



WATONGA CITY COUNCIL MEETING MINUTES FOR FEBRUARY 15, 2022

In accordance with the Oklahoma Open Meeting Law, this Agenda was posted February 11, 2022 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, February 15, 2022 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 and Ladina Willis. Also present, City Manager Karrie Beth Little and City Clerk Verlen Bills. Lindsey Doyel resigned effective February 9, 2022.

Declaration of a Quorum: at 6:01 PM

AGENDA

1. **Approve the Minutes** of the previous Council Meeting held January 18, 2022.

Motion to approve the Minutes of the previous Council Meeting held January 18, 2022 was made by Allen Cowan and seconded by Travis Bradt.

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

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

Motion carried.

2. **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 Airport report.

City Manager Karrie Beth Little replied that KGWG is our Airport's Radio call sign.

Mayor Seitter asked about the breakfast fundraiser for the individual injured in a fire.

City Manager Karrie Beth Little, Travis Bradt and several others reported that it was very successful. There was about 200 attended and they raised about \$8,100. And, this does not include some matching funds and other donations.

Airport Manager Jena Ohman reported that there was a flight from Tulsa just to attend this fundraiser.

Several commented "kudos" to the Firefighters. They did excellent.

Mayor Seitter asked, How many police officers do we currently have?

Ms. Little replied five.

Mayor Seitter asked about the water well hours in the Light and Water Report.

Ms. Little replied that we do track the running hours of the wells.

Mr. Bradt asked, it says disconnected for non-payment, 28 with no arrangements. That is for people that just did not pay?

Ms. Little confirmed yes.

Mr. Seitter asked, the Community Development report includes Code Enforcement?

Ms. Little: Yes.

Mayor Seitter asked, with passing of the School Bond, are we prepared to assist the School with this project?

Ms. Little: We are looking into this now. There are things we can do locally and other items that will need to go through the State Fire Marshall's Office.

Mayor Seitter: When we built the new High School, I know the State Fire Marshall's Office was having trouble keeping up. I should also mention, in the past, the City did not charge the School for the Building Inspections because this new school building was also a benefit to the City and some of the inspections took very little time anyway.

Ms. Willis: Who handles the issuing of stationary vehicles with expired tags?

There was some discussion about this problem.

Mr. Cowan: What interest rate do we get on our CDs'?

City Treasurer Rodney Jacks replied, point six four percent (.64%).

Mr. Cowan: What is the length of time for our CDs'?

Mr. Jacks: Most are for one year and unless something happens, I just let them auto-renew at the end of the term.

Mr. Cowan: Have there been any changes with City business with Cornerstone Bank selling out to Bank Seven?

Mr. Jacks: There have been no changes so far. It is business as usual at the moment. There are fewer people working at the bank now.

Mayor Seitter reported that twelve people have lost their jobs at that bank.

There was brief discussion about the bank down sizing and other indiscernible conversation.

Mr. Bradt: It looks like the Parks Department is making good progress on some items and that is good.

Ms. Little: We are evaluating each park to see what we can do to improve the parks. Kids do use the parks.

Mayor Seitter suggested that might be good time to spray for sand-burrs. It is not something we think about this time of year but it is noticeable later on.

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 was made by Allen Cowan and seconded by Ladina Willis.

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

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

Motion carried.

3. **Review and accept the list of Claims** against the City of Watonga for the month of January 2022.

Mayor Seitter: I noticed that the Friends of the Ferguson Museum were advertising for an employee. Are we still paying for an employee at the Ferguson Museum?

Ms. Little: They currently have an interim employee being paid until a more permanent employee can be hired.

Mr. Cowan: We have changed the report form and I am not able to see the descriptions of the items on an invoice. The only thing listed in the description is the vendor.

Ms. Little: We are trying to clean up the reports and there is limited spacing in the description field to enter each item on a invoice separately. If there is something specific you want to see we will get you a copy of the invoice for review.

Mr. Cowan: What is RLI in General Government on page two.

No one had an immediate answer.

Ms. Little: I will find out and get an answer back to you.

Mr. Bradt asked to clarify a date typo in the Public Works Report.

Mr. Cowan: I noticed that the Police Department Cell Phone inventory has been corrected, do they owe us some credit?

Ms. Little: They do not, that was requested in November, but we are on the straight and narrow with them now.

Mr. Cowan: I am glade to see we are getting some asphalt and I hope we can continue to buy.

Ms. Little: It is based on the temperature, and we do not have the proper equipment to handle asphalt in cooler weather. We are buying some at this time because the price is good.

And, I should add that we have received notice from several vendors that we should expect price increases on several different materials of ten to twelve percent. We will monitor this on a budgetary basis moving forward.

Motion to accept the list of Claims against the City of Watonga for the month of January 2022 was made by Allen Cowan and seconded by Travis Bradt.

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

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

Motion carried.

4. **Approve the Monthly Financial Report** for January 2022 from RS Meacham.

Ms. Dacia Phillips with RS Meacham: We will start with the Profit & Loss Budget vs. Actual (Unaudited) which is a new part of the report with a lot of good information.

We are seven months into the year so we should be at 58.33 percent of our Budget. Year-to-date total revenue is \$1,352,642 or 75 percent of the annual Budget of \$1,796,375 which is much better than the 58.33 percent.

There was brief clarification of a typo in the Report.

Ms. Phillips continued: All Revenue Income looks good except for Franchise Fees but some of those are paid annual, not monthly. Licenses and Permits is down, but that is not a significant source of revenue.

We are in a good position with Revenue in the General Fund.

The ice storm, where FEMA paid for some of damages, is the number showing in the Grants line.

We have collected \$134,666 more in revenue this year-to-date versus this time a year ago. That shows in the Prior YTD Variance column.

For Expenditures, we want that to be less than the 58.33 percent. Year-to-date we are at \$2,07,302 or 55 percent of Budget. So we are holding where we budgeted.

There are a couple of departments that are somewhat over, but the other departments are well under budget. In General Government Expenditures we are over budget by \$50,876. There was a big expense of approximately \$18,000 for insurance premiums.

In Non-operating Income, we are starting to separate out the different Transfers-In to make it more clear what each item is for. After other income and expense we have net income or Revenue exceeding Expenses by \$161,540 in the General Fund, which is \$191,076 better than this time last year and it is better than budgeted.

Mayor Seitter asked is the Hospital Sales Tax payment reflected here?

Ms. Phillips: Not at this point the money is just in and out, it is not our money, so we do not track it here. We do keep up with that though.

Mr. Cowan asked about the \$100,000 transfer.

Ms. Phillips and Mr. Jacks replied that it was the monthly transfer in from Light & Water to the General Fund.

There was discussion that this transfer was to be increased at some point. (This is included in the Budget Amendments.)

Ms. Phillips: In the Light and Water fund, for the same seven month period, we have Electric Operating Income of \$1,120,982 which is an increase of \$440,989 more than this same time period last year. We have already had the hot months for the year, but we have already exceeded this year's budget for Electric Operating Income.

Water Operating Income is \$201,500. That also exceeds our annual projection. Last year there was a loss of \$177,989 but I believe that included a lot of capital items. Sewer Operating Income is \$49,144 which also exceeded our annual budget estimates. Garbage Operating Income is \$60,959 which is an increase of approximately \$26,000 over the prior year.

After Administrative Revenue and Expenses, the Capital Improvement Fees transfers to other funds, primary to the General Fund, we have net income of \$708,600 and that includes approximately \$98,500 in capital items that will be pulled out and converted to fixed assets to be depreciated over time.

There was brief discussion about the report format and how some numbers seem skewed.

Ms. Phillips continued: There was no activity in the Grant Fund and this is where the ARPA funds are sitting.

PWA Fund has a net income \$146,599, Year-to-date last year we showed \$176,578, much of that was due to Miscellaneous Income. Actually, this year we, are only at 7 percent of budget but this is waiting on the FAA Grant for the Runway Project.

Ms. Little pointed out that was due to start March 7.

Ms. Phillips: PWA expenses are at \$198,767 of which \$104,042 of that is for capital items. In January we spent \$11,619 for AV gas and then there were some other services and charges of approximately \$9200 for fuel pump maintenance and fence repair. After Other Income and Expense, year-to-date, we have a net loss of \$67,006. But again, \$104,042 will be converted to capital items and depreciated.

Mr. Cowan asked, the Trash Truck is the only thing we are paying for from this account?

Mr. Jacks: The Trash Truck is on a continuous lease, but there will be one more payment from this account for the Police Units.

Ms. Phillips: There was not a lot of activity in the Sales Tax Fund this month, we show the Sales Tax Collections and we paid for a Police Department computer. Year-to-date we have spent \$26,489 more than we have brought in. That compares with last year where we had a net income of \$81,359 but we had spent much less in capital outlay at that point in the previous year.

In the Street and Alley Fund we have year-to-date income of \$22,277. That is an increase of \$2,509 over the prior year, and at 47% of budget. The Gas Excise Tax and Motor Vehicle are actually above budget. It is what we budgeted for Clean-up and Materials sale income that is less than budgeted. Year-to-date we have spent \$167,268, so we have net loss, year-to-date of \$144,907. But, we want to spend restricted funds first and that is what we have done.

On the Sales Tax Trend Report, for February this year we collected \$177,488. For seven months of the fiscal year we have collected \$1,418,391. For the same time period last year we collected \$1,349,417. That is an increase in sales tax for the same seven months over the prior year of \$68,974 or 5.11%.

Mr. Cowan asked what parts of the Sales tax does this include?

Ms. Phillips: This does not include the State Sales Tax, but does include the Hospital Sales Tax.

There were multiple conversations but it came too, what the City receives in Sales Tax, 2 percent goes to the Hospital, 2 percent goes to the General Fund and one-half percent goes to the Parks / Capital Improvements Sales Tax Account.

Mayor Seitter: Could this Sales Tax Graph be done differently, to show just what the City keeps of this money?

Ms. Phillips agreed to look at something different for the Sale Tax Graph.

More Multiple conversations of how sales tax is distributed.

Some thought that the graph is a bit misleading because the City does not get to keep all of the monies.

Mayor Seitter asked how this actually shows in the Budget Report?

Ms. Phillips: The 2 cents is in the General Fund. The half cent is shown Park Sales Tax Account.

Mr. Jacks explained how he calculated out the different amounts to distribute to the proper accounts.

More Multiple conversations, some about Use Tax and that we keep all of that collections.

Ms. Phillips, Mr. Jacks and Mayor Seitter explained to the group about the State Tax Commission's Web site and what information could be found there.

Motion to approve the Monthly Financial Report from RS Meacham presented by Dacia Phillips was made by Allen Cowan and seconded by Travis Bradt.

Mayor Seitter expressed appreciation to Ms. Phillips for working with us and hearing no further comment called for a vote;

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

Motion carried.

5. **Consideration, Discussion and Action:** To approve proposed budget amendments presented by RS Meacham for the Fiscal Year 2021-2022.

Ms. Phillips: Ms. Little, Mr. Jacks and myself spent several hours meeting to determine what these amendments needed to be. We adjusted several things and we tried to give the reason for the adjustments.

The important page is the summary page, it will show if we are increasing or decreasing revenues, and if we're increasing or decreasing expenses, and the net change or net effect it has on the funds.

Mr. Cowan asked, looking at the General fund line, we are going to increase our expenses by approximately \$800,000, and increase our revenues by approximately \$165,000, if I understand what you're saying?

Ms. Phillips: Yes, that is correct, we are increasing, and most of that is an increase in transfers for 522 Income in the amount of \$824,914.

Mr. Seitter: I am looking at the first page that says General Fund and then the next page says General Fund. If I am looking at the General Fund, we had budgeted a \$670,000 loss, and now the revised budget, if I understand, is right at a \$300,000 increase. That is almost a \$900,000 change in income?

Ms. Phillips: Correct. We are only changing income. Our total revenues were increasing by \$165,500, and we are increasing expenses by \$15,000. We are really just moving things around between departments.

Ms. Little: Yes, it is a net increase of \$15,000. Because we are taking from one department that is not going to spend their funds and we are moving those funds to another department that is showing an increase. We are only changing the actual total net budget \$15,000.

Ms. Phillips: Also, Sales and Use Tax are coming in better than projected, so those are some big increases. And we are transferring the CARES funds into the General Fund from the grant fund.

Ms. Little: The \$218,985 from the CARES grant will become unrestricted.

Ms. Phillips: Because that was a reimbursement grant. We have already expended the money so we can do whatever we want to with it. That is why we have moved it to General Fund. The ARPA grant funds were to be transferred, but currently, we cannot use that money so it should stay in the Grant Fund.

There was debate about the exact numbers and how this should show in the Budget Amendments.

Ms. Phillips allowed that she would send out a corrected copy of the Budget Amendments to all.

There were several questions back and forth about other items in the Budget Amendments. Ms. Phillips and Ms. Little carefully explained and answered.

Ms. Phillips: We increased electricity collections by \$775,000, and also increased expenses by \$775,000. That will be revenue neutral, and we were probably conservative on electric collections.

No one disagreed, but there was lengthy explanation and debate trying to understand exactly what Council needed to approve in the motion.

Motion was made by Travis Bradt and seconded by Allen Cowan to approve the Budget amendments as proposed by RS Meacham with the exception of the following, in the Grant Fund, to decrease the “ Proposed Transfers out” from \$256,431 to \$5,000 and in the General Fund, to decrease the Transfers in – Grant – CARES to \$218,985.

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

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

Motion carried.

6. **Consideration, Discussion and Action:** To close out the Police Community Action Bank Account, currently showing a balance of \$520.48 and to transfer those funds to City Treasurer Rodney Jacks to deposit in the Police Department Grant Account.

Mr. Jacks: This account was created six, seven years ago, it is now idle. It is not being used any longer. I am not an administrator. We have already discussed how we will get this account closed. This is just some housecleaning.

Mayor Seitter brought up the fact that this was money raised by the Police Officers.

Mr. Jacks: The money will go to the Police Department Grant Account were they will still have some say as to how it is spent. It is not drawing any interest where it is and we were paying a service charge on the account. We did get that stopped though.

Mr. Bradt asked, where is the account at?

Mr. Jacks replied, Cornerstone Bank. (Now “Bank 7”)

Motion to close out the Police Community Action Bank Account, currently showing a balance of \$520.48 and to transfer those funds to City Treasurer Rodney Jacks to deposit in the Police Department Grant Account was made by Travis Bradt and seconded by Ladina Willis.

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

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

Motion carried.

7. **Consideration, Discussion and Action:** To close the Uniform Building Code Bank Account, currently showing a balance of \$469.38 and to transfer the funds to City of Watonga General Fund.

City Clerk Bills explained: We collect an additional \$4.50 for every building permit issued and that money had been deposited to this account. We pay the State \$4.00 of this for each permit and we keep the fifty cents. We do not know why this had to be a separate bank account. Today we add up the building permits for the month and pay the State by P.O. The General Fund keeps the fifty cents.

Mr. Bradt added, and we no longer need to write two checks for a building permit.

Motion by Travis Bradt to close the Uniform Building Code Bank Account, currently showing a balance of \$469.38 and to transfer the funds to City of Watonga General Fund. Motion was seconded by Ladina Willis.

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

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

Motion carried.

8. **Consideration, Discussion and Action:** To close the Police Department Mileage Reimbursement Bank Account, currently showing a balance of \$1,827.87 and to transfer the funds to the City of Watonga General Fund.

Mr Jacks: In the past, the State would call the local Police Department and ask us to assist with an EOD transfer. The State would reimburse us for the mileage and that was what got deposited into this account. They have not called us in some time.

Probably, this money should be just going into the General Fund because the money for vehicle expense is coming from the Police Department Budget which is paid from the General Fund. But this account has been sitting idle for some time.

Mr. Bradt: Basically it is just for this reimbursement.

Mayor Seitter: When was this account created?

Mr. Jacks: I do not know, it was before my time as City Treasurer, quite some time ago.

Ladina Willis made the motion to close the Police Department Mileage Reimbursement Bank Account, currently showing a balance of \$1,827.87 and to transfer the funds to the City of Watonga General Fund. Motion was seconded by Travis Bradt.

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

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

Motion carried.

9. **Discussion Only:** To fill the Ward Two vacancy.

Mayor Seitter: If you are not aware, Ms. Lindsay Doyel has resigned. We certainly appreciate her time on the Council and her commitment to making our City better. We appreciate the time and effort she has given. She and I discussed, via text, that this was just for personal reasons, and she need to resign for her family. Talking with City Attorney Jared Harrison, that resignation was effective immediately when it was delivered on February 9.

Here is my thought, and I have talked with Mr. Harrison about the process; the individual is not an employee of the City so there will be no executive session for this process. I do not think it proper for the City Manager to have anything to do with selecting her boss. I think Ms. Little should stay out of this process. This is the four of us that need to get this taken care of.

Any prospective Council Member will need to have been a residence of Ward 2 for the previous 6 months, a registered voter and at least 18 years of age.

I would also caution the Council how they talk to possible candidates. We should be very careful not to endorse an individual, if there were several individuals that thought they had endorsements from several Council Members, the situation would not look good. It could be seen that we were trying to push Council Membership one way or another. But we want good quality people that are going to represent our City and move us forward. I am asking you to be cautious as you talk to people.

It was noted that there will be an ad in the Newspaper and on the City's Web Site.

Mayor Seitter described the approximate boundaries for Ward 2. North from 4-Corners to 7th Street. East to Clevenger. South to Russworm and back west to 4 Corners. Approximately a rectangle. There are a few small variations one or two of the corners. City Hall is located about in the middle of Ward 2.

Mayor Seitter pointed out that this appointment will just be for one year until the next Municipal Election April 2023. At that time, normally, there will be three of the Council Seats up for election, now, this seat for Ward 2, will mean there will be four Council Seats up for election.

Mayor Seitter suggested that interested parties should contact one of the Council Members or City Hall. A brief resume might be in order or a "letter of interest" could be appropriate.

Mr. Harrison suggested that one Council Member take the point and bring a recommendation to Council.

We have 60 days to fill the vacancy which only means one more Council Meeting. We only have the March Council Meeting, if we go to the April Council Meeting then we are over the 60 day limit, unless we call a special meeting.

Mr. Cowan asked, what happens if we do not get this vacancy filled within the 60 days?

Ms. Little answered, then it would require a Special Election.

Several commented about the extra expense and complications of a Special Election.

Mayor Seitter, who wants to be the Point Person on this?
Consensus was that the Mayor should be the Point Person.

Mayor Seitter revived the requirements for a Council Member and we are asking for a Letter of Interest. This is pretty important. This is our Council Board Project, if we do not get this done then it is our own fault. Hearing no further comment, Mayor Seitter went on to the next Agenda item.

10. **Consideration, Discussion and Action:** To enter into executive session to conduct the performance review of City Manager Karrie Beth Little as required under Paragraph 3(A) of her Employment Agreement. Said executive session is authorized pursuant to 25 O.S. § 307(B)(1) when discussing the employment, promotion, demotion, disciplining or resignation of any individual salaried public officer or employee.

Motion was made by Travis Bradt to enter into executive session to conduct the performance review of City Manager Karrie Beth Little as required under Paragraph 3(A) of her Employment Agreement. Said executive session is authorized pursuant to 25 O.S. § 307(B)(1)

when discussing the employment, promotion, demotion, disciplining or resignation of any individual salaried public officer or employee. Motion was seconded by Allen Cowan. Mayor Seitter, hearing no further comment called for a vote;
T. Bradt aye A. Cowan aye L. Willis aye B. Seitter aye
Motion carried at 7:32 PM.

Mayor Seitter ended executive session at 7:49 PM.

11. **Consideration, Discussion and Action:** Regarding the modification of the Employment Agreement with City Manager Karrie Beth Little, to include changes to compensation package, benefits, and other items contained in the existing agreement.

Mayor Seitter: To Ms. Little, we would like you to know that we appreciate the leadership and vision you have brought to the City. We want you to know that the Council is on board with you.

Mr. Bradt: I want you to know, Ms. Little, that I appreciate you very much. I am very pleased with some of the things that you have been able to accomplish and we could not have done without your leadership.

Mr. Cowan noted that things are going well and we are moving in the right direction.

Ms. Willis echoed similar sentiment.

After debate about how to calculate the salary increase for Ms. Little;

Motion to raise the salary of City Manager Karrie Beth Little by 4 percent, prorated back to her start date of August 23, 2021 or \$72,800 annually, was made by Travis Bradt and seconded by Ladina Willis.

Mayor Seitter, hearing no further comment called for a vote;
T. Bradt aye A. Cowan aye L. Willis aye B. Seitter aye
Motion carried.

12. **Council Comments:**

Mr. Cowan: I would like to start by saying thank-you to our Employees, they worked hard to make sure the recent snow was not a travel problem for us and it was appreciated. Please pass that on.

Mr. Cowan continued, we have some drainage problems caused by backed up tin-horns. Would some of this new equipment we have purchased recently be of any help with this?

There was discussion about what we needed to do to get our waterways cleaned.

Mr. Cowan noted, if we need dry ground and weather to do this work we are not going to get much dryer.

Mr. Bradt: I would like to commend the Fire Department for the Fundraiser Breakfast they did.

Several agreed with Mr. Bradt's comment.

Ms. Willis asked about some of the utilities being marked in her neighborhood.

Ms. Little thought that could have been for some of the valve mapping that is being done.

Mr. Cowan: What have we found out about our situation with solar panels?

Ms. Little: There is a City Ordinance that addresses this. There is currently one residential and one commercial customer actually participating in this. I did look at the billing and they are receiving the rebates.

Mayor Seitter asked are they significant?

Ms. Little: When you do not have usage and you receive the solar rebate, it will show as a much lower utility bill. But, otherwise, it does not look to be much.

13. Mayor Comments:

Mayor Seitter: I want to repeat what Mr. Bradt and Mr. Cowan said about our City Employees and the work they do and I want to add my thanks to that. I know they work late and are out early when it's cold and the rest of us are still at home and warm.

I think the list of City Improvements has been sent out. We as Council need to start looking at how we want to prioritize these improvements and what do we want to add to this list?

14. City Manager Comments:

Ms. Little: I received a Dave Harris Scholarship Award from OMAG and I was able to attend the City Managers Association of Oklahoma (CMAO) Conference January 19 and 20th. That allowed me to attend and visit with other City Managers, it was a very enlightening conference and I was appreciative of that scholarship and the opportunity.

I met with the Library Board and the an architect firm regarding plans for the Library. The Council had expended \$100,000 for a roof. We want to see what we can do with that when we look at the Library as a whole structure. We are moving forward with that.

We did have a good turnout for the Fire Department Benefit. It received a lot of community support, they received food donations from several businesses and several individuals. It was a very good turnout and we appreciate everyone that helped. I know that they will be putting a thank you in the paper once they receive all the donations. That went well.

Coming up Monday is a holiday. Our City Offices will be closed.

The City is sponsoring a job fair. There should have been some fliers available for this. It is going to be Thursday from 2:00 PM to 6:00 PM. If it is not already on our website, it will be shortly. We will have all our Department Heads here, we will be taking applications and visiting with people who might be interested. We are actually hosting our own job fair. Our theme will be “Join the heart of the City”, as our city Employees are the heart of the City.

Saturday is our recycle event. Do not forget if you have items to recycle. We will be there from 9:00AM to 1PM. There were fliers sent out for this.

I will be attending the Congress of Mayors February 24, and 25th. I am excited to learn about the legislative portion.

Also, February 25, we are having a retirement party for our 27 year tenured employee, Jimmy Johnson. That will be from 2:00 PM to 4:00 PM. This will be at the old City Hall and we will have a presentation plaque for him.

I want to let Council know that we have all of the five year plans from the Department Heads. I know we had talked about a retreat to move forward with this project. Do we want to set a tentative time for April? Please be thinking on this.

15. **Adjourn:**

Motion to adjourn was made by Ladina Willis and seconded by Travis Bradt.

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

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

Motion carried at 8:04 PM.

Mayor Bill Seitter

City Clerk, Verlen Bills