

The City Council for the City of Junction City, met in regular session at 6:30 p.m. on Tuesday, July 13, 2021 in the Council Chambers of City Hall, 680 Greenwood Street, Junction City, Oregon and in a virtual meeting format via internet and phone.

**PRESENT:** Mayor, Beverly Ficek (left at 6:45 p.m.); Council President/Acting Mayor, Ken Wells; Councilors Sandie Thomas, Sidney Washburne, Andrea Ceniga, John Gambia, and Karen Leach; City Administrator, Jason Knope; City Attorney, Carrie Connelly; Public Works Director, Gary Kaping; Police Chief, Bob Morris; and City Recorder, Kitty Vodrup.

**1. Call to Order and Pledge of Allegiance**

Mayor Ficek opened the meeting at 6:30 p.m., led the Pledge of Allegiance, and took roll call.

**2. Changes to the Agenda**

Mayor Ficek stated that she wanted to appoint an Ad Hoc Committee called the Junction City Sesquicentennial Advisory Committee. She was forming this Committee to encourage, facilitate, and promote the observance of the City's 150<sup>th</sup> birthday, which would occur on October 29, 2022. She said the 7 member Committee would include Councilor Andrea Ceniga, Public Works Director Gary Kaping, a representative from the School District, a representative from the Junction City Ministerial Association, a representative from the Chamber of Commerce, and a representative from the Junction City Historical Society. She added that she would also serve on this Committee as the presiding officer.

Administrator Knope noted that staff had one item to add to the agenda: Water Curtailment Resolution.

**3. Approval of Minutes – June 8 and 22, 2021**

**MOTION:** Councilor Washburne made a motion to approve the June 8 and 22, 2021 minutes. The motion was seconded by Councilor Thomas and passed by unanimous vote of the Council.

**4. Public Comment on Items not Listed on the Agenda**

Mr. Jack Sumner, 1061 Quince Drive, Junction City, asked if he would contact the City Administrator or the City Attorney if he had a legal question concerning the City. Administrator Knope responded that he would contact the City Administrator.

Mr. Sumner stated that he had sent the Council information on federal dollars being available for Safe Routes to School and for improving the lagoons and he asked that the City look into that. He added that the City of Monroe had already received funding to complete their Safe Routes to School.

Ms. Laura Seiders, 230 Birch Street, Junction City, said that her understanding was that every City was supposed to have a place for the homeless to bathe, eat, have clothing, and a place to stay without being harassed or being an eyesore. She noted that there were some properties that had not been used for a long time and she wondered if those might be possible locations for the homeless.

Administrator Knope added that she had spoken to Ms. Seiders and asked her to come to Council. He thought this would be a good discussion to start at the Finance and Judiciary Committee or the Public Safety Committee. The Council consensus was in favor of that.

Ms. Cathy Tracer, 94544 Oaklea Drive, Junction City, expressed concerns about current and future traffic on Oaklea Drive, related to development that was and would be occurring in that area. She noted that there were 20 buildings with 8 apartments each and a new subdivision with 105 homes, which would probably result in an influx of about 750 cars daily. She continued that none of the neighbors over 300 feet away had been notified of the developments, of which they would be most grossly impacted. She expressed safety concerns for children, walkers, and bikers using Oaklea Drive with limited sidewalks being installed and no shoulder on Oaklea Drive.

Mayor Ficek noted that she was going to excuse herself from the meeting and turned the meeting over to Council President Ken Wells at 6:45 p.m. Acting Mayor Wells presided over the rest of the meeting.

**5. Energizing Junction City Banner Designs**

Mr. Jeff Curran, Energizing Junction City (EJC), asked for Council input on new welcome banner designs for Highway 99 and downtown on 6<sup>th</sup> Avenue, which would be purchased with funding from the 2020 Tourism Grant from the City. He noted that the current welcome banners had been designed to last 5 years, but they had extended the life to 8 years, by changing to special event banners two weeks prior and two weeks after events for the Scandinavian Festival, Function 4 Junction, Truck Function, and Daffodil Festival. EJC was working with NW Signs, who had a better design for the banners which would help them last longer.

After review and some public input, the Council consensus was to have on Highway 99: Welcome to Junction City, "United We Stand", in red, white, and blue with the old water tower and to have on 6<sup>th</sup> Avenue: Welcome to Historic Downtown Junction City, Est. 1872 with a train in maroon and gold.

**6. Scandia Run Street Closure Request**

Director Kaping presented the request for the 47<sup>th</sup> Annual Scandia Run. The Community Development Committee reviewed on June 2<sup>nd</sup> and recommended approval.

**MOTION:** Councilor Thomas made a motion to approve the street closure request for the 47<sup>th</sup> Annual Scandia Run on August 14, 2021 as conditioned in Attachment B with the nonexclusive use of city streets for street closure from 7:45 a.m. to 12:00 p.m. The motion was seconded by Councilor Leach and passed by unanimous vote of the Council.

**7. Lagoon Grinder Request**

Director Kaping presented the request to purchase a new grinder at the lagoon, which was scheduled to be replaced every 5 years in the Capital Expenditure Plan (CEP). Staff followed City Procurement rules 137-047-0270 and reached out to three vendors; only one vendor, JWC Environmental, could match the specs required.

**MOTION:** Councilor Washburne made a motion to approve the purchase of a grinder in the amount of \$35,777.84 and authorize the Public Works Director to sign the necessary documents. The motion was seconded by Councilor Leach and passed by unanimous vote of the Council.

**8. Truck/Equipment Purchase Lane County Auction**

Director Kaping presented the request for permission to purchase a truck and/or equipment at the next Lane County Auction. Instead of buying new trucks, Public Works bought slightly used trucks and kept them for 10 years. This year, Public Works was looking to buy a new service truck and had budgeted \$35,000 in the CEP. There were also funds still available to buy some equipment for the Projects Crew, such as a dump truck, tractor, etc. The Public Works Committee reviewed on June 7, 2021 and recommended approval.

**MOTION:** Councilor Leach made a motion to approve the purchase of a Service Truck from the Lane County Auction not to exceed \$35,000 and other miscellaneous equipment for the Projects Crew and authorize the Public Works Director to sign the necessary documents. The motion was seconded by Councilor Ceniga and passed by unanimous vote of the Council.

**9. Rick Manion Alley Request Updated**

Councilor Ceniga declared a potential conflict of interest, as she worked part time for Mr. Manion.

Director Kaping stated that on July 21, 2020, Mr. Rick Manion, owner of the Raven Tap Café (The Raven), submitted a request that the City approve funding and prioritize the improvement of the alley next to the Raven and any alleys in similar condition. The Public Works Committee reviewed Mr. Manion's request, which included that their door to the alley was a secondary access and not safe for people with disabilities under the ADA rule. The City's building official reviewed and determined that there was no secondary access requirement for the Raven.

Director Kaping continued that the alley did need some attention and had some areas that were coming apart. The estimated cost to repair that alley was \$25,000. A couple of contractors looked at the alley and said their estimate would be \$10,000, with Public Works

removing the old asphalt and putting the rock base in. Both contractors said the alley would need to be engineered, as they did not think it would drain properly. Staff asked HBH Engineering for an estimate to engineer the alley and that came in at \$11,700.

Administrator Knope added that a few years ago the City had a small sink hole in the Police Department parking lot and they ended up redoing the entire lot; when Public Works went to fix it, they had to dig down 17 feet to find hard ground, as the area had been filled in with debris and garbage and had a light layer of rock on top of it. It was noted that at the turn of the century, there were a couple of different fires downtown and the debris had been pushed into that area. He expressed concerns that there could be debris in some of the other alleys in the downtown area, and he recommended having a much larger contingency built into the street budget for any downtown alley work to address the potential work, any archeology concerns with finding old items, etc. He recommended having the Public Works Committee work with Director Kaping to come up with an alley plan for the downtown area.

Ms. Cathie Campbell, Habitat for Humanity, stated that there were a lot of issues with the alley adjacent to the Habitat Store and water actually drained into the building. She added that she did not think a wheelchair could safely go down that alley.

Ms. Valerie Michalenko expressed liability concerns with people using the alley next to Habitat for regular business and waiting in line to get meat pies during the Scandinavian Festival.

Ms. Cindy Montgomery noted that instead of saying yes to pave one alley that a business owner requested, it would be in the best interest of the City to do due diligence to see what all the alleys needed and figure out how to address them all at the same time.

Administrator Knope responded that it may be in the City's best interest as a pre cursor project to go through and excavate and remove what needed to be removed, rock back in, and then start the design work for whatever alleys the City wanted to pave downtown. Director Kaping added that if they did it that way, then they would at least have an idea of what they were digging into. Administrator Knope added that Public Works could do that type of project in house with the Projects Crew during the summer and any artifacts discovered could be pulled out and given to the Junction City Historical Society.

Attorney Connelly stated that because of the liability issues that had been raised, she would appreciate a Council motion to direct staff to bring back a comprehensive look at downtown City alleys to Committee to start processing a larger scale solution. She noted this would be helpful for purposes of discretionary immunity defense just to make sure this was a Council decision to staff on how to handle these issues.

In response to a comment from Councilor Gambee on temporary fixes, Administrator Knope stated that at this time each year, staff did temporary fixes in the downtown alleys in prep for the Scandinavian Festival and Public Works was in process of doing that.

**MOTION:** Councilor Thomas made a motion to direct staff to bring a Comprehensive Downtown Alley Program to the Public Works Committee. The motion was seconded by Councilor Washburne and passed by unanimous vote of the Council.

#### **10. Municipal Judge Pro Tem Appointment**

Administrator Knope reviewed the request from Judge Wiese to appoint a Judge Pro Tem. It was noted that this was a Mayoral appointment with Council approved and would be moved to the August 10, 2021 meeting when Mayor Ficek was present.

#### **11. City Attorney Annual Report**

Attorney Connelly presented the first annual City Attorney Report for July 2020 through July 2021. Local Government Law Group (formerly Speer Hoyt) has been providing legal services to the City since the 1980's, and Attorney Connelly had represented the City since 1997. She provided the firm resume and official report for the record.

- Attorneys in the Firm: Attorney Connelly, Lori Cooper, Mark Wolf, Dianna Moffat, Dan Lawler, and Ross Williamson.

- Their office had provided approximately 440 hours to Junction City projects that were categorized in various areas: General, finance, franchises, labor, personnel, planning, police, and public works.
- Their firm provided a “heads up” regarding changes in law, and they responded on a project by project basis as assigned by the City Administrator. Examples of legislative updates she would be providing:
  - There would be a new obligation for elected officials on child abuse reporting.
  - Cities must continue to allow public participation virtually for meetings.
  - The legislature had directed different ways that cities had to address the issue of homelessness.
- It was noted that the Mayor could also contact Attorney Connelly and start the billing clock. Acting Mayor Wells asked if a Councilor should go through the Mayor or City Administrator to contact the attorney with a concern. Attorney Connelly responded that that should go through the City Administrator, as individual Councilors did not have the authority to contact the City Attorney’s office.

Mr. Sumner asked if public comment at a Committee meeting was required by law. Attorney Connelly responded that public comment was not required by law, but if members of the public who were present would be allowed to speak by a Committee, an equal access needed to be provided to individuals who were attending virtually.

Items Reviewed this last year:

- General Items: COVID related items – CARES Act Funding, Emergency Declaration, Business Pandemic Program, special events, Library COVID polices, public meetings protocol; Council trainings, public records, and provided Council rules and City Administrator evaluation materials and a donation policy to the City Administrator.
- Public Works: DEQ compliance, easements, sidewalk repair payment agreement, and nuisance abatement amendment/administrative policies.
- Franchises: Contracted Attorney David Ris negotiated NW Natural and Pacific Power franchises. To be negotiated: Century Link and EPUD.
- Planning: Mobile vendor regulations, PC training, and annexations. Dan Lawler.
- Litigations: Szerlip Trial Prep, which was dismissed in March. Mark and John Wolf.
- Police: Labor negotiations, procurements/contract negotiations, and public records requests.
- Labor: Police Association and AFSCME contracts. Mark Wolf, supported by Diana Moffat.
- Finance: Tyler Tech Software procurement/contract negotiations.
- Personnel: Employment law matters. Mark Wolf, assisted by Lori Cooper.

Local Government Law Group served approximately 120 municipalities in Oregon, including cities, counties, and special districts.

Acting Mayor Wells thanked Attorney Connelly for her report and stated that the Water Curtailment Resolution discussion would be next on the agenda.

## 12. Water Curtailment Resolution

Director Kaping distributed documentation and presented the request for the Council to approve a resolution giving staff the authority to enact a water curtailment. Last week, the City had three equipment failures in the water system that reduced the amount of water that would normally be stored in the ground storage tanks. Once the equipment failures were fixed, the City was able to continue to produce enough water to sustain what was needed for water usage for the City; however, on Sunday, there was a fire south of town that really had an impact on the ground storage tanks. The City had two ground storage tanks, one with 2.25 million gallons and the other with 1.25 million gallons. The City typically ran these tanks at 35 feet. The equipment failure dropped the tanks to 25 feet and then the fire water usage dropped the tanks to 20 feet. Water production was able to keep up with what citizens were using and the tanks were gaining a bit (about a foot a night), but it was not high enough to provide water needed in the event of another fire and would take about two weeks to get back up to normal levels; therefore, staff was asking for enactment of the water curtailment resolution, which would ask citizens to voluntarily reduce their water usage, so the tanks could be filled faster. It would also give staff the ability to work with some of the bigger seasonal users on reducing the amount of water they were using. It was noted that the City was also currently running their emergency well to assist with water

production, which was the first time in 6 years they had to use that well; that well was tested monthly.

Councilor Thomas asked about digging new wells. Director Kaping responded that he was working with the City's engineer to do some test wells on the other side of town. Most of the City's wells were on the east side of town and all on the same aquifer. Administrator Knope added that he had asked the engineers today to get this documentation together so they would not be losing any time, as they wanted to do the test wells under the worst-case scenarios. Director Kaping added that his goal was to have this in front of the Public Works Committee next month to get a good ballpark cost and then for staff to bring to Council in August. Administrator Knope noted that this was in the City's Water Master Plan, so it was something that had already been outlined to do.

A. Resolution No. 1 – A Resolution Declaring a City Emergency Water Shortage and Authorizing the City Administrator to Implement the City's Water Curtailment Plan.

**MOTION:** Councilor Washburne made a motion to approve Resolution No. 1. The motion was seconded by Councilor Leach and passed by unanimous vote of the Council.

### 13. Council Agenda Forecaster

Administrator Knope apologized that he had forgotten to attach an agenda item request from Councilor Washburne for the Council to review the Committee Bylaws.

**CONSENSUS:** The Council consensus was to put this on the August Work Session agenda.

Administrator Knope continued that a second request had been received from Councilor Leach on replacing the HR (Human Resources) person. Administrator Knope provided an update and said the City would be going back to the original HR Assistant position and this position would go back to being supervised by the Finance Director. Advertising for this position would occur soon.

Councilor Leach expressed appreciation for this information and noted that the position was very important.

Administrator Knope added that at the end of this week, staff would be putting together a pool schedule, with modified hours that would include a couple of recreational swims during the day. Eleven lifeguard applications had been received, which put the City in the range to proceed with training.

Administrator Knope noted that he had two items for the Council that could be discussed at a special meeting or on a work session date: Police Association Contract and Property Purchase for the Police Department.

**CONSENSUS:** The Council consensus was to discuss these in a regular session on July 27, 2021 at 5:30 p.m.

Acting Mayor Wells called for a break at 8:24 p.m. Regular session reconvened at 8:32 p.m.

### 14. Committee Reports

**Finance and Judiciary Committee** (July 1, 2021): Councilor Gambie reported:

- Discussed the Committee purpose statement.
- The Committee was prioritizing and working through items on their agenda forecaster.

**Public Safety Committee** (July 6, 2021): Councilor Gambie reported:

- Reviewed outdated code language regarding running vehicles and would be regularly reviewing other outdated code language.
- The Committee worked through items on the agenda forecaster. He thanked Councilor Washburne for bringing up a few items to discuss.

**Community Services Committee** (July 6, 2021): Councilor Washburne reported:

- Talked about the Reserve Project for the park. Material prices had increased, and the City was looking at how to get dirt to fill in that area.

- He expressed appreciation to Administrator Knope for working on getting the pool open, as this was important to so many people.

#### 15. LCOG Board of Directors/Lane ACT Reports

Councilor Gambia provided a report on the LCOG (Lane Council of Governments) Board of Directors meetings. He noted that the board was going strong and had amazing members with a huge variety of experience, and he was still getting his mind around the scope of the organization. LCOG was tackling projects up and down the valley, with a couple projects right here in Junction City assisting with the annexation and rezone process. He noted that it was very interesting to listen in and he was still trying to learn. He added that he would be happy to provide information to anyone interested, as there was a lot out there that LCOG was doing.

Councilor Leach provided a report on Lane ACT (Area Commission on Transportation) meetings. She noted that like Councilor Gambia, she was doing a lot of listening and learning. The Area Commission on Transportation was an advisory board chartered by the Oregon Transportation Commission. They addressed all aspects of transportation (surface, marine, air, transportation safety) with primary focus on the state transportation system. ACT considered regional and local transportation issues if they affected the state system and worked with local organizations dealing with transportation system issues. She noted that they were currently working on revising language and tactics to include smaller cities; usually ODOT funding for projects went to the bigger cities. A report was given that many towns were adding turning lanes instead of redoing roads and she thought of Highway 99. She asked who the staff contact would be on this. Director Kaping responded that he would be, and the Community Development Committee had worked on things like this in the past and could revisit.

#### 16. Staff Reports

Chief Morris reported: The department was very busy. Had a home robbery/invasion and a person was taken into custody. Last weekend had two major crashes on Highway 99.

Director Kaping reported: Had been busy addressing water system issues. Public Works crew did a lot of hot taping around town and added some new crosswalks to some streets that were done last summer. They would begin installation today of the downtown light poles on 6<sup>th</sup> Street; there were 46 lights that would be installed in the downtown area.

Administrator Knope reported: The Summer Camp Program was going strong, and the Community Center was serving as the site for free lunches for kids. The Summer Reading Program was kicking off and as of Monday had 53 signed up. Staff was looking into having movies in the park and were in discussions with the Chamber, who did the movies in the park at Harrisburg. On the I.T. side, there would be a couple of big projects to replace some old servers, which was the last step of things the City needed to address for security issues; staff was working with a local vendor in Eugene, and cost was under budget.

Acting Mayor Wells noted that he had reviewed the year end numbers. They had been short on revenue, but everybody did a great job of limiting expenses and the figures looked great. He thanked everybody for their hard work.

Attorney Connelly reported: Attorney Mark Wolf was handling the City Administrator evaluation materials and would be getting those to Administrator Knope. Administrator Knope added that Attorney Wolf had been working with the Mayor on that.

Attorney Connelly continued that she provided examples of Council rules and was working with Administrator Knope to bring back in a good format for Council review. She would not be at the August 10<sup>th</sup> meeting, and Attorney Dan Lawler would be attending.

#### 17. Previous Month's Expenditures

Acting Mayor Wells asked if there were any questions on last month's expenditures. There were none.

#### 18. Councilor Comments/Questions

Councilor Thomas thanked all the members of the public who attended the meeting and cared about the City, as it made her feel better about coming and trying to represent the people of Junction City. She thanked staff for all they had done this month.

Councilor Washburne thanked the audience for showing up and said it was nice to see smiling faces for a change. He noted that it had been a long night and he expressed appreciation to everyone.

Councilor Ceniga thanked the public for attending the meeting and for showing interest in City business, as it was so important to have their voices be heard. She thanked Chief Morris for the update on the fire and said that it was good to see strong support from partnering agencies. She thanked staff for the updates on the water issues and noted it was good to have backup plans in place. She asked if questions from the public or Councilors needed to be brought to committees first before Council meetings and if they were brought to Committee first, how was that supposed to be done if not all Committees were allowing public comment.

Attorney Connelly responded that she did not think the City ever required public comment to first be brought to a Committee before it could be shared under the Council agenda item Public Comment for Items not Listed on the Agenda, so anybody could come and speak under that agenda item at a Council meeting. She continued that the public meetings law was a public attendance law, not a public participation law. There were two limited circumstances when public participation was required and that was for public hearings. If public comment was on the agenda, you would ask for public comments, but if it were not listed on the agenda, then it would be at the prerogative of the chair.

Councilor Ceniga asked for clarification that if the public had a question for something not on the agenda, the best way to have that question answered was to bring it up at a Council meeting for items not listed on the agenda. Attorney Connelly responded that they could do that, but she would not say that was the best way to get a question answered during that time. A citizen could ask the question and then it would be a Council/staff question on how it was going to be responded to. Sometimes those questions could be answered by staff on the spot, but sometimes it was something that the Council had long range planning around. Sometimes it was something that staff could go and work out with the citizen individually outside of a Council meeting.

Councilor Ceniga stated that she wanted people to feel comfortable asking questions but know the way to do it, including filling out a form to request that something be added to an agenda. She just wanted people to know the proper procedures for what was expected of them to be heard. Attorney Connelly responded that Junction City had many venues to bring items before bodies, whether it was to Committee, Council, or staff. There was the complaint form, the Agenda Item Request form for Committees and Council, plus comments for items not listed on the agenda at Council meetings.

Councilor Gambee said other Councilors made great comments and brought up great commentary. He learned a little bit with Councilor Ceniga's questions and appreciated everybody doing what they do.

Councilor Leach thanked Administrator Knope for helping her set up her City email. She thanked all staff for their work and noted that she was happy to see the public at the meetings. She encouraged the public to speak up if they had concerns or were happy with something, as they needed to know, and Facebook was not the proper spot do that. She added that there were comment forms that could be filled out and they wanted to hear from the public.

Acting Mayor Wells noted that there would be two important items on the July 27, 2021 Council Work Session agenda: Council Goals Session and 5, 10, and 20 Year Plans for the City. He continued that both of those items needed input from citizens. Many Council members were using City email accounts and he encouraged the public to use those to provide feedback before that meeting, as it was not just the Council's plan but everybody's plan. He noted that it was great that the Mayor put the these on the agenda, and he looked forward to those discussions.

Acting Mayor Wells continued that he hoped he had recognized everyone who had their hands up and he apologized if he did not. He strongly believed that it was government by the people, and the citizens were the ones that elected all of Council. He stated that he wanted to follow up on what Councilor Ceniga was talking about with committees and input

from the citizens; when they got to the August Work Session, they would be talking about Committee rules and could discuss this so everyone was on the same page.

**19. Mayor’s Comments**

None.

**20. Executive Session per ORS 192.660(2)(e) to Deliberate with Persons Designated by the Governing Body to Negotiate Real Property Transactions.**

Acting Mayor Wells called Executive Session at 9:02 p.m.

Regular session was reconvened at 9:29 p.m.

**21. Real Property Purchase**

Director Kaping stated that the City had the opportunity to purchase 79.5 acres north of the lagoon. The process of the wetland mitigation bank for this property had already been started and the City would continue with that process. In order for the City to do the sewer lagoon project, they were going to use about 50 acres of wetlands and that cost per acre was approximately \$50,000 or more. So the overall cost would be 2.5 million dollars, if the City did not purchase this land, which could be used to offset some of that and then the City would have the extra acreage that the City could then turn around and use to help other developers that needed to buy wetland credits. If you took the 25 acres that the City would have left at \$50,000 an acre, the City could produce about 1.25 million dollars off of that to offset the cost of some of the construction of the project. Director Kaping had met with the property owner and negotiated a price of \$850,000 for the property. He and Administrator Knope felt the City was getting a fair deal for what the City needed to do to offset the cost of the project and have that additional land to create some other treatment process for the project.

Councilor Gамbee asked why the City needed 50 wetland credits. Director Kaping responded because the City would be disturbing 50 acres of wetlands and so the City had to purchase each acre of wetland that was disturbed.

Administrator Knope added that in 2008, the City did a site survey of its existing property, including the 40 acres it had purchased, and out of the 80 acres, roughly 75 acres of the property in front of the existing lagoons were considered a graded wetland; therefore, for the City to construct on it, the City had to have credits to offset when they built the lagoons.

Councilor Gамbee asked where the 50 acres of credit was coming from if the City were building the lagoons on the 50 acres. Administrator Knope responded from the 79.5 acres that would be purchased.

Councilor Gамbee stated that he thought the City would be using 50 acres of this proposed property purchase for the lagoon. Director Kaping responded no and that the City would be building on 50 acres already owned by the City and not on the 79.5 acres. Administrator Knope added that they would take the first 50 acres for wetlands credits.

Councilor Gамbee thanked staff for the clarification and noted that it seemed like the City was saving 2.5 million dollars by spending the \$850,000.

**MOTION:** Councilor Leach made a motion to purchase 79.5 acres from West Linn Corporation for \$850,000 and authorize the Public Works Director to sign the necessary documents subject to City Attorney review. The motion was seconded by Councilor Washburne and passed by unanimous vote of the Council.

**22. Adjournment**

As there was no further business, the meeting was adjourned at 9:35 p.m.

ATTEST:

APPROVED:

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Kitty Vodrup, City Recorder

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Kenneth Wells, Acting Mayor