

## STATE PROPERTIES REVIEW BOARD

### Minutes of Meeting Held On March 2, 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 March 2, 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

Shane Mallory – DAS Leasing  
Brian Dillon – JUD  
Nicholas Ross – DAS/DCS

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 February 27, 2023 Meeting. The motion passed unanimously.

#### 2. COMMUNICATIONS

Mr. Berger provided Members with an update with respect to Legislation affecting the Board.

#### 3. REAL ESTATE- UNFINISHED BUSINESS

#### 4. REAL ESTATE – NEW BUSINESS

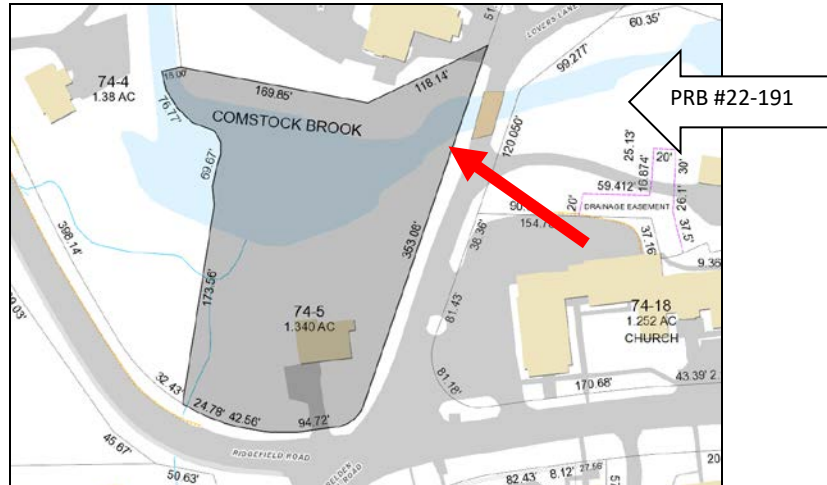
<i>PRB #</i>	23-012
<i>Transaction/Contract Type:</i>	RE – Voucher
<i>Origin/Client:</i>	DOT/DOT
<i>DOT Project #:</i>	161-142-001
<i>Grantor:</i>	Jonathan A. Foltz, et al
<i>Property:</i>	Wilton, Ridgefield Rd (80)
<i>Project Purpose:</i>	Replacement of Bridge No. 04975 Lovers Lane over Comstock Brook
<i>Item Purpose:</i>	Voucher

**DAMAGES: \$24,500**



**SITE DESCRIPTION:** The subject property consists of an irregular-shaped, 1.34 acre (58,370 sf) site with approximately 162' of frontage on the northerly side of Ridgefield Rd and 353' of frontage on the westerly side of Lovers Lane. A fieldstone wall is located along portions of Lovers Lane. Comstock Brook encompasses the northerly portion of the property. The property is located in an R-2 residential zone and appears to be non-conforming to zoning.

The site is improved with a two-story dwelling containing 2,332 square feet of gross living area (6/3/3) built in 1926.

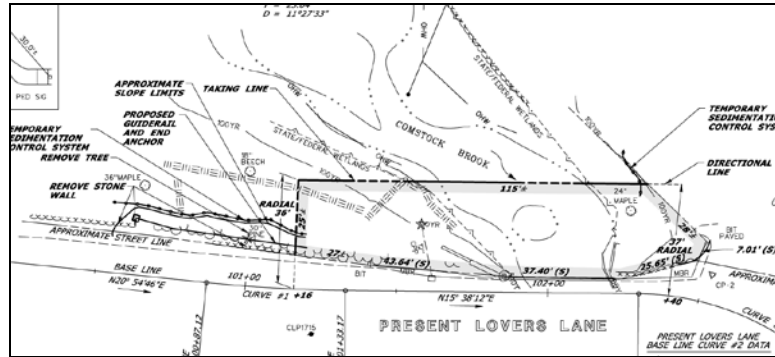


Highest and Best Use – As Vacant: Single family residential development.

Highest and Best Use – As Improved: Continued single family use.

**The Taking:** DOT will acquire the following:

- A partial take in fee simple of 3,751± square feet;
- Easement to Slope for the Safety of the Highway and Remove, Use or Retain Excavated Material acquired over an area of 474± square feet;
- Easement to Install, Construct and Maintain Guiderail and end anchor acquired over an area of 54± LF feet; and
- Right to Install Sedimentation Control Systems acquired over an area of 71± LF feet.



The subject parcel now becomes further nonconforming given the loss of site area, with a variance granted as of October 17, 2022. The site shape becomes more irregular. Rear land along the Lovers Lane frontage will be clear cut and regraded, and with a guiderail installed. While there is a loss of screening, the degree of negative exposure is tempered by a low volume of traffic as the residential side road is a non-through street. There remains untouched woodland area between the existing building improvements and the fee taking/easement areas. It is notable a landscape plan establishes several trees and bushes within the Fee Taking area, further masking foundation support for the bridge infrastructure. There is a loss of contributory value related to several trees, natural vegetation, and a section of fieldstone stonewall that is estimated to be 60' ± long.

**Restricted Use/Short Form Value Finding** - The DOT appraisal was completed October 26, 2022 by DOT Appraiser Steven C. Miller.

Land Valuation: Based on the sales comparison approach, the Appraiser considered three sales in Wilton (2020-2022) and after adjusting for transactional, locational and physical characteristics concluded the fair market value of the subject land was \$4.00/sf.

The Appraiser then calculated the Permanent Damages, as follows:

<i>Item</i>	<i>Calculation</i>	<i>Damages</i>
Partial Take in Fee Simple	3,751 SF @ \$4.00/SF	\$15,004
Slope Easement	474SF @ \$4.00/SF x 35%	\$664
End Anchor Easement	Lump sum	\$800
Contributory Value of Affected Trees	Lump sum	\$8,000
	<b>Total:</b>	\$24,468
	<b>Rounded</b>	<b>\$24,500</b>

**RECOMMENDATION:** Board approval of damages in the amount of \$24,500 is recommended for the following reasons:

1. The acquisition complies with Section 13a-73(c) of the CGS which governs the acquisition of property by the commissioner of transportation required for highway purposes.
2. The acquisition value is supported by the DOT appraisal report.
3. The damages are consistent with DOT Project No. 161-142-003 reviewed under PRB #22-191.

Mr. Valengavich moved and Mr. Halpert seconded a motion to go out of Open Session and into Executive Session at 9:35. The motion passed unanimously.

**EXECUTIVE SESSION**

At 9:35 Mr. Mallory of DAS and Mr. Dillon of JUD, were invited to join the Session to participate in the Board's discussion of this Proposal. Mr. Dillon left the Meeting at 9:45.

**PRB #:** 23-013  
**Transaction/Contract Type:** RE / License Agreement  
**Origin/Client:** DAS / JUD

**Statutory Disclosure Exemptions: 1-210(b)(24)**

Mr. Valengavich moved and Mr. Halpert seconded a motion to go out of Executive Session and into Open Session at 9:45. The motion passed unanimously.

**OPEN SESSION**

**5. ARCHITECT-ENGINEER - UNFINISHED BUSINESS**

**6. ARCHITECT-ENGINEER – NEW BUSINESS**

**PRB #** 23-019  
**Origin/Client:** DCS/DOC  
**Transaction/Contract Type** AE / Task Letter  
**Project Number** BI-T-619D  
**Contract** OC-DCS-Cx-0015  
**Consultant:** WSP USA Buildings, Inc.  
**Property** Newtown, Nunnawauk Rd (50) – Garner Correctional Center  
**Project purpose:** Energy Audit Implementation Program  
**Item Purpose** Task Letter #2

**PROPOSED AMOUNT: \$186,500**

At the December 29, 2022 SPRB Meeting the Board, under PRB #22-201, approved Task Letter #4 to the On-Call Contract OC-DCS-MEP-0052 to retain the Consultant to provide Mechanical, Electrical and Plumbing engineering design and construction administration services towards achieving energy and cost reduction measures (ECRMs). The negotiated fee for the Consultant's services was \$410,260.

And on February 14, 2023, under #23-005, the Board approved Task Letter #8 to the On-Call Contract OC-DCS-CA-0034 for the Consultant – AI Engineers, Inc. to provide Pre-Construction and Construction Administration Services, commencing with the Design Development Phase of the Project. The approved fee for the Consultant's services was \$226,800.

Under this Proposal (#23-019), DCS is now seeking Board approval to retain the Consultant – WSP USA Buildings, Inc. (WSPB) – under their On-Call Contract OC-DCS-Cx-0015 to provide Pre-Construction and Construction and post-occupancy Commissioning Services. The negotiated fee for the Consultant's services is \$186,500.

The scope of work includes:

The Garner Correctional Institution consists of a 245,000 square feet of inmate housing, services, and operations facility as well as a 15,000 square foot maintenance building.

The scope of work for this project, which is part of a program intended to reach annual greenhouse gas (GHG) emissions and water reduction milestones and final 2050 goal levels per

the GreenerGov initiative, shall include, but is not limited to the following:

Provide design, construction, and post-occupancy commissioning (Cx) services for the development and installation of energy and cost reduction measures (ECRMs) contained within the “Energy Audit Report – Garner Correctional Institution” prepared by WSP, dated October 6, 2020, including installation of high-efficiency boilers and domestic hot water heaters, complete building management and computerized water controls systems, a combined heat and power (CHP) plant, and performance of full-building commissioning and retro-commissioning.

Equipment to be commissioned and the related ECRMs within the scope of work shall include:

**ECRM’s 3, 5, & 6: Mechanical and Domestic Water Heating, Building Management System (BMS), and Building Retro-Cx Effort**

- New boilers and domestic hot water heaters, including all controls and components.
- New BMS installation including graphics, alarming, sequences, set points.
- Retro-Cx effort shall take place after the BMS is installed to maximize its benefit. The RCx scope includes all major HVAC equipment, including: Air handling units, boilers, domestic water heaters, chillers, fan coil units, functional performance tests (sample of 50%), split air conditioning systems, pumps, heat exchangers, makeup air units, exhaust fans, and emergency evacuation fans.

**ECRM-7: Plumbing Retrofits**

- Shower Valves, Flush Valves, Shower Heads, and a Computerized Water Conservation System (cell block “F” only).
- Provide sampling rate of 50% with functional testing performed on-peak.

**ECRM-8: Onsite CHP Plant**

- Provide system commissioning, and also witnessing of testing and acceptance performed by the vendor.

To ensure this program remains committed to acting directly towards meeting the GreenerGov’s climate goals, the following GHG, energy, and water reduction performance metrics targets have been established:

- 799 metric tons of CO2e emissions
- \$343,357 utility costs
- 13,664,505 gallons of water use

In July 2022, the Board approved PRB File #22-117, one of five Consultant Contracts under the 3<sup>rd</sup> series of On-Call Cx (Building Commissioning and Building Envelope Commissioning) Consulting Contracts awarded by the Department of Construction Services (“DCS”) since 2017. The On-Call Contracts have a maximum total cumulative fee of \$500,000 per contract and a common expiration date of 11/01/2024.

WSP USA Buildings, Inc. (WSPB) was assigned the following Tasks under this On-Call Contract - OC-DCS-Cx-0015:

•	Task Letter #1	Energy Audit – RL Corrigan CI	\$110,550	(Pending)
•	Task Letter #2	Energy Audit – Garner CI	\$186,500	(#23-019)
Total Fee to Date:			\$0	

Deliverables for this Consultant’s Cx services is as follows:

- 3A. Design Phase Submittal:** Commissioning and retro-commissioning specifications, design phase commissioning and investigative retro-commissioning reports, and facility energy and water use baseline shall be submitted to coincide with the design team's final contract document submission;
- 3B. Construction Phase Submittal:** Commissioning Plan, functional test procedures, and the Retro-Commissioning Recommendations Report shall be submitted within fourteen (14) calendar days before completion of construction phase commissioning activities.
- 3C. Commissioning, Retro-Commissioning, and Closeout Phase Submittal:** Final Commissioning and Retro-Commissioning Implementation Report shall be submitted within thirty (30) calendar days after completion of Commissioning, Retro-Commissioning and Closeout phase commissioning activities.
- 3D. Post-Occupancy Phase Submittal:** Post-occupancy review meeting deliverable and any updates to the Final Commissioning Report shall be submitted within fourteen (14) calendar days after the post occupancy review meeting.
- 3E. Post-Implementation Measurement and Verification Submittal:** Post-Implementation Measurement and Verification shall be performed, and results submitted in electronic form at One Hundred Eighty (180), Three Hundred Sixty-Five (365) and Five Hundred Forty-Five (545) calendar days after the project substantial completion.

DCS and DEEP have confirmed funding is in place for this Task Letter.

The Construction Budget and total Project Budget are estimated at \$4,510,000 and \$6,043,400, respectively.

Task Letter #2 – WSP - Basic Services (PRB #23-019)	Base Fees (\$)	Special Services (\$)	Total Fee	Construction Budget (\$)	% of Budget
Schematic Design Phase	N/A				
Design Phase	\$17,500				
Construction Phase	\$63,500				
Commissioning/Retro/Closeout	\$86,000				
Post Occupancy	\$14,000				
Post Implementation Measure/Verif	<u>\$5,500</u>				
<b>TOTAL BASIC SERVICE FEE (#23-019) (A)</b>	\$186,500			\$4,510,000	4.14%

**RECOMMENDATION:** It is recommended that SPRB approve Task Letter #2 in the amount of \$186,500 for the Consultant to provide Cx services for the ECRMs at Garner, CI.

- DCS & DEEP confirmed \$186,500 is available for the Task Letter.
- The submittal is accompanied by a Gift & Campaign Contribution Certification notarized on 4/20/2022.
- The Board approved the current On-Call Contract on 7-21-2022 (PRB #22-117) for a maximum fee of \$500,000 and a term that expires on 11/01/2024.

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From PRB #23-005

PROPOSED AMOUNT: \$226,800

At the December 29, 2022 SPRB Meeting the Board, under PRB #22-201, approved Task Letter #4 to the On-Call Contract OC-DCS-MEP-0052 to retain the Consultant to provide Mechanical, Electrical and Plumbing engineering design and construction administration services towards achieving energy and cost reduction measures (ECRMs). The negotiated fee for the Consultant's services was \$410,260.

Under this Proposal (#23-005), DCS is now seeking Board approval to retain the Consultant – AI Engineers, Inc. – under their On-Call Contract OC-DCS-CA-0034 to provide Pre-Construction and Construction Administration Services, commencing with the Design Development Phase of the Project. The negotiated fee for the Consultant's services is \$226,800. The scope of work includes:

The Garner Correctional Institution consists of a 245,000 sq ft inmate housing, services, and operations facility and a 15,000 sq ft maintenance building. This project is part of a program intended to reach annual greenhouse gas (GHG) emissions and water reduction milestones and final 2050 goal levels per the GreenerGov initiative.

The scope of work for this project shall include, but is not limited to the following:

Provide construction administration (CA) services for the development and installation of energy and cost reduction measures (ECRMs) contained within the “Energy Audit Report – Garner Correctional Institution” prepared by WSP, dated October 6, 2020. Such measures include the replacement of existing boilers and domestic water heaters with high efficiency units, upgrade of the existing building management system to a system that provides direct digital control over all energy using systems, the installation of a computerized water controls system and associated low flow fixtures, the installation of a combined heat and power system, and the incorporation of commissioning and retro-commissioning throughout the entire facility.

Part-time on-site representation shall be required during the construction phase, at an average of twenty (20) hours per week. Coverage may be increased or reduced depending upon the quantity or complexity of the contractor’s work.

In April 2020, the Board approved PRB Files #20-049, one of seven Consultant Contracts under the 7<sup>th</sup> series of On-Call Construction Administration Contracts awarded by the Department of Administrative Services (“DAS”) since 1994. All of the contracts have a maximum total cumulative fee of \$1,000,000/contract and a common expiration date of August 31, 2022.

In August 2022, under PRB #22-134, the Board approved Amendment #1 to the Consultant’s Contract to extend the expiration date to March 3, 2023.

And, on November 3, 2022, the Board approved PRB #22-167, one of seven Consultant Contracts under the 8<sup>th</sup> series of On-Call Construction Administration Contracts awarded by the Department of Administrative Services (“DAS”) since 1994. The Consultant’s on-call contract has a maximum total cumulative fee of \$1,000,000/contract and a common expiration date of February 28, 2025.

AI Engineers, Inc. (AIE) has been assigned the following Tasks under this On-Call Contract: None.

AI Engineers, Inc. (AIE) was assigned the following Tasks under the previous On-Call Contract - OC-DCS-CA-0034:

• Task Letter #1	505 Hudson St Fire Alarm Repl.	\$58,600	(Informal)
• Task Letter #2	Enfield Water Storage Tank	\$98,715	(Informal)
• Task Letter #2A	Enfield Water Storage Tank	\$12,500	(Pending)
• Task Letter #3	Enfield Superior Court-Roof	\$65,000	(Informal)
• Task Letter #4	505 Hudson St HVAV Repl.	\$54,375	(Informal)
• Task Letter #5	Cheshire CI – Energy Audit	\$23,100	(Pending)
• Task Letter #6	Cheshire HET – Energy Audit	\$23,650	(Pending)
• Task Letter #7	Webster CI	\$11,550	(Pending)
Total Fee to Date:		\$276,690	

DCS and DEEP have confirmed funding is in place for this Task Letter.

The Construction Budget and total Project Budget are estimated at \$4,510,000 and \$6,043,400, respectively.

Task Letter #8 – AIE - Basic Services (PRB #23-005)	Base Fees (\$)	Special Services (\$)	Total Fee	Construction Budget (\$)	% of Budget
Schematic Design Phase	N/A				
Design Development Phase					
Construction Document Phase					
Pre-Construction Phase Total – Lump Sum (210 Days)	\$45,360				
Bidding Phase	\$9,840				
Construction Administration Phase (52 weeks plus 13 weeks closeout)	<u>\$171,600</u>				
<b>TOTAL BASIC SERVICE FEE (#23-005) (A)</b>	\$226,800			\$4,510,000	5.03%

**RECOMMENDATION:** It is recommended that SPRB approve Task Letter #8 in the amount of \$226,800 for the Consultant to provide CA services for the ECRMs.

- DCS & DEEP confirmed \$226,800 is available for the Task Letter.
- The submittal is accompanied by a Gift & Campaign Contribution Certification notarized on 4/26/2022.
- The Board approved the current On-Call Contract on 4-06-2020 (PRB #20-049) for a maximum fee of \$1,000,000 and a term that expires on 3/03/2023 (Amendment #1-PRB #22-134).

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From PRB #22-201

PROPOSED AMOUNT: \$410,260

Under prior PRB Files #20-013 and 20-014, the State Properties Review Board approved two Task Letters – TL #1 (OC-DCS-ENGY-0026) and TL #1 (OC-DCS-ENGY-0027) to the On Call Contracts to have both Consultants provide the following professional services:

- To perform Level 2 Commercial Energy Audits of a total of 23 Executive Branch facilities in compliance with ASHRAE Standard 211 requirements.
- To provide separate Audit Reports for each facility.
  - Reports shall include a description of the condition of energy and water conserving systems and equipment; an analysis of energy and water cost trends and usage patterns; EUI benchmarking and associated coordination regarding the State's EnergyCAP database; a determination of the potential for energy and water savings; and if applicable, investigate and report on the installation feasibility of renewable energy systems on the audited property. Audit reports will be used as stand-alone documents to provide information about a facility's energy/water usage, and as a basis for planning energy cost reduction projects.

And, at the August 15, 2022 SPRB Meeting the Board, under PRB File #22-124, approved Task Letter #4 to the On Call Contract OC-DCS-CA-0033 to assist in the management of multiple design teams in developing design and construction documents based on measures recommended by audit reports.

Under this Proposal (#22-201), DCS is now seeking Board approval to retain the Consultant – Kohler Ronan, LLC – under their On-Call Contract OC-DCS-MEP-0052 to provide Mechanical, Electrical and Plumbing engineering design and construction administration services. The negotiated fee for the Consultant's services is \$410,260. The scope of work includes:



The Garner Correctional Institution consists of a 245,000 square foot inmate housing, services, and operations facility and a 15,000 square foot maintenance building.

This scope of work for this project, which is part of a program intended to reach annual greenhouse gas (GHG) emissions and water reduction milestones and final 2050 goal levels per the GreenerGov initiative, shall include:

- Review and understand information and energy and cost reduction measures (ECRMs) contained within the 10/6/2020 "Energy Audit Report – Garner Correctional Institution" prepared by WSP.
- Either by following the previously procured energy audit recommendations or otherwise developing engineered design solutions, provide building systems modifications and upgrades within an originally estimated construction budget of \$4,510,000 that will result in annual reductions of:
  - 709 metric tons of CO<sup>2</sup> emissions
  - \$343,357 utility costs
  - 13,664,505 gallons water use
- Within the contract documents, provide a means for the proposed savings to be measured and verified (and associated emissions reductions calculated/derived) at a minimum of 6, 12 and 18 months after project completion.
  - Propose and potentially include within the contractor's scope of work, the installation of permanent submetering capabilities throughout the facility(ies) which provide relevant, valuable feedback.

The engineered design of ECRMs shall be validated by design-phase calculation and/or modelling which achieve or exceed the above stated metrics. Metrics were derived from ECRMs recommended by the previously procured energy audit, as listed below.

In alliance with the Governor's Executive Order 1 and State sustainability goals, building HVAC decarbonization and/or electrification shall be pursued to the maximum extent feasible. Before the further development of any ECRM which proposes the installation of fossil fuel using equipment, design consultants shall investigate and provide a preliminary overview of renewable, carbon neutral, and/or fully electric alternatives to such design elements as part of the SD deliverable.

- Include an estimate of the alternative's level of greenhouse gas emissions reductions for comparison purposes.

Additional Notes:

- Coordinate with Eversource LOA yet to be finalized. Tentative scope by others is as follows:
  - Demand Control Ventilation
  - VFD Installations
  - Outdoor Air Reset

The scope of work for the ECRMs referenced in the audit and included within this task letter are as follows:

Mechanical ECRMs:

- Design for the replacement of the (3) existing natural gas boilers with high efficiency condensing boilers and high efficiency condensing, tankless domestic hot water heaters.
  - Existing boilers generate hot water for mechanical heating and heat exchangers are used to produce domestic hot water stored in tanks.
- Design for the replacement of the existing Honeywell building management system front end with a system that integrates and provides for complete direct digital control over the facility's energy using systems.
  - Provide control equipment and sequences optimized for energy efficiency.
- Incorporate HVAC commissioning/retro-commissioning of the entire facility.
  - Coordinate with the CxA throughout design and construction.

Plumbing ECRMs:

- Design for the retrofit of all (approximately 376) facility cell block toilets to have low flow flush valves.
- Design for the retrofit of all (approximately 376) facility cell block lavatories to have low flow push button valves.
  - Approximately 34 low flow faucet aerators were retrofitted through the Eversource SBEA program since this energy audit was performed, 3/31/2022.
- Design a computerized water conservation system and integrate only cell block "F" (47) toilets and (47) lavatories, as well as all cell blocks' (56) shower valves.
  - Verify whether system shall be compatible with and capable of integrating with existing water controls systems in operation at various DOC facilities.
  - Include retrofit of low flow shower heads on associated fixtures.

Electrical ECRMs:

- Design for a combined heat and power system to generate onsite electricity and transfer waste heat to reduce or eliminate domestic water heating loads.
  - Include domestic hot water storage tanks if needed to optimize utilization of waste heat.
- Provide general power distribution device upgrades in support of HVAC and plumbing equipment fed from existing local panelboards and limited fire alarm device upgrades to support HVAC controls upgrades.

In April 2022, SPRB approved (PRB #22-043) Kohler Ronan, LLC (KRL) as one of five firms under the latest *On-Call MEP (Mechanical, Electrical and Plumbing) Engineer Series* of consultant contracts. These contracts expire on July 1, 2024 and have a maximum cumulative fee of \$1,000,000. On November 14, 2022, the Board approved under PRB #22-175, Contract Amendment #1 to the On-Call Contract to increase the maximum cumulative fee to \$1,500,000, an increase of \$500,000. The contract expiration date was unchanged at 7/01/2024.

KRL was approved for the following task(s) under this series:

• Task Letter #1	NCC D-Wing Chiller Replacement	\$42,535	(Informal)
• Task Letter #2	MCC Kitchen Equip. Gas Conversion	\$19,940	(Informal)
• Task Letter #3	Norwalk CC – HVAC Upgrades	\$45,000	(Informal)
• Task Letter #4	Garner CI – Energy Implementation	\$410,000	(22-201)
• Task Letter #5	Bridgeport CC –HVAC Feasibility	\$70,000	(Pending)
Total Fee to Date:		\$107,475	

DCS and DEEP have confirmed funding is in place for this Task Letter.

The Construction Budget and total Project Budget are estimated at \$4,510,000 and \$6,043,400, respectively.

Task Letter #4 – KRL- Basic Services (PRB #22-201)	Base Fees (\$)	Special Services (\$)	Total Fee	Construction Budget (\$)	% of Budget
Schematic Design Phase (60 days)	\$61,539				
Design Development Phase (90 days)	\$82,052				
Construction Document Phase (120 days)	\$123,078				
Bidding Phase	\$20,513				
Construction Administration Phase (est. 12 months)	<u>\$123,078</u>				
<b>TOTAL BASIC SERVICE FEE (#22-201) (A)</b>	\$410,260			\$4,510,000	9.10%

**RECOMMENDATION:** It is recommended that SPRB **APPROVE** Task Letter #4 in the amount of \$410,260 for the Consultant to provide Engineering Design and CA services for the ECRMs.

## 7. OTHER BUSINESS

Mr. Mallory also participated in the Board’s continued discussion of various matters related to DAS Leasing Policies/Procedures and state statute. He left the Meeting at 9:55.

## 8. VOTES ON PRB FILE:

**PRB FILE #23-012** – Mr. Valengavich moved and Mr. Halpert seconded a motion to approve PRB FILE #23-012. The motion passed unanimously.

**PRB FILE #23-013** – Mr. Halpert moved and Mr. Valengavich seconded a motion to approve PRB FILE #23-013. The motion passed unanimously.

**PRB FILE #23-019** – Mr. Valengavich moved and Mr. Berger seconded a motion to approve PRB FILE #23-019. The motion passed unanimously.

**9. NEXT MEETING** – Monday, March 6, 2023.

The meeting adjourned.

**APPROVED:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
John Valengavich, Secretary