

Owatonna City Council Minutes

Council President Schultz called the regular session of the Owatonna City Council to order on Tuesday, December 20, 2022, at 7:00 p.m. in Council Chambers at City Hall. Present were Council Members Boeke, Raney, Voss, Dotson, Svenby, Burbank and Schultz; Assistant City Engineer Murphy; Finance Director Moen; Community Development Director Klecker; Parks, Recreation & Facilities Director Tuma; Communications Manager Sheely; City Attorney Walbran; City Administrator Busse, and Administrative Specialist Clawson. Mayor Kuntz was unable to attend this meeting.

Agenda

Following the Pledge of Allegiance, Council President Schultz welcomed everyone to the meeting. Council Member Svenby made a motion to approve the agenda as presented, Council Member Voss seconded the motion, all members voted aye for approval.

Consent Agenda Items

Council President Schultz explained council members review the Consent Agenda items prior to the meeting for approval in one motion. Consent Agenda items for this meeting include:

Minutes – Council Meeting – December 6, 2022

Minutes - Truth-in-Taxation Meeting - December 6, 2022

Monthly Building Inspection Report - November 2022

Fire Department Monthly Dashboard and Activity Report - November 2022

Renew 31 Annual Tobacco Licenses

NAME OF BUSINESS	LOCAL ADDRESS
CASEY'S GENERAL STORE #2194	475 18th St
CASEY'S GENERAL STORE #2418	590 State Avenue
CASH WISE #3014	495 W North Street
CASH WISE LIQUOR #7037	495 W North Street
DOLLAR GENERAL 21536	205 N Oak Avenue
FAREWAY STORES INC #139	831 S Oak Avenue
FAREWAY SPIRITS AND MORE #139	831 S Oak Avenue
FIRE HOUSE LIQUOR	120 26th St NW
FLEET FARM FUEL	2121 W Bridge St
HOLIDAY STATIONSTORE #373	695 W Bridge Street
HOLIDAY STATIONSTORE #2746519	330 W North St
HY-VEE	1620 S Cedar Avenue
HY-VEE GAS #5511	1720 S Cedar Avenue
HY-VEE WINE & SPIRITS	1620 S Cedar Avenue
J&B LIQUOR INC.	202 S Oak Street
KWIK TRIP #237	135 Landmark Drive
KWIK TRIP #403	2270 46th Street NW
KWIK TRIP #435	1075 W Frontage Rd
KWIK TRIP #641	1220 S Oak Avenue
KWIK TRIP #806	320 Mineral Springs
KWIK TRIP #1088	410 Hoffman Drive
KWIK SPIRITS #1088	410 Hoffman Drive
LION'S DEN ADULT BOUTIQUE	1178 W Frontage Rd
MEDFORD TOBACCO PLUS, INC	2350 43rd St NW

OWATONNA MARATHON	401 N Cedar Avenue
OT SMOKE SHOP PLUS	1100 Frontage Rd
OWATONNA SMOKE SHOP	641 W Bridge St
REGGIE'S BREWHOUSE LLC	218 N Cedar Avenue
SMOKE N VAPE INC	1407 S Oak Avenue
WALGREENS #9095	125 18th Street SE
WALMART #982	1130 W Frontage Rd

Renew 11 Annual Garbage & Refuse Haulers Licenses

Business Name	City/State	# Vehicles Permitted
GreenRU LLC	Blairsburg IA	1
Thompson Sanitation Inc	Clarks Grove MN	5
LJP Waste Solutions	North Mankato MN	5
Skjeveland Enterprises	Owatonna MN	8
Stewart Companies, Inc. dba Stewart Sanitation	Owatonna MN	15
Waste Management of Southern MN	Clarks Grove MN	6
Veit Disposal Systems	Rogers MN	3
Kruckeberg Fleet Services	Blooming Prairie MN	2
West Central Sanitation Inc	Willmar MN	1
Select Milling	Claremont MN	1
Archambault Brothers Disposal	Faribault MN	2

Renew 3 Annual Taxi Licenses

Business Name	City/State	# Vehicles Permitted
Access on Time Companies Inc. dba First Choice Shuttle	Blairsburg IA	1
Tonna Taxi Service	Owatonna MN	1
Straight River Taxi	Owatonna MN	3

Temporary Liquor Permit - Andrew Lawrence Chili Cookoff at the Armory, January 28th - Knights of Columbus

Proposal for Geotechnical Services for 2023 Construction Projects - American Engineering Testing, Inc. - The proposed fee for geotechnical services is \$16,292.00.

Contractor - Owner Agreement - Chamber Renovation Project - Ebert, Inc. This contract with Ebert, Inc. in the amount of \$1,626,400 includes the base bid and Alternate No. 2.

Council Member Raney made a motion to approve these Consent Agenda items, Council Member Burbank seconded the motion, all members voted aye for approval.

Finance Report

Council Vice President Raney recapped payments made more than \$20,000 for this period. Bills presented for payment totaled \$1,601,901.10. Council Member Boeke made a motion to approve payment of these bills, Council Member Svenby seconded the motion. Council Member Dotson commented the TIF payments are reimbursements of taxes paid by these property owners. With no further comments, all members voted aye for approval.

Ordinance 22-13: Adjust Sanitary Sewer Rates

Assistant City Engineer Murphy requested approval of proposed Ordinance 22-13 to adjust the Sanitary Sewer Rates effective January 1, 2023. This annual rate adjustment is necessary to maintain adequate funding for future operations and to fund the costs of the wastewater treatment facility expansion. Council approved the first reading of this proposed ordinance during the November 15, 2022 Council Meeting and there have been no changes since. Council Member Raney made a motion for approval, Council Member Dotson seconded the motion. With a roll call vote, voting aye were Burbank, Boeke, Raney, Svenby, Voss, Dotson, and Schultz; the motion carried. This will be known as Ordinance 1640 and become effective January 1, 2023.

Ordinance 22-14: Vacate Portion of Utility Easement – Curt's Truck and Diesel

Community Development Director Klecker requested approval of the first reading of proposed Ordinance 22-14 to vacate a portion of a drainage and utility easement for Curt's Truck and Diesel. Curt Johnson on behalf of the Johnson Family Revocable Trust requests a portion of a drainage and utility easement at 370 24th Avenue NW be vacated to allow combination of two lots and construction of a new cold storage building to the north of the existing building. The proposed location is currently a property line with a ten' easement on each side of it. The easement will be retained all the way through the west property line. There are no utilities located within the easement area. This will have no effect on the existing street or utilities in the area. The Planning Commission held a public hearing on this request and recommend approval. Council Member Svenby made a motion for approval as recommended by the Planning Commission; Council Member Boeke seconded the motion. With a roll call vote, voting aye were Burbank, Boeke, Raney, Svenby, Voss, Dotson, and Schultz; the motion carried. The second reading of this proposed ordinance is planned during the January 3, 2023 Council Meeting.

Resolution 97-22: Turtle Creek Addition Final Plat

Council President Schultz recused himself and Vice-President Raney took over the meeting.

Community Development Director Klecker requested approval of Resolution 97-22 approving the Final plat of the Turtle Creek Addition. Greg Schultz, Turtle Creek Development, requested approval of Turtle Creek Addition, a two-lot commercial plat at 490 /496 West North Street. The applicant was approved for a minor PUD in 1997 to allow for two buildings to be constructed on one lot. Now, they desire to split the property to allow them to split and sell the buildings separately if they want in the future. Due to these properties being developed in this manner, they have several utilities that cross over the proposed property lines as well as the parking and access drives. All utilities have been identified and addressed; the applicant is proposing to dedicate a ten' utility easement along the entire perimeter of each lot of the plat. This easement

will be recorded with the final plat. The applicant's attorney has prepared an easement document that covers all of the shared items. The Planning Commission held a public hearing on this request and recommend approval with these conditions: The Planning Commission held a public hearing on this request and recommend approval with these conditions:

- 1) The final plat shall be recorded within 60 days of this approval.
- 2) The title opinion shall be approved by the City Attorney prior to recording of the final plat.
- 3) The easement agreement shall be recorded along with the final plat.

Council Member Burbank made a motion to approve Resolution 97-22, Council Member Boke seconded the motion, all members voted aye in approval.

Council President Schultz returned to his chair to preside over the meeting.

Resolution 98-22: VAR - 1 Tri-plex Variance Request at 415 S Cedar Avenue - Triton Properties, LLC

Community Development Director Klecker presented Resolution 98-22 to act on Application VAR-1 received from Sam Haque, Triton Properties, LLC. This is a request to allow a tri-plex on an 8,676 square foot lot at 415 S Cedar Avenue where 13,000 square feet is required for a three unit building in the R-6, High Density Residential District. There are three units, Unit 1 is a two-bedroom unit and units 2 and 3 are both one-bedroom units. The property has always been used as a tri-plex, but one unit has been owner occupied and they did not register as a tri-plex for several years. The Fire Department administers the City's Rental Registration Program, their records show this property was initially registered in 2004 with three units. This license was renewed in 2006, 2008, 2010, 2012, and 2014 which expired in 2016. The Planning Commission held a public hearing on this request and recommend approval with these provisions:

- 1) All three units shall be registered with the Rental Registration program.
- 2) The property shall not contain more than three units at any one time.
- 3) All units shall be inspected and approved within the Rental Registration process. If any repairs are needed, they shall be completed to be in full compliance with the Rental Registration License.
- 4) Handrails / guardrails on all entrances shall be installed or repaired to meet all requirements of the building code.

Council Member Raney made a motion to approve Resolution 98-22, Council Member Boke seconded the motion, all members voted aye in approval.

Resolution 99-22: CUP-2 at 104 18th St NW - Pennington Square, Inc.

Council approval of Resolution 99-22 to act on Conditional Use No. CUP-2 received from Macy Merkel, Hagstrom Engineering, on behalf of Pennington Square Inc. This is a request to construct a 670 square foot drive-thru coffee shop on the subject property located at 104 18th Street SW as a Scooter's Coffee Drive Thru CUP. If approved, staff will prepare a Purchase Agreement for Council consideration during the next meeting. The Planning Commission held a public hearing on this request and recommend approval with the following conditions:

- 1) Prior to issuance of the building permit, the City and Owatonna Public Utilities shall approve all grading, drainage, and utility plans.
- 2) All signs shall have a sign permit issued.
- 3) The applicant shall revise the landscaping plan to include groupings of shrubbery to

strategically block headlights and provide some visual interest.

- 4) Prior to issuance of the Certificate of Occupancy a ten' wide utility easement centered on the relocated electric line shall be provided and recorded in favor of the City of Owatonna.

Council Member Dotson made a motion to approve Resolution 99-22, Council Member Burbank seconded the motion, all members vote aye in approval

Resolution 100-22: Joint Resolution with Owatonna Township - Annex Jindra Property at 2401 26th St NE

Community Development Director Klecker requested approval of Resolution 100-22 approving a Joint Resolution with Owatonna Township regarding annexation of property located at 2401 26th Street NE. Current property owner, Dan Jindra requests annexation of this property due to the need for municipal services, primarily water. He has spoken with the City and Owatonna Township; the Township will be acting on this Joint Resolution at their December meeting. The property owner will be required to connect to municipal utilities by the end of next construction season. He has been working with James Bros., as well as the City and OPU, to obtain a bid for the required work to connect the water and sewer. It is currently located to the west of Majestic Lane. A sewer main will need to be extended to the north, ending in a manhole, and the sanitary service line connecting into the property. The City will reimburse \$518.80 to the Township for 2.5 years of the township's share of property taxes. Council Member Raney made a motion to approve Resolution 100-22, Council Member Boeke seconded the motion, all members voted aye in approval.

Resolution 101-22: Decertification of TIF 1-1 Metro Plains (Cedar Run)

Finance Director Moen presented Resolution 101-22 to decertify Tax Increment Financing (TIF) District 1-1, Metro Plains (Cedar Run). This TIF district was formed as an economic development district in 1997. The developer constructed a 24-unit rental apartment project and received tax increment assistance on a "pay-as-you-go" (PAYG) basis. The PAYG payments reimbursed the developer for site improvements. This district is required to be decertified by 12/31/2023 per state statute. Since all TIF obligations have been met, it is being decertified one year early. The total market value of this property is estimated at \$1,978,000 for 2023. This includes \$382,900 for the land and \$1,595,100 for the building. This results in a tax capacity of \$14,835. The original tax capacity was \$131. The resulting difference of \$14,704 will be added to the calculations of the City's net tax capacity for 2023. Council Member Dotson made a motion to approve Resolution 101-22, Council Member Boeke seconded the motion, all members voted aye in approval.

Resolution 102-22: Decertification of TIF 3-5 (Sputtering Components)

Finance Director Moen presented Resolution 102-22 to decertify TIF District 3-5, Sputtering Components. This TIF district was formed as an economic development district in 2012. The developer constructed a 20,000 square foot expansion to its manufacturing facility to accommodate growth and create efficiencies. They received tax increment assistance on a "pay-as-you-go" (PAYG) basis. The PAYG payments reimbursed the developer for site improvements. As the final tax increments will be received in 2022, it is now time to decertify this district as required by state statute. The final tax increment payment which was received from

Steele County resulted in excess tax increment. When a TIF district generates more increment than the TIF plan allotted for, it results in excess tax increment. The excess of \$8,500 was refunded to Steele County. This will then be redistributed to all taxing jurisdictions (City, School, and County). The total market value of this property is estimated at \$1,649,000 for 2023. This includes \$277,000 for the land and \$1,372,000 for the building. This results in a tax capacity of \$32,230. The original tax capacity prior to the expansion project was \$11,102. The resulting difference of \$21,128 will be added to the calculations of the City's net tax capacity for 2023. Council Member Raney made a motion to approve Resolution 102-22, Council Member Burbank seconded the motion, all members voted aye in approval.

Resolution 103-22: 2023 City Budget and Levy

Finance Director Moen requested approval of Resolution 103-22 to set the 2023 Levy and adopt the 2023 Budget. The 2023 budget of \$42,888,755 is consistent with the City's strategic plan. The 2023 levy includes an increase of 9%, the City strives to have its levy increase follow growth, the current year's estimated growth rate is 17%. Levied upon all the taxable property in the City of Owatonna will be a direct ad valorem tax in the amount of \$14,637,570 for general government, \$196,327 PERA rate change, and \$1,835,900 for debt retirement, which shall be spread upon the tax rolls and collected in the year 2023. Council Member Raney made a motion to approve Resolution 103-22, Council Member Burbank seconded the motion. Council Member Boeke commented he is struggling to approve this; he believes a 9% increase is too much. We need to maintain our level of services and believe this could be done with a 6% increase. Council Member Dotson commented he would also want to see a lower levy amount but has received minimal input opposing a 9% increase so to meet long range plans, he will support this 9% increase request. Council Member Voss commented everyone gets frustrated with taxes and encouraged application for property tax rebates, Finance Director Moen commented these forms are available on the Mn Department of Revenue website. Council Member Schultz commented he also struggles with a 9% levy increase but has not received any comments and needed to continue offering the current level of services. If the levy request is lower, services will decrease and will be requested back. Council Member Raney commented nobody likes a 9% increase, Council has done the required due diligence and he also believes this increase is needed for current services to remain in place. He is out in the community every day and has not received any negative comments about the proposed increase. There are some expenses planned at West Hills that need to be done and it is Council's responsibility to take care of when need arises. Council Member Svenby commented he too does not like the proposed 9% increase and has not received any negative comments. With increasing engagement opportunities, he hopes next year he will receive more input from community members. With no additional comments, a vote was taken Resolution 103-22 was approved with a vote of 5-2, voting nay were Svenby and Boeke.

Resolution 104-22: Housing and Redevelopment Authority (HRA) 2023 Levy and Budget

Finance Director Moen presented Resolution 104-22 approving the final 2023 HRA levy and budget at \$195,000 each. The HRA is considered a special taxing district and its levy is adopted separately from the City levy. The amount of the levy shall be an amount approved by the governing body of the city, but not to exceed 0.0185 percent of estimated market value. Per the

County Auditor & Assessor, the 2021 estimated market value was \$2,183,994,200. The allowable levy would be \$404,039 compared to the requested levy of \$195,000, a \$5,000 increase from 2022. Council Member Boeke commented the proposed HRA budget and levy are less than half of the allowed amount. Council Member Raney made a motion to approve Resolution 104-22, Council Member Boeke seconded the motion, all members voted aye in favor.

Resolution 105-22: Set Date for Public Hearing on Proposed Assessments - Delinquent Utility Accounts

City Administrator Busse requested Council approve Resolution 105-22 setting a public hearing on January 17, 2023 to consider proposed assessment on delinquent utility accounts on property at 2365 43rd Street NW. Council Member Dotson made a motion to approve Resolution 105-22, Council Member Burbank seconded the motion, all members voted aye in approval.

Resolution 106-22: 2023 Election Polling Sites

City Administrator Busse presented Resolution 106-22 designating polling sites for public elections held during 2023. State Statute requires Minnesota municipalities designate precinct polling places for their elections by December 31 for the upcoming year and 90 days prior to a planned election. Currently, no elections are planned during 2023 but we must have sites named in the event a special election is called for. The city does have the ability to change a polling location mid-year for an emergency or if the polling place becomes unavailable. The city's ten 2023 Polling Site locations are the same sites used during 2022:

- Ward1/Precinct 1 - Trinity Lutheran Church, 609 Lincoln Avenue
- Ward 1/Precinct 2 - Associated Church, 800 Havana Road
- Ward 2/Precinct 1 - Owatonna Public Library, 105 N Elm Avenue
- Ward 2/Precinct 2 - Bethel Church, 1611 Hemlock Ave
- Ward 3/Precinct 1 - Owatonna Arts Center, 540 West Hills Circle
- Ward 3/Precinct 2 - Emmanuel Lutheran Church, 750 Jeffrey Street
- Ward 4 /Precinct 1 - Sacred Heart Parish Center, 739 S Cedar Avenue
- Ward 4/Precinct 2 - Steele County History Center, 1700 Austin Road
- Ward 5/Precinct 1 - Grace Baptist Church, 265 26th St NE
- Ward 5 /Precinct 2- Our Savior's Lutheran Church, 1909 St Paul Road

Council Member Raney made a motion to approve Resolution 106-22, Council Member Dotson seconded the motion, all members voted aye for approval.

Resolution 107-22: Set Date for Public Hearing to Amend Assessments - 2018 Downtown Parking Lot & Alley Project

Council President Schultz recused himself and Vice-President Raney took over the meeting. Assistant City Engineer Murphy requested approval of Resolution 107-22 setting a public hearing on Tuesday, January 17, 2023 to amend one assessment included in the 2018 Downtown Parking Lot & Alley Project. During the 2021 North Cedar Streetscape Project, alleys in the 100, 200, and 300 blocks were converted to pedestrian walkways. Staff recommended alley assessments be removed from the project funding due to the restriction of vehicular access and added amenities for gathering spaces. The west one hundred block alley on Cedar Avenue North, was resurfaced during the 2018 Downtown Parking and Alley Project, received significant

improvements, and added amenities, including pedestrian lighting. A request was received from property owner of 114 Cedar Avenue North to remove assessments levied on properties abutting the one hundred block alley pedestrian improvements. The requested hearing will address striking 112 Cedar Avenue North from the assessment roll and declare no further consideration of assessments at 114 Cedar Avenue North. Council Member Dotson made a motion to approve Resolution 107-22, Council Member Svenby seconded the motion, all members voted aye in favor.

Council President Schultz returned to his chair to preside over the remainder of meeting.

Letter Agreement for Bridge Street Lift Station SCADA Improvements - Advanced Engineering and Environmental Services, LLC

Assistant City Engineer Murphy requested Council approve a Letter Agreement with Advanced Engineering and Environmental Services, LLC (AE2S) for professional services relating to the West Bridge Street Lift Station SCADA Improvements. Under the agreement, AE2S will perform Control Panel Modifications and SCADA Programming Services. Control panel modifications will include removal of old equipment and installation of new equipment. These control panel updates will allow the lift station to be monitored by the existing SCADA system. The SCADA Programming Services consist of professional programming services for the Programmable Logic Controllers (PLCs), Operator Interface Terminal (OIT), cellular communications equipment, level transmitter and SCADA software related to the Project. AE2S shall render services under this Agreement on an hourly basis in accordance with the Hourly Fee Schedule shown, not to exceed \$29,850 without written authorization from the City of Owatonna.

Task	Professional Fees
Control Panel Modifications Equipment	\$16,100
SCADA Programming Services	<u>\$13,750</u>
Total Fee	\$29,850

Council Member Raney made a motion to approve this agreement, Council Member Boeke seconded the motion, all members voted aye for approval.

Staff Updates

Troy Klecker, Community Development Director commented staff has issued Certificates of Occupancy for the State Street Storage, Holiday Gas Station, and the airport hangar. Progression reports on various projects including Monson Eye Clinic, Meadowview Apartments, Baldwin Supply, Deml's storage building, Cemstone, CDI, Unique Apartments, and Profinium Bank. Condolences to the family of Sandy Rickerl who passed away this last week, Sandy retired after working 42 years for the City in the Building and Inspection Department and then worked part-time training new staff members during the last three years. She worked with the Planning Commission for many years will be missed.

Rhonda Moen, Finance Director commented staff is busy preparing for year-end activities. Last week, she locked in the interest rate on the Wastewater Treatment Plant expansion project at one-half (1/2) percent less than anticipated. This lower interest rate will result a significant lower interest expense on the 35-million-dollar loan. Bond council is preparing the project's financing documents which will be brought to Council at a future meeting. Council Member

Raney asked when he would receive a 2023 Budget Book, Moen responded budget information is all available online and no budget books will be printed this year.

Sean Murphy, Assistant City Engineer commented it will be nice when the financing for the WWTP is completed. There is a new drone video available on the city's website showing progress of the WWTP project. He asked everyone to be cautious when snowplows are out, give them some room and extra time to get the streets cleared.

Jenna Tuma, Parks, Recreation & Facilities Director introduced Jesse Wilker, Parks Manager and Kevin Nelson, Laborer/Equipment Operator. Wilker commented staff is removing snow at the ice rinks, there is currently 5-6 inches of ice so hoping will be able to open next week. Snowshoe and cross-country ski trails are currently open, anticipating snow and wind this week but will continue to open the trails when we can. We began using the load and pack this year, Kevin Nelson has been the main operator on this machine which does provide safety and efficiency in trash removal. Kevin commented it is nice to be able to drive to the container, pick it up and empty it without having to touch it. Council Member Raney commented this is a great tool, we have a lot of parks and collect a lot of garbage, this machine allows our employee to stay in the cab and not out in the cold trying to manage the cold cans. Council Member Boeke commented this has been a win for Kevin's position and also for the parks and all citizens of Owatonna. Tuma commented beginning January 1st, an annual pass will be available for use of the gym.

Deanna Sheely, Communications Manager commented Marketing Communication Plans have been prepared for the Riverfront Development project and the Chamber Renovation project. Other items she has been working on include: Internal Communication Plan; Culture Team Meetings; internal employee newsletter; OpenGov; WWTP Expansion Project; 2023 Budget (last year there were nine deliverables and this year to date, there have been 34 so people should know about our city budget); State of the City Address; Community Wide Branding Project; evaluating two-way communication platforms, TIF FAQs and power point presentation; Recruitment Profile, Legal THC, Roundabouts, P&R 2023 advertising campaign for Brooktree Golf Course, River Springs Water Park, Summer Fun in Owatonna. Working with staff to maintain established communication channels:

Owatonna Chronicles is newsletter published monthly in the Owatonna Peoples Press

Focus on Owatonna is newsletter published weekly in the Steele County Times

City Spotlight Video is prepared monthly

Straight Talk Interview with Limberg Production is done monthly

Talk of the Town – radio interview is monthly

OPU Newsletter – City Spot article each month

and postings to the city's website, Facebook, and PEG Channel

Sheely reminded everyone City offices will be closed Friday, December 23 and Monday, December 26th for Christmas and on Monday, January 2nd for New Years.

Public Comments

None were heard.

Council/Administration Comments and General Information

Council Member Burbank thanked the police officer for attending tonight's meeting and thanked Finance Director for providing Council a meal prior to the meeting. He asked everyone to be careful if traveling for the holiday.

Council Member Boeke wished everyone a Merry Christmas and Happy Holidays.

Council Member Raney commented the data in tonight's packet from the Fire Department shows they were less labor, and overtime paid this last year, it appears Chief Hoffman is paying attention to detail, and he appreciates receiving this detailed report. He received several calls about the N Cedar Streetscape Project and hopes resolution can be made if property owners were double billed for plumbing services. He then wished everyone a Merry Christmas and added it looks like there will be snow on the rooftops for Santa Claus.

Council Member Svenby wished everyone Happy Holidays.

Council Member Voss commented the parks are in great shape. He was out in the ravine last weekend with snowshoes on where it was quiet and quite beautiful. He hopes everyone gets the opportunity to get out and enjoy this area. He asked everyone to be safe and have a Merry Christmas.

Council Member Dotson wished everyone enjoys their holidays.

Council President Schultz also wished everyone a Merry Christmas and Happy New Year

Adjournment

At 8:05 p.m., Council Member Raney made a motion to adjourn, Council Member Dotson seconded the motion, all members voted aye in approval.

Respectfully Submitted,

Jeanette Clawson, Administrative Specialist