

CITY OF MILFORD
REGULAR MEETING
MARCH 6, 2018
MINUTES

A regular meeting of the Mayor and Council of the City of Milford, Nebraska was held at the Sr. Center Building in said City on the 6th day of March 2018 at 7:00 pm. Present were: Mayor Nick Glanzer; Council members: Jeff Baker, Scott Bashore, Patrick Kelley, Dan Kral; Attorney Krista Carlson; Chief of Police Forrest Siebken, Maintenance Supt. Gary TeSelle; Library Director George Matzen and City Clerk Jeanne Hoggins. Also present: SCC Students: Jeremy Bartels, Conner Croxen, James Hale; Ron Petsch, Betsy Goodman, Chrissy Matzen, Jonathan Jank, Lezlie Patton and Emily Hemphill with the press.

Notice of the meeting was given in advance thereof by publishing in the Milford Times; a designated method for giving notice, as shown by the Affidavit of Publication attached to these minutes. Notice of the meeting was given to the Mayor and all members of the Council and a copy of their acknowledgement of receipt of notice and the agenda is attached to these minutes. Availability of the agenda was communicated in the advance notice and in the notice to the Mayor and Council of this meeting. All proceedings hereafter shown were taken while the convened meeting was open to the attendance of the public.

CALL TO ORDER: Mayor Glanzer called the meeting to order at 7:00 pm. and publicly stated to all in attendance that a current copy of the Nebraska Open Meetings Act is available for review and is posted on the east wall at the Sr. Center.

MINUTES: A motion was made by Bashore and seconded by Kelley to approve the minutes of the February 6, 2018 meeting. Roll call vote: Bashore yes, Kelley yes, Baker yes, Kral yes. Motion carried.

PAYMENT OF BILLS: A motion was made by Kelley and seconded by Kral that the following accounts payable bills in the amount of \$64,145.04; payroll in the amount of \$42,061.08; totaling \$106,206.12 approved by the Auditing Committee be approved for payment. Roll call vote: Kelley yes, Kral yes, Baker yes, Bashore yes. Motion carried.

SALARIES:

64404	Mark Frey	90.50
64405	Forrest Siebken	1486.37
64406	Kendall Hoggins	1458.12
64407	Mavis Ferris	126.75
64408	Jeanne Hoggins	1262.76

64409	Gary TeSelle	1034.28
64410	Robert Hull	927.84
64411	George Matzen	810.29
64412	Craig Corder	36.94
64413	Erica Pallas	886.71
64414	Craig Carritt	20.77
64415	Jon Wiedemeyer	335.36
64416	Lewis Barker	383.25
64417	Travis Fougeron	873.74
64418	Kyhana Barnes	139.35
64419	Amy Salistean	917.74
64420	Cathleen Fosler	392.71
64421	Liliana Alaniz	112.05
64422	Bonnie Meints	453.71
64423	Terrell Long	1090.91
64424	Andrew Carrico	1120.42
64425	Jeremy Garbers	1132.66
64428	Travis Fougeron	178.61
64435	Jeffrey Baker	138.52
64436	Dan V. Kral	138.52
64437	Scott Bashore	138.52
64438	Patrick Kelley	138.52
64439	Nicholas Glanzer	184.70
64443	Mark Frey	124.45
64444	Forrest Siebken	1486.37
64445	Kendall Hoggins	1184.51
64446	Mavis Ferris	128.83
64447	Jeanne Hoggins	1262.76
64448	Gary TeSelle	1034.28
64449	Robert Hull	921.67
64450	George Matzen	848.60
64451	Erica Pallas	894.89
64452	Craig Carritt	16.62
64453	Jon Wiedemeyer	335.36
64454	Lewis Barker	549.72
64455	Travis Fougeron	981.31
64456	Kyhana Barnes	139.35
64457	Amy Salistean	977.11
64458	Cathleen Fosler	203.63
64459	Liliana Alaniz	142.96
64460	Bonnie Meints	449.25

64461	Terrell Long	1090.91
64462	Andrew Carrico	1492.40
64463	Jeremy Garbers	992.46

GENERAL FUND:

64323	KENNYTH ENGLISH	UB Deposit Refund	\$ 75.00
64324	KANDRA HOOLEY	UB Deposit Refund	\$ 20.86
64325	TODD MORLEY	UB Deposit Refund	\$ 50.00
64360	U.S.POSTMASTER	UTILITY BILLING POSTAGE	\$ 163.80
64361	AMERITAS LIFE INSURANCE CORP.	MARCH DENTAL & VISION	\$ 527.80
64362	ARAMARK	PANTS & RAGS	\$ 363.72
64363	ASHLEY CAMERON	WEBSITE MAINTENANCE	\$ 250.00
64364	BLACK HILLS ENERGY	SERVICE FOR JANUARY	\$ 1,729.90
64365	BROADVIEW NETWORKS	PHONES,ACTIVIATIONFEE&SERVICE	\$ 572.62
64366	UNIVERSAL PREMIUM	FUEL EXPENSE	\$ 335.98
64367	CANON SOLUTIONS AMERICA	MAINT BASE & COPIES	\$ 176.49
64368	CASH-WA DISTRIBUTING	GRAVY,BUSCUITS,GLOVES,FILMWRA P	\$ 518.38
64369	PETTY CASH	STAMPS	\$ 49.17
64370	COMPANY CARE	RANDOM DRUG SCREENING	\$ 78.00
64371	CONSOLIDATED MANAGEMENT CO	INVOICE#213668,213703	\$ 194.72
64372	CULLIGAN WATER CONDITIONING	RENTAL	\$ 55.95
64373	DIGITAL ALLY, INC	REPLACEMENTCAMERA,INCARVIDE O	\$ 40.00
64374	EAKES OFFICE SOLUTIONS	(2) STAPLERS	\$ 42.98
64375	ERIC RILEY ELECTRIC	TRATMENT ROOM HEATER	\$ 1,396.56
64376	FARMERS COOPERATIVE	FUEL	\$ 858.79
64377	INSPRO INSURANCE CO	2018 FIRE TRUCK	\$ 18.00
64378	INTERSTATE ALL BATTERY CENTER	LIFT STATION BATTERY	\$ 63.00
64380	MARVIN E JEWELL & CO	AUDIT SERVICES 2016-2017	\$ 12,800.00
64381	MATHESON TRI- GAS,INC	02 & AIR BOTTLE RENTAL	\$ 128.34
64382	MENARDS-LINCOLN NORTH	DOOR REPLACEMENT WELL #4	\$ 216.45
64383	MIDWEST AUTO PARTS	HOSE,SPRAY,D-EARTH	\$ 88.34
64384	MIKE ROTH	DIGITAL THERMOSTATE & FUSES	\$ 105.00
64385	MILFORD VALU RITE PHARMACY	LANCENTS & ALBUTEROL	\$ 25.89
64386	MUNICIPAL	LINE REPAIR SUPPLIES	\$ 638.19

	SUPPLY,INC. OF OMAHA		
64387	NE RURAL WATER ASSOCIATION	MEMBERSHIP	\$ 225.00
64388	NEBRASKA WATER RESOURCES ASSOC	MEMBERSHIP	\$ 105.00
64389	NEBRASKA PUBLIC POWER DISTRICT	SERVICE FOR JANUARY	\$ 4,812.86
64390	NORRIS PUBLIC POWER DIST	WELLS 1&2	\$ 428.99
64391	ONE CALL CONCEPTS	ONE CALLS	\$ 1.89
64392	PIZZA KITCHEN	JANUARY BIRTHDAY MEAL	\$ 257.50
64393	POTTER REPAIR, INC.	BG DIESEL CLEANER-GMC DUMP	\$ 49.95
64394	QUILL CORPORATION	BATHROOM TISSUE	\$ 61.99
64395	SAM'S CLUB	GROCERIES	\$ 66.00
64397	SEWARD COUNTY INDEPENDENT	BOND ELECTIONS NOTICES	\$ 528.54
64398	SID DILLON	'95 MAINTENANCE	\$ 1,226.10
64399	SUNRISE COUNTRY MANOR	MEALS FOR JAN 2018	\$ 645.75
64400	TOOFAST SUPPLY	SAFETY GLASSES & TOOLS	\$ 179.87
64401	VERIZON WIRELESS	INTERNET/JETPACKS	\$ 118.90
64402	VERIZON WIRELESS-P	BUILDING INSP CELL	\$ 124.76
64403	WOLFE, SNOWDEN,HURD,LUER S, &	LEGAL FEES FOR JANUARY	\$ 1,227.25
64426	RETIREMENT PLANS DIVISION	PENSION-133011	\$ 1,709.04
64427	UNION BANK	HSA	\$ 1,038.15
64429	CONSOLIDATED MANAGEMENT CO	INVOICE 213668 & 213703	\$ 194.72
64430	AFLAC	SUPPLEMENTAL INSURANCE	\$ 342.61
64431	DEARBORN NATIONAL LIFE INS CO	LIFE INSURANCE	\$ 113.52
64432	REDIGER AUTOMOTIVE	STEERING WHEEL POSITION SENSOR	\$ 338.39
64433	U.S.POSTMASTER	1ST CLASS PRE-SORT STAMP	\$ 225.00
64434	VERIZON WIRELESS	WELL CONTROL MONITOR	\$ 40.01
64440	BLUE CROSS & BLUE SHIELD	HEALTH INS. MARCH 2018	\$ 8,974.94
64441	DARREL WELCH	UB Deposit Refund	\$ 75.00
64442	U.S.POSTMASTER	U/B POSTAGE	\$ 195.44
64464	RETIREMENT PLANS DIVISION	PENSION-133011	\$ 1,709.04
64465	UNION BANK	HSA	\$ 1,038.15
64466	AWARDS PLUS	TRAINING ATTIRE-43 NLETC	\$ 68.00
64467	BAKER & TAYLOR	BOOKS	\$ 573.07
64468	BRUCE STUTZMAN	VOLLEYBALL DIRECTOR	\$ 840.00
64469	CARD SERVICE CENTER	JEANNE CLERK'S SCHOOL-REG	\$ 818.72

64470	CONSOLIDATED MANAGEMENT CO	MEALS 2/15-2/18	\$ 72.25
64471	CUSTOM LAMINATING COMPANY	MAP LAMINATING	\$ 150.48
64472	DAVID BRINKMEYER	REFUND REGISTRATION-NO TEAM	\$ 88.00
64473	DHHS- ENVIRONMENTAL HEALTH UNIT	(2) POOL PERMITS	\$ 80.00
64474	GEORGE MATZEN	SLAT WALL INSERTS	\$ 73.53
64475	JEO CONSULTING GROUP, INC.	POOL IMPROVEMENTS	\$ 4,038.50
64476	LAW ENFORCEMENT SYSTEMS, INC.	RED DOOR TAGS	\$ 70.00
64477	MILFORD A/C & APPLIANCE, INC.	FILTERS	\$ 533.56
64478	MILFORD SCHOOL DIST. #5	PARKING FINES	\$ 40.00
64479	NEBRASKA PUBLIC HEALTH	WATER TESTING	\$ 243.00
64480	OFFICE DEPOT BUSINESS ACCOUNT	MONITORS JEANNE & ERICA	\$ 319.98
64481	PAC-N-SAVE MILFORD	GROCERIES	\$ 693.82
64482	SEWARD COUNTY CLERK	COST FOR SPECIAL ELECTION	\$ 3,134.19
64483	STOP N SHOP MILFORD	FUEL	\$ 38.37
64484	GARY TESELLE	NEW BOOTS (GARY)	\$ 150.00
64485	TOOFAST SUPPLY	STORAGE BOXES & GLOVES, FREIGH	\$ 466.35
64486	GARY TESELLE	GARY TESELLE ACCT#5562939	\$ 456.20
64487	WALMART COMMUNITY BRC	GROCERIES	\$ 82.67
64488	WINDSTREAM NEBRASKA INC	SERVICE FOR FEBRUARY	\$ 738.25
64489	ZITO MEDIA	H.D. T.V.	\$ 13.09
2085073	IRS-FEDERAL WITHHOLDINGS	FED/FICA TAX	\$ 4,604.79
2085074	NE DEPT OF REVENUE	STATE TAX	\$ 645.23
2085075	IRS-FEDERAL WITHHOLDINGS	FED/FICA TAX	\$ 89.63
2085076	NE DEPT OF REVENUE	STATE TAX	\$ 3.52
2085077	IRS-FEDERAL WITHHOLDINGS	FED/FICA TAX	\$ 122.44
2085078	IRS-FEDERAL WITHHOLDINGS	FED/FICA TAX	\$ 4,660.10
2085079	NE DEPT OF REVENUE	STATE TAX	\$ 667.31
	NE DEPT OF REVENUE	SALES TAX-FEB 2018	\$ 1,726.02
	POLICE EQUITABLE SHARING ACCT.	NEW COMPUTER	\$ 998.70
	PAYROLL CHECKS ON 2/19/2018		\$ 15,271.84

	PAYROLL CHECKS ON 3/01/2018		\$ 738.78
	PAYROLL CHECKS ON 3/05/2018		\$ 15,257.44
	**** PAID TOTAL ****		\$ 106,206.12
	***** REPORT TOTAL *****		\$ 106,206.12

REPORTS OF OFFICERS, BOARDS AND COMMITTEES: Written reports received: Milford Aging Services Commission minutes for the February 26, 2018 meeting; Milford Housing Authority minutes from the February 15, 2018; Library Report for February; Police Dept. activity report for February 2018. Kelley – Recreation Dept.: preparing for ball season. Pool: met regarding a possible renovation of the Pool House. TeSelle – forms to fill out in reference to diving stand. Diving board has been delivered. Contractor lined up for installation. Kelley – project will cost less than anticipated and we will have a new diving board this year. Bashore – Pre-construction meeting held Friday on the new well. They will start in April. Kral – 24 Rescue calls in February; 21 in Milford and 3 in P.D. 1 false alarm fire call. TeSelle – preparing mowers for spring and mapping project is complete. Siebken – Officer Hull had an evaluation today after his mishap. He will be re-evaluated again next week but is still off work. Attorney Carlson sent a letter to Scott McNeil asking him to fulfill his obligation of sending him thru the Academy. Officers that are funded by the City enter into a contractual agreement to commit 4 years to the Dept. He left after 2 and is obligated to pay back approx. \$6500.00. E-911 Local Agreement has been revised and will be presented to each community after approval of the E911 Board. Officer Long is on week 10 of 16 at the Academy. DARE is underway. A Records Management program is being considered with Seward County and Local entities. Baker – Everything at Sr. Center is going well, elevator is fixed. Attended a Webermeier Scholarship meeting to clean up some loose ends. Hoggins explained to the group an issue with Wells Fargo and fund availability for 2018. Jonathan Jank update: Blue Stem Fiber has the required commitment from the Business District and is ready to install the fiber optics. A group of community members, Milford Restaurant Action Team or (MRAT), are working towards an additional restaurant in Milford. We are reaching the sunset period for the LB840 funds and conversation will be held in the near future regarding the impact of the funds, interest in renewing and desire to expand. April 21 is Seward County Clean-Up Day. SCCDP Board meeting will be held in Milford on May 21, 2018, location to be determined.

COMMUNICATIONS: *Sales tax received for the month of December 2017 in the amount of \$17,822.29. *NPPD Lease Rebate received in the amount of \$41,060.95. *Special Election results: For 323, Against 162. Bond Issue passed. Zito Media Franchise Fee received in the amount of \$3,198.02. Received a Thank You from the Ken TeSelle family for the beautiful flowers.

UNFINISHED BUSINESS:

Discuss/Action – Farmers Coop Scale Agreement: Mr. Velder was not present so Baker reflected on discussion held last month regarding the scale and keeping the scale in the community. Attorney Carlson drew up an agreement for consideration. Kelley noted a few minor changes pertaining to assisting with the purchase and installation. Carlson agreed to make the suggested changes and have the agreement available for review within the next few days. After changes are made the agreement will be sent to Mr. Velder for his review and signature upon approval.

Discuss/Action – Milford Leadership Certified Community: Jonathan Jank began by introducing Betsy Goodman from SENDD (Southeast Nebraska Development District). They wanted to talk about the Leadership Certified Community program in general. Historically speaking Dan and Jeff are the only Council members with institutional knowledge as it has been a couple years since we've last discussed this process. Betsy will introduce the program, talk about SENDD's potential involvement in the process and the collaboration of other partners. Ultimately solicit feedback from the council on how we may want to proceed. Betsy provided a packet of information, (attached to these minutes) noting benefits of becoming a Leadership Certified Community as well as an outline/checklist of what needs to be included in the application. Betsy shared benefits of being a LCC. It creates a plan and brings community members together to envision the future. It's a long rigorous application and demands we include all volunteer and public organizations within the community, businesses in the community and public input. We will then develop a community survey and strategic plan. DED will be asked to come out and do a survey of our businesses. Even though it is a rigorous long process there is so much benefit that comes out of it. We will have a plan that guides us 5 years into the future and more importantly it gives you points in the grant process. The more we put into the process the more we will get out of it. SENDD is willing to retract their original offer and agree to freely donate 40 hours of work towards Milford's completion of this process. Anything beyond 40 hours will be billed at \$85.00 per hours. At least 25 hours will be needed to write the application. Betsy's personal time will be better utilized not only

with writing the application but being involved in the community meeting and strategic planning process. The three steps Betsy will be involved in are: 1) Community meeting – creates survey 2) Strategic Planning 3) Application. Keeping Betsy involved and informed is key for her to gain knowledge of the community and assists her ability to write grants. If we are committed to doing this it will require staff time. In closing, because this is an inclusive community process it demands community involvement. It is a great opportunity to set up for growth and future successful grants, plus it brings people together. Jonathan shared, our last formal community survey was done in 2013 and in reviewing that document we have executed on a number of those items. He is asking for further feedback at this point and whether we like the idea of a collaborative approach in wanting to move forward as suggested. Baker asked Betsy how many total hours she thought would be needed to complete the project. She stated from A to Z it would go over the 40 hours. She estimated 25 hours for the application, 8-10 hours for strategic planning, 8-10 hours for community planning and executing the document. NPPD will partner to assist with the strategic planning process. Timeline for the project could be 2-3 months for completion which would still put us in the grant cycle for CDBG and a possible Downtown Revitalization grant for this year. If the Council would say “go” tonight, they will push for a 60-90 day time period to complete the process. From the information that Betsy provided Mayor Glanzer estimated an additional 55-60 hours at approximately \$1200.00 to \$1500.00. Betsy can keep us informed of her hours and a cap amount could be determined. There was hesitation from a few members with the amount of projects we have going on right now and the time commitment. While it is a worthwhile endeavor it will be worth more the more we focus on it. We have our plate full. Betsy thought the Council’s involvement was most important at the community meeting and the strategic planning meeting, which is more like 2 hours for each. Baker noted the importance of new ideas from Kelley and Bashore, as they are new councilmembers, since our last strategic plan was completed. The intent is to create a new list, not just based on Dan and his ideas, but Patrick and Scott’s ideas and what they see for the future of the community as a whole. Talking in an open forum, that’s what strategic planning, is. There is interest in trying to revitalize Milford and move it forward and this will give them a blue print. Splitting the responsibility amongst the councilmembers, to attend these meetings, should make it less of a burden. The \$1500.00 could be paid out of the LB840 fund. Baker asked to have the amount due billed in one lump sum, at the end, so it could be presented to the Economic Development Committee for a vote. There was still hesitation regarding the time commitment. Jonathan wondered if it would be helpful to

put together a 60-90 day plan providing more of a scope of what it would look like. Identifying what will take the Council's time compared to literally checking a box. Some items are already completed. Baker noted we are talking about \$1500.00 out of the LB840 fund and a couple hours from a Councilman's perspective. We have used taxpayer dollars on projects when funding options were available. Becoming a Leadership Certified Community has been in Jonathan's contract for the last several years. We expect something from SENDD for our membership dues and we expect something from Jonathan in the process of renewing our financial commitment to SCCDP. They are both here and asking to pursue this endeavor. A motion was made by Baker and seconded by Kelley to authorize SENDD to move forward with the Milford Leadership Certified Community process and application. Roll call vote: Baker yes, Kelley yes, Bashore yes, Kral abstain. Motion carried.

NEW BUSINESS:

Discuss/Action – Approve contract for surveying lots for new municipal building: A motion was made by Bashore and seconded by Kelley to approve using Husker Surveying, LLC to survey the lots as required for the new municipal building site in the amount of \$1950.00. Roll call vote: Bashore yes, Kelley yes, Baker abstain, Kral yes. Motion carried.

Discuss/Action – Firework application to sell at 410 South State Hwy 6, Ka-Boomers Ent.: A motion was made by Kelley and seconded by Kral to authorize the sale of fireworks at 410 South State Hwy 6 to Ka-Boomers Ent. Roll call vote: Kelley yes, Kral yes, Baker yes, Bashore yes. Motion carried.

Discuss/Action – Walkway across ditch @ Welch Park, Ron Petsch w/ SCC: SCC students; Jeremy Bartels, Conner Croxen and James Hale with the SCC Building Construction and Technology Program presented plans to construct a bridge/walkway across the ditch on the east side of Welch Park Road near the new picnic shelter at the Elementary School. The plan document is attached to these minutes. This is a continuation of the 2017 picnic shelter project the students built for the Elementary School. Additional funding from the Associated General Contractors and the Home Builders Association of Lincoln are available. The students are asking the City of Milford to provide a culvert and to do some back filling. Discussion was held as to the width of the walkway. A motion was made by Bashore and seconded by Kral to approve moving forward with the project with the stipulation that the walkway is 8'wide. Discussion was held on the center rail as well as the City providing the culvert and backfill. Roll call vote: Bashore yes, Kral yes, Baker yes, Kelley yes. Motion carried.

Request Funds from Donation Account for Library Project: George Matzen reported the Library is looking into a renovation project for inside the building. The project includes: fix front desk, remove pit and round shelving, replace shelving and new drop box. The Library Board approved the bid from CMG and the project will not exceed \$25,000.00. A motion was made by Bashore and seconded by Baker to authorize the use of the donated funds for a library renovation project not to exceed \$25,000.00. Roll call vote: Bashore yes, Baker yes, Kelley yes, Kral yes. Motion carried.

Hire Part-time Summer Maintenance Employees: A motion was made by Kral and seconded by Bashore to approve hiring Savannah Bontrager at \$9.00 per hour and Kyle Hoggins at \$9.25 per hour as part-time summer maintenance employees. Roll call vote: Kral yes, Bashore yes, Baker yes, Kelley yes. Motion carried.

Discuss/Action – Type of Financing for Bond: Discussion was held as to the Cities options and it was determined to write an RFP (Request for Proposal) on the bond issue to give everyone interested a fair opportunity. Bond Counsel will be contacted regarding the formal process of a RFP and notification requirements. A motion was made by Kral and seconded by Bashore to have Jeanne contact Christine Klinker and confirm that if this is the best way to go, we ask for an RFP and make every attempt to have results by the next Council meeting. Roll call vote: Kral yes, Bashore yes, Baker yes, Kelley yes. Motion carried.

Authorize Mayor to sign closing documents for real estate purchase and proceed with payments for Title Search, Title Commitment, Closing Costs and Purchase Price for new Municipal Building: Attorney Carlson informed the Council of documents needing to be drafted and the assistance from a Title Company to prepare those documents. A fee of \$350.00 will be required and Krista can assist us with closing. A motion was made by Kral and seconded by Kelley to authorize the Mayor to sign all documents involved with the purchase of the lots for the new Municipal Building. Roll call vote: Kral yes, Kelley yes, Baker yes, Bashore yes. Motion carried.

Discuss/Action – Retreat Session: Discussion was held as to what a retreat session entails. It's a relaxed, informal session with frank and open discussion amongst the council, employees or whoever might be invited. Consideration was taken to incorporate the retreat with the strategic planning session. Maybe have the retreat first and take that information to the strategic planning session. No date was determined at this time.

ADJOURNMENT: A motion was made by Kral and seconded by Bashore to adjourn the meeting. Roll call vote: Kral yes, Bashore yes, Baker yes, Kelley yes. Motion carried and meeting adjourned at 9:15 pm.

Jeanne Hoggins, City Clerk

Nick Glanzer, Mayor

CERTIFICATION

I, the undersigned, City Clerk of the City of Milford, Nebraska, hereby certify that the foregoing is a true and correct copy of proceedings had and done by the Mayor and Council on March 6, 2018 that all of the subjects included in the foregoing proceedings were contained in the agenda for the meeting, kept continually current and readily available for public inspection at the office of the City Clerk; that such subjects were contained in said agenda for at least twenty-four hours prior to said meeting; that at least one copy of all reproducible material discussed at the meeting was available at the meeting for examination and copying by members of the public; that the said minutes from which the foregoing proceedings have been extracted were in written form and available for public inspection within ten working days and prior to the next convened meeting of said body; that all news media requesting notification concerning meetings of said body were provided advance notification of the time and place of said meeting and the subjects to be discussed at said meeting.

(SEAL)

Jeanne Hoggins, City Clerk