

RICHMOND CITY COUNCIL

FEBRUARY 16, 2021

The regular meeting of the Richmond City Council was held at the Park Community Center located at 90 South 100 West, Richmond, Utah on Tuesday, February 16, 2021. The meeting began at 6:30 P.M.; Mayor Jeffrey Young was in the chair. The opening remarks were made by Terrie Wierenga.

The following Council Members were in attendance: Cheryl Peck, Kelly Crafts, Lyle Bair, and Terrie Wierenga.

Tucker Thatcher was excused.

City Administrator Jeremy Kimpton, City Recorder Justin Lewis, City Engineer Darek Kimball, and City Treasurer Christine Purser were also in attendance.

VISITORS: D.J. Patton, Fire Chief Jay Downs, Michelle Downs, Jeff Jenkins, Brian Potts, TrinaDee Abel, Lee Lower, Lance Jenkins, Brandon Wallis, Coltin Larsen, Derk Gilbert, Sara Gilbert, Katie Wallentine, Alan Lower, Tanner Smith, Kendra Sessions, Robert Wallentine

APPROVAL OF THE CITY COUNCIL MEETING MINUTES FROM JANUARY 19, 2021

A motion to approve the city council meeting minutes from the January 19, 2021 City Council meeting was made by Lyle, seconded by Terrie, and the vote was unanimous.

Yes Vote: Peck, Crafts, Bair, Wierenga

No Vote: None

Absent: Thatcher

RECOGNITION OF KATIE WALLENTINE FOR YEARS OF DEDICATED SERVICE ON THE FIRE DEPARTMENT.

MAYOR: I am grateful for the service of the fire department. I want to thank you all for attending and supporting Katie.

FIRE CHIEF JAY DOWNS: This is a great occasion to recognize someone who has served. I have known Katie for decades. She is always dependable. She has been an assistant chief when needed. She has done a fantastic job. Sometimes, fire department members are lumped in with other volunteers, and that is not fair. Fire department members get to see the best and worst of people. Any time of day, they might be needed. They might help put out a fire. They might just need to hold someone's hand when needed. They might have plans for the night, and their pager goes off, and they respond and give up what they were doing. Katie is an example of what a volunteer should be. She has been a stalwart in the department for years. She did many years of service in the city during the day when no other department members were in town. She is an example of service. She has retired and moved on. We wish her the best. When Lyle was fire chief, Katie was his assistant.

LYLE: I am thankful for Katie. She is always diligent in serving. Katie was my assistant chief. She was always dependable. She was always on time. She did what was asked, plus more. She went above and beyond. I am proud to call Katie my friend and want to thank her for her service to the community.

Katie was presented a clock for her dedicated service on the fire department over a period of 23 years.

KATIE WALLENTINE: I want to thank everyone I have worked with. It has been challenging. I have learned a lot. I appreciate everyone I have worked with for 23 years. Lyle, I enjoyed working with you 100% of the time. You never criticized me. You always gave me pointers. I got my fire certifications because of you. You can still call on me, as needed.

MAYOR: I want to thank everyone. Katie shows what volunteerism truly is. It comes with heartache and pain in difficult things. What you described was from the heart. I hope the decisions we make and continue to make will honor the commitment the department has made to the city. We want future generations to follow your example. We hope we make the best decisions possible, so the department can succeed. Thanks to all of you for working with us

during the changes to the fire and EMS departments over the last few years. Thank you, Katie, for being part of this department. You have helped us to build something better.

BUSINESS LICENSES

TS HANDYMAN SERVICES LLC

TANNER SMITH: I do small remodels: some sheetrock patching and tile work. I do small projects others don't want to do. I have been doing it all my life. I like this type of work.

MAYOR: Is the business based out of your home?

TANNER: Yes.

TERRIE: Do you store any large quantities of chemicals at your house?

TANNER: No. I do all the repair work at the customer's home. There is nothing happening at my house. I park my work truck at home and do paperwork there, but nothing else. I just use my house as an office.

A motion to approve the business license request for TS Handyman Services LLC (Tanner Smith) was made by Terrie, seconded by Cheryl, and the vote was unanimous.

Yes Vote: Peck, Crafts, Bair, Wierenga

No Vote: None

Absent: Thatcher

SIGNATURE DESIGN & DRAFTING

D.J. PATTON: I do computer aided drafting. I contract with an electric firm in Logan. I use my home as my office. Not much will be done out of my home. I am using my home for mailing and tax purposes.

A motion to approve the business license request for Signature Design & Drafting (D.J. Patton) was made by Lyle, seconded by Terrie, and the vote was unanimous.

Yes Vote: Peck, Crafts, Bair, Wierenga

No Vote: None

Absent: Thatcher

DARTH BUSINESS OUTLET

D.J. PATTON: This is an ecommerce business. It was a hobby. I was selling odds and ends of Legos. The business has grown. I need to make it an official business. I need to do it correctly for accounting purposes. We plan to resell Lego sets and pieces. I have two special needs children. I need something for them to do as they get older. I might expand the business and employ my kids if I can.

LYLE: Is it all online sales?

D.J.: Yes. All online. No local traffic. I use the local postal service for all my shipping needs.

A motion to approve the business license request for DARTH Business Outlet (D.J. Patton) was made by Terrie, seconded by Kelly, and the vote was unanimous.

Yes Vote: Peck, Crafts, Bair, Wierenga

No Vote: None

Absent: Thatcher

SPARTAN COMPANIES 300, LLC

KENDRA SESSIONS: Our corporate office is based out of this building. We do work all across the United States. We need a business license in the city since we are officially located here.

MAYOR: This is a great business. We had a long debate of what to do with this building. It was complicated. I am glad we were able to work out an agreement with Spartan. They have done a lot of good projects in this building. The buildout of what they have done has been great.

A motion to approve the business license request for Spartan Companies 300, LLC was made by Lyle, seconded by Kelly, and the vote was unanimous.

Yes Vote: Peck, Crafts, Bair, Wierenga
No Vote: None
Absent: Thatcher

DISCUSSION AND POSSIBLE VOTE ON THE CONDITIONAL-USE PERMIT REQUEST BY STERLING URGENT CARE AND HIGH CREEK PHARMACY TO OPERATE AN URGENT CARE FACILITY AND PHARMACY AT 609 SOUTH 200 WEST.

LEE LOWER: We purchased the building which used to be a seminary building south of North Cache Middle School. We have two tenants who would like to occupy the building: High Creek Pharmacy and Sterling Urgent Care. The pharmacy would provide this Sterling Care facility and other Sterling Care facilities with their prescriptions. We have been working on the parking lot. A new retaining wall has been built.

MAYOR: The biggest dilemma when the building was for sale was parking. There was not any parking. It was basically landlocked. Kudos to you for being able to work out a parking agreement. We were not sure anything would ever happen with that building because of the lack of parking.

LEE: We took a risk. We were able to purchase some land from the school district. It is coming together well. The cost of the wall was expensive. It is nice this facility is close to our plant, Lower's Foods.

MAYOR: The wall is incredible. It was not cheap.

LEE: We still need to finish it, as well as the landscaping around it.

CHERYL: Will the pharmacy be open to the public?

LEE: Yes. We plan to install a drive-through window on the south end of the building. A drive-through is a must. We will also be a compounding pharmacy as well.

MAYOR: This is great for everyone. Businesses are the best way for the city grow financially. This is exciting for the city.

CHERYL: Will you be able to do x-rays at this facility?

LEE: Yes. There will be five exam rooms in the building.

MAYOR: This request went before the planning commission.

TERRIE: They did not have any concerns with the request. It fits in with the surrounding area.

LEE: The parking lot will be a good addition. The school can utilize for their overflow parking when needed. It will help them to stop parking on the road.

MAYOR: You have fit a lot of stuff in that building. The building is bigger than I thought.

A motion to approve the Conditional-Use Permit request for Sterling Urgent Care and High Creek Pharmacy for an urgent care facility and pharmacy located at 609 South 200 West was made by Terrie, seconded by Lyle, and the vote was unanimous.

Yes Vote: Peck, Crafts, Bair, Wierenga
No Vote: None
Absent: Thatcher

MAYOR: Thanks for coming in. Thanks for your willingness to work with the city. Lots of big decisions are coming for the city of where we allow growth. We want to work with businesses. We need areas for them to be.

DISCUSSION AND POSSIBLE VOTE ON RESOLUTION 2021-02, A RESOLUTION AMENDING THE PREVAILING FEE SCHEDULE OF THE CITY.

JUSTIN: The Cache County Council approves the rates charged for garbage, recycling, and green waste service in the valley. They work hand in hand with Logan City. Recently, the County Council increased the cost for a 90-

gallon garbage can and a 60-gallon garbage can \$1.00 per month. This is to pay for the new green waste compost facility as well as the green waste service in the city. The cost of the 60-gallon can would increase from \$14.20 per month to \$15.20 per month. The cost of the 90-gallon garbage can would increase from \$16.45 to \$17.45 per month. This fee is being charged to the city whether you adopt this Resolution or not. The County Council adopted the increase, so it is automatically passed on to us.

TERRIE: The County works with the Logan landfill. A mandatory recycling fee is already in place. The County Council is the Board of Trustees for the service area outside of Logan City. They voted to assess this fee increase to everyone. Fifty cents of the increase is to pay for the compost facility. The other fifty cents is so we can have green waste bins in the city. They are only planning to dump our green waste bin once a week, but we generate the second highest amount of green waste in the valley.

MAYOR: This will be a topic of conversation in the future. Multiple cities in the valley are looking at other options. Other counties offer cheaper garbage service than in Cache Valley. Some cities are looking at using a private vendor for the service. I took a tour of the landfill. I always thought things were sorted through. Almost everything goes in the landfill. China quit taking our recyclable items. Recycling worked in the past but is no longer financially feasible. Cities no longer have anywhere to send items which can be recycled. I supported the green waste fee increase. I know some of you don't. It is hard to get rid of green waste locally. If we don't have a bin in the city, then it just gets dumped somewhere in the city. It will be open now and not monitored like in the past. It will be dumped more than in the past.

TERRIE: Right now, they are not saying that.

MAYOR: I have talked to Issa Hamud, and he is working on getting the bin dumped twice per week. We need to install some video cameras, so we can monitor the area. It is hard when we don't have controlled times it is open. I have discussed giving Logan City access to the cameras which would view the green waste bin, so they can see when it is full or not. I think some creative things can be done. It is not a perfect option.

TERRIE: Several city council members of local cities attended the County Council meeting to speak against the proposal. The increase is \$0.50 for the composting facility and \$0.50 for the bins. Logan City does not have bins in the city, so they only pay an increase of \$0.50. The rest of the valley pays an increase of \$1.00 per month.

MAYOR: I still think the maintenance shop is the best place for the green waste bin.

JEREMY: The fence is going to be installed restricting access to other areas there.

TERRIE: Logan City is using that address in their advertising.

MAYOR: We have paid for labor in the past to monitor the green waste bin and garbage bin. We won't have to pay that cost in the future. This will work out okay for us.

JUSTIN: There will not be any garbage dumpsters in the future, only one green waste bin.

MAYOR: That is correct. We were one of only a few cities still offering a garbage dumpster. It is people's responsibility to take their items to the Logan City landfill now.

A motion to adopt Resolution 2021-02, a Resolution amending the Prevailing Fee Schedule of the City was made by Terrie, seconded by Kelly, and the vote was unanimous.

Yes Vote: Peck, Crafts, Bair, Wierenga

No Vote: None

Absent: Thatcher

DISCUSSION AND POSSIBLE VOTE ON RECEIVING THE CERTIFICATION OF ANNEXATION PETITION FROM THE CITY RECORDER FOR THE ANNEXATION REQUEST BY CURTIS KNIGHT FOR PARCEL NUMBER 09-066-0010 AND DIRECT THE PUBLICATION OF SUCH PETITION IN *THE HERALD JOURNAL* ON FEBRUARY 27TH, MARCH 6TH AND MARCH 13TH. THE PARCEL IS LOCATED AT APPROXIMATELY 750 WEST MAIN. THE PARCEL TOTALS APPROXIMATELY 12.51 ACRES.

JUSTIN: Tonight is Step 2 of 3 in the annexation process. Last month, we started the process. A couple of clerical errors were found on the survey. They will be corrected before Step 3. Tonight starts the advertising process for the public hearing and vote of the city council at the Tuesday, March 16th city council meeting. The annexation request is not being approved tonight. Starting the advertising for the annexation request will start tonight.

MAYOR: Where do we want multi-family housing in the city? This parcel is on the outskirts of town, and a rezone request is coming before the city council in this regard next month.

JUSTIN: Please keep in mind, the annexation request and rezone request are different things. Each will be evaluated independently of each other.

MAYOR: There are not many times we have people attend city council meetings. There will be people in attendance for the rezone request. The city council needs to be aware and recognize a big decision is coming before them. There will be a lot of community members in attendance. They will be against the rezone request. We have to do what is best for the city. We will have to allow multi-family housing somewhere in the city. Have any of you been contacted about this request?

TERRIE: Yes.

JUSTIN: I was contacted last night and a couple of times today by people seeking information on the request.

TERRIE: I would encourage the council to review the annexation process. Objections can be raised. The council will review the concerns and then vote on the request. If the annexation request is approved, the city council would then hear a rezone request. All of the land around this area is zoned A-10 (Agricultural 10-Acre). There are many issues to consider with this request. The only way the rezone request is heard by the city council is if the annexation is approved.

MAYOR: Terrie and I were on the council when the General Plan was updated. We planned for growth on the east bench and to the north. We did not plan for growth to the west.

TERRIE: A lot of things have changed since 2013.

JEREMY: Keep in mind, the annexation request is separate from the rezone request. They are separate items and reviewed independently of each other.

JUSTIN: If the parcel is annexed into the city, the zoning would be A-10 (Agricultural 10-Acre). There is not a guarantee a parcel will be rezoned if it is annexed.

JEREMY: I think the developer will consider other options if the multi-family rezone request is denied.

MAYOR: We should all review the General Plan. The plan needs to be updated. It is a guiding tool. We need to be proactive and not reactive. Some other cities have not been and are paying the price.

TERRIE: The requirements of state code have been met. We need to accept this and start the advertising process.

JUSTIN: Legally, you cannot deny the request at this step. Annexations can be denied at Step 1, the Resolution, or at Step 3, the Ordinance.

A motion to receive the Certification of Annexation Petition for Cache County Parcel Number 09-066-0010 located at approximately 750 West Main was made by Terrie, seconded by Lyle, and the vote was unanimous.

Yes Vote: Peck, Crafts, Bair, Wierenga

No Vote: None

Absent: Thatcher

MONTHLY FINANCIAL REVIEW WITH DISCUSSIONS AND DECISIONS AS NECESSARY.

JUSTIN: RAPZ Tax applications are due by Friday, March 5th. We will apply for playground equipment at the White Pine Park this year. When we applied last year, we said it would be a two-phase project. Last year, phase one was completed. Phase 2 is the playground equipment. The park would be completed at that point. There are a lot of children in the White Pine Subdivision, Cherry Creek Heights PUD, and the new Traveller Lane Subdivision which could utilize this park, as well as the rest of the city. The cost of the project is \$60,083. We will ask for \$47,000 in RAPZ Tax funding. We stated in the application we would consider any amount they were willing to fund. This would be a great addition to the city. Next month, you will consider an Ordinance on the monthly utility water rate. The intent is to keep the \$1.00 per month increase in July of each year in place. The amount of the tiered rate would stay the same. By doing the \$1.00 per year we have been able to avoid large increases. There will be an initial discussion on changes to the sewer utility rate next month as well. You know after getting presentations from Diana Cannell and Emily Sim, we have to make a substantial increase to our sewer rate. It won't be voted on next month. It will be a discussion item. The intent is to have the new sewer rate in place by July 1st. So far, property tax revenue collected this year totals \$175,451. We received \$41,605 in sales tax revenue last month. Any month over \$30,000 is a good month for us. The third distribution of Class "C" Road Funds, in the amount of \$23,205, was received. So far this fiscal year, we have received \$69,827. Right now, we are on course to exceed our budgeted amount of \$120,000. This is a positive for the city. We received the library hotspot grant reimbursement in the amount of \$6,907. We received \$12,495 in planning fees. The majority of this was for one subdivision that required extensive

review and cost by the city engineer. When costs are incurred on subdivisions or other planning related items, the contractor is required to pay the city for those costs.

COUNCIL MEMBER REPORTS

KELLY: We need to talk about Black & White Days.

JUSTIN: Do you want this as an agenda item next month?

MAYOR: Yes. Let's ask Shane Spackman, Craig Harris, and Roger Priest to attend.

KELLY: We need to discuss the Easter egg hunt with Roger and the Lion's Club as well.

MAYOR: I know the governor hopes to have vaccinations available for everyone by May.

TERRIE: I was able to get my first dose of the vaccination today.

CHIEF JAY DOWNS: They are going to start to open up vaccination clinics in the valley. There could possibly be clinics in Smithfield, Richmond, and Lewiston where EMT's administer the shots. They will really ramp up next month.

TERRIE: I know they are having a hard time getting people 70 and older to the clinics to get the vaccination.

CHERYL: That is not what I am hearing, I hear the clinics are full.

CHIEF DOWNS: When the Johnson & Johnson vaccine is approved, that will offer even more vaccinations. The Johnson & Johnson vaccine is only one shot where the Pfizer and Moderna vaccines are each two shots.

MAYOR'S REPORT

COUNCIL MEMBER ASSIGNMENTS

MAYOR: I talked to Terrie, but I need to apologize to her. In the past, if I had a big task that took a bunch of time, I asked Terrie to oversee it. Terrie has always been my go-to person for information and how to proceed on certain things. I promised myself I would not ask her to do new things without taking away things at the same time. An important issue we are dealing with is secondary/irrigation water. Tucker has dealt with this for several years. I want to switch this up and have Terrie oversee the city portion of irrigation water and Tucker oversee the planning commission. Most cities require irrigation water shares to be turned over to the city as part of the development process. If no water rights or shares are collected, the city ends up short in this regard. We have done the right thing by requiring new subdivisions to install secondary water systems. We learned the hard way a decade ago on irrigation shares. We assigned the rights to the land, so the water would always be there. The irrigation company informed us this was against their bylaws. They, then, assigned the water shares to the homeowners. We thought we were doing the right thing but found out we didn't. Most of the homeowner's turned around and sold their shares. We need to review our code and update it in regards to secondary water. Unfortunately, we have a rocky history with the irrigation company.

TERRIE: There was a lawsuit many years ago long before any of us came along.

MAYOR: Over time, the irrigation company and city agreed they need to get along. It makes no sense for them to sue us or us to sue them because both entities contain a lot of the same people. There is a concern about moving forward. How do we balance distribution of water through the system? I am a proponent of metering the irrigation water connections. We can meter and make sure we only use what is allowed. We need to start somewhere, and now is the time. We need to see what other cities do. We need to know what works or what they would change to make it better.

CHERYL: What happens if a person doesn't have irrigation shares to give the city?

JUSTIN: Typically, a developer has the option to pay a water dedication payment or turn over irrigation shares. Most people pay the water dedication payment fee because they don't have irrigation water shares.

MAYOR: Using treated water on yards is problematic. It goes against all logic. We need representation at their meetings. We provide them a place to meet each month. We have offered to send out notifications for them. There is a balance between residents using water in the city and farmers watering their crops. We need to respect the farmers, and they need to respect the residents of the city. Some of the irrigation board members do not support residents using irrigation water to water their grass.

ALAN LOWER: Is it possible to run a waterline from the sewer plant back to the irrigation system and run that water into the irrigation system?

MAYOR: We have considered it. The one downside is our amount of flow. We are only operating at about 40% of capacity or 150,000 to 200,000 gallons per day. That doesn't allow much watering with sprinklers.

DAREK: I have calculated how long it takes to drain the lagoons, and it doesn't take very long. I was surprised.

ALAN: Does the city own some acre feet of water?

TERRIE: Yes.

ALAN: You need to be independent and do your own thing.

MAYOR: There is a distribution issue. Until July or so, there was irrigation water going through the overflow. The pipe could not handle the volume. The city was on irrigation turns from the start of the season. We need to know what we legally can do. We might need to look at some additional distribution items. Some residents would help to pay for a pump system if it would help get water to the residents. I put down some sod last year. I had to water it with culinary water, and I was frustrated about it. There are going to be some serious discussions as we move forward. If we don't fix it; it won't get done. Lateral 8 has had issues for years. By changing one line, it would really improve that line.

TERRIE: I have enjoyed working with the planning commission. I can still attend as needed.

MAYOR: The assignments we make are mainly tradition. There is not a city code or state law requiring council member assignments. I am glad the council is involved. There are things we can do differently. I am glad we are all involved and think that is important. A couple of years ago, we discussed changing out equipment on a period basis. The county rotates the equipment in the fire department about every 20 to 30 years. We get new equipment, and it sits 95% of the time. Last year, we received about 60 to 70 calls for service. A rotation system has been used for equipment in the past. Chief Downs has a scenario he would like us to consider tonight.

CHIEF JAY DOWNS: The city has a couple of brush trucks which are around 1995 Ford F350's. They are old and breakdown on a yearly basis, as Lyle can attest too. In Smithfield, we have been building brush trucks and then trading them in every year or two. This results in a cost of about \$12,000. What we do is swap the bed off of the old truck and put on the new truck. There is an initial upfront cost of the truck. The trucks are sent out on wildland fire deployment. I would propose we take the bed and pump off of one of the old trucks and put it on a new truck. We would get a new tank and chassis. We would look at swapping the truck out every three years. The idea is to rotate my two trucks and your truck every three years. I don't have room for a third truck in Smithfield. I would like to have two in Smithfield and one in Richmond. They can be used as needed. We would be able to create a new apparatus to go out on calls, but it would cannibalize one of your trucks. All of the items we need are located on the bed of the truck. Usually, the bed can be swapped from truck to truck in a day.

LYLE: So, you would get a new chassis and put the old bed on it?

CHIEF DOWNS: Yes. We would take the best bed and pump and put on the new truck. The truck would then be rotated out for a new truck every three years. Sometimes, other cities purchase the trucks from us. One truck we got rid of only had 12,000 miles. It is nice to have the trucks under warranty when they go out on deployment, so they can be repaired without a cost if needed.

MAYOR: Chief Downs has done so well with wildfires. This is an incredible opportunity. Sending out a couple of trucks and keeping one local is incredible. This is important to help maximize the system. This helps the department become more efficient and have newer equipment.

LYLE: Does this fit in your current budget?

CHIEF DOWNS: Yes. We had a good wildland fire year. We have already adjusted our budget in Smithfield to pay for the new truck.

MAYOR: I know local firefighter Chris Ross went on a bunch of the wildland fires this past summer.

LYLE: What would you do with the old trucks?

CHIEF DOWNS: We could keep one as a backup, if needed.

LYLE: We could sell the other truck you take the bed off of and use those funds to help pay for items needed on the new truck.

CHIEF DOWNS: One truck we turned back in only had 4,000 miles. They are good trucks. We had a very successful wildland fire season last year.

MAYOR: In our new budget, we are going to have to pay Smithfield more. We knew the program would take more funding moving forward. We should get the new costs in the next couple of months. Everyone needs to pay the same amount. We don't want one city paying more than their fair share per resident. We don't want a Logan City/Cache County Emergency Medical Services (CEMS) scenario where one side gets upset and the agreement is discontinued. Smithfield, Hyde Park, Amalga, and Richmond are all working together. We all need to pay the same amount per resident. There will be less volunteers in the future, and we need a good system in place moving forward.

CHIEF DOWNS: Local firefighters can use the new truck when needed. Previously, we have only had to buy new tires for the trucks where the truck is under warranty.

LYLE: What do you do with the lights on the truck?

CHIEF DOWNS: The lights are attached to the bed, not the truck.

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LYLE: You don't add any bumper lights or things like that?

CHIEF DOWNS: No. We install a radio, but we do it without drilling any holes. It makes the trucks easier to resell when we don't create any damage.

TERRIE: The Cache Mosquito Abatement District did this program where they swap out the trucks every so often, and they have seen a lot of savings moving forward.

CHIEF DOWNS: After the initial cost, it is very worthwhile. We do this with the command truck and other vehicles as well.

MAYOR: We will discuss the financial agreement between Richmond and Smithfield at a future date when Chief Downs has more information.

The consensus of the council was to utilize the bed and other equipment off of an existing Richmond City truck and install on a new wildland fire truck.

MAYOR: We have a conflict the first week of March with not having people in the office. Chris will be out of town. Jeremy will be attending a Rural Water Association Conference. Jeremy needs to attend for some required training. The office will need to be closed that week. I think we just need to advertise that the office is closed that week, so people know. Payments can still be made through our automated system. Where this is short-term, I don't see any issues. Is anyone opposed to this? We will put something in place for people to call in case of emergency. I will add a couple of council member's contact info as well in case I cannot be reached, as I will list my number first.

TERRIE: Will the employees check their voicemail while they are gone and let us know if anything needs to be done?

MAYOR: Yes.

LYLE: Is there any way we could contract with Holly Jo Karren to cover the office that week while they are gone?

JEREMY: It is the middle of tax season, and I don't think that will be possible for her to leave her new job and do that.

MAYOR: Let's post the office will be closed that week.

A motion to adjourn and pay bills was made by Terrie, seconded by Kelly, and the vote was unanimous.

Yes Vote: Peck, Crafts, Bair, Wierenga

No Vote: None

Absent: Thatcher

Adjournment at 7:59 P.M.

RICHMOND CITY CORPORATION

Jeffrey D. Young, Mayor

ATTEST:

Justin B. Lewis, City Recorder