

**MINUTES OF A REGULAR MEETING OF THE PRINCETON CITY COUNCIL HELD ON
AUGUST 25TH, 7:00 P.M.**

1. Call to Order - Roll Call

Mayor Thom Walker called the meeting to order and led the Pledge of Allegiance to the Flag. Council members present were Jenny Gerold, Vicki Hallin, Jules Zimmer and Jeff Reynolds. Others present: Administrator Michele McPherson, Clerk Shawna Jenkins, Public Works Director Bob Gerold, Police Chief Todd Frederick, Wastewater Plant Manager Chris Klinghagen, Technology Services Manager Ed Yost, Fire Chief Ron Lawrence, City Attorney Damien Toven, and Liquor Store Manager Dylan Donner.

2. Pledge of Allegiance

3. Agenda Additions / Deletions

McPherson stated that the PFRD new hires are here for the meeting, so it is suggested to move their promotion to probationary status to New Business so they can all be introduced.

HALLIN MOVED TO APPROVE THE AGENDA WITH THE PFRD FIREFIGHTERS BEING MOVED TO NEW BUSINESS. J GEROLD SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

4. Consent Agenda

- 4.1. Accept resignation of Nick Taylor from EDA
- 4.2. City Council Study Session Meeting Minutes of August 4, 2022
- 4.3. City Council Meeting Minutes of August 11, 2022
- 4.4. Park Board Minutes of July 25, 2022
- 4.5. Airport Advisory Board Minutes of June 6, 2022
- 4.6. Promotion of PFRD New Hires to Probationary Status
 - 4.6.1. ~~Billy Gerold, Dustin Akers, Hunter Beck and Matt Johnson~~
- 4.7. Erdman Automation Site Plan and Administrative Lot Line Adjustment
- 4.8. Accept resignation from Joe Kiel from the Fire Department

HALLIN MOVED TO APPROVE THE CONSENT AGENDA. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

5. Open Forum; *public comment on items not on the agenda. Each speaker is limited to three (3) minutes. The Council will not discuss legal matters.*

6. Old Business

- 6.1. Ordinance 821 - Vacating Easements, Industrial Park 3rd Addition, Block 2 - FINAL READING

McPherson stated that there have been no changes to Ordinance 821 since the first reading.

HALLIN MOVED TO APPROVE ORDINANCE 821. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

7. New Business

- 7.1. Promotion of PFRD New Hires to Probationary Status
 - 7.1.1. Billy Gerold, Dustin Akers, Hunter Beck and Matt Johnson

Lawrence reported he is asking the Council to promote the recently hired firefighters to Probationary Status. They have all completed and passed their necessary tests and requirements to be moved forward. He stated that he and the Executive Board are very comfortable with adding these new firefighters to the team.

HALLIN MOVED TO APPROVE THE PROMOTION OF BILLY GEROLD, DUSTIN AKERS, HUNTER BECK AND MATT JOHNSON TO PROBATIONARY FIREFIGHTERS. J GEROLD SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

7.2. Resolution 22-46- Accept Donation from Twice New to PFRD

HALLIN MOVED TO APPROVE 22-46 ACCEPTING THE DONATION FROM TWICE NEW CLOTHING TO THE FIRE DEPARTMENT. J GEROLD SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

7.3. Resolution 22-47 - Accept Donation from James Strong to PFRD

HALLIN MOVED TO APPROVE 22-47 ACCEPTING THE DONATION FROM JAMES STRONG TO THE FIRE DEPARTMENT. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

7.4. Resolution 22-48 - Accept Donation from Princeton Jaycees for Fireworks

HALLIN MOVED TO APPROVE 22-48 ACCEPTING THE DONATION FROM THE PRINCETON JAYCEES TO THE FIREWORKS FUND. J GEROLD SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

7.5. Resolution 22-49 - Accept Donation from Phillips Distilling for Police K9 Program

Frederick reported that on August 22, the Princeton Police Department received a donation in the amount of \$211.00 from Phillips Distilling Company. Phillips Distilling Company asked that the donation be used for the K9 program. The Princeton Police Department is truly grateful for this donation. Phillips Distilling Company has just recently assisted in purchasing over 50 K9 Bogey stuffed animals for their employees at the Princeton location.

HALLIN MOVED TO APPROVE 22-49 ACCEPTING THE DONATION FROM PHILLIPS DISTILLING TO THE POLICE K9 DEPARTMENT. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

7.6. Wine and Spirits Grant Request from The Scrubby Bear Golf Tournament

J Gerold said she and B Gerold have golfed in this tournament in the past, and its very well run and is a lot of fun.

WALKER MOVED TO APPROVE A WINE AND SPIRITS GRANT TO SPONSOR A HOLE FOR \$150 AT THE SCRUBBY BEAR GOLF TOURNAMENT. J GEROLD SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

7.7. Wine and Spirits Grant Request for Light Up Princeton

McPherson advised that this request is for \$2,000 to incentivize local non-profit booster clubs to assist with the set up and take down of the lights for the Light up Princeton event. The Princeton Chamber will oversee engaging the volunteer groups. They will be looking for groups to set up two Saturdays in November, and then one day to take the display down in January.

HALLIN MOVED TO APPROVE THE WINE AND SPIRITS GRANT REQUEST FOR \$2000 FOR LIGHT UP PRINCETON. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

7.8. Authorize Hiring of Stacy Marquardt for Community Development Planner Position effective September 12, 2022

McPherson advised that the Community Development Manager position was advertised; six applications were received. Three applicants ranked highest, but only one warranted an interview.

Ms. Marquardt has over 17 years' experience in planning and is looking for a new challenge. It will be an easy transition for her to the economic development tasks. She has experience working with volunteers and community groups. The reviewing committee was impressed and feels that she will fit in well with the rest of the team.

Given her experience, we offered to place her at Grade 10, Step 2 which is the Community Development – Planner position. Starting pay is \$76,372. She was also offered 25 days of annual leave. She has accepted the position, pending successful completion of a background check and is slated to start September 12, 2022.

Staff recommends that the City Council authorize hiring Stacy Marquardt as the Community Development Planner at Grade 10, Step 2 with 25 days of annual leave, pending a successful background check.

HALLIN MOVED TO AUTHORIZE HIRING STACY MARQUARDT AS THE COMMUNITY DEVELOPMENT PLANNER AT GRADE 10, STEP 2, WITH 25 DAYS OF ANNUAL LEAVE, PENDING A SUCCESSFUL BACKGROUND CHECK. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

7.9. Finance Department Updates

7.9.1. Authorize Execution of Service Contract with Abdo Financial Solutions

McPherson reported that the City has been without a Finance Director since March 4, 2022. The day-to-day financial activities are being handled by Accountant Hodge and McPherson. However, there are questions that come up that neither of them can answer, so having an outside financial service provider would be beneficial.

Abdo Financial Solutions provided audit preparation services to the City. We found the staff to be knowledgeable, timely and easy to work with. It made sense to ask them to provide a proposal for the following:

1. Up to 8 hours per month of either phone or email question & answers regarding proper financial procedures.
2. Assistance in calculating the preliminary levy increase.
3. Assistance as needed with monthly reconciliation, likely responding to questions regarding journal entries.
4. Assistance with all of the required annual forms – levy certification, etc.
5. Preparation and assistance with personnel cost increases for wages, step increases, health insurance, etc. Previous Finance Directors Jackson and Peters used a very complicated excel spreadsheet; this would need to be updated twice (or some form of calculations made) – first for the preliminary levy calculation and second for the final levy certification.

They have provided a proposal for the Council's consideration. The monthly cost for providing the service is \$2,040. Service can be in person or remote; the new version of our finance software is very lovely to work in, and as it is hosted in the cloud, there is little need to access the City's server.

In preparation for the 2023 budget, McPherson also requested an estimate of these ongoing costs as well as a cost for audit preparation assistance.

Staff recommends that the City Council authorize execution of the agreement with Abdo Financial Solutions to begin September 1, 2022 and ending December 31, 2022.

ZIMMER MOVED TO AUTHORIZE EXECUTION OF THE AGREEMENT WITH ABDO FINANCIAL SOLUTIONS FOR SEPTEMBER 1 THROUGH DECEMBER 31, 2022. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

7.9.2. Authorize Hiring of Second Accountant

McPherson stated the Finance Director position as been advertised since March 4, 2022 with no qualified applicants. Indeed and ZipRecruiter were utilized with no applicants.

After significant thought, she said she believes that the City's best course of action is to advertise for another accountant and groom them to fill the role of Finance Director over time. The separation of duties would look something like this:

Accountant #1 (Hodge)

- Payroll: timecards, paychecks, benefits, staff onboarding, COBRA, employee status maintenance (raises, step increases, PTO, etc.), tax & deduction filing
- Worker's Compensation annual audit
- Accounts Payable, including outstanding checks (funds returned to the State), issuing year-end 1099's
- Accounts Receivable, including verification of liquor store receipts
- Grant management/reimbursement requests (airport operations & maintenance, relocation)
- Building surcharge quarterly report
- Year-end closing, including issuance of employee W-2's and 1095's (health insurance participation)

Accountant #2

- Monthly bank reconciliations
- Monthly report generation and inquiry, assistance to departments for other reporting (police, liquor, OSHA) on an as-needed basis
- Budget data entry
- Bond and TIF payment tracking
- Special assessment implementation, tracking, inquiry response
- Grant management/reimbursement requests (airport construction, park development, other)
- Management and tracking of development escrows
- Record-keeping for quote obtained for projects, services, equipment
- Audit prep (a later step)

McPherson would continue to manage investments and debt, including record keeping. Two other items would include the personnel manual and union contracts; which she would also be responsible for those.

Staff recommends that the City Council authorize posting for another accountant.

HALLIN MOVED TO APPROVE THE POSTING FOR ANOTHER ACCOUNTANT. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

7.9.3. Authorize Remote Work for Accountant Hodge

Accountant Hodge and her significant other have made a life-changing decision that results in Ms. Hodge moving to the Grand Rapids area. She, however, wants to continue to work for the City, and McPherson said she can't fathom the thought of hiring another new staff person at this time.

Ms. Hodge has yet to place her St. Cloud home on the market, but would like to begin working remotely three days per week starting October 5, 2022. At this time, we have identified that she would work Monday and Tuesday in the office and the remainder of the week remotely. This will give staff sufficient time to properly prepare the necessary equipment and materials for her to work remotely.

With the various capabilities included in the new finance software, this is a request that can be accommodated very easily. McPherson proposed we evaluate this arrangement every three (3) months and make adjustments as needed.

Staff recommends that the City Council approve remote work for Accountant Hodge starting October 5, 2022.

J Gerold asked if Hodge could be flexible on the days in the office it needed. McPherson responded that she believes that should not be an issue.

J Gerold asked if this is setting a precedent and will others want to work from home as well. Zimmer responded that if that were to occur, it could be looked at on a case by case basis.

WALKER MOVED TO APPROVE ACCOUNTANT HODGE TO WORK REMOTELY A COUPLE DAYS A WEEK BEGINNING OCTOBER 5, 2022, AND FOR IT TO BE REVIEWED EVERY 3 MONTHS. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

7.10. Authorize Scope of Service for WSB to Prepare Greater MN Public Infrastructure Grant

McPherson said as reported at the August 8 meeting, the City was not selected by the Federal EDA to receive funding for the Business Park infrastructure. After discussing the issue with WSB, they feel that the project would be eligible for state funding. Originally, it was thought to apply for the State's Business Development Public Infrastructure grant (highly competitive), but the noted program is targeted to counties and cities outside the seven-county metro area.

Eligible applicants are counties outside of the seven-county metropolitan area or statutory or home rule cities outside of the seven-county metropolitan area.

Eligible projects include publicly owned infrastructure that supports economic development projects, including wastewater collection and treatment, drinking water, storm sewers, utility extensions, and streets.

Economic development projects include manufacturing, technology, warehousing and distribution, research and development, agricultural processing, and industrial park development. Retail developments and office space development other than incidental office space are NOT eligible for this grant.

Minimum Requirements

Cities must provide a match of at least 50% of the project capital costs. The city receiving the grant must provide for the remainder of the capital costs of the project, either in cash or in-kind contributions, which may include the value of the capital costs of site preparation other than the public infrastructure needed for the project.

Award Amounts

Applicants will be awarded 50% of eligible, capital costs for eligible projects, pending availability of funds. Applicants may receive no more than \$2,000,000 in two years for one or more projects. If after five years the project has not proceeded in a timely manner and is unlikely to be completed, the grant will be cancelled and grant money awarded to the city must be returned.

Application Process

Applications are accepted on an open basis.

As the Community Development Planner will not be on board until September 12 and WSB has experience with this program, staff requested that WSB submit a proposal to prepare and submit an application on behalf of the City. The not-to-exceed cost is \$3,000.

Tim Dolan, representing Glenn Metalcraft, has indicated they would support any application for state funding for this project.

Staff recommends that the City Council authorize execution of the attached Scope to prepare a grant application to the Greater MN Public Infrastructure grant program.

HALLIN MOVED TO APPROVE THE EXECUTION OF THE SCOPE TWITH WSB TO PREPARE A GRANT APPLICATION TO THE GREATER MN PUBLIC INFRASTRUCTURE GRANT PROGRAM. J GEROLD SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

7.11. Airport Rezoning

McPherson advised that the City of Princeton owns the two property sites where the Airport is to the west and Sylva Corporation is to the east. There is a split with the county line between the two sites. The north site is in Mille Lacs County, PID #24-071-0020 and the south is in Sherburne County, PID #90-005-1200.

The City has a manufacturing business that has been using the north site for a storage of packaged product and would now like to purchase the two properties from the City. These properties are not part of the Airport and it would be beneficial to the City to sell it.

MN-1 Industrial Definition: *The intent of the MN-1, Industrial District is to provide a district for the development and operation of manufacturing, storage, and distribution type business. This district shall encourage the development of industrial uses which promote high-tech quality uses more likely to be compatible with existing uses and which shall be free of hazardous or objectionable elements such as noises, odor, dust, smoke, glare, or other pollutants.*

Analysis: The site is currently zoned D-1, Airport and is not part of the Airport property. The City would like to have it rezoned to MN-1, Industrial.

Rezoning Review Standards: Many communities utilize the following factors as review standards in rezoning requests, which are being provided as information:

1. The proposed action has been considered in relation to the specific policies and provisions

- and has been found to be consistent with the official City Comprehensive Plan.
2. The proposed use is or will be compatible with present and future land uses of the area.
 3. The proposed use conforms with all performance standards contained in this code.
 4. The proposed use can be accommodated with existing public services and will not overburden the city's service capacity.
 5. Traffic generation by the proposed use is within capabilities of streets servicing property.

Conclusion / Recommendation: The Planning Commission held a public hearing on August 15, 2022 for the properties PID's #24-071-0020 and #90-005-1200 from D-1, Airport District to MN-1, Industrial District. A property owner was concerned with the triangle piece of land that is combined with the property site of #90-005-1200. That section of land has a portion of their taxiway on it. Staff contacted the FAA and will perform an Administrator Lot Line Adjustment to combine the triangle piece with PID #90-005-2100. The Planning Commission's recommendation to the City Council is to hold a first reading August 25th, 2022, with amending the language where the taxiway for property at PID #90-407-0305 is able to proceed to the runway.

(The Administrative Lot Line Adjustment will correct the issue.)

Separate motions for each parcel for Ordinance #822 and Resolution #22-44 as well as Ordinance #823 and Resolution #22-45.

7.11.1. Ordinance 822 and Resolution 22-44 - FIRST READING

HALLIN MOVED TO INTRODUCE ORDINANCE 822 AND RESOLUTION 22-44. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

7.11.2. Ordinance 823 and Resolution 22-45 - FIRST READING

HALLIN MOVED TO INTRODUCE ORDINANCE 823 AND RESOLUTION 22-45. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

7.12. Impose Moratorium on sale of Cannabis items - Ordinance 824 - FIRST READING

The 2022 Legislature passed legislation allowing the sale of cannabis items without any regulatory parameters. Cities around the state are attempting, on their own, to address this issue. Several local cities have discussed a moratorium with their Councils; reception has been mixed. Other cities are moving forward with drafting ordinances specific to cannabis products but similar to tobacco and liquor ordinances.

For the city to draft an ordinance, time is essential. Staff is recommending that the City Council adopt the proposed moratorium ordinance. Information from the League of Minnesota Cities was provided for reference and staff proposes to discuss this further at the September 1 Study Session.

Staff recommends that the City Council introduce for first reading Ordinance 824 establishing a moratorium on the sale, testing, manufacturing, and distribution of cannabis products.

HALLIN MOVED TO INTRODUCE ORDINANCE 824. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

7.13. Approve sale of Fire Department Engine 1

Lawrence asked the Council to accept a contract for Brindlee Mountain Fire Apparatus to sell Engine 1. This engine has been replaced with the Foam trailer that was donated to us earlier this year. We are stripping all of the equipment and graphics off of the engine prior to selling it.

J GEROLD MOVED TO APPROVE THE CONTRACT WITH BRINDLEE MOUNTAIN FIRE APPARATUS TO SELL ENGINE 1. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

7.14. Authorize Survey for Lot Line Adjustment, Sale of Land to Sylva

McPherson reported that it was brought to staff's attention during the Planning Commission meeting for the rezoning of the property being sold to Sylva Corporation that a portion of the Sherburne County parcel is actually part of the airport.

Staff has been in contact with the FAA, there is no issue if a lot line adjustment is approved to separate the small triangular piece from the larger 90-005-1200 parcel.

Staff obtained a quote from Rum River Land Surveyors to perform the work:

Based on a review of the information and the phone conversation today, Rum River Land Surveyors have determined a cost of \$3,010.00 to complete the appropriate survey work we discussed. This survey would include the following: preliminary deed research/boundary computations, find/set overall property corners of PID No. 90-005-1200 (as depicted on the attached sketch), locate existing improvements/encroachments (if any) on PID No. 90-005-1200, prepare a certificate of survey (depicting both PID No. 90-005-2100 & 90-005-1200), and prepare all appropriate legal descriptions. They do not believe it would make sense to "field survey" PID No. 90-005-2100 as part of the process, as it is only going to have the triangle parcel attached to it. As stated above, it will however be depicted on the survey for clarity purposes.

Based on the current workload, they would be able to complete the field work within 2 – 3 weeks of notice to proceed. They expect the final certificate of survey to be prepared within 1 – 2 weeks after completion of the field work.

The referenced parcel 90-005-2100 is the remainder of the airport to which the triangular parcel would be combined with.

Staff recommends that the City Council authorize the survey work for the amount of \$3,010.00. Proceeds from the sale of the property will off-set the cost.

HALLIN MOVED TO AUTHORIZE THE SURVEY FOR THE LOT LINE ADJUSTMENT FOR THE PROPERTY THAT IS BEING SOLD TO SYLVA FOR THE AMOUNT OF \$3,010. J GEROLD SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

7.15. Bill List

ZIMMER MOVE TO APPROVE THE AUGUST 25, 2022 CHECK REGISTER CONTAINING CHECKS 85290 TO 85351 IN THE AMOUNT OF \$416,010.49, AND THE PAYROLL ELECTRONIC PAYMENTS AS NOTED ON THE PAY PERIOD 17 TRANSMITTAL REGISTER IN THE AMOUNT OF \$65,166.29. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

7.16. City Administrator Bi-Weekly Report

McPherson reported the following observations and information to share from the last update:

Airport

We expect to hear soon on the two grants. They want them to be returned by September 16, so there may be an add-on for this week's Council meeting. It would be authorization for the Mayor and McPherson to execute the grant.

Budget

The 2023 capital forms were distributed late and are due August 29. McPherson will likely have a CIP over-view on the September 1 Study Session. Some preliminary items for the Council to be aware of are:

- Health insurance will be calculated at a 15 percent increase. Accountant Hodge and I met with NFP, our insurance broker on August 12; their "best guess" was a 9 to 10 percent increase, but based on our 2022 experience, I plan to factor a higher increase.
- Union contracts have a 2.5 percent COLA increase.
- Unknown increases based on the Classification-Compensation Study
- MMUA, our safety educator, has revamped their pricing schedule. For our level of service based on our population, it appears that our training costs will increase by approximately \$4,300. PPU General Manager, Public Works Director Gerold and I will be meeting to discuss how our training overlaps and to determine if we can garner any cost savings by sharing a training contract.
- This will be the first year that the CIP will include an overall technology plan.

Development

Staff is meeting with the developer interested in the old hangar lots on Wednesday, August 24. They have submitted a broad outline of a potential agreement, and we will try to narrow the details. McPherson said she expects to bring something to the Council in closed session on September 1.

McPherson stated she has been staying in touch with Tim Dolan of the Glenn Metalcraft project. As of now, we do not have any action items.

The Mayor and McPherson attended the Minnco Credit Union groundbreaking on August 15.

Finance

Finance Software Update

Staff continues to do training on the software. Some training has been delayed to October and November; these are components that do not impact day to day operations. The current training is on the export to and import from Excel. McPherson said she is personally excited about this as it will make budgeting and generating reports "on the fly" as requested a piece of cake.

Grants

McPherson advised that she has been working with the Age-Friendly Princeton committee regarding the AARP grant for the electric bike. They have selected an alternate bike as the one originally selected was not suited to support age-friendly goals.

The bike will have electric assist, seatbelts, and cup-holders. The committee is requesting from AARP a change in the bike to be purchased and an extension of the grant to June 30, 2023 so that the necessary regulatory items can be accomplished and a proper unveiling can be done per the grant expectations.

Personnel

McPherson reported that she expects to get the Classification-Compensation study results in the next week or two. Once received, she will schedule the necessary staff and Council meetings.

Upcoming Meeting/Event Reminders

- * September 1 Study Session o Presentation by WSB on the pavement management plan. Specifically, they will present the condition of City streets and request input regarding the level of condition that the Council wishes to maintain. This will drive the budget going forward.
 - * Overview of a global agreement with Mille Lacs County regarding the joint project on County Road 4/7th Avenue North. The plan is to be on the County’s agenda on September 6, if possible. If not, they have a special meeting scheduled for the 13th.
 - * Discussion regarding an ordinance regulating the sale of cannabis items. We hope to have a model ordinance that the Council can review and provide direction on.
 - * Closed session regarding the old hangar lots development.
- * September 10, 10 am to 2 pm – Public Safety Day at the Public Safety Building. Police, Fire, Public Works, Princeton Public Utilities
- * September 29, 5 to 8 pm – Whiskey and Wine Tasting Event at Northern Lights Ballroom, Pease. This is a joint venture between Princeton Wine and Spirits and the Milaca Municipal Liquor Stores.
- * CGMC Fall Conference – November 17 to 18, Alexandria

8. Committee Reports

J Gerold reported that she presented the proposed Lodging Tax to the Chamber of Commerce, and they were in favor of it. They are working on many upcoming events.

Hallin advised that the Community Garden Group is having an event that includes tours of the garden and a BBQ.

Zimmer presented an update on the Park Board.

McPherson provided an update on the PUC meeting.

9. Adjournment

ZIMMER MOVED TO ADJOURN THE MEETING AT 8:26PM. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Respectfully Submitted,

ATTEST:

Shawna Jenkins Tadych
City Clerk

Thom Walker
Mayor