

WORK SESSION – December 1, 2015

Mayor D. S. Gysberts called this Work Session of the Mayor and Council to order at 4:05 p.m., Tuesday, December 1, 2015, in the Council Chamber at City Hall. Present with the Mayor were Councilmembers K. B. Aleshire, M. E. Brubaker, L. C. Metzner, D. F. Munson, and P. M. Nigh; City Administrator Valerie Means, and D. K. Spickler, City Clerk.

Proclamation: World AIDS Day

Mayor Gysberts read a proclamation recognizing December 1, 2015 as World AIDS Day. World AIDS Day serves as a reminder for citizens to educate themselves about the risk of HIV, know their HIV status through testing, how to receive care if infected, and demonstrate compassion for those infected and affected by HIV and AIDS. Pastor Rob Apgar-Taylor and Michael Jones, Administrative Assistant, accepted the proclamation on behalf of Veritas UCC, Hagerstown Hopes, and Positive Living Hagerstown.

Recognition of Government Finance Officers Association (GFOA) Award for Budget Preparation

Mayor Gysberts presented a Certificate of Appreciation to the City of Hagerstown Department of Finance for their work and for receiving the Distinguished Budget Presentation Award for the current budget from the Government Finance Officers Association (GFOA). This is the highest form of recognition in governmental budgeting and represents a significant achievement by the City of Hagerstown.

2016 and 2017 Pavement Preservation Program

Rodney Tissue, City Engineer, stated in November 2014, the Council endorsed a draft 2016 street list for pavement preservation, and now the City must finalize the 2016 street list and begin to establish a list of streets for pavement preservation in 2017. This would allow utilities to budget for and install main replacements as necessary. In addition, property owners who receive curb and sidewalk notices will have approximately 12 months to complete the required work prior to the 2017 pavement preservation work.

Earlier this year, staff completed a new “pavement condition” survey and the results show that the overall Pavement Condition Index (PCI) of all 115 miles of City streets dropped from 77.6 in 2012 to 74.2 in September of 2015. This is primarily due to program funding below the threshold needed to maintain the PCI (estimated at \$ 1.1 million by the City’s software program). While funding in 2015 was at this minimum threshold, 2013 (\$ 710,000) and 2014 (\$ 850,000) were short of this minimum goal due to cuts in State Highway User Revenue.

In both 2016 and 2017, staff plan to mill/overlay, slurry seal, crackfill, and complete random patching based on the results of the pavement conditions survey. A big factor in selecting streets is the condition of underground utilities and if the respective utility will upgrade prior to paving. Engineering staff coordinate with the City utilities and Columbia Gas to assure them that their systems are in good condition in the proposed streets. Staff are meeting with Columbia Gas soon to discuss these lists.

Based on the proposed lists, staff will endeavor to budget \$ 1,100,000 annually for pavement preservation including all paving, milling, slurry seal, patching, crack filling, and pavement markings. A preliminary budget for FY15 would be as follows:

1. \$ 100,000 in fund balance
2. \$ 322,764 FY 16 Highway User Revenue (per SHA letter)
3. \$ 667,236 hopefully in restored Highway User Revenue

If these funds are not available, staff would have to postpone repairing streets to stay within the budget.

Staff send about 75 to 100 “Curb & Sidewalk” notices each year. Staff endeavor to work with property owners given the current economic climate. Unless directed by Mayor and Council to do otherwise, staff will follow the previously established City Code and Council-approved policies to issue notices for the 2017 streets after the first of the year.

The results of a comprehensive alley condition survey earlier this year show that the overall Pavement Condition Index (PCI) of all 35 miles of City maintained alleys is 64.1, significantly lower than the street system. This speaks to the need to replace more deteriorated alleys and increase annual funding for this work to approximately \$ 250,000, hopefully funded by a restoration of Highway User Revenue. Staff is developing a bond-funded project for the replacement of several alleys based on the survey results and FY 2015 Priority Alleys map, which shows alleys on the schedule for replacement in 2016.

Mayor Gysberts stated this information provides a good explanation of how maintaining the Highway User Revenue level is critical for municipalities.

Councilmember Brubaker has discussed Hagerstown’s process for road condition surveys with MML representatives. He noted Salem Avenue and Route 40 are included in the list of streets to be completed, both of which are State Roads. He asked for information regarding the cost of maintenance of the State Roads that Hagerstown maintains. This would include snow removal as well. He would like to know the number of miles and square miles of State roads within the City limits. City residents are taxed repeatedly for road maintenance – the gas tax, State taxes and municipal taxes. If the State Highway Administration does not include adequate Highway User Revenue, Councilmember Brubaker wants to make sure the City includes ample funding in the budget to properly maintain the streets and alleys.

Mr. Tissue stated the contractor completing the work is behind schedule and the damages included in the contract will apply.

Councilmember Metzner asked if paving is effective at this time of year. Mr. Tissue stated the standard is that the temperature must be 40 degrees and rising. City staff will not allow work to continue if those conditions are not true.

Approval of the list of streets proposed for pavement preservation in 2016 and tentative approval of the list of streets for pavement preservation in 2017 will be scheduled for December 15, 2015.

### Bridge Program

Rodney Tissue, City Engineer, was present to provide information on the City's bridge maintenance program.

In cooperation with Washington County Engineering staff, City staff actively monitor the condition of bridge structures. There are three types of bridges within the City:

1. Major Bridges (over 20' span) – there are 12 structures, all in good condition. Most of these structures are inspected every two years, although a couple are inspected annually due to weight limit restrictions. The next round of inspections is due in 2016. Working with the County staff, Federal funds are used to complete the inspections.

A \$ 1.2 million rehabilitation to three bridges on Burhans Boulevard is underway and will strengthen the substructure by making repairs to deteriorated concrete in the supporting columns and other repairs. This project will be completed next summer.

The City recently bid the replacement of seals at the expansion joints of several bridges. These seals keep water from deteriorating the structure below. Unfortunately, no bids were submitted. Staff will re-evaluate how to get this important work completed.

There is a significant wall failure on South Prospect Street just north of the Dry Bridge that was exacerbated by a recent vehicle accident. This will be a significant project to replace this stone structure that is about 150 feet long and 6 feet high and supports Prospect Street.

2. Minor Bridges (6' to 20' spans) – these structures are all in good condition and none of them are in the five year CIP for replacement or major rehabilitation. A list of minor deficiencies is provided to Public Works for their staff to address as they have time. These structures are inspected every five years and the next round is due in 2016. There are no Federal funds available for these inspections so staff

suggest the City again “piggyback” on a Washington County inspections contract to realize economies of scale. Staff also suggests budgeting \$ 50,000 in CIP 444 so the funding will be available July 1, 2016.

3. Storm Drains – Staff does not systematically inspect the labyrinth of storm drains in the City. The last formal inspection of the larger tunnels was in 1996. Staff address issues as they arise.

Councilmember Munson reiterated that the City’s bridges are safe. Mr. Tissue confirmed the statement.

#### FY 15 Comprehensive Annual Financial Report (CAFR)

Michelle Hepburn, Director of Finance, Rana Rose, Accounting Manager, and William Seymour, SB & Company, LLC, were present to review the FY 15 Comprehensive Annual Financial Report (CAFR).

Ms. Hepburn stated the audit was performed by the independent auditing firm, SB & Company, LLC (SBC). Approximately 60% of General Fund revenue is from property taxes, with 21% being from charges for services and other revenue. Expenditures for Public Safety are 52% and General Government expenses are 21% of the budget.

The net pension liability (unfunded) for the Police & Fire Pension Plan, at June 30, 2015 is \$ 26.8 million. The net position (funded), as of June 30, 2015 is \$ 19.1 million. The net position as a percentage of the total pension liability is 41.58%. For the Maryland State Retirement and Pension System, the City contributes 100% of the required contribution each year. The FY 15 contribution is \$ 1.8 million.

The accrued unfunded liability, as of June 30, 2015, for Other Post Employment Benefits (OPEB) is \$ 25.5 million. The June 30, 2015 annual OPEB cost is \$ 2.0 million. The net OPEB obligation at the end of the year is \$ 1,269,792, as a cumulative result of over funding. The funded ratio is 18.27%.

The General Fund Unassigned Fund Balance is 20.7% of total expenditures. This is 2.5 months of expenses.

Mr. Seymour reported SB & Company’s Scope of Services included an audit of the June 30, 2015 financial statements, performance of the OMB Circular A-133 Single Audit, review of the Uniform Financial Report, and review of the Data Collection form. Based on the review of the financial statement, they issued the following Summary Results:

1. Issued an unmodified opinion on the financial statements
2. Discovered no instances of fraud
3. Discovered no material weakness in internal controls
4. Received full cooperation from management

5. No audit journal entries noted
6. Accounting for pensions – adoption of GASB 68; required restatement of beginning net position of \$ 38.7 million (reduction); ending net position of \$ 213.8 million in unassigned fund balance.

SBC's evaluation of the key processes shows that, in their determination, the processes are designed and operating effectively.

The City implemented GASB 68, Accounting and Financial Reporting for pensions, for the year ended June 30, 2015. The Standard requires the net pension liability (NPL) to be recorded on the entity wide financial statements, along with related disclosures. The City restated the beginning net position by \$ 38.7 million for the implementation of GASB 68. Accounting for OPEB will change as well.

SBC determined the accounting policies adopted by the City are acceptable accounting policies. There were no significant adjustments identified during the audit process. Their procedures identified no instances of fraud or illegal acts. There were no material weaknesses noted during the audit.

Councilmember Brubaker noted the audited statement clearly shows an increase in public safety and community and economic development expenses from the previous year. All other groups remained steady. This information shows the Mayor and City Council are investing City funding in the areas where citizens want them to invest.

#### FY17 Health Care Program

Karen Paulson, Director of Human Resources, Susan Delauter, Human Resources Administrator, and Rebecca Royal, Senior Employee Benefits Consultant with CBIZ Benefits and Insurances Services, were present to provide an overview of the City's health care plan and discuss upcoming considerations. There is no formal action required of the Mayor and City Council at this time.

CBIZ is the City's benefits consultant and has worked with the City since 2007. Ms. Royal meets regularly with the City's Healthcare Committee to review plan performance, identify trends, project future performance, monitor legal compliance, review recommendations, and discuss any pertinent issues involving the plans.

The City's health insurance plans are self-insured, meaning the City pays the claims as they are incurred. The very nature of a self-insured program means there can be significant year to year fluctuations in expenses. CBIZ works with City staff to develop expense projections for the current and upcoming year. Factors considered are claims history, national trends, and legislative impact such as the Affordable Care Act (ACA). The budgeted health plan costs for the year are placed in the Healthcare Fund. Claim expenses are paid from the Healthcare Fund weekly.

The City has two health insurance plan options for eligible employees and their dependents. Both plans were offered to employees beginning July 1, 2009.

The “Plus Plan” is a high-deductible plan with an accompanying Health Savings Account that the City funds annually with \$ 500 for single coverage, \$ 750 for employee plus 1, or \$ 1,000 for family. The employee may elect to fund the account with pre-tax contributions.

The majority of employees elect the City’s “Level Plan” which provides a very generous benefit, oftentimes providing in-network coverage at 100% after a small \$ 100 deductible or \$ 20 co-pay is satisfied. The Level Plan is the focus of the discussion.

The City also offers 80/20 Plan coverage for retirees and their dependent(s) who are pre-Medicare eligible, and two coverage options for Medicare eligible retirees and their spouse.

The City has absorbed increases in the cost of the health care program and has maintained the structure of the Level Plan. Since inception of the current plans, there was one increase in the employee-only premium in 2010. There have been no other increases in premiums since 2009. There is also a provision in all four union contracts that states any increase in premium cannot reduce an employee’s net pay. This in effect requires the City to increase employee pay to subsequently increase employee premiums.

Several provisions of the Affordable Care Act, including the impending 2018 excise tax also known as the “Cadillac Tax”, require employers to take action now. Waiting to see if a last minute appeal or change of the ACA occurs is not advised as we would already be in the measurement period for the more impactful provisions. As such, employers with plans who are likely to be impacted by the excise tax are making changes to their medical plans in preparation of this impact.

The Healthcare Committee reviews the plan performance and discusses matters that could have an impact to the plan or the healthcare fund. Due to union contract language, the committee has to vote to recommend any changes to the plans to Mayor and Council. This union contract language limits Mayor and Council’s authority to make changes to the health care plan. In all four union contracts, there is language that states the Health Care Committee must first approve, through a vote of 3 of the 5 employee groups. any change to health care before proposed changes are submitted for final approval by the Mayor and Council.

Ms. Royal reported total costs for July, 2013 to June, 2014 were \$ 5,581,215. For the period from July, 2014 to June, 2015, total costs were \$ 6,303,329. Health plan costs have increased 9.9% per year on average over the past five years. Long-term costs are projected to be more than \$ 10,000,000 by FY21, with the assumptions that there are no changes to employee/retiree contributions and that the excise tax on high cost health plans impacts the City in 2020.

Councilmember Munson clarified that Federal law will require the City of Hagerstown to pay an excise tax on what will be considered a premium plan. Ms. Royal stated that is correct and the plan is not defined by the benefits provided but the cost of the plan. The current Level Plan is richer than the State or Federal law threshold and is considered a platinum plan.

Councilmember Aleshire pointed out the reality is that the next administration will be accepting they will have to negotiate with employees for changes in health care. Ms. Paulson pointed out changes are limited due to current union contract language.

Mayor Gysberts expects serious discussions regarding health care language will be held within several months.

Councilmember Metzner indicated he does not think the City of Hagerstown will be able to reduce the health care plan to the silver or gold status.

Ms. Royal agreed. She noted that changes to the deductible, out-of-pocket maximum, coinsurance, and office visit copays can provide plan savings. Several alternatives were provided, all including elimination of the waiver credit. The savings ranged from \$ 245,000 to \$ 449,250. Increasing the focus on wellness/prevention to address chronic conditions claim costs will help reduce costs as well.

Councilmember Metzner stated things have to change but the problem won't be solved by reducing the plan to a bronze status or by telling employees they have to fund the healthcare plan.

Councilmember Aleshire stated the City's plan is well above the highest plan allowance under the Affordable Care Act. He noted the union contracts say if three out of five employee groups agree, changes would be implemented on an annual basis. He has repeatedly said costs have to be covered through taxes or through manpower adjustments.

Mayor Gysberts asked if this information has been discussed with the Healthcare Committee. Ms. Paulson indicated it has and some vendor changes have been made to reduce costs.

Councilmember Metzner emphasized that the Mayor and Council will be discussing changes and he thinks employees should have the opportunity for input about the changes.

Councilmember Munson pointed out someone has to pay for health insurance and increased costs may require a tax increase.

Mayor Gysberts asked what happens if the City of Hagerstown does not provide health insurance to employees. Ms. Royal stated there would a fine assessed of \$ 2,000

per employee per year. Mayor Gysberts stated he is not advocating this just pointing out what the cost would be.

Councilmember Metzner stated the Affordable Care Act was implemented to curb the insurance industry, which had gotten out of control from 2008 to 2011. He hopes the next Congress says no to everything and works on fixing things.

Mayor Gysberts stated it seems obvious to eliminate the waiver credit. He noted many chronic conditions can be addressed through behavior modifications.

Councilmember Metzner stated some of the alternatives seem palatable. There are changes that don't seem drastic that can reduce the richness of the plan.

Councilmember Brubaker noted the Council will be reviewing this information and should work with employee groups during the next few months during budget discussions. If the Healthcare Committee does not accept the changes, the City Administrator should make a proposal to the Mayor and City Council for their review during the budget discussions.

Ms. Paulson inquired what time frame would be appropriate for changes to the plan. Ms. Royal indicated decisions by mid to late March would allow time for implementation as of July 1, 2016. If that timing is not possible, changes could be implemented in August, 2016.

#### Community Action Council

Geordie Newman, Community Action Council (CAC) Executive Director, and Diana Fulchiron, CAC Director of Grant Management, were present to provide information about the CAC's Permanent Supportive Housing program.

The US Department of Housing and Urban Development (HUD) provides Continuum of Care (CoC) grant funding to local communities to support efforts to quickly house homeless individuals and families. One type of program funded by HUD CoC dollars is Permanent Supportive Housing (PSH), which provides long-term, affordable housing options combined with supportive case management services to disabled individuals or families exiting homelessness. PSH is a nationwide program.

The program is specifically for the homeless population, designed to help them get back into the community. People have to apply for the program and they have to follow the rules. If they don't follow the rules, they are removed from the program. All applicants must be able to pass a criminal background check. None of the participants have transportation and HUD requires the housing to be located on a bus route. All individual living quarters have to be able to be locked. A shared kitchen is permitted.

Between 2003 and 2015, the CAC received HUD CoC funding to support 48 individual units. These units provide basic accommodations for individuals with disabilities exiting homelessness. Clients in the program were housed in rooms at the Dagmar Hotel and provided case management services by CAC staff. During the final quarter of 2015 and in 2016, there will be significant changes to this program.

Starting on November 24, 2015, the program decreased the number of units supported, dropping from 48 units to 33 units of housing. Potomac Case Management Service, Inc. (PCMS) assumed case management duties of the PSH clients. All PSH clients were moved from the Dagmar Hotel to 101-105 East Washington Street.

During 2016, CAC will work with PCMS to transfer the federal CoC grant for the PSH program to PCMS, a process that can take several months. CAC will provide PCMS technical assistance in the administration of these federal grant dollars. The future (very near future) goals of CAC is to acquire an appropriate building in a location that is conducive to the program. PCMS will offer case management service and CAC will function as the landlord. HUD regulations do not allow the same organization to act as the case manager and the housing manager.

Mr. Newman stated when a client is removed from the program, they are on their own to find housing.

Ms. Fulchiron mentioned some clients are being treated for mental issues as well. If they aren't in the housing program, they would retain the same case manager for treatment.

Councilmember Metzner stated a number of residents at the Dagmar are registered sex offenders. Ms. Fulchiron stated people are evaluated to determine if they would be accepted. A background screening helps CAC determine if the applicant would be someone they could assist. Sex offenders would not be permitted to live at the new site because of its location across from the day care center on E. Washington Street.

Mr. Newman reported that 87.5% of people assisted in this program don't return to homelessness. Ms. Fulchiron reported the percentage includes all people who have left the program, either by elimination or by their own choice. This program is the only one that serves individuals in Washington County. Two other programs assist families.

Councilmember Metzner reiterated that registered sex offenders will not be housed at the new location. He assumes it will be better for CAC clients to not be mixed with the clientele at the Dagmar.

Mayor Gysberts pointed out that Kumar, owner of the Dagmar, was present, and that he has been making positive changes at the Dagmar. Kumar reported there are no sex offenders living at the Dagmar at this time.

Ms. Fulchiron reported this program started about the same time that the YMCA was closing and some people viewed it as a long term housing program. It is not intended to be long term housing. Clients will not be living in a common housing area situation and that should help improve their outlook.

Mayor Gysberts stated housing has been discussed in different venues. Because housing is a significant concern in Hagerstown, he intends to host a Housing Summit. Stakeholders and the public will be invited to participate. The base for stable neighborhoods is shelter and the need for improvements has to be addressed.

Mr. Newman informed the group that CAC provides rental properties for clients as well. They have purchased and renovated 19 homes. They acquire one property per year and then rent it out. This practice will continue as long as Federal funding is available. A property maintenance manager has been hired and will be inspecting all properties.

Councilmember Munson reiterated there will no residents with violent crime convictions, including sex offenders, at the Washington Street location. Mr. Newman reported he discussed the program in detail with the owner of the adjacent day care center, who was satisfied with the information.

Councilmember Munson asked if the rules are strictly enforced. He asked if an altercation at a location other than the residence violates the rules. Mr. Newman reported clients are removed from the program after a first violation and that an incident at any location would be a violation. A second chance is not provided.

Ms. Fulchiron stated CAC has a good working relationship with the Hagerstown Police Department and calls involving the clients will be monitored and evaluated. Potomac Management will also be monitoring activities and will be addressing issues.

Councilmember Munson asked if the clients have any income. Ms. Fulchiron indicated some do. Participation in the program is not determined by income, it is determined by the fact that the client has exhausted other resources in the area.

There are currently 33 clients in the program. This number will change depending on funding, as each is required to have a separate room. Most people are in the program for 2 to 3 years.

Mayor Gysberts hopes the program will help stabilize clients and help them be self supportive.

Councilmember Aleshire intends to hold the non-profits who provide housing assistance accountable for their clients' actions. He noted the Washington Street location is in an area where there is a large concentration of rental housing. He wants to have a housing summit so goals can be set and the City can sustain a good tax base and the non-profits can maintain a good client base. He wonders how the addition of 33 residents will

impact this neighborhood. He has created a map showing the location of social services organizations in Hagerstown. This information will provide a better understanding of the number of organizations providing similar services. As the marketability of housing declines, it affects the ability to maintain a viable community.

Ms. Fulchiron reported the owner of the Washington Street property was appreciative to have the opportunity for tenants to stay longer than the average 6 to 8 months. The surrounding property owners are pleased there will be people in the building that want to be good neighbors. She thinks everyone involved in this discussion has the same concerns and questions and they want the same thing – a viable, vibrant community.

Councilmember Aleshire stated he had questions about the consistency of enforcement of the City's property regulations. His opposition is not to the CAC's approach but to not enforcing the regulations consistently among all property owners.

Mr. Newman stated CAC took this action because it was in the best interest for their clients to make the move.

Mayor Gysberts asked if there is follow up after a client leaves the program. Ms. Fulchiron stated there is not for housing; however there is for those with mental health issues.

Councilmember Aleshire asked if released prisoners approach CAC for participation in this program. Mr. Newman reported there are no services provided in Hagerstown that are not offered in Frederick and other locations. Ms. Fulchiron stated people do not seek out services specifically in Hagerstown.

Mayor Gysberts stated he understands the Dagmar no longer rents units to the Division of Probation and Parole.

Councilmember Aleshire also wants to hear from clients during a housing summit. Ms. Fulchiron stated one of the goals for 2016 with the Homeless Coalition is to collaborate with other agencies to develop a system that centralizes the process so everyone has equal access to services.

Councilmember Aleshire stated he has volunteered to be part of the Coalition.

Mayor Gysberts thanked everyone for participating in this detailed discussion.

### **CITY ADMINISTRATOR'S COMMENTS**

*Valerie Means, City Administrator* had no additional comments.

**MAYOR AND COUNCIL COMMENTS**

*Councilmember M. E. Brubaker* had no additional comments.

*Councilmember L. C. Metzner* asked that something be done about the boarded up house on Franklin Street. He suggested the City of Hagerstown send a letter to the Board of Education supporting the academic hub.

*Councilmember D. F. Munson* asked that someone address the high grass across from North Hagerstown High School.

*Councilmember K. B. Aleshire* noted that, for the first time, the County Commissioners were asked what they are going to do about the homeless issue. It is a Washington County issue, not a City of Hagerstown issue. The concentration of homelessness happens to be in the City because that is where the services are located. The County has to be an equal partner to address the issue in order for it to be successful.

Councilmember Brubaker agrees.

*Councilmember P. M. Nigh* attended the Board of Education meeting earlier today and expressed her support of the academic hub project. She mentioned the Mayor and City Council have been supportive of the project from the beginning. She hopes discussions resume between the County Commissioners and the Board of Education. She is concerned that discussions about a new stadium may diminish the importance of an academic hub.

Councilmember Brubaker stated the projects are not exclusive. Both projects are economic drivers.

Mayor Gysberts stated it is frustrating to hear people saying discussions about a stadium would negatively impact discussions about an academic hub.

The annual meeting with the Washington County Delegation will be held at Hager Hall Conference Center, 901 Dual Highway, Hagerstown, Maryland, on Tuesday, December 15, 2015 at 1:30 p.m.

Councilmember Nigh asked when the budget will be presented. Ms. Means reported department budgets are being developed now. The proposed budget will be presented to the Mayor and City Council by the March 31 deadline.

Councilmember Nigh asked for an explanation of which employees have to punch a time clock and which don't. Ms. Means stated salaried, exempt employees do not punch a time clock. Not all departments have transitioned to the electronic time system.

Councilmember Nigh mentioned Dot Kline's concern about the sound system in the Council Chamber and that she could not hear what was being said at the meeting. She asked what the cost would be to install a loop system in the Council Chamber. Mayor Gysberts stated staff is looking at alternatives to address Ms. Kline's concerns.

Councilmember Nigh reminded everyone the City Park Tree Lighting will be held on Friday, December 4, 2015. She does not think the traffic pattern should be changed for this event.

*Councilmember L. C. Metzner* suggested looking at the sound system at the District Court. He thanked Mr. Kumar for his efforts to make positive changes at the Dagmar.

Mr. Kumar stated he wants the business to fit in with the downtown dream. He and his wife are making significant changes at the Dagmar.

*Mayor D. S. Gysberts* is thankful for the City's 461 employees. Several service awards were presented to employees earlier today recognizing their years of service to the citizens of Hagerstown. He mentioned the Feast and Frolic event will also be held on Friday, December 4, 2015.

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 6:48 p.m.

Respectfully submitted,

*Original signed by D. K. Spickler*

Donna K. Spickler  
City Clerk

Approved: January 26, 2016