

MINUTES OF THE REGULAR COUNCIL MEETING

December 15, 2011

The Council Meeting was called to order by Mayor John Schaaf 7:01 p.m. at the Community Meeting Room, 100 Village Center Drive, Suite 150, City of North Oaks, Minnesota. Present were Council Members Gregg Nelson, Marty Long, Bruce Ackerman., Tim Dunleavy and Mayor John Schaaf. Also present were City Administrator Melinda Coleman, City Attorney Dave Magnuson, Recording Secretary Linda Hanson, and Videographer Kevin Scattum.

Pledge of Allegiance

The Mayor stated that the healing process on his shoulder is going well and he thanked Council Member Tim Dunleavy for sitting in as Mayor at the last meeting.

Approval of Agenda

The Mayor pointed out the changes in the agenda and Council Member Long moved to approve the agenda. The motion was seconded by Council Member Nelson and passed unanimously.

Citizen Comments

None

Consent Agenda

1. Minutes of the Regular Council Meeting of October 13, 2011 for approval.
2. Minutes of the Regular Council Meeting of November 10, 2011 for approval.
3. Planning Commission Minutes of December 5, 2011 for approval
4. Licenses for Approval:
 - Mechanical Contractors:** S & B Geothermal, Inc., Green Climate Heating & Cooling
 - Plumbing & Heating:**
 - General Contractors:**
 - Arborists:** Branch and Bough Tree Service and Landscape Care, Horticulture Services, Langer's Tree Service, Mel's Services, Inc., Moga Tree Service, Northeast Tree, Northern Arborists, Ostvig Tree Inc., Quality Turf Maintenance, St. Croix Tree Service, Inc., Shorewood Tree Service, Terra's Canopies Tree Service
 - Sewer/Water Installation**
 - Liquor Licenses:** North Oaks Golf Club, Panino's, North Oaks Hospitality/Tria Restaurant, Bar & Market, WineStreet Spirits, Suishin Restaurant, Inc.
 - Cigarette Licenses:** WineStreet, Walgreens
5. Claims for Approval: Check # 9795-9838
6. Approval of Engagement Letter with Abdo, Eick and Meyers for services 2012
7. DNR 2012 Deer Permit

Council Member Ackerman asked that items #3 and 7 be removed from the agenda for further discussion. The motion to remove #3 and 7 from the agenda and approve the remaining items passed unanimously.

Council Member Ackerman had a question about the Planning Commission Minutes for December

5, 2011 regarding the first paragraph where it stated that the City could not recover fees in regards to the Federal American with Disabilities Act. Mr. Ackerman questioned how changing the language would accomplish anything. City Attorney Dave Magnuson explained that this would allow the city to collect an application fee and in that way the City could recover additional costs that are often incurred when dealing with ADA accommodations.

Council Member Nelson made a motion to accept The Planning Commission Minutes for December 5th in the Consent Agenda and Council Member Long seconded it. The motion passed with 4 ayes and one nay from Council Member Ackerman.

Council Member Ackerman had a question about the DNR timeline for deer management. It was his opinion that the count was conducted too late and that traps were often not put out until almost February 1st. He questioned if the City could follow a different time schedule so that the aerial count could be concluded earlier and traps could get out earlier as well. The Mayor explained that the City follows the State of Minnesota's timeline and that the City waits until the first snowfall to do the aerial count since it is then easier to see deer and other wildlife. The City does the aerial count after January 1st since that is when snow is more likely on the ground. City Administrator Coleman explained that she asked the DNR if the City could extend the season last year, but was told that the City could not. She also stated that if there was snow cover, the City could do an aerial count earlier. The Mayor stated that he felt the City does take out the legal number of deer each season. The Mayor also explained that some of the deer are migratory and do not stay within the community. Council Member Ackerman stated that the City takes out less than the permit allows and is often less than half. Council Member Dunleavy stated that this is a maintenance policy. Council Member Long explained that the Natural Resource Committee has looked at the plan for a number of years and believes that the right number of deer (about 170) is a good number for the community. Council Member Ackerman is concerned about the amount of damage the deer do and wants to make sure we are taking the correct amount.

Council Member Dunleavy made a motion to approve the DNR 2012 Deer Permit and Council Member Long seconded it. The motion passed unanimously.

Petitions, Requests & Communication

None

Unfinished Business

None

New Business

1. GASB 54 Fund Balance Policy

Ms. Coleman explained that this policy comes from the Government Accounting Standards Board which tries to help local and state governments with Best Practices for Accounting. Even though the City does not have the situations mentioned in this policy because of the way the City classifies the fund balance procedure, she recommends that we adopt the language that was recommended for all local and state governments.

Council Member Ackerman made the motion to approve the GASB 54 Policy and Council Member Nelson seconded it. The motion passed on a unanimous vote.

2. Zoning Ordinance Amendment- Section 151.078 relating to the variance process.

City Administrator Coleman stated that to comply with the new changes in State Law effective May 6th, 2011 we change our language for the variance process. The change in language re- defines undue hardship to the suggested wording to define **practical difficulties**. She stated that the Planning Commission has met and discussed this change and recommends that the Council approve this change. They had some concern in the last sentence in paragraph C which makes a reference to variances for purposes of allowing access to direct sunlight for solar energy.

City Attorney Magnuson was in agreement that we align our language to the language in the State law. He stated that this change came out of a case in Minnetonka and that the change makes cities more compliant to the language used by towns and counties since 1973. Mr. Magnuson agreed with the City Council that the statute was not that well written and creates some confusion. He stated that the City could leave the specific language about access to direct sunlight out, but that the State would more than likely preempt the City and any local control as the statute is mandatory. The State reserves police power over cities and counties. City Attorney Magnuson believes a uniform standard is beneficial.

Council Member Ackerman stated that he agrees with the Planning Commission and the concern over this language. He believes our ordinances are poorly written and that some do not follow the format of the State. He noted that the State also has other statements that are not in our ordinance and so he would like to see this specific sentence left out of the City ordinance to give the City more discretion when approving variances. He does not want the City to limit itself more than it has to. Council Member Nelson had a similar concern. He questioned the history of this statute. Mr. Magnuson discussed the Green Power Initiative at the State level. It was noted that the City has another item on earth shelters left out of the ordinance as well.

Mr. Magnuson pointed out that it is stated that the State will have final control over these situations. Council Member Nelson questioned if the City should make its ordinance fully comply with the State Statute. City Attorney Magnuson stated that the City might want to write its own ordinance. Mr. Magnuson stated that there is no hurry to change this ordinance.

Council Member Nelson made a motion to table this item until January 2012 and Council Member Long seconded it. The motion passed with four voted for and Mr. Ackerman voting against this motion.

The Mayor pointed out that we should look at the Countryman Deed before having the discussion on this issue as it may be stated more clearly in that document who has the ultimate power.

3. Zoning Ordinance Amendment- Section 151.083 relating to the fee process.

City Administrator Coleman is suggesting the City change this zoning ordinance to include an application fee for variances that are related to the American Disabilities Act. She stated that the City encountered a problem when an applicant refused to pay some of the City costs that were involved in this more difficult variance application. By adding an additional application fee specifically for ADA accommodations, the City would be better able to recapture funds spent. The Planning Commission did have a public hearing on this matter

on Dec. 5th, 2011 and it was their recommendation to approve the ordinance changes and send it to the City Council for approval.

Council Member Ackerman asked for clarity about this change and it was stated that in the case of ADA accommodations, the applicant would pay the necessary permit fee and an additional application fee to cover the increased costs that are incurred by the City.

Council Member Nelson made a motion to pass the Zoning Ordinance Amendment – Section 151.083 and Council Member Ackerman seconded the motion. It passed unanimously.

Mr. Ackerman made a comment that the ordinances revisions were not in proper format initially but that corrections were made and were in the Council red folder.

4. Resolution #1251: Requesting 2012 Score Grant Funds

Ms. Coleman explained that Ramsey County gives back incentives for recycling to help defray the cost of the program. The City grant is based on the previous year and last year City recycling went down. That allows the City to apply for a grant amounting to \$9,276. Ms. Coleman recommended that the City adopt this resolution so that it can collect the full amount.

Council Member Nelson made a motion to approve Resolution 1251 and Council Member Dunleavy seconded the motion. It passed unanimously.

5. Resolution #1252: Adopting 2012 Final Budget

Council Member Dunleavy reported on the executive meeting held earlier in the evening to discuss Ms. Coleman's performance and compensation. Her contract was approved with a base salary of \$96,390 which is a 2% increase over 2011. There were no increases in the yearly car allowance of \$4,800, the health care allowance of \$2,500 a month, the \$620 cell phone allowance, and short term disability of \$230. Long term disability went up \$50 (\$2225) for the year. Paid time off is 28 days for both sick leave and vacation. The 401K match is set at \$2892. The total package adds up to \$109,657 or a 1.85% increase overall. Her salary package is in the middle quadrant of cities of similar size for city administrators.

A vote was taken at this meeting to approve the salary and benefits package. The contract was approved with four voting aye and one voting nay. The Mayor and one City Council member will meet with Ms. Coleman in the near future to discuss the conversation that took place at the earlier meeting.

Ms. Coleman went over the 2012 Budget (Version 5.8) explaining it was the duty of the Council to adopt the Budget either at this time or by no later than December 28th, 2011. The current Budget has been in progress since August.

Highlights include on the revenue side the levy that has now been set at \$1,213,459 which is \$6,811 less than the original levy. An increase in the recycling assessment is the same as former budget proposals and the City continues to anticipate about the same in building permits with no fee increases. The proposed tax levy is a 1.8% increase over the 2011 levy. The NOHOA rent and expense reimbursements will increase due to a full year of rental and the recycling assessment has gone up to \$139,964. The proposed Budget shows no transfer from the Fire Fund for capital expenses.

On the expense side, the office rent increases due to a full year rental on the Community Meeting Room. The Public Safety Budget remains at \$794,246 which includes \$10,000 for a fire truck replacement. The Public Safety portion is 45% of the total Budget. Most expenses have been held to the 2011 or slightly higher levels.

Total expenditures for 2012 are expected to be \$1,750,704 or a 1.8% increase over 2011.

Changes in the 5.8 version over the 5.7 version includes an increase in employee benefits of \$4,550 which is an increase in health benefits and a shift in the line item so that it is now stated in the current budget, an increase of \$200 for auditor services, a decrease of \$5,000 for the Tree Preservation Program based on what was spent last year, and a decrease of \$4,000 in the Cable Coordinator budget. Ms. Coleman has been meeting with the City Forester, Mark Rehder to come up with an Emerald Ash Borer program and outside sources of funding.

The Lake Johanna Capital Plan does show the North Oaks share at \$250,000 over the next three years. The current balance in the fund is \$134,294 which amounts to an additional \$116,255 needed to fund this plan. This amounts to \$38,750 a year over the next three years. This year the plan is to take \$10,000 from the General Fund and another \$28,750 from the Building Fund since that money is not currently needed.

Public Safety remains a large part of the Budget costing on average \$448 per household. This covers the expenses of the Lake Johanna Fire Department, the Ramsey County Sheriff's Office, the Community Service Officer, and the 911 Dispatch. Seventy two percent of the 2012 Budget is for government mandated programs and services (elections, inspections, recycling, ISTS inspection program etc.) amounting to on average \$495 per household in taxes. The remaining 28% is for all other programs and services.

The average tax is \$687 and of this \$448 is for Public Safety. It takes about a value of a \$600,000 home to pay the City tax of \$655. In the City, 896 households pay more than this amount and 874 pay less.

Ms. Coleman suggested that the Council consider Budget Version 5.8 which includes a decrease in the General Fund Levy by \$6,811.

Council Member Marty Long made the motion to approve Budget Version 5.8 and Council Member Gregg Nelson seconded the motion. It passed unanimously.

Council Member Long thanked everyone for their time in preparing the Budget.

6. Resolution #1253: Adopting 2012 Final Levy

The levy will be less than the stated amount last September. The final amount is \$1,213,459 collectible in 2012. The Levy amount will now be forwarded to the County Auditor.

Council Member Ackerman questioned if the dates were accurate for when these funds will be collected. It was agreed that the values are done in 2011 and are paid in 2012.

The motion to approve the Final Levy was passed unanimously.

7. Appointment of City Prosecuting Attorney for 2012

Council Members Ackerman and Nelson with the City Administrator Coleman worked on selecting the City Prosecutor for 2012. The City sent out the Request for Proposals and had 5 responses. After reviewing the five proposals they all agreed that the firm of Kelly and Lemmons would best meet the City's needs. The team met with Pat Kelly and Kevin Beck who will serve as the primary contact. They all agreed that the firm was energetic and dynamic, had a full range of levels of experience, had a good understanding of the interactions between the prosecution functions and other city functions. The firm understands the relationship between the quality of life and enforcement issues and would collaborate well with the City Attorney, Dave Magnuson. This firm also appears to have a good working relationship with Sheriff Bostrom and the deputies, and they serve as City Attorney for Little Canada, Gem Lake, White Bear Township and Taylor Falls. The first three have a contract like North Oaks with the Ramsey County Police Department. Overall, they would fit well with the City of North Oaks.

Kevin Beck is the least senior of the three. He spends half his time on prosecution matters and goes to court often, is available to attend all Council meetings, is willing to give updates on a monthly basis, and is available to Ms. Coleman by phone or email on a daily basis. Another firm member, Trevor Oliver, is now the lead prosecutor for Gem Lake and has been the lead prosecutor in Maplewood and Little Canada. All of the firm attorneys have good academic background.

The firm charges \$100 an hour and \$60 an hour for clerks and paralegals. They are the only firm that put a cap of \$1000 a month for charges meaning that if they went over the 10 hours, they would not charge an additional amount. They also carry substantial insurance. Ms. Coleman has worked with this firm in Maplewood and thinks highly of them.

Council Member Ackerman recommended to the Council that they engage Kelly and Lemmons as the City Prosecutor.

Council Member Nelson was impressed with their willingness to communicate with the City and their willingness to investigate criminal cases first before charging.

Ms. Coleman mentioned that she worked with them for several years in the past and liked how they worked with the staff to handle situations often without a citation and also did well with mediation. She recommends that the Council engage this firm.

Council Member Long asked when they would start and Ms. Coleman explained that the City needs to give the current prosecuting attorney a 30 day notice. The details on transitioning from one attorney to the other will be worked out in January. There is only a minor case being addressed at this time by the current Prosecuting Attorney. Mr. Kelly is flexible to start when needed.

Council Member Dunleavy made the motion to approve Kelly and Lemmons as the firm to serve as Prosecuting Attorney. Council Member Long seconded the motion and it passed unanimously.

8. Liquor License Renewal- Taste of Scandinavia

Ramsey County conducted an alcohol compliance test checking establishments for serving liquor to a minor. A server at Taste of Scandinavia was issued a citation. City Attorney

Magnuson went through the process that the City must follow. The City is mandated to prosecute the gross misdemeanor for sale of alcohol to a minor. They will also need to issue a citation and schedule a hearing to decide what administrative action should be taken against the license holder. Due process needs to be followed to take action to suspend or deny the liquor license.

Mr. Magnuson advised the Council that it would be a good idea for the City to develop a policy or policies for the penalties for 1st, 2nd, 3rd, or even 4th offense. He suggested that in January the City look at how other cities in the area handle this issue.

An Administrative Complaint Form was sent to the City and was forwarded to the current Prosecuting Attorney, Mr. Sweeny. The fine for the gross misdemeanor for selling alcohol to a minor is up to a year in jail and/or up to a \$3000 fine.

Currently, the City has six liquor licenses: 1 off sale, 4 on sale, and 1 club.

A motion was made by Council Member Dunleavy to approve the liquor license for the Taste of Scandinavia at this time with the understanding that the City will prosecute the gross misdemeanor and further review the policies and consequences for the holder of the liquor license at a later date. The motion was seconded by Council Member Ackerman and passed unanimously.

Council Member Reports

1. Tim Dunleavy

Finance Committee

The Finance Committee met a number of times to work on the 2012 Budget. He stated his appreciation that the Budget was approved this evening. The committee will meet early in 2012 to review the final Budget.

Lake Johanna Fire Board

Council Member Dunleavy did not attend the November meeting but will be at the Annual Meeting on January 24th. The Board does not meet in December. In November the meeting was a very quick meeting.

2. Bruce Ackerman

NOHOA

Council Member Ackerman attended two meetings in December: the annual meeting followed by the regular meeting on December first.

The annual meeting had 1,216 ballots cast for electing directors. The only candidate on the ballot, Erich Young received 938 votes. There were six write in candidates who received 2 to 6 votes. The Budget was not approved so it will be the same Budget they had in 2011. Out of 1,217 votes with 496 voted yes and 721 voted no.

There were public comments from a few residents. Bill Ecklund (15 Larkspur Lane) suggested that the Board create written policies for the size of the reserves. He

would be interested in serving on a sub-committee to look at this. If a sub-committee is formed, Mr. Eckland will serve on it. North Oaks Company representative, Tom Dougherty stated that in the past the homeowners had justified the reserves. Better communication was suggested.

A few residents came forward to suggest that someone be appointed for each of the two spots not filled in the election (due to the fact that only one person ran). Jonathan Hoistad offered to fill one of the seats. A discussion followed as to whether it is better to elect people that run rather than be appointed.

At the regular meeting, they decided to have visitor comments before establishing the agenda.

A discussion took place on the appointment process. It was decided that any appointee would serve for only one year and then would need to run for re-election the following December. A discussion followed on the changes suggested for the size of the Board and how that would work with making appointments at the same time. It was suggested that they follow a two track process in looking at the policy for the appointment of members and then the size of the Board.

The Director's Report included an update on the Lake Gilfillan Water Project which is basically complete except for the start-up items that will be done in the spring. The Budget will remain the same as in 2011, but certain items within the Budget will need to be evaluated to balance the Budget against cost increases of some items. The Entrance Committee will be prepared to do the final presentation at the January meeting.

3. Marty Long

VLAWMO

John Blackstone from the St. Paul Water Authority made a presentation that included information about the 1951 contract with North Oaks. Council Member Long asked Ms. Coleman to follow up on obtaining more information about their findings.

NRC

Council Member Long attended the December 6th meeting where the City Forester, Mark Rehder was a guest. It was noted that the Natural Resource Committee and Mark have a general comfort with each other. They had a lively discussion about Emerald Ash Borer. They are working on future plans and ways to fund these plans which might include outside sources. Mark Rehder was asked to present a plan and cost for an EAB plan. The framework for this proposal will be presented on January 3rd, 2012.

The Committee members are dividing up tasks and will present an article each month to the North Oaks News on a topic of interest to the Natural Resource Commission. The January article will be an introduction to the NRC and their mission. The February article will be on our Deer Management Program. A future article will probably be on Lyme disease and also on water quality vs. water

clarity.

They also will look at identifying term limits for all of the members.

4. Gregg Nelson

PLANNING COMMISSION

Council Member Nelson attended the Dec.5 Planning Commission Meeting. Two Ordinance changes were discussed. Ordinance 151.078 for a language change from undue hardship to practical difficulties was approved with the suggestion that the language requiring solar access rights be left out of the ordinance. Second item; Ordinance 151.083 on an additional fee was approved and forwarded to the City Council for action.

An update on the property at the Sisters of the Good Shepherd and the Lake Gilfillan project was given. There was also a brief discussion regarding the update or revisions needed in many of the City Ordinances. Administrator Coleman suggested that the Planning Commission work with the City Council to prioritize ordinance revisions.

Mayor John Schaaf

City Council Responsibilities 2012

The Mayor handed out the draft asking the Council Members to identify where each will want to serve in 2012. He needs to have this information by December 24th. The Mayor will also be asking the Chairs of the Commission if they are interested in serving again. If members do not want to serve again, an ad in the local newspaper may be needed to fill any vacated spots.

The Mayor also met with Mike Lovett, Superintendent from the White Bear School District. He suggested White Bear Schools work with NOHOA Park and Recreation Programs allowing NOHOA a chance to buy off their master contract.

They also have a program for seniors and are looking for tutors to work in the White Bear District.

Mayor Schaaf also met with other Mayors at a Mounds View meeting. Mayors present were from Roseville, Mounds View, Arden Hills, Shoreview, New Brighton, and Vadnais Heights. They discussed their budgets, growth in their communities and the Stadium Plan as well as other items.

The Mayor reported on the informal meeting he had with Tom Zimmer on the Home of the Good Shepherd. Only one party seems interested at this time and North Oaks Company has the right of first refusal. They are in discussion with the interested party. The Sisters will be giving notice to the Volunteers of America and the Mounds View Schools that their contract will end at the end of June 2012.

The Mayor met with three residents on Willow Road in regards to the Lake Gilfillan Water Project. They had concerns about the noise on Highway 96 and questions about the pump house. The pump house is nearly complete with landscaping and painting to be done next spring. Acceptance tests on the performance of the system will be done next spring by the City, SEH (Contract Manager), DNR, the Golf Club, Ramsey County and a few others.

Council Member Long asked about aeration plan for Pleasant Lake. John Blackstone mentioned that this project is on hold until at least 2013 because of budgetary constraints. Also a legal review is needed. Notification has been sent out to those interested in this project explaining that it is now on hold. Council Member Ackerman did look at the system in Lake Vadnais. Trees surround the equipment and can't be seen by homeowners. Legal rights of those involved will need to be reviewed before the City can move forward. Mr. Ackerman had research from Tom Dougherty done in 1993 on the land on the southern tip of Pleasant Lake which involves four lots, one owned by the Golf Course and the other three owned by the Water Authority. NOHOA does have easements for recreation and parking. Mr. Ackerman also had some deeds and information that dated back to 1882. Council Member Ackerman agreed to share the information with the Council Members. It appears NOHOA has easements that provide for certain use rights around this property. He believes we should continue to study this project so that we are ready when the time comes. The Mayor stated that at the public meeting in April, the residents would like to clean up of the Lake.

Administrator Reports

1. LGWA Project Status

The project is nearly complete with landscaping, painting and start up happening in the spring.

2. Shoreview Assisted Living Project.

This project was approved by Shoreview back in 2008 after public hearings in which North Oaks residents were involved. It will be 104 units with 55 independent living, 33 assisted living and 16 memory care units. The City sent out letters to residents sharing the border with this property to notify them that the contractor will begin site clearing yet this year. The Shoreview City Council will be acting on the Finance Plan on December 19, 2011. Residents had a chance to give input as to the height of the building and landscaping during the public hearings held in 2008.

3. Highway 96 Noise

Ms. Coleman sent an email to Tony Bennett's assistant, Joe Murphy to look into the noise on Highway 96. Mr. Murphy will do research on this issue and get back to the City on what might be done.

4. Pleasant Lake Aeration Project

Mr. Magnuson has some of the papers, but would like the additional documents that Council Member Ackerman has collected. Ms. Coleman did meet with the Vadnais Heights City Manager and was told that they did not require a permit from the SPWA to

construct the aeration equipment and tanks for the project there.

5. Holiday Hours for the City Offices

The City will close at 1:00 PM on Friday, December 23rd and Friday, January 30th. The office will also be closed on Monday, December 26th and Monday, January 2nd, 2012

6. 2011 Budget vs. Actual Review

December and January are volatile as a substantial amount of money has not yet been collected and the City has started making payments for January 2012. Ramsey County still owes the City about \$69,000 for property taxes and \$150,000 in receipts are due. If the Lake Gilfillan project is removed and the revenue owed to the City is paid, the City should exceed the income expectations.

Ms. Coleman reviewed the items that were over budget. One was the line for the City Office rent that was not recorded in last year's budget. The Professional Service budget is over, however, most of that is for the Lake Gilfillan project. For the City Attorney, the City is over budget, but again that is for the Lake Gilfillan project that will be wiped out when the money is transferred from the proceeds of the bond. In February the budget should reflect a more true representation of budget vs. actual expenses.

Council Member Ackerman had one question about a Miscellaneous Sewer and Water line item. It was explained that the City pays these costs and then gets reimbursed.

City Administrator Coleman thanked the Council for their continued support in approving her contract for 2012.

City Attorney Reports

1. Update on Pool Fence Litigation

City Attorney Dave Magnuson stated there was not much progress on this. Information is being collected for a stipulated record. A list is being created with all the pools that have been constructed, those that have fences and those who had a permit. The case will continue over the next few months.

The Mayor thanked the City Staff for all their hard work in 2011. He also thanked the Commission Members and those who donated their time to benefit the City. He wished everyone a happy holiday

Marty Long made the motion to adjourn and Council Member Nelson seconded the motion. It passed unanimously.

Miscellaneous

Next Regularly Scheduled Council Meeting – Thursday, January 12th @ 7:00 pm in the Community Meeting Room

Next Natural Resource Commission Meeting – Tuesday, January 3rd @ 6:00 pm. in the Community Meeting Room

Next Planning Commission Meeting – Thursday, January 26th @7:00 pm in the Community Meeting Room

Adjournment

Marty Long made the motion to adjourn and Council Member Nelson seconded the motion. It passed unanimously.

On motion duly made, seconded and carried unanimously, the meeting was adjourned at 9:05 p.m.

Attest:

Respectfully submitted,

Mayor John Schaaf

Linda M. Hanson
Recording Secretary