



City of Kootenai
COUNCIL MEETING MINUTES

DATE: November 4, 2020

TIME: 6:30 p.m

Mayor Lewis brought the meeting to order at 6:30 p.m.

City Clerk opened the telephonic line for phone attendance. No phone attendance was reported.

Roll Call: Councilman Sundquist – AYE, Councilwoman Mjelde - AYE, Councilman Schock – AYE, and Councilwoman Bauer – AYE.

Staff Present: City Planner, Clare Marley.

Others Present: Robert Rutan, Representing Seven Sisters Homeowners Association (HOA) and City resident. Tim Closson, City Resident, Doris Nuss, City Resident, and Lieutenant Steven Chamberlin representing Sandpoint Law Enforcement

Amendments to the Agenda – None were proposed

Public Comment – Robert Rutan thank Council for allowing tree removal within the subdivision. He stated that the Independent Highway Department removed designated unplanned trees that were within the City’s rights-of-ways and was happy with the results.

Announcements – None were given.

1. Consent Agenda:

Mayor Lewis asked Council if they had received and read the items on the consent agenda and asked if there were any corrections needed within the Consent Agenda.

Councilman Schock made a motion to approve the consent agenda, 2nd by Councilwoman Bauer; roll call vote:

**Councilman Sundquist – AYE
Councilwoman Bauer– AYE**

**Councilwoman Mjelde – AYE
Councilman Schock – AYE**

2. Reports:

2.A. Mayor: Mayor stated that she had been approached by the Bonner County Museum with ongoing interest in quitclaiming dedicated property within the City back to the City. She stated she advised that they should bring their proposal to the City.

2.B. City Engineer: Written Report Summary – Attached – Council stated that they were very happy with all the improvements that have been completed and were excited to see future projects proposed.

2.C. City Planner: Written Report Summary – Council discussed specific topics:

2.C1 CARES ACT FUNDS for CLOUD Technology – Clare reminded Council that they had requested she move forward to provide information needed to submit a request for funding from the CARES ACT FUNDS for CLOUD Technology. She stated that she had sought costs for technology that would enable zoom attendance at Council Meetings and training attendance, better phone conferencing capabilities, ipads for Council that would eliminate the need for paper reports, air filtering system and additional

additional sanitizing needs. Council confirmed that a standing air purifier would be adequate for the building and confirmed that the ipads would be distributed at meetings and would stay at City Hall. Councilwoman Bauer stated that she did not feel comfortable taking federal funds and did not think we need to be subject to COVID needs. She did agree that the City did need updated technology. **Councilwoman Mjelde made a motion to direct staff to seek pre-authorization for the purchase and funding of the items discussed with the addition of extra filters for the freestanding, portable air purifier and additional training through the Idaho COVID CARES program and to further authorize the purchase of said items when full funding is approved by the State, 2nd by Councilman Sundquist; roll call vote:**

Councilman Sundquist – AYE
Councilwoman Bauer– NAY

Councilwoman Mjelde – AYE
Councilman Schock – AYE

2.D. City of Sandpoint Law Enforcement: - Councilwoman Bauer asked Lieutenant Chamberlin if he had submitted a report listing all citation fees that have been collected since the City has been in contract with Sandpoint Law Enforcement. Lieutenant Chamberlin stated that he was not aware of her request. Councilwoman Bauer advised that she has asked for this information several times and was disappointed that the City has not received the information to date. Mayor confirmed with Lieutenant Chamberlin that it sometimes takes a lot of effort and time to collect citation fees. Lieutenant Chamberlin agreed. There was no further discussion.

2.E. Selkirks-Pend d’Oreille Transit (SPOT) –Mayor stated that SPOT had lost one driver, but all was running smoothly. She advised that the winter mountain run would be starting up soon.

2.F. Clerk: Ronda stated a few of the adolescents who had been acting out at the park came to apologize. Councilman Sundquist stated that he would work on getting the broken picnic table removed from the park as it was not repairable.

3. Discussion/Action Items –

3.1 Resolution Authorizing Destruction of Records – Ronda stated that it was time to purge outdated records. She advised that the City had a Record Retention Schedule and that she had gone through the Resolution and highlighted all records that could be destroyed prior to 2015. She advised that there were some unnecessary records that date back to 2002 that needed to be destroyed as her office was running out of room to store them. Councilwoman Bauer stated she did not feel comfortable with the destruction of records. Ronda stated that it was necessary and that the City’s Resolution mirrored State Statute. **Councilman Sundquist made a motion to adopt Resolution Number 88 Authorizing Destruction of Records, 2nd by Councilwoman Mjelde; roll call vote:**

Councilman Sundquist – AYE
Councilwoman Bauer– NAY

Councilwoman Mjelde – AYE
Councilman Schock – AYE

Councilwoman Bauer advised that written public comments requirements should be adjusted to be submitted 1 day before a scheduled meeting. Council Agreed.

5. Adjournment: Mayor Lewis adjourned the meeting at 7:14 p.m.

Submitted by:

Ronda L. Whittaker/City Clerk

CITY OF KOOTENAI

SIGN-IN SHEET

DATE: November 4, 2020

TIME: 6:30 pm

Council Meeting

Name	Address	Representing
Robert Rutan	424 Seven Sisters	HOA
Steven Chamberlain	1123 Lake St Sandpoint	Sandpoint PD
Doris Mues	401 Humbird Kootenai	

City of Kootenai

Treasurer Report October 2020

Mt. West Money Market	\$	74,221.03	0.07% APY
Mt. West Checking	\$	33,131.87	0.01% APY
Idaho Central Credit Union	\$	388,272.11	1.85%
Total Cash Assets	\$	495,625.01	

INCOME/GENERAL FUND

Name	Account	Amount	Sub-Totals
01 · GF REV			
Franchise Fees			
	Avista Corporation	3,240.91	
	Northland Cable Television	0.00	
	Waste Management, Inc	0.00	
Total Franchise Fees			3,240.91
Interest			
	Interest, MW Money Market	4.55	
	Interest, MW Checking	0.59	
	Interest, ICCU CDs	603.72	
Total Interest			608.86
Licenses & Permits			
	Business Licenses	100.00	100.00
Planning & Zoning Fees & Permit			
	Building Permits	4,037.33	
	Subdivision Fees	0.00	
Total Planning & Zoning Fees & Permit			4,037.33
Property Tax			
	Arrears Property Tax	0.00	
	Penalty & Interest	0.00	
	Property Tax Current	0.00	
	Recovered Homeowners Exemption	0.00	
	Circuit Breaker	0.00	
Total Property Tax			0.00
Rents			
	City Hall Rental	200.00	
	Post Office Rent	280.00	
Total Rents			480.00
State of Idaho Funds			
	State Liquor Fund	8,322.00	
	State Revenue Sharing	14,236.34	
Total State of Idaho Funds			22,558.34
	Total 01 · GF REV	31,025.44	31,025.44

STREET FUND REVENUE

Name	Account	Amount	Sub-Totals
02 · SF REV			
Idaho Transportation Dept			
State Highway Users Fund			
	HB312	3,145.07	
	Hwy Users Fund	9,294.05	
Total State Hwy Users Fund			12,439.12
Road & Bridge			
	Road & Bridge Current	0.00	
	Road & Bridge P & I	0	
	Road & Bridge Arrears	0	
Total Road & Bridge			0.00
Stormwater/Encroachment			
	Culvert Encroachment Deposit	0.00	0.00
Total Stormwater/Encroachment		0.00	0.00
Total Streets			
	Total 02 · SF REV	12,439.12	12,439.12
	Total Income	43,464.56	43,464.56

City of Kootenai
Treasurer Report October 2020

GENERAL FUND EXPENSES			
Name	Account	Amount	Sub-Totals
10 · GF EXP			
Accounting & Audit			
Accountant	Mountain Ledger pre-audit	90.00	
Total Accounting & Audit			90.00
Bank Fees	Deposit Slips	0	0
Building Maintenance			
	Janitorial Service	75.00	
	Outside Lighting	-	
	Security	27.79	
Total Building Maintenance			102.79
Legal	Attorney	-	
	Legal Notices	-	
Total Legal			-
Dues & Membership			
Miscellaneous Memberships	ICCTFOA Scholarship Donation	-	
Dues & Membership	ICCTFOA District Dues	-	
Total Dues & Memberships			-
Insurance			
	ICRMP	-	
Total Insurance			-
Office Expenses			
	Internet Service	111.18	
	Office Supplies	-	
	Postage	-	
	Computer Maintenance/Repair	120.88	
Total Office Expenses			232.06
Park			
	Maintenance	60.00	
Total Park, Arbor Day & Earth Day			60.00
Planning & Zoning			
	Building Permits	3,099.96	
	Comp Plan Review	-	
	Subdivision Fees	-	
	Planner	1,436.00	
	Site Plan follow up	-	
Total Planning & Zoning			4,535.96
Training Workshops			
	Meals/ICCTFOA Conference	-	
	Training Expenses/ICCTFOA	-	
	Milage	-	
Total Tranining Workshops			-

GENERAL FUND EXPENSES - Cont.

Name	Account	Amount	Sub-Totals
Utilities	Electric & Gas	83.24	
	Garbage	22.32	
	Water	16.90	
	Telephone	71.68	
	Sewer	-	
Total Utilities			194.14
Wages & Benefits			
	Clerk/Treasurer	3497.88	
	Council	500.00	
	Mayor	500.00	
	Payroll Taxes	344.12	
	Retirement Fund - PERSI	522.14	
	Health Insurance	631.64	
	Health Insurance Employee	(131.64)	
6560 · Payroll Expenses	Intuit Payroll	16.68	
Total Wages & Benefits			5,880.82
	Total 10 · GF EXP	11,095.77	11,095.77

City of Kootenai
Treasurer Report October 2020

STREET FUND EXPENSES			
Name	Account	Amount	Sub-Totals
20 - SF EXP			
Ditches			
	Ditch Maintenance	-	
Total Ditches			-
Stormwater			
	Culvert Inspections	-	
	Engineer	-	
Total Stormwater			-
Street Maintenance			
Asphalt Striping		0	
Capital Improvement Projects		0	
Total Street Maintenance			-
Streets			
Street Engineer		0	
Utility Encroachment Permits		0	
Total Streets			-
Utilities, Streets			
	Signal Lights	44.06	
	Street Lights	890.38	
Total Utilities, Streets			934.44
Transportation			
	SPOT	1,500.00	
Total Transportation			1,500.00
	Total 20 - SF EXP	2,434.44	2,434.44
	Total Expense	13,530.21	13,530.21
	Total Income		43,464.56
Net Income			29,934.35

MEMO

To: Mayor Lewis and Council Members

From: Ryan Luttmann, P.E., Contract City Engineer

Date: October 27, 2020

Re: November 2020 Council Meeting Report

Main Street Maintenance and Repairs

All work associated with the Main Street overlay, shouldering, and pathways has been completed. A final project walk through was performed and a final pay request and change order was prepared and submitted to the City with a recommendation for payment. The Independent Highway District striped the remaining crosswalks and stop bars.

Seven Sisters Tree Removal Request

The IHD Road Supervisor and I drove the Seven Sisters Subdivision and reviewed and identified the location of the trees that were requested for removal by the HOA. The trees were confirmed to be nonconforming with the approved trees that were associated with the development/development agreement and the IHD crews performed the removal of the trees.

2021 2nd Avenue Extension – Boise to Humbird

Topographic survey data had been collected within the 2nd Avenue right-of-way when an adjacent property owner was contemplating a development/improvements in the area. I reached out to the surveying company and received approval from the property owner to release the survey data for the City use. It does not appear that we will need to repeat this survey work and I will start the process of design this winter so the 2nd Avenue roadway improvement project will be ready to start next year.

Permit Activities

No new permit activities were requested or issued in October for driveway or utility work.



RUEN-YEAGER & ASSOCIATES, INC.
ENGINEERS ♦ PLANNERS ♦ SURVEYORS

MEMO

To: Kootenai City Council, Mayor and Clerk
From: Clare Marley, AICP, City Contract Planner
Date: October 29, 2020
Re: **Planning summary for November 4, 2020 City Council meeting**

Building permit activity: ADVISORY ONLY. The City received one building permit in October for a sign modification permit for So I Sew . The total number of applications for the year is 8.

Land use application activity: No new land use applications were received during October.

Mayors/Board of Commissioners meeting: Advisory: The monthly meeting of mayors and staff of the Bonner County cities and the Board of County Commissioners took place October 9th. The county advised of plans to improve the solid waste sites in the county, including updating the “tipping floors” at the transfer sites. The planning department summarized the latest text amendments and proposed discussions regarding the 40-foot waterfront setback. The county will gather input from agencies and organizations and bring back that discussion to the county officials to determine whether it will amend the waterfront standard. A proposal to amend the subdivision code to eliminate short plats and allow minor land divisions up to 10 lots is also under consideration. The road supervisor discussed early discussions to consider a levy or other funding means to address road improvements countywide.

COVID CARES Act Funding: Action Item: The City Council authorized staff at the October meeting to investigate the opportunities for Idaho Coronavirus Financial Advisory Committee funds to address health and communication needs related to the COVID-19 response. With the suggestions provided by City Council, staff obtained a list of potential needs and cost estimates. Attached to this report is a spreadsheet of the items considered for the CARES funds. The total proposed is \$11,054.87. One item, a room air purifier, is priced for both a whole-room HVAC installation and a freestanding, portable air purifier. The Council would need to choose one or the other, if they wish to purchase an air purifier, and the grand total would be reduced as a result. Kootenai has an expenditure cap of \$31,700 assigned by the State of Idaho. Expenditures incurred from March 1, 2020 to December 30, 2020 for COVID responses may be reimbursed to the city under these allocations. If Council decides to move forward with the COVID CARES allocations, staff would request a pre-approval from the State of Idaho prior to purchase. If Council wishes to move forward with this funding, a motion to direct staff to seek the pre-authorization for specified items would be needed.

SUGGESTED MOTION: I move to direct staff to seek pre-authorization for the purchase and funding of (specify which items) through the Idaho COVID CARES program and to further authorize the purchase of these items when full funding is approved by the State.



City of Sandpoint, Idaho
POLICE DEPARTMENT

1123 Lake Street, Sandpoint, Idaho 83864
(208) 265-1482 Fax: (208) 263-3587

Mayor

September report for 2020

There were 35 total calls created for the City of Kootenai for the month of September. Of the 35 calls created, 6 calls were created for other agencies responding. 5 of the calls listed (Previous incident follow up) allows us to track our officers follow up within the city of Kootenai or a citizen has a question about a pending case. However, these do not fit the billing requirements.

We will be submitting billing for 24 calls for service.

Sandpoint's Calls for service

Previous Incident Follow Up	5(not billed)	Fraud	1
Juvenile Problem	3	Harassment	1
Accident	2	Information	1
Civil Standby	2	Missing Person	1
Threatening	2	Disturbing the Peace	1
Animal Problem	1	Parking Violation	1
Civil Dispute	1	Reckless Driving	1
Extra Patrol Requests	1	Suspicious Person/Circumstance	1
Disorderly Conduct	1	Trespassing	1
Welfare Check	1	VIN Inspection	1

Overview of calls

- Trespassing – Reporting party called and stated someone was at there door and she did not want them around. Officers responded and resolved the conflict.
- Parking problem – Reporting party called and stated there was a vehicle blocking her driveway. Upon the officer’s arrival, the vehicle was gone.
- Missing Child – Officers responded to a 1 ½ year old missing child. The child was located in the residence.
- Civil stand by – Officers responded and stood by while parties exchanged property. After the exchange of property was completed the homeowner want the other party trespassed.
- Nose complaint – officers responded to the 200 block of Boise street reference a noise complaint. Upon the officer’s arrival, they were unable to located the noise.
- Reckless driver – Officers responded to a report of a reckless driver on Kuskanook street. Officers spoke with the reporting party who stated a vehicle speed by them and when asked to slow down told the RP to “f off”. Officers were able to located the suspect driver who stated he was going about 21 in a 15mph. Since the officer di not witness the speed a warning was issued to the driver.
- Juvenile problem – Officers responded to a juvenile problem in the 200 block of Spokane street. Officers contacted 5 juveniles between the ages of 8yoa to 11yoa. The juveniles had flipped over a picnic table. Officers on scene were not able to located any damage to the picnic table. Parents were contacted and requested to respond which they did.
- Juvenile problem – Officers responded to a fight in the 300 block of Sprague. Upon officer’s arrival, several juveniles ran away. However, 3 juveniles were located and issued citations for MIPA and for Possession of Marijuana.
- Juvenile Problem – Officer responded to the 200 block of Spokane for a juvenile complaint. Upon officer’s arrival, the located 4 juveniles who were sitting on a picnic table. During the investigation, Officers were not able to prove they were up to anything illegal. However, officers did speak with them about the damage and issues juveniles had been doing in and around the park.
- Suspicious – Officers responded to a female breaking into a utility trailer. Upon the officer’s arrival, it was determined the female was the owner’s niece who had permission to enter the trailer.

Traffic citations – 1

49-1232 Insurance-fail/provide proof	1
Total	1

Warning – 1

49-654(2) Excess of posted speed limit	1

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Misdemeanor citations –

Driving without privileges	2
Driving Under the influence	1
Minor in possession of Alcohol	2
Possession of marijuana	1
Total	6

Overview of the past month calls for service date and time the calls come in.

10/07/20
17:46

Sandpoint Police Department
Law Incident Analysis, Time Reported

1204
Page: 1

Hour	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total
00:00-00:59	0	0	0	0	0	0	1	1
01:00-01:59	0	0	0	0	0	0	0	0
02:00-02:59	0	0	0	0	0	0	0	0
03:00-03:59	1	0	0	0	0	0	0	1
04:00-04:59	0	0	0	0	0	0	0	0
05:00-05:59	0	0	0	0	0	0	0	0
06:00-06:59	0	0	0	1	0	0	0	1
07:00-07:59	0	0	0	0	0	0	0	0
08:00-08:59	1	0	0	0	1	0	0	2
09:00-09:59	0	0	0	0	0	0	0	0
10:00-10:59	0	0	0	0	0	0	0	0
11:00-11:59	1	1	0	1	0	1	0	4
12:00-12:59	0	0	0	0	0	0	0	0
13:00-13:59	0	1	1	0	1	0	0	3
14:00-14:59	0	1	1	0	0	0	2	4
15:00-15:59	0	0	1	1	0	1	0	3
16:00-16:59	1	2	0	1	0	0	0	4
17:00-17:59	0	0	0	0	1	0	0	1
18:00-18:59	1	0	0	1	0	0	0	2
19:00-19:59	0	1	0	0	0	0	0	1
20:00-20:59	0	0	0	0	0	0	0	0
21:00-21:59	0	0	0	0	0	0	0	0
22:00-22:59	0	0	0	0	0	1	0	1
23:00-23:59	0	0	0	0	1	0	0	1
Total by Day	5	6	3	5	4	3	3	29



City of Sandpoint, Idaho
POLICE DEPARTMENT

1123 Lake Street, Sandpoint, Idaho 83864
(208) 265-1482 Fax: (208) 263-3587

Mayor

October report for 2020

There were 43 total calls created for the City of Kootenai for the month of October. Of the 43 calls created, 6 calls were created for other agencies responding to Kootenai. 1 call listed as (Previous incident follow up) which allows us to track our officers follow up within the city of Kootenai. However, these 7 cases do not fit the billing requirements.

We will be submitting billing for 36 calls for service.

Sandpoint's Calls for service 37

911 Hang-up	6
Citizen Assist	4
Information	4
Civil Standby	3
Business/Residential Alarm	2
Juvenile Problem	2
Threatening	2
Trespassing	2
Animal Problem	1
Civil Dispute	1
Domestic Dispute	1
Fire Vehicle	1
Previous Incident Follow Up	1
Found Property	1
Harassment	1

Missing Person	1
Overdue Motorist	1
Parking Violation	1
Reckless Driving	1
Theft of Property	1

Overview of calls

- Threats – Officers responded to a report of a threat. Officers were able to respond and mitigate the complaint
- Theft – Reporting Party stated she loaned her vehicle to a friend who took money out of the glove box. The RP stated her friend took anywhere from 15-50 dollars. Case pending
- Citizen assist – RP wanted to know about setting up a flash mob for her sons’ birthday
- Juvenile problem – Kootenai Elementary reported a 5 yom out of control. SRO was able to respond and calm the 5 yom down. The SRO eventual assisted parents with transporting him home safely.
- Harassment – RP reported her ex husband was harassing her via text and wanted him to stop. Officers were able to mediate for both parties.
- Missing Person – Officers responded and started to search for a missing person who had left home intoxicated and upset. During the search, the missing person returned home.
- Vehicle Fire – A vehicle caught fire while parked in the driveway of the residence.
- Overdue motorist – RP reported his girlfriend has not arrived at home as planned and he had made several attempts to contact her without success. Officers were able to locate her and determine she was okay.
- Battery – Officers responded to fight in progress. After arriving, 31 YOM was placed under arrest for batter and transported to the Bonner County jail.
- Suspicious activity at Washington Elementary – SRO responded to a report of suspicious activity, a school door tied open with a plastic sack. Upon officer’s arrival and a search of the building, nothing was out of the ordinary.
- Barking Dog – Officers responded to a complaint of a barking dog. Upon the officer’s arrival, the dog had been taken back inside the residence and the RP stated if the dog continued to bark, she would call back.

To: Kootenai City Council and Mayor
From: Ronda L. Whittaker, City Clerk
Date: October 2020
RE: Clerk's Report



Website Activity – Continued update of the site.

City Records – Seeking record destruction authorization resolution

Building Permit Inquiries – Ongoing filtering of inquiries related to stormwater and setback issues. Collection of non-refundable initial fees. Filtering of sign permit applications.

Business Licenses – One new business: 208 Classic Car and Truck located on McGhee Road.

Working with the City's Planner and Engineer –I have been working with the City's Planner regarding the potential for the City to receive funds to enable Cloud Technology.

Working with Independent Highway District (IHD)– It is the beginning of snow season. I have provided notices of violation for parking to IHD who will be working with Law Enforcement to keep vehicles off City Streets during snow season.

Playground Activity – Playground has been quite this month. A few of the children who had been causing problems in the park have come into the office to apologize. Working on getting the broken picnic table removed.

Audit Preparation – Mountain View Ledgers had reviewed the City's financials in preparation for the upcoming audit. I am working on a list of documents in preparation for the audit. Audit will begin the November 16th.

City Code Codification – Ordinance 227 that was adopted has been codified.

Road and Street Report – Working on getting figures for the report. Will be working with the City's Engineer to calculate how much improved/maintained streets have been completed and what future needs will be. Excited that we have been able to cross off a few of the past proposed projects!!!!

Resolution Authorizing Destruction of Records

RESOLUTION NO. 88

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF KOOTENAI, IDAHO, AUTHORIZING DESTRUCTION OF RECORDS.

WHEREAS, Idaho Code 50-907 requires the City Council to authorize destruction of records that are not required to be retained as permanent records and that have met the minimum retention period provided by the city's record retention schedule and are no longer required by law or for city business; and,

WHEREAS, the City Clerk has proposed for destruction certain records that have exceeded their minimum retention; and,

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the city of Kootenai, Idaho that the below listed records shall be destroyed under the direction and supervision of the City Clerk: All following records prior to 2015:

- Permits & Licenses – Keep five years after expiration, revocation, or denial
- Professional Membership Records – Keep five years
- Purchasing & Quality-Based election Records – keep five years
- Accounts Payable – Keep five years after fiscal year end
- Accounts Receivable – Keep five years after fiscal year end
- Bank Transaction Records – Keep five years after fiscal year
- Employee Time Records – Keep five years after fiscal year end
- Employee Travel Records – Keep five years after fiscal year end
- Federal & State Tax Records – Keep five years after fiscal year end
- General Ledgers – Keep year-end 10 years after fiscal year end. Keep all other general ledgers five years after fiscal year end
- Investment Records – Keep five years after fiscal year end
- Payroll Registers – Keep five years after fiscal year end
- PERSI Records – Keep five years after fiscal year end
- Wage & Tax Statements – Keep five years
- Withholding Allowance Certificates – Keep 5 years after employee separation
- Ballots – Keep two years
- Maintenance Request – Keep two years after last action
- Street Maintenance & Repair Records – Keep records requiring engineer stamps 10 years after substantial completion. Keep all other records five years
- Street Surface Maintenance Records – Keep five years
- Traffic Control Equipment Inventory, Maintenance & Repair Records – Keep traffic signal records two years after equipment removed from service. Keep all other records five years

The administrative staff of the City is authorized to take all necessary steps to carry out the authorization provided by this Resolution.

PASSED BY THE CITY COUNCIL DATE: 11/4/2020

Wancy Lewis 11/4/2020
MAYOR DATE

ATTEST: Ronda L Whittaker 11/04/2020
CITY CLERK DATE