

**Amendment #2 to the  
*2016 Coordinated Public Transit - Human Services  
Transportation Plan for Sheboygan County, Wisconsin***

**Prepared by:  
Bay-Lake Regional Planning Commission**

**January, 2018**

**Amendment #2 to the 2016 Coordinated Public Transit – Human Services Transportation Plan for Sheboygan County, Wisconsin**

The “Fixing America’s Surface Transportation” (FAST) Act requires the county *Coordinated Public Transit – Human Services Transportation Plan* to identify an approved program of projects prior to distribution of funds from the Section 5310 (Enhanced Mobility of Seniors and Individuals with Disabilities) program. Two other programs that were previously included in *Coordinated Public Transit – Human Services Transportation Plans* (Section 5316, the Job Access and Reverse Commute Program (JARC), and Section 5317, the New Freedom Program) were discontinued in the previous federal surface transportation legislation (the “Moving Ahead for Progress in the 21<sup>st</sup> Century” (MAP-21) Act), but were rolled into other existing programs; Section 5316 was rolled into Section 5307 (in the Sheboygan Urbanized Area) and into Section 5311 (rural Sheboygan County) in the case of Sheboygan County, while Section 5317 was rolled into Section 5310; these changes remained intact in the FAST Act.

The Bay-Lake Regional Planning Commission, the Sheboygan County Aging and Disability Resource Center (ADRC), and Shoreline Metro, after consulting with the Sheboygan County Transportation Coordinating Committee (TCC) and with interested parties in Sheboygan County, have updated the *2016 Coordinated Public Transit – Human Services Transportation Plan for Sheboygan County, Wisconsin*, to reflect the updated Action Plan Summary and Program of Projects for fiscal years 2017 through 2021.

The amended Table 6 which follows supersedes the previous version of Table 6 outlining the Action Plan Summary found on page 21 of the *2016 Coordinated Public Transit – Human Services Transportation Plan for Sheboygan County, Wisconsin* (October, 2016), and also supersedes this same table (as amended) found on page 2 of Amendment #1 to this plan (October, 2017).

The amended Table 7 which follows supersedes the previous version of Table 7 outlining the Program of Projects found on page 24 of the *2016 Coordinated Public Transit – Human Services Transportation Plan for Sheboygan County, Wisconsin* (October, 2016), and also supersedes this same table (as amended) found on page 3 of Amendment #1 to this plan (October, 2017).

Changes that have been made to Tables 6 and 7 have been shaded in gray.

**Table 6  
Amended Action Plan Summary  
Sheboygan County  
2017 - 2021**

<b>Action Item</b>	<b>Responsible Party</b>	<b>Implementation Schedule</b>	<b>Roadblocks to Implementation</b>
Continue to monitor representation on the Sheboygan County Transportation Coordinating Committee (TCC) to make sure that it meets the needs of those served	Sheboygan County	Ongoing	If changes/committee expansion are recommended, they need approval from full County Board
Continue to operate the Section 85.21 funded transportation program in Sheboygan County (known locally as "Metro Connection")	Sheboygan County and Shoreline Metro	Ongoing	Dependent upon receipt of continued, stable funding from WisDOT
Explore programs (such as State of Good Repair) for possible local grant applications	Sheboygan County and Shoreline Metro	Ongoing	Obtaining local matching funds may be a challenge. In addition, many of these grants are competitive at the statewide level.
Conduct transportation needs survey for the Sheboygan County ADRC	Sheboygan County	2018	Not Applicable
Conduct boarding and alighting survey for Shoreline Metro	Shoreline Metro and Bay-Lake Regional Planning Commission	2018 and 2020	Include and seek WisDOT/FHWA approval of this work element in the Sheboygan MPO Work Program
Conduct passenger opinion survey for Shoreline Metro	Shoreline Metro and Bay-Lake Regional Planning Commission	2019 and 2021	Include and seek WisDOT/FHWA approval of this work element in the Sheboygan MPO Work Program
Complete Updated (2018 - 2022) Transit Development Program (TDP) for Shoreline Metro	Shoreline Metro and Bay-Lake Regional Planning Commission	2018	Include and seek WisDOT/FHWA approval of this work element in the Sheboygan MPO Work Program
Continue travel training program for Shoreline Metro fixed-route operations and for Metro Connection	Shoreline Metro and its Metro Connection Service	Ongoing	Shoreline Metro staff has taken steps to implement a travel training program, and will continue to offer this program over the planning period with internal resources (with staff availability - RCS Empowers, Inc., and other agencies may also be able to assist with this task).
Expand public transportation for individuals in Sheboygan County not currently serviced by such transportation	Sheboygan County	Ongoing	Needs approval from Sheboygan County/Requires local matching funds*

\*The Sheboygan County Aging and Disability Resource Center (ADRC) applied for Section 5310 funding for accessible vans and for an enhanced volunteer driver program in an effort to implement this action item. This will provide additional rides to those who need an accessible vehicle, people with disabilities, and for trip purposes other than just medically-related appointments. These items were funded by WisDOT in December 2017 for calendar year 2018, and will hopefully continue to be funded for operations in calendar years 2019, 2020 and 2021.

Source: Sheboygan County Aging and Disability Resource Center, 2016, 2017 and 2018; Shoreline Metro, 2016, 2017 and 2018; and Bay-Lake Regional Planning Commission, 2016, 2017 and 2018.

Table 7 Amended Program of Projects for Fiscal Years 2017 - 2021 Sheboygan County					
Program	FY 2017 Projects	FY 2018 Projects	FY 2019 Projects	FY 2020 Projects	FY 2021 Projects
Section 5310 (Enhanced Capital Assistance Program for Transportation of the Elderly and Persons with Disabilities)*	Sheboygan County Health and Human Services Department - Two (2) medium sized buses with 11 ambulatory positions and two wheelchair positions at the cost of approximately \$162,000	Sheboygan County Health and Human Services Department - Two (2) side entry minivans with five ambulatory positions and one wheelchair position at the cost of approximately \$70,000	Sheboygan County Health and Human Services Department - One (1) dual axle diesel-powered minibus with a configuration of 10 ambulatory positions and up to two wheelchair positions at the cost of approximately \$64,000	Sheboygan County Health and Human Services Department - One (1) dual axle diesel-powered minibus with a configuration of 10 ambulatory positions or eight ambulatory positions and up to two wheelchair positions at the cost of approximately \$64,000	Sheboygan County Health and Human Services Department - One (1) dual axle diesel-powered minibus with a configuration of 10 ambulatory positions or eight ambulatory positions and up to two wheelchair positions at the cost of approximately \$64,000
	Shoreline Metro - No applications	Sheboygan County Health and Human Services Department - Enhanced volunteer driver program at a cost of approximately \$105,625 (\$30,236 of which would be Section 5310 funding) Shoreline Metro - No applications	Sheboygan County Health and Human Services Department - Enhanced volunteer driver program at a cost of approximately \$105,625 (\$30,236 of which would be Section 5310 funding) Shoreline Metro - No applications	Sheboygan County Health and Human Services Department - Enhanced volunteer driver program at a cost of approximately \$105,625 (\$30,236 of which would be Section 5310 funding) Shoreline Metro - Two (2) dual axle diesel-powered minibuses with a configuration of 10 ambulatory positions or eight ambulatory positions and up to two wheelchair positions at the cost of approximately \$128,000**	Sheboygan County Health and Human Services Department - Enhanced volunteer driver program at a cost of approximately \$105,625 (\$30,236 of which would be Section 5310 funding) Shoreline Metro - No applications
	RCS Empowers, Inc. - One (1) 30-foot replacement gasoline powered bus with 11 ambulatory positions and two wheelchair positions at the cost of approximately \$57,000 RCS Empowers, Inc. - One (1) support side load minivan with five ambulatory positions and one wheelchair position at the cost of approximately \$33,000	RCS Empowers, Inc. - No applications	RCS Empowers, Inc. - No applications	RCS Empowers, Inc. - No applications	RCS Empowers, Inc. - No applications
*Applicant will continue to apply for listed project(s) if not funded in the year in which they are listed.					
**Federal funding for this project may come from another source (such as STP-Urban).					
NOTE: The county meeting participants unanimously approved this amended 2017 - 2021 Program of Projects at a January 10, 2018, meeting of the county's Transportation Coordinating Committee (TCC).					
Source: Sheboygan County Health and Human Services Department, 2016, 2017 and 2018; Shoreline Metro, 2016, 2017 and 2018; RCS Empowers, Inc., 2016; and Bay-Lake Regional Planning Commission, 2016, 2017 and 2018.					

### **Interested Parties Notification**

Interested parties included: those who participated in the 2016 coordination process; public and private transportation providers; human service agencies; care facilities for the elderly and/or persons with disabilities; major employers; local units of government; citizens; and the news media. All interested parties were notified through distribution of the agenda for the January 10, 2018, TCC meeting, and were invited to fully participate in this meeting.

The following items are attached to the submitted amendment:

- List of invitees to the January 10, 2018, Sheboygan County TCC meeting;
- Agenda for the January 10, 2018, Sheboygan County TCC meeting; and
- Minutes of the January 10, 2018, Sheboygan County TCC meeting.

**Invitation List**  
**Sheboygan County Transportation Coordinating Committee Meeting**  
**January 10, 2018**

Airport Connection and GO Riteway  
1817 Martin Avenue  
Sheboygan, WI 53083

Custom Care and Transport Service, LLC  
N3803 Horace Mann Road  
Sheboygan Falls, WI 53085

Discovery Coach, Inc.  
1139 Pennsylvania Avenue  
Sheboygan, WI 53081

Heidenreiter Bus Service, Inc.  
400 Cleveland Street  
Sheboygan Falls, WI 53085

Indian Trails Bus Lines  
109 East Comstock Street  
Owosso, MI 48867

Jefferson Lines  
2100 East 26<sup>th</sup> Street  
Minneapolis, MN 55404

Johnson School Bus Service and Specialized Transportation Service  
808 Valley Road  
Plymouth, WI 53073

Lakeshore Transportation  
N5806 County Road M  
Plymouth, WI 53073

Lamers Bus Lines  
2407 South Point Road  
Green Bay, WI 54313

**Invitation List**  
**Sheboygan County Transportation Coordinating Committee Meeting**  
**January 10, 2018 (Continued)**

Luxury Limousine  
W5728 Emerald Lane  
Plymouth, WI 53073

Oostburg Ambulance  
20 South 11<sup>th</sup> Street  
Oostburg, WI 53070

Orange Cross Ambulance  
1919 Ashland Avenue  
Sheboygan, WI 53081

Sheboygan County Interfaith Organization  
1251 Geele Avenue  
Sheboygan, WI 53081

The Best Taxi  
611 South 15<sup>th</sup> Street  
Sheboygan, WI 53081

Transtar Medical Transport  
120 West Main Street  
PO Box 509  
Campbellsport, WI 53010

Wheelchair Taxi and Transportation  
2516 Superior Avenue  
Sheboygan, WI 53081

Yellow Cab  
2917 North 15<sup>th</sup> Street  
Sheboygan, WI 53083

Lakeshore CAP, Inc.  
2508 South 8<sup>th</sup> Street  
Sheboygan, WI 53081

**Invitation List**  
**Sheboygan County Transportation Coordinating Committee Meeting**  
**January 10, 2018 (Continued)**

Division of Vocational Rehabilitation  
Sheboygan County Job Center  
3620 Wilgus Avenue  
Sheboygan, WI 53081

Charlene Cobb  
Sheboygan County Veterans' Service Officer  
Sheboygan County Courthouse Annex – G10  
615 North 6<sup>th</sup> Street  
Sheboygan, WI 53081

Great Lakes Training & Development  
Sheboygan County Job Center  
3620 Wilgus Avenue  
Sheboygan, WI 53081

James Baumgart  
Sheboygan County Board of Supervisors  
Health & Human Services Committee  
722 North 26<sup>th</sup> Street  
Sheboygan, WI 53081

Brian Hoffmann  
Sheboygan County Board of Supervisors  
Health & Human Services Committee  
1621 Pheasant Lane  
Sheboygan, WI 53081

Curt Brauer  
Sheboygan County Board of Supervisors  
Health & Human Services Committee  
2328 Sunflower Avenue  
Sheboygan, WI 53081

Thomas Epping  
Sheboygan County Board of Supervisors  
Health & Human Services Committee  
W6756 County Road Z  
Plymouth, WI 53073



**Invitation List**  
**Sheboygan County Transportation Coordinating Committee Meeting**  
**January 10, 2018 (Continued)**

Henry Nelson  
Sheboygan County Board of Supervisors  
Health & Human Services Committee  
1926 Settlement Trail  
Sheboygan, WI 53081

Roger Otten  
Sheboygan County Board of Supervisors  
Health & Human Services Committee  
1027 Bell Avenue  
Sheboygan, WI 53083

Jeanne Kliejunas  
Sheboygan County Health & Human Services Committee  
2337 Carmen Avenue  
Sheboygan, WI 53081

James Golembeski  
Executive Director  
Bay Area Workforce Development  
317 West Walnut Street  
Green Bay, WI 54303

Thomas Eggebrecht  
Sheboygan Co. Health & Human Services Dept.  
1011 North 8<sup>th</sup> Street  
Sheboygan, WI 53081

Marie Seger  
Sheboygan County ADRC  
650 Forest Avenue  
Sheboygan Falls, WI 53085

Dale Deterding  
Sheboygan County ADRC  
650 Forest Avenue  
Sheboygan Falls, WI 53085

**Invitation List**  
**Sheboygan County Transportation Coordinating Committee Meeting**  
**January 10, 2018 (Continued)**

Tim Gessler  
Economic Support Manager  
Sheboygan County Health & Human Services Dept.  
3620 Wilgus Avenue  
Sheboygan, WI 53081

Angie Buechel  
RCS Empowers  
1607 Geele Avenue  
Sheboygan, WI 53083

Derek Muench  
Shoreline Metro  
608 S. Commerce Street  
Sheboygan, WI 53081

Kitty Barry  
Options for Independent Living  
PO Box 11967  
Green Bay, WI 54307-1967

Sheboygan County Job Center  
3620 Wilgus Avenue  
Sheboygan, WI 53081

Chris Domagalski, Chief  
Sheboygan Police Dept.  
1315 North 23<sup>rd</sup> Street, Suite 101  
Sheboygan, WI 53081

Alderman Roman Draughton  
1702 Alexander Court  
Sheboygan, WI 53081

Alderwoman Mary Lynne Donohue  
418 St. Clair Avenue  
Sheboygan, WI 53081

Alderman Todd Wolf  
Sheboygan Transit Commission Chair  
523 Columbus Avenue  
Sheboygan, WI 53083

**Invitation List**  
**Sheboygan County Transportation Coordinating Committee Meeting**  
**January 10, 2018 (Continued)**

Chad Pelishek  
Dept. of Planning & Development  
City of Sheboygan  
828 Center Avenue, Suite 104  
Sheboygan, WI 53081

Mayor Michael Vandersteen  
City of Sheboygan  
828 Center Avenue  
Sheboygan, WI 53081

Charles Windsor  
4 North Point Drive  
Sheboygan, WI 53081

Michael Helmke  
4408 Red Pine Lane  
Sheboygan, WI 53081

Ryan Zinkel  
607 North 8<sup>th</sup> Street, Suite 7  
Sheboygan, WI 53081

Joann Wieland, Executive Director  
Generations Intergenerational Center  
1500 Douglas Drive, Suite D  
Plymouth, WI 53073

Tammie Stahl  
Lakeshore Technical College  
1290 North Avenue  
Cleveland, WI 53015

Matt Halada  
WisDOT Northeast Region  
944 Vanderperren Way  
Green Bay, WI 54304

**Invitation List**  
**Sheboygan County Transportation Coordinating Committee Meeting**  
**January 10, 2018 (Continued)**

Daniel Hein  
Town of Sheboygan Chair  
1512 N. 40<sup>th</sup> Street  
Sheboygan, WI 53081

Georgine Mueller  
Sheboygan Area School District  
830 Virginia Avenue  
Sheboygan, WI 53081

Ian Ritz  
WisDOT Bureau of Transit, Local Roads, Railroads and Harbors  
PO Box 7913  
Madison, WI 53707-7913

James Schramm  
ATU Local 998  
608 South Commerce Street  
Sheboygan, WI 53081

Brett Edgerle  
Village of Kohler  
319 Highland Drive  
Kohler, WI 53044

Ed Procek  
1230 S. 13<sup>th</sup> Street  
Sheboygan, WI 53081

Shad Tenpas  
City of Sheboygan Falls Administrator  
PO Box 186  
Sheboygan Falls, WI 53085-0186

Ronald Van Rooyen  
RCS Empowers  
1607 Geele Avenue  
Sheboygan, WI 53083

Sheboygan Falls News  
113 E. Mill Street  
Plymouth, WI 53073

**Invitation List**  
**Sheboygan County Transportation Coordinating Committee Meeting**  
**January 10, 2018 (Continued)**

Midwest Communications  
2100 Washington Avenue  
Sheboygan, WI 53081

Plymouth Review  
113 E. Mill Street  
Plymouth, WI 53073

News Room  
Sheboygan Press  
632 Center Avenue  
Sheboygan, WI 53081

1420 AM The Breeze  
PO Box 259  
Plymouth, WI 53073-0259

John Swisler  
WisDOT Bureau of Transit, Local Roads, Railroads and Harbors  
PO Box 7913  
Madison, WI 53707-7913

Al Bosman  
Sheboygan County Board of Supervisors  
Transportation Committee  
W3847 County Road N  
Sheboygan Falls, WI 53085

Michael Casper  
2327 South 16<sup>th</sup> Street  
Sheboygan, WI 53081

Craig Schicker  
Sheboygan County Health & Human Services Committee  
W8218 County Road F  
Cascade, WI 53011

Larry Samet  
Sheboygan County Health & Human Services Committee  
715 Pershing Avenue  
Sheboygan, WI 53083

## NOTICE OF MEETING

### SHEBOYGAN COUNTY TRANSPORTATION COORDINATING COMMITTEE

**Wednesday, January 10, 2018**

**3:30 P.M.**

Aging and Disability Resource Center of Sheboygan County  
650 Forest Avenue, Sheboygan Falls, Wisconsin 53085  
Conference Room 101

#### **\*AGENDA\***

1. Call to Order
2. Certification of Compliance with Open Meeting Law
3. Introductions
4. Approval of Minutes: October 11, 2017
5. Announcements and Correspondence
6. Sheboygan County Elderly-Disabled Transportation Program
  - 5310 Capital Purchase Grant
    - 2017 Grant DOT Approval for Purchase of Two Mini-Buses
    - 2018 Grant DOT Decision on Approving Purchase of Two Accessible Mini-Vans
  - 85.21 Elder-Disabled Transportation Operating Grant
    - Application for 2018 Submitted
7. Amending Sheboygan County Coordinated Transportation Plan Jeff Agee-Aguayo, Bay Lakes Regional Planning Commission – For Discussion and Approval
8. 2019-2021 Aging Plan Development
9. Non-Emergency Medical Transportation
10. Shoreline Metro
11. Public Input on Agenda Items – There may be a time limit due to those present
12. Public input on Non-Agenda Items and Requests for Future Agenda Items (Public Input on Non-Agenda matters will be received, but the Committee is not permitted to take action on any item that is not specifically listed on this agenda). There may be a time limit due to those present.
13. Adjournment

Drafted by: Patti Schmitt

Approved by: Dale Deterding

Note: Persons with disabilities needing assistance to attend or participate are asked to notify Patti Schmitt prior to the meeting at 467-4100.

A majority of the members of the County Board of Supervisors of any of its committees may be present at this meeting to listen, observe and participate. If a majority of any such body is present, their presence constitutes a "meeting" under the Open Meeting Law as interpreted in *State ex rel. Badke v. Greendale Village Board*, 173 Wis. 2d 553 (1993), even though the visiting body will take no action at this meeting.

*Posted on 12/21/2017 10:15 AM*

**SHEBOYGAN COUNTY HEALTH AND HUMAN SERVICES  
TRANSPORTATION COORDINATING COMMITTEE MINUTES**

Aging and Disability Resource Center  
650 Forest Avenue  
Sheboygan Falls WI 53085  
Conference Room 101

**Date: January 10, 2018**                      **Called to Order: 3:35 p.m.**                      **Adjournment: 4:41 p.m.**

MEMBERS PRESENT:                      Derek Muench – Shoreline Metro, Dale Deterding –LTS  
Supervisor Thomas Epping, Thomas Eggebrecht, and Al  
Bosman

OTHERS PRESENT:                      Charlene Cobb, Jeff Agee-Aguayo

MEMBERS ABSENT:                      Michael Casper, Marie Seger

Mr. Bosman called the meeting to order at 3:35 p.m.

**CERTIFICATION OF COMPLIANCE WITH OPEN MEETING LAW**

The Agenda for the Sheboygan County Transportation Coordinating Committee was posted on December 21, 2017 at 10:15 a.m. in compliance with the Open Meeting Law.

**INTRODUCTIONS**

Short introductions were given by all those present.

**REVIEW AND APPROVE MINUTES: October 11, 2017**

Thomas Epping made a motion to approve the October 11, 2017 minutes as posted and Al Bosman seconded that motion. Motion carried.

**ANNOUNCEMENTS AND CORRESPONDENCE**

None

**SHEBOYGAN COUNTY ELDERLY-DISABLED TRANSPORTATION PROGRAM  
5310 Capital Purchase Grant**

2017 Grant Department of Transportation Approval for Purchase of Two Mini-Buses

Mr. Deterding noted two buses have been ordered for 2016. Mr. Muench noted two mini-diesel buses which hold eight ambulatory and two wheelchairs have been ordered. They will be Ford F350 models. Atlas is months ahead of schedule at this time.

2018 Grant DOT Decision on Approving Purchase of Two Accessible Mini-Vans

In mid-December Mr. Deterding was awarded the grant for two accessible vans for the southern part of the county to use to transport individuals for non-medical situations. These vans would be able to transport four ambulatory passengers and one wheelchair. The County would have a 20% match. Mr. Deterding needs to obtain the voucher for the vehicles from the Department of Transportation before he can order them. He is expecting the vehicles to be delivered in early fall of 2018. They will also need to recruit volunteer drivers for this program as well.

85.21 Elder-Disabled Transportation Operating Grant

Application for 2018 Submitted

Mr. Deterding noted the 85.21 operating grant has been submitted and he should be notified in May 2018 if it has been approved.

**AMENDING SHEBOYGAN COUNTY COORDINATED TRANSPORTATION PLAN JEFF AGEE-AGUAYO, BAY LAKES REGIONAL PLANNING COMMISSION**

Jeff Agee-Aguayo from the Bay Lake Regional Planning Commission gave each member a copy of the amended action plan to follow along as he presented the amendments of the plan to the members in more detail. Committee members made some recommendations for revisions and additions to the plan. Mr. Agee-Aguayo made notes of the revisions and additions Thomas Epping motioned and Derek Muench seconded the approval of the plan with the additions and revisions being added to the plan. Motion carried.

**2019-2021 AGING PLAN DEVELOPMENT**

Mr. Deterding stated the State Bureau on Aging would like to collect input from seniors through focus groups, listening sessions, surveys and face to face interviews. Mr. Deterding gave each committee member a copy of the Aging Plan Survey requesting them to complete the survey and return it to him. This input is important for building an Aging Plan for 2019-2021 that is responsive to the needs of Sheboygan County residents. Mr. Deterding would like the surveys returned at the next meeting. Mr. Deterding noted some of the concerns mentioned at the public hearing held in November were lack of transportation in the outlying areas and coverage needed for the elderly benefit specialist. Mr. Deterding stated a half-time position has been created to assist the elderly benefit specialist. He will update the committee as he has more information on the half-time position and the expansion of the volunteer driver program for the rural areas.

**NON-EMERGENCY TRANSPORTATION**

Mr. Muench stated Paul Skoglund the MTM outreach coordinator was not sure how travel training was being handled at this time. He was not sure if travel training was in person or over the phone. Mr. Muench noted MTM is not referring individuals to Shoreline Metro for the travel buddies program. Mr. Skoglund has been employed with MTM since August 2017. Mr. Muench noted MTM has contracts with providers that limits them to compare notes with each other.

**SHORELINE METRO**

Mr. Muench noted ridership was up in 2017. Fixed route had a one percent increase and Metro Connection had a four percent increase in ridership. There will be no increase in fares for 2018. Mr. Muench noted they have added five full time positions and restructured the promotions of Metro staff. Some security upgrades have also been added for the staff and buildings. Some of the updates include keyless entry, new fire alarms and sensors.

**PUBLIC INPUT ON AGENDA ITEMS**

None

**PUBLIC INPUT ON NON-AGENDA ITEMS AND REQUESTS FOR FUTURE AGENDA ITEMS**

None

**ADJOURNMENT**

AL Bosman made a motion that was seconded by Derek Muench to adjourn the meeting at 4:41 p.m. Motion carried.

Patti Schmitt  
Recording Secretary