

MINUTES OF A SPECIAL CITY COUNCIL MEETING HELD JANUARY 27, 2023 AT THE HYRUM CITY COUNCIL CHAMBERS, 60 WEST MAIN, HYRUM, UTAH.

CONVENED: 8:00 A.M.

CONDUCTING: Mayor Miller

ROLL CALL: Councilmembers Steve Adams, Jared L. Clawson, Paul James, Vicky McCombs, and Craig L. Rasmussen.

CALL TO ORDER: There being four members present and four members representing a quorum, Mayor Pro-Tempore McCombs called the meeting to order.

OTHERS PRESENT: City Treasurer Todd Perkins, Electric Superintendent Matt Draper, Wastewater Treatment Superintendent Angela Pritchett, Water & Roads Superintendent Kade Maughan, Fire Chief Tony Stauffer, Parks Superintendent Brad Call, Library Director Emily Coltrin, Museum Director Jami VanHuss (by telephone), Utility Billing Clerk Margaret Poppleton, City Receptionist Hailey Brown, and City Secretary Keesha Rinderknecht. Planning and Zoning Board Member Brian Carver, and Meeting Moderator Amy Adams. City Recorder Stephanie Fricke recorded the minutes.

WELCOME: Mayor Miller welcomed everyone in attendance and invited audience participation.

AGENDA ADOPTION: A copy of the notice and agenda for this meeting was emailed to The Herald Journal, posted on the Utah Public Notice Website and Hyrum City's Website, provided to each member of the governing body, and posted at the City Offices more than forty-eight hours before meeting time.

ACTION

Councilmember Adams made a motion to approve the agenda for January 27, 2023, as written. Councilmember Rasmussen seconded the motion and Councilmembers Adams, Clawson James, McCombs, and Rasmussen voted aye. The motion passed.

5. AGENDA ITEMS:

A. Workshop - Strategic Planning Session.

6. ADJOURNMENT

AGENDA ITEMS:

WORKSHOP - STRATEGIC PLANNING SESSION.

Mayor Miller said she asked Amy Adams to be the moderator of today's Strategic Planning Session. Amy will help keep the agenda item within the time allotted and guide the discussions on department needs; one year, five year and ten year plans; and at the end of the meeting there will be time for the City Council to determine an action plan for each department.

Budget Review:

- A. History - Accomplishments
- B. Cash Reserves
- C. Capital Projects
- D. Taxes & Impact Fees

City Treasurer Todd Perkins reviewed the previous year's budget and the accomplishments of each department. His biggest financial concern right now is the Electric Department. The Power Department has used all of its financial reserves and is operating on a month to month balance. Hyrum City's Power Department has spent more than \$6 million in reserves in the past four years, and also has used \$1.5 million that the General Fund transferred to the Power Department in June of 2022. Currently the Power Department's balance is \$1.6 million and the power bill from UAMPS was more than \$1.5 million last month. There is going to be over a \$2 million dollar increase in the pressurized irrigation budget next year due to State Law requiring meters be installed on all secondary water users (except agricultural). Property tax rates continue to decrease each year but property taxes are higher than in previous years due to growth. Increasing property tax rates is not a popular decision but in the future property taxes should be increased. Hyrum City has extremely low property taxes for Cache Valley and it provides numerous general fund services that other cities do not.

Electric Utility

- A. Budget
- B. UAMPS Update - power supplies & costs
- C. Projects
- D. Needs
- E. 1 year, 5 year, and 10 year plan

Electric Superintendent Matt Draper said the electric utility has financial problems due to increasing power costs. Financial reserves have been spent on building a substation and inventory. Some electrical parts are taking a minimum of two years to receive.

No one knows what the cost of power is going to be in the future but because there are cities that are members of UAMPS that didn't purchase enough power and relied on power from the open market, it has driven up the cost of the open market power and is penalizing all of the other UAMPS members including Hyrum City.

The Power Department needs new equipment and another building to store its equipment.

One Year Plan - Contract for gas for generation plant in Hyrum; complete the 4400 South substation; bring back temporary generators during summer months; and complete power plant substation breaker.

Five Year Plan - New building for equipment; transmission line upgrades.

Ten Year Plan - New substation property; build new substation; loop transmission lines; and upgrade Canyon Lines.

During the overlay time period the City Council discussed the rising costs of electricity and the financial risk that it has upon the City and its citizens. A meeting was held during the lunch break with Dave Berg Consulting about implementing the PPAC charge immediately to help cover power costs. The City Council wants a meeting scheduled with Rocky Mountain Power to discuss the possibility of Hyrum City selling its electric utility to Rocky Mountain Power. The City does not want to wait until the electric utility has depleted all city reserves before looking into the possible sale to Rocky Mountain Power, because it may take a year to two years to finalize the transaction if the City determines that is the best solution to the electric rate crisis.

ACTION PLAN - A meeting be scheduled with Rocky Mountain Power to discuss the possible sale of the electric utility; and to immediately increase power rates.

Wastewater Treatment

- A. Operations & Maintenance
- B. Sewer Line Capacity Study
- C. Millville City
- D. Needs
- E. 1 year, 5 year, and 10 year plan

Wastewater Treatment Superintendent Angela Pritchett said she has

been in this position for six months and during this time she has been going through Hyrum City's permits, plans, and projects. The sewer plant has undergone a deep cleaning and paperwork is being organized. It is important to have a clean work environment. She wants the landscaping around the sewer plant property to be cleaned and maintained this summer. She is developing a plan for auditing of the infrastructure, and a preventative maintenance plan for all lift stations. A Capital Facilities Plan needs to be conducted that includes a sewer line capacity study. Millville City is planning on connecting to Hyrum City's sewer system in the spring of 2024. She is unsure if the plant has the capacity to handle Millville's load.

One Year Plan - Develop a robust preventive maintenance plan; complete drying bed, headworks screen and compactor projects; update SECAP and pretreatment plans; develop BMP's to operate the WRF; and evaluate headworks capacity.

Five Year Plan - Develop a master plan; replace back up generator; engineer a system that will not fail during a power outage; engineer a system that prevent MBR overflow; train operators to use GIS to do manhole inspections; and treat Millville City's wastewater.

Ten Year Plan - Update collection lines; construct a system that prevents the possibility of MBR overflow; and train for the future superintendent.

During the overlay time period the City Council discussed the needs for the Wastewater Treatment Plant and the studies that should be conducted to ensure the future of our Wastewater Treatment and Collection System.

ACTION PLAN - To fund a Capital Facilities and Sewer Line Capacity Study; prepare a Preventive Maintenance Program; upgrade line size on 300 North; and to look at replacing the generator.

General Plan

- A. Road Master Plan
- B. Zoning & Building Ordinances
- C. Needs
- D. 1 year, 5 year, and 10 year plan

Roads Master Plan - The Transportation Master Plan needs to be

updated to include future roads and classification of those roads to determine width requirements. Hyrum City is going to continue to grow and without a Transportation Master Plan the City can not require developers to dedicate rights-of-way or build larger roads than necessary. The City also needs to revise the Zoning Ordinance to not allow backyards to face highways. There are other options available such as small access road. The Highways are the gateways to and through our community and we don't want these roads to feel like a tunnel. Also fences along canals need to be addressed because combustible fences are still being built along canals and open ditches. An impact fee needs to be looked at for installation of future roads.

General Plan - The City Council discussed hiring a firm to update the General Plan to ensure it is in compliance with State Law, Moderate Income Housing Law, and to revise it so it can be a working document for City Staff, developers and citizens to use to determine what type of growth can be allowed in certain areas. This would help with future annexations and also citizen purchasing homes or businesses to know what the City has planned to have around that area. The City needs to take this time that growth has slowed and look at how it wants the City to grow and make a plan. The City should be proactive rather than reactive to growth. Developers should not be planning Hyrum City's growth, but rather the City should have a plan that developers can refer to how growth is going to happen in specific areas.

Zoning and Building Ordinances - The Subdivision and Zoning Ordinance needs to be revised to include various zones that can address sensitive areas, storage units only, mixed use zones, and overlay zones that would allow a property owner to choose between two zones. The City's Zoning Ordinances have not been thoroughly reviewed in many years and with revising the General Plan zones should be created to fit the needs of the City. The number of parking spaces needs to be increased for multi-family housing units. More people are living together and there is not enough parking spaces for the number of cars in multi-family areas. This is visible throughout town.

Planning Commission Member Brian Carver said he appreciates the City holding this meeting and wanting to update its Zoning Ordinance and General Plan to address the needs of our growing community. He proposed holding a joint meeting with the City Council and Planning Commission to discuss the types of zones and changes that need to be made to the Zoning Ordinance.

During the overlay time period the City Council discussed the needs of the General Plan and Zoning Ordinances. The City's growth is slowing down and now would be the opportune time to have the General Plan thoroughly reviewed and updated to how the City wants to grow so the Plan can be used to steer development rather than development steering the City. Also while the General Plan is being updated the Zoning Ordinance should be amended as well to include the types of zones that the General Plan may include, such as the items previously discussed.

ACTION PLAN - To hold a joint meeting with the Planning Commission to discuss the City Council's vision for Hyrum City and how the two bodies can work together to accomplish the vision. This will include updating the City's General Plan and Zoning Ordinances. A Transportation Study be conducted immediately to help plan for roads in the future.

Culinary, Irrigation and Storm Water

- A. Water Supply
- B. Secondary Water Metering
- C. Additional Employees
- D. Needs
- E. 1 year, 5 year, and 10 year plan

Water Supply - Road and Water Superintendent Kade Maughan said the City's needs one more well south of 6600 south and a back up chlorination system. A new well would be approximately 3 million dollars. The City also needs to look into and secure all of its water rights. The culinary water system around the City blocks is old and there are sections that should be replaced but he doesn't want to replace the water line until there is money to replace the road and vice versa.

Secondary Water Metering - The State of Utah is requiring all cities with secondary water to start metering the water. This will require each house to have a meter. The City has applied for a grant from the State to help with the costs of installation of irrigation meters. When the meters are installed there will be sections throughout the City that will be turned off for the irrigation season. The City may want to offer culinary water use for outside watering at a reduced cost. There will be entire sections of town with roads torn up to get the meters installed. This will be atleast a three to five year project.

Additional Employees - The Water and Road Department has been short an employee for two years. Road and Water Superintendent Kade

Maughan has been waiting to see if the City is going to separate the departments so that the Road and Water Department is not working the majority of the weekends since they snowplow in the winter; take care of culinary water and irrigation water leaks in the spring, summer, and fall; and also are responsible for all burials in the Cemetery including Saturdays. He currently has three full time employees and one part time employee and he needs additional help. He would like to hire at least one person to help with secondary water metering, and two people in the Roads and Water Department. His department has the most departments in Public Works and has half as many employees as the Electric Department.

One Year Plan - Water Rights Evaluation; upsize irrigation line from 850 West to 900 West; hire two to three employees; start preparing for installation of secondary water meters; replace a 6" irrigation line on gravity system from 900 West to 850 West; and hire a consultant to conduct a 30 year water plan.

Five Year Plan - Develop a water line replacement and road rebuild plan to prioritize sections for replacement and rebuild. That culinary water lines can be replaced when roads are going to be rebuilt.

Ten to Twenty Year Plan - Pipe irrigation water from Highline to Irrigation System.

During the overlay time period the City Council discussed the needs for the Water, Irrigation, and Storm Water Department.

ACTION PLAN - To fund a 30 year culinary water study; to hire two to three employees; hire a consultant to ensure our water rights are secured; and upsize irrigation line from 850 West to 900 West.

Roads

- A. Possible COG Projects
- B. Construction and Maintenance
- C. Needs
- D. 1 year, 5 year, and 10 year plan

Possible COG Projects - Road and Water Superintendent Kade Maughan said the road between JBS and Nibley should be widened all the way rather than just a small section from Nibley to Hyrum. This would allow for better traffic flow. The City also needs funding to help widen the road on 4600 South. The road is narrow and is being

used for semi-truck traffic.

Construction and Maintenance - Road and Water Superintendent Kade Maughan said he would like to replace culinary water lines at the same time he is rebuilding roads that way the new road won't have to be dug up if the water line breaks. He would like a plan developed to prioritize the roads and water lines that need to be replaced. He would like the City to look into purchasing property by the old gravel pit on Highway 165 to relocate the City shop in the future and to provide additional buildings for storage.

One Year Plan -

Five Year Plan - Develop a water line replacement and road rebuild plan to prioritize sections for replacement and rebuild. That culinary water lines can be replaced when roads are going to be rebuilt. Also divide the Road and Water Department into two separate departments.

During the overlay time period the City Council discussed the needs of the Road Department.

ACTION PLAN - The City look into dividing the roads and water department; start looking into having an engineer look at the water lines and roads to determine priorities for replacement; and the City contact the property owner adjacent to the City's old gravel pit to discuss purchasing at least 10 acres for a future City Shop location but storage buildings could be built immediately for the Roads Department and Electric Department.

.

Cemetery

- A. Fees
- B. Future Expansion
- C. Maintenance
- D. Needs

City Secretary Keesha Rinderknecht reported on the number of burial spaces available to purchase in the Hyrum Cemetery. There are very few spaces left to purchase except for at the north end of the Cemetery. She wants to look at the State's process for the City to take back Cemetery lots that have not been used and/or an owner can not be found. This would give the City additional burial spaces. Cemetery rates have not been increased since 2018 and costs have increased significantly. The website that hosted Hyrum

City's Cemetery information has went out of business and Hyrum City is looking at a new software provider so that the burial and headstone information can be updated and viewed on line.

Fees - There needs to be a headstone moving fee and also an oversized vault fee. People are installing headstones before they have passed away and the City does not charge to move the headstone which if there are two people on the headstone the headstone will be moved four times. Headstone companies charge the city to move the large headstones and the City currently doesn't have a way to recuperate the cost of moving the headstone.

Future Expansion - Roads and Water Superintendent Kade Maughan said the Cemetery is one of his many departments he oversees. The City needs to expand the cemetery to the east on the cemetery expansion property. James Dorigatti owns the house on the northwest corner of the block and he passed away in December. Kade highly recommended the City purchase the house and demolish it so that the road on 600 East between 50 and 100 North can be vacated and the cemetery be fenced from the old cemetery to the expansion area. The road between 50 North and 100 North is a dangerous intersection because of the access being so close to an intersection plus its on a steep hill side. If the City purchases the Dorigatti property the City could own the entire block and expand the cemetery and take care of a potential dangerous intersection.

One Year Plan - Install one way signage throughout the cemetery; purchase the Dorigatti property on the north east side of the Cemetery; and close off the 600 East road between 50 North and 100 North.

Five Year Plan - Purchase properties along Main and 50 North between 600 East and 700 East.

Ten Year Plan - To design the layout of the cemetery expansion property.

During the overlay time period the City Council discussed the needs for the Cemetery and the City Council agreed that the City should consider purchasing the Dorigatti property and close off the road. Also that a new software provider needs to be selected for the City's burial information.

ACTION PLAN - Purchase Dorigatti property; close off the 600 East between 50 North and 100 North Road; and to contract with a

new software provider so that the City's burial information can be viewed online.

Maintenance

A. Buildings

B. Vehicles

C. On Call Hours for Water, Roads, and Cemetery

D. Needs

E. 1 year, 5 year, and 10 year plan

Buildings - Road and Water Superintendent Kade Maughan said his four employees also help with maintenance of buildings and vehicles. The City is getting large enough with enough buildings that a full time maintenance person could be hired to handle some of the maintenance projects, such as, HVAC, plumbing issues, cleaning, changing light bulbs, etc.

During the overlay time period the City Council discussed the needs for Maintenance personnel.

ACTION PLAN - Develop maintenance plans for all departments that includes preventive maintenance as well; and rather than hiring a maintenance person to contract the work out instead.

Parks

A. Improvements & New Parks

B. Future Park and Trail Sites

C. Recreation Programs

D. Needs

E. Maintenance

F. 1 year, 5 year, and 10 year plan

Improvements and New Parks - Parks Superintendent Brad Call said he would like to build an ADA playground at East Park. A new sprinkler system is needed at Salt Hollow Park and also the Dog Park. The tennis courts need resurfaced. Lights need to be installed at the dog park and skate park.

Future Park and Trail Sites - A trail needs to be build from the dog park to the vet clinic on 6200 South. A trail could also be built on the Little Feeder Ditch easement. Additional soccer fields are needed, he will try to redesign the current soccer fields to add an additional field.

Recreation Program - Hyrum City should contact Nibley City about

partnering with them rather than hiring a full time recreation director. Nibley City has full time recreation director that is responsible for programs like fall softball, kickball, flag football, concerts in park, etc.

During the overlay time period the City Council discussed the needs of the Parks Department.

ACTION PLAN - Redesign the soccer fields; contact Nibley about participating with them in its recreation programs; install an ADA playground; and prioritize sprinkler systems that need replaced.

Senior Center

A. Programs

B. Attendance

C. Needs

D. 1 year, 5 year, and 10 year plan

Programs and Attendance - Senior Center Director Vicky McCombs said the programs at the Senior Center are well attended and she is even drawing people that speak Spanish so she may need an interpreter. She is constantly changing up or bring in new programs to keep the Seniors actively attending.

One Year Plan - Replace kitchen sinks, refrigerator, curtains and lights. The front doors need repaired because they are heavy to open.

Five Year Plan - Replace pool table, update the bathrooms, and replace furnace.

Ten Year Plan - New carpet and paint.

During the overlay time period the City Council discussed the needs of the Senior Center.

ACTION PLAN - To repair or replace the front doors.

Library

A. Programs

B. Circulation

C. Needs

D. 1 year, 5 year, and 10 year plan

Programs - Library Director Emily Coltrin said the Library's Summer

Reading Program had over 2,200 people participate in it. There is a kick off party and an end of the summer party. There were over 700 people at the kick off party and over 800 people at the pool party for the end of summer reading program. The Library has started an adult book club and there are already 16 people in it. Hyrum Library has had the highest circulation for the past three years for those libraries service less than 22,000 patrons. The

Needs - The library needs a cash drawer, banners hung, outside irrigation spickets fixed, air ducts cleaned, and air conditioners on top of the roof moved. Since the air conditioning units were moved to the roof there have been constant maintenance issues.

One Year Plan - Increase number of library users.

Five Year Plan - Implement the 1,000 books before Kindergarten program; and improve communication and book selection for Spanish section.

Ten Year Plan - Extend service agreements to Paradise, Avon and Millville.

During the overlay time period the City Council discussed the needs of the Library.

ACTION PLAN - To have access to a maintenance contractor to install the cash drawer, fix irrigation spickets, air ducts cleaned, and have air conditioning units looked at to determine if it is feasible to relocate the units.

Museum

A. Programs

B. Needs

C. 1 year, 5 year, and 10 year plan

Programs - Museum Director Jami VanHuss said the Museum finished the H2O Today in the Bear River Heritage Area Exhibit. As part of Utah Humanities Think Water Utah project the Museum engaged in a statewide collaboration and conversation on the already critical and very difficult topic of water in a year when the region suffered through a historic drought. The Museum opened a new display called the Hear of Hyrum which features local businesses on Hyrum's main Street in the 1940's. The Museum received a \$32,000 grant to create and travel a STEM Exhibit on the history and science of vaccinations.

One Year, Five Year, and Ten Year Plans - The Museum has its goals set out for the next ten years and continues to review, update, and add to the goals to ensure the Museum continues to move forward with momentum and professionalism. The Museum provides a great service to the community and visitors both receive resources and benefit in innumerable ways.

Needs - The Museum needs the Hyrum City Council supports by supporting its current staff and providing professional wages.

Fire and EMS

- A. Frequency of Calls
- B. Number of Firemen and First Responders
- C. Future of the Department
- D. Needs
- E. 1 year, 5 year, and 10 year plan

Frequency of Calls - Hyrum City Fire Chief Tony Stauffer said last year Hyrum City Fire and EMS Departments responded to 495 calls in Hyrum, Nibley, and Millville.

Number of Firemen and First Responders - There are 31 fire fighters 17 are both fire fighters and help with the EMS Department. There are 14 advanced EMTs.

Future of the Department - Hyrum City Fire Chief Tony Stauffer said Hyrum's population has grown considerably along with the population of the other cities Hyrum contracts with for fire service. Hyrum no longer has enough volunteers who can respond during the day and currently there are only three people who can respond to calls during the day and that is not enough to provide adequate fire service. He has met with Mayor Miller to discuss his concerns about the lack of fire service personnel during business hours and the need for full time firemen at the City station. He would like the Council to consider hiring two full time firemen to serve weekdays during business hours

During the overlay time period the City Council discussed the needs of the Fire and EMS Department.

ACTION PLAN - To consider contracting with Cache County for two full time employees at the Hyrum Fire Station; review service contracts with Nibley and Millville; and consider purchasing a

ladder and brush truck.

Animal Control

- A.Future of Animal Control
- B.County Impound and Services
- C.Number of Dogs Licensed

Future of Animal Control, County Impound and Services - Cache County is opening up its new animal shelter and Hyrum City is in a position where it can contract with the County for animal control services. If the City did this there may be a chance that it could still keep one animal control officer to provide local service and the County could be used as a back-up.

Number of Dogs Licensed - For the past several years there are between 700 to 800 dogs licensed each year.

During the overlay time period the City Council discussed the future of the animal control department.

ACTION PLAN - To contact Cache County about providing back up services for animal control if Hyrum City kept one animal control officer.

Legal

- A.Justice Court
- B.County Contract and Reports

Justice Court - Court Clerk Lori Hatch said the Justice Court continues to be open five days a week with court held on Tuesday evenings from 4:00 to 6:00 p.m. She would like a new laptop that she can take with her to the court room on court nights.

During the overlay time period the City Council discussed the needs of the Justice Court.

ACTION PLAN - To fund the purchase of a new laptop.

Utilities Report

- A.Work Orders
- B.Needs
- C.Concerns

Work Orders - Utility Billing Clerk Margaret Poppleton said the City has over 7,000 utility accounts. She has been over utility

billing for the past 7 years and it has changed so much. There are over 95 solar customers and they take a lot of time and attention. The number of rental properties has drastically increased which increased the number of people moving in and out. It has also increased the time needed for collections. She recommended the City look into Logan City's policy that requires the property owner to be responsible for the electric bill. The City is moving to digital work orders so that the public works can complete the work orders and submit them electronically which will hopefully be more efficient.

During the overlay time period the City Council discussed the needs of the Utility Billing Department.

ACTION PLAN - Increase initial fee for solar customers including charges, meters, engineer fees etc.; amend the code to set time frame for billing adjustments; and update code to require property owner to have utility account in their name and not a renter's name.

Overlay

During the overlay time period the City Council discussed the needs of each department and came up with an action plan. The Action Plan is under each department.

Office

- A. City Rentals
- B. Personnel Needs

City Rentals - City Receptionist Hailey Brown said the Elite Hall isn't used often for events, but is mainly rented for dance classes and the free exercise classes that are offered in the evening. Usage of the Civic Center has increased this past year it was down the past two years due to COVID. The campgrounds are being used more and the City may want to look at increasing the rental fee.

Personnel Needs - City Recorder Stephanie Fricke said Hyrum City is almost at 50 full time equivalent (FTE) employees and there are reasons for not wanting to go over the 50 FTE. Once the City is at 50 (FTE) it will have to comply with the Affordable Care Act (ACA), which means the City is required to provide anyone working over 30 hours a week with Health Insurance and there are extensive reporting requirements to the Federal Government. Hyrum City has

five part time positions that are not budgeted full time positions but when Hyrum City has 50 FTE employees these part time positions that work more than 30 but less than 40 will have to be given health insurance which will cost the City more than \$22,000 per year per employee. Some of the part time employees do not want to be offered the Health Insurance but also can't afford their hours to be cut back to 30. With the economy changing and the City unsure as to whether or not it will continue to have an Electric Department She recommended the City try to stay under the 50 FTE for at least another year until some of the unknowns can be resolved. The Water and Roads Department needs atleast two employees; one employee for the meter position; and a public works director. These three positions along with modifying hours of other temporary seasonal positions will keep the City under the 50 FTE as long as a department doesn't allow part time employees to work over the hours allotted.

ACTION PLAN - The City will stay under the 50 FTE employees for this year and that during the budget process the number of new employees approved will not push the City over 50 FTE.

Welcome to Hyrum's Website

A. Brief Overview of what is on it.

Brief Overview of City's Website and Employee Portal - City Recorder Stephanie Fricke reviewed some of the new information that is available on the City Website. The website includes all City Council Meeting Minutes from when Hyrum City was incorporated; all ordinances and resolutions from 1999 to present; all annexation agreements; and zoning changes in a searchable format. This allows citizens, Councilmembers, employees, etc. to research minutes, ordinances, and resolutions from anywhere at anytime. Soon all agreements will be on the website also. The employee portal was designed to provide City employees information about benefits, on-call, personnel policies and procedures manual, employee calendar, and even access to department forms and policies. The employee portal is accessed through a username and password and is available to all employees.

.

ADJOURNMENT:

ACTION **There being no further business before the City Council,**

the Council Meeting adjourned at 4:15 p.m.

ATTEST:

Stephanie Miller
Mayor

Stephanie Fricke
City Recorder

Approved: March 2, 2023
As Written