



## **WATONGA CITY COUNCIL MEETING MINUTES FOR DECEMBER 21, 2021**

*In accordance with the Oklahoma Open Meeting Law, this Agenda was posted December 17, 2021 Prior to 5:00 PM at the Main Street Entrance of Watonga City Hall, located at 410 West Main Street, Watonga, Oklahoma.*

**The City Council of the City of Watonga did meet at 6:00 PM on Tuesday, December 21, 2021 in the Conference Room of Watonga City Hall, located at 410 W. Main Street, Watonga, Oklahoma for a scheduled meeting.**

### **Invocation & Pledge of Allegiance:**

**Council Present:** Mayor Bill Seitter, Travis Bradt, Allen Cowan, Lindsey Doyel and Ladina Willis. Also present, City Manager Karrie Beth Little, City Attorney Jared Harrison, and City Clerk Verlen Bills.

**Declaration of a Quorum:** 6:01 PM.

### **AGENDA**

1. **Approve the Minutes** of the previous Council Meeting held November 17, 2021.

City Clerk Verlen Bills handed out marked copies of the Minutes showing several corrections that were made after the Minutes had been disturbed to Council on Friday. Several misused words and a few typos were corrected.

Allen Cowan made the motion to approve the corrected version of the Minutes for the Council Meeting held November 16, 2021. Motion was seconded by Lindsey Doyel.

Mayor Seitter, hearing no further comment, called for a vote:

T. Bradt aye    A. Cowan aye    L. Doyel aye    L. Willis aye    B. Seitter aye

Motion carried.

2. **Approve the Minutes** of the Special Council Meeting December 7, 2021.

City Clerk Bills again handed out marked copies of the Minutes showing several corrections that were made after the Minutes had been disturbed to Council on Friday. Again, there had been several misused words and a few typos corrected.

Allen Cowan made the motion to approve the corrected version of the Minutes for the Special Council Meeting held December 7, 2021. Motion was seconded by Travis Bradt.

Mayor Seitter, hearing no further comment, called for a vote:

T. Bradt aye    A. Cowan aye    L. Doyel aye    L. Willis aye    B. Seitter aye

Motion carried.

3. **Approve the Monthly Reports** from EMS, Fire Department, City Treasurer, Library, Police Department, Municipal Court, Community Development, Park's Department, Light & Water Department, Street & Alley Department and the Airport.

Mr. Cowan asked about the differences between the Monthly Financial Report from RS Meacham and the Treasurer's Report prepared by City Treasurer Rodney Jacks.

Jeanna King with RS Meacham Accounting gave some expanded answers. There was lengthy discussion between Ms. King, the Council and Ms. Little about budget reports and how to interpret the reports.

Mayor Seitter commented, we know the numbers are correct, we want to understand the numbers.

Mr. Cowan asked, how and why monies get transferred between accounts. How does the fee collected by Light and Water for trash pickup, for example, benefit the Street and Alley Department that actually picks up the trash?

Ms. King and Ms. Little explained with some depth, how this works out and shows on the reports.

Mayor Seitter asked about an additional page with the Airport Report?

There was some humor as a page had been copied in error and had nothing to do with the Airport Report.

Ms. Little asked Council to approve the report without the additional page.

Mr. Bradt asked Airport Manager Mrs. Jenna Ohman about fuel sales at the Airport.

Mrs. Ohman explained that her and Mr. Jacks determine pricing and she does survey other airports in the area to stay competitive.

Mayor Seitter ask about the variety of aircraft we sell fuel too?

Mrs. Ohman explained the difference in sales between larger and smaller aircraft and what the different types of fuels are used for.

Mr. Cowan asked about pricing as prices elsewhere are going up?

Mrs. Ohman explained that we would normally adjust our prices accordingly, but the runway will be closed for sometime when the runway rebuild project starts and we do not want to get caught with surplus fuel in storage.

Allan Cowan made the motion to approve the monthly reports from EMS, Fire Department, City Treasurer, Library, Police Department, Municipal Court, Community Development, Park's Department, Light & Water Department, Street & Alley Department and the Airport. Motion was seconded by Lindsey Doyel.

Mayor Seitter, hearing no further comment, called for a vote:

T. Bradt aye    A. Cowan aye    L. Doyel aye    L. Willis aye    B. Seitter aye

Motion carried.

4. **Review and accept the list of Claims** against the City of Watonga for the month of November 2021.

Mr. Cowan asked, this List of Claims is different than previous lists we have seen?

Ms. Little replied that this was a list of the Purchase Orders and not a list of the Invoices as had been presented before. We thought this would be more inline with what the Council has been asking for.

Mr. Bradt and Mayor Seitter asked if the Purchase Orders could be listed by Department?

Ms. Little: I think that can be done.

Mr. Cowan asked about the ongoing problems with the Verizon Phone Invoices and the mobile hot spots.

Ms. Little replied that we are working on that. We have returned nine of the units but it will take time for the credit to show on the invoice.

Mr. Cowan asked about the new mower.

Ms. Little replied, it has been ordered and you will see the Purchase Order, but it has not arrived yet.

Mr. Bradt brought up Insurance expenses. Several others agreed, it is expensive. There was continued discussion of the expense of Municipal Insurance and working with Oklahoma Municipal Assurance Group (OMAG). Others noted that there may not be much choice for municipal insurance providers.

Ms. Little commented that this will be talked about at budget time.

Multiple simultaneous conversations continued.

Travis Bradt made the motion to accept the List of Claims against the City of Watonga for the month of November 2021. Motion was seconded by Ladina Willis.

Mayor Seitter, hearing no further comment, called for a vote:

T. Bradt aye    A. Cowan aye    L. Doyel aye    L. Willis aye    B. Seitter aye

Motion carried.

5. **Approve the Monthly Financial Report** for November 2021 from RS Meacham.

Jeanna King: It has been some time since I was here last, I see a few new faces and I like your new City Hall. Do not hesitate to ask questions as we go. If I cannot answer at this time I will get an answer back to you.

This month's report is a new format. Columns three and four have been added.

Ms. Little: This new format is the result of feedback from the Council last month.

Ms. King: Column three shows the same time period for the previous year, 2020 and column four is the variance between this year and last year. A positive variance is good, a negative variance is unfavorable.

Mr. Cowan: A negative number is in parentheses?

Ms. King: Yes.

Ms. Little asked to confirm, the variance is column two minus column three?

Ms. King: Correct, the fifth column is the current budgeted amount and the next to the last column is the difference of the year-to-date amount and the budgeted amount. The last column is the percentage of the budget expended.

Ms. King pointed out the percentage number at the top of the page and noted that is where you should be for the year. You will want revenues to be above that number and you want expenses to be below that number.

I will focus mainly on the how you are doing compared to last year. For more detail please stop me and ask. I am looking at total revenue right now. This is the second column and the third column and if you look at the fourth column, you are doing \$58,008 better than last year for the first five months of the year. This is largely from oil and gas income and sales tax income. Sales Tax income is up \$20,421 and Use Tax income is up \$18,200. That is not as good as in the past, but it is encouraging.

Mayor Seitter asked how this compares to other cities?

Ms. King: In most other cities we work for it was down. I always pay attention as I drive somewhere, to the amount of traffic I encounter, and that seems to indicate whether tax collections are up or down and there is a lot of traffic in this area.

Ambulance receipts are down \$29,011 but expenses are also down. This will go hand in hand. 522 receipts are also down, but that is because last year at this time you had already received two deposits. This year you have only received one deposit at this time.

Mayor Seitter asked of Ms. Little, of the Ambulance Receipts, do you know how much we have out on the books that we are waiting on?

Ms. Little: As of November, we still have one payment left. (Referring to the 522 payments from the County.)

Mayor Seitter clarified his question, for Accounts Receivable balances.

There was brief discussion of the EMS Billing and how that is accounted for. We recently changed billing companies and there is always a lag between billing and receiving the monies.

Ms. King explained how it was accounted for in the recent audit, but to pin down an exact number at any given time is difficult.

Mayor Seitter, back to the report, pointed out that the percentages may not be exactly correct and explained how he had calculated this.

Ms. King agreed, the percentages are rounded up. There was brief discussion as to how we interpret this percentage. Overall we are still good in Total Revenue.

Ms. King: In Expenditures, most of the variances for expenditures deal with General Government and in this Fund, you have spent \$97,802 more this year compared to last year. Some of this has already been discussed earlier, OMAG Insurance, this year you have paid two quarterly premiums so far this year, last year at this time you had only paid one quarterly premium. You have already paid for the annual audit this year and had not paid for the audit at this time last year. Materials and supplies are a bit higher this year. You had mold remediation at the Liberty Theater for \$15,000 and \$5,000 to Robins Roofing. (Roof repair to the new City Hall) I have reviewed the other departments and did not see any significant variances from last year.

Mr. Cowan asked about the payments on the new building?

Ms. King replied, that will be in a different part of the budget.

There was discussion of the Report Format, some of the numbers in the Report and what those numbers meant to the overall financial situation.

Ms. King added, you have spent more in some areas but overall things look good.

Mayor Seitter observed, we have spent about \$97,000 over in General Government but overall we are within budget which means other Departments are staying below budget.

Ms. King asked if there were any other changes Council would like to see implemented in the monthly report.

Ms. King and Mayor Seitter discussed the Report format at length.

Ms. King allowed that she would take the concerns to Ms. Phillips to see what could be done. She thought some change might be possible, but it was not her place to say. Some of the reporting is done because of standard practices.

Mayor Seitter admitted that he felt like we are not seeing, in the report, what we needed to see, and we should find the time educate ourselves.

Mayor Seitter and others had asked where does grant income show?

Ms. Little pointed out that much of that will be included in the budget amendments that will come in a few months.

Ms. King explained how the budget amendments are done and how this may help answer some of the questions about the overall City Finances.

There was more talk of financial reports.

Ms. King: The next fund is the Light and Water Fund, notice the total operating income line, look at the prior year to date variance, it says \$622,581. That is how much better you are operationally in electric, water, sewer and garbage, than you were for the same time last year. That is a really good number.

Mayor Seitter agreed and suggested that increase was coming from the Casino and the grow house.

Ms. King pointed out the positive variance of \$766,721 in electric sales.

Mayor Seitter: Could we theoretically think it might be twice that amount by the end of the year?

Ms. King: You have just come through the summer months, I would not extrapolate that.

They both agreed that we would need to know when those electric loads came online.

Mr. Bradt asked, will electric sales continue to stay at this level?

Ms. King answered, I think sales will trend up, but I am not going to try and forecast how much.

Mayor Seitter asked, that is extra income for the year in the Light and Water Fund, not PWA?

Ms. Little agreed, but added that the increase in sales also has an increase in cost and we should focus on the net amount.

Ms. King: At the end of the day or year, the increase of about \$600,000 in sales cost you an increase in expense of about \$500,000. Year-to-date you paid OMPA approximately \$408,000 more than this time last year. You also spent \$58,000 for transformers, \$25,000 for quarterly line maintenance, which I believe just started this year. These are expenses you did not have last year, and then your Customer Portal has run us \$35,000 to share.

Water project expenses are down about \$191,000, primarily because of the waterline project last year for the Lucky Star Casino. That cost us about \$196,000 at this same time last year. That explains that difference.

There is only about \$15,000 change in Sewer which is not that much.

There is quite a significant change in Garbage as we had the sanitation clean out last year that cost us almost \$60,000. That accounts for most of that variance.

Through November, you have a net income of \$508,492. If you exclude your capital items, you have an income of \$607,085. We budgeted you to have a net loss so you are clearly well above budget in Light and Water Fund.

Mayor Seitter asked, at the end of the year, what we would do with this extra income and when would we be making those decisions?

Ms. Little suggest we could look at that at budget time.

Ms. King: The next fund in the Report is the Grant Fund and there is not much activity to report. You did receive your American Recovery Plan Act (ARPA) funds of about \$248,000. A variance in this fund does not mean much as this fund is very unpredictable.

Mayor Seitter asked, and we will receive that \$248,000 again next year?

Ms. Little confirmed but we can not spend it yet.

Ms. King: In the PWA Fund, which is mainly the Airport, I was asked about fuel sales and you had almost \$18,000 in fuel sales so far this year. There are ongoing Capital Projects at the Airport so a variance amount would not mean much. Materials and supplies have some variance. The timing of aviation fuel purchases comes in to play here.

The Sales Tax Fund is where we pay for many of your Governmental Capital Projects. So again, there will be significant variances from time to time in this Fund. The variance from the previous year, you had a large donation from your Watonga Theater Group of about \$28,000. Your Sales Tax collection shows an increase just like it does in the General Fund. In November, this year, there was \$49,000 for air packs for the Fire Department.

Ms. Little added that \$49,000 had been budgeted and approved.

Ms. King: In the Street and Alley fund you continue to have the ongoing project at Workman and A Street. So far you have spent almost \$156,000 on that project, and compared to last year there will be huge variance.

Ms. Little commented, that project is completed and closed out.

Ms. King: Income in the Street and Alley Fund is very comparable to this same time last year.

Ms. King: Sales Tax Year to date is up 6 percent, Use Tax is up 18 percent. The December deposit is up collectively 7 percent which is good.

There was talk that maybe this new monthly report might work better printed out in landscape orientation. Ms. King allowed that she would check on that. Several commented that putting the document on the video screen was helpful.

Motion to approve the Monthly Report from RS Meacham presented by Jeanna King was made by Allan Cowan and seconded by Lindsey Doyel.

Mayor Seitter, hearing no further comment, called for a vote:

T. Bradt aye      A. Cowan aye      L. Doyel aye      L. Willis aye      B. Seitter aye

Motion carried.

6. **Consideration, Discussion and Action:** To amend or not amend the List of Holidays for the City of Watonga Employees to allow for a new Federal Holiday.

Mayor Seitter: We already give more holidays than the 11 Federal Holidays. Which ones do we give to our Employees that are not required?

Ms. Little: The three holidays that we get that are not Federal Holidays are Good Friday, the day after Thanksgiving and Christmas Eve.

Ms. Little: The Federal Government added the holiday Juneteenth on Sunday June 19. Because it falls on a Sunday, we would need to specify a day to observe the holiday. We could observe the holiday on the following Monday.

Mayor Seitter: Asked or noted we would go from 14 holidays to 15 holidays?

Mr. Cowan asked, what is our estimated cost for a holiday?

This cost and how to estimate this cost were discussed.

Mr. Cowan: Do we want to just add the funding for this additional holiday or do we want to subtract a holiday that is not required so we can allow for this new Federal Holiday?

Mayor Seitter commented, yes those are the options. It would not make much change to the budget. It is basically, do we want to be closed another day?

Ms. Little agreed, basically, add it, trade it or do nothing.

Mayor Seitter asked, how much time off do we give now?

Ms. Little: A new employee gets one week of vacation after a year. They get 52 hours of sick leave when they start and an additional 52 hours of sick leave after 6 months. Employees are not required to use their sick leave and can roll over the hours.

Mayor Seitter and Ms. Little discussed the total amount of time off that employees currently receive, vacation, sick leave and holidays were talked about.



Mayor Seitter pointed out that whether or not an employee uses sick leave, they still get it.

Ms. Little countered that a lot of sick leave does not get used and there is a cap on how many hours can be accumulated.

Mayor Seitter summed up the time off and calculated that a new employee could get 32 days off after a year. To look at the annual percentage, an employee is off 12.3 percent of the time now and the additional holiday would only bring that up to 12.7 percent. It adds only .4 percent to the total time off for an employee.

Mayor Seitter: The other question is, having another day without people being here, being closed and not working. What would not get done that normally would get done?

Mr. Bradt asked, Juneteenth is a Federal Holiday, we have to give the Holiday?

Mayor Seitter replied yes, the question is do we take one of the other holidays away. Do we keep it at 32 days or up it to 33 days off? But if everything is getting done?...

Ms. King had been doing some quick research during this discussion and calculated that a day cost the City about \$8,500. That is based on the payroll I did a few weeks ago. She described how she determined this number and answered that it does include all the departments, but conceded that this was a rough estimate.

Ms. Little pointed out that we had already approved a Holiday Schedule last month and this would be an amendment to that schedule. We were not aware of this new Federal Holiday at that time.

Mayor Seitter: I do not think we should give up the Thanksgiving Friday nor Christmas Eve. In my opinion that only leaves Good Friday to switch out a holiday with, if that's what we're thinking?

Ms. Little: The other holidays are Federal Holidays that are required.

Mayor Seitter: I also consider the time between holidays. He continued to explain that Juneteenth would fall at least several weeks from other holidays.

Council debated the pros and cons of the different options.

Ms. Willis brought out the effect on employee moral.

Mayor Seitter pointed out this is not for all employees. Fire, EMS and Police still have to work.

Ms. Little added, they do get holiday pay for working holidays.

Mr. Cowan: It does bother me to say that we should increase our expenses while we struggle with other items that we need the money for. I do not think we would be doing a disservice to the people paying taxes, if we traded the holidays.

Ms. Little suggested approving Juneteenth for this year and revisit this when we look at the 2023 Holiday Schedule.

Ms. Willis: Circumstances could change on both sides of this. I'm totally for our Employees having it all. I'm about reinvesting in our community and these people who serve us. I noticed changes in employee attitude at the Christmas Party. We are all coming together making the shift saying, hey, we're holding everybody accountable with a greater integrity level and investing in a personal values, not only in them, but now we are going to start looking at the community. We are important to this community. This is the mind set we want and we need to get our people involved here. I'm not saying just for the employees, but employees have families, and they have friends. In our community they hear this and they think it's a great investment in building a relationship with our people and with each person, letting them spread the word about the changes we are doing here. They are reinvesting in us.

There was brief discussing as to how the motion should be worded.

Allan Cowan made the motion to amend the Juneteenth Holiday to the Watonga City Employee's Holiday Schedule for 2022, to be observed on Monday June 20, 2022. Motion was seconded by Ladina Willis.

Mayor Seitter, hearing no further comment, called for a vote:

T. Bradt aye    A. Cowan aye    L. Doyel aye    L. Willis aye    B. Seitter aye  
Motion carried.

7. **Consideration, Discussion and Action:** To approve a one year contract with Advantage Computer for Jayhawk Software used for Municipal Court to be paid from the Municipal Court Fund.

Ms. Little explained that this was a support contract for one year for our Court Software. We are currently using this software and have for some time. It generates our dockets and reports and captures the online payments.

Mayor Seitter asked about the training.

Ms. Little replied, yes and the City currently has three licenses for this software. It has been a great success.

City Clerk Bills added that our Court has been using this software for some time and they do like it.

Mayor Seitter asked, this has been done previously but not through the Council?

City Clerk Bills replied, previously, it was paid for directly out of Municipal Court Funds and it was a very minimal amount so the previous Mayors would go ahead and sign off on this.

Mayor Seitter: All contracts are suppose to come to Council.

Mayor Seitter: This is something we have been doing in the past. I would entertain a motion.

Travis Bradt made the motion to approve a one year contract with Advantage Computer for Jayhawk Software used for Municipal Court to be paid from the Municipal Court Fund for \$650.00. Motion was seconded by Ladina Willis.

Mayor Seitter, hearing no further comment, called for a vote:

T. Bradt aye    A. Cowan aye    L. Doyel aye    L. Willis aye    B. Seitter aye

Motion carried.

8. **Consideration, Discussion and Action:** To determine specifications for a resolution regarding the Police Officer's take home vehicle process.

Mayor Seitter asked Ms. Little if she had any recommendation for this?

Ms. Little: There has been numerous conversations about this and it has been to Council on several occasions I was not present at those meetings so I would ask the Council to make a recommendation, decide, are we going to let them take the vehicles outside of city limits and if we are, how far, for how long and who gets to approve this. This needs to be answered.

Mr Bradt asked if the new Police Chief lives in town.

Ms. Little replied not yet, he is looking for a residence here. He lives out of town but drives his own vehicle home.

Mayor Seitter: My thinking is, we've been discussing this for a long time, I think we need to go back to the way it was before. If the Officer lives in City Limits then they can drive a Police Unit home with the approval of the City Manager. That is my stance on this.

Mr. Cowan agreed with Mayor Seitter's statement.

M. Bradt asked, how many Officers live outside the City Limits?

Ms. Little answered, I believe there are four full time Officers living outside the City Limits.

Mayor Seitter asked how many Officers are driving the City Units home?

Ms. Little answered, all of them.

Mayor Seitter: We have had this discussion before with our interim Police Chief, and the Officers understand that this is coming and they are going to be fine with it because they are that type of people. What we have been told is that they were just waiting for us to make this decision.

City Attorney Jared Harrison: To be clear, Council will make their decision, then I will bring the actual Resolution to the next meeting to make it official.

Mr. Bradt returned to the concern of response time.

Mr. Harrison expanded on this some.

Mayor Seitter suggested that some Officers live some distance from town and too far to be a timely response anyway.

Mr. Bradt asked, how many Officers do you think would move to town if we restricted out of town use of Police Units?

Ms. Little hesitated to speculate.

Mr. Cowan: There is nothing wrong with a Police Officer living outside of the City. I just do not think the City should be obligated for those vehicle liabilities.

Mayor Seitter mentioned the wear and tear on the vehicles and the fuel cost to the City.

Mr. Cowan and Mr. Harrison discussed possible wording for the motion.

Ms. Willis suggested we look at other department vehicles also.

Ms. Little: The other departments vehicles are not taken outside the County and those departments do respond outside the City Limits into the County on a regular basis.

Mayor Seitter: We need to set boundaries at some point.

Ms. Willis: I agree. I think the boundaries need to be placed. And there is accountability and we need to hold a level of integrity so everyone can agree to this document. I do not think we need to drive Police Units home to El Reno. But I think we also need to step inside the shoes of the employee and look at their prospective for a minute before we make a decision.

There was some discussion as to how to word the motion so that it would say what the Council has been discussing.

Allen Cowan made the motion to ask City Attorney Jared Harrison for a resolution stating that no Police Department vehicles will be taken home outside of the City Limits and can only be taken home inside the City Limits with City Manager approval. Motion was seconded by Travis Bradt.

Mayor Seitter, hearing no further comment, called for a vote:

T. Bradt aye    A. Cowan aye    L. Doyel aye    L. Willis aye    B. Seitter aye  
Motion carried.

9. **Consideration, Discussion and Action:** To accept a Rural Economic Action Plan (REAP) Grant number BL22-4 from Northern Oklahoma Development Authority (NODA) in the amount of \$105,000

Ms. Little: This money is to be used for the our waste water treatment drying beds.

Travis Bradt made the motion to accept Rural Economic Action Plan Grant number BL22-4 from Northern Oklahoma Development Authority in the amount of \$105,000. Motion was seconded by Ladina Willis.

Mayor Seitter expressed gratitude to Ms. Little for procuring this grant and hearing no further comment, called for a vote:

T. Bradt aye    A. Cowan aye    L. Doyel aye    L. Willis aye    B. Seitter aye  
Motion carried.

#### **10. Council Comments:**

Mr. Bradt commented that he had received information about ARPA and other government grants and the amount of monies coming into Blaine County. He recalled the number of \$1,381,000. He asked Ms. Little if she was aware of these funds?

Ms. Little assured Mr. Bradt that she is watching this.

Mayor Seitter observed, that money goes to the County, then the County Commissioners will determine what happens with it.

Mr. Cowan: I had heard a few days ago, the Hotel Casino is going to be fully occupied, with the exception of 12 rooms, all of next year. They have made an agreement with the wind turbine companies and the oil and gas companies for the next 12 months that those rooms will be occupied.

Others commented that Hotel Casino seems to be quite busy all the time. This is good for all of us.

#### **11. Mayor Comments:**

(Nothing additional)

#### **12. City Manager Comments:**

Ms. Little, referring to the video screen, this is a mock-up of our new website. It is just a static picture. The website design is going well. There will be more added to what we see in this picture. I thought Council would want to see that we are progressing with the new website.

City Treasurer Rodney Jacks and I attended an ARPA Workshop online. It was an all day event and we learned a lot. The emphasis again, do not spend the money yet.

Employee Appreciation Dinner was held December 10th. It was well attended. There were over 40 staff in attendance and thank-you to the Council Members that were able to attend. It is appreciated.

The Council did appropriate some funds for the roof at the Library. We are having conversations to see how we can improve the appearance of the Library as we are going to be putting money in the roof. I met with the Library Board to discuss a few things that we could look forward to. We submitted a Needs Assessment to the Oklahoma State Department of Libraries last Friday and this is geared towards buildings. We think we will be ready for that if they choose to reinvest some of the ARPA Funds in our Library Building.

We did have a couple of random State Audit inspections last month. We are waiting on those reports to see where we are at with this.

We have scheduled an OMAG Workshop for January 18. This was discussed at the last Council Meeting. I do have packets for you to take this evening.

We did get a FEMA reimbursement, that application has been processed. We should receive approximately \$30,000 for reimbursement for the storm in October 2020. These funds will be unrestricted.

We received two donation or grants from Marathon Oil in the amount of \$750.00 each. One for the Fire Department and one for EMS.

13. **Adjourn:**

Motion to adjourn was made by Allen Cowan and seconded by Lindsey Doyel.

Mayor Seitter, hearing no further comment, called for a vote:

T. Bradt aye      A. Cowan aye      L. Doyel aye      L. Willis aye      B. Seitter aye

Motion carried at 7:58 PM.

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Mayor Bill Seitter

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City Clerk, Verlen Bills