

The Council of the City of Milford met in Council Chambers at 745 Center Street at 7:00 p.m. on July 7, 2015. Mayor Howland called the meeting to order with the Pledge of Allegiance and a Moment of Silence.

**Roll Call:** Present: Mayor Howland, Vice Mayor Lykins, Mr. Brady, Ms. Brewer, Ms. Evans, Ms. Hinnners. Mr. Lykins made a Motion to excuse Mr. Pittman's absence which was due to family obligations; seconded by Mr. Brady. All voted yes.

**Presentations:** A Proclamation was read by Mayor Howland and presented to Robyn Sullivan of Bishop's Bicycles in honor of their 125 continuous years of operation in the City of Milford.

A Proclamation was read and presented to Mr. Charles Evans, Chairperson of the Parks and Recreation Commission proclaiming July to be Parks and Recreation Month. He urged residents to make use of the great parks Milford has to offer and presented information on the upcoming 'Movie on the Miami' (Into the Woods) which will be held at Riverside I Saturday, July 11<sup>th</sup>. He thanked sponsors for providing free popcorn, Sno-cones and a bounce house for those participating.

**Proceedings:** Mr. Brady made a motion to adopt the Proceedings of the June 2, 2015 regular City Council Meeting; seconded by Ms. Brewer. All council members voted yes. Ms. Hinnners made a motion to adopt the Proceedings of the June 23, 2015 Special City Council Meeting; seconded by Mr. Lykins. All council members voted yes.

**Correspondence:** There was no correspondence.

**Financial Statements:** Mr. Lykins made a Motion to adopt the April, 2015 Financial Report; seconded by Mr. Brady. All voted yes. Ms. Brewer made a Motion to receive the May, 2015 Financial Report; seconded by Mr. Brady. All voted yes.

**Public Comments:** There were no public comments at this time.

**Mayor Howland asked for a motion to adjourn into Executive Session to discuss Real Estate at the end of the regular session of City Council. Ms. Hinnners made a motion to adjourn into Executive Session to discuss real estate at the conclusion of the regular meeting of City Council; seconded by Ms. Brewer. All voted yes.**

**Standing Committee Reports:**

**Administrative Services:** Ms. Evans provided the following report:  
Lisa Evans called the meeting to order at 4:30 p.m.

Present: Ed Brady and Geoff Pittman  
Staff: City Manager Jeff Wright; Assistant to the City Manager Susan Ellerhorst; Police Chief Jamey Mills; Water Department Supervisor Matt Newman and Finance Director Dan Burke

*Pay Rates for Police Sergeants*

Chief Mills distributed a memo that recommends a 2.5% increase in the hourly pay rate for Police Sergeants. The recommendation is based on a review of the pay rates of comparable police departments and it would be consistent with the increase that full-time sworn officers in the department, per the FOP collective bargaining agreement, will receive this summer.

The new hourly rates of pay would be:

- Step 1: \$35.47
- Step 2: \$37.17
- Step 3: \$38.84

**The Committee agreed to make a motion to draft an Ordinance establishing the pay rate for Police Sergeants effective the first full pay period in July 2015; seconded by Mr. Brady. All voted yes.**

*Hiring of a Water Treatment Plant Operator III*

Mr. Wright reminded the Committee that the number of employees in the Water Department has decreased from six in 2013 to only four at the present time. When John Davisson retired in November, 2014 his position was not backfilled. He stated that staff's goal was to attempt to sustain the shortage in the number of employees as a cost savings, but now that a Water Department employee is off on an extended workplace injury leave, the daily requirements of sampling and laboratory work required by the EPA require personnel to be on hand 365 days per year. Mr. Wright stated that occasional labor from other departments has been used when necessary, but the "rubber band has been stretched to its limit", and the Waste Water Department also has two fewer employees than a few years ago. Through a variety of cost savings measures, the 2015 Water Operating budget is approximately \$106,000 less than it was in 2012.

Mr. Newman stated that having a new employee with a Class III license will also provide some additional supervisory experience when he is not at the plant or on a water main repair site. There was a discussion that in order to comply with Personnel Commission rules an examination will need to be selected,

advertising done, exams scored, and the Personnel Commission will be involved in the selection process with staff.

Ms. Evans confirmed that a portion of the money budgeted for outside labor could be used to offset the additional payroll expenses. Mr. Pittman stated that he recalls Mr. Newman has implemented every practical idea to reduce expenses for several years.

The Committee agreed that staff should proceed with the necessary action steps of working with the Personnel Commission on the testing, scoring, interviewing and selection process for a Water Treatment Plant Operator III.

2016 Tax Budget

Mr. Burke informed the Committee that it is a requirement of the State of Ohio for each municipality to adopt a Tax Budget for the following year that has to be submitted to the Clermont County Auditor by July 20<sup>th</sup>. The Tax Budget is non-binding and the actual 2016 Budget will be developed and discussed in the fall for adoption in December. He also stated that the City of Milford is again in sound financial condition and most categories of revenue are increasing as compared to the previous year.

In regards to the Fire and EMS Levy Fund, Mr. Burke suggested a need in the future to evaluate the price of the contract to equalize the declining balance in the City's Fire and EMS levy fund as compared to the Milford Community Fire Department's separate carryover fund so that the City's carryover is at a more acceptable level.

**The Committee agreed to make a motion to draft a Resolution adopting the 2016 Tax Budget; seconded by Mr. Brady. All voted yes.**

Revised Affirmative Action Plan

Ms. Ellerhorst distributed copies of an updated Affirmative Action Plan that would revise the current Plan that had been adopted in 1991. Staff worked on the revised Plan with the suggestions and guidance of a firm specializing in labor law. The Plan includes statistics of minorities and females in the existing workforce. This is a voluntary self-assessment, but will also help the City stay in compliance with federal Equal Employment Opportunity and other employment regulations.

Chief Mills stated that the Police Department also takes extra steps in its attempts to recruit as many females and minorities when seeking qualified candidates. That includes advertising job opportunities in a predominately African American newspaper and engaging all of our citizens through additional public outreach.

Mr. Brady stated that the plan appears to be well done as compared to the others he has reviewed in his role as a Human Resources professional in the private sector.

**The Committee agreed to make a motion to adopt an Ordinance adopting a revised Affirmative Action Plan; seconded by Mr. Brady. All voted yes.**

Mr. Brady asked if there would be a discussion at a future Administrative Services Committee meeting regarding a possible Parks and Recreation levy. Ms. Evans responded that we should wait until we have received an updated estimate for environmental abatement and demolition costs for the Milford Main building and also pointed out that the General Fund revenue was recently increased through higher garbage and recycling rates.

The Committee discussed the benefits of conducting a future parks survey of residents.

There being no further business, the meeting adjourned at 5:25 p.m.

**Community Development:** No report at this time. Ms. Howland asked that a Community Development Committee meeting be set up to discuss flower pots and the current sidewalk program. Mr. Wright indicated that he would set up a meeting for discussion of these items.

**Parks and Recreation:** There was no report at this time.

**Public Services:** Ms. Brewer provided the following report

Called to Order: 4:30 p.m. by Amy Brewer

Present: Charlene Hinners

Staff: City Manager Jeff Wright, Water Department Supervisor Matt Newman, Assistant City Manager Pam Holbrook and Service Department Supervisor Ed Hackmeister.

Others: Consulting Engineer Tim Casto with the Kleingers Group

Introduction of Tim Casto

Mr. Wright introduced Tim Casto, the Engineering Director for the Kleingers Group, who was selected to be the contracted City Engineer upon Bud White's retirement.

Bids for Main Street Waterline Replacement Phase II

Mr. Newman distributed the results of bids for Phase II of the Main Street Waterline Replacement Project. The project will take place from Five Points intersection to the new booster station at Main Street and Oakcrest. Seven bids were received and the lowest bid is approximately \$50,000 less than the engineer's estimate. The design engineer is recommending that the contract be awarded to the low bidder, Smithcorp., Inc., in the total amount of \$416,859.00. It was agreed that the bid alternative for additional asphalt restoration will not be awarded as that entire area of Main Street will be ground down and repaved in 2016 as part of the annual repaving program.

Mr. Wright reminded the Committee that the project will be paid for with a 49% grant and a 51% loan from the OPWC with a zero percent interest rate.

**The Committee agreed to make a motion to draft an Ordinance authorizing the City Manager to enter into a contract with Smithcorp, Inc. for the Main Street Waterline Replacement Phase II Project in the total amount of \$416,859.00; seconded by Ms. Hinnners. All voted yes.**

OPWC grant applications

Mr. Newman stated that there are a few water treatment and distribution capital projects for which he would like to submit grant applications by an August 7<sup>th</sup> deadline. Staff will be applying for a 49% grant and 51% zero interest loan from the Ohio Public Works Commission and is requesting Council approval to do so. The City would find out in the early fall if the projects have competed well and been approved for funding. The first project is to replace the water trunk line on Wallace Avenue from Five Points to the Wallace Avenue Water Tower. It has an estimated construction cost \$968,000 and would improve water flow throughout the entire City system by having less stress on older, smaller lines. The second project for 2016 would be to install an air scour machine at the Water Treatment Plant to replace the existing filtering process. It would be an improvement over the existing process by requiring less frequent and less costly maintenance. The air scour has an estimated project cost of \$288,600. A third application will be submitted on a preliminary only basis for 2017 to replace the existing water tower on Wallace Avenue.

**The Committee agreed to make a motion to draft an Ordinance authorizing the City Manager to apply for funding from the Ohio Public Works Commission for Water Treatment and Distribution improvements; seconded by Ms. Evans. All voted yes.**

Greenlawn Cemetery Columbarium fees

Mr. Wright reminded the Committee that the purchase of a columbarium was included in the 2015 Budget in order to have a new source of revenue for Greenlawn Cemetery. The columbarium that was recently placed at the Cemetery has 24 niches in it for cremains; cost \$6,240 and the footer and landscaping work is being done in-house to reduce additional costs; and an additional concrete walkway will be installed. It has been located in an area that will allow for additional columbariums to be installed as demand requires. He distributed a table showing what other area cemeteries charge for columbarium fees. The 24 niche columbarium could have a return on investment of approximately 300%. Staff had recommended charging \$1,050 for each of the 24 niches.

The Committee discussed that if cremations are a growing trend and columbariums will be increasingly demanded, then a fee higher than \$1,050 should be charged.

**The Committee agreed to make a motion to draft an Ordinance amending the rates and regulations for Greenlawn Cemetery to add a columbarium fee of \$1,200.00.** Before the Ordinance could be seconded, a discussion ensued regarding the price of internment in the columbarium. Ms. Brewer wondered if the price was too low given the costs other local cemeteries are charging for their columbarium burials and the perceived notion that cremations have become the preferred manner in dealing with one's deceased. Mr. Brady indicated that he approves of the \$1,200 cost and stated that should another columbarium be necessary, he would be willing to look at raising the cost at that time. Ms. Brewer stated that her hesitation is that with this type of burial becoming more and more popular, raising the cost could offset the cost of running the cemetery. Mr. Evans came forth to warn the City not to price themselves out of competition and suggested that a great many folks who turn to cremation do so for economy reasons that have nothing to do with what is trendy. Ms. Hinnners asked if the \$1,200 included the cost of engraving. Mr. Lykins stated that the cost does include the engraving. The cost of \$1,200 was agreed upon and the Ordinance was approved to be seconded at this time. **Mr. Brady seconded the motion and all voted yes.**

Revision to Building Code for swimming pools

Ms. Holbrook informed the Committee that she recently learned from NIC, the company that now manages the City's building department functions, that an updated State code for pools, spas and hot tubs should be adopted by the City. The regulations update requirements for barriers and safety.

**The Committee agreed to make a motion to draft an Ordinance amending the City's Building Code to reflect Appendix G of the Residential Code of Ohio for swimming pools, spas and hot tubs; seconded by Ms. Evans. All voted yes.**

There being no further business, the meeting adjourned at 8:55 a.m.

**Safety Services:** There was no report at this time.

**City Manager's Report:** City Manager Jeff Wright presented the following report:

**CITY MANAGER**

There have been some questions recently regarding public and pedestrian access to Critchell Park. While last summer Milford did install a fence and gate to limit users to pedestrians and those carrying canoes and kayaks, neither Milford nor the Riverwalk Flats owners have installed any additional fence or locks to keep the public out. An adjacent property owner recently installed additional fencing, locks and a "private property sign" on the City property. The individual did so without permission of the City. Those barriers have now been removed by the City and I have a survey company creating a survey map and locating property corner pins to show that the entry is on City-owned right-of-way. The person installed the barrier to Critchell Park and the Little Miami River as a young family member with special needs used the entry to reach the River. I empathized with the family's concerns and feel that I have tried to be patient and strike a balance between competing interests, but keeping pedestrian-only access to the River has been emphasized and is a goal of the Parks and Rec Commission and has been requested several times recently by other City residents. It was discussed at a Parks and Rec Commission meeting that there are other entry points over private property along Cash Street where children have an equal if not easier opportunity to wander down to the river banks. I have supported the efforts of another resident of Cash Street to assist the family with making safety improvements to the home, as has Chief Mills, and the Milford Police Department previously supplied the family with a Project Lifesaver bracelet, but I have been told that the individual has the device in a condition so that it no longer works. My intent of this info is to be very sensitive to the privacy and concerns of the family while carrying out the desires and goals of the rest of our residents.

Yesterday I was notified that the Ohio Public Works Commission approved a loan and grant for the Water Main Phase II Project in the amount of \$574,845. You will recall that the Public Services Committee approved Smithcorp Inc.'s bid of \$416,859.00 for this project.

Effective July 6, 2015 John Davisson will assume the position and responsibilities of Part-time/Temporary Class I Water Operator. He shall serve without benefits twenty (20) hours per week, and he shall serve no longer than Friday, September 25, 2015. The need for this Part-time/Temporary position is due to a long-term work related injury leave of another employee in the Water Department.

I will be using vacation days from Friday, July 10<sup>th</sup> through Sunday, July 19<sup>th</sup> for my family's vacation that we have had scheduled for three months. Pam Holbrook will be Acting City Manager during my absence.

Bruce Molett started his position as Code Enforcement Official July 1<sup>st</sup>. He will be busy over the next month catching up on cases, and learning about the area. Bruce will be responsible for inspection and enforcement of the City's zoning and property maintenance codes. He and Pam Holbrook attended Mayors Court last week, to follow up on a case Judy Hackmeister had been working on. Bruce can be reached at 576-5462 or [bmolett@milfordohio.org](mailto:bmolett@milfordohio.org).

**SERVICE DEPARTMENT**

Ed Hackmeister, Service Department Supervisor reports that his staff has started weed whipping around guardrails within the City. Their usual summertime duties regularly involve cleaning catch basins, especially with the inordinate amounts of rain we have received, care of City parks and City-owned property including the cleaning of the concession stand restrooms and restocking of supplies. They also performed preventive maintenance on their equipment last week as time allowed.

**WASTE WATER DEPARTMENT**

Dave Walker, Waste Water Supervisor, reports that Miller Pipeline will begin the relining of sewers next week on Oakcrest, Valleyview, and several streets in the East Milford neighborhood. The contractor will notify affected homeowners each day when they arrive at a particular street.

Dave met with an engineering firm on Mill Street to shoot manhole elevations for a possible condominium development on Mill St. Later they completed the sewer inspection at the Glenn Glass building expansion.

**WATER DEPARTMENT**

Matt Newman, Water Treatment Plant Supervisor reports that his staff completed 6 work orders and 7 utility locates for residents last week. Later in the week Matt attended the Public Services Committee meeting and the bid opening for the Main St. Water Main Phase II Project. The Monthly Operating Report and NPDES Report were also completed last week.

Matt reports that he had a preconstruction meeting last week with Danis Construction Company regarding the Stripper Media Replacement Project at the Water Treatment Plant.

**STANDING COMMITTEE MEETINGS**

- Administrative Services Committee: Not scheduled at this time
- Community Development Committee: Not scheduled at this time
- Public Services Committee: Not scheduled at this time
- Safety Services Committee: Not scheduled at this time

**REMINDERS:**

**Planning Commission:** 6:00 p.m. Wednesday, July 8, 2015

**Movies on the Miami 'Into the Woods':** Saturday, July 11<sup>th</sup> at dusk. This event will take place at Riverside I. The concession stand will be open and will have drinks and a variety of snacks available.

**Parks and Recreation:** 5:30 p.m. Monday, July 13, 2015

**BZA:** 7:00 p.m. Thursday, July 23, 2015

**National Night Out:** 6:00 – 8:00 p.m. on Tuesday, August 4<sup>th</sup> in the Target parking lot.

**Movies on the Miami 'Muppets Most Wanted':** Saturday, August 8<sup>th</sup> at dusk. This event will take place at Riverside I. The concession stand will be open and will have drinks and a variety of snacks available.

**Council has scheduled a special Council meeting for 7:00 pm on Tuesday, July 28<sup>th</sup> to discuss the process for selecting the next City Manager and then the next City Council Meeting will take place on Tuesday, August 18<sup>th</sup>.**

**Police Department Report:** Police Chief Jamey Mills presented the following report:

#### TRAINING

1. All members of the Department viewed the I.A.C.P. video on Ethics and took the Oath of Honor which was administered by Law Director Mike Minniear.
2. Detective Liming attended a Criminal Intelligence training offered for free from the Bureau of Justice Assistance.

#### NOTABLE CRIME OCCURRENCES

1. A sexual assault was reported at the Oakbrook Apartments on June 24th. The suspect has been identified and two search warrants have been executed.
2. A break-in occurred at Expressions by Elizabeth located at 838 Lila Ave on June 19th.
3. Officer West participated as a back-up officer in a multi-jurisdictional pursuit of a stolen vehicle on June 22nd. The pursuit eventually ended without injury and the suspect was arrested.

#### ADMINISTRATIVE

1. Sergeant Lane prepared after action reports for Frontier Days, the Memorial Day Parade and the Amazing Race.
2. Officer Russ Kenney received a letter of recognition for his hard work and success while filling in as an acting detective, while Julie Liming was on injury leave.
3. There were two low-level uses of force during the month involving suspects that resisted arrest. Both incidents were investigated by sergeants and reviewed by me and found to be within policy.
4. Sergeant Crider conducted an administrative review of Officer West's pursuit and found it within policy.

#### COMMUNITY RELATIONS

1. Detective Liming attended a meeting with the East Milford Neighborhood Watch Association on June 10, 2015.
2. Our first Junior Police Academy was held June 15th – 19th.
3. By Golly's will donate some of the funds collected from their golf outing to the police department to support their community events.
4. We received a donation in the amount of \$510 from the Milford Gun Club that will be deposited into the Milford Police Community Partnership account.

#### OUTSIDE MEETINGS AND ASSOCIATIONS

1. Sergeant Lane attended the monthly Hamilton County OVI Task Force Meeting.
2. Sergeant Lane, Detective Rogers, Officer Kenney, Officer Yeary and I attended the funeral for fallen Officer Sunny Kim on June 26th.

Chief Mills displayed the Police Department 2015 t-shirt which is available through the Milford Miami Township Chamber of Commerce. He indicated that the quarterly newsletter has been terminated in favor of a video which is available on their website which has been created free of charge in partnership with the Clermont County Civil Air Patrol. The video is called 'Role Call'.

Ms. Hinnars asked what the Police could do to offer assistance to the homeless. Chief Mills indicated that the first step is for residents to alert the police to a homeless person and that they would then respond and make the individual aware of various resources that are available to assist them. There are no shelters in Milford.

Ms. Brewer asked that with the break-ins that have occurred recently on Lila Avenue, if the merchants were notified so that they could be pro-active in protecting their establishments. Chief Mills explained that the three break-ins occurred four weeks apart and that he hesitates to use Nixle for everything that crosses his desk. He suggested instead that residents turn to 'Raids Online' to ascertain what is happening in the City.

**Fire Department Report:** Fire Chief John Cooper presented the following report:

Chief Cooper thanked Stonelick Township for the use of one of their vehicles while one of ours was being overhauled and refurbished. Our firetruck has been returned and has been restored to 'new truck' quality.

Chief Cooper asked that he be invited to any meeting where the Fire Department, Fire Department budget and Fire Department staffing will be discussed.

**Public Comments:** There were no public comments at this time.

**Council Comments:**

Ms. Evans asked that the Service Department mow in front of the Bob Evans restaurant. Mr. Wright indicated that he would make that request the next day.

Ms. Hinnners stated that the Greater Milford Historical Society has a program called 'Lunch & Learn'. The next one is July 16<sup>th</sup> at noon at Sem Villa at which time she will present a talk regarding the history of the Sem property and the Jesuit Center.

**Public Hearing regarding the 2016 Tax Budget.**

Finance Director Dan Burke informed the Committee that it is a statutory requirement of the State of Ohio for each municipality to adopt a Tax Budget for the following year to be submitted to the County Auditor by July 20<sup>th</sup>. The Public Hearing was advertised appropriately in the local paper and online. The Tax Budget is non-binding and the actual 2016 Budget will be developed and discussed in the fall for adoption in December. Mr. Burke stated that the Tax Budget is available for residents to view in the Tax Office Monday through Friday during the daytime office hours of 8:30 a.m. and 4:30 p.m. between now and the 20<sup>th</sup> of July.

Mr. Burke stated that the Earnings Tax collection exceeded 3 million dollars in 2014 for the first time in the history of the City and this year we are at a pace to meet or exceed that amount. He said that sort of improvement does not occur in a vacuum and indicated that he wanted to thank Jeff Wright and Pam Holbrook for their continued focus on residential and business development as well as job retention.

Mr. Brady stated that a couple residents have asked about making the City expenditures available online and asked where we were in that process. Mr. Burke indicated that he has been in contact with SSI regarding the conversion of the Attorney General's 'Open Checkbook' program. Per SSI, they are working on an interface program with the Attorney General's office and hope to have it available soon. In the meantime, Mr. Burke has attended several seminars regarding this program and has been in touch with other municipalities to compare notes.

Mr. Burke indicated then that he would like to state publically that working with Mr. Wright has been great; that it is wonderful to work with someone who understands 'work flow' issues and that his leadership will be missed. Mr. Burke went on to say that the City staff highly respects Mr. Wright and appreciates the work environment he provides not just in regards to their individual work responsibilities and his availability to them but also in health and wellness and morale boosters. He stated that staff will miss Mr. Wright and appreciates all that he does for them.

**Mr. Lykins made a motion to close the Public Hearing; seconded by Mr. Brady. All voted yes.**

**New Business:**

**15-1170** An Ordinance establishing the pay rate for Police Sergeants: Ms. Brewer made a Motion to suspend the rules and read by title only; seconded by Mr. Brady. All voted yes. Ms. Evans made a motion to adopt the Ordinance; seconded by Mr. Lykins. All voted yes.

**15-1171** An Ordinance adopting a revised Affirmative Action Plan: Ms. Brewer made a motion to suspend the rules and read by title only; seconded by Mr. Brady. All voted yes. Ms. Evans made a motion to adopt the Ordinance; seconded by Mr. Brady. All voted yes.

**15-1172** An Ordinance authorizing an agreement with Smithcorp, Inc. for the Main Street Phase II Waterline Replacement Project: Ms. Brewer made a motion to suspend the rules and read by title only; seconded by Mr. Brady. All voted yes. Ms. Brewer made a motion to adopt the Ordinance; seconded by Mr. Brady. All voted yes.

**15-1173** An Ordinance authorizing application to the Ohio Public Works Commission for water treatment and distribution improvements: Ms. Hinnners made a motion to suspend the rules and read by title only; seconded by Mr. Brady. All voted yes. Ms. Brewer made a motion to adopt the Ordinance; seconded by Mr. Brady. All voted yes.

**15-1174** An Ordinance amending the rates and regulations for Greenlawn Cemetery to add a columbarium fee: Ms. Brewer made a motion to suspend the rules and read by title only;

seconded by Mr. Brady. All voted yes. Ms. Brewer made a motion to adopt the Ordinance; seconded by Mr. Brady. All voted yes.

**15-1175** An Ordinance amending the City's Building Code for swimming pools, spas and hot tubs: Ms. Brewer made a motion to suspend the rules and read by title only; seconded by Mr. Brady. All voted yes. Ms. Brewer made a motion to adopt the Ordinance; seconded by Mr. Brady. All voted yes.

**15-593** A Resolution adopting the 2016 Tax Budget: Ms. Brewer made a motion to adopt the Resolution; seconded by Mr. Brady. All voted yes.

**Old Business:** There was no old business to be discussed.

**Adjourn:**

There being no further business to come before the City Council; the meeting was adjourned to enter into Executive Session to discuss the potential purchase of real property at 7:45p.m. with a motion from Ms. Hinners; seconded by Mr. Lykins. All voted yes.

The Executive Session was adjourned into regular City Council at 8:47p.m. with a motion from Mr. Lykins, seconded by Ms. Brewer. All voted yes. Ms. Howland made a motion to close the regular City Council meeting at 8:48p.m.; seconded by Ms. Evans. All voted yes.

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Sharon Waldmann, C.P.T.

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Laurie Howland, Mayor