

Washington County Legislative Day

Members of the Mayor and City Council met with members of the Washington County Delegation at 1:30 p.m. at Hager Hall Conference and Event Center, 901 Dual Highway, Hagerstown, Maryland.

The following people were in attendance: Mayor R. E. Bruchey, II, Councilmembers A. Heffernan, E. Keller, S. McIntire, City Administrator Valerie Means, City Clerk D. K. Spickler, Michelle Hepburn, Director of Finance, Jill Thompson, Director of Community and Economic Development, Eric Deike, Director of Public Works, Senator Andrew Serafini, Senator George Edwards, Delegate Neil Parrott, Delegate Paul Corderman, Delegate Mike McKay, and Delegate William Wivell.

The following topics were discussed with the Delegation:

1. The Urban Improvement Project – Mayor Bruchey thanked the Delegation for their support of this project, which will make great improvements to Hagerstown. He noted the project will draw people and traffic to downtown. More parking will be needed. Councilmember McIntire agreed, and pointed out that there are and will be, many fun things to do in Hagerstown.
2. Delegate Corderman noted the Mayor and City Council recently adopted goals through 2020. He asked if there are areas that the State Delegation can assist with. Mayor Bruchey stated the State Aid for Police Protection needs to be fully restored. As with other police departments, the Hagerstown Police Department is experiencing recruitment and retention challenges. Funding is needed to provide incentives.
3. Councilmember Keller's priorities are economic development and changing the perception that the City is difficult to work with. The Opioid crisis continues to increase. Delegate Corderman asked if the Permits, Inspection, and Code Compliance Review Committee (PICCR) committee has had an impact on the perception issue. Councilmember Keller indicated the original members of the PICCR committee do not want to be involved anymore as it wasn't what they thought it would be. Delegate Corderman stated after a year of meetings, it seems the City is alienating the people they want to work with.
4. Mayor Bruchey has discussed a job fair with Ms. Thompson. Proctor and Gamble is in the process of hiring for its Martinsburg, West Virginia operations and will need 1,000 employees. Many of these employees will need transportation. He hopes to create a way for people to get from downtown Hagerstown to jobs. The Proctor and Gamble operations will also create an increase in ancillary businesses. The Mayor and City Council need to help

citizens get out of poverty. Councilmember Keller stated that an educated workforce is equally important.

5. Senator Serafini thanked the City for their support of the UIP. The employees involved in all stages of the project have been incredible to work with. He has asked Governor Hogan about a ProCap program. The City has to change the paradigm of being difficult to work with. There is a \$ 16 million commitment to the UIP downtown but ease of operation is the key to success. He noted customer service training has been helpful in other organizations. He and Delegate Corderman want to partner with the City in their efforts for improvement. He then discussed parking rates in Hagerstown. He has received 65 emails from constituents about the increased rates. He stated parking rates can't be raised enough to cover the costs of a third parking deck. Increasing the price doesn't make more people use the facility. He is committed to helping the City with parking but noted there won't be State bond funding available.

Mayor Bruchey stated they have addressed the parking rate issue and a resolution will be on the agenda for consideration next week. Councilmember Keller stated the Council wanted an open meeting to discuss the parking issue, which didn't happen. She stated there are too many meetings behind closed doors and the issue has been handled messily. There needs to be a middle ground. She thinks the issue warrants a public discussion.

6. Councilmember Heffernan expressed his concern about prisoners being released and not returning to their home town. Delegate Parrott asked for a letter from the City showing that this is a real problem. The Department of Corrections did not see this as a big problem. Mayor Bruchey has discussed this with the Warden and understands he cannot dictate where someone lives. Delegate McKay thinks it is more of a perception issue than a real problem. There was never a requirement that former prisoners return to their home location. It was suggested, but not required. He would like to see data to quantify there is a problem. He won't support looking into this without genuine numbers showing there is a problem. Mandating where people live is unconstitutional. Mayor Bruchey stated that information should be available from the Department of Parole and Probation. Mayor Bruchey also noted that, until 2013, the DOC transported released inmates back to their home area.

Delegate Neil Parrott stated the Delegation is looking forward to working with the City. This portion of the Work Session was adjourned at 2:02 p.m.

#### EXECUTIVE SESSION – December 4, 2018

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 of all members present 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)),

59<sup>TH</sup> SPECIAL SESSION, EXECUTIVE SESSION, AND WORK SESSION      DECEMBER 4,  
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and to consult with counsel to obtain legal advice, #7 (Section 3-305(b)), on Tuesday,  
December 4, 2018 at 3:20 p.m. in Room 407, 4<sup>th</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 S. McIntire, City Administrator Valerie Means, Michelle Hepburn, Director of Finance, Jill Thompson, Director of Community and Economic Development, Scott Nicewarner, Director of Technology, Communications, and Support Services, and Donna K. Spickler, City Clerk. Councilmember L. C. Metzner was not present.

The meeting was held to discuss a business incentive proposal and a potential change to an existing contract. No formal action was taken at the meeting. On a motion duly made, seconded, and passed, the meeting was adjourned at 3:59 p.m.

59<sup>TH</sup> SPECIAL SESSION, EXECUTIVE SESSION, AND WORK SESSION –  
December 4, 2018

Mayor R. E. Bruchey, II called this 59<sup>th</sup> Special Session, Executive Session, and Work Session of the Mayor and City Council to order at 4:07 p.m., Tuesday, December 4, 2018 the Council Chamber at City Hall. Present with the Mayor were Councilmembers K. B. Aleshire, A. Heffernan, E. Keller, and S. McIntire, City Administrator Valerie Means, and City Clerk D. K. Spickler. Councilmember L. C. Metzner was not present.

Work Session – December 4, 2018

FY18 Comprehensive Annual Financial Report

Michelle Hepburn, Director of Finance, Jennifer Peterson, Accounting and Budget Manager, and Chris Lehman, S.B. & Company, presented the FY18 Comprehensive Annual Financial Report.

Ms. Hepburn noted this report would not have been possible without the dedicated efforts of the entire Finance Department. The copies of the FY18 CAFR were distributed in early November and a copy is available on the City's website.

Mr. Lehman stated an audit of the June 30, 2018 financial statements has been completed. SB and Company has issued an unmodified opinion on the financial statements and discovered no instances of fraud. No material weakness in internal controls was discovered. They received full cooperation from management. In addition, there are no audit journal entries noted. The City's current net position is \$ 194,839,320, which is a \$ 4,462,180 decrease from 2017.

The biggest change in the City's position is the GASB change for OPEB accounting and reporting. GASB Statement No. 74, Financial Reporting for Post-employment Benefit Plans other than Pension Plans, was implemented for fiscal year 2017. GASB Statement No. 75, Accounting and Financial Reporting for Post-employment Benefits

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other than Pensions, is required to be implemented for Fiscal Year 2018. SB and Company restated the beginning net position by a negative \$ 30.9 million. As of June 30, 2018, the City had a net OPEB liability of \$ 24.2 million.

Ms. Hepburn pointed out Hagerstown was one of the few municipalities to plan for the future obligation of OPEB and included pre-paid accounting for the liability. This is still a significant cost/liability.

Mr. Lehman reported nothing of a negative nature was found during the audit.

Ms. Hepburn and Ms. Peterson then provided additional information regarding the City's finances.

63% of total governmental revenue is from property taxes, which is the largest component. Income and other taxes are 11% of the total revenue. Expenditures are 56% in public safety, while general government operations are 19%.

Majority of the business type activities is from charges for services.

The largest obligations the City has to record and show are as follows:

1. Police and Fire Pension Plan
  - a. Net pension liability (unfunded) at 6/30/18 is \$33.8 million
  - b. Net position (funded) at 6/30/18 is \$ 21.0 million
  - c. Net position as percentage of total pension liability is 38.37%
  
2. Maryland State Retirement and Pension System
  - a. City's portion net position liability (unfunded) at 6/30/18 is \$ 17.7 million
  - b. City's portion is equal to 0.0820% of total State plan
  - c. FY18 contribution is \$ 1.7 million
  
3. Other Post Employment Benefits (OPEB)
  - a. City's Net OPEB Liability (unfunded) at 6/30/18 is \$ 24.2 million
  - b. Net position (funded) at 6/30/18 is \$ 10.0 million
  - c. Net position as percentage of OPEB liability is 29.38%

Councilmember Aleshire wondered why trash collection is not a separate business fund, since it is treated as a business-activity, with users paying the fees.

The General Fund excludes pension and OPEB expenses. Total revenue is \$ 43.5 million, with expenses at \$ 42.3, with a \$1.1 million surplus. Fund balance stands at \$ 11.6, with \$ 10 million being unassigned. This represents 2.9 months of operations. The fund balance policy requires 2 months of operations be held in reserve and at least a 17% reserve.

Councilmember Aleshire noted the 2.9 months of expenditures is an average and does not reflect how bills are submitted.

There were three big things that impacted the budget – the real estate total revenue was \$ 800,000 higher than the budget. The assessed levels were higher than anticipated and appeal levels were lower. There was a one time transfer from the health insurance fund, which may not be repeated every year. There was significant vacancy savings within most departments.

Councilmember Aleshire asked what happens when the liabilities become solvent. Ms. Hepburn stated the liabilities would shrink and the fund balance would grow. He wondered if anything would be gained to make the liability solvent now. Ms. Hepburn stated there could be multiple retirements, which would impact the liability.

Mr. Lehman stated the investments are dependent on the market and things could change without warning. Ms. Hepburn stated the City could look at a different way of providing retiree health insurance with a pre-determined contribution. There will be changes based on life expectancy as well.

The first quarter of FY19 revenue is on track at this time. The expenses are at 24% for the year, which is typical. During the first three months of the fiscal year, 52% of debt service has been paid.

The fund balance includes \$ 1.1 million of previously obligated funds. There is \$ 200,000 obligated for a Class A Office building, which is part of the City Center Plan, and \$ 900,000 for FY20 projected capital improvement projects. A total of \$ 93,180 is available for other projects.

Mayor Bruchey noted that leaves the fund balance at 24%, which is higher than the policy requirement. Ms. Hepburn noted that with other requirements for the FY20 budget, the actual percentage will be closer to 19%.

Mayor Bruchey does not think the Class A Office Building will be moving forward during the FY20 budget. Ms. Hepburn reminded the group that the RFQ, motion, and agreement separately committed the \$ 250,000 for the project to move forward. Additional action would be required for the commitment to change.

Councilmember Aleshire thinks the \$ 900,000 set aside for the CIP projects should be a budget discussion. Ms. Hepburn cautioned the Mayor and City Council to not spend the \$ 900,000 until the FY20 budget needs are known.

Mayor Bruchey suggested the budget be built to fill that \$ 900,000. Ms. Hepburn stated CIP funding has been deferred in previous years. Realistically, the estimated CIP needs are at \$ 2 million.

Councilmember Heffernan asked if the \$ 900,000 is invested. Ms. Hepburn stated it is, even though the City is very limited with how investments are made. The funds are invested in low risk investments.

#### Hagerstown Municipal Band Presentation

Chris Stockslager, President, and Dawn Raynor, Treasurer, of the Hagerstown Municipal Band, were present to discuss the band's activities. They thanked the Mayor and City Council for including the band in the list of organizations to receive funding from the City.

The Hagerstown Municipal Band was formed in 1915 by the City of Hagerstown and the Chamber of Commerce. Four existing concert bands were combined into one professional organization, with the hopes of having a professional conductor. There have been four conductors over the 100+ years. They perform each Sunday evening during the summer. The average attendance is 300 and many people bring picnic dinners to enjoy. Band members include retired military musicians, community musicians, and students. The contribution from the City of Hagerstown is used to pay the director and provide a stipend to participating band members. The only other revenue is from individual donations. With the help of the Community Action Council, they have added a shuttle service for people who aren't able to walk to the bandshell.

There were no questions.

#### Proposed Hagerstown Youth Advisory Council

Councilmember Shelley McIntire presented the idea of developing a youth advisory council in Hagerstown, known as the Hagerstown Youth Advisory Council (HYAC). The HYAC would advise the Mayor, Council members and City staff to ensure the official place of youth in city comprehensive planning, the 10 year City Center Plan, and other planning efforts. Youth in the community should be an integral part of government decision making. Responsibilities would include informing the Hagerstown municipal government of the needs and wishes of the City's youth. They would plan and implement social, education, cultural and recreational activities for youth. The HYAC will help to instill a feeling of positive self-worth and esteem, teaching respect for the rights of others, and promoting community pride and responsible citizenship.

Councilmember McIntire noted every generation of youth look for a new path to carve out and make their mark. They want a voice in government and it is the responsibility of the elected leaders to teach them how to be involved.

The HYAC will consist of nine voting members who reside in the City. Non-voting members will be adults affiliated with organizations that provide services to children or youth in the City. Members must be enrolled in or entering grades 9-12 when they begin their first year of service. They must actively attend public or private school or be homeschooled. Two of the non-voting members, up to age 21, must have graduated high

school and be enrolled in a postsecondary institution within Washington County. These non-voting members must also reside within the City limits.

Jill Thompson, Director of the Department of Community and Economic Development (DCED) stated their department would be pleased to be the lead City department with the HYAC. It fits well with the volunteer engagement and civic engagement aspect of the department.

Crystal Martinez, student at Tech High, stated the HYAC would show that City government supports youth and wants them to be involved.

Councilmember Aleshire is concerned the requirement to be a City resident will be divisional for students attending City schools. He thinks changing the requirement to be within the school district, rather than within City limits, will break down any barriers that are already in place.

Ms. Martinez suggested noting that the school attended is the home school. She noted she does not observe any conflict between students regarding where they live.

The Mayor will appoint members to the HYAC, with subsequent approval by the City Council. Typically an ad-hoc committee member serves one year. Because the HYAC would be most active during the school year, it was suggested that staggered terms be noted for the members in order to provide continuity.

It was the general consensus to include creation of the Hagerstown Youth Advisory Council Ad-Hoc committee on the December 18, 2018 Regular Session agenda.

#### PICCR Update – Improvements to be More Business Friendly

Kathleen Maher, Director of Planning and Code Administration, and Paul Fulk, Neighborhood Services Manager, were present to provide an update on what improvements have been made for the Planning and Code Administration Department's (PCAD) processes to be more business friendly and to gain clarification for the Mayor and City Council on code changes that are desired to the permitting requirements.

PCAD has been assessing and tweaking the plan review, permitting and inspections processes over the past several years in an effort to make the processes more business friendly while maintaining the department's core responsibility to ensure the safety and quality of life of people living, working, and visiting in Hagerstown. These changes resulted from staff observations, from input from customers, and interaction with stakeholder groups. In 2017, the Mayor and City Council-appointed PICCR Committee worked with staff on further assessments and recommended enhancements. A Survey Monkey survey system has been developed which is promoted to all customers so they can share their experiences and help staff to see how they are doing and making customer service enhancements as necessary. Results of the survey indicate more than 90% of respondents found that the front office, plan review process and inspections met or

exceeded their expectations. Staff is taking strong initiatives to try to be more positive with things and address issues that people have.

As a result of these efforts, a large number of enhancements have been made or reduced what may be viewed as unnecessary bureaucracy by customer sand to improve public perceptions of the business friendliness of the City. It is clear from comments made by elected officials and within the community that public awareness of these changes is not where staff would like it to be. It would appear that old experiences are being repeated, since specific issues are rarely brought to Ms. Maher or her staff so that they can address them. They have begun discussions with the younger members of PCAD staff to brainstorm social media ideas for sharing and promoting. It is in the department's work plan to work with the Communications Manager on development of a Positive Messaging Campaign for PCAD to help overcome the negativity that circulates about operations.

Ms. Maher asked that if an elected official or City staff person hears of a concern about PCAD operations, please forward that person to the department so they can learn what the issue was and address it. She wants to know about a complaint or concern.

Mr. Fulk stated PCAD staff's goal is to meet or exceed the customer's expectations. Some of the perception is not reality. Staff is taking strong initiatives to address what people are saying. PCAD staff participates in the customer service sessions through the Human Resources Department. Staff has been providing notices in advance of expiration of permits and shortened times for freedom of information act requests.

Mayor Bruchey asked if a prospective buyer or a realtor has to submit a formal request for information. Mr. Fulk indicated anyone making this official request is required to submit a form through the Communications Division. Ms. Maher noted if copies are requested, the request is made through the Public Information Act (PIA) process because documents may contain information that is required to be redacted.

Mr. Fulk stated pre-construction meetings are held with contractors on large and medium projects to remove surprises in the field. Inspectors also discuss conditions that are part of the building permit with the trades contractors that are linked to what they do. Because the City issues trade permits prior to the building permit, trade contractors often have no idea there is a condition on the building permit they need to complete. To facilitate the UIP Project, a PCAD construction liaison has been assigned at the sites. Daily inspections are made at the Maryland Theatre by the building inspector. PCAD staff attend the Maryland Theatre progress meetings. They are also involved in problem solving sessions. Staff has been shifted to have two positions dedicated to building inspections.

Changes have also been made following the PICCR input. Copies of the owner's affidavit are now being accepted, as well as digital signatures. The owner does not have to make payment in full to have the meter set, payments are accepted. Staff accepts building permit applications from a permit-runner. A manual has been created on how to

pay permits online. Any comments on a permit that are not routine or boilerplate are noted with an asterisk to make them more noticeable. Home-owners can access a list of licensed contractors on the City's webpage. Weekly emails are sent to internal and external reviewers regarding missing plan reviews. Permit applicants can review the status of their permit on-line and identify the agencies that have not completed their reviews.

Mr. Fulk reported PCAD and IT staff have researched on-line permitting. The City's current permit software is not capable of providing this feature. The cost for a system to provide this would be \$ 300,000.00. They have developed a process that provides the same type of service to customers, with no cost.

Councilmember Aleshire thinks staff is doing above and beyond the expectation to correct some of these issues. Some of the issues continue to be a factor of time and technology. He has received communications from the members of the PICCR committee who weren't aware of this work session item. They want to be included

Ms. Maher and Mr. Fulk stated that since the PICCR has been disbanded and this conversation is a follow up for clarification from staff's previous discussion with the Mayor and City Council, there didn't seem to be a need to notify the members.

Councilmember Aleshire noted that he thinks the PICCR group should have been included. He also would want the potential code changes to be discussed when Councilmember Metzner is present.

Councilmember Keller agreed that the PICCR members wanted to be present for this discussion. Even though they are not meeting now, they want to see it through to the completion of the recommendations made during their meetings.

Typically, amendments are made annually to the City Code. The 2018 Code changes have been delayed by Maryland legislation to 2019. Councilmember Aleshire wondered if that actually means code changes will be implemented in 2020. Mr. Fulk stated the code amendments are effective in September, after the completion of the construction season. Councilmember Aleshire stated the changes need to be made sooner than September. Contractors and developers want to see results expediently.

Based on direction from the Mayor and City Council, the following changes are planned:

1. Issue U & O Permit when unpermitted work is observed. Staff solution is to issue a temporary U&O if unpermitted work is associated with the permit. If the work is not associated with the permit, the U & O would be issued for the permitted work and notice would be provided for other permits required
2. When a field change is observed, staff would implement a "proceed at your own risk" process when work does not match approved plans

3. Issue demolition permits without MDE sign-off – develop a policy for City Administrator’s signature
4. Waive permit application fee for single water heater replacement – can be achieved with administrative order
5. Issue building permit without associated trade permits, except for pools, electric signs, and solar panels
6. Exempting certain work from permit requirements, with exceptions
7. Trade work requiring a permit are replacement of a water heater and replacement of furnaces, HVAC, and heat pumps

Clarification is needed from the Mayor and City Council for what is meant by “health and safety issues”, since all provisions of the code were developed for health and safety reasons.

Councilmember Aleshire asked that clarification of ‘health and safety issues’, issuing a U&O permit when unpermitted work is observed, exempting certain work from permit requirements, and work not exempted from permit requirements be discussed when the full Council is present.

Councilmember McIntire believes the perception of it being difficult to work with the City is real. She appreciates efforts to make the process easier. She has submitted permit requests and other documents and has never received a confirmation email. She wondered if staff could call the person when a fax is received. She stated people who are contacting her about the problems they’ve had are concerned about retaliation from staff.

Ms. Maher stated she needs to hear if there is a problem so it can be addressed. She assured the group that retaliation will not occur. Mr. Fulk stated staff needs to be aware of the complaints so they can be addressed.

Councilmember Heffernan also hears people are afraid of retaliation. He asked if private meetings could be held with the people who contact Councilmembers to discuss their concerns. Ms. Maher indicated she is willing to meet at any time.

Councilmember Keller stated people are afraid of retaliation. One person would not tell her the address of the project because they wanted to get the work finished. She does not think the issue is the details of the code, the problem is how the information is being delivered and willingness to work with someone. Many people feel the City staff is as friendly as in other areas.

Mr. Fulk stated the reality is that staff is going above and beyond to be more business friendly. Other jurisdictions tell them they hear the City of Hagerstown is easier to work with.

Councilmember Heffernan stated one complaint is that when an inspection is stopped because the job is not completed, staff walks away without any advice to get the job completed. He recommended having a meeting with the large developers to talk through

the complaints, but not at a public meeting. The City needs the large developers to survive.

Councilmember Aleshire noted it is just as important to hear from the developers and contractors who are happy with their experience with the City.

Councilmember Keller stated it may be beneficial for City staff to discuss permits with County staff. She thinks a joint meeting with the Mayor and City Council and the County Commissioners would be helpful to learn what changes the County made since the perception is that they fixed everything with their permitting process.

Councilmember McIntire stated the contractors are the City's customers and have to be treated as customers who are always right. The negative outlook and being on the defense has to stop.

Mayor Bruchey summarized the discussion by having the proposed code amendments ready for March, before the building season begins. Meetings will be scheduled with developers and some Councilmembers to discuss their concerns. For at least the last 20 years, the City and developers and contractors have been discussing changes and ways to make things better. He heard from Senator Serafini today that the PCAD department does good things but there is still a faction of people who don't feel that way. These are the people who have money and those are the ones the City has to make happy. Councilmember McIntire and Councilmember Heffernan can help coordinate meetings.

Ms. Maher noted everyone with the City needs to be promoting positive messages about the City.

59<sup>th</sup> Special Session – December 4, 2018

On a motion duly made by Councilmember S. McIntire and seconded by Councilmember K. B. Aleshire, the Mayor and City Council unanimously agreed by voice vote of all members present to meet in Special Session at 6:22 p.m.

**Approval of a Grant Application to the Maryland State Arts Council**

**Action:** On a motion duly made by Councilmember S. McIntire and seconded by Councilmember E. Keller, the Mayor and City Council unanimously agreed by voice vote of all members present to introduce an ordinance to amend Chapter 140, Land Management Code, of the City Code, to add hair, nail, and skin care stores as a permitted principal use in the IR (Industrial Restricted) zoning district. The ordinance details the code citations associated with this amendment. This proposed amendment is a result of a request made during the Mayor and City Council's public hearing on the Planning Commission's recommended 2018 package of proposed amendments to the Land Management Code. In a future action, the Mayor and City Council will move on the package of proposed

The Special Session was closed at 6:23 p.m.

**CITY ADMINISTRATOR’S COMMENTS**

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

**MAYOR AND COUNCIL COMMENTS**

*Councilmember E. Keller* thanked the students from North Hagerstown High School for their ideas and help with the farmer’s market. The existing vendors enjoyed the extra marketing and activities. She thanked Monika Wertman, Main Street, for organizing the Christknd Mrkt, which was successful even though it rained. She had the privilege of judging the king and queen of Hagerstown Hopes.

*Councilmember K. B. Aleshire* attended the City Park tree lighting on Friday, November 30, 2018. He suggested having Christmas oriented music played during the event. There was a positive article about the success of the Christkndl Mrkt.

*Councilmember A. Heffernan* spent time looking at the Garden Plaza renovations. Mr. Patel (owner) wants to turn the five story portion of the building into housing for the elderly. This was a property that was blight on the City and there is now hope for it.

*Councilmember S. McIntire* noted the community voted for Sarah Mason, Crossing Guard, in the national contest and she placed third in America’s Best Crossing Guard contest. She congratulated Councilmember Keller for being recognized as being one on the leading women in Maryland under 40.

*Mayor R. E. Bruchey, II* also congratulated Councilmember Keller. Saturday at the Farmers’ Market was reminiscent of years ago at Christmas time. The Washington County Delegation heard the Mayor and City Council’s concerns and what they want to accomplish. He stated this Delegation will work with the City.

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 6:32 p.m.

Respectfully submitted,

*Original signed by D. K. Spickler*

Donna K. Spickler  
City Clerk

Approved: January 29, 2019