

**Alabama Forestry Commission
Commission Meeting
April 12, 2018
Tuscaloosa Alabama**

AFC Personnel present: Rick Oates, Bruce Springer, Scott Rouse, John Goff, Will Brantley, Mike Kyser, Hank McKinley, Brad Lang, Brigetta Giles, Sybil Green

Guests: Sam Duvall, Alabama Forestry Association

The meeting was called to order by Chairman Jane Russell at 10:00 a.m. She asked Assistant State Forester Bruce Springer to open the meeting with a prayer.

Mr. Jim King, Vice President, General Manager, Forest Resource Division of Westervelt welcomed everyone. He stated Westervelt is appreciative of their long-standing relationship with the Alabama Forestry Commission. Mr. King gave an overview of Westervelt's organization and history.

Chairman Jane Russell asked Sybil Green to conduct roll call for the Commissioners. All Commissioners were present, except for Ms. Katrenia Kier, who arrived at 10:25 a.m.

MOTION - #2018-8

Chairman Jane Russell asked if there was a motion to suspend reading of the minutes from the prior meeting. Commissioner Robert Turner made a motion to suspend reading of the minutes. Commissioner Jerry Dwyer seconded the motion

State Forester Rick Oates informed the commissioners that minutes from the Nominating Committee meeting on January 11, 2018 were included in their handout with the minutes from the Commission meeting, but each Commissioner had not been emailed a copy of these minutes.

MOTION – #2018-9

Jerry Dwyer made a motion that minutes from the January meeting and minutes from the Nominating Committee meeting be approved as one. Commissioner

Steve May seconded the motion. Chairman Russell asked for discussion. Commissioner Steve May stated that this is the first time in a long time a fair representation of what was said at the meeting is reflected in the minutes. He stated for years he had tried to impress upon this body that the minutes were inadequate. He stated the minutes are now as they should be, and commended Sybil Green's work. A vote was taken and the motion passed unanimously.

NEW PERSONNEL

Rick Oates introduced Brigetta Giles as the new Southeast Regional Forester as of February 1, 2018. Brigetta Giles thanked everyone for being invited to the meeting and said she has been with the AFC for 24 years, in different classifications and different locations. Chairman Jane Russell welcomed her to the new position and Rick Oates stated he is excited to have Brigetta as part of the Leadership Team.

Rick Oates introduced Will Brantley, Management Division Director. Will was not able to attend the last Commission meeting, so Rick asked him to introduce himself. Will Brantley thanked everyone for welcoming him, and stated though he is new to AFC, he is not new to state government. He previously worked for the State Lands Division of the Department of Conservation and Natural Resources for 16 years, where he became familiar with land management across different land ownership categories focusing on generating revenue. He was the Deputy Director of that organization. Before that he worked for the Baldwin County Commission as a Natural Resource Planner for about 6 years. Immediately after forestry school he worked for a resource group in Northern California. He stated he is happy to be a part of the Forestry Commission and looks forward to working with the many good people he has met. Rick Oates stated Will has already found some money for the Commission that we were not aware we were eligible for.

Chairman Jane Russell asked for the Safety Report. Brad Lang, Northport Work Unit Manager, introduced himself and pointed out that we are now on a centralized safety report instead of being done in the individual counties. This allows accountability for every employee, as Phoenix shows when a person has completed the current month.

The month's safety topic is distracted driving. A video commercial was shown illustrating how easy is it to be distracted and how quickly an accident can occur. Brad Lang discussed different things that may cause a driver to be distracted, pointing out there are multiple forms of communication in forestry vehicles.

10:25 a.m. Commissioner Katrenia Kier entered

Commissioners were asked to reference a handout about incidents to date in the AFC. One was a miscellaneous incident in the SE Region, a burn on the elbow that did not require any medical attention. There were two incidents in the SW Region. In a motor vehicle accident in Conecuh County an AFC employee was pulling a trailer holding a lawnmower. A truck in front of his vehicle had a blow-out and came to a sudden stop. The AFC employee swerved and missed the vehicle but caught the bumper. The truck went off the road and the lawnmower was ejected from the trailer. In Baldwin County an employee was driving on wet roads, a sedan approached to his left, the sedan driver misjudged a stop sign and knocked the truck off the road. The employee was knocked unconscious and suffered a concussion. He was treated at the ER and released. Scott Rouse stated he has seen the accident report, and Brad summarized the situation well.

Brad Lang stated overall the agency has a very impressive safety record.

Commissioner Joe Twardy asked for the stated policy on driving and using a cell phone, and secondly, what actually happens in the field. Rick Oates answered the policy says do not do it, but we can all assume it happens.

Joe Twardy stated he thinks it is important to address the issue and tighten up policy and enforcement. He stated policy at his previous employer was no telephone usage whatsoever while moving.

John Goff read the AFC policy, which states, in part, "making and receiving phone calls only when necessary. If phone use is necessary, pull over to a safe area for extended calls... Get off the phone as soon as possible... texting by phone is prohibited while driving..."

Joe Twardy stated that is a good policy, and he understands phone use cannot be prohibited due to the nature of the work, but we should stress to use it only when necessary and as briefly as possible.

Rick Oates stated phone calls and radio use is necessary in many instances. Brad Lang added that it is illegal to text and drive, and if the person has a CDL it is illegal to be on the phone without a Bluetooth headset.

Brad Lang asked the Commissioners to look over a handout about an electrical fire due to a device plugged into the cigarette lighter of a vehicle. He says AFC personnel need to be aware of this danger because they carry many devices that require charging in the vehicles.

Chairman Jane Russell welcomed Vice Chairman Katrenia Kier, who had entered the meeting during the Safety Report.

FINANCIAL UPDATE

Chairman Jane Russell asked Assistant State Forester Bruce Springer to present the Financial Update.

Bruce Springer asked the Commissioners to see the handout labeled FY18 Income Statement. He said this is commonly referred to as the Income Expense Report. The Budget column has not changed since January and it will not change unless there is a change in the Official Operations Plan. It is a little different from the Commissioners' approved budget from December; this was explained in a memo to Rick that was also shared with Commissioners.

Actual is through the end of March, or half of the fiscal year, so it gives a good gauge of our outcome. Also added is a percentage, noted on the right. We are 50% through the year, and you can see the percentage we've spent by each line item.

Fifty-six percent of the severance tax has been collected. There are a lot of miscellaneous small items in this printout that won't be covered unless there are questions. Contract Services, burning has mostly finished, but we will continue to invoice landowners and receive payment; we are currently at 40%. Timber sales

are almost to our budgeted amount; we are projecting to exceed that amount this year.

General Fund Transfers in at the end of March have been \$3.7 million, we have requested another draw down, that was not received by the end of March, but has been received since. That is an additional \$1.7 million since this report.

Federal Operating Grants of \$1.3 million – we are getting ready to draw down the first quarter of FY18, which is \$410K. As soon as we submit that paperwork we will start getting that in, increasing that figure to about \$1.7 million.

County Forestry Collection Taxes, the 10 cents per acre, we have received most of it.

Scott Rouse mentioned a new entry, Easements and Other Non-Mineral Land, a little over \$12,000 of income, that is money Will Brantley found for us. He said he was contacted by a company wanting to renew a pipeline easement on one of our properties in South Alabama. Initially they were offering what amounted to a few hundred dollars. That did not seem right and it occurred to him to talk to Will Brantley, since he has previously worked with State Lands. Will pointed him towards some DCNR regulations that value these pipelines. A few hundred dollars turned into \$12,000 for AFC.

The Commissioners thanked Scott and Will. Vice Chairman Kier asked for clarification on Reimbursements Not Otherwise Classified. Bruce Springer told her that seedling sales is actually our cone sales down at Geneva, and he is not sure why that was not in the Operations Plan. Rick Oates said that he believes that was in Contract Sales to begin with.

Bruce Springer went on to discuss the Costs handout. At about 50% through the fiscal year, we are at about 50% of our costs. He explained that Personnel costs appear high because employee severance/retirement has been budgeted at nearly a million dollars, but we are around \$150K to date. We do not expect that to reach the budgeted amount.

In-state travel has been kept at a minimal level. Repairs and Maintenance are the same. Utilities are at 53%, about where it should be at this time. Operating

Supplies are showing 78% but \$502,000 of that \$618,000 was a one-time payment in October for DORM insurance. Grants and Benefits is up from the prior report because of the VFD annual checks; even though it shows 84% we are good in that category; the majority of that budget item is the grant checks for VFDs.

Overall, at the end of March we have a remaining estimated cash balance of \$3.6 million. Because of the additional \$1.7 million in General Fund transfers, the remaining cash balance is now almost \$5.5 million.

The three bar charts on the handout are in response to some concerns voiced at the January meeting about predicting future financial standing. Donna Snyder, our Accounting Director, helped develop this series of bar charts to gauge that. The first shows red indicating expenses and green indicating revenue. For this fiscal year expenses in October were higher than revenue due to two main things: (1) we paid the \$502,000 DORM costs in October, and (2) we had a third pay period in October., We carried that over from last year.

Then you see a drop in November and a slight increase in December for expenses versus revenue. In January we caught up a bit due to draw downs and severance tax. In March everything went haywire if you are looking at these charts. That is not an accurate picture because we got the General Fund revenue (\$1.7 million) early in April. If we had received that in March, the revenue would be about \$2.2 million and we spent about \$2.6 million. Again, a great deal of that expense was the VFD checks at \$1.1 million. So revenue versus expenses is in pretty good shape.

The next chart compares this to last year. The first graph compares this year in dark green to last year in light green. We are under where we were last year due to a significant fire season we were paying for last year; you can see that trend on the chart. Revenue shows we received some federal grants in November and January to explain why those are a little higher than this year's. Spikes on the revenue side are either where we received General Fund transfers or where we drew down federal dollars. Scott Rouse pointed out we also received the additional funding from the Governor last year.

Bruce Springer went on to say expenses showed a huge increase in expenses in October versus last year because of the third pay period and the DORM payment.

The previous year's DORM payment was spread over more months. Also, last October we were moving into STAARS and there was a delay in paying bills. We also thought we had a very low cash balance, so we purposely held off paying some bills. This helps explain the big change.

November, December and January are where we were paying for extra fire suppression costs from the heavy fire season. We were below last year's expenses until March when the VFD checks hit. We issued those checks in June of last year, as you can see on the charts. And expenses are dropping toward the end of the year. Because we are at 50% on expenses now, and 50% into the year, it looks like we will be in good shape, and the expenses are trending downward.

Commissioner Jerry Dwyer asked for an explanation of the June expenses for last year. Bruce Springer repeated that is when we paid the VFD checks.

Bruce Springer asked for questions. Chairman Jane Russell thanked him for putting together the graphs and charts. Rick Oates praised Bruce Springer for his work with budgets and his ability to break it down into specifics.

Bruce Springer asked the Commissioners to look at the handout from the Management Division regarding severance tax. This analysis was done by Dan Chappell. Bruce reminded everyone of the change in the severance tax law and stated we are tracking the results. A provision is in the law to cover any shortfall from the previous year by adjusting the rate. This is an estimate of where we stand. We are using what the Department of Revenue actually collected last year, \$6.3 million, then they take 5% off the top for administrative fees, thus we received \$6 million last year. We have received through the end of March \$2.8 million, about a \$300,000 decrease in what we received by this time last year. Unless this changes in the last two quarters, it looks like we will receive less this year, creating an automatic change in tax rates. There is a chart to estimate what the trend will be on our receipts for the rest of FY18. The summary of that analysis is that we probably will receive less over the next two quarters. Again, this is an estimate based on the last three years of harvest trends. We do not know the final results.

Rick Oates added \$5 million of income was budgeted so even if we come up short and the revenue is adjusted, we should still be okay with the budget we forecast.

Scott Rouse reminded the commission the adjustment Bruce is referencing is based on collections from last fiscal year and does not give us the difference for the current fiscal year. That would be going forward. Another thing that will net us a little more money is the amount the Department of Revenue can collect for administrative costs is capped in the changes to the law.

Rick Oates stated this will be monitored closely, but there is an automatic adjustment clause in the legislation that will start December 1, although we do not collect it until later in the fiscal year.

Commissioner Jerry Dwyer stated it seems that would be a good starting point on the budgeting process to help make up for the shortfall this year. Scott Rouse stated we can always go back and ask for a supplemental. The Legislature made clear during the passage of this severance tax bill their intent was not to short us in any way or cause us any budgetary harm. If the automatic adjustment does not make us whole we can ask for a supplemental.

Bruce Springer told the Commission an internal estimate of costs for this year has been reduced from the amount discussed 6 months ago by \$755,000 from the approved budget. To put it simply, we are reducing costs to operate.

Also, budgets have been consolidated. Instead of every county operating their own budget, we are now using 7 budgets, one for each of the 4 regions and one for each division. This will simplify the entire process as we begin to develop the FY19 Operations Plan, which must be submitted by June. A budget has been approved, and we are now developing an Operations Plan to work within that budget. There will be significant changes due to the 7 consolidated budgets and moving toward using STAARS exclusively.

Jerry Dwyer stated one of the dilemmas with the budgeting process has been the authority to spend. If the \$6 million severance tax has come, would we be able to make an operations adjustment to get the authority to spend that? Bruce answered we will probably have to ask for an increase in our authority to spend.

Chairman Jane Russell asked if there were any other questions and thanked Bruce for his presentation.

USE OF DRONES

Rick Oates stated he asked Mike Kyser to report to the Commission regarding drone use and what opportunities may be available to our agency.

Mike Kyser gave an overview of what the agency has done in the last two years to assess the feasibility of drone use. Over a hundred test flights have been conducted in all aspects of our operation, Protection, Management, tower inspections, landowner uses, etc. An advisory committee was established, consisting of the State Forester and Division Directors, a Regional Forester, all 3 AFC manned aircraft pilots and himself. This committee was established to help keep the State Forester and Commissioners up to date on what policies may change, how the agency is utilizing the drone, as well as any changes needed. He stated we are taking this use of the drone very seriously; it is not a toy. The difference between this and a manned aircraft is that the pilot is on the ground. Depending on the size of the drone, you can do as much damage with it as you can a manned aircraft. A checklist is followed meticulously before the drone leaves the ground.

Mike Kyser handed out printouts from test flights. The first was pictures of a harvest operation on property owned by Mental Health. This was for a comparison of walking with a GPS unit, which would be the standard method of doing this. It was deep terrain, very difficult to walk. We wanted to compare the time it took a forester on foot to the time it took to measure it by drone. Because of the elevation and terrain, it would have taken several hours for someone to walk it. Doing it with the drone provided visual documentation so the lines were drawn, and we could tell them exactly the acres that were cut so they could replant. The luxury of having the visual is you can go back and re-evaluate if you need to make any adjustments or whatever.

Commissioner Steve May asked what mechanics were used to establish the scale to determine the acres. Mike Kyser told him it was done by the software. Commissioner Steve May asked if the scale mechanically did a ground check against it and asked for the details as to what was done to come up with this image. Mike Kyser answered that he can tell him the altitude that they flew and the software did the rest. Commissioner Steve May asked how accuracy was guaranteed. Mike Kyser answered it was done twice, it was walked and it was

flown, and there was less than an eighth difference. A ground check verses an aerial check, if that answers the question. Commissioner Steve May stated it does not.

Commissioner Steve May stated the document needs a scale. Mike Kyser answered this is just an example, the capability is on the software but he did not include it on these images.

Commissioner Steve May asked Brad Lang if he has seen the software. Lang answered that he has and it takes all the information from the drone; all calculations are built into the drone and the software.

Vice Chairman Katrenia Kier asked how long it took to produce this image. Mike Kyser answered that it took less than an hour to fly. The software processes on the cloud so it is not tying up employee's time once it is uploaded. For example, if one forester is trying to work several pieces of property, a drone operator can fly this property while he is working on something else. The intent of using the drone is to decipher if there is a use for them versus boots on the ground or a manned aircraft. We believe there is. It is never intended to replace men on the ground. Before we fly the drone, we make sure there is a legitimate reason. We have flown where there were questions about acreage after a fire. They said 4 acres; we said 30. Brad walked it to prove the 30 with GPS. They still weren't convinced until we flew it and showed them the photographs; then they paid the suppression charges.

Vice Chairman Kier stated this was great use of technology that can benefit the agency in many ways: safety comes to mind first, and time. She stated she understands our trained professionals are still vital but this can be a tool to enhance their skills. She asked if there are criteria to use the drone, or training. She said she feels this is something we need to jump on and utilize. A combination of experience and certification can set the standard.

Commissioner Steve May asked how many photographs were used to make the handout showing the burned acreage. He was told over 700 photographs. He asked for the total time in producing the document. Mike Kyser explained to him that once the information is uploaded into the system there is no more time involved for our employees. Commissioner Steve May told him that did not

answer his question and asked if this was done with one flight. He was told it was one flight, changing out the batteries twice, about 1 hour. Seven hundred plus photos uploading to the internet, probably 15 minutes.

Vice Chairman Katrenia Kier asked how much time it takes to get the information to the professional. Commissioner Steve May said there is a cost involved, and wants to know what it is. Mike Kyser said with flight time and upload time, around 2 hours. The processing time, which we do not control as it is done on the cloud, depending on the size of the file, can take 3 hours up to 7 hours. While that is processing there is not time involved for our employee who can go on and do other things. If it was flown this morning, it could be back to the person that needs it by the next morning. Man hours invested probably 2 hours.

Commissioner Steve May asked how many employees are needed at the flight sight. He was told it is recommended you have 2 people; the second person is used as an observer/spotter for the safe operation of the drone, making sure the airspace remains clear. It can be done with one person; depending on the size of the job that number could increase if you are covering a large flight area.

Mike Kyser cited an example in Jacksonville during the tornado response. We did not go there with the intent to fly our drone. They found out we had the capability and they asked us to fly it. He distributed an image of Jacksonville showing damage, with inlays at the bottom that showed magnification of certain areas. We used a pilot and multiple observers for this as FAA regulations require the drone remain in your sight. Two-way communication allowed the spotters to keep the drone in sight.

Commissioner Steve May asked if this was what the team did in Jacksonville. Brad Lang answered we were not tasked to do that when we were dispatched to Jacksonville. We did it as a request from the city. During discussion at the Incident Command it was mentioned that an aerial of the damage would be useful and we were there with the capability.

Chairman Jane Russell asked Mike Kyser to outline what was accomplished using the drone after the Jacksonville tornado. Mike Kyser explained we imaged 1,100 acres, and when they realized the detail of the data they took it into their ARC GIS program and tied it into the county assessment data to determine the owner of

each damaged property. They brought in a ground crew from University of Alabama, who were walking and inspecting every house for damage. They realized very quickly that we identified 160 houses that had damage that the ground crew did not get.

The tornado damage could have been photographed with a manned craft. But those photographs could not give you the data and details the drone can give you.

Mike Kyser stated this is what we have been working toward for the last two years; to be able to mine this type of data. We are there. Technology available now will take these photographs and work off (inaudible) so you can photograph this and measure the size of the trees laying on the ground.

We have been very low-key with this – this has all been testing. But this is what we have been building to do. This was a huge win-win for everyone.

Back in October federal grants were issued to GIS programs in the 13 Southern states to purchase, train and certify pilots and to test drones. We received \$30,000 for the purpose. We were so far ahead, we had already exceeded the requirements for the grant. We have already trained the pilots, there are 2 of us certified to fly, our other two pilots are certified by FAA but not approved yet to fly by our State Forester. We have met the mandate of the grant. We are also now flying landowners' property as part of the endowment grant. It is two-fold: we are trying to assist them, and to utilize the connection and communication with the landowner to help draw in other landowners to the endowment grant at no charge to the landowner.

Rick Oates stated it is his goal to eventually use drone technology as a revenue source.

Commissioner Steve May asked if anybody else will be trained to fly. When he was told yes, he asked how many. Mike Kyser stated two more for now. Commissioner Steve May asked who they are, and was told the other two are manned aircraft pilots. Brad Lang explained there is no extra cost to train someone who is already a pilot. Mike Kyser stated the grants will pay to train and test to be certified. FAA certification does not mean they are qualified to fly for AFC; we will make sure they have hands-on experience. Brad Lang is a manned

aircraft pilot but he had to do 25+ hours before we approached the State Forester about him flying for AFC.

Commissioner Jerry Dwyer asked if the Mental Health site shown earlier had been ground checked. Mike Kyser answered he was not sure. He said the first two had been; they had done a side-by-side comparison. Commissioner Jerry Dwyer asked if they knew it was part of a test. Mike Kyser told him that David Kelly had done two, and he had acknowledged that we were going to fly the first one and do a comparison. The measurements were unknown for the second one. It had been ground tested and we flew the drone to compare. We are intentionally taking this slowly, to be safe. We are far ahead of other state agencies, and ahead of any other forestry agency in the Southeast. There is potential to assist landowners and generate revenue.

Mike Kyser said an example would be mapping prior to and after a clear cut. It can be insects and disease, Pine Beetle. We had a situation in South Alabama that needed to be done. It took them almost 4 hours to find the spot using GPS, it was too thick to walk. Within 10 seconds of the drone clearing the tree tops I found it. As a landowner, not only could I give you the exact spot, I could give you a visual on site as to the amount of damage you are dealing with, rather than just a GPS location. We had a situation where they thought they had one SPB spot; it turned out to be 5 spots. We also assisted Brigetta Giles's group on (inaudible) canker in a hardwood stand to determine the level of damage as opposed to trying to see it from the ground.

Brad Lang added that from a forester's perspective, the ability to do this is huge. Aerials are not great from the manned craft; they are very low resolution, low quality., With summertime photos, green is green and there is not a lot of difference. With this, especially from a stewardship mapping standpoint, a landowner will be able to dial in exactly what they are looking for. From January to now, you can get an aerial with it planted; if you want to do a thinning we can go back out. These flights may take 6 minutes for a stand. You can plan it in the office through drone deploy, go out there, hit a button, it takes off for 6 minutes on a stand, up to maybe 15 minutes, and it is done.

Commissioner Steve May stated the images must have a legend, a scale, North, South. Mike Kyser answered these were just examples and the actual reports from the database does have the information you are looking for.

Mike Kyser asked them to look at the last image distributed. This was a Chilton County BMP complaint, a test flight where Brad Lang handled the drone. There were several violations shown on this image, Ryan Peek went with us to evaluate and he told us there were things in this photo he had missed. We could have flown it without him and given him the data to address the issue. This is very convincing to a landowner or a logger.

Vice Chairman Katrenia Kier said she was looking at the Alabama Forestry Association's newsletter and at the upcoming Joe Wheeler conference, their annual meeting, they are having what they call a tour, but it is something to do with drones. She asked Mike Kyser if he is aware of what they are doing. He said there are a lot of educational things going on now to show people what is available. She commended Mike Kyser for his work. She stated this gives us an opportunity to put together an aggressive move to use this. Everything this agency is tasked to do: protection, emergency awareness and emergency response, education, certifications. We need to sell certifications with Mike as the expert, there is a reason we are ahead, we need to take advantage of it. Sustainability, setting up criteria in which our foresters and rangers can utilize this in their everyday work will of course enhance the land management services. But we have been handed this; it is time to put together a task force. It would be great to pair some summer interns with these guys to move this ahead.

Commissioner Steve May asked Scott Rouse, you have a BMP complaint here, and AFC is flying the complaint, and it is probably going to be against the consulting forester that has done the work. What is our liability in this, our exposure, our credibility in being accurate in what we are showing in the photograph? Rick Oates asked if that would be different than an on the ground inspection. Commissioner Steve May said on the ground would be under less scrutiny, like trying to explain point sampling versus plot sampling, you can't do it.

Scott Rouse said that he does not see it as a liability, it is an updated tool. What we create is public record, subject to being subpoenaed, used as evidence. He

said he could see an attorney could question the science generating the maps, but it is reputable software.

Commissioner Steve May said if we were put in that situation in court, the person speaking for AFC better know what they are talking about.

Robert Turner said this is the reality of today, it is here, it saves time, and saves money. We have to accept the new technology.

Scott Rouse commented that the aerial view gives you a unique perspective that boots-on-the-ground cannot give. Also, you are able to spend more time on your subject area than you could with a manned aircraft, giving you much more detailed information as a final product.

Bruce Springer added Mike Kyser and Brad Lang have a very stringent protocol for launching the drone. They meet and exceed minimum requirements. Also, the agency carries additional liability insurance that covers the use of the drone.

Mike Kyser stated they have been low-key for a reason, learning and perfecting our skills with the drone. Now it is time to promote what we can do for landowners. That is the ultimate goal. This grant coming through GIS is allowing us to move forward, without it we would be stagnant. Now, we come to the Commissioners, showing where we are, where we are headed. Out of the 100+ flights we had only one incident where we did not accomplish what we set out to do. The drone did not fail. We flew a SMZ that was supposed to be a clear-cut. It had been thinned. The drone we were using did not have the capability to truly see the SMZ with (inaudible). That is not a failure, it just proved to us there are limitations. We have flown the towers, this is not the ideal drone to do that. It proved to us there are drones to do this that can save us money, rather than have someone climb the tower. The technology can spread across everything we are responsible for and everything that we do.

Vice Chairman Katrenia Kier applauded Mike Kyser for his integrity and his steadfastness. We need to elevate our use of this. We can set the standard. We need to reach out and explore, stay cutting-edge, state-of-the-art. They have been doing this two years, and as Mike Kyser mentioned, there is other equipment to make this service even better.

11:40 a.m. Chairman Jane Russell dismissed the meeting for lunch, to reconvene in 30 minutes.

12:15 p.m. Chairman Jane Russell called the meeting back to order.

Chairman Jane Russell recognized Management Division Director Will Brantley.

FORESTRY LEGACY GRANT

Will Brantley stated there has been a lot of discussion of the perpetual nature of the easement that we have been asked to consider taking on. We have tried to mitigate that burden. Our first try was to approach the landowner and ask if this went forward, since they would potentially get paid the conservation value of the easement, would they be willing to consider a donation of the land to the state after a period of time. We thought if there was a tangible benefit to the state the commission could consider as we would then control the easement and make sure it was enforceable. The landowner was not interested in that, and did not offer anything to counter our offer.

Next, it was suggested there might be a possibility of third-party insurance. We had a lot of questions concerning this and are waiting for answers. We don't know if that would be viable or even of interest to the Commission.

The third option would be the USFS, who is providing the grant, take on the long-term easement and the enforcement. That was suggested to USFS but we have not heard back from them on this. We have to work very closely with USFS, so we want to indicate that we are trying to do everything reasonable to make this happen. It may not work, but we want to be forthcoming in our due diligence efforts on this.

We are not at any kind of decision point. If the appraised value of this easement doesn't come back at a number that favors the landowner, they will walk away from it and the project will not happen at all. We are interested in moving forward with the appraisal process. There are federal dollars and a third-party match to pay for the appraisal to understand the value. That might determine if this project moves forward. Without some assurance to deal with this "in

perpetuity” issue, you are not likely to get a recommendation from us that we take on this burden. Governor Ivey would have to sign off on any legal instruments associated with this as well.

Rick Oates added that we have talked to the Governor’s Legal Office, and they are not likely to sign off on this deal, as it stands now. Their issue mirrors ours, a huge liability to the state. All this is predicated on three things: us agreeing to it, the landowner agreeing to it, and finally, the Governor. Right now, at least two out of those three have a lot of questions about it. No decision needs to be made now; we will probably bring it back to the Commission at the next meeting, and we hopefully will have a recommendation for you. Right now, the appraisal must be done, but before that can happen, the conservation easement structure itself must be written up. We don’t even know what the conservation easement values are at this point. That has to be worked out before the appraisal. Rick Oates recommended the issue be tabled for the next meeting.

Commissioner Jerry Dwyer asked if actual expenses had been discussed with the USFS, or with RMS. It might be helpful to tell them we want actual expenses, plus 10% or something, for administrative costs and such.

Rick Oates answered we have talked about several options, one of which is writing into the agreement that this property must be burned on some kind of cycle and the AFC will do the burning. It is 2,500 to 3,000 acres, and we would be paid for burning, in perpetuity. Other ideas have been discussed. I would expect them to put forth some money before we did the monitoring.

Will Brantley stated part of this is understanding what they are giving up by putting an easement on it. In meeting with them it became clear to me that has never been enumerated. They have never said, “Here is what we are willing to give up.” We have told them we need a list or a statement about what conservation values are being conserved, what you would and would not be able to do, and we can take it from there. We need more information before we move forward. They are eager to proceed and we have said we will keep researching possibilities if the Commission allows it and see where it all ends.

Vice Chairman Katrenia Kier asked if they are asking us to do the appraisal on 2,500 acres, is the easement 2,500 acres? Will Brantley answered the easement

is 2,500 to 3,000 acres, depending on the value associated with it. They have a 6,000-acre block of land, and this project involves roughly half of that. Step 1 of the federal program requires an appraisal to set the value, and that will determine how much land will be placed under the easement.

Vice Chairman Katrenia Kier asked how the federal government became involved in this. Will Brantley answered the Forest Legacy Program is a federally funded program administered by the USFS Land Acquisition Program. In the state of Alabama there are 6 other tracts that have been purchased with this program. The difference is they have all been purchased in fee simple. This program also allows for the purchase of a conservation easement, which isn't fee simple; you are buying the development rights for the property. This would be our first step into that as a state. The willing landowner has got to be willing to give up the easement on the property, if those values make business sense for them. And this landowner has made clear to us they will not do it if it does not make business sense.

Vice Chairman Katrenia Kier asked if they are asking us to take care of that easement. Will Brantley answered yes, and make sure the landowner is doing what the easement says they will do. We would have to guarantee those things occur. There would be annual monitoring at our expense, other than a little bit of Forest Legacy administrative money.

Vice Chairman Katrenia Kier asked if we would own the timber. Will Brantley told her no, they would own the timber and the timber rights. Scott Rouse added that has been the real issue, we are not receiving a tangible benefit, but we have the responsibility of monitoring and enforcing the easement forever. The current landowner is not our greatest concern, but if the land was sold a commercial development could be put there and we are on the hook to enforce the easement.

Vice Chairman Katrenia Kier asked what the benefits are to the landowner. Will Brantley told her \$3 million up front for the value of the easement, and they still get to harvest the timber, or have hunting leases, whatever they want to do with the land. Rick Oates added he suspects there are tax advantages to them as well. Will Brantley stated they can sell it, but it would be sold with the conservation easement attached to it.

Chairman Jane Russell stated there isn't much to be gained for the Commission. Commissioner Steve May asked Will Brantley if the Commission told him today they would not ever be interested, would that be relayed to RMS, and how would they react. Will Brantley answered it would be relayed to them and he speculates they would not be happy. Rick Oates asked the Commission to not make that decision now.

Vice Chairman Katrenia Kier asked why we are paying for the appraisal. Rick Oates answered it is grant money and a third party, not AFC money.

MOTION - #2018-10

Commissioner Steve May made a motion to table the Forestry Legacy Grant. Commissioner Robert Turner seconded the motion. There was no further discussion and the motion passed unanimously.

HARVESTING ON STATE LANDS

Will Brantley said he views this category as how we manage assets, harvesting timber is one component of that. Revenue received to date is almost \$315,000 in timber sales, more than was budgeted.

Moving forward we are focusing on the three big state forests: Choccolocco, Little River, and Geneva. All the management plans are ending by the end of this year. We are in a good place, restarting a management plan on all three forests. That information will be disseminated in a couple of months to Regional Foresters and Work Unit Managers. We noticed in reviewing the current management plans, for different reasons, some of the harvesting that was recommended in those plans was deferred and never done. In some cases, the stand did not grow like expected. For the rest of this year and into 2019 we are looking at all the tracts listed to be harvested this year, as well as all the deferred tracts. We will start there. We will meet with the Forest Managers and others in the field to craft a plan. It is not anticipated that we will cut everything the plan says we should cut next year, but we want to make a good dent in it, and the rest will fall into the next cycle.

We want to create a little more predictability and a higher number each year in timber revenue. We got more than budgeted this year, and we can't guarantee any amount, but we should be able to produce more revenue in a silvaculturally proper way. We want to increase the number, and be able to sustain that income. We have also got a lot of tower sites, and little areas here and there we can cut timber. We consider those areas as just a little extra, just something more we think is sustainable over the 16,000 acres that comprise the state forests.

In addition to the timber there may be other ways we can manage assets to generate revenue. A pipeline right-of-way is an easy, simple thing that can generate lots of revenue. Hunting leases on certain tracts should be considered; we are taking a hard look at whether to keep those in the WMA program or move into a private lease. Nothing is off the table.

At Stauffer Seed Orchard we are at an interesting juncture. There are 55 acres of 6 different species planted. The asset this agency planted 23 years ago has now matured and it is actively ready to start harvesting. We are going to bid this out as a business opportunity. We are going to try to get people in that business to respond. There is revenue to be made operating it in that manner. If there is no interest we need to revisit what we do with this property. It is in a fast-developing part of Lee County; Auburn is 3 miles down the road. We might be sitting on a real asset there.

Commissioner Steve May asked how many hunting leases we have. Rick Oates answered that we have none. Commissioner Steve May asked Will Brantley if he handled hunting leases in his previous job and Will answered he was very familiar with the process. Commissioner Steve May asked why are we not doing that. Bruce Springer answered that he believes the agency has wanted our property open to all the public.

Steve May asked if we have given that to the Conservation Department. Rick Oates answered they are in the Wildlife Management Areas now of the 3 big forests. Steve May said we should optimize our assets to make money any way we can. Rick Oates said we are looking at that and will come back to the Commission with some recommendations. Our current obligation to the WMAs is through August of 2019. It is possible to get out of it with a short notice, but we

don't need to do that now. Will Brantley said it may be possible to continue in WMAs but we receive a lease payment for utilization of our lands.

Rick Oates stated the point is we have a huge asset we are giving away and it is being evaluated.

Commissioner Jerry Dwyer asked about the easement line in the budget, showing \$12,000, and if that is for just one easement. Scott Rouse answered that is one pipeline easement. Commissioner Dwyer asked if there are more of those. Will Brantley said that is being considered; as of now we are utilizing State Lands Division regulations and those easements are renewed every 10 years.

Commissioner Steve May asked Will Brantley how much money State Lands was charging for their hunting leases. Will Brantley answered it was up to \$32 an acre, but the average would be around \$10 acre. Ideally it would be by sealed bid.

Commissioner Jerry Dwyer asked if right now we have WMA areas on Geneva, Little River and Choccolocco. Rick Oates answered yes. Bruce Springer added that we have a handicapped hunting area in Macon.

Rick Oates said at this point he does not have a recommendation, but they will continue to work on the issue. Forest management on state forests are being more closely managed by Will Brantley and David Kelly. Commissioner Jerry Dwyer said he felt it should be a centralized process. Rick Oates answered this will be managed from the state office and timber revenue will be the focus.

Ms. Kier asked about negotiating the value of the property involved in the Legacy easement, perhaps sharing in the profits of timber sales, or a share of hunting leases. Rick Oates answered that the landowner intends to sell the property, and that leaves everything up in the air. If RMS did not intend to sell we would be much less hesitant to enter into this agreement. But not knowing who will own the land makes our negotiating worthless. Commissioner Joe Twardy added that you can count on RMS selling the land.

AGREEMENT WITH DCNR TO MANAGE OTHER LANDS

Will Brantley stated we are currently in active discussions with DCNR about our agency providing landowner assistance services to them. They are open to this concept and we are optimistic that DCNR will be using our agency even more. A model is in place with the State Parks Division and we are working on updating it right now.

DCNR owns and manages a lot of land. We can generate a good amount of revenue providing our services to that land.

SOUTHERN GROUP OF STATE FORESTERS MANAGEMENT CHIEFS MEETING UPDATE

Will Brantley recently attended a meeting in Kentucky of the 13 southern states' Management Chiefs. He stated meeting and interacting with his counterparts was eye-opening and he feels it will be hugely beneficial as he goes forward.

He told the Commissioners of a presentation from the head of the FIA program out of Knoxville. They were hugely complimentary of Alabama's FIA program.

There is a growing concern about the next generation of White Oaks. The result is a push from the cooperage industry, the people that make whiskey barrels. The White Oak Initiative is region-wide, Rick Oates is the only State Forester that sits on the Initiative. Dan Chappell leads our FIA and he is also heavily involved.

Will Brantley stated this meeting was very valuable to him and he appreciates being allowed to attend.

Rick Oates asked Will Brantley to tell the Commission of the resolution passed by the SGSF Management Chief to honor Walter Cartwright. Will Brantley stated the Chairman of the Management Chiefs, Dean (inaudible) of Virginia, called him right after he came to work for AFC and said they wanted to do something to honor Walter Cartwright's work. A joint resolution was written and signed by all the Management Chiefs. They asked Will to coordinate presenting this to Walter's family, which we did at our last Leadership Team meeting.

PROTECTION DIVISION REPORT

John Goff stated Rick Oates asked him to go over something that is not on the agenda. He stated back in December, Heather Crozier from Auburn University came to us asking for money. An unnamed entity planned to donate \$25,000 to the prescribed burning program at Auburn if the school could raise \$25,000. They had a list of items they would purchase with this money: radios, four-wheelers, ATVs, that kind of thing. He told her we could not donate money, but we may be able to donate some equipment. They were able to use some of our donations in-kind, making the money go a lot further. We gave them 8 handheld radios, specifically for the burn class. We also gave them a Polaris Ranger that was probably 10 or 12 years old. In total, we donated \$10,000-12,000 value to the burn class to help them meet their match.

Commissioner Jerry Dwyer asked if there has ever been any effort to make fire dog arrangements with Auburn University. John Goff stated Karl Petrick called Rick Oates this week expressing interest in this that would include both Auburn and Tuskegee Universities.

ONE TALK PHONE PLAN

John Goff told the Commissioners he is pitching this as the solution for phone/dispatch costs. The goal is to put a smart phone in everybody's hand. There are a lot of benefits to this. We currently spend about \$50,000 a year for SouthernLinc. We spend another \$75,000 a year on landlines, not including state office or dispatch. One Talk is for field offices only. A smart phone for everyone would be roughly the same cost, about \$120,000, so that is not feasible from a cost standpoint.

Commissioner Steve May stated that is not feasible from a coverage standpoint either. John Goff stated you can pick providers for different areas; you can do a blend.

John Goff explained that One Talk is an app. The use of this would save about \$7,000 the first year due to startup cost, and about \$23,000 the second year. For any county office as an example, there is a One Talk number associated with that county. That would be the number for the public. When that number is called,

everybody's phone in that county would ring. This would make us more accessible than we are now, especially in the extremely low-staffed counties.

Commissioner Steve May asked if the cost would be the same for every phone, no matter how much it is used. John Goff answered yes.

John Goff stated the Radio Shop was forced to get rid of the landline due to the cost skyrocketing. This has been put on two phones and it has been working well for them. It is also being tried in different areas, four phones in Walker County, Jefferson County has two phones, Northeast Regional Office has three phones, Southwest Region has two phones, and Southeast Region has two phones.

Commissioner Steve May said the Commission needs numbers, in dollars and cents, exactly. John Goff stated there is a spreadsheet showing we currently spend \$124,000 a year. Verizon One Talk would be \$121,000. Our current cell phones do not have data. One Talk is unlimited data, unlimited texting and minutes are pooled. Overall, after the first year when you have to purchase phones, we would have about \$25,000 in savings. This would replace SouthernLinc and landlines.

Bruce Springer added the SouthernLinc will have to be replaced anyway because they are changing their plans and we are getting less and less coverage.

Commissioner Katrenia Kier asked if the video calling has been used. John Goff answered they have not used that. She suggested they try all the features.

Commissioner Steve May asked who makes the phones we will purchase. John Goff told him you can get a free Apple or Android, but it will not be the most up-to-date phone.

Commissioner Jerry Dwyer asked what is the most rural area they have tested. John Goff told him he thought Walker County would be the most remote, and it is based on the cell coverage in the area. It is a Verizon app but it can be used with any service provider.

Chairman Jane Russell asked John Goff to continue to test this system, gather more information, experiment, and report back to the Commission.

SOUTHERN GROUP OF STATE FORESTERS FIRE CHIEFS MEETING

John Goff attended a CMS (Chiefs, Managers, Supervisors) meeting that is held every other year for all 50 states in Prescott, Arizona.

He said last fall's fires in California were discussed, particularly that a lot of these fires were caused by downed power lines. There were lawsuits filed for millions and millions of dollars, plus the costs of putting them out. These lawsuits were against the power companies and in response to that, when there is a wind event forecast, the power will be cut off.

Fire Reporting is an app that was discussed. Everybody would have the app, State agencies, volunteer fire departments, etc. It is a way to capture all fires.

John Goff said he sat in on drone meetings. Idaho has done some good things; he got some of their information and passed it along to Mike Kyser.

He said on the last day of their meeting there was a presentation by Kim Lightley, a survivor of the 1994 King fire in Colorado which killed 9 firefighters. That crew had 5 females and she was the only one of them to survive. She talked about taking care of your own and handling the fatalities.

John Goff went on to show pictures of the Yarnell Hill fire in 2013 where 19 Hot Shots from Prescott were killed. He showed the trailer for the movie *Only the Brave* based on this event. He told of walking the site of the fire, touring the memorial, etc.

Commissioner Jerry Dwyer asked Rick Oates about this meeting (SGSF) and whether this is in conjunction with the NASF, what goes on and why. He asked why the Southern Group of State Foresters would go to Arizona for a meeting. Rick Oates asked John Goff to answer that question since he attended. John Goff said this meeting is every other year. It is a national meeting; all 50 states participated. Every other year the Southern group meets in conjunction with this national meeting.

Commissioner Steve May said they have not always done this; when he was Chief they did not do it. He asked if the USFS was heavily involved with this meeting. John Goff answered there are some USFS people in attendance, but it is a state-driven function. Commissioner Steve May said he can understand Southern people getting together but we have very little in common with the people out west, the whole concept is different. John Goff answered they have discovered there is a lot more common ground than you would think.

SPECIAL PROJECTS UPDATE

Rick Oates told the Commission that Hank McKinley has been given a list of special projects to work on. Today he will tell the Commission about progress on two of these projects.

Facilities review: The Commission wanted him to look at several vacant offices and report information to help make decisions about what to do with these properties. He was asked to focus on Madison County, Brewton Regional District office, the office in Loxley, and Tuscaloosa.

Hank McKinley started with the Madison County office, displaying pictures to help the Commission understand the layout. There is a church adjacent to the property and they expressed interest in buying the property several years ago. AFC owns this fee simple and there is nobody there, so it should be an easy property to dispose of.

Hank McKinley showed a picture of the shop and asked that you notice a tree line. The County Commission has used the property behind that tree line for years to store things. He said he does not believe there is any written agreement for that. That storage area is right behind the tree line and has been fenced by the County Commission. He suggested we contact the County Commission and offer to sell them the area from the tree line to the back property line. Rick Oates stated we have an appraisal for that property that is several years old, and that appraisal is for roughly \$420,000. Hank McKinley said even if we staffed Madison County, we would never have a need for that building. He said he met with the Guntersville Mayor and the Chairman of their Industrial Development Authority. They have a tract north of Guntersville, about 3 miles out, and they are willing to give us 2 acres to put up a facility. He said he looked at the property and it is in a very

accessible industrial park. Chairman Jane Russell asked how long the facility had been vacant. Rick Oates told her an employee left the agency in January who had been working out of this office. Vice Chairman Kier added the Fire DAWGS are utilizing the garage, storing equipment. Bruce Springer said they have suggested they may move to a different facility; he and Rick have discussed this and would be amenable to allowing them to continue storing equipment at any nearby facility, if they are interested. Hank McKinley advised that in his opinion the agency should sell the Madison County property and build an office and shop on land that Guntersville will give us or some other location there.

Commissioner Steve May asked why we need the Guntersville property. Bruce Springer answered that we do not have an office in Marshall County. Hank McKinley said we have never had an office there, although there is a person assigned to that county. This person was in a little metal TVA building, then moved to an armory owned by TVA. Now this person is in a small building that belongs to the Board of Education.

Hank McKinley showed pictures of the Tallapoosa County office. Chairman Jane Russell asked how long this structure has been vacant. McKinley answered it has been vacant about 3 or 4 years, and had been offered for sale before. Chairman Jane Russell asked what community this office is near, and she was told it is in Dadeville. The old District office is where employees are currently. We don't need both of these facilities. The district office is more space than we need; we have 3 people there but that is the one they are operating out of. It is the newer officer and nicer than the other. Hank McKinley said in discussion with Bruce Springer, they recommend offering the district office for sale, and moving the employees back into the county office. There is a good shop directly behind the county office. It would be difficult to sell the county office building and not sell the shop.

Commissioner Jerry Dwyer asked if there is an appraised value for that property. Bruce Springer told him there is a 5 year old appraisal that values it around \$250K. We would have to get a new appraisal.

Hank McKinley showed pictures of the Loxley office. This land was donated by the Tennessee Land Company for AFC to build a fire lookout, according to the language in the deed. This office has not been occupied in many years and it is quickly deteriorating. Tennessee Land Company originally supplied the land, with

a reversionary agreement. Then U.S. Steel had the property. Then IP acquired the property from U.S. Steel. We contacted IP; Scott Rouse sent them a copy of the deed. It was researched and they don't own that property, it appears to have not been included in the property transfer. We don't know if it was included in the U.S. Steel acquisition.

Chairman Jane Russell stated we cannot do anything until ownership of the land is determined. Scott Rouse said we own the property subject to the reversionary interest; what we are researching is who owns the reversion. We can't sell it in fee because we don't own the entire property, that reversionary interest is still out there. The chain of title will have to be researched.

Vice Chairman Katrenia Kier added a title company or real estate company can tell us very easily who owns it. We have to let the professionals do their jobs, we have to get a professional assessment of worth. Appraisals that are 4 or 5 years old are not doing us any good. All of this needs to be a part of long-range planning. The agency may add employees and once again need these facilities. She added we may need money now, but we must consider long-range implications of selling property. We must do our due diligence to see what the values are in today's dollars. She said we should not have employees speaking to potential buyers about prices until we have up-to-date appraisals from professionals. We need to have a timetable, time of year to sell, what needs to be done to get to the best value, etc.

Scott Rouse added that state law requires we go through the Land Sales Act, and part of that is to get an appraised value. We cannot sell it for under the appraised value.

Vice Chairman Kier said before we get to the appraisal point, we can do a market analysis to get an initial true viewpoint of value. Scott Rouse said in the past we have had properties appraised, which is not cheap, spent money on advertising to get it out for bids, and then did not get any bids. He said our employees are approaching people now; he thinks they are trying to gauge interest in the property, not value.

Vice Chairman Kier said she does not know if there is enough expertise in the people who are doing that to get the right information.

Rick Oates said a bill was introduced this year in the legislature requiring state agencies to inventory their properties, requiring agencies to sell the vacant properties and split the monies with the General Fund. Scott Rouse added this was a bill introduced late in the session, and it may or may not come back next year.

Rick Oates said we need to consider the utility costs we are paying on vacant properties. We have paid about \$8,000 on the Madison County office since October 1, 2017.

Bruce Springer asked Vice Chairman Kier if she is referring to working with local real estate professionals to do market analysis on each of these properties. Vice Chairman Kier said she has access to databases that will analyze given areas throughout the state. She said she can quickly see the trends and values. She also suggested the solution may not be to sell; we might need to consider leasing. She said leasing the Madison County office would be no trouble, and this could offset some of the maintenance costs. And if some of the properties need maintenance and updated to get a better price, this might be what we need to do. We shouldn't sell these as distressed properties. We need to start that process. The commercial real estate professionals in each area would know if there is someone interesting in leasing a property similar to what we have to offer.

Rick Oates stated that he is asking permission from the Commission today to move forward evaluating properties.

Hank McKinley showed pictures of the old Escambia County Regional Office that is now empty. There is a tower here that has several antennas on it. Cedar Creek has the reversionary interest on the property. He stated he has talked to Paul Padgett who says they may be interested in office space here. They own acreage there and if they are interested in this building they would give us the property the county office and shop is on. We would subtract that value from the sale of the office.

Chairman Jane Russell asked for any more discussion on these buildings. Hank McKinley stated they are asking for permission to begin the appraisal process. Commissioner Steve May said he believes we should move on to the next step,

keep the process moving. Rick Oates stated we will work very closely with Vice Chairman Kier for input.

MOTION - #2018-11

Vice Chairman Katrenia Kier made a motion to go forward with identifying and assessing property values of all facilities in our inventory, bringing recommendations to the Commission regarding those properties.

Rick Oates asked if she means all properties. Vice Chairman Kier said at some point we need to. She stated we need a facilities plan, based on now and in the future.

Commissioner Steve May asked Bruce Springer to state what they want to do. Bruce Springer said they plan to look at other properties during a June Work Unit Manager/Leadership Team meeting. He stated they are fairly certain the agency does not need the four properties Hank McKinley discussed today, with the possible exception of Madison. The other three properties are duplicates. The process to identify long-term needs is where we start.

Vice Chairman Katrenia Kier stated the maintenance costs is a concern. We are not talking about a deadline.

Commissioner Jerry Dwyer asked for the motion to be read.

Sybil Green stated, "To move forward to identify and assess facilities of all inventory and bring to the Commission for action." Vice Chairman Katrenia Kier stated real estate property, not inventory.

Commissioner Steve May said it seems to him we need to get on the fast track to sell those three properties. He stated Rick Oates, Bruce Springer, and Hank McKinley have filtered through these properties and decided that is best for the agency.

Vice Chairman Katrenia Kier said she disagrees, and believes more thought needs to be put into this. She stated we need more information.

Commissioner Jerry Dwyer stated he is not a big advocate of just getting rid of property, but we should not sit on properties we are not maintaining. He stated we have other office sites, such as Lee County where we do not own the land but the buildings are falling to the ground. It is an eyesore.

Vice Chairman Katrenia Kier stated that is why she is asking for more information; we don't have enough information to just get rid of the property. Commissioner Jerry Dwyer stated these buildings Hank McKinley is talking about are not eyesores; these buildings can be of value to community.

Rick Oates reiterated what Bruce Springer had said: these are duplicate properties. He stated, excluding Madison County, these buildings will not be occupied. Commissioner Jerry Dwyer stated the employees have an office to work out of in each of these counties.

Chairman Jane Russell asked Vice Chairman Katrenia Kier if she would like to restate her motion. Vice Chairman Kier stated her motion had not received a second. Commissioner Jerry Dwyer said he is not opposed to her motion but he thinks it needs another component; to get the properties appraised before they can sell.

Rick Oates stated he did not think these properties could be ready to sell by July. Scott Rouse asked if the request is for authority to spend the money for the appraisal process as that is the first step.

Commissioner Joe Twardy seconded the motion. Chairman Jane Russell called for a vote. Ayes prevailed. There was no voiced opposition.

Rick Oates mentioned that in the April 19, 2016 Commission meeting, a motion was made by Commissioner Steve May to obtain a formal appraisal on the state office property. Vice Chairman Katrenia Kier seconded that motion and it passed but that appraisal was never done. He asked if the Commissioners want him to arrange that.

Vice Chairman Katrenia Kier stated that goes back to having a facilities plan to see where everything fits. We have maintenance costs associated with that building and it is obsolete the way it is. We need to determine how to utilize that space.

Commissioner Jerry Dwyer stated it has already been authorized by the Commission. Rick Oates asked if the Commission wants to go ahead with appraising the state office. Vice Chairman Katrenia Kier stated that is why she said all the inventory.

Scott Rouse said the question is do we want to make a general assessment or do we want to spend the money on getting a professional appraisal for the state office. Bruce Springer asked to be allowed to generate a facilities plan for the entire state and get back to the Commission when we have a more detailed recommendation as to what needs to be done. If the Commission agrees to that plan, we would move forward to get appraisals.

Chairman Jane Russell asked Bruce Springer if that is covered in this motion, in his opinion. Bruce Springer asked if that includes spending money on appraisals. Vice Chairman Katrenia Kier stated she said to move forward with the steps.

Rick Oates stated the last appraisal he has seen on the state office building was about \$1.4 million, and it would be impossible to buy another building in Montgomery for that. It makes sense to get an updated appraisal to determine if it is possible to get enough money from the sale of that building to move to another building.

Scott Rouse stated at the time of the motion involving the state office building there was a lot of discussion about the heating and cooling and other infrastructure problems. There was talk of building a new facility out by the Communications Center. We have invested a good bit of money in that building since then, rectifying some of the issues.

Commissioner Steve May asked how much it would cost to get an appraisal of the state office building. Vice Chairman Katrenia Kier said a commercial appraisal would be a few thousand dollars, and you don't start with that. An analysis needs to be done ahead of that.

Scott Rouse stated if it is not the will of the Commission that we do an appraisal on the state office property, he suggests they rescind the motion to do so. Vice Chairman Katrenia Kier asked if it should be rescinded or delayed. Scott Rouse said both.

Chairman Jane Russell asked if there is a motion to rescind and delay on the state office property.

MOTION - #2018-12

Commissioner Robert Turner made a motion to rescind the motion approved on April 19, 2016 authorizing an appraisal on the state office property. Vice Chairman Katrenia Kier seconded the motion. Chairman Jane Russell asked if there was any further discussion on the motion. A vote was taken. All were in favor, with the exception of Commissioner Steve May. He was opposed. The motion passed.

TRAINING

Hank McKinley stated he met with the Regional Training Officers on February 26, 2018 and the biggest shortfall in training is chainsaw recertification, with around 97 personnel through calendar year 2018 need to be recertified. The dates are set for that on May 8 and 10 for the Northeast Region, one day at Choccolocco and the other day at West Point. The Southeast Region is current except for a few, who will probably attend at West Point. The Northwest Region will train 31 personnel on May 15 and 17, one at Okmulgee National Forest and the other at Bankhead National Forest.

Commissioner Jerry Dwyer asked how often they have to be recertified on chainsaw, and he was told every 3 years. For recertification there will be a safety briefing and then they fell a tree according to the standard rule. The certification is much more extensive and takes several days.

Hank McKinley spoke of *Basic Wildland Fire Training* for new personnel. We are projecting 9 to 12 personnel. It will be at the Alabama Fire College to coordinate with some of their people, as well as some Volunteer Fire Department trainees.

Equipment Familiarization is a new employee training we are discussing holding at Choccolocco. It is a centralized location, as well as better terrain for training. That is June 11 – 15. Hank McKinley said he is working to house the trainees at Fort McLellan, if possible.

Hank McKinley pointed out other training listed in the handout. Will Brantley is working on the Management Training schedule. We are working on a 24-month plan, no dates have been set.

Chairman Jane Russell asked if there were any questions. Commissioner Joe Twardy asked about Threatened and Endangered Species training. Will Brantley stated it is possible, we have a (inaudible) biologist on staff who regularly updates our staff if any threatened and endangered issues come up. Will Brantley stated he could easily put together a course in that area. Hank McKinley stated some portion of that should be included in their Treasure Forest Nomination Plan because we look at threatened and endangered species as part of that plan. Commissioner Joe Twardy stated that needs to be a topic. Will Brantley stated that would probably be included in the forest health category, but we will have threatened and endangered training.

Commissioner Joe Twardy stated his concern is someone in the field working now grabbing a chainsaw. Hank McKinley stated they are not supposed to, and that is a concern about delaying due to lack of funds and why many employee certifications lapsed.

Commissioner Joe Twardy asked about the trainee's safety gear when training, and he was told they are in full safety gear.

Vice Chairman Katrenia Kier asked how training is shown in the budget. Rick Oates answered it is in the travel budget, as most training is conducted by our own people. Most of the cost is lodging and meals. He stated he and Bruce Springer discussed adding a Training line item in the FY19 budget. Vice Chairman Katrenia Kier stated there is travel cost but there is also time, such as the sexual harassment training that was mandatory. She asked if the State Personnel employee that conducted that training was paid by us. Rick Oates answered we did not pay her. Vice Chairman Katrenia Kier said the chainsaw training implies that it is just our employees but the *Basic Wildlife Fire Training* and some of the other appears to be open to others. Hank McKinley answered it is set up to train some of the College's personnel, as well as Volunteer Fire Department personnel. Vice Chairman Katrenia Kier asked if we are charging non-AFC people for that training. Hank McKinley answered no, the Fire College provides us with facilities quite often for various things and we are helping them with this.

Vice Chairman Katrenia Kier said some drone training should be incorporated, as to how our foresters are going to use that technology to enhance their work. We should use our expertise as a revenue stream. We can open it up to other people.

Commissioner Jerry Dwyer asked Vice Chairman Katrenia Kier if she would like to see a total training cost for the entire agency at the next Commission meeting. She answered not yet.

Chairman Jane Russell asked if there were any other questions. There were none. She thanked Hank McKinley for his presentation.

STATE FORESTER'S REPORT

PERSONNEL ISSUES

Rick Oates referred to a sheet in the handout that shows comp time balances. He stated at the first of the year it was about a \$93,000 total liability to the agency, and now it is about \$72,000. He reminded the Commission that comp time is used first when employees who have comp time take leave. Phoenix will force them to use the comp time first before annual leave is taken. Later in the year they are allowed to use either one if they are in danger of losing Annual Leave at the end of the year.

Commissioner Jerry Dwyer asked how much of the time was used by having to pay retirees. Bruce Springer answered year-to-date retirees have been paid about \$150,000 total, comp time has not been broken down, although that can be done.

Commissioner Joe Twardy asked Rick Oates if he has a target for the comp time. Rick Oates answered no, he is just working to get the balance down.

Commissioner Jerry Dwyer stated the target had previously been 40 hours per employee, unrealistic at times due to fire situations. Rick Oates stated his goal is to keep reducing, but it is hard to do with low staffing numbers. Commissioner Joe Twardy applauded Rick Oates for managing the comp time.

Rick Oates asked the Commissioners to note the map in the handout showing field personnel. Counties with less than 2 people stand out, the goal is to have 2

people in every county. He stated he and Bruce Springer have a plan to work toward that. He referenced a Hiring Plan sheet showing Lauderdale County will have a forester starting in May, Etowah County has a transfer coming from Cherokee County on May 1, Talladega will have a forester starting in May, St. Clair County will have Willie Holston when he returns from military duty, an internal transfer opportunity has been advertised for Elmore County, and in Dallas County we are talking to an upcoming graduate that interned with us. There are other changes and new hires in the works to help us get to two employees in every county.

Bruce Springer told the Commission a revised employee work plan is being developed to go along with every employee appraisal. A brief summary of their responsibilities and results is on each appraisal but it does not go into enough detail to be able to adequately grade an employee. An employee work plan has been used for years to better detail each responsibility. It was in a spreadsheet format, but we are changing it into an easier to manage Word document. The Leadership Team reviews this and agrees to it before it is implemented statewide. He showed an example of the work plan recently developed for the Regional Forester classification. As each appraisal comes due, the work plan is used to make an evaluation of their work. A similar document is now in place for the Work Unit Managers. At the WUM meeting in June we will have them develop a similar plan for employees under their supervision. Bruce Springer stated he is also developing a similar document for Central Office staff under his supervision. This format will be easier to manage than the spreadsheet. Standards are included on what must be accomplished for their rating, quantitatively. Commissioner Jerry Dwyer asked if every Regional Forester's Work Plan would be similar. Bruce Springer answered yes, and will interact with the Scorecard for meeting, exceeding standards, etc.

Chairman Jane Russell said she appreciates all the work on this rating method and feels it will help.

Rick Oates asked the Commissioners to look at the Volunteer Fire Department Grant Distribution schedule in their handout. Almost every county is scheduled. He urged Commissioners to attend any check distribution ceremony they can. Over 40 of the 67 county meetings will be attended by Rick Oates, Bruce Springer, Scott Rouse, Will Brantley or John Goff. Rick Oates asked the Commissioners to

check with our office if they plan to attend a meeting, just to make sure the date, time or location has not been changed. Commissioner Jerry Dwyer asked if this schedule means the dates are tentative. Rick Oates answered if it is on that sheet, it is scheduled, but it would still be best to call and verify the day of the meeting has not changed.

Rick Oates stated a few check presentations have already been held; he went to Geneva County on Monday, Sumter County on Tuesday, and learned that was the first time a State Forester has been to those counties.

Scott Rouse told the Commission that Lynell Mosley has worked diligently to put together this spreadsheet. Commissioner Jerry Dwyer stated these meetings are great opportunities to interact with interested parties.

WORK UNIT MANAGER MEETING

Rick Oates told the Commission the Work Unit Managers Meeting on June 13 and 14 will be held at the Wehle Center in Bullock County. It is a DCNR property and has a nice dorm facility they will allow us to use for free. On the first day Work Unit Managers will meet separately from the Leadership Team, all will spend the night, then meet together the next day. Both groups have been asked to look at facilities in the Work Groups, determine if changes for the better can be made. Bruce Springer added they have also been asked to update the Ranger and Forester work plans, as well as equipment replacement schedules. Rick Oates said two of the Work Unit Managers will facilitate the meeting as the Lead Team will be separate on the first day. He believes it will be a productive meeting.

Rick Oates thanked Scott Rouse for all his work with the Legislature this year. We had two bills, worked hard and got them both passed.

CLAUDE D. KELLEY STATE RECREATIONAL AREA @ LITTLE RIVER STATE FOREST

Rick Oates told the Commission the Little River State Forest Recreation area is now open for weekend use. He thanked Gary Cole, Ryan Holland and his Work Unit for all the work they did getting the park ready. He told the Commission he appreciated Chairman Jane Russell being there for the Grand Opening. Scott Rouse added several Legislators were also in attendance.

Rick Oates said a group has committed to manage the park and be open 7 days a week, hopefully long-term. It is a man and wife that manages Monroe County Lake for the county, they have employees that will be onsite at all times. They will open the camping area soon. Both Monroe and Escambia counties have verbally committed to help. Escambia County is going to pay for grass cutting, and Monroe County is going to put in a new well and septic system. They have verbally committed to pay for the well, and may pay for both.

Commissioner Steve May asked how long the management agreement is for. Rick Oates answered we have a 2-year agreement. For the first 2 years we are not asking for any money; we want to see if they can make it work. It was discussed to ask them for money, but at this point he does not see how the park can be operated for a profit. Commissioner Steve May stated that land would be good for a hunting lease. Rick Oates stated if this doesn't work he wants to plant longleaf or loblolly on that site and turn it all into a state forest.

Chairman Jane Russell stated our employees are not committing time to this property and she sees that as a positive. Rick Oates agreed. Rick Oates showed the Commission an article on the front page of The Atmore News featuring the park. Gary Cole was interviewed for the article.

Rick Oates told the Commission he met with the Governor's Chief of Staff on the bridge issue, a bridge that is rated for 3 tons and we need it rebuilt. The Chief of Staff indicated they can probably help us with that.

Rick Oates stated he is excited about the progress with this park, it is open to the public and we are not using manhours on it. Scott Rouse stated the company that is managing the park is Ikner Outdoor Management Services, LLC. They will be putting a lot of work into rehabbing the property. At the end of 2 years we have an option to renew with them, but we will renegotiate a percentage of the gross to come back to the AFC.

Vice Chairman Katrenia Kier asked if they are utilizing the total space. Scott Rouse answered this affects the Rec area of about 90 acres. The State Forest is about 2,000 acres total, which we completely control.

Commissioner Steve May asked if the area around the lake is still available to be leased. He was told no. Commissioner Steve May restated other than the 90 areas in this agreement, is everything else available. Rick Oates stated the rest of the property is a WMA.

FLAGG MOUNTAIN/WEOGUFKA STATE FOREST

Bruce Springer stated the agreement with Alabama Hiking Trails Society is going well. They have a caretaker at Flagg Mountain full time, helping to manage the property and improve the cabin. They are also, with assistance and input from AFC, building a few primitive campsites on top of the mountain. The County Commission suggested this.

Bruce Springer stated he has looked at several options to rebuild the stairs and the fire tower, and possibly build a bathhouse on the top of the mountain. Private and federal funding is being pursued; Hank McKinley is looking into this and has gotten verbal commitments already. When the plans are developed the Alabama Hiking Trails Society intends to come back and offer us even more help with the construction side of the property.

Bruce Springer stated several news releases have been issued on this property. Our media team and Mike Kyser have put together a brief video.

Commissioner Jerry Dwyer asked Bruce Springer about the details for building the steps, and whether or not an architect will be used. Bruce Springer answered we will have to go through the Building Commission, and we are in the beginning stages of that process. If we need to hire an architect, we will. Rick Oates stated the costs for this will come from the money Hank McKinley has been able to raise. Commissioner Jerry Dwyer stated all the architects that came over and saw the building work on projects. Bruce Springer stated he is looking into options, he has talked to them, and if that doesn't work out he has other options.

Bruce Springer asked the Commission for permission to move forward to procure designs for the stairs and the bathhouse.

MOTION - #2018 -13

Commissioner Jerry Dwyer made a motion that the agency pursue making this a viable piece of property for public use. Commissioner Steve May seconded the motion. Chairman Jane Russell asked if anyone had any questions or needed more discussion. A verbal vote was taken, ayes prevailed. There were no votes against this motion.

Vice Chairman Katrenia Kier stated she enjoyed the recent TreeTopics and commended our Media Team.

LEGISLATIVE REPORT

General Counsel Scott Rouse stated before he began his Legislative update he wanted to make sure everyone is aware of the deadline to file a Statement of Economic Interests with the Ethics Commission. The deadline is April 30, 2018.

Scott Rouse said he was in Lauderdale County for a check presentation on Tuesday night, and he will be in Fayette County tonight. It is a great opportunity to interact with our VFD partners and meet with legislators out in the districts. You can pass along a great deal of information to the legislators at these meetings, keeping them aware of our needs and what we intend to propose at coming legislative sessions. He stated he will be glad to speak with any of the Commissioners if they have questions about the VFD meetings.

Scott Rouse stated he learned the hard way to verify meeting dates and times before you travel to the location. You can do that by calling our office.

Scott Rouse said he was happy with the outcome of the Legislative Session this year. We got a bill through in 2016 with the VFD regulations, in 2017 we got a supplemental appropriation to the Fire Fund, and this year we got both bills through that we introduced. He stated he appreciated the praise from Rick Oates, and he wants the Commissioners to know how engaged Rick has been in the legislative process. Bruce Springer has participated, as well as some of our Regional Foresters. Scott Rouse stated we are starting to see the benefit of the relationships we have built with some of the legislators and partners.

Scott Rouse referred to the handout which includes the two bills we introduced. Senate Bill 251, now Act 2018-266, was sponsored by Senator Steve Livingston, and the House companion was sponsored by Representative Kyle South from Fayette. They did a great job pushing this bill, which basically updates the Emergency Fire Fund that had not been changed in nearly 40 years. The mechanics of it stay the same, but the annual appropriation was increased to \$250,000 and the cap will go up to \$2 million. The FY2019 budget already reflect that \$250,000.

The other bill was HB 310, now Act 2018-462, sponsored by Donnie Chesteen from Geneva County. The companion bill in the Senate was sponsored by Senator Greg Albritton. This fixes an unintended consequence of the ALEA merger a few years ago. We found out from Chris Cotton down in Geneva that we did not have any authority to enforce regulations on State Forests. This bill was patterned after some existing statutes other agencies use, giving us regulatory authority and the ability to issue citations to people who violate our rules. It will probably take us through the end of the year to get everything lined up. Scott Rouse stated he has already had a conversation with counsel at the Administrative Office of Courts about setting us up with the court system. He plans to get back in touch with them mid-summer to work on the logistics.

Scott Rouse went on to say we already had a mandate from the Legislature requiring any regulations that are more than 5 years old be reviewed. This applied to all state agencies. He said this works very well with the passage of the State Forests regulations bill because they will need to be reauthorized. We will be reviewing all regulations and see what needs to be changed, what needs to be repealed, and what should remain as is. Scott Rouse said the Forestry Commission has always had broad regulatory authority but it has not been exercised. There are 8 chapters of administrative regulations in the code. Some agencies have many more. He said he has been discussing this with the Leadership Team and with Chris Cotton at Geneva for input. He said he has put together a recommendation. Two of the chapters do not need any changes: prescribed burning regulations were redone in 2015, VFD regulations are very new and don't need any changes. Chapter 4 has been repealed; it dealt with seedling sales but we no longer do that. Chapter 3 deals with acreage assessments and how they are collected. He said after discussion with Rick Oates, it was decided nothing there needed to be changed.

Chapter 2 deals with rules related to the referendums done when acreage assessments were approved, he said he believes that was around 1990, so that is obsolete. His recommendation is to repeal that chapter. Commissioner Steve May asked if there is something in that chapter allowing increases. Scott Rouse answered there is not, that is in the statute. He said there is a Constitutional Amendment that allows up to 20 cents. The statute allows 10 cents, and the regulation is more nuts and bolts as to how the referendum is handled.

Chapter 5 is a single regulation that deals with insect control zones and Southern Pine Beetle that was done in 1980. He said he researched the Commission minutes for that period and is not sure why that was turned into a regulation, as it just repeats the statutory authority of the Commission. He said there is nothing in the minutes saying that is going to become a regulation. He said what is in the regulation is completely redundant as to what is in the statute and he recommends we repeal that chapter.

Every agency, under the law, must have certain information about the agency in the regulations, statutory mission, etc. Most of what is in Chapter 1 is okay, but there is one area with a lot of information about our regulatory authority, and we don't need that in the regulation. That is the function of the statutes. One element that is required by the law that is missing is information as to how citizens can request information and interact with the agency. He said he has created some language to correct that and recommends we make that change.

Scott Rouse said the biggest change is in Chapter 7, which is the State Forest visitor regulations. We have gone through this with a fine-tooth comb. We need to reauthorize every one of the State Forest regulations because they need to be authorized under this new statute that gives us enforcement authority. These regulations also need to be updated to better align with what we are doing in the State Forests. The original rules were modeled after State Parks and a lot of what we do is similar, but some things are different. We have tried to tweak the regulations to align more closely with our operations.

Scott Rouse stated this is just a quick summary of ongoing work on regulations. Rick Oates stated this was also shared with ALFA and AFA and he has not received notification of any concerns.

Scott Rouse stated he is asking the Commission for authorization to proceed with these changes so the agency can comply with the statutory mandate.

MOTION - #2018-14

Commissioner Steve May made a motion that Scott Rouse be given authorization to go forward with the changes in the Alabama Administrative Code.

Commissioner Robert Turner seconded the motion. Chairman Jane Russell asked if any further discussion was needed. A vote was taken. Ayes prevailed. There were no votes in dissent.

Chairman Jane Russell stated she went to the grand opening at the Little River State Forest, spoke with several legislators in attendance, as well as other local politicians. She said she received much positive feedback and encouraged the other members of the Commission to attend as many local meetings as possible.

Scott Rouse said it is important for us to maintain a presence, letting the legislators know we are engaged. Chairman Jane Russell said your agency may be overlooked if they are not aware of you. Scott Rouse agreed and said when the legislature is in session, he makes an effort to attend every day. Sometimes just to be seen, but nearly always to talk to people, become familiar with them and they know who you are and who you represent. There are 140 Legislators and many, many citizens are trying to get their attention. It can be hard to have one-on-one conversations with them. If you are at a local meeting you get an opportunity to speak up for the agency and make yourself known.

Commissioner Jerry Dwyer said he had recently been to a function outside his district, three candidates were there, and he spoke with all of them about the AFC.

Scott Rouse stated we were funded a little over level funding. Last year we got a little over \$800,000 extra in the budget, we got to keep that going forward, plus just a little bit more. He stated state employees will get a 3% cost of living raise, that is also funded. The Emergency Fire Fund will see an infusion of \$250,000 next fiscal year, instead of our usual \$180,000. At first we were excited that we might get the \$180K and the \$250K when we saw the Governor's recommendation and

the initial budget bill. He said he has reviewed the bill and the \$180,000 is basically spending authority and the \$250,000 is actual money. It was broken out this year, and in the past the Emergency Fire Fund line was in the overall AFC budget. This year the budget office broke that out separately, into 2 line items. Looking at the Emergency Fire Fund amount going forward it is going to be a little further down the list. We will be getting a little bit more money in our funding from the General Fund and we will get a little more in our Emergency Fire Fund going forward.

Chairman Jane Russell asked Rick Oates if he had anything else. Rick Oates said he, Bruce Springer, John Goff and Will Brantley are working to find ways to increase revenue. He said at the July meeting they hope to present some ideas to the Commission.

Scott Rouse said on the last day of the session he remarked to Rick Oates that it is now time to start working on next year's session. Some of the things will take months of work. Rick Oates commented we don't know who will be the Budget Chair next year, making it even more difficult. Scott Rouse said they will meet in January for an organizational session. Rick Oates stated our goal is to get whatever funding increases we are seeking in to the Governor's budget office since we don't know who the Budget Chair will be.

Commissioner Jerry Dwyer said he wanted to recognize the fact Rick Oates recently celebrated his one-year anniversary with the agency. Chairman Jane Russell stated she is very pleased with the work Rick and his staff have done. She thanked Rick Oates for all his hard work. Rick Oates thanked the Commission and his staff for working with him on many changes within the agency.

Chairman Jane Russell thanked all the Commissioners for their willingness to attend extra meetings or local events. She thanked Vice Chairman Katrenia Kier for her work with Alabama A&M's School of Forestry at the Center for Excellence Annual Meeting. She asked Vice Chairman Kier to tell the Commission about the event.

Vice Chairman Katrenia Kier stated the feedback was astounding. A&M said they had never had this level of leadership from AFC at their meeting. Rick Oates, Bruce Springer, Jason Dockery, and Balsie Butler were all there. They stayed for 2

days to show their support and to network. She said she believes this opened some doors for good talent and expertise to come our way. She said the AFC was represented very well.

PROPOSED DATES FOR NEXT MEETING

Chairman Jane Russell asked the Commissioners to refer to the bottom of the agenda page for some suggested dates. She asked if anyone had a problem with July 19. There were no conflicts. The meeting will be July 19, 2018 in Montgomery.

Chairman Jane Russell proposed the fall meeting date as October 11, 2018. There were no conflicts mentioned. Chairman Jane Russell set that date as October 11, 2018, but stated that will be discussed in July and changed if necessary.

Commissioner Robert Turner asked if the October meeting is to be held in Montgomery. Chairman Jane Russell said we will plan that for now, but may decide on a different location.

MOTION - #2018-15

Commissioner Steve May made a motion to adjourn. Commissioner Robert Turner seconded the motion. A vote was taken and no one objected. The meeting was adjourned at 3:15 p.m.