

Minutes of the Roanoke Rapids City Council

A regular meeting of the City Council of the City of Roanoke Rapids was held on **Tuesday, April 1, 2025, at 5:30 p.m.** in the Council Chambers at the Lloyd Andrews City Meeting Hall.

Present: Emery G. Doughtie, Mayor

Andy Jackson)

Council Members

Curtis Strickland) Rex Stainback) W. Keith Bell)

Kelly Traynham, City Manager Geoffrey Davis, City Attorney Traci Storey, City Clerk

Carmen Johnson, Finance Director

Christina Caudle, Human Resources Director

Lawrence Wiggins, Police Chief

Kristyn Anderson, Planning & Development Director

Kelly Daughtry, Parks & Recreation Director

Larry Chalker, Public Works Director

Jason Patrick, Fire Chief

Absent: Sandra W. Bryant, Mayor Pro Tem

Mayor Doughtie called the meeting to order at 5:30 p.m.

Mayor Doughtie provided an invocation. The Pledge of Allegiance was recited.

Adoption of Business Agenda

Mayor Doughtie asked Council members if there were any known conflicts of interest with respect to the matters before them this evening.

There being no conflicts, motion was made by Councilman Bell, seconded by Councilman Stainback, and unanimously carried to adopt the business agenda as presented.

Public Comment (Scheduled)

Cheri Johnson

Ms. Johnson stated she lives in the city limits of Roanoke Rapids. She had three hens for the past year and all of a sudden, they were taken away. She bought them because the girl at Tractor Supply said her mother was on the City Council and it was allowed. She asked for those that are responsible pet owners, would they consider allowing 4-6 chickens; hens no roosters. She knows there are three still going around Hux's bar that have not been caught. That is when all this came about, and her hens were taken away; she got rid of them. She is not asking for the City to not get anything out of it. She proposed charging \$10 per hen. That way the City makes out with a permit. For the City's animal control person that is afraid of hens, not roosters but hens; he would not go near her pen. She could have told him she had one hen, and he would have believed her, but she was honest. Have him do his job and go around to those of them who want hens and take care of them. Her pen was cleaned out monthly and there was no smell. She added that the animal control officer told her they could have ducks in the city limits which are filthier than chickens and noisier, but that is the laws according to him.

She asked them to consider requiring a permit and have the animal control officer go around to check the pens. If they are not being kept up, then fine the people. Again, hens only, no roosters. She asked if they received the petition with almost 300 names she submitted. She also had pictures of her pen that was taken care of.

Mayor Doughtie asked Ms. Johnson how she got so many names. She replied at Tractor Supply. As people came in, she asked them to sign the petition. Some of the names are people that do not live in the city limits, but most of them do. She stipulated that she was wanting hens, not roosters. She does not sell the eggs and does not plan to sell chickens, but egg prices are going up like everything else. She actually gave eggs to her neighbors.

Mayor Doughtie stated at this time when people speak at scheduled public comment, they normally hear what they have to say and then someone will respond back to her. Things go around and come back around again. He is the only one on Council that has been here forever, and chickens was one of the very first things that came up. People had some chickens, and they were forced to get rid of them. At that time, they also said they allowed ducks because they were considered fowl; he could not recall exactly.

Councilman Jackson asked City Manager Traynham if she had looked into ordinances that other cities are currently carrying on hens. She replied yes, they were familiar

with those various regulations referred to as "urban chickens." It is not just occurring throughout North Carolina, but also city-wide. Currently, the City's codes do not allow it. She said if bringing legislation before the City Council is desired, then they can do that with their direction. There are different things that need to be looked at and considered in that legislative decision.

Councilman Jackson said he believed the Town of Weldon will allow seven hens.

Attorney Davis said he believed there is a section in the planning regulations that grandfathers in certain properties that historically had chickens within the city limits. He was not sure how many of those were still in operation. Right after he became the City attorney, there was a question about grandfathering of chicken coups. He could not recall the end result, but they did address it, and it is still in the code.

Public Comment (Unscheduled)

Jerry McDaniel

Mr. McDaniel said he would like to get something straight right now. He said the Mayor met him in the foyer one night when he told him City Council was not interested in hearing anything he had to say about coal ash. They did not know anything about coal ash and that could have very well been true. But when he told him they did not care to know about it, he was getting on over there in the "B.S." He can't believe the previous Council feels that way and can't believe this Council feels that way. That is an environmental anomaly that he dumped in the river for ten years. They were going to have to face it. Eden got \$100 million out of coal ash being in the bottom of the river, but they got nothing because Michael Wray's House Bill 467 protecting it. It is there and it's between the distillery and the paper mill. This joke about the distillery has got to stop sooner or later. That's a fiasco, it's a hazardous health issue to the environment that people are ignoring for a dollar.

He said this was the untold story he wanted to tell. The Mayor has informed him that the river belongs to Northampton County so he did not know why they called it the Roanoke River anymore, it should be the river of denial because everyone is denying there's coal ash in it. He referred to the Mayor and said he was a lucky man. It seems like three or four angels came out of the closet and bestowed two Canal Walk lots to him. He was wondering if he was thinking the knowledge of what's going to be found out about coal ash or when they find it at the bottom of the river, is that going to affect him in the pocketbook. He asked if that was why he had been fighting him for about ten years. He asked if all four of those sales could be done with one single dollar that the proverbial buck that he passed. Could he have passed it from all four people

that he has named and could it have been done within ten minutes at the table of knowledge.

Approval of City Council Minutes

Motion was made by Councilman Strickland, seconded by Councilman Jackson, and unanimously carried to approve the March 18, 2025, Regular City Council Meeting minutes as drafted.

New Business

Presentation by The MAPS Group of Classification & Compensation Study

Human Resources Director Caudle stated for the past several budget cycles, City Council has requested a formal pay and classification study in order to make informed decisions on things like employee pay. When the City joined the NCLM Property and Liability and Workers Comp insurance pool in fiscal year 2023-2024, staff was able to obtain a more financially appealing price on both a Personnel Policy review and rewrite and a Pay & Class study with the NCLM's preferred partner, The MAPS Group. Funding for these projects were approved in the current fiscal year, 2024-2025, and they began working directly with The MAPS Group on these valuable projects right away. Tonight, Ms. Erika Phillips with The MAPS Groups is here to present their findings on the City's Pay & Classification Study and provide recommendations for implementation. She introduced Ms. Phillips.

Ms. Phillips with The MAPS Group gave a PowerPoint presentation on the City of Roanoke Rapids' draft Classification and Compensation Study 2024-2025. (Draft report on file in Clerk's Office). The following are highlights from her presentation:

Class and Pay Study

- Positions = Job Classification and Compensation
- Examine internal pay equity (pay relationships between positions)
- Analyze external competitiveness (pay relationships with labor market competitors)
- Current pay practices
- Update/draft Personnel Policy (Completed last year for City)
- Update and write new class specifications (job descriptions)

Goals of the Study

- Ensure market competitiveness with peer communities and the regional labor market.
- Ensure the City of Roanoke Rapids can attract, retain, and motivate well-qualified, high-quality employees.

Why Do a Classification Study

- Several years since last study/pay plan review
- Jobs Change
 - New Technology & New Services
 - Reorganization / Shift in duties
- Market/Industry changes
- Enhance Recruitment Process
- Equitable Compensation System (Equal Pay for Equal Work)
- Update Compensation Philosophy
- Ensure Legal Compliance
 - Fair Labor Standards Act, ADA, OSHA

Steps in Class/Pay Study

- Identify Need
- Employee Orientation
- Questionnaires
- Interviews
- Salary Survey
- Analysis/Position Review
- Complete Analysis & Write Draft Report
- ❖ Finalize Report
- Write class specifications
- Personnel Policy Update

Market Study

- Comparable organizations
- ❖ In the same market or similar market
- Other organizations you recruit and hire from
- Organizations offering similar services
- Organizations you lose employees to
- Typically within a commutable distance

Project Overview

- Pay Plan Developed a pay plan that is tailored to the study results
- Grade Assignments Determined based on internal equity (job evaluation) and external market review

❖ Implementation Options – With finalized assignments, prepared implementation calculations for the updated pay plan to assist the City in adopting the new classification and compensation system.

Implementation Options

- Option 1
- Employees are moved into the range above the Minimum rate based on 1% per year of service with the City.
- Annual cost to implement Option 1 (1% per YOS) = 6% payroll
- Option 2
- Employees are moved into the range above the Minimum rate based on 1% per year of service in current position.
- Annual cost to implement Option 2 (1% per position YOS) = 2.8% payroll
- ❖ Option 3
- Employees are moved into the range above Minimum rate based on 1% per blended years of service with the City and years in current position.
- Annual cost to implement Option 3 (1% per blended YOS) = 4.1% payroll

Next Steps

- Class specifications will be written for all City positions
- The Personnel Policy review was completed prior to the study
- A Final report will document the methodology used to conduct the study, findings and management recommendations

Final Goal

The goal is to ensure that the classification structure and the compensation programs are:

- Accurate
- Equitable
- Market Competitive
- In order to attract and retain a highly qualified workforce

Recommendations

- ❖ Adopt the recommended class and pay plan with grade assignments
- Continue efforts to maintain the classification and compensation system:
 - Routinely review positions, job descriptions, and market conditions
 - Continue to adjust the pay plan and salaries, annually, to keep pace with the market

 Adopt general or market increases, annually, to reward employees and ensure advancement through the assigned pay ranges.

Ms. Phillips explained the layout of the draft Classification & Compensation Study binder they received. She stated even though they make recommendations, they realize the City Council and administration knows the organization best. Even with the implementation options, there may need to be equity adjustments or find that a position needs to be moved up or down a grade. She noted the City Manager position is not on the pay plan. They are finding more and more organizations are not including the position in their pay plan, so they do not give it a salary grade with a range. This gives them more flexibility in what they offer. It's more of a market rate. She referred them to the confidential envelope they received which addresses the city manager salary data they were able to gather and things they may want to consider for that. Although it was not part of the pay plan, it is part of the study, and they would want to consider that as well. She reported they were not done so this is the initial information they are providing at this time.

Mayor Doughtie asked as they were going through this process and they looked at two entities where their budget was the same, did they get into how well they were doing financially. If they make a recommendation to one community that is flush with money and another that is overloaded with debt. It is very difficult for the one with the debt on them to accept and put into play what they were suggesting.

Ms. Phillips replied they do not get into detail with budget and debt. They do not necessarily know that, but they do have those conversations with management and human resources and what they can look at. She stated they can run other implementation options. Ideally there is a way to implement the study somehow that would fit into the budget. They can work with management on that. They did a study for another town recently and when she did the presentation she had a similar question. They have a lot of different things they were looking at in their budget and things to consider. She personally feels it is an investment in the City to have an updated pay plan and have it in line with the market so they can recruit applicants, retain the employees they have and having the positions filled as well as being able to get good applicants for the positions. It does benefit the City as a whole and benefits the citizens and she thinks that is important for the City. To answer the question, they do not get involved in the debt or the budget. They try to work with what they are able to do.

Councilman Strickland asked if exempt versus non-exempt refers to hourly versus salary. Ms. Phillips replied yes, that is correct. He also asked what FLSA stands for. She replied Fair Labor Standards Act.

Mayor Doughtie asked if they ever looked at the effectiveness of an employee. Not how hard they are working, but how much are they getting done. He asked if they ever made analysis on that. Ms. Phillips replied they did not. They do not necessarily know. When they interview employees, they do not ask those kinds of questions. Sometimes things come out and they may get a feeling, but they do not know whether they are or not. She reiterated that's why it is still important for the position to be classified the way they need it to be so if the employee were to leave, they would want the position classified appropriately whether or not the person in the position at that time is effective, doing their job well or getting it all done.

City Manager Traynham thanked Ms. Phillips and The MAPS Group for their work on this although it is not done yet. It has been about 25 years since the City has undertaken a project like this to look at salaries and job descriptions and the pay plan; it long past overdue. She thanked staff for all their work that was involved and their contributions. They were not asking for City Council's approval tonight. They are going to utilize this information in their budgeting purposes as they move forward in the budget planning for FY2026.

Consideration of 2025-2026 NCLM Board of Directors Voting Delegate

City Manager Traynham said the NCLM annually conducts a Board of Director's election and other various activities that they seek municipal input. They hold their elections electronically. She asked for City Council to nominate or volunteer to serve as the voting delegate for the NCLM Board of Director's electronic election for the upcoming year.

Motion was made by Councilman Strickland, seconded by Councilman Bell, and unanimously carried to designate Councilman Stainback as the City's voting delegate for the 2025-2026 NC League of Municipalities Board of Director's electronic election.

<u>Consideration of Municipal Accounting Services, Cybersecurity and Technical Assistance</u> <u>Memorandum of Agreement with the NCLM</u>

City Manager Traynham stated as time moves along, the City has learned that technology is quickly changing. The City is working to improve their cybersecurity services along with accounting and technical assistance. In an effort to make the City's systems safer, they have discovered an opportunity that does not cost the City anything. The NCLM offers its members a technical assistance program and cybersecurity services. Since they are a non-entitlement community, there could be other funding opportunities to help them to improve, expand and enhance their IT network. The agreement for their consideration would enable the City to participate in this program. Again, there is no charge to the City for the services. This is funded

by American Rescue Plan Act funds through the NCLM. She presented the following resolution for their consideration:

Resolution No. 2025.04

RESOLUTION TO APPROVE A MUNICIPAL ACCOUNTING SERVICES, CYBERSECURITY AND TECHNICAL ASSISTANCE MEMORANDUM OF AGREEMENT

WITNESSETH:

WHEREAS, the North Carolina State Budget Act of 2021 (SL 2021-180, as amended by SL 2021-189, and SL 2022-6) provided to the NC League of Municipalities (League) grant funds provided to the State of North Carolina by the U.S. Treasury pursuant the Coronavirus State and Local Fiscal Recovery Funds of H.R. 1319, American Rescue Plan Act of 2021 (ARP); and

WHEREAS, the League received two Award Agreements (OSBM-NCLM-65) from the Office of State Budget and Management (OSBM) and the North Carolina Pandemic Recovery Office (NCPRO); and

WHEREAS, the first Award Agreement is identified as OSBM-NCLM-65. This grant enables the League to provide "financial software and assistance programs for units of local government for expenses related to the COVID-19 pandemic..." This grant is referred to as the Municipal Accounting Services and Cybersecurity Grant; and

WHEREAS, the second Award Agreement is identified as OSBM-NCLM-66. This grant enables the League "to provide guidance and technical assistance to units of local government in the administration of funds from the Local Fiscal Recovery Fund, as established in Section 2.6 of S.L. 2021-25, and in the administration of projects funded through the State Fiscal Recovery Fund, as established in Section 2.2 of S.L. 2021-25." This grant is referred to as the Guidance and Technical Assistance Grant; and

WHEREAS, the Municipal Accounting Services and Cybersecurity Grant and the Guidance and Technical Assistance Grant are collectively referred to herein as the "League Grants".

WHEREAS, the League Grants are deemed part of US Treasury Expenditure Category: 6, Revenue Replacement and shall only be spent on governmental services; and

WHEREAS, pursuant to US Treasury Guidance, units of local government that receive services that are funded by one or both of the League Grants are beneficiaries of one or both of the League Grants, respectively, and such services are provided at no cost to these local governments; and

WHEREAS, the League has established a Municipal Accounting Services, Cybersecurity and Technical Assistance Memorandum of Agreement pursuant to the terms of the League's Municipal Accounting Systems and Cybersecurity Grant and the Guidance and Technical Assistance Grant; and

WHEREAS, this Municipal Accounting System, Cybersecurity and Technical Assistance Memorandum of Agreement will offer local municipalities:

(1) Services rendered by the League (League Services) including but not limited to capital expenditures for special purpose software and computer equipment as set forth in §2 C.F.R. 200.439; and

- (2) Services rendered by one or more service providers (Contractor Services), retained by the League on behalf of the Municipality, who are members of a particular profession or possess a special skill as set forth in §2 C.F.R. 200.459; and
- (3) Equipment, including information technology systems, and supplies, including computing devises, as set forth in §2 C.F.R. 200.439 and §2 C.F.R. 200.453; and

WHEREAS, the Municipal Accounting Services, Cybersecurity and Technical Assistance Memorandum of Agreement, is attached hereto as Exhibit A; and

NOW, THEREFORE BE IT RESOLVED BY THE CITY/TOWN COUNCIL/BOARD OF ROANOKE RAPIDS:

- 1. That, the Municipal Accounting Services, Cybersecurity and Technical Assistance Memorandum of Agreement is hereby approved.
- 2. That the Manager/Clerk is authorized to execute the attached Memorandum of Agreement (or one substantially equivalent thereto) and such other agreements and actions as necessary in accordance with the League's Municipal Accounting Services and Cybersecurity Grant and the Guidance and Technical Assistance Grant.

Adopted, this the 1st day of April, 2025

FOWN/CITY OF ROANOKE RAPIDS
Ву:
Emery G. Doughtie, Mayor
ATTEST:
Fraci V. Storey, City Clerk

Motion was made by Councilman Bell, seconded by Councilman Stainback, and unanimously carried to adopt Resolution No. 2025.04 approving a Municipal Accounting Services Cybersecurity and Technical Assistance Memorandum of Agreement and authorize City Administration to execute the agreement.

Consideration of Budget Amendment (NCDOT Aerial Utility Easement)

Finance Director Johnson presented Ordinance No. 2025.10 for City Council's consideration. City Manager Traynham noted the action sheet description was incorrect. During the last meeting City Council approved an aerial utility easement for NCDOT for a section of property near the Roanoke Canal Museum. NCDOT is paying the City for the aerial easement and this budget amendment is to receive those funds.

Ordinance No. 2025.10 CITY OF ROANOKE RAPIDS BUDGET AMENDMENT

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ROANOKE RAPIDS:

SECTION 1. The following additional amounts are hereby appropriated for the operation of City Government and its activities for the fiscal year beginning July 1, 2024 and ending June 30, 2025, according to the following schedule:

SCHEDULE A – PROJECT FUND REVENUES

Fund Balance – NCDOT Aerial Utility Easement

Project Revenues – NCDOT Aerial Utility Easement

Say 175.00

Say 175.00

Say 175.00

SECTION 2. The following additional revenues and reductions in appropriations are available for the fiscal year beginning July 1, 2024 and ending June 30, 2025, in order to meet the foregoing appropriations, according to the following schedule:

SCHEDULE B - PROJECT FUND EXPENDITURES

Funding to General Fund – NCDOT Aerial Utility Easement		
Project Expenditures – NCDOT Aerial Utility Easement	:	\$3,375.00
FUND PROJECT TOTAL		\$3,375.00
SECTION 3. This ordinance shall become effective upon adoption.		
	Emery G. Doughtie, Mayo	or

Motion was made by Councilman Stainback, seconded by Councilman Bell, and unanimously carried to adopt Budget Amendment (Ordinance No. 2025.10) in the amount of \$3,375.00 for the NCDOT Aerial Utility Easement.

<u>Consideration of Budget Amendment (Library Donation – Children's Program)</u>

Finance Director Johnson reported the library received a \$1,000 donation for the Children's Program. She presented Ordinance No. 2025.11 for their consideration:

Ordinance No. 2025.11 CITY OF ROANOKE RAPIDS BUDGET AMENDMENT

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ROANOKE RAPIDS:

\$1,000.00

\$1,000.00

SECTION 1. The following additional amounts are hereby appropriated for the operation of the City Government and its activities for the fiscal year beginning July 1, 2024, and ending June 30, 2025, according to the following schedule:

SCHEDULE A – PROJECT FUND REVENUES

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FUND PROJECT TOTAL		\$1,000.00
	evenues and reductions in appropriations are av n order to meet the foregoing appropriations, ac	, ,
SCHED	OULE B – PROJECT FUND EXPENDITUR	ES
Funding to General Fund – Children's Pro	ogram	
Project Expenditures - Children's Prog	gram	\$1,000.00

SECTION 3. This ordinance shall become effective upon adoption.

Fund Balance – Children's Program **Project Revenues – Children's Program**

FUND PROJECT TOTAL

Emery G. Doughtie, Mayor

Motion was made by Councilman Jackson, seconded by Councilman Strickland and unanimously carried to adopt Budget Amendment (Ordinance No. 2025.11) in the amount of \$1,000.00 for the Children's Program at the library.

Consideration of Budget Amendment (Safe Kids Grant)

Finance Director Johnson reported the Police Department received \$800 for the Safe Kids Grant. She presented Ordinance No. 2025.12 for their consideration:

Ordinance No. 2025.12 CITY OF ROANOKE RAPIDS BUDGET AMENDMENT

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ROANOKE RAPIDS:

SECTION 1. The following additional amounts are hereby appropriated for the operation of the City Government and its activities for the fiscal year beginning July 1, 2024, and ending June 30, 2025, according to the following schedule:

Police Dept. – Safe Kids Grant	
Project Revenues – Police Dept.	\$800.00
ELIND DDO IECT TOTAL	00 009

SECTION 2. The following additional revenues and reductions in appropriations are available for the fiscal year beginning July 1, 2024, and ending June 30, 2025, in order to meet the foregoing appropriations, according to the following schedule:

SCHEDULE B - PROJECT FUND EXPENDITURES

Police Dept. – Safe Kids Grant Project Expenditures – Police Dept.	\$800.00	
FUND PROJECT TOTAL	\$800.00	-
SECTION 3. This ordinance shall become effective upon adoption.		
	Emery G. Doughtie, Mayor	

Motion was made by Councilman Strickland, seconded by Councilman Stainback and unanimously carried to adopt Budget Amendment (Ordinance No. 2025.12) in the amount of \$800.00 for the Safe Kids Grant.

City Manager's Report

City Manager Traynham announced that tomorrow the City's systems/networks will be undergoing scheduled maintenance. This will not affect the residents' own internet services, but the City of Roanoke Rapids buildings' phones, email and internet may have some intermittent issues throughout the day. She asked for the public's patience. Notification has been placed on various City social media sites.

She reported the following events and activities:

- The Fire Department completed testing of 8,000 feet of fire hose last week which is required annually. The Ahoskie Fire Department loaned a hose roller to help enhance safety.
- The Fire Department is planning the annual Veteran's Breakfast to be held on Friday, May 2nd at Kirkwood Adams.
- Hydrant testing will begin in April. Due to recent technological upgrades with the Sanitary District the impact on the water system may not be as disruptive as in the past.
- Next week the driveway to the truck bay at Station 1 will be resurfaced/restructured.

- The new pickleball courts at Rochelle Park that used to be tennis courts have been poured. It needs a few weeks to be cured before it's painted. Staff is obtaining quotes for fencing and other materials to support the new facility.
- Staff submitted a Halifax County municipalities program grant yesterday for \$5,000 requesting a contribution to the skate park at Emry Park.
- Due to donations, the Senior Center has box fans available at no charge for residents over 55 years old.
- Scam Jam at the Senior Center Monday, April 7th. As part of that program the Shred It truck will be onsite.
- Tuesday, April 8th, NCDOT will hold a bridge naming ceremony in Halifax for the Hwy 125 bridge that crosses over I-95.
- Easter Egg Hunts
 - o Senior Center Egg Hunt- April 9th from 3 4 p.m.
 - o Inclusive Egg Hunt for adults with disabilities at TJ Davis April 10th at 10 a.m.
 - o Egg Hunt (ages 0-12) at TJ Davis April 12th at 10 a.m. sharp.
- The City is in need of lifeguards for the summer for the indoor and outdoor pools. The City is hiring!
- The Planning Department continues to solicit estimates/bids for remediation of the dilapidated building located at 201-203 Roanoke Avenue.
- After many years of working on agreements, the Cross Creek Subdivision has received some approvals so they should see townhomes and single-family dwellings constructed as result.
- Interviews for a Main Street Director was held yesterday. They are hopeful to offer employment very soon.
- Training on the OpenGov financial software for users will be conducted next week.
- Fiscal Year 2026 budget preparations are underway. They are awaiting information from the state and interpretations of revenues. They are preparing a budget based on the current ad valorem tax rate (\$0.641 per \$100).
- The City has several items which were declared surplus at the last meeting, being advertised on GovDeals.com. Additional items are being gathered for consideration by City Council as surplus to place in the online auction.
- The contractor will begin the FY2025 approved street resurfacing project next week. They will likely start on 1st Street in the downtown area.
- The RRPD Citizens on Patrol will host a Fish Fry fundraiser on Friday, April 11th from 10 a.m. to 2 p.m. Plates are \$10 and can be picked up at The Diva's Den, 800 Julian Allsbrook Hwy.

Adjournment

There being no further business, motion was made by Councilman Bell, seconded by Councilman Stainback, and unanimously carried to adjourn. The meeting adjourned at 6:40 p.m.

Traci V. Storey, City Clerk

Approved by Council Action on: April 15, 2025