

MINUTES
BUHL CITY COUNCIL MEETING
BUHL-KINNEY SENIOR CENTER
12/19/2023

Tuesday, December 19, 2023

6:30 P.M.

1. CALL TO ORDER by Mayor Carter at 6:30 p.m.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL:

Councilors: X Hadrava X Kealy X Loeffler X Towner
Mayor: X Carter

Administrator: X Jeffries
Public Works Foreman: Pink
Attorney: X Kearney
Engineer: Jamnick
Finance Manager: X Thronson

4. APPROVAL OF AGENDA/COUNCIL ADDITIONS TO AGENDA

None.

Motion by Kealy to approve the agenda as amended.

Supported by Towner.

Discussion. Approve/Reject/Table.

Motion carried unanimously.

5. REPORTS FROM DEPARTMENT HEADS:

CIRSSD: John Klarich

John Klarich represents the City as a representative of the City of Buhl on the Central Iron Range Sanitary Sewer District (CIRSSD) board, and offered the following comments regarding CIRSSD and the city:

- He is the longest-tenured member of that board at this time;
- Named the current CIRSSD board members;
- Gave a brief history as to how Buhl became involved with the CIRSSD;
- It was/is a collaboration between Buhl, Chisholm, Kinney, Great Scott Township, and the IRRR;
- The (\$28 million) plant is very progressive and efficient, but it costs a lot of money to run;
- Annual operation and maintenance (O&M) costs are over \$920 thousand;
- City of Buhl and CIRSSD staff have a good relationship;
- I and I (Inflow and Infiltration) is by far the largest issue facing the plant – this is non-sewer water entering the plant, which creates additional O&M costs and wear-and-tear on the equipment;
- Suggested the City invite the CIRSSD Executive Director to present to them in the near future and discuss this in greater detail;
- Suggested planning for reducing I and I would be valuable;
- Emphasized that disposable wipes are a pretty big problem – they clog up the grinder pumps and do not dissolve!
- Kinney, as a community, is downsizing, and there may be some changes from this in the future – are the (utility) lines being capped when structures are demolished?
- A lot of the I and I could be coming from the old (abandoned) steam lines;
- High peak water flows are also a big concern – and continue;
- Plant is running well at moderate costs;
- Plant experienced a lightning strike in summer 2023 which caused several tens of thousands of dollars in damage – some of it is covered (by insurance); some of it is not – so emergency funds had to be sourced;
- CIRSSD does not have hefty (cash) balances, but they do have solid balances (for emergency needs);
- 2024 budget has been set at a 2% increase from 2023 levels;
- Administrator asked whether there is an additional lift station pump to be sourced in the 2024 capital budget – yes there is;
- Board still looking at potential cost reductions for 2024;
- Cost of chemicals have quadrupled in recent years;
- Budget for electricity is unreal – in excess of \$230k annually;
- Discussed with Council input as to whether CIRSSD can join in the local power pool Buhl is a member of for future electric rates;
- Discussion regarding a new chemical provider with to lower costs;
- Administrator thanked Mr. Klarich for his service to the community as a representative member of the CIRSSD Board;
- Administrator commented that, although there has been a reduction in (average) flows as a result of the community-wide infrastructure project, those flows did not decrease as much as was anticipated;
- Suggested that the city may want or need to get more specific with metering (locations) to attempt to better understand;
- Administrator noted the possibility of the city establishing a sump ordinance, and explained for the benefit of the public that this is to ensure that all collection piping from an individual sewer service would be from sanitary sewage sources exclusively.

Public Utilities Commission (PUC):

Administrator indicated the PUC had met and discussed the present and future utility (water, sewer, refuse and electricity) rates and has a rate adjustment recommendation which will be taken up under item 8.E. of this meeting.

Fire Department:

Administrator reminded all that Santa and friends will be at the Fire Hall on December 20 from 5-7 p.m. and invited all to go down there, say Hi!, and enjoy hot chocolate, candy, camaraderie, and Christmas cheer!

Administrator:

Highlighted that funding for the Buhl Business Block and associated residential development infrastructure from the IRRR Community Development Grant program was approved for \$250k –

Noted that the St. Louis County Board of Commissioners will hold their regular March 26, 2024 board meeting in Buhl at the Buhl/Kinney Senior Center at 9:30 a.m. –

Informed the Mayor and City Council of an invitation from North St. Louis County Habitat for Humanity to join them at their offices in Virginia on Friday, December 22, from Noon until 4 p.m. for a Winter Solstice and Holiday celebration –

6. CITIZENS FORUM:

Melody Staffaroni; 321 Culver Ave.; Buhl, MN –

Distributed a newspaper article from September 2021 regarding the matter of considering the current status of the city water tower and options for its future, which delves into the history of Buhl's water tanks –

Indicated that if you review that information and compare it to the recently received 2023 elevated water storage tank Condition Assessment Report, that the existing structure is deteriorating –

Mentioned that there are rumors regarding the funding (referred to as \$2.5 MM) which has been secured for improvements to the existing tower system or a new water tower -

Suggested that the City contact Jeff Anderson and Gary Cerkvenik regarding these matters, as they were the reason the city secured this funding and they have considerable experience and success in obtaining this funding – they can

tell the city what the contract reads – what can and cannot be done utilizing this funding - it is very specific –

Suggested inviting Jeff Anderson to attend a City Council meeting and discussing options (with these individuals) before any additional money is expended – as well as to avoid any potential issues with regard as to the direction of these initiatives -

Cheryl Kivi; 612 Woodbridge Ave.; Buhl, MN –

Raised questions regarding the Buhl Business Block project initiative –

Questioned what business have approached the city regarding potentially locating at this development –

Questioned where the City of Buhl matching amount that is needed (~\$200k) would be coming from –

Administrator indicated that no decisions regarding the above have been made –

Questioned 12/5/23 City Council approval of the 4 Buhl Business Block predevelopment and development costs (\$~53k) would/will be coming from –

Administrator indicated that no contract has been drafted nor executed with regard to this as of yet -

Gary Ross; 408 Whiteside Ave.; Buhl, MN –

Offered comments related to his efforts to dismantle the existing car wash located at 604 Pennsylvania Ave -

Commented on utility rates being charges to property owners even though they may not be using the service(s) –

Administrator indicated that if you are hooked up to the City system that you are eligible and liable for utility charges related to this –

Questioned what happens to people who are not in the area for many months of the year – are they still charged? (yes; they are)

Administrator clarified that if you are still hooked up to the City system, you are charged the normal and regular utility rates monthly -

Commented that the public works crew and their plowing are doing a good job –

Mayor indicated that when utility services are capped, that City personnel should validate this visually in each instance.

7. CONSENT AGENDA

A. Minutes:

- i. Regular City Council Meeting – December 5, 2023

B. Claims:

- i. Payroll #25 \$ 13,867.09
- Payroll #12 \$ 2,600.00
- Payroll #25.01 \$ 2,088.00

- ii. A/P \$ 78,405.76

TOTAL \$ 96,960.85

Motion by Towner to approve the consent agenda as presented.

Supported by Kealy.

Discussion. Approve/Reject/Table.

Motion carried unanimously.

8. BUSINESS:

A. Resolution 23-70 for the City to Approve and Adopt the 2024 Budget.

The City presented its preliminary 2024 budget and associated preliminary 2024 property tax levy to the City Council for consideration on September 19, 2023.

Several conversations and meetings were initiated and ensued to review and discuss individual line items included in this preliminary budget and proposed levy, to identify areas of potential budgetary expense reduction or revenue increase.

Discussions primarily focused on the General Fund 101 budget, and other line items directly under City control.

These conversations and meetings, coupled with the Truth-In-Taxation public hearing, held on December 5, 2023, have led to the finalization of the 2024 budget.

This budget has been finalized at \$1,187,935, allocated as follows:

General Fund 101	\$ 1,013,493
Library	\$ 74,160

Debt	\$	55,658
Designated	\$	44,624

A resolution is required for the adopting of this 2024 budget; Resolution 23-70 has been drafted for that purpose.

Recommendation was for the City to adopt Resolution 23-70.

Motion by Towner for the City to accept the fiscal year 2024 budget in the amount of \$1,187,935, and to execute Resolution 23-70 concerning the same.

Supported by Hadrava.

Discussion. Approve/Reject/Table.

**Roll call vote: Hadrava – Aye, Kealy – Aye, Loeffler – Aye, Towner – Aye;
Carter – Aye.**

Motion carried unanimously.

B. Resolution 23-71 for the City to Adopt and Certify the Fiscal Year 2024 Property Tax Levy.

The City presented its preliminary 2024 budget and associated preliminary 2024 property tax levy to the City Council for consideration on September 19, 2023.

Several conversations and meetings were initiated and ensued to review and discuss individual line items included in this preliminary budget and proposed levy, to identify areas of potential budgetary expense reduction or revenue increase.

Discussions primarily focused on the General Fund 101 budget, and other line items directly under City control.

These conversations and meetings, coupled with the Truth-In-Taxation public hearing, conducted on December 5, 2023, have led to the finalization of the 2024 property tax levy.

This levy, preliminarily set at \$430,000, has been adjusted to \$416,500.

A resolution is required for the adopting and certifying of this 2024 levy amount; Resolution 23-71 has been drafted for this purpose.

Recommendation is for the City to adopt Resolution 23-71.

Motion by Kealy for the City to accept the fiscal year 2024 property tax levy in the amount of \$416,500, to execute Resolution 23-71 concerning the same, and to

transmit a certified copy of this Resolution to the County Auditor of St. Louis County, Minnesota.

Supported by Loeffler.

Discussion. Approve/Reject/Table.

**Roll call vote: Hadrava – Aye, Kealy – Aye, Loeffler – Aye, Towner – Aye;
Carter – Aye.**

Motion carried unanimously.

C. Approval to Authorize Staff to Pay Normal and Necessary Year-End Bills.

Following the last regularly scheduled City Council meeting in December, it is customary that there will be some bills that need to be satisfied and paid prior to the end of the calendar (and fiscal) year.

Past practice has been for the City Council to authorize staff to pay these year-end bills prior to the next regularly scheduled City Council meeting.

Recommendation is for the City to authorize staff to pay these normal and necessary year-end bills.

Motion by Loeffler to authorize City staff to pay all normal and necessary year-end bills which must be remitted before the end of the year prior to the next regularly scheduled City Council meeting.

Supported by Hadrava.

Discussion. Approve/Reject/Table.

Motion carried unanimously.

D. Public Hearing and Resolution 23-72 for the City to Certify Delinquent 2023 Unpaid Utility Charges to the 2024 St. Louis County Property Tax Rolls.

Motion by Kealy to open the Public Hearing.

Supported by Towner.

Public Hearing opened at 7:18 p.m.

Staff presented as follows:

Buhl City Code provides for the City to place delinquent unpaid utility charges on the current year property tax rolls, payable in the succeeding year, for specified properties.

Prior to certifying delinquent utility accounts onto residents' property tax rolls, a public hearing is required.

Each account contained in "Exhibit A" of Resolution 23-72 was sent notice of this public hearing.

Specifically, these charges are identified in the "To Certify*" column contained on this "Exhibit A", attached to resolution 23-72.

Recommendation is for the City to conduct this public hearing and to certify those delinquent unpaid utility charges contained in "Exhibit A" to Resolution 23-72 to the St. Louis County, Minnesota, Property Tax Rolls.

No residents requested testifying to the City Council at this Public Hearing.

Motion by Kealy to close the Public Hearing.

Supported by Loeffler.

Public Hearing closed at 7:22 p.m.

Motion by Towner to conduct a Public Hearing with respect to those delinquent unpaid utility charges contained in "Exhibit A" to Resolution 23-72, and, upon conclusion of this Public Hearing, to execute and adopt Resolution 23-72 concerning the same.

Supported by Kealy.

Discussion. Approve/Reject/Table.

Administrator indicated that the City will entertain activity from account holders to rectify their balances until the end of business on December 27, 2023, and the remaining information will be certified to St. Louis County on the morning of December 28, 2023.

**Roll call vote: Hadrava – Aye, Kealy – Aye, Loeffler – Aye, Towner – Aye;
Carter – Aye.**

Motion carried unanimously.

E. Resolution 23-73 for the City to Establish and Adopt 2024 Utility Rates.

The City furnishes utility services to its property owners, including water, sewer, refuse, electric, and related fees and taxes.

The City has the authority to fix utility rates, which are defined as usage charges for utilities, through Section § 50.01 (E) of the City of Buhl Code of Ordinances.

These utility rates are reviewed on an annual basis to determine whether or not sufficient revenue is being generated or captured through the administration of the city utility service charge system.

Adjustments to the utility rates are also considered on an annual basis.

Staff has recommended adjustments to the utility rates for 2024, and has discussed these proposed adjustments with the city Public Utilities Commission.

Adjustments have been proposed to keep pace with inflation and increased energy costs, in order to insure the continued stable financial operation of the utility services system. Primarily, however, the City now needs to absorb additional debt in water and sewer infrastructure created in part by the City-wide Improvements Project.

The rate adjustments proposed for all provided utilities amount to an average base rate increase of \$3.90/month and a usage rate increase of \$17.05/month.

Recommendation is for the City to accept these 2024 utility rate adjustments.

Motion by Towner to authorize the City to approve the utility rate adjustments proposed by staff and the PUC for calendar year 2024, and to execute Resolution 23-73 concerning the same.

Supported by Loeffler.

Discussion. Approve/Reject/Table.

Administrator recapped the results of the PUC meeting – and noted that the (utility systems) funds should operate at no cost to the City – they should be revenue neutral or better - and that this should be pursued with the least cost impact to the users and consumers.

Administrator additionally noted that there are two (2) pieces to the pie – a base rate and a usage rate.

Base rates include nominal increases due to inflation and increased energy costs.

Additional debt is now being absorbed by the City for the next 40 years from the (USDA) loan secured to finance the community-wide improvement project, which need to be passed through to the appropriate utility funds annually.

The water (loan) debt is a far higher obligation than the sewer (loan), therefore water rates are more affected than sewer rates.

Staff, and the PUC, used conservative assumptions when running financial models related to these proposed rate adjustments.

Actual usages will drive where these rates and funds stand at the end of any year.

Finance Manager Thronson indicated that considerable efforts were expended to attempt to lessen the impact of these needed rate adjustments.

Administrator stressed that the greatest opportunity here will be to reduce overall flow delivery to CIRSSD – meaning overall water/sewer usage – this is where the greatest cost reduction may be anticipated.

It is a matter of actual consumption.

An updated utility rate study is being contemplated for summer 2024.

**Roll call vote: Hadrava – Aye, Kealy – Aye, Loeffler – Aye, Towner – Aye;
Carter – Aye.**

Motion carried unanimously.

F. Resolution 23-74 for the City to Approve and Establish a Short-Lived Asset Reserve Fund to meet USDA Water Loan Requirements.

As a condition of its United States Department of Agriculture (USDA) Water Loan, secured to assist with the completion of the Buhl City-Wide Improvements Project (JPJ Engineering Project No. CIP 19-599), the City is obligated to establish a Short-Lived Asset Reserve Requirement.

The City must establish a short-lived asset reserve fund. Based on the preliminary engineering report, the City must deposit at least \$ 8,750 into this short-lived asset reserve fund annually for the life of the loan to pay for repairs and/or replacement of major system assets.

The loan term is forty (40) years, beginning in 2023.

These short-lived asset needs should be assessed by the City on a regular basis, and the annual amount deposited adjusted as necessary to meet those needs.

Resolution 23-74 has been drafted for this purpose.

Recommendation is for the City to adopt Resolution 23-74.

Motion by Loeffler for the City to establish a Short-Lived Asset Reserve fund and to deposit a minimum of \$8,750 annually, beginning in 2023, over the life of the USDA

Water Loan secured to realize completion of JPJ Engineering Project No. CIP 19-599, and to execute Resolution 23-74 concerning the same.

Supported by Kealy.

Discussion. Approve/Reject/Table.

**Roll call vote: Hadrava – Aye, Kealy – Aye, Loeffler – Aye, Towner – Aye;
Carter – Aye.**

Motion carried unanimously.

G. Resolution 23-75 for the City to Approve and Establish a Short-Lived Asset Reserve Fund to meet USDA Sewer Loan Requirements.

As a condition of its United States Department of Agriculture (USDA) Sewer Loan, secured to assist with the completion of the Buhl City-Wide Improvements Project (JPJ Engineering Project No. CIP 19-599), the City is obligated to establish a Short-Lived Asset Reserve Requirement.

The City must establish a short-lived asset reserve fund. Based on the preliminary engineering report, the City must deposit at least \$ 4,350 into this short-lived asset reserve fund annually for the life of the loan to pay for repairs and/or replacement of major system assets.

The loan term is forty (40) years, beginning in 2023.

These short-lived asset needs should be assessed by the City on a regular basis, and the annual amount deposited adjusted as necessary to meet those needs.

Resolution 23-75 has been drafted for this purpose.

Recommendation is for the City to adopt Resolution 23-75.

Motion by Kealy for the City to establish a Short-Lived Asset Reserve fund and to deposit a minimum of \$4,350 annually, beginning in 2023, over the life of the USDA Sewer Loan secured to realize completion of JPJ Engineering Project No. CIP 19-599, and to execute Resolution 23-75 concerning the same.

Supported by Loeffler.

Discussion. Approve/Reject/Table.

**Roll call vote: Hadrava – Aye, Kealy – Aye, Loeffler – Aye, Towner – Aye;
Carter – Aye.**

Motion carried unanimously.

H. Resolution 23-76 to Appoint a Representative to the Central Iron Range Sanitary Sewer District (CIRSSD) Board of Directors.

The City, as a participating member of the Central Iron Range Sanitary Sewer District (CIRSSD), is currently entitled to representation on the Board of the CIRSSD with two (2) representative individuals.

A current 3-year board member term expires on December 31, 2023, and at such time a vacancy will be created which the City will be entitled, if not expected, to fill.

The City Council voted to fill this vacancy prior to January 1, 2024 on September 19, 2023, and notice of this upcoming vacancy was posted until November 30, 2023.

One (1) expression of interest in this vacancy was received by the City from Ryan Pervenanze.

Recommendation is to fill this upcoming vacancy on the board of the CIRSSD prior to January 1, 2024.

Motion by Kealy to fill the upcoming vacancy on the CIRSSD board prior to January 1, 2024, and to execute Resolution 23-76 concerning the same.

Supported by Towner.

Discussion. Approve/Reject/Table.

Kealy indicated that the current board representation is strong.

Roll call vote: Hadrava – Aye, Kealy – Aye, Loeffler – Aye, Towner – Aye; Carter – Aye.

Motion carried unanimously.

I. Resolution 23-77 for the City to Accept a Donation to the City of Buhl Recreation Board.

An anonymous donor has offered a donation of \$300.00 to the City's Recreation Board as a financial contribution to help offset costs related to City of Buhl sponsored recreational activities and events.

Recommendation is for the City to accept this donation.

Motion by Kealy to authorize the City to accept a donation from an anonymous donor to the City's Recreation Board as a financial contribution to help offset costs related to City of Buhl sponsored recreational activities and events in the amount of \$300.00, to execute Resolution 23-77 concerning the same, and to acknowledge this donation with appreciation.

Supported by Loeffler.

Discussion. Approve/Reject/Table.

A big "Thank You" was extended to these parties.

**Roll call vote: Hadrava – Aye, Kealy – Aye, Loeffler – Aye, Towner – Aye;
Carter – Aye.**

Motion carried unanimously.

J. Resolution 23-78 for the City to Accept a Donation to the City of Buhl Public Library.

The City has received an offer of donation related to operations at the Buhl Public Library.

Richard Snyder has offered a donation of \$2,000.00 "In Memory of Marie Snyder" to the City as a financial contribution toward the library's 2023-2024 operational needs.

Recommendation is for the City to accept this donation.

Motion by Hadrava to authorize the City to accept a donation from Richard Snyder "In Memory of Marie Snyder" in the amount of \$2,000.00 for 2023-2024 Buhl Public Library program initiatives and operational needs, to execute Resolution 23-78 concerning the same, and to acknowledge this donation with appreciation.

Supported by Towner.

Discussion. Approve/Reject/Table.

Another big "Thank You" was extended to this party.

**Roll call vote: Hadrava – Aye, Kealy – Aye, Loeffler – Aye, Towner – Aye;
Carter – Aye.**

Motion carried unanimously.

K. Authorization to Hire Fire Fighter.

The City of Buhl Fire Department (the "Department") has an ongoing desire and need to maintain sufficient manpower in its ranks to continue to serve the needs of the community.

The Department has identified and recommended an individual be added to the existing manpower roster of Fire Fighters.

Preliminary pre-employment evaluation of the recommended individual has been conducted, with acceptable results.

The City Council has the authority to approve the hiring of Fire Fighters on behalf of the Department.

Recommendation is to approve the hiring of the interested applicant pending successful drug and/or alcohol testing and completion of pre-employment paperwork.

Motion by Kealy to approve the hiring of Gerry Knapper as a Fire Fighter, pending successful drug and/or alcohol testing and completion of pre-employment paperwork.

Supported by Towner.

Discussion. Approve/Reject/Table.

Fire Chief Stuart Lehman indicated the applicant comes with a lot of experience –

Question raised as to whether there are any potential prerequisite physical demands for fire fighters –

None specific outside the State guidelines – this is now incorporated and included by reference.

Additional miscellaneous discussions regarding the Fire Department now meeting once per calendar quarter, Santa and Friends at the Fire Hall on December 20, the expenditure of only \$78.40 due to generous donations of several parties, a thanks to Essentia EMS, and a reminder that the Fire Department also accepts donations – bring them to City Hall if interested.

Motion carried unanimously.

L. Update on Water Tower and Receipt of Tower Condition Assessment Report.

The City approved undertaking a comprehensive washout, condition assessment, and disinfection of the City's water tower storage and distribution system in May 2023.

Utility Service Co., Inc. (USC) was selected to perform these services.

USC was on-site on September 15, 2023 and completed all activities related to the scope of this initiative. No problems were encountered, with minimal disruption to the water distribution system, including no period(s) of water service interruption experienced.

Physical paint samples were collected by USC, and were subjected to chemical analysis.

A condition assessment report has been compiled and drafted, and has recently been received by the City. The report is included with this memorandum.

Representatives of USC will be in attendance at the January 2, 2024 City Council meeting, to present the report to the city, discuss the findings, and propose an action plan and project budget at that time.

These findings will be utilized to further evaluate the city's water storage and distribution system infrastructure needs, options, and alternatives for the future.

Informational only.

M. Receipt of American Rescue Plan Act (ARPA) Revenue Loss Funding for the City of Buhl Youth Center Project.

Staff previously prepared and submitted a grant application to St. Louis County on behalf of the City for an American Rescue Plan Act (ARPA) St. Louis County Grant Application for funding related to establishing of a youth or teen center in the city of Buhl, and to accept said funds should this application result in funds being allocated for this purpose.

The Administrator has now received communication from St. Louis County that a funding determination has been approved for this project in the amount of \$20,000.

Although the application was for \$50,000, the County, in its December 12, 2023 Resolution No. 23-628 (attached to this memorandum) noted that "The remaining allocation of ARPA Revenue Loss funds is not sufficient to cover all of the other youth outreach projects that will be submitting applications", and ultimately awarded the Buhl project \$20,000.

Staff continues to work with officials from B2 Bank (the former First National Bank of Buhl) for consideration of utilizing the former bank building on the northwest corner of State Street and Jones Avenue as a possibility for this youth center facility.

It is hoped that the City receives additional information from B2 Bank on this potential opportunity before the end of the year.

Informational only.

Thank you to the County Commissioners was extended by the City Council.

N. Other Business.

None.

O. Councilor's Comments.

Councilor Kealy –

There seems to be a lot of unleashed dogs on the streets – some folks are intimidated by unknown animals that are not restrained - and a reminder that there is a leash law on the books in town, so please abide by it!

Noted that it has been one year (with the present City Council) – looking forward to working with all in the next year!

Wished everyone Happy Holidays!

Councilor Loeffler –

Noted that there is a wire-wrapped decorated wine bottle event at the Library on January 14 – email the Buhl Teen Center (buhlteencenter@gmail.com) or see the website for additional details -

Councilor Hadrava – Happy Holidays!

Councilor Towner – Happy Holidays!

P. Mayor's Comments.

Commented that the city has a wonderful City Council who cares, and a wonderfully engaged community – that's what we need to keep our town moving forward -

We can all have our differences, we can all bring them to the table, but we can compromise, as well!

Keep in mind the plows will be coming out – watch for them!


If you out your garbage can(s) out, please pull them back in (as well as your vehicles) after collection – give the public works crew some room!

Otherwise, Merry Christmas! Happy Holidays! Enjoy the season! Be safe! Help your neighbors!

Let's try and get through the winter together, and let's keep this town the best place to live!

9. ADJOURN:

Motion by Loeffler to adjourn. Supported by Hadrava. Motion carried unanimously and the meeting was adjourned at 8:01 p.m.



Brandin Carter, Mayor

ATTEST:



Tony Jeffries, City Clerk