

**WILLMAR CITY COUNCIL PROCEEDINGS**  
**COUNCIL CHAMBERS**  
**WILLMAR MUNICIPAL UTILITIES BUILDING**  
**WILLMAR, MINNESOTA**

December 17, 2012  
7:00 p.m.

The regular meeting of the Willmar City Council was called to order by the Honorable Mayor Frank Yanish. Members present on a roll call were Mayor Yanish, Council Members Doug Reese, Ron Christianson, Bruce DeBlieck, Denis Anderson, Steve Ahmann, Jim Dokken, and Tim Johnson; Present 8, Absent 1 - Rick Fagerlie was excused from the meeting.

Also present were City Administrator Charlene Stevens, Police Chief David Wyffels, Finance Director Steve Okins, Community Education and Recreation Director Steve Brisendine, Planning and Development Services Director Bruce Peterson, City Attorney Robert Scott, and City Clerk Kevin Halliday.

Council Member Ahmann and Christianson announced that they had items to be added to the Agenda.

Council Member Anderson offered a motion adopting the Consent Agenda which included the following: City Council Minutes of December 3, City Council Work Session Minutes of November 19, Municipal Utilities Commission Minutes of December 10, Planning Commission Minutes of December 12, Community Education/Recreation Joint Powers Board Minutes of December 7, formal approval of Willmar Municipal Utilities 2013 Budget, Donations to City – Willmar Stinger/Baseball to Pumpkin Patch Carnival at City Auditorium, Accounts Payable Report through December 12, Building Inspection Report for November, and Charter Commission Minutes of October 8, 2012. Council Member Reese seconded the motion, which carried.

Mayor Yanish acknowledged that no one had signed up to address the City Council during its scheduled Open Forum.

The Finance Committee Report for December 10, 2012, was presented to the Mayor and Council by Council Member Anderson. There were seven items for Council consideration.

Item No. 1      No one was present for public comment.

Item No. 2      Staff explained to the Committee that the Lakeland Drive Interceptor/Minn West lift station project is scheduled for construction in 2013. Engineering work on this project has begun and the proposed routine resolution is necessary for the City to reimburse itself from bond proceeds. Following discussion, the Committee was recommending the Council introduce a Resolution establishing procedures relating to compliance with Reimbursement Bond Regulations under the Internal Revenue Code.

Resolution No. 1 was introduced by Council Member Anderson, seconded by Council Member Christianson, reviewed by Mayor Yanish, and approved on a roll call vote of Ayes 7, Noes 0.

**RESOLUTION NO. 1**

**RESOLUTION ESTABLISHING PROCEDURES  
RELATING TO COMPLIANCE WITH REIMBURSEMENT BOND  
REGULATIONS UNDER THE INTERNAL REVENUE CODE**

BE IT RESOLVED, by the City Council (the "Council") of the City of Willmar, Minnesota (the "City"), as follows:

1. Recitals.

A. The Internal Revenue Service has issued Treasury Regulations, Section 1.150-2 (as the same may be amended or supplemented, the "Regulations"), dealing with "reimbursement bond" proceeds, being proceeds of the City's bonds used to reimburse the City for any project expenditure paid by the City prior to the time of the issuance of those bonds.

B. The Regulations generally require that the City make a declaration of intent to reimburse itself for such prior expenditures out of the proceeds of subsequently issued bonds, that such declaration be made not later than 60 days after the expenditure is actually paid, and that the bonding occur and the written reimbursement allocation be made from the proceeds of such bonds within 18 months after the later of (1) the date of payment of the expenditure or (2) the date the project is placed in service (but in no event more than 3 years after actual payment).

C. The City heretofore implemented procedures for compliance with the predecessor versions of the Regulations and desires to amend and supplement those procedures to ensure compliance with the Regulations.

D. The City's bond counsel has advised the City that the Regulations do not apply, and hence the provisions of this Resolution are intended to have no application, to payments of City project costs first made by the City out of the proceeds of bonds issued prior to the date of such payments.

2. Official Intent Declaration. The Regulations, in the situations in which they apply, require the City to have declared an official intent (the "Declaration") to reimburse itself for previously paid project expenditures out of the proceeds of subsequently issued bonds. The Council hereby authorizes the City Clerk to make the City's Declarations or to delegate from time to time that responsibility to other appropriate City employees. Each Declaration shall comply with the requirements of the Regulations, including without limitation the following:

A. Each Declaration shall be made not later than 60 days after payment of the applicable project cost and shall state that the City reasonably expects to reimburse itself for the expenditure out of the proceeds of a bond issue or similar borrowing. Each Declaration may be made substantially in the form of the Exhibit A, which is attached to and made a part of this Resolution (on file in the City Clerk's Office), or in any other format which may at the time comply with the Regulations.

B. Each Declaration shall (1) contain a reasonably accurate description of the "project," as defined in the Regulations (which may include the property or program to be financed, as applicable), to which the expenditure relates and (2) state the maximum principal amount of bonding expected to be issued for that project.

C. Care shall be taken so that the City, or its authorized representatives under this Resolution, not make Declarations in cases where the City doesn't reasonably expect to issue reimbursement bonds to finance the subject project costs, and the City officials are hereby authorized to consult with bond counsel to the City concerning the requirements of the Regulations and their application in particular circumstances.

D. The Council shall be advised from time to time on the desirability and timing of the issuance of reimbursement bonds relating to project expenditures for which the City has made Declarations.

3. Reimbursement Allocations. The designated City officials shall also be responsible for making the "reimbursement allocations" described in the Regulations, being generally written allocations that evidence the City's use of the applicable bond proceeds to reimburse the original expenditures.

4. Effect. This Resolution shall amend and supplement all prior resolutions and/or procedures adopted by the City for compliance with the Regulations (or their predecessor versions), and,

henceforth, in the event of any inconsistency, the provisions of this Resolution shall apply and govern.

Dated this 17<sup>th</sup> day of December, 2012.

/s/ Frank Yanish  
MAYOR

/s/ Kevin Halliday  
Attest: CITY CLERK

Item No. 3 Staff informed the Committee that design approval and bidding have been completed for the construction of the sanitary sewer interceptor on the western side of the community. Council action is required to approve the final budget outlining the estimated costs and funding sources for the project which is comprised of approximately \$1.3 million of LOST funds, \$649,000 of Capital Reserves, and \$2.57 million in PFA Loans.

The Committee was recommending the Council introduce a Resolution approving the Final Budget for the Western Interceptor Project as presented. Resolution No. 2 was introduced by Council Member Anderson, seconded by Council Member Christianson, reviewed by Mayor Yanish, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 2

OTHER SERVICES		RECEIVABLES	
Mtce. of Other Impr.	<u>\$3,575,354.00</u>	City Capital Storm Water	\$ 571,087.00
TOTAL	<u>\$3,575,354.00</u>	LOST	\$1,316,074.00
		Temp Bond (PFA)	\$2,571,437.00
OTHER CHARGES		Other WTP Capital	<u>\$ 78,580.00</u>
Prof. Serv.	\$453,678.00	TOTAL	<u>\$4,537,178.00</u>
Other Charges	<u>\$178,767.00</u>	FINANCING	
TOTAL	<u>\$632,445.00</u>	City Capital Storm Water	\$ 571,087.00
CAPITAL OUTLAY		LOST	\$1,316,074.00
Land and Legal	<u>\$329,379.00</u>	Temp Bond (PFA)	\$2,571,437.00
TOTAL	<u>\$329,379.00</u>	Other WTP Capital	<u>\$ 78,580.00</u>
		TOTAL	<u>\$4,537,178.00</u>
			\$4,537,178.00

Dated this 17<sup>th</sup> day of December, 2012.

/s/ Frank Yanish  
MAYOR

/s/ Kevin Halliday  
Attest: CITY CLERK

Item No. 4 The Committee was informed by Staff that the City has not reimbursed the State of Minnesota for non-eligible State Aid costs associated with the relocation of water lines on the First Street Bridge Project. The State has made several unsuccessful attempts requesting this reimbursement in the amount of \$50,785.19. It was Staff recommendation to authorize payment out of Capital Reserves from the Community Investment/Capital Improvement Fund.

The Committee was recommending the Council introduce a Resolution authorizing reimbursement to the State of Minnesota for non-eligible State Aid costs incurred for the First Street Bridge Project in the amount of \$50,785.19. Resolution No. 3 was introduced by Council Member

Anderson, seconded by Council Member Dokken, reviewed by Mayor Yanish, and approved on a roll call vote of Ayes 7, Noes 0.

RESOLUTION NO. 3

WHEREAS, it has been determined that an outstanding balance of \$50,785.19 remains due to the State of Minnesota for non-eligible State Aid costs, associated with the relocation of water lines, incurred for First Street Bridge Project No. 175-153-001.

NOW, THEREFORE, BE IT RESOLVED that \$50,785.19 be remitted to the State of Minnesota for payment in full of said Project No. 175-153-001.

BE IT FURTHER RESOLVED THAT this amount be paid out of Capital Reserves from the Community Investment Fund and the Capital Improvements Fund as applicable.

Dated this 17<sup>th</sup> day of December, 2012.

/s/ Frank Yanish  
MAYOR

/s/ Kevin Halliday  
Attest: CITY CLERK

Item No. 5 The Committee reviewed previous action of the Council approving Arbitration requirements for the Police Department LELS group. A resolution is needed to amend the 2012 Budget to reflect the additional costs associated with that settlement by transferring \$53,724 from Non-Departmental Uncompensated Absences to Police Department Salaries (\$45,251), Pensions (\$7,021), and Insurances (\$1,452).

The Committee was recommending the Council introduce a resolution transferring \$53,724 from Non-Departmental Uncompensated Absences to Police Department Salaries, Pensions, and Insurances as presented. Resolution No. 4 was introduced by Council Member Anderson, seconded by Council Member Dokken, reviewed by Mayor Yanish, and approved on a roll call vote of Ayes 7, Noes 0.

RESOLUTION NO. 4

BE IT RESOLVED by the City Council of the City of Willmar to authorize the Finance Director to amend the 2012 Police Department Budget, for the purpose of disbursing 2012 wages and benefits for police officers per arbitration settlement, as follows:

Increase:	2012 Police Department Wages	\$ 45,251.00
Increase:	2012 Police Department Pensions	\$ 7,021.00
Increase:	2012 Police Department Insurances	\$ 1,452.00
Decrease:	Non-Departmental Uncompensated Absences	\$ 53,724.00

Dated this 17<sup>th</sup> day of December, 2012.

/s/ Frank Yanish  
MAYOR

/s/ Kevin Halliday  
Attest: CITY CLERK

Item No. 6 The Committee reviewed the Rice Trust Third Quarter Report, the Willmar Municipal Utilities Financial Report as of September 30, 2012, and the Rice Hospital Financial Report as of October 31, 2012. This matter was for information only.

Item No. 7 Council Member Christianson referred to a discussion held at a previous Council meeting regarding the City not being allowed to pay dues to the Chamber of Commerce. He was wondering whether it was also illegal for the Willmar Municipal Utilities, Rice Memorial Hospital, Community Education and Recreation, and the Willmar HRA to pay dues to the Chamber of Commerce as well. This matter will be referred to the City Attorney for a determination and was for information only.

The Finance Committee Report for December 10, 2012, as approved as presented and ordered placed on file in the City Clerk's Office upon motion by Council Member Anderson, seconded by Council Member Dokken, and carried.

The Labor Relations Committee Report for December 12, 2012, was presented to the Mayor and Council by Council Member Ahmann. There were five items for Council consideration.

Item No. 1 Chair Ahmann called the meeting to order. David Herzer addressed the Committee regarding the organizational analysis, and John Sullivan addressed the Committee regarding the Charter Commission's recommendation on the City Attorney and City Administrator ordinance. This matter was for information.

Item No. 2 City Administrator Stevens reviewed the proposed scope of work and timeframe for the Organizational Analysis. Ms. Stevens stated the following were the objectives of the study:

- Review of the existing organizational structure and identification of gaps and/or duplication.
- Propose options for a new organizational structure.
- Conduct an assessment of the workplace culture, including soliciting feedback from employees.
- Observations and identification of opportunities for intergovernmental cooperation.
- Succession Planning.
- Recommendations on current business practices and processes in place.
- An assessment of the City's customer service.
- Assistance in implementation of the final plan.

Ms. Stevens also discussed a proposed time frame for the process, noting that the timeframe was aggressive, yet stated her concern to move forward with some haste due to the number of vacancies in the organization and the desire to provide for a long-term direction. Ms. Stevens suggested that RFPs could be issued the week of December 17, 2012, with responses due January 7, and potential Council action on January 22, 2013.

The Committee considered the suggestion to include a compensation study or analysis in the RFP and agreed to include it as an alternate and address it further upon receipt of proposals; the value of including employee feedback as well as other customer feedback and agreed those components should remain in the RFP; and whether or not to solicit proposals from Springsted Inc.

The Committee was recommending the Council proceed with the RFP with the inclusion of a compensation study as an alternate. Council Member Ahmann moved to approve the recommendation of the Labor Relations Committee with Council Member Reese seconded the motion.

Discussion ensued clarifying the bidding of the alternate compensation study and the benefits of two separate specialists. Council Member Christianson moved to amend the motion to separate the two RFP's, organizational study and compensation study. Council Member Anderson seconded the motion, which carried. The original motion to proceed with RFPs then carried.

Item No. 3 City Administrator Stevens informed the Committee that Chair Ahmann had previously suggested that the Council consider adopting a Conflict of Interest Policy and had asked the City Attorney to provide a review and recommendations on some sample policies. Chair Ahmann stated that he thought it would be valuable to increase the awareness and education regarding conflict of interest. Chair Ahmann also stated he was looking for a policy that might also apply to those who receive

funding from the City.

Council Member Reese noted that the City Attorney provided two recommendations, first to review and possibly update the City's current policy that applies to employees and secondly to draft a policy for elected and appointed officials similar to the example provided by Council Member Ahmann for the City of Brainerd.

The Committee was recommending the Council ask the City Attorney to review the existing employee policy regarding conflict of interest and to draft a policy for elected and appointed officials. Council Member Ahmann moved to approve the recommendation of the Labor Relations Committee with Council Member Reese seconding the motion, which carried.

Item No. 4 City Clerk Halliday reviewed with the Committee the options for Rules of Order as suggested by the Charter Commission. Mr. Halliday stated that he had been reviewing the Standard Code of Parliamentary Procedure, formally known as Alice Sturgis' Rules of Order and felt they were similar to how the Council currently conducted business and superior to the Minnesota Mayor's Association Rules of Order and provided examples of how parliamentary procedure might change or be similar to current actions.

Mr. Halliday also stated once the Council agreed upon rules of order, staff had some recommendations of individuals who could conduct a training session for the Council as well as for Board and Commission chairs and members. The Committee directed Staff to purchase enough copies for the Council Members to review before making a final recommendation. This matter was for information only.

Item No. 5 City Administrator Stevens informed the Committee that Chair Ahmann had requested some information on the committee structure of other communities and she had attempted to gather some information from various communities.

Council Member Reese stated that he felt this issue should be discussed by the full Council at the reorganizational meeting. Council Member Ahmann stated that he felt rotation of committees or liaisons would be a way for each Council Member to become better educated. Council Member DeBlicek requested that Staff provide a list of committees and liaisons to review as part of the reorganization as some committees may no longer be necessary. This matter was for information only.

The Labor Relations Committee Report for December 12, 2012, was approved as presented and ordered placed on file in the City Clerk's Office upon motion by Council Member Ahmann, seconded by Council Member Dokken, and carried.

The Community Development Committee Report for December 13, 2012, was presented to the Mayor and Council by Council Member Dokken. There were five items for Council consideration.

Item No. 1 John Sullivan inquired about progress on a Zoning Ordinance amendment dealing with the administration of variances. This matter was for information only.

Item No. 2 The Committee received information from Staff relative to the status of a home at 511 7<sup>th</sup> ST NW. The owner of the property has not responded to City orders to repair the property. Because of the continued deterioration, Staff requested that the Council issue a formal declaration for the house as an unsafe building. This declaration will be delivered to the building owner and would allow 30 days to bring the building up to standards or have the building demolished. Failure to do so could result in the City pursuing court action to allow the City to demolish the structure.

It was noted that Staff has been in contact with a representative of the owner, Fannie Mae. The property representative had requested the formal declaration in an attempt to move Fannie Mae to action.

The Committee was recommending the Council issue an unsafe building declaration for the house at 511 7<sup>th</sup> ST NW. Council Member Dokken moved to approve the recommendation of the

Community Development Committee with Council Member Johnson seconding the motion, which carried.

Item No. 3 The Committee reviewed a draft ordinance dealing with exterior maintenance for commercial/industrial/institutional buildings. The draft ordinance was fairly comprehensive and it was the opinion of the Committee that the length of the ordinance could be shortened, and that it needed to be reviewed with other ordinances for redundancy and duplication. Staff stated that a number of sections had already been removed due to duplication, but would review the ordinance again and eliminate any redundancies and inconsistencies. The Committee decided to receive the draft for information only, and Staff will revise it and provide copies to all Council members prior to the next Committee meeting. The Committee agreed to discuss the ordinance further in January. This matter was for information only.

Item No. 4 Staff presented status reports for the former Ann's Café and John's Supper Club buildings. The Ann's site has been secured and no longer poses a safety hazard. Council Member Ahmann stated he had met with Paul Kidrowski regarding progress on the John's Supper Club building. Mr. Kidrowski told him that some progress has been made, but the work done has not required formal inspections. The Committee saw no value in revoking the permit and will continue to work with Mr. Kidrowski to complete work on the building. This matter was for information only.

Item No. 5 Chair Dokken informed the Committee that Staff was dealing with a problem house on Mary Avenue. A neighbor had contacted several Council persons regarding the conditions on that site.

Council Member Ahmann inquired about HRA reporting on the conditions of rental properties at Welshire and other locations.

Council Member Christianson briefly informed the Committee about information prepared by the Attorney General's Office regarding local units of government paying dues to chambers of commerce and service clubs.

Council Member DeBlieck informed the Committee that Willmar Municipal Utilities has put the subject of LED street lights on hold due to decreasing prices.

The Committee decided not to meet the last week of December. If a meeting is necessary before the next Council meeting, it was agreed that they would meet January 3; otherwise, the next regular Committee meeting will be Thursday, January 17, 2013.

The Community Development Committee Report for December 13, 2012, was approved and ordered placed on file in the City Clerk's office upon a motion by Council Member Dokken, seconded by Council Member Christianson, and carried.

City Clerk Halliday presented to the Mayor and Council the following establishments requesting renewal of current Sunday Liquor Licenses: On-Sale – Austin F. Hanscom Post 167, Applebee's Neighborhood Grill & Bar, El Tapatio Mexican Restaurant, Holiday Inn/Green Mill, Grizzly's Grill N' Saloon, Kandi Entertainment Center, Oaks at Eagle Creek, and Finstad-Week Post 1639; and Club On-Sale – Willmar Fraternal Order of Eagles and Willmar Elks Lodge. Council Member Christianson moved to approve the Liquor Licenses as presented with Council Member Dokken seconding the motion, which carried on a roll call vote of Ayes 7, Noes 0.

The Mayor and Council considered a Civic Center Arena Special Event Permit by On-Sale Liquor License Holder. City Clerk Halliday explained that the Civic Center has rented space to the Willmar Curling Club who will hold a three-day New Year's Bonspiel and plans to serve alcohol and a Special Event Permit is required. The Baker's Eagle Creek Eatery LLC has applied for the permit with an on-site employee. Following discussion, Council Member Christianson moved to approve the Civic Center Arena Special Event Permit as presented with Council Member Dokken seconding the motion, which carried.

City Clerk Halliday informed the Mayor and Council that pursuant to Minnesota Statute 203B.121, Subd. 1, it is necessary that the City pass a Resolution establishing an Absentee Ballot Board. Following discussion, Resolution No. 5 was introduced by Council Member Anderson, seconded by Council Member Ahmann, reviewed by Mayor Yanish, and approved on a roll call vote of Ayes 7, Noes 0.

RESOLUTION NO. 5

ESTABLISHING AN ABSENTEE BALLOT BOARD

WHEREAS, the City of Willmar is required by Minnesota Statute 203B.121, Subd. 1 to establish an Absentee Ballot Board effective June 19, 2012; and

WHEREAS, the Board will bring uniformity in the process of accepting or rejecting returned absentee ballots in the City of Willmar's Ward and Special Election in Kandiyohi County; and

WHEREAS, the Absentee Ballot Board would consist of a sufficient number of Election Judges as provided in Sections 204B.19 to 204B.22;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Willmar, hereby establishes an Absentee Ballot Board that would consist of a sufficient number of Election Judges as provided in Minnesota Statute 204B.19 to 204B.22 to perform the task.

Dated this 17<sup>th</sup> day of December, 2012.

/s/ Frank Yanish  
MAYOR

/s/ Kevin Halliday  
Attest: CITY CLERK

The Mayor and Council considered an Ordinance to Rezone property from G/I to R-2. Planning and Development Services Director Peterson stated that the applicant Casa De Misericordia Church applied for a rezone of the former Lincoln School property to operate a church. The rezone is consistent with the Comprehensive Plan. Churches are permitted with a conditional use permit in an R-2 zone, and at that time the Planning Commission can attach use conditions of operation.

Council Member Anderson offered a motion to introduce an Ordinance to Rezone property from G/I to R-2 and schedule a public hearing for January 7, 2013. Council Member Ahmann seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

The Mayor and Council considered a Final Plat for Mills Second Addition whereby the applicant Mills Properties wishes to subdivide a portion of their property into three commercial lots. Planning and Development Services Director Peterson explained the property is proposed for platting so that different parent companies within their corporation can own each parcel. The lot sizes and frontage exceed Zoning Ordinance minimums. Two conditions placed on the plat per Planning Commission preliminary plat approval regarding a water valve shut off and access easement agreement have been dealt with prior to final plat approval. Council Member Anderson moved to approve the Final Plat for Mills Second Addition as presented. Council Member Dokken seconded the motion, which carried.

Following discussion of the January Council meeting dates, Council Member Christianson moved to schedule the reorganizational meeting for January 7, and the second Council meeting for January 22, 2013. Council Member Ahmann seconded the motion, which carried.

Mayor Yanish recognized Doug Reese, Council Member for the Ward Four, for his 26 years of

service to the City of Willmar and presented him with a commemorative plaque. Mr. Reese thanked his wife, Marion, and former and present Mayors, Council Members and City Staff.

Announcements for Council Committee meeting dates were as follows: Public Works/Safety, December 18, 2012.

Council Member Ahmann read a letter he prepared to the Mayor and Council regarding the City's funding of private entities and their membership, expressing concerns raised due to possible conflicts regarding expenditures. Mr. Ahmann offered the following motion: that the City Council immediately request from the publicly-funded groups full and complete financial disclosures for the current and last five years regarding previously stated expenses. Furthermore, that this gathered information is to be immediately reviewed and discussed with the appropriate City Council Committee. The following groups are, but not limited to: Willmar Municipal Utilities, Rice Memorial Hospital, Rice Home Medical, Rice Health Foundation, Rice Care Center, Willmar Lakes Area Convention and Visitors Bureau, Kandiyohi County and City of Willmar Economic Development Commission, Willmar and Kandiyohi County Housing and Redevelopment Authority, Willmar Pioneerland Library, Willmar Design Center, West Central Integration Collaborative, West Central Industries, Kandiyohi-Willmar Area Transit Authority and Willmar Fests. Council Member Christianson seconded the motion.

Council Member Anderson called the motion retaliation and opposed the action. Council Member Christianson called it standard fiduciary responsibility. Council Member Ahmann stated he believes funding certain organizations is a violation of statutes according to Attorney General opinion. Council Member Dokken questioned public purpose in the listed organizations.

City Attorney Scott expressed concern that the request was "over reaching."

Council Member Christianson withdrew his second. Council Member Ahmann directed Staff to take the matter to the appropriate committee.

City Administrator Stevens informed the Mayor and Council of a "Thank LGA" forum put on by the Coalition of Greater Minnesota Cities on December 18, 2012, at the Willmar Fire Station.

Council Member Christianson moved that the City consider RFP's for legal printing from the West Central Tribune, Raymond and Prinsburg News, and New London Lakes Area Review newspapers. Council Member Ahmann seconded the motion, which carried.

Council Member Christianson read a letter he had prepared regarding articles in the West Central Tribune attacking the Mayor and Council Members, actions of the Moving Willmar Forward group and general disruptive practices impeding the duties of the elected officials. This matter was for information only.

There being no further business to come before the Council, the meeting adjourned at 8:50 p.m. upon motion by Council Member Christianson, seconded by Council Member Dokken, and carried.

---

MAYOR

Attest:

---

SECRETARY TO THE COUNCIL