

WORK SESSION AND EXECUTIVE SESSION – August 18, 2020

EXECUTIVE SESSION – August 18, 2020

On a motion duly made by Councilmember A. Heffernan and seconded by Councilmember S. McIntire, the Mayor and City Council unanimously agreed by voice vote to meet in closed session to discuss (1) the appointment employment, assignment, promotion, discipline, demotion, compensation, removal, resignation or performance evaluation of appointees, employees, or officials over whom it has jurisdiction; #1 (Section 3-305(b)), to consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State; #4 (Section 3-305(b)), and to consult with counsel to obtain legal advice, #7 (Section 3-305(b)), on Tuesday, August 18, 2020 at 3:02 p.m. in the Council Chamber, 2<sup>nd</sup> floor, City Hall, Hagerstown, Maryland.

The following people were in attendance: Mayor R. E. Bruchey, II, Councilmember K. B. Aleshire, Councilmember A. Heffernan, Councilmember E. Keller, Councilmember L. C. Metzner, Councilmember S. McIntire, City Administrator Scott Nicewarner, City Attorney Jason Morton, Michelle Hepburn, Director of Finance, Rodney Tissue, City Engineer, Jill Thompson, Director of Community and Economic Development, Paul Fulk, Neighborhood Services Manager, Nancy Hausrath, Director of Utilities, and Donna K. Spickler, City Clerk.

The meeting was held to discuss membership of the Historic District Commission, Hagerstown Housing Authority, City Ethics Commission, Public Art Commission, and Skate Park Task Force, a business proposal, and to obtain legal advice. No formal action was taken at the meeting. On a motion duly made, seconded, and passed, the meeting was adjourned at 4:07 p.m.

WORK SESSION – August 18, 2020

Mayor R. E. Bruchey, II called this Work Session of the Mayor and City Council to order at 4:17 p.m., Tuesday, August 11, 2020 in the Council Chamber at City Hall. Participating with the Mayor were Councilmembers K. B. Aleshire, A. Heffernan, E. Keller, L. C. Metzner, and S. McIntire, City Administrator Scott A. Nicewarner, City Attorney Jennifer Keefer, and City Clerk D. K. Spickler.

WORK SESSION – August 18, 2020

Preservation Awards

Mayor Bruchey presented a Historic Preservation Award to John Laughlin and Aaron Peteranecz for the rehabilitation of the former factory/warehouse at 22 North Mulberry Street.

Mayor Bruchey announced that Citizen Comments for the August 25, 2020 Regular Session will be welcome either in person, or by submitting comments by email to [councilcomments@hagerstownmd.org](mailto:councilcomments@hagerstownmd.org). If by email, the submitters name, address, and a summary of the comments will be announced by the City Clerk. The email will not be read in its entirety but it will be included in the public record for the meeting and may be viewed by the public at any time.

### **Consent Agenda**

- A. Department of Community and Economic Development:
  - 1. Open Container Exemption – Imagine Hagerstown – September 26, 2020
  
- B. Department of Information Technology and Support Services:
  - 1. ESRI GIS Maintenance Agreement Renewal – ESRI (Redlands, CA)  
\$ 38,500.00
  
- C. Department of Parks and Engineering:
  - 1. Traffic Signal upgrade at Potomac and Howard – Concrete Central, LLC (Hagerstown, MD) 4 340,819.50
  - 2. Handicap Accessible Ramp Contract – Concrete Central, LLC (Hagerstown, MD) NTE \$ 120,000.00
  - 3. Wesel Boulevard Reconstruction (Discussed later in the meeting)
  
- D. Police Department:
  - 1. 25 Cameras for Downtown System Expansion – HCGI (Columbia, MD)  
\$ 33,700.00
  - 2. 90 Cameras for Downtown System Expansion – Skyline Technology Solutions, LLC (Glen Burnie, MD) \$ 81,492.30
  - 3. Annual Software Maintenance Agreement for HPD Police Mobile – Keystone Public Safety, Inc. (Maple Shade, NJ) \$ 98,575.00
  
- E. Public Works:
  - 1. Replacement of Video Security Systems A&E and UD Parking Decks – Spicher’s Appliances and Security (Hagerstown, MD) \$ 117,000.00
  
- F. Utilities:
  - 1. Light – Engineering Analysis Software Support – Milsoft Utility Solutions (Abilene, TX) \$ 10,700.00
  - 2. Light – Substation Class Switch Parts – S & C Electric (Annapolis, MD)  
\$ 10,557.00
  - 3. Wastewater – Grinder Pump Replacement 0 Fluid Solutions, Inc. (Westminster, MD) \$ 27,647.15
  - 4. Wastewater – Repair of HVAC System for Office Inside Pelletizer – Synagro – WWT, Inc. (Baltimore, MD) \$ 5,060.00

This completed the Preliminary Agenda Review. There were no questions about any items. All items, unless noted, are scheduled for approval on August 25, 2020.

### General Budget Update

Michelle Hepburn, Director of Finance, was present to provide a general budget update. She reported the trends staff projected are consistent with actual finances.

In conjunction with the NorthPoint Development being planned on Wesel Boulevard, the City of Hagerstown committed to Wesel Boulevard Reconstruction. While the City is overseeing and managing the road reconstruction project, multiple parties are providing funding. A portion of the City's commitment consists of \$ 800,000 funded from reserves in advance and is to be replenished from future revenue sources from Enterprise Zone Tax, Plant Permit Fees, and Stormwater Construction Management Fees. To this end, it is necessary to transfer this \$ 800,000 in FY20 as the commitment was signed in FY20.

Accounting staff is working on closing out FY20. While it is too soon to provide exact numbers as many items still remain outstanding, current projections include the following:

1. General Fund surplus
2. Water Fund surplus (prior to any actuarial adjustments for Pension and OPEB)
3. Wastewater Fund surplus (prior to any actuarial adjustments for Pension and OPEB)
4. Electric Fund deficit (prior to any actuarial adjustments for Pension and OPEB)
5. Parking Fund deficit
6. Property Management Fund deficit
7. Golf Fund- no additional General Fund stipend needed beyond what was approved in FY20 budget. May have some surplus to carry-over and help offset General Fund stipend for FY21 operations.

Ms. Hepburn noted use of the golf course has increased over recent months during the pandemic. Attendance at Potterfield Pool has decreased significantly.

Ms. Hepburn stated the anticipated surplus in the general fund is generally due to the timing of when the City receives the majority of the annual funding, which is in July and August, after tax bills are sent out. Most tax payments are received by the end of December. The second largest shared revenue is the State Income Tax, which is also typically received by the end of December. There was very little overtime from mid-March to mid-June due to the pandemic. Although the City continues to provide services, with vacancies in some departments, projects have decreased. This is all good news for FY20; however impacts from the pandemic and shut down will have an unknown effect on FY21 and FY22. She anticipates seeing reductions in tax bills.

She provided an update of the FY21 Revenue Projections chart that was reviewed at the July 21, 2020 Work Session. Since that date, there is increasing speculation regarding the stability of the tax base and the impact that will result from appeals,

closures, and new triennial assessments during this pandemic. While initial billing of real estate taxes was slightly below FY21 budget levels, greater reductions are now anticipated in the Winter and Spring. In addition, it is likely that the City will see a reduction in revenue for School Resource Officers (SRO).

Ms. Hepburn stated the City has a Memorandum of Understanding (MOU) with the Board of Education for the SROs. With learning being on-line, the schools are indicating they do not need the officers on site. Details of the MOU are still being reviewed. The commitment is a flat amount with no designation as to the number of days/weeks/etc. and the MOU can be terminated by either party.

Ms. Hepburn stated if the tax revenue is reduced by another 5%, the impact would be at least \$ 1.3 million. It is a little too soon to tell how the revenue will be. The corporate business side of the tax revenue is concerning as income is self-reported and many reports may be delayed.

Beginning this week, Customer Service at City Hall will be assisting walk in customers on Mondays, Wednesdays, and Fridays. On Tuesdays and Thursdays, customers may contact Customer Service by calling or emailing representatives. Mr. Nicewarner noted when the Governor's moratorium on termination of utility bills is lifted, Customer Service will return to normal hours.

A-2020-04, Annexation of Valley Mall Road Properties – Discussion of tax phase-in Proposal

Kathleen Maher, Director of Planning and Code Administration, and Megan Flick, Planner, were present to continue the discussion of whether or not the Mayor and City Council wished to offer phased-in tax terms for this annexation or approve the resolution as originally introduced with no phased-in tax terms. If ready, approval of the resolution will be scheduled for August 25, 2020.

The City of Hagerstown initiated annexation Case No. A-2020-04 by activating pre-annexation agreement Case No. WS-2005-20. The property owners signed the pre-annexation agreement, which states that the City has the right to annex when the property becomes contiguous to the corporate boundary, in exchange for water service .

The proposed annexation was introduced on April 28, 2020 and the Annexation Plan was also adopted at that time. The public hearing was held on June 23, 2020. The properties proposed for annexation consist of properties including: Marriott Spring Hill Suites; Marriott Courtyard; and Restaurant, totaling approximately 4.88 acres. Currently, the properties are zoned PB (Planned Business) in the County and are proposed to be zoned CR (Commercial Regional) in the city.

The owner's representation requested a phased-in approach of the City property taxes based on the COVID-19 pandemic creating severe financial hardships for the two Marriott Hotels and the Restaurant. They contend that businesses will not return to

normal for quite some time. The owner originally suggested a 10 year phase-in of City property taxes.

Staff felt there was some merit to this argument and suggested an alternative shorter term phase-in plan due to the city's own financial hardships related to the pandemic. This proposal was for a three-year phase-in with no tax payment in the current fiscal year, 50% for July 1, 2021, and full tax on July 1, 2022. The three year phase-in proposal was included in the resolution as Exhibit E for approval on July 28, 2020.

On July 27, 2020, the applicant submitted a request for a counter proposal of a five-year phase-in with no tax payment in the current fiscal year, 25% on July 1, 2021, 50% on July 1, 2022, 75% on July 1, 2023, and full tax on July 1, 2024.

The Mayor and City council tabled action on the resolution on July 28, 2020 to allow for consideration of alternative tax phase-in proposals. The alternatives were discussed on August 4, 2020 and continued to August 11, 2020 and August 18, 2020.

After further consideration, City staff continue to recommend moving forward with a three-year phase-in of City property taxes with the condition that this phase-in is contingent upon the owner not seeking a lowering of their property tax assessment. If they do seek a reduction in their tax obligation with SDAT, the city will claw back any reduction previously received and the full tax liability will be reinstated.

Staff strongly recommends moving forward with this annexation either with the phase-in or with no phase-in, because activating these pre-annexation agreements when possible is a critical step towards strengthening the city tax base so the City has the resources necessary to provide the level of services citizens expect and which help to attract new residents and investors.

Michelle Hepburn, Director of Finance, stated staff are recommending continuing to move forward with annexations. It has taken the City a long time to get to this point.

Councilmember Heffernan stated he was not aware that even if the annexation occurs now, taxes will not be bills until July 1, 2021. Mr. Nicewarner noted that tax bill would not be due until April, 2022. Mr. Heffernan pointed out the business wouldn't see an impact on their bottom line for quite some time and they may have time to recoup after the pandemic ends.

Councilmember McIntire supports the owner's request of a five year phase-in of the taxes. The hospitality industry has been especially hard hit from the shut down due the pandemic.

Councilmember Metzner agrees with Councilmember Heffernan. He believes the owner really does not want the property to be annexed.

Councilmember Keller is concerned that any phase-in will set a precedence for future annexations.

Mayor Bruchey pointed out annexation was inevitable, even though neither party knew when, at the time the Pre-Annexation Agreement was signed. This business owner has received other concessions from the City on other projects. For years the City suffered as development happened all around the limits, with the City having no recourse for providing water service.

Councilmember McIntire stated she thinks denying a five year phase-in and annexing the property will put the owner and business at a disadvantage with having other hotels near them that won't have as many costs.

Councilmember Aleshire pointed out three Councilmembers are in favor of moving forward with the annexation without any tax phase-in. He does not agree this is the best option. He mentioned a tax phase-in was granted for the Tractor Supply warehouse property on Hopewell Road. Mayor Bruchey reminded everyone that was a different situation. Councilmember Aleshire noted Tractor Supply received City services and were required to annex after a certain time period and taxes applied after they annexed. He stated the City is trying to increase the tax base and encourage businesses to grow and prosper.

Ms. Hepburn pointed out the business will save \$ 50,000 in water fees during the first year. The lower rate is effective immediately at the time of the annexation. She pointed one of the differences with the Tractor Supply property is that it was undeveloped.

Councilmember Aleshire pointed out staff's proposal almost reaches tax neutral costs on the Mayor's timetable. Ms. Hepburn noted staff's proposal is based on today's assessed value.

Mayor Bruchey confirmed that three Councilmembers – Councilmember Heffernan, Councilmember Keller, and Councilmember Metzner, are in favor of no tax phase-in for this property. They indicated this is correct.

Approval of the annexation resolution, with no tax phase-in, will be included on the August 25, 2020 Regular Session agenda.

Planning Commission Recommendation to Mayor and Council: Landmark Overlay District at Saylor House

Megan Flick, Planner, was present to review the Planning Commission Recommendation for Landmark Overlay on the City-owned Saylor House.

The City of Hagerstown has applied for a Landmark Overlay District at the Saylor House. The Saylor House is the small stone house in Kiwanis Park that was built between 1790 and 1810. It was documented in the Maryland Inventory of Historic Places

in 1975. In 2015, the Washington County Historical Trust began to work with the City to stabilize and partially renovate the Saylor House.

The intent is to preserve the Saylor House as an important historic landmark in Hagerstown. This designation is necessary to qualify the building for certain grant funding and relaxation of some regulations. Detailed history of the Saylor House was attached with the memo, along with the official letter of requests signed by the City Administrator and additional background materials.

The Historic District Commission (HDC) made a recommendation to the Planning Commission (PC) to approve this application for a Landmark Overlay District. HDC members were in favor of protecting the building through landmark designation. They observed that the house is in good shape considering its age, and that it will be a nice addition to the City's historic inventory. PC members agreed with the HDC's sentiments.

The PC held a public hearing and welcomed public input. At the public hearing, two emails in support of the Landmark Overlay were entered into the record. In addition, Martin Brubaker spoke on behalf of the Washington County Historical Trust in support of the Landmark Overlay. He mentioned the benefits the rezoning would provide for rehabilitation of the Saylor House. Ann Aldrich submitted a letter of support within the 10 day public input period. The PC has forwarded a recommendation to the Mayor and City Council supporting approval of the Landmark Overlay.

Councilmember Aleshire asked if the City has the absolute authority to remove the Landmark Overlay at any time. Ms. Flick stated she believes this is correct and she will confirm this before the public hearing.

A public hearing before the Mayor and City Council is scheduled for August 25, 2020. Introduction of the Ordinance to apply the Landmark Overlay is also scheduled for August 25, 2020 during the Regular Session.

#### Electric Vehicle Charging Services Agreement

Eric Deike, Director of Public Works, was present to discuss an agreement with Electric Vehicle Institute, Inc. (EVI) for electric vehicle (EV) charging stations.

In 2018, the City of Hagerstown entered into an agreement with EVI to install EV charging stations in the Elizabeth Hager Center parking lot. Four charging stations went into operation in December, 2018. These were the first charging stations to be installed within the city limits.

Drives are not charged for the electricity used to charge their vehicles. Instead, drivers are charged to park while charging their vehicles at parking meters located at the charging stations. The rate is \$ 1.00 per hour. Operating hours for the parking meters are the same as all other meters which is Monday- Friday from 9:00 a.m. to 5:00 p.m. The Parking System covers the cost of the electricity used.

EVI recently approached staff about charging for the electricity used. This was always a possibility as there are credit card readers already installed in the EVI charging stations. The proposal is for EVI to manage the collection of revenues and then share the revenue 50/50 with the city. The parking meters would be removed. Drivers would be charged any time, day or night, while charging their vehicles.

EVI is looking to generate some revenue to offset the maintenance costs of operating these charging stations. Charging for the electricity will create a revenue stream to help with these costs.

The City Attorney reviewed the EVI contract and made a number of changes. EVI has agreed to those changes and is looking to begin charging for electricity in early September. The contract is for a five-year period.

Current revenues are limited to the hours of operation (M-F, 9 AM – 5 PM) for the parking meters. If a driver charges their vehicle anytime outside of these hours, there is no charge for parking and no charge for the electricity. Therefore, no revenue is generated.

There are some drivers that do charge their vehicle during the parking meter hours of operation. The average revenue from the four parking meters is about \$ 10 to \$ 12 per month from those that use the parking meters.

EVI is proposing a flat fee of \$ 2.50 plus \$ .20 per minute thereafter. A full charge of a vehicle can take 20 to 30 minutes. This would generate a revenue of approximately \$ 6.50 to \$ 8.50 of which the City would receive half (50% share) but clearly depends on the number of minutes a vehicle would be connected to a charger.

It is the recommendation of staff to enter into this agreement with EVI. The parking meters would be removed and drivers would be charged for the electricity used to charge their vehicle.

Councilmember McIntire asked if other municipalities charge for electricity at these stations. Mr. Deike indicated EVI reports about 20-30% of municipalities do charge for the electricity.

Councilmember McIntire asked if a vehicle owner can install a charging station at their home. Mr. Deike stated they probably can.

Mayor Bruchey noted manufacturers and dealers are including incentives on electric vehicles. Ford is developing a “plug into the wall” model.

It was the general consensus to include approval of the agreement on the Regular Session agenda on August 25, 2020.

Trademark Investments 114 N. Potomac Redevelopment Project – Request for Letter of Support for the Competitive Commercial Tax Credit Program Application

This item was removed from the agenda and will be discussed at a later date.

Improvements to Wesel Boulevard

Rodney Tissue, City Engineer, and Jim Bender, Assistant City Engineer, were present to discuss the Wesel Boulevard improvement project, to present the competitive bid results, and to identify other work that is required to complete the project that was not included in the bid request.

As part of the NorthPoint Development LLC (NorthPoint) warehouse development project along Wesel Boulevard, the City entered into an agreement with NorthPoint to reconstruct Wesel Boulevard. The existing roadway is failing, and it was assumed that a complete failure of the road's pavement would likely occur due to increased truck volumes after the warehouse buildings were occupied and operational. The City administered the engineering design of the roadway reconstruction, and solicited bids for the project.

During the initial discussion of the road reconstruction project, the City, NorthPoint, and Washington County agreed to jointly fund the road reconstruction project. A total of \$ 6 million was pledged to complete the project. This funding must cover the five work items listed below:

1. Road Reconstruction (main project)

This items covers the majority of the construction project, including removal and replacement of the existing roadway pavement, earthwork, concrete curbs, relocation of street lights, and construction of a multi-use path along the north side of the roadway. Five bids were submitted for this project; the results of the bid opening are summarized below:

a) C. William Hetzer, Inc., Hagerstown, Maryland	\$ 5,202,323.65
b) Pleasants Construction, Frederick, Maryland	\$ 5,303,626.75
c) C J Miller, Inc., Hampstead, Maryland	\$ 5,496,921.90
d) Kinsley Construction, Hagerstown, Maryland	\$ 5,602,476.00
e) Craig Paving, Inc., Hagerstown, Maryland	\$ 5,680,280.85

Staff recommends award of the contract to C. William Hetzer, Inc. in the amount of \$ 5,202,323.65. The City has contracted with C. William Hetzer, Inc. on other projects, and staff feels that they are prepared to complete the project within the timeframe dictated by the City's agreement with NorthPoint. If the Council formally awards the contract at the Regular Session on August 25, 2020, staff will work with C. William Hetzer, Inc. to execute the contract as quickly as possible. The City intends to issue a Notice to Proceed on or about September 8, 2020.

2. Installation of Video Detection Cameras at Traffic Signals

In order to fully reconstruct the roadway, the existing pavement and a portion of the underlying soils must be removed. At the four existing traffic signals within the limits of the project, the signals are activated by wire detection loops imbedded in the pavement; these loops will be destroyed by the excavation. Staff recommends replacing these in-pavement loop detectors with traffic signal-mounted video camera detectors that are the current state-of-the-art system used to activate traffic signals. This would eliminate the wire detector loops which are a continuing maintenance burden for the City's Signal Division. Staff received a quote for video camera detection equipment from Econolite, Inc., the City's sole source provider for traffic signal equipment. Not included in that quote is additional cable that is needed to connect the cameras to the signal controllers. The total estimated cost for this work item (cameras plus cable) is \$ 72,955.40

3. Engineering Design of Road Reconstruction Plans

Frederick, Seibert & Associates (FSA) was hired by NorthPoint to prepare the site development plans for their buildings. The roadway reconstruction plans had to be coordinated with the work that NorthPoint is doing on their properties, as the earthwork associated with the road construction has to tie-in to the prosed grading on NorthPoint's property. Given FSA's familiarity with NorthPoint's development plans, the land surveying data that they had already compiled along the corridor for those plans, and the need to quickly assemble roadway design drawings that could be used to bid the project, the City and NorthPoint agreed to have FSA prepare the roadway reconstruction plans. FSA provided a quote of \$ 125,050.00 to complete this work, and was able to produce plans that allowed the City to solicit bids for the project in early July.

4. Geotechnical Inspections & Testing Services

Triad Engineering, Inc. (Triad) was retained by NorthPoint to perform geotechnical investigations and provide consulting services for both their development properties and the Wesel Boulevard reconstruction. Triad authored a geotechnical report of the roadway project, and worked with staff to develop recommendations for dealing with unsuitable materials under the existing pavement that will likely be encountered during construction. Staff feels that it will be crucial to have additional consulting support from Triad during construction to keep the project on schedule. Triad submitted a Time and Materials Not to Exceed quote of \$ 39,194.16 to provide these consulting services.

5. Hagerstown Light Department – Lighting and Electrical Installation

The Hagerstown Light Department (HLD) will need to remove and re-set existing street light poles and perform other related work due to the roadway reconstruction project. HLD has estimated that their labor and material charges will total approximately \$ 30,000 to complete the work.

A summary of costs is as follows:

1. Road Reconstruction	\$ 5,202,323.65
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MAYOR AND CITY COUNCIL

HAGERSTOWN, MARYLAND

2. Video Camera Detectors	\$ 72,955.40
3. Engineering Design	\$ 125,050.00
4. Geotechnical Inspections & Testing	\$ 39,194.16
5. Hagerstown Light Department charges	<u>\$ 30,000.00</u>
Total	\$ 5,469,522.81

Per the agreement with Washington County and NorthPoint, the funding is as follows:

1. NorthPoint	\$ 1,800,000
2. City of Hagerstown	\$ 1,500,000
3. Washington County	<u>\$ 2,700,000</u>
Total	\$ 6,000,000

Mr. Tissue noted other costs not listed include some utility work including fiber cable and Columbia Gas lines. This is necessary partly due to the project and partly due to the road work. NorthPoint will be fronting the costs and the City will reimburse them at some point for part of the work.

Mr. Tissue noted C. William Hetzer is able to start work as soon as September 1, 2020, if they are awarded the bid on August 25, 2020. A meeting of the businesses in the area of the work was held recently.

It was the general consensus of the Mayor and City Council to include award of the bid to C. William Hetzer, Inc. on the August 25, 2020 Regular Session agenda.

**CITY ADMINISTRATOR'S COMMENTS**

*Scott A. Nicewarner, City Administrator*, reported the City experienced the first COVID positive staff person recently. As soon as it was known, the COVID plan was put into effect. This plan was developed in February. The lobby was closed and all employees in Customer Service were sent for testing. The results were all negative. He thanked staff for following the guidelines and thanked the cleaning staff for sanitizing the entire area. The lobby is currently open but hours are reduced because of the limited foot traffic in City Hall. Some customers have continued to pay their utility bills during the Governor's moratorium. He thanked those customers. Continuation of the moratorium will have a significant negative impact on utility operations.

There were several purchase items reviewed during the Preliminary Agenda Review. He noted the funding for these purchases is not from General Fund revenue and many are grant funded. The details of the funding source can be found on the back of each form.

**MAYOR AND COUNCIL COMMENTS**

*Councilmember S. McIntire* had no additional comments.

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HAGERSTOWN, MARYLAND

*Councilmember L. C. Metzner* had no additional comments.

*Councilmember E. Keller* had no additional comments.

*Councilmember A. Heffernan* had no additional comments.

*Councilmember K. B. Aleshire* noted one of the efforts for local jurisdictions as the moratorium continues into the fifth month may be to place a lien on the property. The jurisdiction does not have the ability at this time to charge late fees or terminate service for non-payment. He does not think the State is aware of the impact of the moratorium on utility operations.

Mr. Nicewarner reported there is a hearing with the Public Service Commission that City staff intends to participate in at the end of August. The City's position will be stated during the hearing.

*Mayor R. E. Bruchey* had no additional comments.

There being no further business to come before the Mayor and City Council, on a motion duly made, seconded and passed, the meeting was adjourned at 5:21 p.m.

Respectfully submitted,

*Original signed by D. K. Spickler*

Donna K. Spickler  
City Clerk

Approved: September 29, 2020