCS-ENGY-0030 to increase the maximum total cumulative fee to \$900,000, an increase of \$400,000.

On December 12, 2022, engaged the Consultant via an Task Letter #2 (Informal) to the same Contract, to provide a CAS Feasibility Study/CDECCA Plant Upgrades. The Consultant's professional fee was \$50,000

Under PRB #22-179 TASK LETTER #1A was approved in amount of \$100,895.60 to compensate the Consultant for providing design services for this Agency-Administered Project.

Under PRB #22-062, TASK LETTER #1 was approved in the amount of \$320,066 (NTE) to compensate the Consultant for professional services related to the technical due diligence and support leading to financial close of the Purchase and Sale Agreement and relocation of CAS pumping equipment and upgrades to the CAS. The Scope of Work was outlined in Phase 1 and 2 of the project.

DAS/DCS informed Staff that a previous Task Letter #1 with similar scope, approved in January 2022 under PRB #22-008, was executed and subsequently terminated with no services performed by the Consultant and no cost to the State.

And, at the March 7, 2022 SPRB Meeting, the Board, under PRB #22-036 approved Contract Amendment #1 to OC-DCS-ENGY-0030 to increase the maximum total cumulative fee to \$500,000, an increase of \$200,000.

Under this Proposal (PRB #23-059), DCS is seeking SPRB approval of TASK LETTER #3 in the amount of \$247,100 to compensate the Consultant (Source One, Inc. DE) for providing services for this Project, with the following Scope of Work:

The scope of work for Task No. 3 includes, but is not limited to the following:

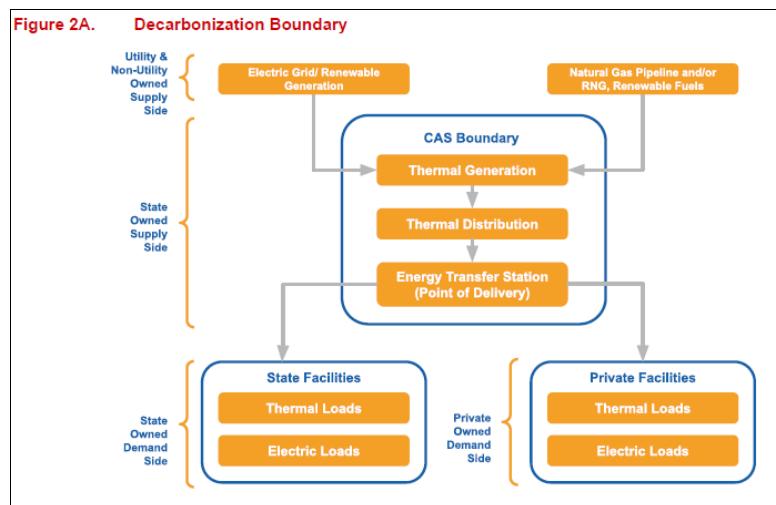
Provide study on Decarbonization option for the Capitol Area System.

Phase 1 Scope:

- Screening Assessment: Study Kickoff – client workshop #1
- Total Energy Requirements. Design Basis
- Regulatory Evaluation
- Demand Side Evaluation
- Thermal Distribution System Evaluation
- Supply Side Evaluation
- Initial Screening Assessment Results

Phase 2 Scope:

- Advance Technical Development
- Regulatory and Financing Strategies
- Develop Capital and Operating Budgets



DCS provided a breakdown of how the Consultant's \$247,100 fee was calculated as follows:

2A. Screening Assessment: Is not to exceed the amount of One Hundred Ninety-Two Thousand Seven Hundred Four Dollars (\$192,704.00) broken down as follows:

- Task 1 Client Kickoff Workshop #1 (60 hours): \$20,630.00
- Task 2 Total Energy Requirements/Design Basis (11 hours): \$3,641.00
- Task 3 Regulatory Evaluation (60 hours): \$13,620.00
- Task 4 Demand Side Evaluation (206 hours): \$51,200.00
- Task 5 Thermal Distribution System Evaluation (126 hours): \$28,224.00
- Task 6 Supply Side Evaluation (138 hours): \$29,700.00
- Task 7 Screening Assessment Results, Workshop #2 (188 hours): \$45,689.00

2B. Feasibility Study: Is not to exceed the amount of Fifty-Four Thousand Three Hundred Ninety-Six Dollars (\$54,396.00) broken down as follows:

- Task 8 Advance Technical Development (109 hours): \$24,152.00
- Task 9 Regulatory and Financing Strategies (37 hours): \$8,084.00
- Task 10 Develop Capital and Operating Budgets (96 hours): \$22,160.00

Deliverables are provided in the following table:

Task	Estimated Weeks from NTP
Phase 1 Screening Assessment	
Internal Mobilization	1
Study Kickoff – Client Workshop #1	2
Deliverable – Memo confirming scenarios, inputs and assumptions confirmed by the State	3
Regulatory Evaluation	5
Demand Side Evaluation	10
Distribution & Geothermal System Evaluation	10
Supply Side Evaluation	11
Deliver Results of Initial Screening Assessment	
Client Feedback & Confirm Advancement to Feasibility Phase	15
Phase 2: Feasibility Study	
Detailed operating budgets	16
Reconvene w/ regulatory authorities and refresh related assumptions, costs, schedules	16
Advance level of design	18
Advance cost estimates	19
Prepare Final Report/ Exec Presentation	20
Deliver Final:	21

DCS provided the following narrative within the Form 1105 in support of this request.

The following decarb study scope has been added to the original 1105: EO 21-3 calls for executive branch state agencies to take significant actions within their authority to reduce carbon emissions. With the acquisition of the CDECCA plant in 2022 and intended upgrades to the equipment within the plant, the state now has the opportunity to take decisive action to address these Executive Orders.

Decarbonization involves the entire supply and demand chain of energy source, generation, distribution and end use. The proposed study involves the use of decarbonized Utility and Non-Utility supply options, State owned supply side options and both State and Private demand sides.

The options for supply side include but are not limited to the following:

1. Hybrid of Heat pumps and electric boilers
2. 100% electric boilers
3. 100% heat pumps (ground source or air source)
4. Hybrid of Heat pumps & Natural Gas Condensing boilers that are capable of transitioning to cleaner fuels
5. 100% Natural Gas Condensing boilers capable of transitioning to cleaner fuels
6. Other

The options for demand side include but are not limited to the following:

1. Reduce loads via energy efficiency at public and private facilities and reduce heating supply temperature
2. Reduce loads via energy efficiency at public facilities and keep heating supply temperature as is
3. Keep loads and heating supply as is

Phase 2: Construction (Phased)

- A. Provide construction administration services such as bid and submittal reviews.
- B. Cap Ave complex conversion to hot water.

Source One has been selected for the following Tasks under the On-Call Contract.

• Task Letter #1	CDECCA Feasibility/Upgrades	\$265,050	(22-008) terminated
• Task Letter #1	CDECCA Feasibility/Upgrades	\$320,066	(22-062)
• Task Letter #1A	CDECCA Feasibility/Upgrades	\$100,896	(22-179)
• Task Letter #2	CDECCA Feasibility/Upgrades	\$50,000	(Informal)
• Task Letter #3	CAS Decarbonization Study	\$247,100	(23-059-pending)
	Total Fee to Date:	\$470,962	

RECOMMENDATION:

It is recommended that SPRB approve Task Letter #3 for Source One, Inc (DE) in the amount \$247,100.

- DCS confirmed funding is available for the Task Letter.
- The Board approved the current On-Call Contract for a maximum fee of \$300,000 and a term that expires on 3/01/2024 (PRB #21-181) and amended the On-Call Contract to increase the maximum cumulative fee to \$500,000 (PRB #22-036) and a second increase to \$900,000 (PRB #23-029).
- Following this Task Letter #3 the On-Call Contract will have \$181,938 available in unspent funds.

FROM PRB #22-179

PROPOSED AMOUNT: \$100,895.60

At its meeting held on April 7, 2022 the State Properties Review Board voted, under PRB #22-062, to approve TASK LETTER #1 in the amount Not-to-Exceed (NTE) \$320,066 to compensate the Consultant (Source One, Inc. DE) for professional services related to the technical due diligence and support leading to financial close of the Purchase and Sale Agreement and relocation of CAS pumping equipment and upgrades to the CAS. The Scope of Work was outlined in Phase 1 and 2 of the project.

DAS/DCS informed Staff that a previous Task Letter #1 with similar scope, approved in January 2022 under PRB #22-008, was executed and subsequently terminated with no services performed by the Consultant and no cost to the State.

And, at the March 7, 2022 SPRB Meeting, the Board, under PRB #22-036 approved Contract Amendment #1 to OC-DCS-ENGY-0030 to increase the maximum total cumulative fee to \$500,000, an increase of \$200,000.

Under this Proposal (PRB #22-179), DCS is seeking SPRB approval of TASK LETTER #1A in the amount of \$100,895.60 to compensate the Consultant (Source One, Inc. DE) for providing services for this Agency-Administered Project, with the following Scope of Work:

The scope of work for Task No. 1A includes, but is not limited to the following:

Additional inspections and testing of the cooling tower system, condenser water piping, motor control centers and transformers. Once the inspections and testing have been completed, conduct a final review of the findings and incorporate into report outlining the specific deliverables from each firm including current conditions, risks of failure, recommended actions (including order of magnitude costs), proposed phasing plans and timing.

Summary of testing to be conducted:

1. Cooling Tower System
2. Condenser Water Piping
3. Motor Controls Sensors
4. Transformers

DCS has authorized Source On to engage the services of a sub-consultant - Waldron Engineering & Construction, Inc. - of Exeter, NH to provide the inspection and testing services for a total fee of \$70,240.

DCS provided the following narrative in support of this request.

As a result of the findings of the due diligence study, it was determined that additional inspections and testing of the cooling tower system, condenser water piping, motor control centers and the transformers are warranted. Once the inspections and testing have been completed, SourceOne and Waldron will perform a review of the findings and incorporate them into a memo report outlining the specific deliverables from each firm including current conditions, risks of failure, recommended actions (including order of magnitude costs), proposed phasing plans and timing. All reviews and recommendations will be directed in consideration of the State's future operational needs.

DCS provided a breakdown of how the Consultant's fee was calculated as follows:

The above T1A fee was negotiated as follows:	
T1A Basic Fee:	\$ 100,895.60
• Cooling Tower Inspection:	\$ 12,850.00
• Electrical Inspection	\$ 27,490.00
• Piping Wall Thickness Inspection	\$ 15,100.00
• Review/Report/PM/Admin	\$ 14,800.00
• Subcontractor Markup	\$ 7,024.00
• Project Management	\$ 12,250.00
• Task Letter 1 Vendor Markup Allowance	\$ 11,381.60
The statutory funding authority is PA#1 2015; SEC 20-16.	
NOTE: The negotiated fee includes sub-consultant mark-up allowance from Task Letter One. Due to the time sensitive nature of the original task the consultant did not include the markup in their proposal. DAS Facilities Management agreed to include those cost in this supplemental task letter.	

Source One has been selected for the following Tasks under the On-Call Contract.

• Task Letter #1	CDECCA Plant Acquisition (NTE Fee)	\$265,050	(22-008) terminated
• Task Letter #1	CDECCA Plant Acquisition (NTE Fee)	\$320,066	(22-062)
Total Fee to Date:			\$320,066

RECOMMENDATION:

It is recommended that SPRB approve Task Letter #1A for Source One, Inc (DE) in the amount \$100,895.60.

- DCS confirmed funding is available for the Task Letter.
- The Board approved the current On-Call Contract for a maximum fee of \$300,000 and a term that expires on 3/01/2024 (PRB #21-181) and amended the On-Call Contract to increase the maximum cumulative fee to \$500,000 (PRB #22-036).

FROM PRB #22-062

PROPOSED AMOUNT: NTE \$320,066

At its meeting held on January 18, 2022 the State Properties Review Board voted, under PRB #22-008, to approve TASK LETTER #1 in the amount Not-to-Exceed (NTE) \$265,050 to compensate the Consultant (Source One, Inc. DE). The Consultant's Scope of Work was to include Phase 1 & Phase 3 Services (Phases 2 & 4 were identified as future services), to provide technical due diligence and support leading to financial close as follows:

Phase 1:

1. Establish RFI process and secure data room for transfer of information.
2. Conduct two day site walk with all stakeholders to survey property and establish scope bounds of due diligence period.
3. Conduct interviews with operational staff on recent changes to plant from electrical generating facility to thermal supply facility.
4. Review and comment of related documents outlined in proposal.
5. Provide technical due diligence and owners representation of technical related matters pertaining to acquisition of CDECCA plant including items outlined in proposal.
6. Request and review complete asset inventory/ database and assign action items to each major piece of equipment relative to execution of PSA
7. Prepare Scope Of Work/ RFP, review, administer and manage specialty consultants for purposes of supporting due diligence efforts
8. Utility commodity procurement strategy and options review

Phase 3:

1. Options and strategy assessment for relocating pump house system within plant
2. Concept sketches to convey level of design and installation effort to arrive at milestone schedules.
3. Evaluation of phasing (design and construction options) for optimizing existing temporary hot water boiler and distribution system at pump house and incorporating into plant capital renewal goals of converting from steam to hot water.
4. Development of millstone schedule showing options under consideration and their impact on key dates and currently operations.
5. Conduct supporting cost benefit analysis for the options identified.

DAS/DCS informed Staff that Task Letter #1, approved in January 2022 was executed and subsequently terminated with no services performed by the Consultant and no cost to the State.

At the March 7, 2022 SPRB Meeting, the Board, under PRB #22-036 approved Contract Amendment #1 to OC-DCS-ENGY-0030 to increase the maximum total cumulative fee to \$500,000, an increase of \$200,000.

Under this Proposal (PRB #22-062), DCS is seeking SPRB approval of TASK LETTER #1 in the amount Not-to-Exceed (NTE) \$320,066 to compensate the Consultant (Source One, Inc. DE) for providing services related to the technical due diligence and support leading to financial close of the Purchase and Sale Agreement and relocation of CAS pumping equipment and upgrades to the CAS.

The Scope of Work is outlined below in two (2) separate phases. The overall proposed program of services for this task to support the State with the acquisition and successful operation of the Capitol District Energy Center Cogeneration Association (CDECCA) Plant includes Phase 1 and 2.

Phase 1:

1. Establish RFI process and secure data room for transfer of information
 - a) Prepare, submit and manage RFI to Hull St Energy LLC (Seller) on behalf of the State (Purchaser) for technical and operational due diligence information
 - b) Establish secure data room for storing and transferring data
 - c) Track and follow up on RFI's and adjust due diligence schedule accordingly
 - d) Deliverables:
 - 1) managed and organized RFI process with data room files organized by system/area accessible for future reference
 - 2) Turnover document register to State of CT
2. Conduct two day site walk with all stakeholders to survey property and establish scope bounds of due diligence period.
 - a) Document and markup most recent versions of as-built plans and general arrangements in order to establish points of demarcation between Buyer, Seller and essential utility services such as natural gas, electricity, water and sewer.
 - b) Deliver written plan and recommendations on preferred position to support buyer/seller negotiations or post asset operation/renewal.
 - c) Identify specialty consultants and contractor work packages to support Buyer's due diligence.
 - d) Deliverables:
 - 1) Interim letter report indicating any systems requiring further detailed inspection or investigation necessary within the PSA defined due diligence period
 - 2) Reports of visual observations of existing conditions and recommendations to remedy and identified anomalies, by system/area of plant.
 - 3) A meeting will be conducted following the presentation of the interim letter report to determine if findings under this task warrant a change in due diligence strategy, schedule or scope.
3. System/ Operating condition assessments and documentation review
 - a) Conduct interviews with operational staff on recent changes to plant from electrical generating facility to thermal supply facility
 - b) Deliverables:
 - a) Summary matrix of major systems/equipment along with narrative on identified risks and recommendations regarding future configuration and operation of the plant
 - b) Report documenting changes made by seller with respect to repurposing the plant from electric to thermal only.
 - c) Summary report of overall condition of the plant based on both visual observations, seller Q&A sessions, and seller provided conditions assessment field testing, inspections and major maintenance reports.
4. Review and comment on the following documents
 - a) Subcontracts for plant operations and maintenance
 - b) Major equipment overhaul history, field and inspection reports
5. Provide technical due diligence and owners representation of technical related matters pertaining to acquisition of plant including the following:
 - a) Conduct observational level condition assessment based on two day site walkdown
 - b) Review existing asset condition assessments of plant systems and equipment, as provided by Seller
 - c) Review field testing, inspections and major maintenance reports, as provided by Seller
 - d) Define and confirm specific points of demarcation/ownership on official general

arrangement/site plan

- e) Review and comment on RFP's, scope of work packages and associated deliverables issued and managed by the State of CT for acquisition support services
- f) Review and comment on third party/contractor technical reports commissioned by State of CT
- g) Survey and define excluded systems and equipment to support decommissioning plan
- h) Scope and specify decommissioning plan for non-essential equipment (i.e. electric generating assets)
- i) Conduct utility capacity assessment based on information provided by Seller and review powering of remaining equipment from local utility, based on Seller provided data
- j) Lead introductory call with gas and electric utility to discuss options for service mains and tariff structure.

Prepare Scope of Work / RFP, review and administer for the following specialty consultants (to be retained by the State) for purposes of supporting the State of Connecticut (Purchaser)'s Due Diligence efforts, as required

- a. Environmental consulting firm to conduct required level of site environmental assessment
- b. Environmental consulting firm to conduct air permit review
- c. Civil and structural assessment for the following systems
 - i. Building core & shell structural evaluation, excluding internal thermal and power generation structures (By State retained consultants)
 - ii. Internal structural evaluation, including internal thermal and power generation structures, i.e. Heat Recovery Steam Generator (HRSG). Surveying consulting firm to conduct required level of site assessment

Phase 2:

Develop alternate concepts for relocating pump house system within plant and reaching end goal of converting from a steam to hot water system. Score and rank concepts for consideration to determine appropriate strategy in development of a plan for repowering the facility with hot and chilled water production to service the long-term needs of the CAS. This scope of work shall also include:

- 1. Options and strategy assessment for relocating pump house system within plant
- 2. Concept sketches to convey level of design and installation effort to arrive at milestone schedules.
- 3. Evaluation of phasing (design and construction options) for optimizing existing temporary hot water boiler and distribution system at pump house and incorporating into plant capital renewal goals of converting from steam to hot water
- 4. Development of milestone schedule showing options under consideration and their impact on key dates and current operations.
- 5. Conduct supporting cost benefit analysis for the options identified

Deliverables:

- 1. Memo report outlining options and recommendations for relocating pump house operations inside seller's facility
- 2. Conceptual equipment arrangement plans for pump house equipment relocation options
- 3. Milestone schedule for pump house equipment relocation
- 4. Cost opinion of pump house equipment relocation based on concept level design and construction activity

A breakdown of the Consultant's proposed fee NTE (\$320,066) is as follows:

Phase 1: Total fee \$235,010

- a. Establish RFI process (32 hrs.): \$7,150
- b. Initial Site Walk, operation interviews, due diligence scope and work plan: \$45,176
- c. System / operating condition assessments and documentation: \$88,368
- d. Decommissioning scope and equipment removal strategy: \$94,316

Phase 2: Total fee \$85,056

- a. Strategy and options assessment for relocation of pump house system within new plant: \$85,056

Source One has been selected for the following Tasks under the On-Call Contract.

• Task Letter #1	CDECCA Plant Acquisition (NTE Fee)	\$265,050 (22-008)
	Total Fee to Date:	\$265,050

DAS/DCS informed Staff that Task Letter #1, approved in January 2022 under PRB #22-008 was executed and subsequently terminated with no services performed by the Consultant and at no cost to the State.

RECOMMENDATION:

It is recommended that SPRB approve Task Letter #1 for Source One, Inc (DE) in the amount NTE \$320,066.

- DCS confirmed funding is available for the Task Letter.
- The Board approved the current On-Call Contract for a maximum fee of \$300,000 and a term that expires on 3/01/2024 (PRB #21-181) and amended the On-Call Contract to increase the maximum cumulative fee to \$500,000 (PRB #22-036).

7. OTHER BUSINESS

8. VOTES ON PRB FILE:

PRB FILE #23-037 – Mr. Halpert moved and Mr. Valengavich seconded a motion to approve PRB FILE #23-037. The motion passed unanimously.

PRB FILE #23-059 – Mr. Valengavich moved and Mr. Berger seconded a motion to approve PRB FILE #23-059. The motion passed unanimously.

9. NEXT MEETING – Special Meeting, Wednesday, April 12, 2023.

The meeting adjourned.

APPROVED: _____ **Date:** _____
John Valengavich, Secretary