

**VILLAGE OF BOLIVAR**  
**SPECIAL COUNCIL MEETING**

**JUNE 8, 2020**

The Bolivar Village Council met in a special session via Go-To-Meeting teleconference on **Monday, June 8, 2020**. The meeting was called to order by the Mayor at 7:00 pm. The Pledge of Allegiance was said. Lloyd opened the meeting with a prayer. Gettan, Lang, Lawver, Lloyd, Oberlin and Vincent all answered to roll call.

Mayor Hubble brought forth the first item on the agenda, as advertised in the paper, concerning the temporary extension and use of flex time. The recommendation is to authorize six (6) months in order for the Chief to be able to utilize his flex time versus only having thirty days or a three (3) month extension. Lawver suggested extending until the end of the calendar year. Oberlin moved, seconded by Vincent to extend until the end of the year. If there is a problem it can be revisited. In a roll call vote, all members present voted yes.

The second order of business is to Rescind Resolution 7-2020 for Great Lakes Community Action Partnership. Once rescinded, it would need approved as an Ordinance by an emergency. Lang moved, seconded by Vincent to rescind Resolution R-7-2020. In a roll call vote, all members present voted yes.

Lang moved, seconded by Lloyd to suspend the rules. In a roll call vote, all members present voted yes. Lloyd moved, seconded by Gettan to approve an **ORDINANCE AUTHORIZING THE FISCAL OFFICER OF THE VILLAGE OF BOLIVAR TO EXECUTE THE ATTACHED INDEPENDENT CONTRACTOR AGREEMENT BETWEEN THE VILLAGE OF BOLIVAR AND GREAT LAKES COMMUNITY ACTION PARTNERSHIP REGARDING THE WATER DISTRIBUTION SYSTEM-VALVE EXERCISING AS AN EMERGENCY**. In a roll call vote, all members present voted yes to approve as **Ordinance O-22-2020**.

The next item is to discuss amending the "10 minute parking" in front of Post office. There has been some discussion as to the time frame; Monday through Friday from 9a.m. until possibly 6pm to accommodate those who work until 5. The Mayor asked the pleasure of Council. Oberlin said the sign currently reads 8-6 with no mention of the days. Oberlin suggested keeping it at 8a-6p. Oberlin suggested another sign to be added in the flower bed. The Mayor asked if everyone would like to have the sign changed to reflect 8-6; Monday through Friday or to have it painted on the road. Oberlin supported having it painted on the road because several people don't see the sign. Gettan mentioned several residents would like to see the road painted. Lang suggested, 10 minute parking; M-F; 8-6. Gettan agreed that it needs to be made clear. Lang moved, seconded by Lloyd to suspend the rules. In a roll call vote, all members present voted yes. Lang moved, seconded by Oberlin to change the parking in front of the Post Office to 10 minute parking, Monday-Friday; 8-6, as an emergency. In a roll call vote, all members present voted yes. **The Ordinance number assigned is O-23-2020**. App added that all three (3) parking spaces will have that marking.

Next, the Mayor asked for everyone to take out their packets to begin the review of the risk management study. Lang added that he has noted his top four concerns and wondered if anyone else had any commonality. The Mayor asked, "What are your top concerns". Lang stated, #23 - Installing the independent whistle blower hotline; #27 - Implementing call logging; #20 - gifts and gratuities and #21 - conflict of interest. He

said those were the items that jumped out at him. Lang said when the consultant was discussing these items, they were ones that jumped out at him.

The Mayor asked if anyone else had similar items they have marked down. Lloyd said these four would be a good start. Gettan said she thought they would be going through all of them. The Mayor said there were a couple of items if you look at the beginning of the book; talking about the Mayor's office. The recommendation was to schedule periodic meetings with all officers, no less than monthly to go over expectations, concerns, challenges, etc. The Mayor noted she had started doing that at the first of the year, then COVID hit. It has gone by the wayside at the moment but the Mayor plans to resume meetings.

The second item in the report was in regarding to meeting agenda and action items. The Mayor said the Fiscal Officer has already changed the format of the agenda to make it more understandable. Lang likes the new format but would like to see a section for old and new business. He wants to make sure Council doesn't lose sight of strategic goals.

The next item is in regards to Mayors Court. The Mayor said, realistically she doesn't see that happening and doesn't see it as a great benefit to the Village; mainly because last year there were only eighteen (18) tickets. She wasn't sure where we were for this year but speculated it wasn't very many. Mayor Hubble said she has been to the Mayors training twice; Council has approved the software to proceed with a Mayors Court. However, unless you have the participation of the police with writing tickets, it would not be a benefit to the Village. Additional discussion continued in regards to other affiliated expenses related to running a Mayor's Court. Gettan said in the beginning she was all for the Mayors Court but in learning we barely write tickets she doesn't feel it's worth it. Vincent asked if we should table it until next year. Lang said he doesn't want to create a culture of writing tickets but he doesn't want to try to make them write an excessive amount of tickets. Lang doesn't feel the court would be cost beneficial to us. Lloyd felt if we covered all of Lawrence Township and Zoar, it would be beneficial. The Mayor deferred to App to address a couple of items. App asked if she needed to remain on the meeting once her section is complete. The Mayor thought it was a good idea to stay on in case anyone had questions.

The Fiscal officer referred to a handout she provided Council which if more of an FYI when it comes to segregation of duties. Additional items in the packet included a current, past project and progress list; plus a best practices and essential functions of a Village Administrator list. App stated she highlighted what the risk consultant suggested; those items are in red. App said she wasn't going to read through all the information; that Council can go through it on their own. She added, some of the items on the list are tied to the Ohio Revised Code and some are just common sense in addressing village needs. Also included are the job descriptions as previously distributed last year. This is something the risk consultant pointed out in item #12. There are several things throughout that aren't consistent along with some errors; this is something that needs corrected. When it comes to the descriptions itself, (per the consultant) there are several items listed under those duties and descriptions that aren't currently being done. We either need nip up the descriptions to make them more conducive to what our departments do or have accountability for what's expected and that's up to you. It's up to Council to map out what's expected of employees and hold them accountable. That basically concludes item #12 in the packet.

The next topic pertains to segregation of duties. The Fiscal Officer pointed out in the job descriptions, section 3.2 Fiscal Officer and section 3.3 Village Administrator. App said, "One thing to keep in the back of your mind are the duties involved with both positions as we move forward to looking at segregation of duties". App further encouraged Council to take the packet home and review before the next meeting; closely looking over the descriptions to see what needs edited which would satisfy the consultant's bullet point #12.

The last item App brought forth was bullet point #31 pertaining to the Fiscal Officers section. The only item the risk consultant ear marked in this section was segregation of duties. App recapped recommendations and input of the risk consultant in regards to money handling; adding it was not incumbent on the current Fiscal Officer but for anyone who would be in the fiscal position moving forward. App said she agrees with the consultant in regards to having the secondary resource for checks and balances. App felt the Village has done well over the years by implementing second signers, updating investment and credit card policies, but the consultant recommended taking it a step further. As everyone knows, we are a small municipality and we don't have the same resources other towns have with multiple people in their fiscal office, water utilities or tax department. We are trying to cover everything we can with the resources we have. This would be something for you as Council to think about.

App announced she started as Village Administrator back in January; included in the packet is a list of accomplishments. App further noted, "I can't keep up with working 55-65 hours per week. Regardless of a wage adjustment, no matter what that would look like, it's not practical or feasible thing to say "we expect you to do both of these positions". App clarified, "If I'm going to follow our job descriptions, the four pages in there (referencing Fiscal Officer and Administrator), it's not practical to think I can cover all that ground. I'm certainly not getting paid to cover all that ground. Being salaried, you work until the job is done. I know there was one opinion, at the end of the day to just stop. That would be great, I'd love to do that. It would be great in theory but it's not possible. As a salaried employee, you work until the job is complete. The question becomes, if I quit after 8 hours, who is going to pick up the slack with the additional 15-20 hours per week"? App referred back to the packet she supplied Council. "If you look at the packet; then go around town to see what all needs done; we have a lot of ground to cover".

App asked Council to look at what they want by noting, "I can either, A) go back to being the Fiscal Officer and water utilities clerk; or B) stay as the administrator. I have really enjoyed being the Administrator. I feel there are a lot of things I can contribute both with negotiating skills and cost cutting. If I would do that, we would need to have someone else additional, part time. App went on to explain the current help status which includes 5 hours in the office each week. Additional help has previously been approved at thirteen (13) hours per week; currently utilizing five (5) hours on average. In summary, "If we had someone working part time that would help with the daily fiscal duties that Don (risk consultant) was outlining, it would satisfy the segregation of duties. That person could also work on the water utilities and Council Clerk duties. App further stated, "I would still be handling the major fiscal issues such as tax budgets, annual budgets, appropriations, etc." This is basically a rough draft. App said if this is something of interest to Council, she could put budgetary numbers together. App continued to brief Council with upcoming projects to include the meter project, monthly water billing, financial forecasting etc.

Due to Covid and the new income tax deadline of July 15, App does not recommend switching to monthly water billing at the same time income taxes are due.

App concluded by saying, "On that note, there are some decisions you have to make. You need to look at, and this is not meant to be derogative, when the position was filled before and were any of the duties in the job descriptions being fulfilled? Then looking at, moving forward, what do you want to see happen? I have said this before, but I have a hard time saying I will be your Administrator and I'm going to go ahead and collect the two bucks; doing it in name only. That kind of goes against the grain of who I am".

Oberlin asked, "You want to keep the Administrator job, correct; but you need help with the water bills? Is that what you are asking is to hire someone for fifteen (15) hours per week to help you out with the water bills and other duties"? App said it would be more of the routine fiscal duties; to alleviate some of the duties in order to focus more on things that we need to have done in our town. App further stated, "If I stay as Fiscal

Officer, everything else I have been doing, not just this year but in prior years, that's done. Last year when I inherited the library problem, which was a monster; I was doing a lot of things that had nothing to do with Fiscal Officer. Those days would be over". Gettan felt if we bring someone else in," it would help with our checks and balances and alleviate some of your workload". Vincent asked, "It would only be you and one person, not a three person situation"? App said that would be up to Council as to what they prefer. App presented a couple scenarios but said it would also work to keep one person for five hours per week to work on water utilities and to hire a fiscal assistant up to 15 hours per week. Oberlin expressed he would like to see one person at twenty hours per week in order to make it more attractive.

The Mayor added, "Maria goes above and beyond. She gives 150% or 200%. When she became Village Administrator, she's going to give it 100%. Unfortunately she gives 100% to her Fiscal Officer position. There's a lot that goes in to that. The Village Administrator position has a ton of things that go into that if it's done properly. Moving forward we really need to think about this really hard. We have a lot of projects... we need to figure out exactly what we do want to do. At the end of the day it is up to Council; they have to make that decision. As Maria has explained to me on many occasions, she is not going to continue to try to do both and work all these hours. Maria has been working an ungodly amount of hours; to get her job done. We are asking her to do a lot of things; but then again you have to ask yourself, do you just want someone as Village Administrator in name only. That's what you have gotten in years past. If that's what you want, then that's up to Council. If you want more than that, then you need to make that decision".

App added, "Over the years, laws have changed. Back in the day, we didn't even have a state computer or the UAN. We got that back in 2013. In 2014 the State Auditor changed the rules by adding year end Notes; internal audit notes. Now at the end of each year, we have a complex twelve page report of the functions of the Village that turns us into little junior auditors. There are several compliance things that have changed. A lot of training has changed to include the Fiscal Integrity Act. There are now a certain number of hours per year to abide by". App noted when she first started there was a one day training seminar in the fall that lasted a day; now there are an abundance of hours. "We are now doing the CPIM training in order to take advantage of investing tools. They are all time consuming". App said she could get Council something more formal as far as dollars and cents. App went on to say, "I think I have done very well over the last several years whenever we have needed to increase payroll or benefits, I have found the money. I have continued to find money". Gettan responded to App by saying, "I don't think anyone could possibly say you don't go above and beyond every day".

Vincent still had questions in regards to how many people would be filling the hours. App said she could have something more formalized as to what those options could look like. She added, "Perhaps we could keep Stephanie and put her in charge of just the water utilities for five (5) hours per week". App further stated, lately there have been an abundance of meetings since April that have required a lot of preparation. App would like to see a total of twenty (20) hours per week for everything. Vincent asked if it would be a part time person plus the Full time Administrator. App said it would still be a split position as Administrator but she wouldn't be split into five categories; but instead split amongst two areas. App said she could still do the main Fiscal work but have a fiscal assistant to do the daily items. Vincent said she's following along but she doesn't want to see it where we have four people because from a management level it would be harder to stay current with what each person is doing as opposed to one and a part time. Gettan had additional questions as to how the duties would be split. App provided clarification by stating, if we were to keep our current employee, she would only be doing the water utilities; the fiscal assistant would fill the additional hours for the routine duties including the meeting minutes. App further stated, whether we have one person at twenty hours per week or two people splitting twenty hours, which would be enough to alleviate the burden. App said, as a salaried employee, there will still be certain

weeks where there could be upwards to 70 hours under extreme circumstances but for the most part having an assistant would help reduce my hours to 40-45 per week.

Lang said this wouldn't solve the segregation of duties issue. He said we would basically need two people in the UAN; two people that can see what the other is doing and either agree or disagree. Lang said it doesn't fix checks and balances if "she" has all of one thing and you have all the other. He said that wouldn't be a checks and balances, it would be a division of labor. He wants both people to have access to all the same stuff; knowing all the same stuff and to verify the other person. App responded, "Absolutely. The primary function of mine would be more Administrator but I would still be Fiscal Officer in respect to overseeing things and doing the more labor intensive. Then you have the Fiscal Assistant who is also in the UAN who is in charge of your daily tasks; your bills paid, the deposits. Where I come in, I would have to check and balance that". App further stated that we aren't used to this type of system so she would want to consult with another agency to discuss the flow of operations.

App explained, she would still be the UAN Administrator and the fiscal assistant would have full user access. There was continued discussion as to how the processes would work. Lang expressed how major operations have specific departments that only handle receiving and other departments that strictly hand disbursements. App agreed with Lang by stating there could be an accounts payable and an accounts receivable. App suggested perhaps one person do all the deposits and the other do all the paying of bills. There is a way to check and balance; however, "We are new to this and I don't have all the answers. What I'm trying to say is, I'm wanting to look at what the risk consultant said and wanting to look at best practices and do what is recommended". Lloyd was inclined to agree with Oberlin. He felt we would have better luck getting someone if we could give them more hours. Lang asked App if she thought Patricia would be willing to take the job. App said she would certainly ask her but she does not think she would be. App went on to say she really likes Patty.

Lang recommends we bring this to the next Council meeting which would give more time to think about it. Vincent said she feels everyone has a basic understanding as to what was put out there tonight in regards to the roles of Administrator, Fiscal Officer and assistant roles.

Before moving on to the next section of the risk study, the Mayor wanted to reiterate what App said in regards to job descriptions. "We really need to look at those". She stated they were printed out for each of you to look at. "We need to see where we are at with job descriptions. Do we even meet the descriptions that are in our policies & procedures book? For the most part, I would say maybe not. Council needs to come up with some sort of structure as to what we want to put in there". The Mayor added, "I have actually come up with several things as far as job descriptions. I haven't presented them to Council yet due to everything that has been going on". She said she has been focusing on the welcome packet but would like to present what she has at the next meeting. "At the end of the day, Council has to have an idea as to what they expect or what they want".

Each of the following items were read and discussed from the risk study:

Delegation of authority; this would be something to discuss further with our solicitor in regards to having a policy for this.

Master planning; this is something the Fiscal Officer did several years ago. However, it basically went by the wayside. The Mayor continued by reading the recommendation of the risk consultant. The Village is limited based on its size as to what all we can bring in the Village. In the future we need to look at what a Master plan looks like. App said, this may a good opportunity for the Village to incorporate the residents by having "focus

groups". Gettan feels if we approach it as a focus group we may have people interested in participating.

The next item in the study was the "chain of command". The Mayor said, "I have found it difficult even as Mayor. I may be able to actually move forward with disciplinary actions but unless you have the support of your Council when you move forward with a disciplinary action, it really doesn't matter. It gets to the point of does anyone really care". The Mayor added, "That's a question I have for Council". The Mayor briefly outlined her role when it comes to hiring, making recommendations and disciplinary action. She went on to discuss the importance for Council to become familiar with the Village Officer's handbook. In addition, there is training that is offered for new members. This year it was cancelled due to Covid. Lang said one of his concerns he talked to Don about (risk consultant), "Often times I feel like Council is treated like employees and not like individual elected members; and they are expected to do certain things because they are almost like they're employees. It's not understood that they are their own elected official that is supposed to do their own thing that they think is correct". Gettan asked Lang if he could give an example because she didn't understand. Lang couldn't think of an example off-hand but said he had an example at the time when he met with Don; but it was not the way an elected official would be treated but the way an employee would be treated". Lloyd said he feels what the Mayor is saying is if she has to track and eventually discipline an employee, "We are trusting her judgment and the way she is handling the situation since we aren't there to witness it. I wouldn't see why we wouldn't support her decision".

Oberlin asked what we are talking about. Lloyd said, "When the Mayor needs to discipline employees, that she is getting the necessary support". Lang mentioned legislative vs executive; further stating, "Council isn't there to just rubber stamp everything she does". The Mayor said she's not asking them to "rubber stamp" everything she does. She has asked Council to respect some of her decisions and to listen to what she has to say. "At the end of the day the decision is up to you because you are the elected officials". The Mayor said she is also elected and she disagreed with Lang. "I'm not asking you to rubber stamp anything. If I am bringing someone up, no matter who this person is for discipline, I have to make sure I have my checks and balances. I have to make sure I document it well and that I have an accurate record of what's transpired. Therefore if its' asked of Council for me to present that to them, I can present it to them so they will know I have done my due diligence.

The Mayor further noted, "I don't feel any of you are employees of the Village. You are getting paid but you are an elected official. I believe Council has some responsibility".

Lang said, "I believe that Council should be the primary driver as the legislative body of where the Village goes. Often times I feel like we are being led by our nose and where we are supposed to go; but anytime Council brings an issue up it gets pushed back. Which is one of the issues I did bring up; when Council has something Council wishes to do it gets pushed back. But every time we are given bread crumbs on where we are supposed to go and what's supposed to happen; I believe it's the cart trying to lead the horse". The Mayor asked Lang if he could give specific examples. Lang said, "The agenda items we are going over tonight; just currently. I talked about four (4) that I think are of vital importance. Rather than doing (inaudible)... we are doing what you guys want to do". Lang reiterated, "We aren't talking about any of the things I wanted to talk about tonight".

The Mayor responded, "We are going to change focus then and leave it where it's at; you can put an asterisk there. Let's move to #21". Lawver interjected, "I think what we should have done is what Megan recommended at the beginning and that's to start at the beginning and go through the checklist. There is so much that we have skipped over already". Lawver said we should have started on page six and walk through it. The whole section on Government structure, economic scale and a reference of assessment of operations.

The Mayor deferred to Council as to whether they wanted to move to item #20 that Tim brought as he has four (4) things or to start on page 6 with Government structure. Gettan said she would like to start at the beginning. If a topic can be covered quickly then they can address it and move on to the next item. Vincent felt we did start at the beginning.

The Mayor asked for everyone to turn to page 6; starting with Government structure; monitoring of activities over Village officers and departments. The Mayor said this section is talking about the organizational structure of the Village. "It says the Mayor is charged with the overall responsibility to manage Village employees, the Mayor's role is part-time and does not lend itself to managing staff and the individual tasks they perform throughout the workday to ensure...(referred to the bullet points as outlined by the risk consultant. One of the recommendations of the consultant was for the Village to explore the establishment of a Village Manager. This would do away with the position of the Mayor and have a Village Manager instead. In order to do that, you would have to go to a chartered Village with the approval of the voters. The Mayor went on to state the position would be Council appointed on a year to year contractual basis. The Village Manager would be responsible for executing the directives of Council. This person would ensure personnel adhere to all policies of the Village.

One such government structure is a "Manager Plan" type of government which results in a council of five members and the dissolution of the position of Mayor. "Under such a voter-approved charter, the Village may select which officers shall perform certain functions and prescribe procedures". The Mayor noted the consultant strongly believes in the Village Manager type of position; but at the end of the day, the Council would have to see fit in order to move forward with it then it would have to go before the people. Lawver feels it's worth very serious discussion. "I think we are finding out its very complex; especially today". Lawver said often times these positions end up paying for themselves and ten-fold. "It's something definitely worth looking at. A lot of these problems we are having now, that were even discussing tonight, goes away just by the basis of the organization. The ability to hire within the strengths which the Village needs in order to manage and operate. Like you said, it will come down to the community".

The Mayor asked if anyone knows of another municipality that actually has a Village Manager. Lawver said Jackson Township is chartered; there are a lot of places that have City Managers. Lang interjected by stating he and the risk consultant discussed Hilliard, in Delaware County. Lloyd said one of the biggest challenge is paying them. The Mayor brought up the fact it would be on a year to year basis. Lawver feels it would be a benefit to the Village; if that person doesn't work out you would get rid of them. Lawver further stated "that position would pay for itself probably five or ten fold. Just the ability of that person being full time and over-seeing projects".

Lawver added, "When you're not statutory, it opens up a lot more variables as to how you can operate too. You don't have to strictly follow state law within those confines. It allows you to be more flexible; it could make it much more effective. Lloyd said we would almost need a committee; put together Tim and Bruce to come up with something. Lang asked Lawver if he was willing. Lawver said, "Yeah, it's not a foreign concept. It's pretty established". Lawver suggested finding people to come in and present; to explain it a little further.

The next item on the list was "Shared Services". This is something the Village should probably look at. An example of which is the challenges of the Village to meet EPA regulatory requirements with respect to complying with the clean-water act and related regulations. The Village is moving forward with that because we are going to contract with Tuscarawas County to meet those water needs. The consultant is recommending establishing a task force to evaluate partnering options. The Mayor said that would be with Lawrence Township and Tuscarawas County. She added, "We are a Village of around 1,000 residents. Are we going to move forward with this concept of doing shared

services in regards to our streets; something we could share with Lawrence Township and also the Police Department"? Is that something Council as a whole wants to pursue moving forward? The Mayor added, "Don really recommended outsourcing the Street Department and the Police for that matter. Since we are a relatively small Village, those were some of the recommendations he was talking about. He said it would require a detail cost-benefit analysis to determine if such contractual relationships deliver greater return to the taxpaying residents then the current return". The Mayor asked how Council felt about that.

Lloyd said if the township was willing to go along with it, if we took over the policing. Lloyd noted he hasn't talked to the Chief yet to know if this was of interest. Lloyd said, "We owe it to our residents to have an officer on duty here". Vincent interjected, "That's primary to me". Lloyd agreed. Vincent said the Village did attempt to join forces previously and it didn't work out to the benefit of the Village. Discussion continued as to how things were in the past verses expectations moving forward.

As for the Street Department, as you look at future things, especially when you do a master plan, I think it's very feasible. We have a very small area in reference to what all of Lawrence Township is. I do believe that's very possible that we could easily have some type of an agreement to come together with Lawrence Township to have a functional Street Department. Lloyd said, Tuscarawas County for example, they have a drain cleaning machine and we don't. Sometimes they will come over here and help Dave out with certain situations when they are available. Lloyd asked if we have done much trading back and forth with Lawrence Township, other than the gator. The Mayor said that's where we go to get our salt. When we do have snow, we have a state route that runs through town so for the most part that's always plowed by the state; that's always done. "We use their hot box for asphalt that we have borrowed before. We also have a mutual aid agreement with Lawrence Township. I can see where realistically that's something we could look at; more so moving forward. That could be a reality sooner rather than the police department that would require a little more work. I do believe in the end it could save us quite a bit of money. Again it's something that would need researched and looked at".

The Mayor asked if anyone else had any comments on this section. Vincent said, "My concern is, Village residents have become used to the kind of "gratuities" that the Village provides. The leaf pick-ups; the branches on Mondays". The Mayor responded, "We know those are things important to our residents. If we are looking at combining the two services, we would make sure it was in that. You as Council could list what is important, and what you would like to see moving forward". The Mayor added, "Maybe we don't look at shared services; we already have shared services with them. Maybe we look at it from another point of view. Maybe the mowing is something we can contract out. There are different things. We need to look at what the aspect looks like if we contract out something and is it going to save money"? The Mayor feels it's something that is worth looking at.

Gettan asked, "A lot of these things are things that separate us from being just a part of the Township. At what point does it just make more sense to become part of the Township and not be a separate Village"? The Mayor agreed with Gettan; then asked, "What's the future of the Village. What does it look like moving forward? Those are big questions".

Before moving forward, the Mayor asked the pleasure of Council as to whether or not they would like to continue forward. Thus far, "We went through the Mayor's office; followed by Council. We are currently down to page 9; which is the work environment under the category, HR/General Administration/Miscellaneous. Vincent expressed it may be best to start again fresh on another night. She added, "I would like to start back up on nine (9) regarding the insurance issue. All we ever know is if the annual is a savings or an increase". The Mayor said they can start back with "verifying insurances" then move forward from there.

Vincent moved, seconded by Lawver to adjourn until the next regularly scheduled Council meeting on Monday, July 6, 2020 at 7:00 p.m. In a roll call vote, all members present voted yes.

Meeting adjourned at: 8:35pm

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Mayor Rebecca S. Hubble

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ATTEST: Maria A. App, Fiscal Officer

**Approved:** July 6, 2020