

REGULAR MEETING COTTAGE GROVE CITY COUNCIL

May 16, 2007

OPEN FORUM – 7:15 p.m.

Open forum provides a person an opportunity to inform the Council of a problem or to request information related to City business not scheduled for Council action and on the Agenda.

Present: Mayor Sandy Shiely
Council Member Myron Bailey
Council Member Mark Grossklaus
Council Member Fred Luden
Council Member Pat Rice

Also Present: Ryan Schroeder, City Administrator
Howard Blin, Community Development Director
Les Burshten, Public Works Director
Ron Hedberg, Finance Director
Jennifer Levitt, City Engineer
Corrine Thomson, City Attorney
Craig Woolery, Public Safety Director

Not Present: None

Mayor Shiely opened the Open Forum at 7:15 p.m.

Wayne Anderson, 8151 Henslowe Avenue South, asked why it took 14 minutes for the Fire Department to respond to a neighbor's call for assistance, though acknowledging it is a voluntary department. Mayor Shiely answered that Council appreciated his concern and it would be responded to by the next Council meeting. She then asked the Public Safety Director to contact the Fire Department regarding the Henslowe fire call and asked the City Administrator to respond to Council in the future regarding the subject of a full-time fire department.

Errol Bartz, 7121 Inwood Court, stated that he has been dealing with a neighbor's yard for 2-1/2 years, where the neighbor is conducting business that has been shut down, buildings are somewhat torn down, and there is a tremendous amount of trash and rubbish. He said last year the City hired a couple interns to issue citations, and also resulting in 486 warnings, of which 71% had been completed, and wondered if there is a plan to address the remaining 29%, which, he said, are more than likely the serious offenders of that group who are blatant violators of City code, trash, nuisance, piles of wood, recreation fires, non-permitted buildings and fences.

Mayor Shiely asked the Community Development Director whether they were familiar with the property in question, and he responded that he was and would update Council at the next meeting.

There being no additional speakers, Mayor Shiely closed the Open Forum at 7:23 p.m.

CALL TO ORDER

The City Council of the City of Cottage Grove, Washington County, Minnesota, held a regular meeting on Wednesday, May 16, 2007, at the Cottage Grove City Hall, 7516 80th Street South. Mayor Shiely called the meeting to order at 7:30 p.m.

ROLL CALL

Present: Mayor Sandy Shiely
Council Member Myron Bailey
Council Member Mark Grossklaus
Council Member Fred Luden
Council Member Pat Rice

Also Present: Ryan Schroeder, City Administrator
Howard Blin, Community Development Director
Les Burshten, Public Works Director
Ron Hedberg, Finance Director
Jennifer Levitt, City Engineer
Corrine Thomson, City Attorney
Craig Woolery, Public Safety Director

Not Present: None

ADOPTION OF AGENDA

MOTION BY BAILEY, SECONDED BY RICE, TO APPROVE THE AGENDA AS SUBMITTED.

MOTION CARRIED 5-0.

PRESENTATION

A. BNSF Schedule for 103rd Street Bridge Reconstruction

The City Engineer provided an update regarding the 103rd Street Bridge reconstruction, displaying photos showing why the bridge is being replaced, and said work will begin June 4. She then cited dates of road closure: June 20, 21, 26, 27, 28 (open over the July 4th weekend), then beginning July 9 Mondays-Thursdays 7:30 a.m. to 5:00 p.m. (due to Burlington Northern's large cranes and heavy machinery), the weeks of August 6, 13, and 20 (open August 24 through Labor Day weekend), and then September 4-28 (due to assembly of beams). The City Engineer reported that a placard would appear on signs noting dates/times of closure, updated every Thursday for resident information. She said, in addition, that Burlington Northern is required to mail notices to residents of schedules, maintain the weekly sign change, detour signage, as well as any damage caused to the road as part of the project, for which an escrow will be established. The City Engineer added that Cottage Grove will benefit after completion of the project because there will be the additional 12-foot width.

Council Member Bailey asked about the detour plans and whether signage will be placed sufficiently ahead of any route detours. The City Engineer responded that signs will be posted well in advance.

Mayor Shiely said the update was very helpful and requested that the schedule be added to the City website if possible.

Council Member Rice said the project had been projected as a short-term replacement, taking not more than four months, and clearly expressed his displeasure about working with Burlington Northern. The City Administrator responded that there was a disconnect with the people planning the project and those doing the project, noting that it will be interesting to see how construction will be completed utilizing piling.

APPROVAL OF MINUTES

None.

CONSENT CALENDAR

Council Member Bailey pulled Item C, "Approve the Ice Arena Expansion Fundraising Campaign." He said there will be mailings about the campaign and he is happy to see what has been put together, especially regarding the puck on the wall, which will help offset the cost of the sheet of ice and improvements. Council Member Bailey said businesses interested in assisting can contact Zac Dockter, also noting that naming rights is a new option.

Council Member Bailey then pulled Item I, "Accept donations in the amount of \$2,775.00 on behalf of the Public Safety, Fire and Recreation Departments for the 14th Annual Youth Safety Camp." He acknowledged the donations from 3M; Bonestroo; Carlson Auto; CCE Technologies, Inc.; Crime Prevention Board; Ed's Trophies; Gerlach Service, Inc.; Park Grove Pet Hospital; Red Rock Jon-Con Inc.; and River Oaks. He thanked these businesses for their community support.

Mayor Shiely pulled Item X, "Approve the agreement with the VFW, the Feasibility Study, and the plans and specification for utility extension, and authorize staff to seek quotes on the construction of utility extensions," noting that there were blanks within the document. The City Attorney suggested that adding to the resolution that there are a few blanks, which are subject to completion by the City Administrator and City Attorney.

MOTION BY RICE, SECONDED BY LUDEN, TO:

- A. ACCEPT AND PLACE ON FILE THE FOLLOWING MINUTES: NONE SUBMITTED.
- B. AUTHORIZE STAFF TO ENTER INTO A \$5,000 SHOOTING RANGE DEVELOPMENT AND REHABILITATION GRANT AGREEMENT WITH THE MN DNR TO UPGRADE COTTAGE GROVE'S ARCHERY RANGE LOCATED AT PINE TREE POND PARK.
- C. APPROVE THE ICE ARENA EXPANSION FUNDRAISING CAMPAIGN.
- D. AUTHORIZE STAFF TO ENTER INTO A BEVERAGE AGREEMENT WITH MIDWEST COCA-COLA FOR THE COTTAGE GROVE ICE ARENA.
- E. AUTHORIZE THE CITY ADMINISTRATOR TO SIGN A LETTER OF AGREEMENT WITH THE MINNESOTA WOMEN'S CONSORTIUM TO SERVE AS THE FISCAL

- HOST FOR THE FACINGRACE EVENT AND OTHER PROJECTS THAT REQUIRE A 501C(3) TAX STATUS FOR DONATIONS IN ASSOCIATION WITH THE HUMAN SERVICES/HUMAN RIGHTS COMMISSION.
- F. RENEW THE 1) PACKAGE POLICY WITH A \$50,000/\$100,000/\$1,000 DEDUCTIBLE, THE VOLUNTEER ACCIDENT PLAN, AND THE OPEN MEETING DEFENSE COVERAGE AND 2) WORKER'S COMPENSATION COVERAGE WITH A \$5,000 MEDICAL DEDUCTIBLE FOR THE 4/03/07 TO 4/03/08 POLICY PERIOD THROUGH THE LEAGUE OF MINNESOTA CITIES INSURANCE TRUST.
 - G. NOT WAIVING THE MONETARY LIMITS ON TORT LIABILITY.
 - H. ADOPT **ORDINANCE NO. 817** CHANGING THE METHOD FOR THE BILLING OF SANITARY SEWER CONSUMPTION TO A MONTHLY BASIS; ADOPT **RESOLUTION NO. 07-083** AUTHORIZING PUBLICATION OF ORDINANCE NO 817 BY TITLE AND SUMMARY.
 - I. ACCEPT DONATIONS IN THE AMOUNT OF \$2,775.00 ON BEHALF OF THE PUBLIC SAFETY, FIRE AND RECREATION DEPARTMENTS FOR THE 14TH ANNUAL YOUTH SAFETY CAMP.
 - J. AUTHORIZE PURCHASE OF MOTOROLA 800 MHZ RADIOS FROM ANCOM COMMUNICATIONS, INC., IN THE AMOUNT OF \$142,437.82 FOR THE POLICE DIVISION.
 - K. ADOPT **5** ADOPTING THE 2006 GENERAL FUND – FUND BALANCE DESIGNATIONS AND AUTHORIZING TRANSFERS FROM THE GENERAL FUND.
 - L. AUTHORIZE ISSUANCE OF A SINGLE-OCCASION GAMBLING PERMIT TO THE PHOENIX RESIDENCE, INC., TO CONDUCT A RAFFLE AT RIVER OAKS GOLF COURSE ON JUNE 11, 2007.
 - M. AUTHORIZE ISSUANCE OF A SINGLE-OCCASION GAMBLING PERMIT TO THE CHURCH OF ST. RITA TO CONDUCT A RAFFLE, BINGO AND PULL TABS ON SEPTEMBER 22 AND 23, 2007, FOR THEIR FALL FESTIVAL.
 - N. AUTHORIZE ISSUANCE OF A TEMPORARY ON-SALE INTOXICATING LIQUOR LICENSE TO THE CHURCH OF ST. RITA FOR THEIR ANNUAL PIG ROAST ON AUGUST 11, 2007, AND FALL FESTIVAL ON SEPTEMBER 22 AND 23, 2007.
 - O. ADOPT **RESOLUTION NO. 07-085** AUTHORIZING PREPARATION OF A FEASIBILITY REPORT FOR THE 2008 PAVEMENT MANAGEMENT PROJECT.
 - P. ADOPT **RESOLUTION NO. 07-086** APPROVING PLANS AND SPECIFICATIONS AND ESTABLISHING A JUNE 14, 2007, BID DATE FOR THE PINETREE VALLEY POND IMPROVEMENT AND ICE ARENA EXPANSION SITE IMPROVEMENTS.
 - Q. ADOPT **RESOLUTION NO. 07-087** APPROVING THE PLANS AND SPECIFICATIONS AND ESTABLISHING A JUNE 14, 2007, BID DATE FOR THE EAST POINT DOUGLAS ROAD, 2007 SIDEWALK IMPROVEMENT PROJECT.
 - R. ADOPT **RESOLUTION NO. 07-088** APPROVING THE PLANS AND SPECIFICATIONS AND ESTABLISHING A JUNE 14, 2007, BID DATE FOR THE EAST RAVINE TRUNK SANITARY SEWER PHASE 1, UTILITY IMPROVEMENT PROJECT.
 - S. 1) ADOPT **RESOLUTION NO. 07-089** APPROVING THE FINAL PLAT FOR THE PRESERVE AT COTTAGE GROVE, AND 2) ADOPT **RESOLUTION NO. 07-090** APPROVING THE PREPARATION OF THE FEASIBILITY REPORT FOR THE PRESERVE AT COTTAGE GROVE.
 - T. ADOPT **RESOLUTION NO. 07-091** APPROVING THE PUBLICATION OF AN ORDINANCE SUMMARY FOR THE MORATORIUM ON ELECTRONIC SIGNS.
 - U. ADOPT THE 2008 BUDGET CALENDAR.

- V. RATIFY THE EDA ACTIONS REGARDING THE JOE-BOB PARCEL.
- W. ADOPT **RESOLUTION NO. 07-092** APPROVING 2006 BUDGET ADJUSTMENTS.
- X. 1) APPROVE AN AGREEMENT WITH VFW POST 8752 FOR UTILITY CONNECTIONS, 2) ADOPT **RESOLUTION NO. 07-093** APPROVING THE FEASIBILITY STUDY ON UTILITY EXTENSIONS, APPROVING THE PLANS AND SPECIFICATIONS FOR UTILITY EXTENSIONS, AND AUTHORIZING STAFF TO SEEK QUOTES ON THE CONSTRUCTION OF UTILITY EXTENSIONS, WITH THE CONDITION THAT BLANKS WITHIN THE DOCUMENT ARE SUBJECT TO COMPLETION BY THE CITY ADMINISTRATOR AND CITY ATTORNEY.
- Y. AUTHORIZE COMPLETION OF PHASE 2 OF THE COTTAGE GROVE HISTORIC PLAYING CARD PROGRAM.

MOTION CARRIED 5-0.

RESPONSE TO PREVIOUSLY RAISED OPEN FORUM ISSUES

None.

PUBLIC HEARINGS

- A. 1) Conduct the public hearing considering the assessment at 8218 Hyde Lane South for the removal of public safety hazards and 2) Consider adopting the resolution adopting the assessment at 8218 Hyde Lane South.

Mayor Shiely requested the Finance Director's report.

The Finance Director reported that Minnesota State Statutes provide cities the ability to assess costs associated with removal or elimination of public health or safety hazards from private property and that the City was required to remove such hazards from 8218 Hyde Lane South, owned by Loren E. McGilvra. He said the action requested is for Council to hold a public hearing and consider adoption of assessment, for fees which included ServiceMaster's clean-up cost of \$8,450 plus attorney fees \$448 and the County Assessment cost. The Finance Director added that the owner objected to the increase in cost, originally assessed at \$5,604.16.

Mayor Shiely opened the public hearing at 7:50 p.m.

There being no speakers, Mayor Shiely closed the public hearing at 7:50 p.m.

Council Member Luden asked if there had been an analysis of the detailed bill from ServiceMaster, and the Finance Director responded there had been.

Council Member Bailey inquired as to whether there had been a previous situation such as this, where cost exceeds an estimate, and the Community Development Director responded there had not. Council Member Bailey then asked if quotes had been requested for the work, and the Community Development Director responded there normally is, though also acknowledging that internal access had not been possible, which factored into the increase.

MOTION BY BAILEY, SECONDED BY LUDEN, TO ADOPT **RESOLUTION NO. 07-094** ADOPTING THE ASSESSMENT AT 8218 HYDE LANE SOUTH FOR \$8,909.34.

MOTION CARRIED 5-0.

BID AWARDS

None.

UNFINISHED AND NEW BUSINESS

- A. Consider approving a zoning amendment to change the zoning of a parcel of land at 8701 Geneva Avenue South from I-1, Limited Industry, to R-1, Rural Residential, to match the land use plan designation of Rural Residential.

The Community Development Director reported that the City had applied for a zoning amendment to change the zoning for a parcel of land at 8701 Geneva Avenue South from I-1, Limited Industry, to R-1, Rural Residential, to match the land use plan designation of Rural Residential. He described the property and said the Planning Commission had reviewed the application and recommended approval of the rezoning request. Responding to a question posed by Mayor Shiely, the City Attorney provided background and said it had been 4-5 years since the City had dealt with a property that had been issued a permit for expansion of nonconforming use and the City had to consider revoking a conditional use permit.

MOTION BY GROSSKLAUS, SECONDED BY BAILEY, TO ADOPT **ORDINANCE NO. 818** APPROVING A ZONING AMENDMENT TO CHANGE THE ZONING OF 8701 GENEVA AVENUE SOUTH FROM I-1 TO R-1; ADOPT **RESOLUTION NO. 07-095** AUTHORIZING PUBLICATION OF ORDINANCE NO. 818 BY TITLE AND SUMMARY.

MOTION CARRIED 5-0

RESPONSE TO PREVIOUSLY RAISED COUNCIL COMMENTS AND REQUESTS

None.

COUNCIL COMMENTS AND REQUESTS

Council Member Grossklaus reported that he noticed a few out-of-state vehicles at the spring clean-up day and wondered if there was a residency requirement. The Public Works Director responded that over 1,400 cars came through that day without restriction, adding that Washington County accepts other counties and utilizes a license scanner.

PAY BILLS

MOTION BY RICE, SECONDED BY GROSSKLAUS, TO APPROVE PAYMENT OF CHECK NUMBERS 150035 TO 150268 IN THE AMOUNT OF \$1,249,038.70.

MOTION CARRIED 5-0.

Council then adjourned to the City Hall conference room for an Open Workshop Session at 8:08 p.m.

WORKSHOP SESSION – OPEN

A. Architectural Standards for Commercial and Industrial Buildings.

The Community Development Director said the update was provided for information only and then described background regarding the Planning Commission's recommended changes to the City's architectural standards for commercial and industrial buildings, intended to establish higher standards for building design. Proposed standards establish four classes of exterior materials and require minimum percentage of various classes for commercial and industrial buildings:

Class 1: Fired clay face brick, natural stone, transparent glass, copper panels, and other comparable or superior materials. Newer product is concrete brick, making the distinction because the lower class is not as durable as real brick.

Class 2: Specialty concrete block such as extrude, burnished block, or rock-faced block; architecturally textured pre-cast concrete panels; masonry stucco; concrete brick; synthetic or cultured stone; and tile (masonry, stone or clay). He said the differentiation is between industrial panels and the more finished architectural pre-cast panels.

Class 3: Exterior Finish Insulation System (EFIS), opaque or mirror window systems, ornamental metal, cementitious board.

Class 4: Smooth concrete block, smooth scored concrete block, industrial grade concrete pre-cast panels, ceramic, wood.

Proposed standards also establish minimum amounts of each class of materials for various types of buildings: Commercial, Office and Institutional (minimum of 65% Class 1 materials) and Industrial (minimum of 65% Class 1 or 2 materials). New standards for commercial and office developments also apply to institutional buildings, such as government buildings and religious institutions. The Community Development Director said the system is similar to those used by Woodbury and Brooklyn Park, who are satisfied, and noted that the Planning Commission had discussed the same standards for religious structures and recommended it be the same.

Mayor Shiely said many churches are in residential settings and asked whether a commercial-looking building would be appropriate. The Community Development Director responded that there would be a variance process in place.

The Community Development Director stated that any additions must also comply with the new standards, though allowing for minor additions (under 50%), and he would appreciate feedback from Council.

Mayor Shiely inquired whether the new standards would keep commercial entities from expanding, and the Director responded that he didn't believe so. The City Engineer said the issue when applying standards to building expansion is that some cities tie them to valuation, but she wouldn't recommend that because of disputes over how values are determined.

Council Member Rice asked if the running total of expansions would differ, i.e., 20% one time and then go back to 60% another time. The Community Development Director responded that the

question will be reviewed, noting that he would want to prevent “taking small bites out of the apple.”

The Community Development Director said he wished to stress that most commercial buildings are all brick and glass, which is what the marketplace demands, and most responsible developers come in without City prodding about meeting certain standards. He said another point he wished to make dealt with exterior materials, some design provisions don't allow a 100-foot wall without a break, the topic is very subjective and most cities address it through quality materials that are durable and will stand up over time.

Council Member Luden asked about other communities having a large industrial park, such as Cottage Grove, and the Community Development Director responded that Woodbury and Brooklyn Park have industrial development areas.

Council Member Bailey inquired as to whether it was possible to deny a proposal based on the way it looks even though it meets ordinance requirements. The Community Development Director responded no but there are ways to modify design, citing that metal panels such as those used for the Weisman Museum and the new Walker addition wouldn't be allowed in the City. He added that metal is becoming more common, however, and the subject could be addressed on a case-by-case basis. The Community Development Director said an ordinance amendment would come before Council in June and Council Members should contact him with any questions or comments.

Mayor Shiely commented that the standards address the direction Council set and expressed appreciation to the Planning Commission and City staff for their work.

B. 2008 Tax Levy and Budget

The Finance Director's report stated that staff is seeking direction from Council regarding priorities for the 2008 budget process. Direction received last year from Council was to see a reduction in the tax rate and that the City share tax dollars paid by a typical resident, that it decline or stay the same. Cited assumptions include commitment to finish the Hamlet Pond project; consider costs for future Public Safety/City Hall Building construction and options; add a second sheet of ice at the Ice Arena in 2008; future pavement management projects; address the additional positions which occurred mid year for a Firefighter, Code Enforcement Officer and Storm Water Public Service Worker; reduce allocation to ambulance of Police Officer/Paramedic.

The Finance Director distributed and reviewed with Council financial detail regarding the City's 2008 tax levy and budget.

- Growth will provide \$230,000 of additional tax dollars or levy capacity, not enough to cover inflation.
- Impact of limited market value phase out.
- Nearly all homesteaded properties are at 100% estimated market value.
- Levy supports debt service, fire hall, ice arena, pavement management projects, future Public Safety and City Hall, and general fund, which is the biggest piece.
- Debt service targets a 4% growth in the debt service levy, based on 2006, and the 2008 debt levy includes \$857,000 (increase of \$49,000 over 2007) for future debt reduction and support of the new Public Safety and City Hall facilities. The levy amounts for 2010 and 2011 will be

the highest point for existing debt.

- Existing budget considerations for general fund include \$202,000 cost of living increase, \$58,000 PERA rate changes, \$44,000 Worker Compensation increase, \$18,000 impact of 2007 mid-year hires, \$48,000 fuel increase to \$4.00/gallon, and equipment replacement shows increase for 2008 of \$220,000.

Mayor Shiely asked what happens with extra money if the anticipated fuel increase doesn't hit \$3.50 or \$4.00 as projected, and the Finance Director responded that any excess would be transferred to designated funds for future need and cash flow.

- Cottage Grove ranks 12 out of 36 in the tax capacity extension rate for metro area comparison cities.

Mayor Shiely inquired as to whether tax capacity was directly related to the tax rate, and the Finance Director responded that it is a denominator. The City Administrator cited comparisons with other cities, noting that Golden Valley has a lot of tax capacity but spends highly so their tax rate is not as low as one might expect and White Bear Lake has a modest tax capacity per capita, higher than Cottage Grove, and lowest rate in the metro area because of conservative spending decisions.

- With an overall 2.2% appreciation, keeping 0 tax increase and no increase in City taxes, a tax rate of 35.35% would generate another \$361,000 in total levy dollars and tax dollars paid on a \$235,100 home would stay at \$831.

The City Administrator clarified that when measures of operating costs are reviewed, Cottage Grove is doing well in comparison to other cities and ranks fifth lowest of 36 when compared with others for operating expenditures. He reported that Cottage Grove was ranked 16th out of 36 for Public Safety in the 2005 audit, 14th for Public Works, lowest for general government, and 12th out of 33 cities for total spending. The City Administrator reviewed the 2005 General Government, Public Safety and Public Works Per Capita Comparison and said Council can be pleased, that the chart supports Council is operating in a relatively lean fashion.

Council Member Bailey inquired as to whether Parks and Recreation was placed under Public Works, and the City Administrator responded that it was, with the exclusion of golf.

The City Administrator continued his comments, stating that Public Safety was in a similar position as Public Works from a spending position and total staffing appeared appropriately placed. He said, relative to all of the information provided, Cottage Grove is not doing too badly though there are a couple areas he would like to analyze further, specifically Public Safety, staffing, and operations, and come back to Council with more suggestions. The City Administrator then cited four suggestions regarding the budget itself: 1) 35% tax rate target, 2) 3% gross levy range, 3) conservative approach to the 2008 and 2009 budgets given market value increases and declining housing market, and 4) City departments not come to Council with new staffing positions. He also said he would wish to address any other issues Council might have.

Mayor Shiely commented that ten years of hard work has moved the City from last to 5th lowest in the city tax capacity comparison, which is better, and continued improvement will not happen overnight. She said that she favored the opportunity to lower the tax rate if possible and

expressed concern about tax capacity, homes values, home prices, and commitments to the ice arena and future Police Department and City Hall facility, favoring being conservative, and Council Member Rice agreed.

Council Member Luden commented that the constant turmoil with the current energy situation is having an impact on people's spending patterns, reducing discretionary income, and businesses will see things slow down. He said, from a resident standpoint, the City spending needs to stay flat, prioritize work that needs to be done and work that the City would like to do, to accommodate the restricted tax capacity.

Mayor Shiely added that department heads need to consider the current situation and not fill positions that don't need to be replaced.

Council Member Luden asked about looking at a pro forma 3-5 years out, worst and best case scenarios. The Finance Director responded that projections are determined for capital improvements and the goal has been to structure debt service so it has a flat impact to taxpayers going forward. He said a review would be made to reduce services, also noting that 2/3 of the budget is for staff expenses

Mayor Shiely requested that the Public Works Director look into Grey Cloud Plowing regarding their services, and he agreed that he would.

The Public Safety Director said he could appreciate the tax capacity and the City Administrator had done a good job of putting the information together but one snapshot didn't show the whole picture. He asked that Council, when looking at the staffing number for Police, consider services such as EMS, Fire, Animal Control, citing anomalies such as labor contract, prepaid holidays, SROs at school. The Public Safety Director expressed his commitment to do the most his department can with what is given, though citing difficulty with paramedic turnover, and said he would look for opportunities to partner with private industry to help lessen the burden.

Council Member Rice expressed his strong support for keeping City control over ambulance services, and Mayor Shiely agreed.

Mayor Shiely, on behalf of Council, thanked City staff for their reports and comments.

WORKSHOP SESSION – CLOSED

None.

ADJOURNMENT

MOTION BY RICE, SECONDED BY LUDEN, TO ADJOURN THE MEETING AT 9:34 P.M.

MOTION CARRIED 5-0.

Respectfully submitted,

Mary Heintz
TimeSaver Off Site Secretarial, Inc.