



**AGENDA
PAYETTE CITY COUNCIL
JUNE 03, 2013
PUBLIC HEARING & REGULAR MEETING**

HONORABLE MAYOR JEFFREY T. WILLIAMS PRESIDING

**GEORGIA HANIGAN MARK HELEKER
LEE NELSON IVAN MUSSELL
CRAIG JENSEN JEFF SANDS**

6:30 PM - Public Hearing

NOTICE IS HEREBY GIVEN, in accordance with Idaho Code 63-1311A, by the City of Payette, Idaho, that the Payette City Council will meet at 6:30 p.m. on June 3, 2013, at the Payette City Council Chambers, 700 Center Avenue, Payette, Idaho, to consider public comment regarding the institution of new or increased municipal fees for the Recreation Department. Information about the proposed rates and changes may be obtained from City Hall during regular business hours.

7:00 PM – Regular Meeting

- I. ROLL CALL
- II. PLEDGE OF ALLEGIANCE
- III. CITIZENS COMMENTS
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XII. MAYOR'S COMMENTS

XIII. CITIZEN'S COMMENTS

(Limited to 5 minutes per person, at the discretion of the Mayor)

V. EXECUTIVE SESSION ~ *Pursuant to I.C. 67-2345(1)(f), the City Council will recess into Executive Session to discuss with legal counsel for the public agency pending litigation or where there is general public awareness of probable litigation.*

VI. Kepha Final Payment

VII. ADJOURNMENT

Any person needing special accommodations to participate in the above noticed meeting should contact the City at least 5 days before the meeting at 700 Center Avenue or at 642-6024.

**MINUTES
PAYETTE CITY COUNCIL
Work Session & Regular Meeting
May 20th, 2013**

ROLL CALL

Council Present: Mayor Jeff Williams, Georgia Hanigan, Craig Jensen, Mark Heleker, Lee Nelson, Jeff Sands and Ivan Mussell

Staff Present: Mary Cordova, City Administrator; Mark Clark, Police Chief; Steve Castenada, Fire Chief; Bert Osborn, City Attorney; Doug Argo, City Engineer; Jamie Couch, Street Supervisor; Jennifer Kelley, HR; Becky Lynch, Administrative Services Clerk.

6:45 PM – Work Session

A. LHTAC Traffic Safety Audit – 6th Avenue South/ Highway 52

Mayor Williams stated that this has gone before the appropriate committees and we have drafted minutes showing their opinions on the traffic safety audit. Councilor Heleker informed the Council that after speaking with the public safety committee that it would be a good idea to have the public's input on this first, we know something needs to be done, and would like to see some alternatives. Mayor Williams asked if it would be good to have an open house or a town hall meeting to discuss the issues. Councilor Nelson stated at their last public works meeting, they had made a motion to recommend to City Council to have a public hearing. Mayor Williams asked to have the dollar figures put together so we can start the process of having an open house to the public for opinions; he asked the Council if they would like to see figures by the Engineer or the City staff. The consensus of the Council is to have City staff put together as accurate of dollar figures as they can first, then if engineering questions arise, to then use engineering dollars for more detailed figures. Mayor Williams would like a public hearing scheduled for July 1st, 2013 to propose costs and retrieve opinions from the public.

B. Vehicle Usage Policy – Jennifer Kelley stated that the airport car which was discussed at the last meeting does not pertain to the administrative policy provided as a handout this evening regarding using a City owned vehicle during business hours.

The work session ended at 6:55 PM

7:00 PM – Regular Meeting

A regular meeting of the Payette City Council was called to order at 7:00 PM by Mayor Jeff Williams in the City Council Chambers of Payette City Hall, 700 Center Avenue.

ROLL CALL

Members Present: Mayor Jeff Williams, Mark Heleker, Ivan Mussell, Jeff Sands, Georgia Hanigan, Lee Nelson and Craig Jensen

Members Absent: None

Staff Present: Mary Cordova, City Administrator; Jennifer Kelley, HR; Steve Castenada, Fire Chief; Mark Clark, Chief of Police; Bert Osborn, City Attorney; Doug Argo, City Engineer; Jamie Couch, Street Supervisor; Becky Lynch, Administrative Services Clerk

PLEDGE

DEPARTMENTAL REPORT

- A. Treasurers Report – April 2013
- B. Public Works Committee – May 7th – Councilor Nelson informed the Council that they had discussed 6th Avenue South and the Engineering schedule.
- C. Airport Commission – May 13th– Minutes were sufficient to City Council.
- D. Public Safety Committee – May 14th–Councilor Heleker informed the Council they discussed a slip unit(200 gallons of water stored on the vehicle)to be added to Chief Castenada's first response vehicle. They also discussed starting to put money towards a new fire truck for the future.
- E. Library Commission – May 14th – Councilor Sands informed the Council that they had discussed their event in the park for the summer and the 'Friends of the Library' had a quilt raffle.
- F. Police Department Report – Chief Clark informed the Council of the numerous reports from Apple Blossom that were taken. Steve Bennett from New Plymouth, who is a veteran, has been hired to replace Captain Platt and he will start June 3rd, 2013. Our injured officer is back on duty, so we will have more man power. Chief Clark wanted to thank Councilor Sands and Captain Plaza for the help on the arson case they had.

MAYOR'S COMMENTS

Mayor Williams stated that he knows that the City staff did a ton of work helping with the Apple Blossom and really appreciates all of their hard work.

At the Greenway there were some trees overgrown and the street department had gone down to trim the greenery and clean up, it looks really great down there.

The Boy Scouts attended the meeting to meet one of their requirements for badges; Mayor Williams gave each Boy Scout a City of Payette pin to take home.

CITIZEN'S COMMENTS

None.

ADJOURNMENT

A motion was made by Heleker and seconded by Mussell to adjourn at 7:49PM.

After a unanimous roll call vote by the Council, the motion CARRIED.

Signed this _____day of _____, 2013.

Jeff Williams, Mayor

ATTEST:

Mary Cordova, City Clerk

CITY OF PAYETTE
6/3/2013

		Claim #	# of Lines	Accepted	Check	Amount
60	ADVANCED CONTROL SYSTEMS	CL 7933	1	05/29/13	8139	269.00
786	AGRI-LINES IRRIGATION INC	CL 7919	1	05/29/13	8140	2,950.00
95	AMERICAN WATER WORKS ASSN.	CL 7947	1	05/29/13	8141	339.00
170	ASSN. OF IDAHO CITIES	CL 7916	1	05/29/13	8142	1,400.00
6046	BLACK, BARBARA JEAN	CL 7951	1	05/30/13	8143	325.88
329	BRADY INDUSTRIES, INC.	CL 7937	1	05/29/13	8144	4.00
388	BRUCE, JAMES	CL 7946	1	05/29/13	8145	250.00
125	CAMPBELL TRACTOR	CL 7954	1	05/30/13	8146	19.47
685	DART'S TRUE VALUE	CL 7950	69	05/29/13	8147	2,367.26
6130	DCS TECHNOLOGIES	CL 7938	1	05/29/13	8148	85.00
771	DRAPER'S OUTDOOR POWER	CL 7928	1	05/29/13	8149	44.40
920	GALL'S INC.	CL 7944	2	05/29/13	8150	252.31
985	GJZ ARCHITECTURE	CL 7925	1	05/29/13	8151	9,358.61
782	GUTH LABORATORIES, INC.	CL 7935	1	05/29/13	8152	12.39
1050	HACH CHEMICAL	CL 7918	1	05/29/13	8153	99.73
2080	HD SUPPLY WATERWORKS	CL 7942	2	05/29/13	8154	2,170.25
749	HEATHERLY FORENSIC	CL 7930	1	05/29/13	8155	175.00
1370	IDAHO POWER	CL 7934	11	05/29/13	8156	6,365.53
1380	IDAHO TRANSPORTATION	CL 7931	1	05/29/13	8157	23.00
1410	INDEPENDENT ENTERPRISE	CL 7956	2	05/30/13	8158	52.34
1412	INDUSTRIAL WORLD	CL 7920	1	05/29/13	8159	180.00
1431	INT.MUNICIPAL CLERK	CL 7936	1	05/29/13	8160	170.00
234	INTERSTATE ALL BATTERY	CL 7953	1	05/30/13	8161	6.00
3049	IRVCO ASPHALT & GRAVEL,	CL 7957	1	05/30/13	8162	316.14
1510	KAMAN INDUSTRIAL	CL 7952	1	05/30/13	8163	402.71
1573	KEYSTONE PIZZA	CL 7927	1	05/29/13	8164	96.48
675	KING'S OF PAYETTE	CL 7940	1	05/29/13	8165	6.35
1695	MARC CORPORATION	CL 7917	1	05/29/13	8166	376.68
1909	NORM'S AUTO ELECTRIC	CL 7929	1	05/29/13	8167	300.00
1970	ONTARIO BEARING	CL 7922	2	05/30/13	8168	512.62
2027	ONTARIO TOOL AND RENTAL	CL 7949	2	05/30/13	8169	349.00
2070	OVERHEAD DOOR COMPANY	CL 7932	1	05/29/13	8170	80.00
2190	PAYETTE PRINTING	CL 7945	4	05/30/13	8171	246.31
788	PETTY, KEVIN	CL 7948	1	05/29/13	8172	63.00
6119	PIPECO, INC.	CL 7921	1	05/29/13	8173	90.86
2390	R.T.'S COMMERCIAL TIRE	CL 7941	1	05/29/13	8174	36.00
703	SHERWIN-WILLIAMS	CL 7943	2	05/29/13	8175	797.53
2540	STAPLES CREDIT PLAN	CL 7958	2	05/30/13	8176	51.72
395	STERLING CODIFIERS	CL 7939	1	05/29/13	8177	554.00
1826	WHITE CLOUD COMMUNCATIONS	CL 7926	1	05/29/13	8178	25.00
	PIERCE PAINTING	CL 7915	1	5/22/2013	8138	60.00
	CITY PAYROLL			5/31/2013		177,512.19
					TOTAL	208,795.76

**CITY OF PAYETTE, IDAHO
Resolution 2013-06**

**A RESOLUTION EXPRESSING APPRECIATION TO
LARRY HOGG**

WHEREAS, LARRY HOGG has served as a member of the Payette Planning and Zoning Commission for the City of Payette from December 2003 through May 2013; and,

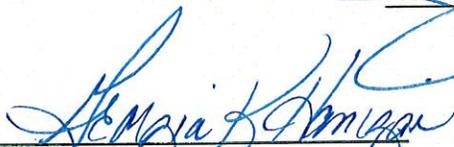
WHEREAS, Commissioner Hogg contributed freely of his time, energies, and abilities toward the promotion, growth, and development of the City of Payette; and,

WHEREAS, the Payette City Council wishes to acknowledge the diligence and dedication with which Commissioner Hogg represented the people of Payette.

NOW, THEREFORE, BE IT RESOLVED, that the Payette City Council does hereby acknowledge Larry Hogg's years of service to his community and wishes to express the appreciation and thanks of the citizens of Payette for such service.

APPROVED and SIGNED this 20th day of May, 2013.

CITY OF PAYETTE, IDAHO



Georgia Hanigan, Councilor



Jeff Sands, Councilor



Craig Jensen, Councilor



Jeffrey T. Williams, Mayor





Lee Nelson, Councilor



Ivan Mussell, Councilor



Mark Heleker, Councilor

ATTEST:


Mary Cordova, City Clerk

from the Desk of the Queen



Thank

You

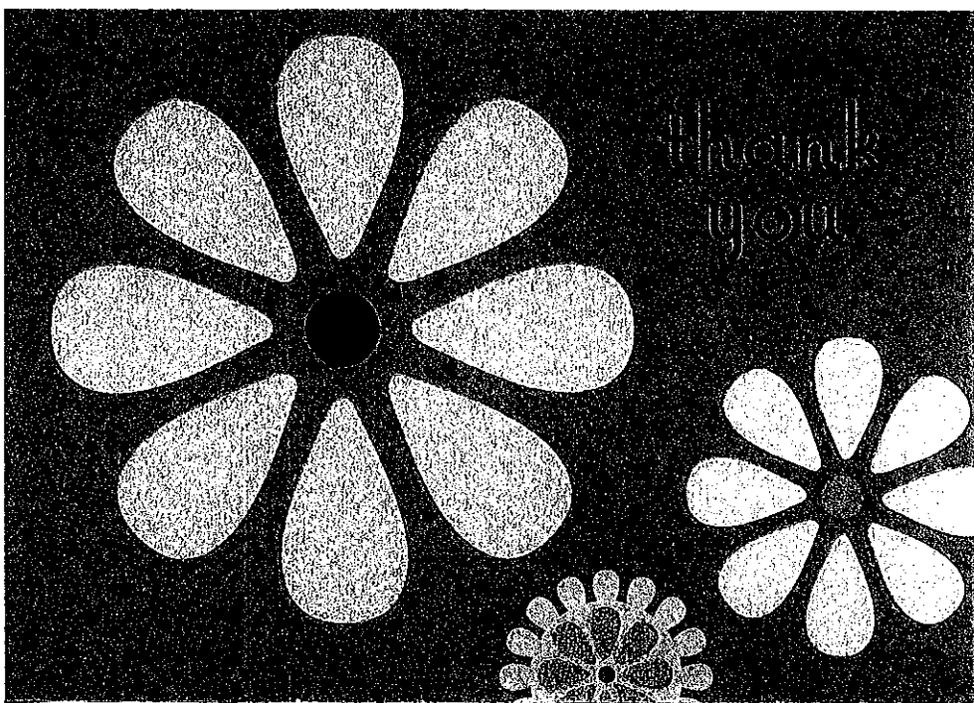
Thankyou So Much for the
Swimming pool pass.

Swimming is one of my favorite
things to do and it delights my
heart to know I can swim for
another month.

Thankyou!

Payette Apple Blossom Queen

Kara Mussell^o



Thank
you

5-22-13
Dear Tiffany & rest of Payette City folks,
I just wanted to say thank
you for helping collect the Payette
Hometown Hero forms.

We will be selecting a winner &
announcing next month.

I appreciate all that you
folks do to help our Payette
Hometown Competiveness Team! Liz
Amason



City of Payette

Donation Request Form

Note: Requests must be received two (2) weeks prior to your event. We cannot fill requests without proper advance notification. One donation will be given per calendar year. A submitted request does not guarantee a donation.

OFFICE USE ONLY		
Date Received	5/23/13	
Received by	Blynch	
Call made by/time	_____	
Donation Awarded	Y / N	CC Date _____

Please initial that you have read the above statement _____

Organization Information

Name of Organization/Club Fruitland Summer Lunch in the Park

Organization's Address P.O. Box A

City Fruitland State ID Phone 208-230-2992

Organization E-mail m.campos456@yahoo.com

Tax Exempt Number _____

Contact Person Information

Contact Name Michelle Campos

Contact E-mail m.campos456@yahoo.com

Contact Cell Number 208-230-2992 Work/Home Number 208-452-3360 ext 6

Event Information

Event Name Summer Lunch in the Park

Event Date and Time May 28th - July 31st

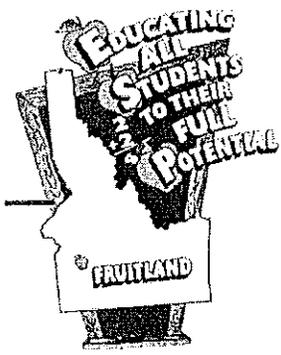
Projected Attendance _____ Cost per Person (if applicable) _____

Item To Be Used For (Door Prize, Silent Auction, Live Auction, Etc.) Door prize

Are you requesting a pool pass Y N If not, list your request _____

(Please Check One) Day Pass Month Pass _____ Three Month Pass _____

Event Description Free food for children ages 1-18. This program ensures healthy food when school is out, It's a great program for all children and good for the community.



SCHOOL DISTRICT #373
Payette County

P.O. Box A ♦ Fruitland, Idaho 83619 ♦ Phone: (208) 452-3595 ♦ Fax: (208) 452-6430

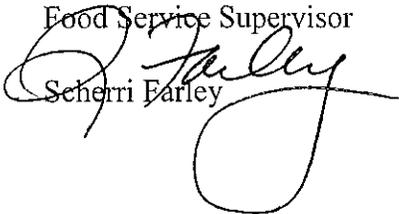
Board of Trustees
Kelly Henggeler, Chairman
Diane O'Dell, Vice-Chairman
Wayne Snively
Debbie Hurre
Shane Lloyd

Teresa Fabricius
Superintendent
Tamra L. Taucer
Business Manager / Clerk

To whom it may concern:

The Fruitland School District Food Service Department would like to thank you for your donation. We will be giving them out during our Summer Lunch Program in the Fruitland City Park. Our program offers kids from 1-18 years of age a free lunch, Monday thru Friday from May 28 to July 31. If you have any questions or concerns please contact me at: 208-452-3360 ext.6.

Fruitland School District
Food Service Supervisor


Scherri Farley

ORDINANCE 1377

AN ORDINANCE OF THE CITY OF PAYETTE, IDAHO, AMENDING CHAPTER 20 OF TITLE 10 OF THE PAYETTE MUNICIPAL CODE BY ADDING NEW SUBSECTION F, UNDER SECTION 10.20.090 TIME RESTRICTION IN CERTAIN AREAS; DESIGNATED; PENALTY FOR VIOLATION; SETTING AN EFFECTIVE DATE; ALLOWING PUBLICATION IN SUMMARY FORM; ESTABLISHING SEVERABILITY; ESTABLISHING A PENALTY; ESTABLISHING A REPEALER.

BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF PAYETTE, IDAHO:

Section 1. Chapter 20 of Title 10 of the Payette Municipal Code is hereby amended by renaming Section 10.20.090 and adding Subsection F as set out below. Said sections shall read as follows:

Chapter 10.20
PARKING

10.20.090: TIME RESTRICTION IN CERTAIN AREAS; DESIGNATED NO PARKING AREAS; PENALTY FOR VIOLATION:

- A. It is the purpose of this section to alleviate traffic congestion and to alleviate parking congestion caused by numerous operators of motor vehicles who park their vehicles for unreasonably long periods of time in the most congested streets of the city and thus impede traffic.

- B. It is unlawful to park any motor vehicle for more than two (2) hours continuously at any one place between eight o'clock (8:00) A.M. and six o'clock (6:00) P.M., on any day except on Sundays and legal holidays, upon 1st Avenue North between the alley one-half ($\frac{1}{2}$) block west of 8th Street and the alley one-half ($\frac{1}{2}$) block east of 8th Street, Center Avenue between 7th Street and 9th Street, 1st Avenue South between 8th Street and the alley one-half ($\frac{1}{2}$) block east of 8th Street, and 8th Street between 3rd Avenue North and 2nd Avenue South.

- C. Any person convicted of a violation of this section shall be fined a fee set by resolution. Upon a third or subsequent conviction of a violation of said section, within any ninety (90) day period, the fine shall be set by resolution.

- D. It is unlawful for the operator of any motor vehicle to move such motor vehicle within the area designated in subsection B of this section for the purpose of evading the time limit prescribed therein.

E. There shall be no parking in the traveled or paved portion of the highway right of way on 16th Street, commonly known as Highway 95, from three hundred feet (300') north of 7th Avenue North to three hundred feet (300') south of 6th Avenue South. Parking in violation of this subsection shall be an infraction.

F. There shall be no parking in the traveled or right of way portion of South 18th Street, commonly known as Highway 52, from 150' north of the intersection of Hughes Drive to 150' south of the intersection of Hughes Drive. Parking in violation of this subsection shall be an infraction.

Section 2. This Ordinance may be published in summary form allowed by Idaho Code.

Section 3. This Ordinance shall be in full force and effect immediately upon passage and publication as required by the laws of the State of Idaho.

Section 4. Any ordinances or resolutions which are in conflict with this Ordinance are hereby repealed, but only insofar as the conflict exists.

Section 5. If any portion of this Ordinance should be found to be unconstitutional or unenforceable for any reason, the remainder of the Ordinance shall be applied to effectuate the purposes of this Ordinance.

Section 6. Any violation of Chapter 16 of title 5 shall be a misdemeanor punishable by not more than 1 year in the Payette County jail and a fine not to exceed \$1,000.00 or by both such fine and imprisonment.

PASSED and APPROVED by the Mayor and City Council of the City of Payette, Idaho this _____ day of _____, 2013.

CITY OF PAYETTE, IDAHO

by _____
Jeffrey T. Williams, Mayor

ATTEST:

Mary Cordova, City Clerk

State of Idaho)
) ss.
County of Payette)

On this _____ day of _____, 2010, before me Jennifer A. Kelley, a notary public, personally appeared MARY CORDOVA and JEFFREY T. WILLIAMS, personally known to me to be the persons whose name is subscribed to the within instrument, and acknowledged to me that they executed the same on behalf of the City of Payette in their official capacities as Mayor and City Clerk.

Notary Public for Idaho
Residing at: _____
Commission expires: _____

Unattended Children Policy

The City of Payette encourages parents to bring children to our public facilities often and allow them to explore and appreciate recreational activities. In order to provide for the general welfare of all persons using the public facilities, and to provide for the general safety of children using these facilities, the following policy is adopted.

All children **under the age of 8 years old** shall, at all times, be attended and adequately supervised by a parent/guardian/caregiver over the age of 12 years old who is responsible for the care of the children. This individual must supervise, guide and control the behavior of their children at all times.

Should it come to the attention of the City staff that a young child has been left alone in any area of the City's facilities or if any child is left at any public facility at closing time; staff will attempt to contact the parent/guardian/caregiver of the child. If the parent/guardian/caregiver of the child cannot be located within the hour, the police will be notified.

To ensure your child's safety and sense of security, please pick up your child at least 15 minutes prior to the building closing or, for children under the age of 12, at the end of the program time.

Parents are advised that staff cannot take responsibility for children who are left unattended.

Unattended children waiting after closing for the arrival of a parent/guardian/caregiver or the police will be accompanied by two (2) City staff members.

City staff members will not provide rides home to children.

The City staff reserves the right to ask children to leave the public facility if they behave inappropriately and are unresponsive to staff.

Children will be given the opportunity to make a phone call to a parent/guardian/caregiver when this happens to make arrangements.



CITY OF PAYETTE, IDAHO

AGENDA STATEMENT

To: Payette City Council
From: Bobbie Black, Deputy City Clerk
Date: 5/29/2013
Re: Airport Commission

BACKGROUND & JUSTIFICATION: Frazer Peterson, Bert Osborn, Jan Zatloukal and Gary Cox's terms on the Airport Commission will expire on June 30, 2013. Per City Code 2.78.020 (C), their terms will be for 3 years each.

FISCAL IMPACT: None

RECOMMENDATION: Recommend that City Council approves the re-appointment from the Mayor of Frazer Peterson, Bert Osborn, Jan Zatloukal and Gary Cox on the Airport Commission with term to expire on June 30, 2016.

MINUTES
Parks & Recreation Committee Meeting
May 22nd, 2013
City Council Chambers
4:00PM

ROLL CALL:

Members Present: Kurt Key, Jim Franklin, Georgia Hanigan, Jeff Sands, Kim Bruce

Absent: None

Staff Present: Randy Fales, Katrina Smith, Jeff Williams, Mary Cordova and Becky Lynch

Public Present: None

MINUTES:

The minutes of April 24th, 2013 were approved by unanimous voice approval.

OLD BUSINESS:

NEW BUSINESS:

A. Pool Update:

Katrina informed the committee that we are in the midst of having school kids attending the pool. They had about 117 kids yesterday and 187 kids today, they suspect to have 280 kids attending tomorrow as well. We will be open from 6am – 8pm starting in June. The hours for open swim will be Monday-Friday from 1-4 pm and 6-8 pm. June 3rd we will start swimming lessons.

1. Budget FY14- The committee had a small discussion regarding items they wish to have.

2. Pool Rates- Cordova informed the committee that they will be having a public hearing soon regarding raising the rates for the pool. We do not have a corporate/business rate right now we sell them as a resident. The committee discussed whether they should add these corporate/business rates including rates for daycare/ childcare facilities. Jennifer Kelley suggested selling a corporate pass for a full year, to pay for example, \$1,000 per year to have 10 employees on the pass. Cordova feels that we base the corporate rates could be based off of the annual family pass rates. Kim Bruce feels that on daycare rates, that the daycare provider needs to collect the money from the parents to pay the regular standard rates or if the child has a pool pass, to use that. Cordova informed the Committee that the majority of senior passes sold the last fiscal year were annual passes. The passes seniors could by for one year costs \$400 right now; it used to be \$250 for an annual pass. In Ontario, their pool sells an annual pass for \$270. Kurt Key informed the committee that these seniors live on a fixed income, Jeff Sands suggested maybe giving seniors' a 3 month payment plan to their pass, a discussion followed. Cordova stated that the Odd Fellows want to give a 10-20% discount to seniors. The Public Hearing will be on June 3rd, 2013 at 6:30 in Council Chambers regarding the increase of the rates.

3. Unattended Children Policy- Katrina informed the committee that this is a great thing to have, she has had several times where she is left with kids, a few times until 10:30 at night. The committee asked if the age of 7 or 8 years old is too young. At the last meeting they discussed speaking to Detective Freeman on how old is old enough to be responsible, there is no law, but they recommended 10 years is an age where a child can be left alone. Kim

Bruce asked to specify the age wording as 'under the age of 8', in the policy.

A motion was made by Key and seconded by Franklin to recommend to City Council to approve the Unattended Children Policy with the changes made at this meeting.

After unanimous voice approval by the Parks & Recreation Committee, the motion CARRIED

June 21st will be the Summer Solstice party; the Chamber of Commerce is putting on a concert at the band shell with an ice cream social, beer garden, and the pool facility will be open late at night for an open night swim.

B. Parks Update:

Randy informed the committee that when the weather turns from cold temperatures spiking to hot temperatures, that it is really hard on the grass; the parks is working at their best to get the grasses green in all of the parks again.

1. Budget FY14- Randy Fales asked to have a new lawnmower be purchased, a broom truck, and the forestry commission would like to continue with the hazardous tree program to have funds be available for that. A general discussion followed regarding items listed for the parks budget.
2. Apple Blossom Update- Randy Fales informed the committee that normally the carnival is gone on the Monday following Apple Blossom weekend, the final ride left just this morning, so now they can start watering the front of Kiwanis Park where the rides were sitting.
3. Greenway Update- Cordova informed the committee that the budget from parks for \$20,000 is for re-stabilization of the bank by the asphalt along the trail. Our permit to stabilize the bank where it had washed away expires in December; we need to shore up that location and other places as well along the trail. A few of the barbs also need repaired; they are old and we need to put more rock on them. Cordova informed the street department did a bunch of weed-eating and cleared the south end of the parking lot of weeds and debris.

GENERALDISCUSSION:

Mayor Jeff Williams mentioned that there weren't many garbage cans in Bancroft park during Apple Blossom, but everything seemed to work out great.

Cordova stated that she is almost certain that we will receive the boat ramp grant. The grants manager recommended that we give the council the list. Hanigan asked if it would be next summer or this fall that the ramp would be installed, Cordova stated that she thinks that it would be next summer since it is for the FY2014 budget. The playground equipment designation was given to us and the next step is to apply for the 50/50 grant. Hanigan informed the committee that Bill Stefan came to the Council a while ago to have a decorative veteran memorial designated in the County somewhere; he is looking for a site with parking accessibility that people can see driving by. Mayor Jeff Williams explained to the committee that the county commissioners had discussed it, maybe we could do this in a City park somewhere.

Cordova contacted the Department of Lands regarding beavers at the Greenway; Tim Shelton at the Department of Lands said that they don't trap them anymore, so if someone knows of a trapper they could get a permit from fish and game and have them go down and trap the beavers.

Agenda items for next meeting:

Pool Rates

Next meeting will be on June 26th, 2013 at 12:00 p.m.

Key made a motion and Franklin seconded to adjourn.

Meeting adjourned at 5:19 p.m. with unanimous voice approval.

Recording Secretary

Becky Lynch