

**CITY OF BIRCHWOOD VILLAGE
207 BIRCHWOOD AVENUE
BIRCHWOOD, MINNESOTA**

**MINUTES OF THE CITY COUNCIL MEETING
JANUARY 10, 2023, 7:00 P.M.**

MEMBERS:

Margaret Ford	Mayor
Mark Foster	Councilmember
Ryan Hankins	Councilmember
Justin McCarthy	Councilmember
Katherine Weier	Councilmember

STAFF:

Becky Kellen	City Administrator
H. Alan Kantrud	City Attorney

GUESTS:

Lyssa Leitner	Washington County Public Works Planning Director
Stan Karwoski	Washington County Commissioner
Randy LaFoy	Birchwood Resident and Previous Mayor

Minutes prepared by Anh Nguyen of Minutes Solutions Inc. from a video recording.

1. CALL TO ORDER

Mayor Ford called the meeting to order at 7:00 p.m.

2. PLEDGE OF ALLEGIANCE

3. OATH OF OFFICE

Margaret Ford was sworn in as Mayor. Ryan Hankins and Katherine Weier were sworn in as Councilmembers.

4. APPROVAL OF AGENDA

On a motion made by Councilmember Foster, seconded by Councilmember Weier, it was resolved to approve the agenda, as amended. All in favor; motion carried.

Councilmember McCarthy requested the following addition to the agenda:

- Selection of Deputy Mayor

Councilmember Hankins requested the following change to the agenda:

- Move Announcements, Item C, to City Business – New Business, Item G

City Administrator Becky Kellen requested the following changes to the agenda:

- Remove Item G from the Consent Agenda
- Presentations, Item B should state "Gavel Presentation"

5. OPEN PUBLIC FORUM

Barton Winter, 1 Five Oaks Lane, expressed concern regarding the flooding of the ice rinks. He reported a lack of response from the Council regarding his concerns and presented a petition for the removal of Jim Rydeen, a city maintenance worker.

Councilmember Foster reiterated that the Council welcomes resident feedback via e-mail, telephone, and during the open public forum; however, the harassment of Councilmembers, and their respective families, at their private residences is prohibited.

Joe Wormwood, 112 Wildwood Avenue, noted that, as a snow removal contractor, he is aware of the challenges of snow removal given the current winter season. He volunteered to help support the city with the flooding of the ice rinks.

Kevin Woolstencroft, 292 Jay Street, expressed concern regarding Barton Winter's harassment towards Jim Rydeen. He noted that several residents have reported they are satisfied with the condition of the ice rinks.

On a motion made by Councilmember McCarthy, seconded by Councilmember Hankins, it was resolved to close the open public forum. All in favor; motion carried.

6. ANNOUNCEMENTS

A. Federal Lift Station Funding: Funding in the amount of \$480,000 has been received from Senator Betty McCollum's office.

B. Rice Creek Watershed District (RCWD) Lift Station Funding: A grant application for additional lift station funding in the amount of \$100,000 from the RCWD was submitted. The RCWD will be holding a public hearing on February 8, 2023.

C. 2023 Fee Schedule: The fee schedule as approved by Council at the previous Council meeting is in effect and is posted on the city's website.

D. Ice Rink: The ice rink is open. Jim Rydeen is aware of a particular side of the ice rink that has historically been problematic and could be improved. Signage will be posted to address residents creating divots in the ice rink due to salt from shoes.

7. PRESENTATIONS (0:15:55)

A. Trunk Highway 120/Century Avenue Coalition Presentation: *ACTION – Becky Kellen will include the selection of a representative for Birchwood Village to join the Truck Highway 120/Century Avenue Coalition on the agenda of the next Council meeting.*

Lyssa Leitner reported that Century Avenue/Trunk Highway 120 is a large thoroughfare in the East Metro area that connects several communities that feed into Birchwood Village. It is currently the Minnesota Department of Transportation's (MnDOT) corridor and will eventually be turned back to the counties; however, Washington County and Ramsey

County are not willing to take on the responsibility of the corridor without better understanding the financial liabilities. MnDOT is currently leading a study that will help better understand the financial responsibilities.

Lyssa Leitner reported several ongoing transit projects, including Metro Gold Line and Metro Purple Line. There are also several grant opportunities. Washington County has proposed a state grant and received a federal grant for the reconstruction of north of I-94.

A coalition would join the nine surrounding communities to advocate for the vast improvements along Century Avenue given competing priorities in the state, region, and corridor.

Washington County and Ramsey County would serve as the lead with city partners as the coalition. There would be input into the MnDOT project to ensure it aligns with the best interest of the counties and cities, the metro transit projects, prioritizing different competing projects along the corridor, and promoting funding requests. Currently, there would be no bylaws, agreements, or financial commitments.

Lyssa Leitner is requesting that the Mayor or a Councilmember act as representatives of each of the nine cities, with an alternate Councilmember, and any additional staff as deemed necessary, to join the coalition. A kick-off meeting will be scheduled in early 2023.

Stan Karwoski noted that Century Avenue will likely be planned in phases. Attendance from the Councils' representatives during meetings pertaining to projects around Century Avenue and Century College was encouraged.

The meetings can be held virtually since the coalition is not a legal entity and will not be held more than quarterly unless additional meetings are required for legislative sessions or funding.

- B. **Gavel Presentation:** Randy LaFoy presented Mary Wingfield with a plaque to thank her for her service to Birchwood Village. The Council also extended its appreciation to Mary Wingfield for her efforts to receive federal grant funding for the lift station.

8. **SELECTION OF DEPUTY MAYOR**

On a motion made by Councilmember McCarthy, seconded by Councilmember Hankins, it was resolved to nominate Councilmember Foster to serve as deputy mayor. All in favor; motion carried.

9. **CLOSED MEETING (0:29:39 to 1:20:54)**

The closed meeting included an update regarding the status of pending civil litigations for two building permit requests, and a legal opinion on further action to be taken.

The meeting recessed to a closed meeting at 7:29 p.m. and reconvened at 8:20 p.m.

10. **CITY BUSINESS – CONSENT AGENDA (1:21:29)**

On a motion made by Councilmember McCarthy, seconded by Councilmember Hankins, it was resolved to approve the consent agenda with the exception of Items A and B. All in favor; motion carried.

A. **Approval of the Treasurer's Report (1:22:58):**

On a motion made by Councilmember McCarthy, seconded by Councilmember Hankins, it was resolved to reject the charge of \$0.04 to Evolv dated January 5, 2023. All in favor; motion carried.

On a motion made by Councilmember Hankins, seconded by Councilmember McCarthy, it was resolved to approve the Treasurer's Report for the period ending January 5, 2023, with the exception of checks No. 32272, No. 32273, No. 32274, No. 32275, and No. 32276 for Kevin Woolstencroft, Justin McCarthy, Mark Foster, Jon Fleck, and Mary Wingfield, respectively, and check #EFT12302022 for Mary Wingfield pending a response from the Attorney General's office. All in favor; motion carried.

ACTION – Becky Kellen will include the Attorney General's response regarding the Council pay raise initiated in 2020 on the agenda for the next Council meeting.

The Treasurer's report for the period ending January 5, 2023, was provided for the Council's review and approval.

Councilmember Hankins requested the removal of the following items from the Treasurer's Report as it was an erroneous charge to the city:

- Check #EFT12122022A in the amount of \$0.04 to Evolv.

H. Alan Kantrud reported speaking with Jacob Champion, from the Attorney General's office, regarding the Council pay raise initiated in 2020, and will be providing the Attorney General's office with recent meeting minutes that include discussions of the Council pay, the resolution for Council pay that was passed in December 2022, the memo drafted by H. Alan Kantrud in November 2022 regarding the issue of Council pay, and a copy of the Attorney General's position from a similar case in 1976.

The Council agreed to defer the audit and approval of Council pay pending a response from the Attorney General's office.

B. **Approval of the December Council Meeting Minutes (1:36:35):**

On a motion made by Councilmember McCarthy, seconded by Councilmember Weier, it was resolved to approve the minutes of the Council meeting held on December 13, 2022, as amended. All in favor; motion carried.

The minutes of the Council meeting held on December 13, 2022, were provided for the Council's review and approval. The Council requested the following amendment:

- Correct the spelling of "Cathy Weir" to "Kathy Weier".

- C. **Approval of Resolution 2023-01 – Designating White Bear Press as the Official Newspaper for Publication**
- D. **Approval of Resolution 2023-02 – Naming U.S. Bank and the 4M Fund as Official Depositories for Municipal Funds**
- E. **Approval of Resolution 2023-03 – League of Minnesota Cities Elected Officials Training**
- F. **Approval of Resolution 2023-08 – Mary Cahill Appreciation**

11. CITY BUSINESS – OLD BUSINESS

A. Second Reading Ordinance 2022-10-01, Amending Section 307.010 Zoning Permit Application (1:38:42)

a. Public Hearing:

On a motion made by Councilmember McCarthy, seconded by Councilmember Hankins, it was resolved to close the public hearing. All in favor; motion carried.

b. Council Deliberation and Approval:

On a motion made by Councilmember McCarthy, seconded by Councilmember Weier, it was resolved to approve Ordinance 2022-10-01, Amending Section 307.010 Zoning Permit Application, as presented. All in favor; motion carried.

c. Resolution 2023-05, Summary Publication of Ordinance 2022-10-01:

On a motion made by Councilmember McCarthy, seconded by Councilmember Weier, it was resolved to approve Resolution 2023-05. All in favor; motion carried.

B. First Reading Ordinance 2022-10-02, Amending Section 605 Animals (1:40:54)

a. Public Hearing: No public hearing was held as the Council agreed to proceed as a first reading of the ordinance due to errors in Ordinance 2022-10-02 as passed at the previous Council meeting.

b. Council Deliberation and Approval:

On a motion made by Councilmember Weier, seconded by Councilmember McCarthy, it was resolved to approve a second reading of Ordinance 2022-10-02, Amending Section 605 Animals, as amended. All in favor; motion carried.

The Council requested the following amendments:

- Page 53, Section 2, Term: Dog permit shall be issued for three years *starting in 2022...*
- Page 54, Section 605.021, subsection 2 should state "each licensed dog shall be renewed every third year".
- Remove "the permit deadline" to read "A permit if not revoked shall be valid until the end of the permit period three calendar years after the permit deadline".
- Remove "the issued applications" to read "Renewal permits must be obtained

C. Discuss Ordinance 2022-10-04, Amending Section 617 Public Lake Tracts (1:48:54)

The Council reiterated the following amendment as requested at the December 2022 Council meeting:

- Section 617.380: add "designed to be" between "structure" and "placed".

The Council discussed whether language should be included in the ordinance to permit the city to retain the right to inspect private property on the public lake tracts. The Council expressed concern regarding the use of language beyond the city's limited right to inspect boats, lifts, or docks, to ensure they are in compliance with city code and permits. Further discussion was deferred to the next Council meeting.

D. First Reading Ordinance 2022-10-05, Amending Section 701 Fees (2:00:31)

- a. **Public Hearing:** No public hearing was held as the Council agreed to proceed as a first reading of the ordinance due to additional changes to Ordinance 2022-10-05 as passed at the previous Council meeting.

b. **Council Deliberation and Approval:**

On a motion made by Councilmember Weier, seconded by Councilmember McCarthy, it was resolved to approve the second reading of Ordinance 2022-10-05, Amending Section 701 Fees, as presented. All in favor; motion carried.

The Council noted that the city is not authorized to charge penalties, other than criminal. The removal of "late fees" and replacing the same with "investigative fees" accounts for staff time to recuperate costs in line with state law.

E. First Reading Ordinance 2023-10-07, Amending Section 407 Fees (2:02:30)

- a. **Public Hearing:** No public hearing was held as the Council agreed to proceed as a first reading of the ordinance since it was previously included in Ordinance 2022-10-05; however, it was separated as it reflects a different city code.

b. **Council Deliberation and Approval:**

On a motion made by Councilmember McCarthy, seconded by Councilmember Weier, it was resolved to approve the second reading of Ordinance 2023-10-07, Amending Section 407 Fees, as amended. All in favor; motion carried.

The Council requested the following amendments:

- Remove everything after "vacant building".

F. Second Reading Ordinance 2022-11-01, Amending Section 201 Meters (2:06:25)

a. Public Hearing:

On a motion made by Councilmember Hankins, seconded by Councilmember McCarthy, it was resolved to close the public hearing. All in favor; motion carried.

b. Council Deliberation and Approval:

On a motion made by Councilmember Foster, seconded by Councilmember McCarthy, it was resolved to approve Ordinance 2022-11-01, Amending Section 201 Meters, as amended. All in favor; motion carried.

The Council noted there is no fee in the fee schedule for the Kamstrup electronic water meter reading to be referenced for the quarterly or non-submission fee.

The Council requested the following amendments:

- The quarterly fee of \$100 and a non-submission fee of \$100 be incorporated into the ordinance rather than reference the fee schedule.
- Specify that a legible timestamped photo of the resident's current meter reading must be e-mailed by the resident to the city's designee.

c. Resolution 2023-07, Summary Publication of Ordinance 2022-11-01:

On a motion made by Councilmember Hankins, seconded by Councilmember Weier, it was resolved to approve a summary publication of Resolution 2023-07. All in favor; motion carried.

G. Review RFP for City Engineer and Planner (2:36:36)

On a motion made by Councilmember McCarthy, seconded by Councilmember Weier, it was resolved to approve the posting of the request for proposal (RFP) for City Engineer and Planner, as amended. All in favor; motion carried.

ACTION – Becky Kellen will include Kay Beach in the list of areas in the third paragraph under "General Information" in the RFP for both the City Engineer and the City Planner and will post the RFP on the city's website and the League of Minnesota Cities marketplace.

The Council agreed that the City Engineer would be paid an hourly rate and the City Planner would be paid a flat rate.

H. Streetlight Removal at the End of Lake Avenue (2:40:35)

On a motion made by Councilmember Hankins, seconded by Councilmember McCarthy, it was resolved not to remove the streetlight at the end of Lake Avenue and to maintain the streetlight in its current state. All in favor; motion carried.

Councilmember McCarthy reported that a streetlight at the end of Lake Avenue was slated for removal; however, one resident on Lake Avenue strongly objected to its removal citing safety concerns for residents and vehicles using the dead-end street.

I. Bids for Wildwood Lift Station (2:43:23)

On a motion made by Councilmember Weier, seconded by Councilmember McCarthy, it was resolved to approve City Engineer, Steve Thatcher, to begin posting for bids for the Wildwood Lift Station. All in favor; motion carried.

12. CITY BUSINESS – NEW BUSINESS

A. 2023 Local Board and Open Book Meeting (2:45:05)

On a motion made by Councilmember Hankins, seconded by Councilmember Foster, it was resolved to approve holding the 2023 Board of Appeal and Equalization meeting on April 11, 2023, from 6:00 p.m. to 6:30 p.m. at Birchwood Village City Hall. All in favor; motion carried.

The 2023 Board of Appeal and Equalization meeting will take place before the regular Council meeting scheduled for April 11, 2023, at 7:00 p.m. Quorum is required for the Board of Appeal and Equalization meeting.

The meeting provides an opportunity for residents who have concerns regarding the valuation of their taxes from the local assessor to present their concerns to the Council for adjustments to be made.

B. Planning Commissioners (2:13:35)

a. Resolution 2023-04 Planning Commission Terms

i) Council Deliberation:

On a motion made by Councilmember McCarthy, seconded by Councilmember Weier, it was resolved to reappoint Andy Sorenson to the Planning Commission for a three-year term expiring December 31, 2025. Motion carried.

On a motion made by Councilmember Hankins, seconded by Councilmember McCarthy, it was resolved to reappoint Joe Evans to the Planning Commission for a term that expires December 31, 2024. Motion carried.

The Council reported that previous city staff failed to adequately document the terms of each Planning Commissioner.

Becky Kellen reported the appointment of each Planning Commissioner as follows:

- Andy Sorenson was appointed in January 2019 to finish Jon Felt's term. He was re-appointed in January 2020 for a three-year term

expiring December 31, 2022. He was appointed Chairman in January 2022.

- Mike Kraemer was appointed in June 2019 to finish Doug Dank's term which expired December 31, 2020. He was re-appointed in January 2021 for a three-year term expiring December 31, 2023.
- Joe Evans was appointed in July 2021 for a term expiring on December 31, 2023.
- Michelle Maiers-Atakpu was appointed in April 2021 for a term expiring on December 31, 2023.
- The open vacancy for former Commissioner Ryan Hankins' seat would expire on December 31, 2023.

The Council noted that Commissioner Sorenson's term expired on December 31, 2022, and the Commissioner had expressed his desire to be re-elected for another three-year term.

Historically, any sitting member on the Planning Commission with an expiring term who expressed interest in extending their term was re-appointed by default; however, the Council discussed whether the open vacancy should be made public to residents who may be interested in submitting an application.

The Council agreed to re-appoint Andy Sorenson for a three-year term given that he is currently Chairman of the Planning Commission and there is not enough advance notice to inform the public of his open seat on the Planning Commission. Moving forward, any expiring terms with an open vacancy will be made public.

H. Alan Kantrud recommended implementing a policy that, should a sitting member with an expiring term wish to extend their term, therein by acquiescence the member is re-appointed.

The Council also agreed to re-appoint Joe Evans for a term that expires December 31, 2024, which would have been the correct term had his appointment been recorded accurately.

- ii) **Approve Resolution 2023-04:** The approval of Resolution 2023-04 was not required based on the appointments made above.

b. Appoint Planning Commissioners:

- i) **Review Candidates and Appoint Commissioners:**

On a motion made by Mayor Ford, seconded by Councilmember Weier, it was resolved to appoint Mary Wingfield to the vacant position on the Planning Commission.

Opposed: Councilmember Foster, Councilmember Hankins, Councilmember McCarthy.

Motion not carried.

On a motion made by Councilmember McCarthy, seconded by Councilmember Foster, it was resolved to appoint Michael McKenzie to the vacant position on the Planning Commission. Motion carried.

Mayor Ford reported one vacancy on the Planning Commission. The following two candidates submitted an application for consideration:

- Mary Wingfield
- Michael McKenzie

The floor was opened to candidate speeches.

C. CivicGov Permitting Software (2:47:12)

On a motion made by Councilmember Hankins, seconded by Councilmember McCarthy, it was resolved to approve the purchase of the CivicGov Permitting Software for a one-year term at a total cost of \$4,000. All in favor; motion carried.

ACTION – Becky Kellen will prepare a proposed update to the building permit fee based on CivicGov's year-two annual recurring cost of \$2,100 as per the proposal.

The permitting software would help to streamline the city's permitting process, provide timely invoices, better track permits, and allow users access to an online portal to submit and obtain information. The proposal is for a one-year term.

The Council discussed updating the fee schedule in February 2023 to include a fixed fee to the building permit fee to cover the cost of the software.

The Council agreed to consider additional features pending feedback on the software from the City Administrator in November 2023 or December 2023.

D. Village Hall Security and Access (2:56:49)

On a motion made by Councilmember McCarthy, seconded by Councilmember Hankins, it was resolved to approve the replacement of the front door lock at Village Hall with a Wi-Fi smart lock at a cost not to exceed \$300 plus city staff time for installation. All in favor; motion carried.

ACTION – Becky Kellen will change the key code for the Village Hall office keypad as directed by Council.

The approval of the Village Hall Security and Access Policy was deferred pending further review and revisions to be made.

E. Ordinance 2023-01-01: Structural Height Restrictions (3:03:10)

This item was deferred.

F. Creation of a Parks Committee (3:03:42)

On a motion made by Councilmember Hankins, seconded by Councilmember McCarthy, it was resolved to approve the resolution to create a Parks and Natural Resources Committee. All in favor; motion carried.

On a motion made by Councilmember McCarthy, seconded by Councilmember Weier, it was resolved to approve the resolution directing the Parks and Natural Resources Committee to evaluate moving the disabled parking spot at Kay Beach, as amended. All in favor; motion carried.

On a motion made by Councilmember McCarthy, seconded by Councilmember Weier, it was resolved to approve the resolution directing the Parks and Natural Resources Committee to review and make recommendations for revising city code as it relates to parks and open spaces, including public property limited licenses in the city's park ordinances, and to prepare a proposal of rules to be included on signage. All in favor; motion carried.

On a motion made by Councilmember Hankins, seconded by Councilmember McCarthy, it was resolved to approve the resolution directing the Parks and Natural Resources Committee to review potential upgrades and usages of Tighe-Schmitz Park, including a review of budgeting for Tighe-Schmitz Park and the hockey rink as it relates to potential grants. All in favor; motion carried.

ACTION – Becky Kellen will advertise the reconstitution of the Parks and Natural Resources Committee to seek three resident volunteers.

The Council noted that having two Councilmembers on the Parks Committee would help to ensure the Committee remains aligned with the goals and intentions of the Council. The Councilmembers would also serve as a liaison between the Parks Committee and the Council to provide guidance and help maintain focus on assigned tasks.

The Council agreed that the Committee would not be tasked with the responsibility of making recommendations to city staff regarding the maintenance of city parks and public spaces.

H. Alan Kantrud confirmed no prohibition against having two Councilmembers serve on the Committee.

The Council reviewed the resolution directing the Parks and Natural Resources Committee to evaluate moving the disabled parking spot at Kay Beach and requested the following amendment:

- Replace "swimming only" with "non-motorized only".

The Council reviewed the resolution directing the Parks and Natural Resources Committee to review and make recommendations for revising city code as it relates to parks and open spaces and noted the following:

- Include an evaluation of the need and purpose of public property limited licenses in the city's park ordinances.

The Council noted that signs were previously removed as they included outdated rules; however, the sheriff's department will not enforce any rules unless there is signage. Once proposed revisions for city code have been considered, the Parks and Natural Resources Committee would then recommend to Council select rules that should be included on signage.

The Council discussed whether a revision to the city's sign ordinance should be made to allow an exception on public property for city signs. No further action was taken.

The Council reviewed the resolution directing the Parks and Natural Resources Committee to review potential upgrades and usages of Tighe-Schmitz Park and noted the following:

- Include a review of budgeting for Tighe-Schmitz Park and the hockey rink as it relates to potential grants.

Further discussion regarding the bylaws for the Parks and Natural Resources Committee was deferred to the next Council meeting.

G. City Council Meeting Agenda Discussion (3:23:20)

On a motion made by Councilmember Hankins, seconded by Councilmember Weier, it was resolved to adopt a Council meeting schedule of 6:45 p.m. on every second Tuesday of the month, effective February 2023. All in favor; motion carried.

The Council discussed including "unscheduled items" on the agenda to allow the Council to include supporting documentation that may not necessarily require immediate attention or are items that are a work in progress.

The Council agreed to include a list of non-emergent items on the agenda that will be addressed in a first-in-first-out (FIFO) queue. Items that are not addressed will be rolled over to the next Council meeting. At the time of the approval of the agenda during each meeting, Councilmembers can request that certain items in the queue be pulled out and included in the regular agenda if the item requires immediate attention.

H. Alan Kantrud recommended a Council administrative workshop for one hour every month to address any backlog of items. The workshop would be intended for discussion only, will not require quorum, and would be open to the public; however, no open public forum would be held.

Council members can provide the City Administrator with items to be added to a workshop list and once a sufficient list (generally six items as per the City Attorney) has been generated, a workshop will be scheduled. Council members can request that items from the pending workshop list be included on the regular Council agenda at any time.

H. Radon Testing at Village Hall (3:47:45)

On a motion made by Councilmember Hankins, seconded Councilmember McCarthy it was resolved to approve directing city staff to:

- Order up to three Air Chek Radon test kits;
- Run the radon test(s) per the kit conditions, with help from Council members as necessary; and,
- Provide the test results to Council, if city staff believes that further action is warranted, or if the radon level reported is 4 pCi/L or higher.

All in favor; motion carried.

I. Internal Reconciliation of City Accounting (3:48:40)

On a motion made by Councilmember Hankins, seconded Councilmember McCarthy, it was resolved to approve directing City Treasurer, Mary Cahill, to attend the next Council Meeting in February 2023 to provide a status update on the reconciliation of the city's accounting.

13. CITY BUSINESS – PENDING BUSINESS

A list of pending items was included in the meeting package but not discussed with the exception of the following item:

A. Birchwood Village Water Management Plan (3:52:55)

ACTION – Becky Kellen will send the Ricecreek Watershed District a copy of the city's resolution to adopt its 2024 Comprehensive Plan.

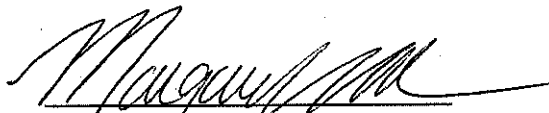
H. Alan Kantrud confirmed that a copy of the city's resolution to adopt its 2024 Comprehensive Plan should suffice as a copy of the city's resolution of adoption of the Surface Water Management Plan.

14. ADJOURNMENT

On a motion made by Councilmember McCarthy, seconded by Councilmember Foster and carried unanimously, it was agreed that there was no further business of the Council to transact; the meeting was closed at 10:56 p.m. by Mayor Ford.

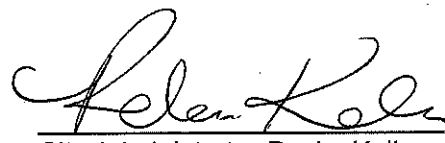
DISCLAIMER

The above minutes should be used as a summary of the motions passed and issues discussed at the meeting. This document shall not be considered a verbatim copy of every word spoken at the meeting.



Mayor Margaret Ford
2/16/2023

Date



City Administrator Becky Kellen
2-16-2023

Date