

RICHMOND CITY COUNCIL

MAY 16, 2024

The regular meeting of the Richmond City Council was held at the Park Community Center located at 90 South 100 West, Richmond, Utah on Thursday, May 16, 2024. The meeting began at 6:30 P.M.; Mayor Paul Erickson was in the chair. The opening remarks were made by Joel Draxler.

The following Council Members were in attendance: Lyle Bair, Amber Ervin, Bryce Wood, Joel Draxler and Daryl Black.

City Administrator HollyJo Karren, Library Director Lora Smith, and City Recorder Justin Lewis were also in attendance.

VISITORS: Cindy Allen, David Cavanaugh, Jeannie Dy, Sokun Dy, Dave Gerrard, AJ Heiner, Rhonda Davis, Cache County Sheriff Chad Jensen

APPROVAL OF THE CITY COUNCIL MEETING MINUTES FROM APRIL 9, 2024.

A motion to approve the April 9, 2024 city council meeting minutes was made by Bryce, seconded by Joel and the vote was unanimous.

Yes Vote: Bair, Ervin, Draxler, Wood, Black

No Vote: None

RECOGNITION OF PEPPERIDGE FARMS AS THE BLACK & WHITE DAYS GRAND MARSHAL FOR 2024.

AMBER: In 1974, Pepperidge Farms opened its plant in Richmond, Utah. Founded by Margaret Rudkin of New York, she began baking bread due to a child's allergy. In Connecticut in 1929, they lived on a property called Pepperidge Farm, named after the ancient Pepperidge tree, which grew there. Her first loaf of Pepperidge Farm bread sold for 0.25 cents even though others sold for 10 cents. Ten years later, Pepperidge Farms celebrated its 500,000 loaves of bread. Six months later one million loaves topped off the charts. World War II affected its expansion but in 1947 Pepperidge Farms celebrated by cutting a ribbon on a new state of the art bakery in Connecticut. In 1950, after traveling to Europe, they were captivated by Belgian chocolate cookies and purchased the rights to produce and sell in the United States one of those being the Bordeaux. Many events took place that added to their expansion. In 1974, they expanded to Richmond allowing the bakery to increase production of its popular Goldfish crackers. They currently have a \$160 million expansion project that will add an estimated 86 jobs and they currently employ over 400 people in the region. With the expansion it will allow more than five million Goldfish to be produced per hour. When finished they will have a 400,000 square foot facility. The project includes a flour mill that is currently being worked on. As quoted by the Campbell Soup Company: "We are thrilled to be investing in our Richmond bakery to support the growth of our business and the community." They are among the top employers in the north part of Cache Valley. We appreciate the relationship we have with Pepperidge Farms. Monthly they send four to six employees to volunteer at The Park Bench, our senior center bringing boxes of cookies and Goldfish to hand out. They help serve lunch, clean up and with activities with our seniors. This year they are recognized as our Grand Marshal for our 109th Black & White days celebration, in recognition of their 50th anniversary of being in Richmond and for the many contributions they have made to our community.

MAYOR: I would like to introduce AJ Heiner. He oversees the local Pepperidge Farms facility.

AJ HEINER: I would like to introduce local residents and employees Dave Gerrard and Jeannie Dy. Jeannie has worked for Pepperidge Farms for 22 years. She is a Team Leader for Goldfish. Dave has worked for Pepperidge Farms for 21 years. He is an Operations in Excellence Lead.

Pepperidge Farms was presented with a gift of appreciation for being the grand marshal for the 2024 Black & White Days celebration.

DISCUSSION AND UPDATE WITH REPRESENTATIVES OF THE CACHE COUNTY SHERIFF'S OFFICE.

SHERIFF CHAD JENSEN: This is the third year of our contract. We don't have to review it this evening unless you have questions. There was a small increase to the new animal control contract. It is helping get us caught up to our actual numbers. The animal control contract is for 300 hours. This year we will be right around 298 hours. Last year, we were at 310 hours. I think the number of hours needed is in a good spot in this regard. They are not law enforcement officers. There has been a discussion with other cities about them doing code enforcement. The cost is less than a sworn position. The county already has a code enforcement officer so this is not something we actively do at this time. Your contract is for 1,202 hours for patrol. This year you will end up with about 2,400 hours of service. Last year, the contract was for 1,000 hours and you were served about 2,200 hours. We are trying to narrow that gap long term. Calls for service are slowly increasing as the population increases. The increase is not in violent crime but mainly drugs and internet crimes. Most of the victims live in the valley and the defendants don't. It takes time and effort to catch those out of the valley. There is nothing happening in any community in the valley right now that really concerns me. For Memorial Day, we are starting a deliberate response unit. They will focus on problem areas or problem items. They won't just do random patrols. Patrolling is really weird right now. Some days are full of pulling people over and other days there are hardly any. We will utilize the motorbike unit officers for this as well as the school resource officers once they are done with the schools for the summer months. I am expecting great things from this new group. A canine unit will be involved as well to help with drug issues. Marked and unmarked cars will be used. Plain clothes and uniforms will be used. We will address different problem areas as needed.

AMBER: I want to express our appreciation for your department as well as the service offered during Black & White Days. It is nice to know we are taken care of.

MAYOR: Let all of your officers know they are appreciated.

HOLLY: I want to thank you and your department for always being so responsive to my calls.

SHERIFF JENSEN: The valley is experiencing growth and we are asking the county council for more bodies in our department. There will be more deputies in the local schools. Right now, there are nine full-time deputies assigned to the schools. The new contract with the school district will add five more full-time officers. It equates to about one per school. North Cache will always have a full-time officer. The elementary school, White Pine, should see one as well. Due to recent legislative changes this mandates more officers in the schools. We have a great relationship with the school district. A bill recently passed by the legislature mandates we have a full-time security chief to oversee the schools. The county will now be over all of the schools in the valley including Logan. We won't supply resource officers for Logan but we will oversee other items per the mandate. New schools will have this employee work with them on security as the school is designed. Idaho passed something similar last year. To add these protocols to new schools it took the cost from around \$300 per square foot for the new building to over \$600 per square foot for the new building. The legislation allows us to use armed volunteers but that is something I have no interest in doing.

DARYL: Is your staffing level where it needs to be?

SHERIFF JENSEN: Patrol is where it needs to be. The jail has 85 deputies involved. It is the same cost to manage 100 inmates or 350. It helps to add new bodies to the patrol division each year. The school legislation will really add to the number of required employees. Our probation department has nine full-time employees. I have four job openings right now which is about normal. We have low turnover in our office. I like to hire local officers. I won't hire anyone on a transfer unless they have local roots because they are just wage shopping. We don't want turnover.

DISCUSSION AND POSSIBLE APPROVAL OF AMENDMENTS TO THE PERSONNEL MANUAL OF THE CITY.

JUSTIN: New legislation mandates we implement a background check policy for the library staff by July 1st. After discussion with Holly, we feel it is appropriate to implement this new policy for all new employees. Thanks to Lora for helping put this together. Lora, Holly and myself have all been working on it and support it as written. It can always be amended when needed. A new employee would only need a background check when they are hired. It would not be required yearly. Where almost every employee or volunteer works around children, we feel it is necessary to implement this policy across the board for all new hires.

AMBER: I think it is a great move. It has been discussed at the senior center over the last year. We need to monitor for these types of things when we can.

DARYL: How big of a deal or cost is this?

Richmond City Council Meeting Minutes, May 16, 2024

JUSTIN: We have contracted with the Smithfield City Police Department. Each new employee will go to their police station during regular office hours. The process is quite short and will take 10-15 minutes, I would estimate. The cost is \$15 per employee. They will bill us periodically. The new employee or volunteer does not pay for the background check.

MAYOR: I think this is an essential policy.

A motion to adopt "Section 16 – Background Check Policy" into the Personnel Manual of the City was made by Bryce, seconded by Lyle and the vote was unanimous.

Yes Vote: Bair, Ervin, Draxler, Wood, Black

No Vote: None

DISCUSSION ON AN EMERGENCY COORDINATOR POSITION FOR THE CITY.

MAYOR: After I took office, time and funding have been spent on the creation of an emergency management room in this building. It consists of radios, computers, a fiber connection, a Starlink system, and other items. Dave Cavanaugh and his group of volunteers have been instrumental in making this happen. There are HAM radio operators involved as well as an emergency management response system. Under our code, who is the emergency response of the city directed through?

JUSTIN: It defaults to the Mayor and City Administrator unless you designate someone else.

MAYOR: We use the Parlant system for communication with the residents right now. Holly is our POI (Public Information Officer). If I am not available to help then it would default to the senior council member, which is Lyle. Dave has helped to create our system. The state has an emergency communication system. Dave is a volunteer coordinator with specific duties. We need to determine his exact duties and how he interacts with the mayor, city council and staff.

DAVE CAVANAUGH: We need to come into compliance with state code. We need to adopt the emergency plan we have been working on. An emergency coordinator needs to be designated. The emergency center is in good shape. There are just a few minor tweaks that are needed. Our emergency center is in better shape than every other center in the valley. My team is helping with the races on Saturday. I have been working with Joel.

MAYOR: Dave's main job would be to receive and relay information during an emergency to the correct people. I have the emergency plan draft and just realized I forgot to send to all of you for review. I will share with the council immediately. It is long but it flows well. I think you each need to read the document to better understand Dave's role. There is a July 1st deadline. We will discuss it again at the June council meeting. How do you want to be contacted if the council has questions?

DAVE: I can be emailed directly.

MAYOR: Justin, make sure to include this as an agenda item for the June council meeting.

DAVE: The plan is long but it is pretty straight forward. It is based off of other entities' communication plans. It will do a good job for us and we will be in compliance.

MAYOR: If an emergency happens, it is anticipated only some of us will be onsite representing the city. Dave and his team will help gather the information and pass it along to us so we can make decisions.

DAVE: I attend a lot of county and state emergency management meetings and would like to be able to tell them I am the official emergency coordinator for the city.

PUBLIC HEARING FOR THE PURPOSE OF DISCUSSING AMENDMENTS TO THE FISCAL YEAR 2024 BUDGET WHICH IS THE PERIOD OF JULY 1, 2023 THROUGH JUNE 30, 2024.

A motion to close the regular city council meeting and open the public hearing was made by Bryce, seconded by Lyle and the vote was unanimous.

Yes Vote: Bair, Ervin, Draxler, Wood, Black

No Vote: None

The public hearing opened at 7:13 P.M.

Richmond City Council Meeting Minutes, May 16, 2024

JUSTIN: Solid Waste Fund revenue would increase \$700. Solid Waste Fund expense would increase \$4,473 which is for the purchase of 50 new garbage cans. As the city continues to grow, we will need more new garbage cans. Capital Projects Fund revenue would increase \$36,628 which includes \$20,000 in interest revenue and \$16,628 being transferred in from the General Fund. There would be a decrease of \$78,320 as no funding needs to be transferred from the Capital Projects Fund to the General Fund. Cub River Sports Complex revenue and expense would increase \$1,380. This is for a use fee which has been collected from groups using the fields. Sewer Enterprise Fund revenue would increase \$169,362 which is for interest revenue and impact fees collected. This year we have seen a lot more maintenance and repair to the MBR plant than in previous years. The main expense increases are for wages, maintenance and repair, supplies, engineering and IT equipment and support. Water Enterprise Fund revenue would increase \$263,860 which is for impact fees collected as well as meter installations. Expenses would increase \$64,753 which is mainly for IT service and support, meter purchases, supplies, utilities, engineering and wages. General Fund revenue and expenses would increase \$366,986. Sales tax revenue would increase \$200,000. The RTIF road tax is approximately \$126,000. The majority of the remaining revenue increase is from donations and grants. Lora and the library do a tremendous job obtaining grants on a yearly basis. Administration Department would increase for IT equipment and support. Building Fund would increase for utilities, maintenance and repair, and some ARPA (America Rescue Plan Act) projects. Public Safety Fund would decrease as we close out the justice court. Parks Department would decrease because the RAPZ Tax bathroom project will happen in the next fiscal year. The Fire Department would increase for utilities and the population increase included in the Smithfield City contract. The library would increase mainly for grants. Planning Department would increase for engineering and attorney fees. A small transfer of funds to the capital projects fund would be included as well. The biggest increase would be in the Streets Department. This would include the addition of the RTIF road tax. Also, we have a used piece of equipment we would like the council to consider purchasing. The staff has a list of equipment we always hope to eventually purchase and a street sweeper has been on the list for well over a decade. The staff found a used street sweeper. It is a 2009 500X with 24,000 miles and 1,800 hours. It can also do minor valve box cleaning. Right now, we are spending around \$5,000 to \$20,000 per year on street sweeping services. The purchase price of this unit is \$75,500. One huge benefit we have on this particular unit is we were able to demo it and then take it to Daryl for him to look over.

DARYL: It is a 2009 and is a nice unit for a used unit. It was pre-emissions so it does not require DEF fluid or items like that. It has low hours and is in good shape. There are a few minor items which need to be fixed and I showed the salesman. There is a minor oil leak and some wiring which needs to be repaired. All in all, it is a very sound unit. The price is reasonable for the year, miles and hours on the unit.

JUSTIN: We would be able to pay for this unit with cash. We don't take loans for equipment purchases. A new unit would be over \$200,000 and we will never be able to afford a new one. Because some of our revenue is up and our expenses are down on some line items we can afford to make this purchase.

JOEL: Where would we use this item where we have very little curb and gutter in town?

DARYL: It was used in Erickson Circle where we have never swept. It filled up the hopper just in that area. It does such a good job on the initial pass that very little would be collected long term on additional passes.

JUSTIN: The main time we would use it is after the chip seal is done on a yearly basis. We spend thousands of dollars cleaning up after the chip seal is completed.

MAYOR: The county did better last year but plenty was still cleaned up after they were done.

JUSTIN: We would save around \$15,000 on a yearly basis if we didn't have to pay for the sweeping of chips after the chip seal is done.

DAVID CAVANAUGH: I have a facilities background. Sweepers and vacuum trucks are very maintenance heavy. They have a lot of consumables like brushes and bags. It is not an item you purchase and has no upkeep. It will require more maintenance than most equipment. Will this overburden our existing city staff by adding more equipment to the fleet? A sweeper is a maintenance hog. They require more maintenance than people think. I am not opposed to the purchase but want you to be aware of what you are considering purchasing.

A motion to close the public hearing and reopen the regular city council meeting was made by Lyle, seconded by Bryce and the vote was unanimous.

Yes Vote: Bair, Ervin, Draxler, Wood, Black

No Vote: None

The public hearing closed at 7:27 P.M.

DISCUSSION AND POSSIBLE VOTE ON AMENDMENTS TO THE FISCAL YEAR 2024 BUDGET.

HOLLY: The sweeper would need to be maintained at least twice per year. Rob Bair will be the main operator. Shane Lewis will be the backup and Austin Hinckley can assist, if needed, as well. There is training that would come with the purchase.

MAYOR: Will the maintenance be done during the off season?

HOLLY: Yes. We would obtain a maintenance quote and then see if it is something Lyle or Daryl can do and the cost.

AMBER: What is the average life span of a sweeper?

DARYL: Geneva operates a fleet of 35 sweepers. They have an average of 35,000 hours on each sweeper. This truck is more like a vacuum than a sweeper in how it cleans.

AMBER: Do we have space to park it?

HOLLY: Yes. We won't have to build or create a space for it.

MAYOR: We will consider adding a washdown area long term.

LYLE: If we can utilize this to offset other expenses it makes sense to purchase it.

BRYCE: We have a lot of construction and mud being on roads because of construction so this would help.

MAYOR: We started sweeping the city two years ago before the annual Black & White Days event then did a second pass after the chip seal work was completed.

AMBER: Right now, sweeping is only done twice a year. Would there be a more regular schedule if we own a sweeper?

HOLLY: Yes. We want to make the city look better. Rob can constantly be in the sweeper when he doesn't have other projects going on. It will also help with jetting of small pipes as well.

MAYOR: Justin what are your thoughts?

JUSTIN: If we are ever going to purchase a sweeper now is the time. It is affordable, we have the cash on hand because revenue is up in some line items and expenses are down in some line items.

MAYOR: We are including a \$200,000 adjustment to our sales tax revenue. We receive substantially more revenue from sales tax than from property tax.

JUSTIN: We are about \$110,000 to \$120,000 to the good in regard to sales tax because about \$80,000 to \$90,000 goes back to Lee's Marketplace because of their rebate agreement with the city.

MAYOR: The amount we pay to Lee's decreases by ten percent per year.

BRYCE: I think this is a good deal and the equipment will pay for itself in three to four years.

MAYOR: This will allow us to do more sweeping than just twice a year.

A motion to approve amendments to the Fiscal Year 2024 Budget was made by Daryl, seconded by Lyle and the vote was unanimous.

Yes Vote: Bair, Ervin, Draxler, Wood, Black

No Vote: None

COUNCIL MEMBER MAYOR REPORTS

AMBER: Black & White Days is on. It is a happy time. I am happy with how things are going on and how things have come together. The city staff is remarkable. They are so supportive and willing to help. They all have a positive attitude. There are a lot of long hours being spent to make this event come together. The Hamburger Stand is doing great. The youth council is hosting a dance tomorrow night. Lee's Marketplace is hosting a breakfast Saturday morning. The Royalty and Lil' Miss pageant were handled by volunteers. The youth council is involved in different things. The foot and bike races and breakfast are utilizing volunteers. I have people asking all the time where they can help. I am not micromanaging anyone. The DUP (Daughters of Utah Pioneers) wants to express appreciation to John Harris for making the floor repair in the Relic Hall. The DUP is ready for Black & White Days. Some historical photos of the city are going to be displayed in the Lee's Marketplace cafeteria. The museum board is doing good things. They came to the senior center and showed some artifacts. They are trying to get the information out there of what they are offering. The Park Bench is helping to oversee the Hamburger Stand this year. We have less volunteers helping this year. We need to evaluate some long-term challenges after this year's event. The youth council is also helping at the Hamburger Stand.

MAYOR: West Motor is donating the use of a couple of trucks to haul the grand marshal during the parade.

Richmond City Council Meeting Minutes, May 16, 2024

LYLE: Projects are progressing. The 400 West road project is getting ready to start. We are waiting for some water and sewer studies to be completed.

MAYOR: An issue we are dealing with is the level three engineer who works for J-U-B Engineers is leaving in July. She has been overseeing our MBR Plant where she has the certifications. We are working with J-U-B on licensing so we can stay in compliance. We should have more information in this regard in June. Shane does well at maintaining and keeping the plant running but doesn't have all of the licensing the city needs to be in compliance. The person who is leaving has also been involved in the studies which are being completed. The study is looking at our sewer system as well as the possibility of adding Lewiston City to our system.

DARYL: I attended the Utah League of Cities and Towns spring conference. I was skeptical at first. I enjoyed every minute. Some good information was presented. I visited with some vendors. I learned that HB88 allows public entities to have activities without liability. The item must be free to the public and then there is no liability. Utah State University is willing to help with feasibility studies. They are looking for five-year studies so they can track items and have a historic record. There is also funding available for highway projects such as roundabouts. I learned that roundabouts are installed to help avoid head-on collisions. One discussion talked about vision must involve a long-term plan such as putting in biking and walking trails before a subdivision is built. Once it is built it is almost impossible to install these types of items. The idea is to create a culture of use.

MAYOR: Daryl is going to be the new city liaison to the Richmond Power & Irrigation Company.

BRYCE: The Hamburger Stand is doing well. They had approximately \$1,900 in receipts on the first day. The Park Bench employees have been amazing in helping to run the Hamburger Stand along with the youth council. The youth council is going to learn about budgeting. I have asked Holly and Justin to attend a future youth council meeting where they can talk about things like budgeting and planning. We are working on having a more formal structure in place long term. We also are working with the youth council mayor to have more leadership in this role. We have some plans we want to implement which will include more structure.

JOEL: The foot race and bike race are ready to go for Black & White Days. The running course has been painted. We are nervous about the packet pickup. We don't want everyone picking up their packet on Saturday morning. We have a lot of runners in the event. Packets can be picked up on Friday from 5:00 P.M. to 7:00 P.M. and then again on Saturday morning starting at 7:00 A.M. I am emailing all the participants of both events about the packet pick up. Everything is happening at the Community Building. The aid stations are staffed. The Cache County Sheriff's Office motorbikes will lead out both races. The royalty helped prepare the bags. The bike course will be painted on Friday.

STAFF REPORTS AND MONTHLY FINANCIAL REVIEW.

FRAUD RISK ASSESSMENT

HOLLY: The 300 East swale project is being worked on. The pond at the Nature Park will be cleaned out next. A swale will be installed on the west side of the road in that area as well. Six building permits will be issued in the Richmond Village development once the impact fees are paid. Twelve new water meters were recently installed in that development. I am going to be meeting with a representative of UDOT (Utah Department of Transportation) on the speed around our crosswalk on the highway. The Lil' Miss pageant was amazing because of Rhonda Davis and her team of volunteers. It was fun to watch. Each group is doing such a good job in the area they are overseeing. We have a lot of upcoming projects after Black & White Days.

MAYOR: I have been in the office this week to help with Black & White Days where needed. The staff is very professional and organized.

JOEL: Is the hot box used to fix potholes? I have not seen it before.

HOLLY: We used it on 300 East and other places. We are slowly working on potholes. We have a long list we are working on.

JOEL: Can you explain how it works? I have seen a couple of new patches which did not look good.

HOLLY: The hot box is for large asphalt projects where cold mix is for small potholes.

JOEL: I am seeing some improvements where potholes are being filled but some of them are very rough still.

HOLLY: I agree. We have had to do some of them twice such as at the intersection of State and Main by the old bank.

AMBER: I was driving home and noticed a water leak in the road. I notified Holly. Should we notify you of things like this? We don't want to overwhelm you if you already know.

HOLLY: We knew about that water leak but please let us know in case it is something we don't know.

Richmond City Council Meeting Minutes, May 16, 2024

MAYOR: It is simple if you notice something let Holly know.

JUSTIN: We collected \$56,339 in sales tax revenue last month. We received our fourth allocation of Class “C” Road fund revenue in the amount of \$31,520. The cemetery district paid their quarterly contract so they have paid for through June 30th. Through the end of April we had collected \$4,550 in sponsorship revenue for Black & White Days. As of yesterday, it was around \$13,000. The current budget will be amended again in June and the new budget adopted in June as well. With the closing of the justice court, we had to remove accounts receivable and other items from our financials. I spoke with the audit staff about the best way to do this and the final transaction is closed through “Public Safety – Misc Services” line item when you look at our budget. Through April, \$539,296 in water impact fees have been collected and \$378,197 in sewer impact fees. Austin and the staff have been busy installing water meters so water meter purchases are up quite a bit this year over previous years. Growth requires more meters to be installed plus the change out of existing meters. Fifty new garbage cans were purchased in April as well. In regard to the new budget, I visited with Jeff Young about the cost of the .gov conversion and it was not as bad as we had estimated. Because we have been proactive in the past the conversion will not be as costly as it is for other cities. The RAPZ Tax bathroom project should be completed in July as we were notified they would like to deliver the bathroom the first couple of weeks of July. The bathroom will be placed south of the Star Pavilion. We have updated the RAPZ Tax line items in the proposed budget. I have also updated the utility expense in the funds. The Solid Waste Enterprise Fund charges the General Fund for garbage service at city facilities and I needed to account for that. I won’t have property tax numbers until the start of June so it will be a discussion point at the June council meeting as we finalize the new budget. As part of the annual audit, we have to present the council with the Fraud Risk Assessment. It is signed by myself and the mayor and then uploaded to the state auditor website. There are a couple of items we don’t qualify for on the assessment such as having a CPA (Certified Public Accountant) on staff. There are no significant concerns on the assessment. There are mitigating circumstances on a couple of items but they are handled properly. For example, we require two signatures on all checks.

MAYOR’S REPORT

MAYOR: The county met this week to discuss the current RAPZ Tax applications. The recommendation of the selection committee is to approve \$105,000 for our project. The Black & White Days building was built 50 years ago. It has only had one small remodel done in the past. We will take any amount they are willing to approve for the project. Dave Erickson has been instrumental in getting approval for this project. There is a lot of thanks needed for those who have organized the Black & White Days activities. Thanks to Joel, Bryce, Amber, Holly and everyone else who has spent so much time this week on the celebration. We need to thank Rhonda Davis and all of the other volunteers as well. People care and make sacrifices to make this celebration happen. We are using paid staff at the Hamburger Stand this year and it seems to be working well. Employees are doing well with their new job assignments. There are a lot of projects happening in the city.

The council took a short recess at 8:12 P.M.

EXECUTIVE SESSION TO HOLD A STRATEGY SESSION TO DISCUSS THE PURCHASE, EXCHANGE, OR LEASE OF REAL PROPERTY. UTAH CODE ANNOTATED 52-4-205 (1) (D).

A motion to close the regular council meeting and open the executive session was made by Bryce, seconded by Amber and the vote was unanimous.

Yes Vote: Bair, Ervin, Draxler, Wood, Black

No Vote: None

The executive session opened at 8:21 P.M.

Those in attendance: Mayor Erickson, Lyle Bair, Amber Ervin, Joel Draxler, Bryce Wood, Daryl Black, HollyJo Karren, and Justin Lewis

A motion to close the executive session and reopen the regular city council meeting was made by Amber, seconded by Bryce and the vote was unanimous.

Richmond City Council Meeting Minutes, May 16, 2024

Yes Vote: Bair, Ervin, Draxler, Wood, Black
No Vote: None

The executive session closed at 9:30 P.M.

A motion to adjourn was made by Lyle, seconded by Bryce, and the vote was unanimous.

Yes Vote: Bair, Ervin, Draxler, Wood, Black
No Vote: None

Adjournment at 9:30 P.M.

RICHMOND CITY CORPORATION

Paul J. Erickson, Mayor

ATTEST:

Justin B. Lewis, City Recorder