

MEDINA CITY COUNCIL MEETING MINUTES OF AUGUST 17, 2004

The City Council of Medina, Minnesota met in regular session on August 17, 2004 at 7:30 p.m. in the City Hall Chambers. Mayor Zietlow presided.

I. ROLL CALL

Members present: Workman, Lane (arrived at 7:37 p.m.), Brinkman (arrived at 8:04 p.m.) Zietlow and Smith.

Members absent: None.

Also present: City Attorney Ron Batty, City Engineer Tom Kellogg, Public Works Director Jim Dillman, City Administrator Chad Adams, City Planner Josh Doty, and Recording Secretary Liza Weniger.

II. PLEDGE OF ALLEGIANCE

III. ADDITIONS TO THE AGENDA

*Addition to the Consent Agenda as Item D. **Temporary 3.2 Malt Liquor License for St. Anne's Church on August 21 and August 22, 2004***

*Moved by Workman, seconded by Smith, to approve the agenda as amended. **Motion passed unanimously.***

IV. APPROVAL OF MINUTES

A. Approval of the July 28, 2004 Special Council Meeting Minutes

*Moved by Smith, seconded by Workman, to approve the July 28, 2004 Special City Council meeting minutes as presented. **Motion passed unanimously.***

B. Approval of the August 3, 2004 Regular City Council Meeting Minutes

It was noted on page 1, the fourth line under **I. ROLL CALL**, should state, "...City Planner ~~John~~ Josh Doty, ...".

It was noted on page 3, the second line of the first paragraph should state, "...height and amount of brick block exposed on the lower...".

It was noted on page 5, the second line of the fourteenth paragraph should state, "...got lost in the ~~translation~~ alteration. He clarified...".

Adams noted that the check numbers would be added to **XI. APPROVAL TO PAY THE BILLS.**

*Moved by Smith, seconded by Workman, to approve the August 3, 2004 Regular City Council meeting minutes as amended. **Motion passed unanimously.***

V. **CONSENT AGENDA**

- A. **Appointment of Election Judges**
- B. **Final Pay Request for TH55/Willow Dr. Intersection Improvements**
- C. **Addition of Maureen Bellows Architecture Discussion of City Council Chambers Improvements to August 24th Special Meeting Agenda**
- D. **Temporary 3.2 Malt Liquor License for St. Anne's Church on August 21 and August 22, 2004**

Moved by Smith, seconded by Workman, to approve the Consent Agenda. Motion passed unanimously.

VI. **COMMENTS**

A. **Comments from Citizens on Items Not on the Agenda**

Sue Van Cleaf, reporter for the *South Crow River News*, stated that she would like to remind everybody that the *South Crow River News* can be purchased at Medina City Hall as well as the Holiday gas station on County Road 101.

B. **Park Commission**

Doty stated that the Park Commission will discuss two items: the proposed Keller Estates Development in relation to its trail along Willow Drive; and the proposed Ryan Development and its trail along Clydesdale Trail.

C. **Planning Commission**

Doty stated that the Planning Commission has received a number of applications including the Ryan Companies request. Amongst the applications, a request has been made for a new chemical storage building at Baker National Golf Course, as well as a resubmitted request from Walter G. Anderson for a proposed building addition which was originally submitted and then withdrawn to address a few variance requests.

Bill Loe, Planning Commissioner, inquired to the intent of Ryan Development's request. Doty stated that the request is for a Target and five retail buildings.

Smith inquired of Doty if as part of the Planning Commission process, he would explain the reasons for the acceptance or non-acceptance of the Ryan request. She stated that she wanted the Commission Members to be aware that just because an application is submitted, does not mean that an approval must be made. She proposed that staff create a list of pros and cons for approval of the Ryan Development project (as well as any project submitted to the City).

Loe asked if the request from Ryan Development was a second submittal. Doty stated that Council just placed a cap of two submittals of a concept plan. Doty clarified that Ryan Development is making its first attempt of making a formal submittal request.

Smith asked if there is any expectation of TIF in Ryan's proposal. Doty stated that he had seen a request of it in the proposal. Adams explained to Council that TIF is part of Ryan's application, but it is Council's discretion on whether to accept proposal with TIF.

Loe asked Doty if he could clarify Council's official position on Ryan Development proposal. Workman stated that Council does not have an official position. Smith stated that Council has made several comments in concept plan review, which have all been recorded, in the meeting minutes.

VII. OLD BUSINESS

A. Gramercy Club of Elm Creek – Revised Grading Plan

Adams stated that at the August 3, 2004 Council meeting, Council desired an update on the grading/landscaping plans to mitigate the concerns of exposed block and increased building height. Staff feels that Council should, at some time in the near future, formally approve a revised grading plan.

Adams stated that since Brinkman is not currently present, Council can return to the agenda item later in the meeting.

VIII. NEW BUSINESS

A. Re-Plat of Rolling Green Business Park (Klingelhutz Development Co.)

Doty stated that Klingelhutz Development Company is requesting to re-plat the project from a townhome plat to a condominium plat. By doing so, the developer will be able to have prospective buyers to combine units to fit their space needs, and will also provide a different requirement for installing separate sprinkler systems on the lots/units.

Doty stated that staff has reviewed the proposed re-plat named Rolling Green Business center Office Condominiums and finds that the plat is in compliance with the required conditions of the previously approved preliminary and final plat.

Doty stated that only difference between newly proposed plat from the old is that condo plat has dashed lines that indicate walls, whereas the townhome plat had solid lines to indicate property lines. Absolutely no other changes have been made to the request.

Batty stated that the new plat simply is acting as a separate form of request. Nothing has changed; no setback or dimension changes.

Workman stated he was okay with new request. Smith stated that she thought this was one of the nicest applications for development the City has ever received that address resident concerns.

Workman asked Dillman if the drainage issue has been addressed. Dillman stated that it has been redone.

*Moved by Workman, seconded by Smith, to authorize staff to prepare final resolution for the re-plat for Klingelhutz Development Company. **Motion Passed Unanimously.***

B. Award Contract for Pumping Facility for Well No. 5 Project

Adams stated that staff is recommending Contract Award to EnComm Midwest, Inc. with a Base Bid of \$258,780. In addition to the \$258,780, the City will expend approximately \$10,000 on necessary chemical feed and \$5,000 on exterior site work. The project is needed to support the water supply needs of the Hamel Water System. The 2004 CIP estimated this cost to be about \$250,000 and would be funded through the Water Capital

Improvement Fund. There are sufficient funds to pay for the project, even with other expected capital improvement projects planned for the next five years. Therefore, the base bid does not jeopardize any other capital projects.

Adams summarized the memo regarding the bids from Bonestroo, Rosene, Anderlik, and Associates (BRAA).

Dillman discussed the pump testing, stating that it had turned out really well.

Zietlow made inquiry on level of radium tested in Well No. 2. Dillman stated radium was not found in the well. Workman asked if it is of a gravel formation. Dillman confirmed.

*Moved by Smith, seconded by Workman, to award Contract to EnComm Midwest, Inc. for a Base price of \$258,780. **Motion passed unanimously.***

C. Resolution Accepting Feasibility Report for Water Treatment Plant – Hamel Water System

Adams stated that staff is recommending acceptance of the Feasibility Report prepared by BRAA. The next step after accepting the Feasibility Report is to make more progress on land needs (as will be discussed later in Closed Session), and for Staff and BRAA to meet with Ehlers to prepare a final financial plan for funding the project. Adams stated that staff will also entertain discussion on long-term needs for water system improvements, relating and not-relating to regional needs.

Adams stated that Chris Larson of BRAA is present to provide a brief overview of the Resolution and Feasibility Report and discuss the various options (pros/cons).

Larson began his presentation with page five of the Water Treatment Plant Feasibility Report by stating that Well Number 4 is truly the City's workhorse while Well Number 5 is under construction.

Larson informed Council that Medina has received a Notice of Violation for the level of radium in its Hamel water system. The radium level was tested through test rollovers based on a four-quarter rolling average. He told Council that the Minnesota Department of Health takes six months to get test results out. City has agreed get the radium levels under compliance by December of 2006.

Larson explained that the advantage of constructing a water plant would be to meet regulations, but is also fairly expensive. The location of a potential water plant is next to the old City water tower in the northeast corner of Tower Drive and Pinto Drive. The capacity and water demand analysis that was provided to BRAA indicates that the water plant won't meet the future needs of Medina. The current demand of water is one million gallons a day, which gives the City time before considering expansion.

Larson summarized three types of Treatment Plant systems as well as their pros and cons: Steel Gravity Filtration, Concrete Gravity Filtration, and Pressure Filtration.

Brinkman arrived at 8:04 p.m.

Larson explained that the architecture of the treatment plants have many options: block, brick, steel faced; all of which are up for discussion at a later point.

Larson explained that in order to get water from Well No. 5, a Transmission Main would need to be constructed and would need to be additionally financed at about \$500,000.

Reverse Osmosis (RO), a membrane process, is a finishing process to remove remaining contaminants. He explained City would still have to build a water treatment plant, and although most contaminants would be removed when used in combination with technology of RO, an added cost of \$2.5 million to the price tag could be expected.

Larson reviewed the construction costs of each of the Treatment Plants as illustrated on page 18 of the Water Treatment Plant Feasibility Report. He stated that there has been a significant increase in steel over the past year hence why the Steel Gravity Filtration System is so expensive. O&M costs could be approximately \$75,000 depending on the amount of staff hired to maintain the treatment facility.

Larson discussed the construction schedule as detailed on page 20 of the report stating that plans should be drawn up by the winter of 2004/2005 in order to get the project built by summer of 2006.

Larson stated that based on the findings in the Water Treatment Plant Feasibility Report, BRAA recommends either the steel gravity or concrete gravity filtration plants.

Zietlow stated that he was suffering from sticker shock. Larson stated that all of the proposed costs are relatively conservative. He added 19% to the cost of the concrete filtration system that he had bid out during the fall of 2003. The proposed costs for the two other options are based on the designs/layout. The costs of the construction are conservative and have included a 5% contingency as a bumper of costs. Larson explained that he is confident that if he were to ask for bids today, those bids would come in as he has proposed for Council's consideration.

Kellogg stated that the design fee is pretty typical of the fee curve and the construction costs would all depend on whether the City has a good contractor.

Workman asked whether the quantity of the iron removal would make enough of a difference so that homeowners would notice the effects immediately. Larson stated that it would remove 98% of the iron/red water.

Zietlow thanked Larson for his thoroughness. Brinkman commended his presentation.

Workman asked for Larson's personal recommendation of the two systems. Larson stated that from a technical standpoint, there isn't much of a difference between steel gravity and concrete gravity filtration plants, so he would prefer the steel gravity system.

Workman proposed Council should continue to keep looking at and tweaking system.

*Moved by Workman, seconded by Brinkman, to approve Resolution No. 04-44 Accepting Feasibility Report Regarding Water Treatment Plant Facility for Hamel Water System.
Motion passed unanimously.*

Zietlow recommended that Council consider negotiating the administration fees.

D. Ordinance Repealing Existing Flood Plain Ordinance and Adopting New Flood Plain Ordinance

Doty stated that in order for City to remain a part of the National Flood Insurance Program (NFIP), the City would need to adopt a new Flood Plain Ordinance. The Planning Commission held a public hearing on this matter and approved the ordinance. Staff recommends approval of the ordinance. The current ordinance follows Federal Emergency Management Administration (FEMA) guidelines. FEMA has currently completed a study and is requiring cities to adopt a new flood plain ordinance.

Batty stated that the current ordinance is from eight years ago.

Doty summarized his memo and the ordinance that addresses the changes.

Zietlow asked if there was any reason for why the City wouldn't want to adopt the new flood plain ordinance. Doty stated no, because in order to remain a part of the NFIP, the City has to adopt the ordinance.

Smith asked when the new maps would become available for viewing. Doty stated he has the maps in his office and the only changes noted are the number of panels.

Lane asked if there is an apparent inconsistency from what the maps read now in comparison to the older maps. He also inquired as to the process of informing the affected property owners. Doty stated that it would be difficult to determine those who have been affected by the new maps. However, it would be something that the resident would have to find out as they are going through an insurance audit and survey of land, which would usually occur during a sale of property. Doty stated that he hopes that the new maps will benefit rather than hinder the residents.

Workman stated that City has to conform to FEMA's map lines in order to be a part of the program. He inquired as to whether the City would need to review whether the new map lines affect any of the City's residents.

Adams stated that he recalls there is a three to four year process for FEMA to perform its study and conduct public process. The City had several chances where the City, or its residents, could have formally challenged the surveys.

Doty proposed overlaying the two maps to search for and verify any obvious changes.

Lane proposed examining the watershed district as a test.

Zietlow asked Batty if Council could pass the Ordinance Amendment with conditions. Batty stated that the Ordinance Amendment has to be approved as is and submitted by September 2, 2004 in order to keep the City in the program.

Moved by Smith, seconded by Workman, to approve Ordinance No. 374, An Ordinance Amendment to Repeal Sections 826.75 – 826.97 of the Ordinance and Adopt Sections 826.74 – 826.97 of the Ordinance Regarding the City's Floodplain District Regulations.
Motion passed unanimously.

Doty stated that he wasn't sure how long FEMA would take to provide staff with digital copies of the maps; however the hardcopies are currently available in order to begin the comparison process.

E. Resolution Approving Publication of Floodplain Ordinance by Title & Summary

Adams stated that since Flood Plain Ordinance is approved, staff recommends publication of the Ordinance by Title & Summary to save City publication expense.

*Moved by Smith, seconded by Workman, to approve Resolution No. 04-45 Authorizing Publication of Ordinance No. 374 by Title and Summary. **Motion passed unanimously.***

F. Ordinance Temporarily Prohibiting New Development in City's Identified Flood Hazard Area

Adams recommended Council deny this item.

G. Resolution Approving Publication of Temporarily Prohibiting New Development in Flood Hazard Area by Title and Summary

Adams recommended Council deny this item.

*Moved by Smith, seconded by Workman, to deny Agenda Items F and G. **Motion passed unanimously.***

H. Land Alteration Permit for First Priority Lawn and Landscape, 2333 County Road 24

Doty stated that the applicant, First Priority Lawn and Landscape is requesting approval of a Land Alteration Permit to allow 2,300 cubic yards of black dirt to be hauled to property owned by Tom and Michelle Tiller. The black dirt would be spread on the subject property to be followed by the installation of sod. Staff is recommending approval of the permit, contingent upon the conditions noted by staff. Those conditions are in progress or are being met to staff's knowledge.

Doty reviewed the site plan, staff's conditions and the application materials.

Smith asked if the applicant has already hauled in dirt.

Tom Tiller, property owner, explained the process of the land alteration. He stated that when he and his wife were in the process of having their field hydroseeded, the hydroseeder explained to him that he would need to bring in more topsoil in order make the grass grow successfully. Tiller's builder disagreed with the hydroseed contractor, hence the property was hydroseeded without topsoil and the grass did not grow. Tiller explained that his property is not going to be contoured in any way, as it is strictly going to be topsoiled and immediately sodded. Tiller stated about six acres would be sodded.

Smith asked Tiller if he had considered using compost, instead of topsoil. She stated she works for Anoka County and studies have indicated that compost is a better way to retain moisture. Nick Pickert, First Priority Lawn and Landscape, stated composting is not typically a material used when sodding in his industry.

The homeowner informed Council that he would be using a pond to irrigate the land.

Pickert stated that a condition has been included in the details of the application which instruct his company to keep the roads cleaned on a consistent basis dependent on good weather conditions. Pickert explained that based on a recommendation from the watershed district, his company will lay at a minimum a 10x10 foot area of rock along County Road 24 to prevent erosion.

Tiller confirmed he will clean dirt off road as he did during building his house.

Moved by Brinkman, seconded by Workman, to approve hauling in black dirt, sod, and the creation of rock entrance contingent on conditions and details which include storing cleaning equipment on-site to make necessary road clean-ups. Condition number 5 to be added and to state "road cleaned daily as needed and equipment be stored on-site".

Pickert stated City would hear from watershed district before he would.

Lane requested to amend condition number one to add words "County Road 24 and 19."

Pickert explained compost is more expensive than dirt as it is costly to manufacture.

Workman asked where the black dirt would be coming from. Pickert stated "Athar" which would bring the delivery south on County Road 19 from Highway 55.

Motion passed unanimously.

VII. OLD BUSINESS

A. Gramercy Club of Elm Creek – Revised Grading Plan

Adams reintroduced Brinkman as he was present to update Council on the grading/landscaping plans as related to Council's concerns from the August 3, 2004 Regular Council Meeting.

Brinkman stated that he met on-site with Lou Stocco of Gramercy, Mike St. Martin, consulting civil engineer with Loucks Associates, and Steward Bestul, V.P. of Frana & Sons, Inc., who is project manager. The three representatives proposed adding a couple of retaining walls as well as reassured Brinkman that they have additionally met with landscaping professionals who have worked on projects similar to Gramercy.

Smith stated she has not seen a lot of terracing yet. Brinkman stated landscaping is in planning stages yet. He stated Gramercy has been very sensitive to City's concerns.

Elizabeth Weir, Planning Commission, asked if landscaping would provide a distraction from appearance of twelve-foot high block wall. Brinkman stated no because if Gramercy uses trees, the building will still be visible between trees. Brinkman stated Gramercy is looking at adding boulders and various types of trees at varying elevations. Brinkman stated that if trees are placed close to building for resident's benefits, it would also give appearance of a reduction of block height. Brinkman stated he likes what Gramercy has been proposing.

IX. ADMINISTRATION

A. City Administrator Report

1. City Assessor Annual Fees for Services

Adams stated that City's existing contract with Assessor Rolf Erickson will expire end of August 2004. Per Council discussion at last budget work session, Adams requested a quote for services from Hennepin County. Erickson's request for services and its increase in fees is in relationship to the number of new households (68), new condos (58), and senior co-op units (85) that are being constructed, and also a standard inflationary increase of 3% on other items for cost of doing business. Erickson did not request or receive an increase last year for his services, primarily due to budgetary constraints and changes in MN Statutes that altered timeline of properties being reviewed from four years to every five years. Adams stated staff is pleased with Erickson's services through day-to-day contact, Local Board of Appeals and Equalization, and other special requests and analysis that City often utilizes him and his staff for (i.e. park dedication fees, fire service and watershed district market values).

Adams presented a quote from Hennepin County which is approximately \$1,000 less than Rolf Erickson's quote. Adams explained that the County's proposal is not a fixed set amount and would vary depending on the number of new developments.

Adams stated he would recommend temporarily approving at least one of the service contracts so that something was in place on September 1, 2004.

Workman stated that in comparing the two quotes, he would prefer to keep Erickson because he knows the City very well. He stated that he did not want the residents of Medina calling the County for assessments.

Brinkman asked if Erickson would possibly match the County bid, because in that way, he would feel Council has done its job fiscally.

*Moved by Workman, seconded by Brinkman, to approve Rolf Erickson's contract at sum of County's quote for City Assessor Annual Fees for Services. **Motion passed unanimously.***

2. Progress on Feasibility Reports for Public Improvements

Adams updated Council on the Feasibility Report progress for Mill Drive and Storm Water Improvements in Uptown Hamel by stating that in draft form, they are pretty well completed. Adams stated that he would like to meet with Darryl Farr Development to discuss a few more items before approving Feasibility Reports for upcoming meeting.

Smith asked if the Feasibility Reports for Public Improvements was related to Ryan Companies as she was confused by staff's memo.

Adams clarified that the two have nothing to do with each other by stating that if staff would have received the completed application from Ryan Companies, he would be seeking direction to proceed with Feasibility Reports on those public improvements

Adams stated Charles Cudd Co. is looking to take next step beyond Feasibility Report to have BRAA begin design work for public improvements. Staff is hesitant to provide such recommendation since Metropolitan Council has not provided their formal response on application and Planning Commission has not acted on re-zoning, plat, or site plan. Cudd is looking to start surveying this fall to meet their construction timeline.

3. Sanitary Sewer Service to Existing Businesses at TH 55 and CSAH 19 Intersection

Adams stated that staff desires to initiate more Council discussion on the sewer service improvements that will need to be made for the existing four establishments at the intersection. Council has discussed this in the past and has decided to hold off on moving forward upon addressing or accommodating potential regional needs. The City needs to make a decision in coming months on this project, to coordinate it with the intersection improvement planning which will begin soon.

Adams stated that initial primary option was to install a temporary line to service the four Medina businesses to Loretto. After a meeting with Loretto, it doesn't appear to be viable option as once thought. Option number two would be to provide a community sewer system which would not benefit Medina's long-term regional sewer goals. Adams stated, however, that if City did not install either a temporary or permanent sewer line, the City may potentially lose funding from the County for the improvement.

Adams stated third option is to cooperate with Corcoran on extending service to area.

Smith stated that when the City's Comprehensive was devised, the City never had any intention to put in sewer. She stated that she thought that the idea was to have the developer drive the concept and then pay for it.

Zietlow stated that the City isn't looking to develop the subject land area. Smith clarified that the City isn't looking at putting in homes, only commercial.

Adams asked what the position of Council would be if Corcoran or developer would be willing to pay for the installation of the sewer.

Lane stated that he would be against it even if Corcoran proposed to pay 100% due to urban sprawl and the affect on traffic which would be horrible.

Smith asked if existing businesses would have to have on-site sewer. Dillman stated that it would have to be mitigated. He further explained that if Loretto was really involved in this, than it would a more sensible option.

Adams stated that Met Council did discuss a year ago that if the three cities (Loretto, Corcoran and Medina) wanted to spearhead the program, Met Council would consider participating in the extension of the sewer system.

He explained that there are now only two Medina businesses that would be affected by the CSAH 19 reconstruction and the other two businesses are questionable. Dillman proposed that if a community sewer system would be most viable option, perhaps the City would prefer to step in and take more control in developing a system.

Lane stated that based on his and Adams discussion last week, Loretto was also seeking a solution on water, possibly through Medina's system and tower on Willow Drive. Lane proposed Medina's response may include a piece related to this sewer pipe from the intersection up to Loretto. Loretto is prepared to spend \$600,000 to \$700,000 to bring its water up to the EPA's standards, according to recent discussion.

Workman asked Dillman how big of a system would Loretto need. Dillman explained that Loretto uses 200,000 gallons of water a day. Workman stated it doesn't make sense if they have the option to buy water from us.

Dillman stated that Medina is currently using one million gallons of water a day during summer peak hours. Normal domestic use is a third of the peak. Dillman explained that during non-peak hours, Medina would be able to supply Loretto's needs. Dillman stated that as areas of Medina expand, and with findings of BRAA's Water Feasibility report, the three cities would be using 6.75 million gallons of water during peak.

Lane stated that Loretto is asking Medina respond to their request.

Adams stated that a joint water conservation project could benefit Medina by possibly allowing utilization of Mt. Simon-Hinckley wells.

Adams stated another variable for Medina to consider is Corcoran may be looking to buy water. Adams stated Corcoran may appear before Council to make a request.

Lane asked Dillman and Kellogg what the economics would be in running a sanitary sewer pipe down to the four existing businesses. Kellogg stated that it would be feasible option as a short-term solution and the cost could be divided by four. Kellogg explained that a small diameter main at \$20 per foot at 2,000 feet would be approximately \$20,000 per business. He stated that the City could directional bore and save on restoration costs which would ultimately cut the costs involved.

Workman stated Lane's idea of having more detailed discussion with Loretto is good.

Zietlow asked how many miles pipe would be installed. Dillman stated approximately two and a half miles. Kellogg stated that it doesn't sound feasible to directional bore 13,000 feet and didn't think that it could be done for less than \$50 a foot.

Workman asked if there was any feasibility in considering bringing the water up from the south. Dillman stated yes, but Loretto would still need a ground water tank which would be pretty expensive.

Zietlow asked Adams if he had enough direction to proceed. Adams stated yes.

Other Information:

Budget Work Session – Adams stated that he will have a revised line-item budget for Council's review on Tuesday, August 24, 2004 at the Budget Work Session scheduled from 6:30 p.m. to 8:30 p.m. He stated that he would email the budget to each of the Council Members prior to the Work Session.

X. APPROVAL TO PAY THE BILLS

*Moved by Workman, seconded by Brinkman, to approve the bills, order check numbers 26858-26919 for \$322,207.46 and payroll check numbers 18787-18805 for \$24,576.27. **Motion passed unanimously.***

XI. CLOSED SESSION

A. *Discussion of Making Land Acquisition Offer for Water Treatment Plant Facility.*

Batty stated that Council will hold a closed session to discuss making an offer on parcels considered for acquisition.

Adams stated that as required by MN Statute, staff must identify the parcels recommended for purchase. Staff is recommending the following parcels: 3692 Pinto Drive, 3762 Pinto Drive, and 780 Tower Drive for placement of a water treatment plant.

Batty informed Council that in the closed meeting, Council must again identify the parcels, the closed meeting must be taped, the tape must be kept eight years, and those involved in the closed session must be recorded as present.

Council entered closed session at 9:51 p.m.

XII. ADJOURN

*Moved by Workman seconded by Smith to adjourn the meeting at 10:21 p.m. **Motion passed unanimously.***

Philip K. Zietlow, Mayor

Attest:

Chad M. Adams, City Administrator